



## Meeting of the Board of Trustees

June 22, 2015

### CALL TO ORDER: 5:15 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**. If you wish to address the board on a closed session item, please complete a yellow form entitled, "Request to Speak" and submit it to the board's Executive Assistant. These forms are available outside the board room. **Speakers are limited to two minutes each.***

### RECESS TO CLOSED SESSION FOR DISCUSSION OF THE FOLLOWING:

- 1.3 Public Employee Appointment, Employment, Evaluation of Performance, Discipline, Dismissal, Release (GC Section 54957(b).)
  - A. Public Employee Discipline, Dismissal, Release (GC Section 54957(b).) (2 matters)
- 1.4 Conference with Labor Negotiators (GC Section 54957.6)
  - A. SOCCCD Faculty Association  
Agency Designated Negotiator: David P. Bugay, Ph.D.
  - B. California School Employees Association (CSEA)  
Agency Designated Negotiator: David P. Bugay, Ph.D.
- 1.5 Conference with Real Property Negotiators (GC Section 54956.8) (2 matters)
  - A. Price and terms of payment for the purchase of *Property by District: Portion of Saddleback College* gross acre land parcel at the southeast corner of Marguerite Parkway and College Drive (the "Parcel").  
*Regarding Price and terms of payment for the purchase of Property by District. Agency Designated Negotiator: Debra Fitzsimons, Ph. D.*
  - B. Price and terms of payment for the purchase of *Property by District: Portion of City of Irvine Grant of Easement* at Barranca Road adjacent to the Irvine Valley College. *Agency Designated Negotiator: Debra Fitzsimons, Ph. D.*
- 1.6 Conference with Legal Counsel (GC Section 54956.9) (2 cases)
  - A. Pending Litigation (GC Section 54956.9(d)(1)) (1 case)  
Successor Agency to the Tustin Community Redevelopment Agency etc., et. al. v. Michael Cohen, an individual sued as the Director of

- Finance of the State of California, etc. et. al.; and real party in interest, the South Orange County Community College District etc. et. al. (GC Section 54956.9(d)(1))
- B. Anticipated Litigation (GC Section 54956.9(d)(2) and (e)(1).) (1 case)

## **RECONVENE OPEN SESSION: 6:30 P.M.**

### **2.0 PROCEDURAL MATTERS**

#### **2.1 Actions Taken in Closed Session**

#### **2.2 Invocation**

Led by Trustee David Lang

#### **2.3 Pledge of Allegiance**

Led by Trustee Marcia Milchiker

#### **2.4 Recognitions: Speakers are limited to two minutes each.**

##### **A. Resolutions:**

1. Jacklyn Chasteler, Saddleback College Hammer Throw State Champion

##### **B. Commendations:**

1. None

#### **2.5 Public Comments**

*Members of the public may address the Board on any item on the agenda at this time or during consideration of the item. Items not on the agenda that are within the subject matter jurisdiction of the Board may also be addressed at this time. If you wish to address the board, please complete a yellow form entitled, "Request to Speak" and submit it to the board's Executive Assistant. These forms are available outside the board room. **Speakers are limited to up to two minutes each.***

### **3.0 REPORTS**

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

##### **A. Board Reports**

##### **B. Chancellor's Report**

##### **C. College Presidents' Reports (*Written Reports included in Section 8.0*)**

##### **D. Associated Student Government Reports**

##### **E. Board Request(s) for Reports**

1. Request for board reports on topics that were addressed during the Board of Trustees Self-Evaluation on May 9, 2015.

#### 4.0 **DISCUSSION ITEMS**

- 4.1 None

#### 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 notes of a Special Meeting held on May 9, 2015. Approve minutes of the Regular Meeting held on May 18, 2015.
- 5.2 **Saddleback College: Transfer Degrees for the 2015/16 Academic Year**  
Approve the proposed new Spanish Associate of Arts for Transfer Degree.
- 5.3 **Saddleback College: Curriculum Revisions and New Courses for the 2015-16 Academic Year**  
Approve the proposed changes in curriculum to new Transfer degree, Economic Associate of Arts Transfer Degree.
- 5.4 **SOCCCD: Saddleback College Emergency Water Main Break Project, Notice of Completion, Kinsman Construction, Inc.**  
Authorize the filing of the Notice of Completion for Saddleback College Emergency Water Main Break project to Kinsman Construction, Inc. for a final contract amount of \$67,346.83.
- 5.5 **SOCCCD: Saddleback College Sailboat Surplus**  
Approve disposal of two Capri day-sailboats and authorize district personnel to take this action.
- 5.6 **SOCCCD: Saddleback College Radio Transmitter Building Project, Amendment No. 1, Pacific Winds Building, Inc.**  
Approve Amendment No. 1, for a no cost extension to the Pacific Winds Building, Inc. contract by 72 days, and 192 days from the date of the Notice to Proceed, for a new completion date of August 20, 2015.
- 5.7 **SOCCCD: Saddleback College Fine Arts and Parking Lots 9 & 10 Landscape Project, Notice of Completion, Clean Cut Landscape**  
Authorize the filing of the Notice of Completion for Saddleback College Fine Arts and Parking Lots 9 & 10 Landscape project to Clean Cut Landscape, for a final contract amount of \$119,610.
- 5.8 **SOCCCD: Saddleback College, Fine Arts HVAC Upgrades and Interior Renovation Project, Lease/Leaseback Delivery Method**  
Approve authorization to request qualifications and seek proposals for

lease/leaseback delivery method for the Saddleback College, Fine Arts HVAC Upgrades and Interior Renovation project.

- 5.9 **SOCCCD: Saddleback College, Fine Arts HVAC Upgrades and Interior Renovation Project, Architectural Agreement Amendment No. 4, gkkworks**  
Approve Amendment No. 4 with gkkworks for additional architectural services in the amount of \$30,000 for the Saddleback College Fine Arts HVAC Upgrades and Interior Renovation project for a total fee of \$304,390.
- 5.10 **SOCCCD: Saddleback College Emergency BGS Fire Repairs Project, Architectural Services Agreement, Amendment No. 2, R2A Architecture**  
Approve Amendment No. 2 with R2A Architecture for additional architectural services in the amount of \$2,138 for the Saddleback College Emergency BGS Fire Repairs project for a total fee of \$120,299.
- 5.11 **SOCCCD: Saddleback College Satellite Coffee Cart Services Agreement, Amendment No. 2, The Drip Coffee**  
Approve Amendment No. 2 to the Saddleback College Satellite Coffee Cart Services agreement with The Drip Coffee, for a one year extension from July 1, 2015 to June 30, 2016.
- 5.12 **SOCCCD: Saddleback and Irvine Valley College, Bid 297D Removal of Hazardous Waste, Amendment No. 3, North State Environmental**  
Approve an amendment to the agreement between South Orange County Community College District and North State Environmental for this one time increase of \$80,000 to the annual allowable expenditures for Removal of Hazardous Waste at Saddleback College. The new contract total for Saddleback College is not to exceed \$170,000.00 and Irvine Valley College is not to exceed \$36,000, for a revised contract amount of \$206,000, for FY 2015-2016.
- 5.13 **Saddleback College and Irvine Valley College: Community Education Fall 2015**  
Approve Fall 2015 Community Education courses, presenters, and compensation.
- 5.14 **Irvine Valley College: Curriculum Revisions for the 2015-2016 Academic Year**  
Approve curriculum revisions as recommended by the Curriculum Committee in consultation with the Academic Senate for the 2015-2016 academic year, pursuant to Title 5, Section 53200 et seq.
- 5.15 **SOCCCD: Irvine Valley College, Grant Acceptance, Deputy Sector Navigator Energy Efficiency & Utilities**  
Accept this renewal award to Irvine Valley College of \$200,000 from the CCCC for the Deputy Sector Navigator Energy Efficiency and Utilities grant, RFA No. 15-160-004, effective July 1, 2015.

- 5.16 **SOCCCD: Irvine Valley College, Independent Contractor Agreement, Brilliant Solutions**  
Approve this contract for \$135,020 with Brilliant Solutions for Deputy Sector Navigator for Energy Efficiency and Utilities project direction and oversight, effective July 1, 2015 through June 30, 2016.
- 5.17 **SOCCCD: Irvine Valley College A400 Design-Build Project, Testing and Inspection Agreement, Amendment No. 1, gkkworks**  
Approve Amendment No. 1 for the Irvine Valley College A400 Design-build project, for a six month extension to the construction management services agreement, with gkkworks with a new completion date of December 24, 2015 and a total contract amount remaining \$390,400.
- 5.18 **SOCCCD: Irvine Valley College A400 Design-Build Project, Testing and Inspection Agreement, Amendment No. 2, C.E.M. Lab Corp.**  
Approve Amendment No. 2 with C.E.M. Lab Corp. for additional testing and special inspection services in the amount of \$30,000, for the Irvine Valley College A400 Design-build project, for a revised contract amount of \$210,000.
- 5.19 **SOCCCD: Irvine Valley College Beverage Vending and Promotional Services, Bottling Group, LLC, DBA Pepsi Beverages Company**  
Approve a three year agreement with two one-year extensions with Bottling Group, LLC, DBA Pepsi Beverages Company (EXHIBIT B) for Beverage Vending and Promotional services with Irvine Valley College as defined in the attached agreement.
- 5.20 **SOCCCD: Irvine Valley College Barranca Entrance Project, Adopt Resolution No. 15-28, Authorization of Acquisition of an Improvement Easement, City of Irvine**  
Adopt Resolution No. 15-28 to authorize acquisition of easement from the City of Irvine for the Irvine Valley College Barranca Entrance project.
- 5.21 **SOCCCD: Irvine Valley College Barranca Entrance, Grant of Easement, and Maintenance Agreement and Purchase and Sale Agreement, City of Irvine**  
Approve the Grant of Easement and Maintenance Agreement, and the Purchase and Sale Agreement with the City of Irvine for the Irvine Valley College Barranca Entrance project, for a contract value of \$31,729.38 and authorize Chancellor and/or designee to make necessary changes to fully execute completion of the transactions.
- 5.22 **SOCCCD: Trustees' Requests for Attending Conferences**  
Approve trustees' requests for attending conference(s).
- 5.23 **SOCCCD: ATEP, Contract for Security Guard Services, G4S Secure Solutions (USA), Inc.**  
Approve the contract for the term of July 1, 2015 to June 30, 2018, with G4S

Secure Solutions (USA), Inc. in an amount not to exceed \$396,000.

- 5.24 **SOCCCD: Contract with JB Technology Consulting, LLC for Information Technology Services**  
Approve the agreement with JB Technology Consulting, LLC for an amount not to exceed \$171,360, for the term of July 1, 2015 through June 30, 2016.
- 5.25 **SOCCCD: Contract with I3 Solutions for Business Analysis and Project Management Services**  
Approve the agreement with I3 Solutions for an amount not to exceed \$120,960.
- 5.26 **SOCCCD: Agreement for Specialized Legal Services, Parker & Covert, LLP**  
Approve the agreement with Parker & Covert, LLP increasing their rate for professional services effective July 1, 2015 to June 30, 2017.
- 5.27 **SOCCCD: Facility Assessment Services, Phase II - Infrastructure, ALPHA Facilities Solutions, LLC**  
Approve of the agreement for Facilities Assessment Services, Phase II - Infrastructure with ALPHA Facilities Solutions, LLC for a total contract amount of \$483,539.
- 5.28 **SOCCCD: Budget Amendment Adopt Resolution No. 15-26 to Amend FY 2014-2015 Adopted Budget**  
Adopt resolution to amend the FY 2014-2015 Adopted Budget.
- 5.29 **SOCCCD: Gifts to the District and Foundations**  
Accept donations.
- 5.30 **SOCCCD: Payment of Bills**  
Ratify the payment of bills as listed.
- 5.31 **SOCCCD: Purchase Order/Confirming Requisitions**  
Ratify the purchase orders/confirming requisitions as listed.
- 5.32 **SOCCCD: Transfer of Budget Appropriations**  
Ratify transfer of budget appropriations as listed.
- 5.33 **SOCCCD: May 2015 Contracts**  
Ratify contracts as listed.

## **6.0 GENERAL ACTION ITEMS**

- 6.1 **SOCCCD: FY 2015-2016 Tentative Budget**  
Approve the FY 2015-2016 Tentative Budget as presented.

- 6.2 **Saddleback College and Irvine Valley College: FY 2015-2016 Tentative Student Government Budgets**  
Approve the FY 2015-2016 Tentative Budget for Saddleback College's ASG and Irvine Valley College's ASIVC as presented.
- 6.3 **SOCCCD: Saddleback College Technology & Applied Sciences Building Swing Space Project, Architectural Services Agreement, Amendment No. 6, R2A Architecture**  
Approve Amendment No. 6 in the amount of \$7,890 with R2A Architecture for the Saddleback College Technology & Applied Sciences Building Swing Space project for a total fee of \$747,280.
- 6.4 **SOCCCD: Saddleback College Technology and Applied Sciences Swing Space Project, Change Order No. 1, Solpac Construction (dba Soltek Pacific)**  
Approve Board Change Order No. 1 in the amount of \$102,070 with Solpac Construction (dba Soltek Pacific) for the Saddleback College Technology & Applied Sciences Building Swing Space project for a total contract amount of \$6,919,153.
- 6.5 **SOCCCD: Saddleback College Photo/Radio/Television Renovation Project, Change Order No. 1, Harbor Construction, Inc.**  
Approve Board Change Order No. 1 for the Saddleback College Photo/Radio/Television Renovation project and authorize staff to execute Board Change Order No. 1 with Harbor Construction, Inc., resulting in a \$39,223 increase and 67 additional days to the project schedule, for a revised contract completion date of March 17, 2015, and a revised contract amount of \$1,647,223.
- 6.6 **SOCCCD: Saddleback College Photo/Radio/Television Project, Notice of Completion, Harbor Construction, Inc.**  
Authorize the filing of the Notice of Completion for the Saddleback College Photo/Radio/Television project to Harbor Construction, Inc. for a final contract total of \$1,647,223.
- 6.7 **Irvine Valley College: Dean, Social and Behavioral Sciences and Reorganization of Liberal Arts**  
Approve the following effective July 1, 2015: 1) the new position of Dean, Social and Behavioral Sciences and 2) the new Dean position will assume responsibility for the administration of the School of Social and Behavioral Sciences and Academic Programs.
- 6.8 **Irvine Valley College: Renaming the A400 Building**  
Approve the renaming of the A400 building to Liberal Arts building.
- 6.9 **SOCCCD: Irvine Valley College A400 Design-Build Project, Board Change Order No. 4, Swinerton Builders**  
Approve Board Change Order No. 4 to the agreement with Swinerton

Builders for the Irvine Valley College A400 Design-build project and authorize staff to execute the corresponding change order, which will result in an increase of \$57,501, for a revised contract total of \$9,233,352, with an increase to the project duration by 49 calendar days.

6.10 **SOCCCD: Authorization of Payment to Trustee Absent from Board Meeting**

Authorize payment to Trustee Padberg who was absent from the board meeting on May 18, 2015.

6.11 **SOCCCD: Contract with for Software Development, Neudesic LLC**

Approve the work order with Neudesic LLC, for an amount not to exceed \$1,209,600 for the term of July 1, 2015 through June 30, 2016.

6.12 **SOCCCD: Contracts with Blackboard**

Approve the agreements for a total amount not to exceed \$700,425.84.

6.13 **SOCCCD: ATEP Utilities and Infrastructure Project, Phase I, Design-Build Delivery Method, Adopt Resolution No. 15-27**

Adopt Resolution No. 15-27 to authorize the use of design-build for the ATEP Utilities and Infrastructure Project, Phase I.

6.14 **SOCCCD: Approve FY 2017-2018 Five Year Plan Revision for Submittal to the State Chancellor's Office**

Approve the changes to the FY 2017-2018 Five Year Construction Plan and authorize staff to submit to the State Chancellor's Office including execution of all signatures.

6.15 **SOCCCD: Approve Final Project Plan (FPP) Submittals to the State Chancellor's Office for Saddleback College and Irvine Valley College**

Approve submittal of the revised Saddleback College Gateway Building project and Irvine Valley College Fine Arts Building project for state funding consideration in FY 2017-2018 and execute the approval page for each of the two projects.

6.16 **SOCCCD: Board Policy Revision: BP-4077.2 Personal Leave (Without Pay)**

Accept for review and study.

6.17 **SOCCCD: Recess to Public Hearing – District Initial Proposal to California School Employees Association (CSEA) Chapter 586**

Conduct a public hearing to provide an opportunity for the public to comment on the District's initial proposal to CSEA.

6.18 **SOCCCD: Academic Personnel Actions – Regular Items**

Approve New Personnel Appointments, Additional Compensation: General Fund, Additional Compensation: General Fund – Retro Pay Owed, Additional Compensation: Categorical/Non-General Fund, Extension of



Administrative Temporary Assignment, Reorganization of Academic Administrative Positions, Authorization to Establish Administrative Position, Authorization to Eliminate Academic Administrative Positions and/or Position Numbers, Resignation/Retirement/Conclusion of Employment.

6.19 **SOCCCD: Classified Personnel Actions – Regular Items**

Approve New Personnel Appointments, Authorization to Eliminate Classified Position and/or Position Numbers, Authorization to Establish and Announce Classified Position, Temporary Increase in Hours, Change in Status, Classified Bilingual Stipend, Additional Compensation, Out of Class Assignments, Administrative Leave, Resignation/Retirement/Conclusion of Employment, Volunteers.

6.20 **SOCCCD: Sabbatical Revision and Rescind**

Approve revision to a previously approved sabbatical project and rescind sabbatical leave previously approved by the Board.

**7.0 REPORTS**

7.1 **SOCCCD: List of Board Requested Reports**

Status of board requested reports from the South Orange County Community College District Board of Trustees.

7.2 **Saddleback College and Irvine Valley College: Annual Accreditation Reports**

Annual accreditation reports for the Accrediting Commission for Community and Junior Colleges.

7.3 **Saddleback College and Irvine Valley College: Speakers**

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

7.4 **SOCCCD: Basic Aid Report**

Report on projected receipts and approved projects.

7.5 **SOCCCD: Facilities Plan Status Report**

Status of current construction projects.

7.6 **SOCCCD: Monthly Financial Status Report**

A review of current revenues and expenditures for FY 2014-2015 through May 31, 2015.

7.7 **SOCCCD: Retiree (OPEB) Trust Fund**

This report is for the periods ending April 30, 2015, and May 31, 2015.

## 8.0 REPORTS FROM ADMINISTRATION AND GOVERNANCE GROUPS

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

- A. Saddleback College Academic Senate
- B. Faculty Association
- C. Irvine Valley College Academic Senate
- D. Associate Vice Chancellor, Economic Development
- E. Vice Chancellor, Technology and Learning Services
- F. Vice Chancellor, Human Resources
- G. Vice Chancellor, Business Services
- H. Irvine Valley College Classified Senate
- I. California School Employees Association
- J. Saddleback College Classified Senate
- K. 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

JUNE 22, 2015

## JACKLYN CHASTELER HAMMER THROW STATE CHAMPION

**W**hereas, Saddleback College Student Jacklyn Chasteler captured the California Community College Athletic Association state championship title in the hammer throw with a throw of 56.98 meters, nearly seven meters better than the runner-up; and

**W**hereas, Jacklyn Chasteler was named the Orange Empire Conference Female Field Athlete of the Year in both 2014 and 2015; and

**W**hereas, Jacklyn Chasteler is the second Saddleback College female track athlete to capture an individual state title, and the first Saddleback College female in 32 years to earn a state title; and

**W**hereas, Jacklyn Chasteler was the Orange Empire Conference champion in the hammer throw, shot put, and discus, and went on to become the Southern California Regional champion in the hammer throw and runner-up in discus; and

**W**hereas, Jacklyn Chasteler posted the top hammer throw mark in the nation during her freshman season with a throw of 57.32 meters, and during her sophomore season, posted the top throw in the state of 56.98 meters, which was the second-best mark in the nation; and

**W**hereas, Jacklyn Chasteler has accepted an athletic scholarship to continue her academic and athletic success at the University of Texas, San Antonio; therefore,

**B**e it resolved that the Board of Trustees and the Chancellor of the South Orange County Community College District do hereby commend Jacklyn Chasteler for her outstanding athleticism and recognize her achievements as the CCCAA hammer throw state champion.

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T.J. Prendergast III, President

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Timothy Jemal, Vice President

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James R. Wright, Clerk

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Barbara J. Jay, Member

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David B. Lang, Member

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Marcia Milchiker, Member

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Nancy M. Padberg, Member

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Lemar Momand, Student Member

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Gary L. Poertner, Chancellor





## BOARD OF TRUSTEES REQUEST FOR REPORT

Trustee requests for staff reports should be submitted on the Request for Report form, at least one week in advance of the Board meeting. This provides the Chancellor an opportunity to evaluate the request and assess staff preparation time. In consultation with the Board President, the Chancellor will respond to requests under the “Requests for Reports” section of the Board meeting agenda.

Date: June 22, 2015

Trustee Name: Members of the Board of Trustees

**Specific Request for Report:** The following reports are being requested as a result of the Board’s Self-Evaluation Retreat on May 9, 2015.

1. Report on administrative staffing levels at the Colleges and District Services in comparison to similar multi-college districts.
2. Report on alternative energy strategies; already implemented and currently being considered.
3. Report on reclaimed water use for irrigation; limits, cost and public perception.
4. Report on the roles and responsibilities of technology departments at Saddleback College, Irvine Valley College and District Services.

**Reason for Request** (Please be as detailed as possible and include what Board action may be taken as a result of the report. This will enable a more accurate estimation of the preparation time and that the response is appropriate):

The Board of Trustees is requesting information regarding several of the issues that were raised during the District-wide Board of Trustees Listening Sessions as well as during the Board’s Self-Evaluation Retreat. The board is asking for individual reports to be presented as discussion items beginning in the fall, during the 2015-2016 academic year.

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**FOR INTERNAL STAFF PURPOSES**

Staff needed for report preparation:

Estimated time to prepare report:

Chancellor’s comments:

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

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Notes from:

May 9, 2015 Special Meetings of the Board of Trustees (Exhibit A) and

Minutes from:

May 18, 2015 Regular Meeting of the Board of Trustees (Exhibit B)

are submitted to the Board for review and approval.



**South Orange CCD Board of Trustees  
Notes from Board Self-Evaluation  
Saturday, May 9, 2015**

**Board Evaluation Survey Results**

The facilitator presented the ratings from the trustees' survey, noting that five out of the seven trustees completed the survey. The survey covered Board roles related to the strategic directions, board effectiveness goals, and ratings on the standard criteria used by employees. Participants noted the good scores on all items, particularly on board communication and modeling respect; the board's focus on student success; board commitment to listening to faculty, staff and student perspectives; setting parameters for collective bargaining; and involvement in professional development. Since Board Priority #1 was not included on the survey, participants discussed that they are monitoring implementation through regular board reports (a summary was provided prior to the evaluation, and again at the meeting).

Board members also noted high scores on understanding the policy role; delegation to and support for the chancellor, support for planning, ensuring fiscal stability, regular review of and adherence to code of ethics, and effective board meetings.

Trustees discussed scores where more than half indicated "agree" rather than "strongly agree," including trustee role in advocacy, roles related to workforce development, knowledge of educational programs, and monitoring planning implementation. Consensus appeared to be that the District staff were very effective in advocacy, and while trustees are more than willing to be involved, they did not want to set up processes that would impede the ability of district staff to respond. They discussed that the chancellor and staff had a "good pulse" on Board opinion.

The facilitator presented the ratings from the employee survey, noting that they were lower than the trustees and lower than last year. The only difference between this year and last was collective bargaining contract issues; therefore it is very likely that those issues affected the ratings. It was noted that it is difficult to assess the ratings when they are likely due to disagreement with direction and decisions, rather than the criteria on the evaluation and role of the board.

Even though it was noted that more reliable and valid data is gathered when the respondents are limited to those who regularly attend board meetings (i.e., administrators and constituency group leaders). The Board affirmed that it was more important to ensure that all employees had an opportunity to provide feedback on board performance.

The results of the board evaluation are reflected in the 2015-2016 Board Priorities (See Attachment 1)

**Trustee Listening Sessions**

Participants reviewed the notes from the Board of Trustees Listening Sessions at Saddleback and IVC, and discussed hiring processes, district and college administrative staffing levels, DRAC, WorkDay training, and conservation/water issues. Discussion resulted in requests for

specific reports, which are listed as board tasks for 2015-2016, Priority #1. In addition, participants suggested that a listening session be held for administrators and managers from both colleges and district services.

### **Technology Services**

IT coordination, roles and responsibilities for IT at district services and colleges was discussed. Committee descriptions and membership lists were provided along with the job descriptions of the Vice Chancellor, Technology and Learning Services and Directors of Technology at each college. Discussion included the IT plan, the need for security controls, prioritization and response to requests for services. A report on the evolution and growth of IT will be made at a future meeting.

### **Board Meeting Start times**

The Board discussed maintaining a balance between fully addressing closed session items and its desire to honor the publicized start time of the open meeting. It was decided to schedule a 5:00 or 5:30 start time for closed session in order to be able to start the public meetings at 6:30 p.m. It was noted that items needing legal advice should be scheduled at the beginning of the closed session to use attorney time wisely.

### **Expectations for ATEP**

Participants identified issues related to expanding services at ATEP. A full study session or special meeting regarding this issue will be held on June 22 prior to the regular board meeting.

### **Role of Board in District Labor Negotiations**

The facilitator noted that “best practice” for effective boards is to provide clear direction to the negotiating team, maintain confidentiality, and for trustees to NOT meet individually with members of the negotiating groups and/or constituency leaders during the negotiation period. Participants discussed strategies to both avoid inappropriate involvement and assure transparency.

### **Goal Setting and Next Steps**

Members reviewed the 2014-2015 priorities, as well as suggestions on the self-evaluation surveys. Proposed changes are indicated on the “Proposed Board Priorities for 2015-2016.”

A report from the session will be posted on the District website, along with 2015-2016 Board Priorities. Discussion included that the priorities would be included on a future board meeting agenda for review.

**Draft prepared by facilitator, Dr. Cindra Smith**

**South Orange County Community College District  
Board of Trustees  
DRAFT Priorities and Tasks, 2015-2016**

The following goals and priorities for the coming year were identified at the 2015 Board Evaluation Workshop:

**Board Priorities and Tasks Related to District Wide Goals**

1. The Board holds the Chancellor accountable for implementing strategies and programs designed to meet the goals and objectives in the 2014-2020 District-wide Strategic Plan. It will monitor progress through reports and discussion at board meetings, as well as the Chancellor's evaluation process.

Board Tasks to accomplish include discussion specific reports that include, but are not limited to the following topics:

- Administrative staffing levels at both colleges and district services compared to similar multi-college districts.
  - Alternative energy strategies previously implemented and currently being considered.
  - Reclaimed water use for irrigation; limits, cost and public perception.
  - Roles and responsibilities of technology departments at Saddleback College, Irvine Valley College and District Services.
2. The Board remains committed to communication and leadership styles that model a culture of mutual respect and collaboration in order to set a positive tone for the District. (District Goal 1)
  3. The Board continues a major focus on student success, including regularly reviewing key indicators of student learning and achievement and institutional plans for improving academic quality. (District Goal 2)
  4. The Board expects and supports efforts to build and maintain partnerships with business/industry to meet career and technical education needs at ATEP, Irvine Valley College, and Saddleback College. (District Goal 3)
    - Board Tasks include scheduling a study session on June 22, 2015 on ATEP development, including potential partners and college programs, involvement of and cost to partners, marketing, time-line for development and funding strategies.



**Board Effectiveness Goals**

The Board will continue to uphold principles of Board effectiveness, including but not limited to the following:

1. The Board remains committed to continuing to provide opportunities to listen to faculty, staff, and student perspectives on district matters, while honoring college and district processes for making decisions and recommendations to the Board. The Board will provide opportunities to discuss board roles and perspectives with administrators, faculty, and staff.
2. The Board continues to expect and set parameters for the collective bargaining process that strive to treat employees fairly and protect district financial resources.
3. The Board will ensure that the District is effectively advocating the District's position on key state and federal issues affecting the colleges, including involving Board members as appropriate.
4. The Board will strengthen its engagement in professional development, including but not limited to trustee participation in appropriate conferences.

Drafted by Cindra Smith, Consultant, subject to review, change, and approval by the Board.

**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  
May 18, 2015**

**PRESENT**

Members of the Board of Trustees:

T.J. Prendergast, III, President  
Timothy Jemal, Vice President  
James R. Wright, Clerk  
Barbara J. Jay, Member  
David B. Lang, Member  
Marcia Milchiker, Member  
Lemar Momand, Student Member

Administrative Officers:

Gary Poertner, Chancellor  
David Bugay, Vice Chancellor, Human Resources  
Tod Burnett, President Saddleback College  
Debra Fitzsimons, Vice Chancellor, Business Services  
Glenn Roquemore, President Irvine Valley College

**ABSENT**

Nancy M. Padberg, Member  
Robert Bramucci, Vice Chancellor, Technology and Learning Services

**CALL TO ORDER: 5:00 P.M.**

**1.0 PROCEDURAL MATTERS**

1.1 Call to Order

1.2 Public Comments

*Members of the public may address the Board on items listed to be discussed in **closed session**. If you wish to address the board on a closed session item, please complete a yellow form entitled, "Request to Speak" and submit it to the board's Executive Assistant. These forms are available outside the board room. **Speakers are limited to two minutes each.***

**RECESS TO CLOSED SESSION FOR DISCUSSION OF THE FOLLOWING:**

- 1.3 Student Discipline (EC 72122) (1 matter)
  - A. Student Discipline/Dismissal/Release  
  
In open session, with Trustee Padberg absent, the board unanimously approved the expulsion of a student, ID#994639, pursuant to Education Code 72122.
- 1.4 Public Employee Appointment, Employment, Evaluation of Performance, Discipline, Dismissal, Release (GC Section 54957(b).)
  - A. Public Employee Discipline, Dismissal, Release (GC Section 54957(b).) (2 matters)
- 1.5 Conference with Labor Negotiators (GC Section 54957.6)
  - A. SOCCCD Faculty Association  
Agency Designated Negotiator: David P. Bugay, Ph.D.
  - B. California School Employees Association (CSEA)  
Agency Designated Negotiator: David P. Bugay, Ph.D.
- 1.6 Conference with Legal Counsel (GC Section 54956.9) (2 cases)
  - A. Pending Litigation (GC Section 54956.9(d)(1)) (1 case)  
Successor Agency to the Tustin Community Redevelopment Agency etc., et. al. v. Michael Cohen, an individual sued as the Director of Finance of the State of California, etc. et. al.; and real party in interest, the South Orange County Community College District etc. et. al. (GC Section 54956.9(d)(1))
  - B. Anticipated Litigation (GC Section 54956.9(d)(2) and (e)(1).) (1 case)

**RECONVENE OPEN SESSION: 6:30 P.M.**

**2.0 PROCEDURAL MATTERS**

**2.1 Actions Taken in Closed Session**

On a 6-0 vote with Trustee Padberg absent, the board approved a settlement agreement for a permanent classified manager providing for a release of claims and the resignation for purposes of retirement of a permanent classified manager in exchange for a severance payment and other provisions as specified in the written agreement.

**2.2 Invocation**

Led by Trustee Tim Jemal

**2.3 Pledge of Allegiance**

Led by Trustee David Lang

**2.4 Recognitions: Speakers are limited to two minutes each.**

- A. Swearing In: Student Trustee Lemar Momand
- B. Resolutions:
  - 1. Mayra Arias, District Services Classified Employee Outstanding Service Award 2014-2015
  - 2. Corine Reymond, Irvine Valley College Classified Employee Outstanding Service Award 2014-2015
  - 3. Mark Sierakowski, Saddleback College Classified Employee Outstanding Service Award 2014-2015
  - 4. Leleaga Meredith, Irvine Valley College Women's Golf, State Champion
  - 5. Irvine Valley College Women's Volleyball, State Champions
- C. Commendations:
  - 1. Irvine Valley College President Glenn Roquemore commended Craig Hayward for an award received from the RP Group for "Excellence in Research – Regional/Statewide Project"
  - 2. Irvine Valley College President Glenn Roquemore commended IVC Speech and Debate team for their gold awards in Debate and Overall Sweepstakes at the 2015 Phi Rho Pi National Tournament in Cleveland, OH.
  - 3. Saddleback College President Tod Burnett commended the Saddleback College Forensics Team for taking fourth place at a national tournament.

## 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. If you wish to address the board, please complete a yellow form entitled, "Request to Speak" and submit it to the board's Executive Assistant. These forms are available outside the board room. **Speakers are limited to up to two minutes each.***

Eight public comments were made regarding faculty negotiations, one public comment pertaining to Saddleback College Foundation and one public comment pertaining to IVC Classified Senate.

## 3.0 REPORTS

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

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

- D. Associated Student Government Reports
- E. Board Request(s) for Reports

#### **4.0 DISCUSSION ITEMS**

##### **4.1 SOCCCD: Basic Aid Allocation Recommendation for FY 2015-2016**

Item being presented to the board for information and discussion prior to approving the basic aid recommendations as part of the FY 2015-2016 Tentative Budget.

Vice Chancellor Fitzsimons, Saddleback College Vice President Carol Hilton, Facilities Planning and Purchasing Executive Director Brandye D'Lena, and IT Directors Jim Gaston from District Services, Anthony Maciel from Saddleback College and Bruce Hagan from Irvine Valley College provided an overview of the recommendations from the Basic Aid Allocation Recommendation Committee (BAARC).

#### **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 Wright requested to pull items 5.1, 5.5, 5.8 and Trustee Jemal requested to pull items 5.4, 5.13, 5.18 for further discussion and approval.

##### **5.1 SOCCCD: Board of Trustees Meeting Minutes**

Approve minutes of two Special Meetings held on April 22, 2015 and a Regular Meeting held on April 27, 2015.

An amendment was made to the April 22 minutes from the Saddleback College Listening Session. Trustee Jemal should be listed as Vice President and Trustee Prendergast should be listed as President.

##### **5.2 Irvine Valley College: Forensics Team Activities for the 2015-2016 Academic Year**

Approve the proposed 2015-2016 IVC Forensics Tournament Schedule to allow the Forensics team and their coaches to participate in the listed activities. The maximum cost estimates for the academic year will not exceed \$76,300.00.

##### **5.3 Irvine Valley College: 2015-2016 Instructional Material/Lab Fees**

Approve the additional instructional material/lab fees to the three new ART courses for the 2015-2016 academic year.

##### **5.4 SOCCCD: Irvine Valley College Food Services, Food Vending and Coffee Cart Services, S & B Foods**

Approve a one year agreement with four one-year extensions with S & B

Foods for the Food Services, Food Vending and Coffee Cart Services with Irvine Valley College.

Trustee Jemal requested from administration a ranked list of the food vendors who submitted proposals and were considered for recommendation.

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

**5.5 Irvine Valley College: Curriculum Revisions for the 2015-2016 Academic Year**

Approve curriculum revisions as recommended by the Curriculum Committee in consultation with the Academic Senate for the 2015-2016 academic year, pursuant to Title 5, Section 53200 et seq.

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

**5.6 Saddleback College: Curriculum Revisions for the 2015-16 Academic Year**

Approve the proposed changes in curriculum to new Transfer degrees, including revised courses for academic year 2015-16 and new Continuing Education curriculum.

**5.7 Saddleback College and Irvine Valley College: Speakers**

Approve general fund honoraria for speakers for events and/or classes at Saddleback College and Irvine Valley College.

**5.8 Saddleback College: Deletion of Transfer Degrees for the 2015/16 Academic Year**

Approve the proposed deletion of Infant Toddler Teacher Associate in Science Degree, Master Teacher Associate in Science, School Age Care and Recreation Associate in Science Degree, Site Supervisor Associate in Science Degree, and Advanced Fashion Design and Apparel Manufacturing Associate in Science Degree Program.

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

**5.9 Saddleback College: New Transfer Degree in Economics for the 2015/16 Academic Year**

Approve the proposed changes in curriculum to new Transfer degree, Associate in Arts in Economics for Transfer Degree.

**5.10 SOCCCD: Saddleback College Construction Superintendent Services, Award of Bid 2032, MEW Consulting**

Award bid and approve the agreement with MEW Consulting, West Covina, CA, in the amount not to exceed \$185,000 for a term of one year with four one-year options to renew.

5.11 **SOCCCD: City of Irvine Education Partnership Fund Grant Agreement with Irvine Valley College Foundation and Related Grant Sub-Agreement**  
Approve the agreement with Irvine Valley College Foundation for \$100,000 and the related grant sub-agreement between Irvine Valley College Foundation and Irvine Valley College for the non-scholarship portion of the grant for the project year 2015-2016.

5.12 **SOCCCD: Agreement for Information Technology Services, eNamix**  
Approve the agreement with eNamix for an amount not to exceed \$241,920, for the term of July 1, 2015 to June 30, 2016.

5.13 **SOCCCD: Saddleback College BGS Fire Repairs Project, Substitution of Subcontractor, Extreme Air Conditioning & Heating, Inc.**  
Approve the removal of Extreme Air Conditioning & Heating, Inc., as sub-contractor and its substitution by Aramco Mechanical as subcontractor on the BGS Fire Repairs project at Saddleback College.

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

5.14 **SOCCCD: Saddleback College Furniture Surplus**  
Approve redistribution, donation to another educational organization or a charitable organization, with disposal of all remaining furniture from the Saddleback College BGS building and the Saddleback College Village renovations and empower district personnel to take this action.

5.15 **SOCCCD: Budget Amendment Adopt Resolution No. 15-23 to Amend FY 2014-2015 Adopted Budget**  
Adopt resolution to amend the FY 2014-2015 Adopted Budget.

5.16 **SOCCCD: Gifts to the District and Foundations**  
Accept donations.

5.17 **SOCCCD: Payment of Bills**  
Ratify the payment of bills as listed.

5.18 **SOCCCD: Purchase Order/Confirming Requisitions**  
Ratify the purchase orders/confirming requisitions as listed.

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

5.19 **SOCCCD: Transfer of Budget Appropriations**  
Ratify transfer of budget appropriations as listed.

5.20 **SOCCCD: April 2015 Contracts**  
Ratify contracts as listed.

## 6.0 GENERAL ACTION ITEMS

### 6.1 **SOCCCD: OCSBA Maureen DiMarco Award Nomination**

Determine if the board wishes to make a nomination for the Maureen DiMarco Award as shown in Exhibit A.

On a motion made by Trustee Milchiker and seconded by Trustee Lang, Professor Kathy Schmeidler was nominated for the Maureen DiMarco Award. The board unanimously approved the nomination on a 6-0 vote.

### 6.2 **SOCCCD: Authorization of Payment to Trustee Absent from Board Meeting**

Authorize payment to Trustee Padberg who was absent from the March 30, 2015 meeting.

On a motion made by Trustee Wright and seconded by Trustee Jemal, this item was approved on a 6-0 vote.

On a motion made by Trustee Jemal and seconded by Trustee Lang, the board voted to extend the meeting to 9:30 p.m.

### 6.3 **Irvine Valley College: Administrative Regulation 2150, Smoke Free District, Fine Amount**

Approve the new fine amount of \$38.00 for the violation of Administrative Regulation 2150. This fine amount is consistent with the current bail schedule for parking violations.

On a motion made by Trustee Lang and seconded by Trustee Milchiker, this item was approved on a 5-1 vote with Trustee Jemal casting a negative vote.

### 6.4 **SOCCCD: Board Policy Revision: BP- 108 Vacancies of the Board, BP-172 Board Self Evaluation, BP-4015 Accommodations for Employees with Disabilities, BP-5205 Charge for Catalog, BP-5505 Grade Grievance Policy, BP-5610 Auditing Courses, BP-6120 Academic Freedom, BP-6130 Textbook Adoption**

Accept for discussion and approval

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

### 6.5 **SOCCCD: Irvine Valley College A400 Design-Build Project, Board Change Order No. 3, Swinerton Builders**

Approve Board Change Order No. 3 to the agreement with Swinerton Builders for the Irvine Valley College A400 Design-build project and authorize staff to execute the corresponding change order which will result in an increase of \$25,851 for a revised contract total of \$9,175,851.



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

**6.6 SOCCCD: District-wide Air Blown Fiber, Board Change Order No. 3, T and D Communications, Inc.**

Approve Board Change Order No. 3 for the District-wide Air Blown Fiber project and authorize staff to execute the corresponding change order with the contractor resulting in an \$8,049 increase in the total project cost, for a revised contract amount of \$701,226.

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

**6.7 SOCCCD: 2015-2016 Full-Time Faculty Hiring Amendment**  
Approve the amendment to the Irvine Valley College 2015-2016 faculty hiring list to include three new Counselor positions.

On a motion made by Trustee Jemal and seconded by Trustee Wright, this item was approved on a 6-0 vote.

**6.8 SOCCCD: Academic Personnel Actions – Regular Items**  
Approve New Personnel Appointments, Additional Compensation: General Fund, Additional Compensation: Categorical/Non-General Fund, Extension of Temporary, Categorically-Funded, Full-Time Faculty Assignment, Resignation/Retirement/Conclusion of Employment.

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

**6.9 SOCCCD: Classified Personnel Actions – Regular Items**  
Approve New Personnel Appointments, Authorization to Establish and Announce a Classified Position, Change of Status, Authorization of Temporary Change in Hours, Classified Bilingual Stipend, Additional Compensation, Out-of-Class Assignments, Resignation/Retirement/Conclusion of Employment, Volunteers.

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

**6.10 SOCCCD: Destruction of Class 3 Disposable Records**  
Approve destruction of Class 3 disposable records in compliance with code.

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

**6.11 SOCCCD: Sabbatical Revision**  
Approve revision to a previously approved sabbatical project and change from academic year 2015-2016 to Spring 2016.

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

**6.12 SOCCCD: District Initial Proposal to California School Employees Association Chapter 586**

Acceptance of District proposal to CSEA Chapter 586 for review and study; and set a public hearing on the proposal for the June 2015 Board meeting.

On a motion made by Trustee Jemal and seconded by Trustee Wright, this item was approved on a 6-0 vote.

**6.13 SOCCCD: Contract Management Software System Project, Approval of Agreement, SciQuest, Inc.**

Approve the contract for the Contract Management Software System with SciQuest, Inc. for a five year term effective May 19, 2015.

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

**7.0 REPORTS**

**7.1 SOCCCD, Saddleback College, Irvine Valley College, and Advanced Technology and Education Park: Mission Statements**  
Annual review of the district and college mission statements.

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

**7.3 SOCCCD: Basic Aid Report**  
Report on projected receipts and approved projects.

**7.4 SOCCCD: Facilities Plan Status Report**  
Status of current construction projects.

**7.5 SOCCCD: Monthly Financial Status Report**  
A review of current revenues and expenditures for FY 2014-2015 through April 30, 2015.

**7.6 SOCCCD: Quarterly Investment Report**  
The report is for the period ending March 31, 2015.

## **8.0 REPORTS FROM ADMINISTRATION AND GOVERNANCE GROUPS**

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

- A. Saddleback College Academic Senate
- B. Faculty Association
- C. Irvine Valley College Academic Senate
- D. Vice Chancellor, Technology and Learning Services
- E. Vice Chancellor, Human Resources
- F. Vice Chancellor, Business Services
- G. Irvine Valley College Classified Senate
- H. California School Employees Association
- I. Saddleback College Classified Senate
- J. Police Officers Association

## **9.0 ADDITIONAL ITEMS**

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

Meeting adjourned at 9:24 p.m. in memory of Irvine Valley College Emeritus Institute instructor Eva Garnet and the Camp Pendleton Marines who were recently lost during a relief mission to victims of the Nepal earthquake.

  
\_\_\_\_\_  
Gary L. Poertner, Secretary

**TO:** Board of Trustees  
**FROM:** Gary L. Poertner, Chancellor  
**RE:** Saddleback College: New Transfer Degree for 2015/16 Academic Year  
**ACTION:** Approval

---

**BACKGROUND**

Saddleback College's Curriculum Committee has reviewed and approved the new Spanish AA-T degree for the 2015/16 academic year.

**STATUS**

Saddleback College proposes a Spanish Associate of Arts for Transfer Degree. Exhibit A includes a new transfer degree that is recommended by the Curriculum Committee for the 2015-16 Academic Year.

**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve the proposed new transfer degree as listed in Exhibit A.

SADDLEBACK COLLEGE  
PROGRAMS  
ACADEMIC YEAR 2015-2016

## Associate in Arts in Spanish for Transfer Degree

The curriculum in the Spanish program is designed to provide the transfer student an Associate in Arts in Spanish for Transfer degree by providing the necessary breadth in the field and the ability to complete both preparatory coursework for Spanish along with courses required for general education. Students who complete the Associate in Arts in Spanish for Transfer receive priority admission to the California State University system, though admission to a specific campus is not guaranteed. While an associate degree may support attempts to gain employment or promotion, a baccalaureate degree or higher degree is recommended for those considering professional careers, which can be achieved through transfer.

<i>Course ID</i>	<i>Title</i>	<i>Units</i>
------------------	--------------	--------------

### Required Courses

SPAN 1	Elementary Spanish	5
SPAN 2*	Elementary Spanish	5
SPAN 3*	Intermediate Spanish	5
SPAN 4*	Intermediate Spanish	5

### Substitution Courses:

**If a student places out of any core course(s) and is not awarded units for that course, the student will need to take additional units to compensate for the course/units required to reach at least 18 total units in the major (per Title 5 regulations). Course substitutions must be selected below from Group A.**

### GROUP A: Select one of the following courses (3 units)

SPAN 6*	Intermediate Spanish Grammar & Composition	3
SPAN 10*	Intermediate Conversational Spanish	3
SPAN 20A*	Civilization of Spain through 1898	3
SPAN 20B*	Civilization of Spain 1898 to Present	3
SPAN 21A*	Civilization of Latin America through 1900	3
SPAN 21B*	Civilization of Latin America 1900-Present	3
SPAN 21C*	Hispanic Culture and Literature in the United States	3
<b>Total Units for the Major</b>		<b>23</b>

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

**TO:** Board of Trustees

**FROM:** Gary L. Poertner, Chancellor

**RE:** Saddleback College: Curriculum Revisions and New Courses for  
2015-16 Academic Year

**Action:** Approval

---

### **BACKGROUND**

Saddleback College's Curriculum Committee reviews and approves the curriculum on a regular basis. Subsequently, the curriculum is recommended to the college president or designee for approval.

### **STATUS**

Saddleback College proposes revisions and additions to the curriculum of the College. Exhibit A includes revised and new courses. The new and revised curriculum is recommended by the Curriculum Committee.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve the proposed curriculum changes for the 2015-16 academic year at Saddleback College as listed in Exhibit A.

**2015-16 Proposed Curriculum Revisions and New Courses**  
**Saddleback College**

Division	Course Id	Catalog Id	Abbreviated Course Title	Action Taken
				assign=assignments
				cat desc= catalog description
				c/l w/+ cross-listed with (and list the other crs id)
				coreq=corequisite
				crs id=course prefix and/or number
				dc=delete course
				dv=delete version of course
				gr opt=grading option
				hrs=hours
				lim=limitation
				lrng obj=learning objectives
				moe=methods of eval
				nc=new course
				nv=new version of existing course
				oe/oe=open entry/open exit
				prereq=prerequisite
				reactv=course reactivation
				rec prep=recommended prep
				rpt=repeatability
				SAM code=occupational code (A=apprenticeship, B=advanced occupational, C=clearly occupational, D=possibly occupational, E=non-occupational)
				sch desc=schedule description
				sr=scheduled review is for courses that are scheduled for review and there are no revisions
				ti=title
				tps=topics
				txt=text-required for all courses numbered 1-299
				un=units
				val=validation
FAMT	MUS 10	542020.00	HARMONY I	rec prep fr <del>MUS 1 or proficiency exam</del> to <b>MUS 1</b> , cat desc, sch desc, tps, lrng obj
FAMT	MUS 11	542030.00	HARMONY II	cat desc, sch desc, tps, lrng obj
FAMT	MUS 12	542040.00	HARMONY III	cat desc, sch desc, tps, lrng obj
FAMT	MUS 92	432545.00	MUSICIANSHIP I	units fr <del>2.0 to 1.0</del> , hrs fr <del>1 lec/2 lab/0 lrng-ent</del> to <b>0 lec/3 lab/0 lrng cntr</b> , cat desc, tps, lrng obj, moe, assign, txt, val

2015-16 Proposed Curriculum Revisions and New Courses  
Saddleback College

FAMT	MUS 93	432546.00	MUSICIANSHIP II	units fr <del>2.0</del> to <u>1.0</u> , hrs fr <del>1 lec/2 lab/0 Irng cntr</del> to <u>0 lec/3 lab/0 Irng cntr</u> , tps, Irng obj, moe, val
FAMT	MUS 194	429750.00	MUSICIANSHIP III	fr <del>MUS 194</del> to <u>MUS 94</u> , UC transferable course code fr <del>No UC Credit</del> to <u>Yes</u> , units fr <del>2.0</del> to <u>1.0</u> , hrs fr <del>2 lec/1 lab/0 Irng cntr</del> to <u>0 lec/3 lab/0 Irng cntr</u> , tps, Irng obj, moe
LA	ENG 1A	284010.00	PRINCIPLES OF COMPOSITION I	prereq fr <del>Satisfactory score on the English Placement Examination or completion of ENG 200 with a grade of "C" or better</del> to <u>Satisfactory score on the English Placement Examination or completion of ENG 200 with a grade of "C" or better OR completion of ENG 390 with a grade of "C" or better</u> , moe, txt, val
LA	ENG 390	410038.00	INTRODUCTION TO COLLEGE ENGLISH	nc, 4 units/4 hrs lec/0 hr lab/0 hr Irng cntr, non-repeatable



**TO:** Board of Trustees

**FROM:** Gary L. Poertner, Chancellor

**RE:** SOCCCD: Saddleback College Emergency Water Main Break Project, Notice of Completion, Kinsman Construction, Inc.

**ACTION:** Approval

---

**BACKGROUND**

On October 7, 2014 a water main ruptured under the Automotive Technology facility eroding the foundation of a secondary structure and subgrade. After obtaining emergency approval through the Orange County Department of Education, the district was authorized for this to be an emergency project.

The District entered into a contract on December 18, 2014, with Kinsman Construction, Inc. for an initial amount of \$39,305. Underground work resulted in unforeseen circumstances and Kinsman Construction, Inc. completed this work for an additional \$28,041.83 with a total contract amount of \$67,346.83.

**STATUS**

Contract work is complete and college staff recommend that a Notice of Completion (EXHIBIT A) be filed for the Saddleback College Emergency Water Main Break project.

Funds are available in the Saddleback College general fund with reimbursement sought through district property insurance.

**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees authorize the filing of the Notice of Completion (EXHIBIT A) for Saddleback College Emergency Water Main Break project to Kinsman Construction, Inc. for a final contract amount of \$67,346.83. It is also recommended that the Board authorize the release of retention 35 days after filing.



**TO:** Board of Trustees  
**FROM:** Gary L. Poertner, Chancellor  
**RE:** SOCCCD: Saddleback College Sailboat Surplus  
**ACTION:** Approval

---

### **BACKGROUND**

Saddleback College maintains a fleet of “Capri” day-sailboats to support their Marine Science program.

According to Education Code 81452: (c) If the Board, by a unanimous vote of those members present, finds that the property is of insufficient value to defray the costs of arranging a sale, the property may be donated to a charitable organization deemed appropriate by the Board, or it may be disposed of in the local public dump on order of any employee of the district empowered for that purpose by the board.

### **STATUS**

On May 27, 2015, Saddleback College requested a survey and vessel evaluation on two “Capri” day-sailboats identified in EXHIBIT A. These vessels were found unsafe for use with the cost of rebuilding and repairs far exceeding their market value. The report stated the actual cash value to be “none”.

Staff recommends the Board of Trustees approve disposal of the two “Capri” day-sailboats identified in EXHIBIT A.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve disposal of two Capri day-sailboats (EXHIBIT A) and authorize district personnel to take this action.

**Day- Sailboat Surplus  
Saddleback College**

**June 22, 2015**

<b>Hull Registration</b>	<b>SC Tag No.</b>	<b>Serial No.</b>	<b>Date Acquired</b>
CF2916XS	7332	3677	2/11/1991
CF2490XC	7334	2305	3/18/1988

**TO:** Board of Trustees

**FROM:** Gary L. Poertner, Chancellor

**RE:** SOCCCD: Saddleback College Radio Transmitter Building Project, Amendment No. 1, Pacific Winds Building, Inc.

**ACTION:** Approval

---

**BACKGROUND**

On January 26, 2015 the Board of Trustees approved the contract with Pacific Winds Building, Inc. for the Saddleback College Radio Transmitter Building project. The contract specified a 120 day construction period for the project based on the date of the Notice to Proceed, which was February 9, 2015.

**STATUS**

Pacific Winds Building, Inc. experienced delays due to manufacturer delays and requires 72 additional days to complete contract work, and 192 days from the date of the Notice to Proceed, with a new completion date of August 20, 2015. Saddleback College staff has reviewed the requests and recommends approval of Amendment No. 1 (EXHIBIT A) for a no cost extension to the district and will include no penalty to Pacific Winds Building, Inc. The extension does not negatively affect the KSBR radio station operations at Saddleback College.

**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve Amendment No. 1 (EXHIBIT A), for a no cost extension to the Pacific Winds Building, Inc. contract by 72 days, and 192 days from the date of the Notice to Proceed, for a new completion date of August 20, 2015.

**AMENDMENT NO. 1  
TO THE RADIO TRANSMITTER BUILDING PROJECT AGREEMENT  
AT SADDLEBACK COLLEGE**

**June 22, 2015**

**THIS AMENDMENT** shall modify the original agreement dated January 27, 2015 by and between the SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT, hereinafter referred to as "DISTRICT", and PACIFIC WINDS BUILDING, INC., 19 Hammond, Suite 504, Irvine, CA 92618, hereinafter referred to as "VENDOR".

**WHEREAS**, Article 12 of the original agreement provides that the terms, rates, and provisions of said agreement may be amended by mutual consent of the parties by written modification only; and

**WHEREAS**, Article 3 of the original agreement provides for a 120 day construction period beginning with the date specified in the Notice to Proceed; and

**WHEREAS**, the date specified in the Notice to Proceed is February 9, 2015; and

**WHEREAS**, SADDLEBACK COLLEGE has requested that the DISTRICT extend the construction time by 72 days, and 192 days from the date of Notice to Proceed, to allow delivery and installation of the new building, at no cost to the DISTRICT and with no penalty to the VENDOR.

NOW, THEREFORE, the parties agree as follows:

**1. TERM**

The term of the agreement is hereby extended from June 9, 2015 to August 20, 2015, under the same terms and conditions of the original agreement.

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

"DISTRICT"  
South Orange County Community College District

"VENDOR"  
Pacific Winds Building, Inc.

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

By: \_\_\_\_\_  
Joseph Longo  
President

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

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

**TO:** Board of Trustees

**FROM:** Gary L. Poertner, Chancellor

**RE:** SOCCCD: Saddleback College Fine Arts and Parking Lots 9 & 10  
Landscape Project, Notice of Completion, Clean Cut Landscape

**ACTION:** Approval

---

**BACKGROUND**

On January 5, 2015, the Board of Trustees approved a \$119,610 construction contract with Clean Cut Landscape, for Saddleback College Fine Arts and Parking Lots 9 & 10 Landscape project.

**STATUS**

Contract work is complete and college staff recommend that a Notice of Completion (EXHIBIT A) be filed for the Saddleback College Fine Arts and Parking Lots 9 & 10 Landscape project.

Funds are available in the Saddleback College general fund.

**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees authorize the filing of the Notice of Completion (EXHIBIT A) for Saddleback College Fine Arts and Parking Lots 9 & 10 Landscape project to Clean Cut Landscape, for a final contract amount of \$119,610. It is also recommended that the board authorize the release of retention 35 days after filing.





**TO:** Board of Trustees

**FROM:** Gary L. Poertner, Chancellor

**RE:** SOCCCD: Saddleback College, Fine Arts HVAC Upgrades and Interior Renovation Project, Lease/Leaseback Delivery Method

**ACTION:** Approval

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### **BACKGROUND**

On February 28, 2011, staff and legal counsel presented a summary of the lease/leaseback delivery method. On April 25, 2011, the Board of Trustees authorized staff to seek proposals for lease/leaseback services through a competitive proposal process.

Lease/leaseback projects are constructed pursuant to the provisions set forth in the Education Code, section 81330 *et seq.*

### **STATUS**

District and college staff have determined that lease/leaseback is the preferred delivery method for the Saddleback College Fine Arts HVAC Upgrades and Interior Renovation project. The lease/leaseback delivery method can and will be designed to include a competitive proposal process and the initial "Request for Qualifications" will be open to all contractors.

Basic aid funds are available within the approved project budget of \$4,950,000.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve authorization to request qualifications and seek proposals for lease/leaseback delivery method for the Saddleback College, Fine Arts HVAC Upgrades and Interior Renovation project.

**TO:** Board of Trustees

**FROM:** Gary L. Poertner, Chancellor

**RE:** SOCCCD: Saddleback College, Fine Arts HVAC Upgrades and Interior Renovation Project, Architectural Agreement Amendment No. 4, gkkworks

**ACTION:** Approval

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### **BACKGROUND**

On January 27, 2014, the Board of Trustees approved a contract with gkkworks for the Saddleback College Fine Arts HVAC Upgrades and Interior Renovation project for \$250,000. The original agreement provided for additional services, if necessary. On 7/21/2014, 1/26/2015, and 3/30/15 the board approved Amendment No. 1 for \$7,880, Amendment No. 2 for \$7,630 and Amendment No. 3 for \$8,880, which increased the contract amount to \$274,390.

The Division of the State Architect (DSA) has requested certification of existing structures adjacent to the Fine Arts complex prior to approving the construction documents for the Fine Arts HVAC Upgrade and Interior Renovation project. These existing structures do not meet DSA requirements.

### **STATUS**

Additional architectural services are required to install a patio canopy structure with an ADA path of travel in conformance with DSA building requirements. gkkworks will provide the additional architectural services for a fee of \$30,000.

Staff recommends approval of Amendment No. 4 (EXHIBIT A) in the amount of \$30,000 for a new contract total equaling \$304,390.

Basic aid funds are available within the existing project budget of \$4,947,245.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve Amendment No. 4 (EXHIBIT A) with gkkworks for additional architectural services in the amount of \$30,000 for the Saddleback College Fine Arts HVAC Upgrades and Interior Renovation project for a total fee of \$304,390.

**AMENDMENT NO. 4  
TO ARCHITECTURAL SERVICES AGREEMENT  
FOR  
FINE ARTS HVAC UPGRADES AND INTERIOR RENOVATIONS PROJECT  
SADDLEBACK COLLEGE**

**June 22, 2015**

**THIS AMENDMENT** shall modify the original agreement dated January 27, 2014 by and between the South Orange County Community College District, hereinafter referred to as "DISTRICT", and gkkworks, 2355 Main Street, Suite 220, Irvine, California, 92614, hereinafter referred to as "CONSULTANT".

**WHEREAS**, Article III, paragraph 2 of the original agreement establishes that it may be amended in writing by mutual consent of both parties; and

**WHEREAS**, Article VIII, paragraph 1 establishes the compensation of the agreement at a total contract value of \$250,000; and

**WHEREAS**, the scope of services has increased to include additional architectural and engineering (A/E) services necessary to design a canopy and associated path of travel for adjacent structures in compliance with DSA requirements; and

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

PROVIDE SUPPLEMENTAL A/E SERVICES

Original Contract Amount:	\$250,000.00
Amendment No. 1	\$ 7,880.00
Amendment No. 2	\$ 7,630.00
Amendment No. 3	\$ 8,880.00
<b>Amendment No. 4</b>	<b><u>\$ 30,000.00</u></b>
<b>Total Contract Amount</b>	<b>\$304,390.00</b>

**IN WITNESS HEREOF**, the Parties have executed this Amendment No.4 as of the date set forth above.

"DISTRICT"  
South Orange County Community College District

"CONSULTANT"  
gkkworks

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

By: \_\_\_\_\_  
Matthew Greiner  
Principal in Charge

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

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

**TO:** Board of Trustees

**FROM:** Gary L. Poertner, Chancellor

**RE:** SOCCCD: Saddleback College Emergency BGS Fire Repairs Project, Architectural Services Agreement, Amendment No. 2, R2A Architecture

**ACTION:** Approval

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### **BACKGROUND**

On January 27, 2014 the Board of Trustees approved the contract with R2A Architecture for the Saddleback College Emergency BGS Fire Repairs project. The contract specified the amount of \$113,703 for design services. Amendment No. 1 to the original contract increased the contract value by \$4,458 for a new contract total of \$118,161.

During construction, an unforeseen condition pertaining to a roof penetration resulted in the need for additional architectural services.

### **STATUS**

College staff worked with the architect to define the scope of the additional work to arrive at the proposed fee. College staff recommends approval of Amendment No. 2 (EXHIBIT A) in the amount of \$2,138 for a new contract value of \$120,299.

Funding is available in the college's general funds with reimbursement sought through district property insurance.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve Amendment No. 2 (EXHIBIT A) with R2A Architecture for additional architectural services in the amount of \$2,138 for the Saddleback College Emergency BGS Fire Repairs project for a total fee of \$120,299.

**AMENDMENT No. 2  
TO ARCHITECTURAL SERVICES AGREEMENT  
FOR  
SADDLEBACK COLLEGE BGS FIRE REPAIRS PROJECT**

**June 22, 2015**

**THIS AMENDMENT** shall modify the original agreement dated January 28, 2014 by and between the SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT, hereinafter referred to as "DISTRICT", and R2A ARCHITECTURE, 2900 Bristol Street, Suite E-205, Costa Mesa, CA 92626 hereinafter referred to as "ARCHITECT".

**WHEREAS**, Article 2.10 of the original Agreement provides that the Agreement may be amended or modified only in writing signed by both the DISTRICT and the ARCHITECT; and

**WHEREAS**, Article 8.1 establishes the compensation of the Agreement at \$109,203 with a reimbursable allowance of \$4,500 for a total contract amount of \$113,703; and

**WHEREAS**, Exhibit C of the original agreement provides the project specific scope of work; and

**WHEREAS**, SADDLEBACK COLLEGE has requested that the DISTRICT amend the original agreement to provide additional design services to address an unforeseen roof penetration in the amount of \$2,138.00.

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

ORIGINAL CONTRACT AMOUNT:	\$ 113,703
Amendment No. 1	\$ 4,458
<b>Amendment No. 2</b>	<b><u>\$ 2,138</u></b>
<b>Revised Contract Amount:</b>	<b>\$ 120,299</b>

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

"DISTRICT"  
South Orange County Community College District

"VENDOR"  
R2A Architecture

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

By: \_\_\_\_\_  
Etienne Runge, AIA, RID, NCARB, ISPE  
Principal/CEO

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

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

**TO:** Board of Trustees

**FROM:** Gary L. Poertner, Chancellor

**RE:** SOCCCD: Saddleback College Satellite Coffee Cart Services Agreement, Amendment No. 2, The Drip Coffee

**ACTION:** Approval

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**BACKGROUND**

On May 21, 2012, the Board of Trustees approved a three year agreement beginning July 1, 2012, with options to renew for two additional one year terms for the Satellite Coffee Cart Services with The Drip Coffee. On January 22, 2013, the Board of Trustees approved Amendment No. 1 to add a third coffee cart location.

**STATUS**

The college's food services committee recommends approval of Amendment No. 2 to The Drip Coffee agreement (EXHIBIT A) to accept the option for a one year renewal, extending the contract duration to June 30, 2016 under the same terms and conditions as the original agreement and those defined in Amendment No. 1.

Compensation rates are illustrated in EXHIBIT B.

**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve Amendment No. 2 (EXHIBIT A) to the Saddleback College Satellite Coffee Cart Services agreement with The Drip Coffee, for a one year extension from July 1, 2015 to June 30, 2016.

**AMENDMENT No. 2  
TO SATELLITE COFFEE CART SERVICES AGREEMENT  
FOR SADDLEBACK COLLEGE**

**June 22, 2015**

**THIS AMENDMENT** shall modify the original agreement dated July 1, 2012, and all subsequent amendments to said agreement by and between the SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT, hereinafter referred to as "DISTRICT", and The Drip Coffee, 15 Pacific Grove, Irvine, CA 92620, hereinafter referred to as "VENDOR".

**WHEREAS**, Article XX. Amendment, of the original agreement establishes that the terms and conditions, rates and provision of the Agreement between the DISTRICT and VENDOR may be amended by mutual consent of the parties from time to time by written modification only; and

**WHEREAS**, Article II. Term, indicates the Agreement shall commence on July 1, 2012 and shall terminate on June 30, 2015 and at the end of this period, the DISTRICT will have an option for renewal, under the same terms and conditions, for two additional one-year periods; and

**WHEREAS**, the DISTRICT wishes to amend the agreement to extend the term for the first of the one-year periods with a new termination date of June 30, 2016; and

**WHEREAS**, VENDOR is able and willing to extend services for this additional timeframe; and

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

- i. Article II. Term shall be modified:

From:

The term of this Agreement shall commence on July 1, 2012 and shall terminate on June 30, 2015.

To:

The term of this Agreement shall commence on July 1, 2012 and shall terminate on June 30, 2016 under the same terms and conditions of the original Agreement and those defined in Amendment No. 1.

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

"DISTRICT"  
South Orange County Community College District

"CONTRACTOR"  
The Drip Coffee

Satellite Coffee Cart Services  
Amendment No. 2  
Saddleback College, June 22, 2015

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

By: \_\_\_\_\_  
Scott Cohen  
CFO

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

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



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

**BID NO. 2003**

**COFFEE CART SERVICES COMPENSATION  
FOR SADDLEBACK COLLEGE**

The Drip Coffee
<u>Commission:</u> Base Rent Factors (*Per location) Guarantee payment of 12% on gross yearly sales of \$80,000 or \$800/month or \$9,600 per location  15% payment on gross sales after \$80,000  *Contract includes servicing 3 locations, coffee cart at BGS, LRC and the Village
<u>Annual Guarantee:</u> \$9,600 per location
<u>Annual Donation to Food Pantry:</u> \$1,000
<u>Discounts:</u> ASG Card – 10% discount
<u>Annual Gift Card Credits:</u> \$200 (in increments of \$10/card)

**TO:** Board of Trustees

**FROM:** Gary L. Poertner, Chancellor

**RE:** SOCCCD: Saddleback and Irvine Valley College, Bid 297D Removal of Hazardous Waste, Amendment No. 3, North State Environmental

**ACTION:** Approval

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### **BACKGROUND**

On June 25, 2012, the Board of Trustees approved an agreement for the removal of hazardous waste for Saddleback College and Irvine Valley College with North State Environmental. On March 31, 2014, the Board of Trustees approved the annual allowable expenditure to reach approximately \$90,000 for Saddleback College and \$36,000 for Irvine Valley College for a contract total of \$126,000.

### **STATUS**

Saddleback College has an exceptional need at the Math, Science, Engineering building for radioactive waste removal for an estimated increase of \$80,000. Staff recommends an amendment to the agreement (EXHIBIT A) to increase the FY 2015-16 annual allowable expenditure at Saddleback College, for a total of \$170,000 with North State Environmental, to address this disposal with all terms and conditions remaining the same. The board approved agreement is available for review in the Facilities Planning and Purchasing Department.

Funds for this service are budgeted in the colleges' operating budgets.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve an amendment to the agreement (EXHIBIT A) between South Orange County Community College District and North State Environmental for this one time increase of \$80,000 to the annual allowable expenditures for Removal of Hazardous Waste at Saddleback College. The new contract total for Saddleback College is not to exceed \$170,000.00 and Irvine Valley College is not to exceed \$36,000, for a revised contract amount of \$206,000, for FY 2015-16, with all terms and conditions remaining the same.

**AMENDMENT No. 3  
TO THE REMOVAL OF HAZARDOUS WASTE SERVICES AGREEMENT  
AT SADDLEBACK COLLEGE & IRVINE VALLEY COLLEGE, BID NO. 297D**

**June 22, 2015**

**THIS AMENDMENT** shall modify the original agreement dated July 1, 2012, by and between the SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT, hereinafter referred to as "DISTRICT", and NORTH STATE ENVIRONMENTAL, 1045 West Rialto Avenue, Rialto, CA 92376, hereinafter referred to as "VENDOR".

**WHEREAS**, Article 15 of the original agreement provides that the terms, conditions, rates, and provisions of said agreement may be amended by mutual consent of the parties from time to time by written modification only; and

**WHEREAS**, Article 5 of the original agreement provides that all costs for the implementation of the hazardous materials collection/disposal services shall be included in the total contract amount including all applicable taxes, if any; and

**WHEREAS**, Saddleback College has a need for additional disposal of radioactive material at the Math Science and Engineering building, for a not to exceed amount of \$80,000; and

**NOW, THEREFORE**, the parties agree to increase the annual allowable expenditure for Saddleback College by \$80,000, with a new total not to exceed \$170,000, and Irvine Valley College will maintain the annual allowable expenditure not to exceed \$36,000, for a new total contract value of \$206,000 for FY 2015-16, with all terms and conditions remaining the same.

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

"DISTRICT"  
South Orange County Community College District

"VENDOR"  
North State Environmental

By: \_\_\_\_\_

By: \_\_\_\_\_

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

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

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

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

**TO:** Board of Trustees

**FROM:** Gary L. Poertner, Chancellor

**RE:** Saddleback College and Irvine Valley College: Community Education, Fall 2015

**ACTION:** Approval

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**BACKGROUND**

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

**STATUS**

A variety of educational and recreational events have been planned by the Saddleback College and Irvine Valley College Community Education departments for the Fall Semester 2015. Expenses for conducting these courses will be paid by income from participant fees. The Saddleback College and Irvine Valley College course offerings, presenters, and compensation are outlined in Exhibit A (Saddleback College) and Exhibit B (Irvine Valley College).

**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve the Fall 2015 Community Education courses, presenters, and compensation as presented in Exhibits A and B.

COMMUNITY EDUCATION NON-CREDIT PROGRAM-Fall 2015

PROGRAM	ACTIVITY TITLE	DATES	PRESENTER	HONORARIA	FEES
Adult	Ballroom And Swing	8/1 - 12/31	Dance Quick (I)	45% Gross	\$49
	Basic Mandarin Chinese	8/1 - 12/31	Ling Chou (E)	60% Net	\$165
	Beatles Intermediate Guitar	8/1 - 12/31	Ron Gorman (E)	60% Gross	\$90
	Become A Professional Organizer	8/1 - 12/31	Nancy Miller (E)	50% Net	\$39
	Beginning Blues Harmonica	8/1 - 12/31	David Broida (E)	50% Net	\$49
	Beginning Guitar	8/1 - 12/31	Ron Gorman (E)	60% Gross	\$90
	Beginning Guitar For Kids/Teens	8/1 - 12/31	Ron Gorman (E)	60% Gross	\$90
	Beginning Guitar With Ron Gorman	8/1 - 12/31	Ron Gorman (E)	60% Gross	\$84
	Beginning Ukulele	8/1 - 12/31	Ron Gorman (E)	60% Gross	\$75
	Billboard Top Ten" Intermediate Guitar"	8/1 - 12/31	Ron Gorman (E)	60% Gross	\$90
	Black And Digital Photography	8/1 - 12/31	Larua Hoffman (I)	50% Net	\$105
	Blogging For Fun And Profit	8/1 - 12/31	Bob Cohen (I)	50% Net	\$39
	Brewing Basics: Brewing Beyond The Kit	8/1 - 12/31	Matthew Johnson (E)	50% Net	\$99
	Bride And Groom's First Dance	8/1 - 12/31	Dance Quick (I)	45% Gross	\$29
	Build Your Own Business Website	8/1 - 12/31	Mike Rounds (E)	50% Net	\$39
	Build Your Own Website For \$5 A Month	8/1 - 12/31	Mike Rounds (E)	50% Net	\$39
	Build Your Own Website In Minutes For FREE!	8/1 - 12/31	Mike Rounds (E)	50% Net	\$39
	Business Series	8/1 - 12/31	Connected Women Of Influence (I)	50% Net	\$175
	Cake Decorating For Beginners	8/1 - 12/31	Exquisite Cakes By Jennifer (I)	50% Net	\$59
	Cake Decorating With Fondant And Gumpaste	8/1 - 12/31	Exquisite Cakes By Jennifer (I)	50% Net	\$59
	Cashing In On Your Ideas And Inventions	8/1 - 12/31	Mike Rounds (E)	50% Net	\$39
	Cashing In On Your Ideas And Inventions	8/1 - 12/31	Nancy Miller (E)	50% Net	\$39
	Ceramics	8/1 - 12/31	Duane Matthews (E)	\$50/hr	\$214
	Clutterology®: Eliminate Clutter In Your Life	8/1 - 12/31	Nancy Miller (E)	50% Net	\$39
	Consulting	8/1 - 12/31	Mike Rounds (E)	50% Net	\$39
	Conversational Italian	8/1 - 12/31	Conversa (I)	50% Net	\$153
	Country Line Dance	8/1 - 12/31	Dance Quick (I)	45% Gross	\$49
	Country Two-Step	8/1 - 12/31	Dance Quick (I)	45% Gross	\$49
	Create Successful Online Business Videos	8/1 - 12/31	Glenda Shaw (E)	50% Net	\$49
	Creative Digital Portrait Photography	8/1 - 12/31	Larua Hoffman (I)	50% Net	\$105
	Digital Photography 1	8/1 - 12/31	Larua Hoffman (I)	50% Net	\$80
	Digital Photography 2	8/1 - 12/31	Larua Hoffman (I)	50% Net	\$105
	Digital Photography 3	8/1 - 12/31	Larua Hoffman (I)	50% Net	\$80
	Dog Training	8/1 - 12/31	Joe Palacio(I)	50% Net	\$59
	Driving Concepts	8/1 - 12/31	Driving Concepts (I)	PP	PP
	Effective Property Staging	8/1 - 12/31	Art Navarro (E)	50% Net	\$49
	Effective Property Staging	8/1 - 12/31	Jean Navarro (E)	50% Net	\$49
	Extreme Couponing	8/1 - 12/31	Nancy Miller (E)	50% Net	\$39
	Family Country Line Dance	8/1 - 12/31	Dance Quick (I)	45% Gross	\$25
	Feng Shui Tools For Better Living	8/1 - 12/31	Feng Shui Solutions (I)	50% Net	\$49
	Finding Freelance Work On The Internet	8/1 - 12/31	Bob Cohen (I)	50% Net	\$39
	Fingerstyle Guitar	8/1 - 12/31	Ron Gorman (E)	60% Gross	\$90
	First Hand French	8/1 - 12/31	Nancy Allah (E)	50% Net	\$85
	Foreign Language Students	8/1 - 12/31	FLS	Varies	Varies
	Go Global: Growing International Sales	8/1 - 12/31	Matthew Gerard (E)	50% Net	\$39
	Golf - Levels I And II	8/1 - 12/31	TGA Golf (I)	50% Net	\$105
	Golf - Levels III and IV	8/1 - 12/31	TGA Golf (I)	50% Net	\$105
	Hand And Wheel Ceramics	8/1 - 12/31	Kathryn Stovall-Dennis (E)	50% Net	\$175
	Healthy Harmonica: Songs And Rhythms	8/1 - 12/31	David Broida (E)	50% Net	\$39
	High School Equivalency Preparation	8/1 - 12/31	TBA	Varies	Varies
	HOA Board Member, Volunteer And Homeowner Fundamentals	8/1 - 12/31	Patrick Prendiville (I)	50% Net	Varies
	How To Attend A College Of Your Dreams	8/1 - 12/31	Sharon Buck (E)	25% Net	\$30
	How To Be A Special Event/Wedding Planner	8/1 - 12/31	Farla Binder (E)	50% Net	\$49
	How To Be Published In A Week!	8/1 - 12/31	Mike Rounds (E)	50% Net	\$39
	How To Be Your Own Private Investigator	8/1 - 12/31	Jim Harriger (E)	50% Net	\$39
	How To Become A Mystery Shopper	8/1 - 12/31	Elaine Moran (E)	50% Net	\$49
	How To Become A Programmer	8/1 - 12/31	Bob Cohen (I)	50% Net	\$39
	How To Create QR Codes	8/1 - 12/31	Carol Chambers (E)	50% Net	\$39
	How To Create Your Own E-Commener Business For Less Than \$25 A Month	8/1 - 12/31	Mike Rounds (E)	50% Net	\$39
	How To Get Paid To Speak	8/1 - 12/31	Mike Rounds (E)	50% Net	\$39
	How to Look Your Best	8/1 - 12/31	Christina Gaudy-Funke (E)	50% Net	\$175
	How To Play Piano By Ear	8/1 - 12/31	New School Of American Music (I)	50% Net	\$45
	How To Protect Yourself From Identity Theft	8/1 - 12/31	Mari J. Frank, Esq. (E)	50% Net	\$49
	How To Sell On eBay®	8/1 - 12/31	Frances Greenspan (E)	50% Net	\$65
	Improving Teamwork, Communication, And Leadership Through Drumming And Rhythm	8/1 - 12/31	Ron Gorman (E)	60% Gross	\$57
	Improving Your PC's Performance	8/1 - 12/31	Bob Cohen (I)	50% Net	\$39
	Instant Piano For Hopelessly Busy People	8/1 - 12/31	New School Of American Music (I)	50% Net	\$45
	Intermediate Electric Guitar	8/1 - 12/31	Ron Gorman (E)	60% Gross	\$90
	Intermediate Guitar	8/1 - 12/31	Ron Gorman (E)	60% Gross	\$90
	Internet Marketing For Writers And Authors	8/1 - 12/31	Bob Cohen (I)	50% Net	\$39
	Introduction To Art4Healing	8/1 - 12/31	Natalia van Rikxoort (E)	50% Net	\$35
	Introduction To Wine Appreciation	8/1 - 12/31	David Francisco (E)	50% Net	\$85

(E) Employee

(I) Independent Contractor

COMMUNITY EDUCATION NON-CREDIT PROGRAM-Fall 2015

PROGRAM	ACTIVITY TITLE	DATES	PRESENTER	HONORARIA	FEE
	Introduction To Wine Appreciation	8/1 - 12/31	Michelle Mooney (E)	50% Net	\$85
	Investment Boot Camp	8/1 - 12/31	Jalon O'Connell (E)	50% Net	\$39
	Investment Strategies For Growth And Income	8/1 - 12/31	Charles Goffin (E)	50% Net	\$39
	iPhones® and iPads®: Beyond The Basics	8/1 - 12/31	Bob Cohen (I)	50% Net	\$39
	iPhones®, iPads®, . . . And I'm Lost®	8/1 - 12/31	Bob Cohen (I)	50% Net	\$39
	Italian Supreme: A Taste Of Italy	8/1 - 12/31	Conversa (I)	50% Net	\$153
	Italian Supreme: Intermediate/Advanced	8/1 - 12/31	Conversa (I)	50% Net	\$153
	Jewelry Making In One Creative Class	8/1 - 12/31	Carol Chambers (E)	50% Net	\$30
	Just Yell Fire: Women's Safety And Self-Defense	8/1 - 12/31	Just Yell Fire (I)	50% Net	\$99
	Kids Country Line Dance	8/1 - 12/31	Dance Quick (I)	45% Gross	\$25
	Lean Enterprise Tools and Processes	8/1 - 12/31	Mike Brady (I)	50% Net	Varies
	Lean Start-up Business Model Series	8/1 - 12/31	Scott Fredrickson	15% Net	\$39
	Lean Start-up Business Model Series	8/1 - 12/31	Barbara Cox (E)	15%Net	\$39
	Lean Start-up Business Model Series	8/1 - 12/31	Rebecca Knapp (E)	15% Net	\$39
	Learn To Speak Spanish: Intermediate/Advanced	8/1 - 12/31	Conversa (I)	50% Net	\$163
	Life Reimagined	8/1 - 12/31	Rita Jones (I)	50% Net	\$60
	Loan Signing Specialist Training	8/1 - 12/31	Masters Notary Academy (I)	\$35 PP	\$70
	Makeup 101	8/1 - 12/31	Michele Von Entress (E)	50% Net	\$175
	Make-Up 101: Beauty Make-Up For Busy Women	8/1 - 12/31	Christina Gaudy-Funke (E)	50% Net	\$75
	Mandarin I: Introduction To Spoken Chinese	8/1 - 12/31	Pandarin Academy (I)	50% Net	\$130
	Mandarin II	8/1 - 12/31	Pandarin Academy (I)	50% Net	\$130
	Mandarin Made Easy	8/1 - 12/31	Pandarin Academy (I)	50% Net	\$130
	Marketing Your Business On Facebook And Social Media Sites	8/1 - 12/31	Bob Cohen (I)	50% Net	\$39
	Master Your Investments	8/1 - 12/31	Jalon O'Connell (E)	50% Net	\$70
	More Beginning Guitar For Kids/Teens	8/1 - 12/31	Ron Gorman (E)	60% Gross	\$90
	Motorcycle Rider Training	8/1 - 12/31	Saddleback Rider Training	Rates Per Day	\$100-235/dy
	Negotiate Your Way To Success	8/1 - 12/31	Mari J. Frank, Esq. (E)	50% Net	\$79
	Notary Public Training	8/1 - 12/31	Masters Notary Academy (I)	\$35 PP	\$70
	On-Line No-Credit Classes	8/1 - 12/31	Education To Go (I)	\$55-\$175pp	\$94-299
	Organic Gardening	8/1 - 12/31	Ron Gorman (E)	60% Gross	\$90
	Organizational Skills For Nannies, Au Pairs, And Caregivers	8/1 - 12/31	Nancy Miller (E)	50% Net	\$39
	PC Boot Camp Express: The Fast Track To Computer Competence	8/1 - 12/31	Bill Napoli (E)	50% Net	\$180
	PC Boot Camp For Teens	8/1 - 12/31	Bill Napoli (E)	50% Net	\$195
	PC Boot Camp: Access 2010 In Just Two Days	8/1 - 12/31	Bill Napoli (E)	50% Net	\$105
	PC Boot Camp: Photo Magic Using Adobe Photoshop CS6	8/1 - 12/31	Bill Napoli (E)	50% Net	\$105
	PC Boot Camp: Spectacular PowerPoint 2010 Presentations	8/1 - 12/31	Bill Napoli (E)	50% Net	\$95
	Piano Made Easy Series	8/1 - 12/31	New School Of American Music (I)	50% Net	\$75
	Proctoring Services	8/1 - 12/31	In-House Services (E)	pp	\$50-75
	Professional Speaking For The Clueless®	8/1 - 12/31	Mike Rounds (E)	50% Net	\$39
	Property Management Anyone Can Do	8/1 - 12/31	Stephen Dexter (E)	50% Net	\$59
	Salsa Dance I	8/1 - 12/31	Dance Quick (I)	45% Gross	\$49
	Salsa Dance II	8/1 - 12/31	Dance Quick (I)	45% Gross	\$49
	Secrets Of Social Media And Internet Marketing	8/1 - 12/31	Bob Cohen (I)	50% Net	\$49
	Self-Publishing Online Digital Photo Books For Youth	8/1 - 12/31	Randleigh Harris (E)	50% Net	\$92
	Self-Publishing, ePublishing, And More	8/1 - 12/31	Mike Rounds (E)	50% Net	\$39
	Songwriting	8/1 - 12/31	Ron Gorman (E)	60% Gross	\$57
	Sound Retirement Strategies	8/1 - 12/31	David Broida (E)	50% Net	\$49
	Speed Spanish	8/1 - 12/31	Christy Nelson (E)	50% Net	\$59
	SRT - Motorcyclist Safety Program	8/1 - 12/31	Saddleback Rider Training (I)	Varies	\$250
	Stained Glass For Beginners	8/1 - 12/31	Glass Spectrum (I)	50% Gross	\$120
	Stop Being Unemployed And Start Your Own Home-Based Business	8/1 - 12/31	Nancy Miller (E)	50% Net	\$39
	Supervisor Skills Certificate Series - PART 1	8/1 - 12/31	Insight Systems Group (I)	50% Net	\$365
	Supervisor Skills Certificate Series - Part II	8/1 - 12/31	Insight Systems Group (I)	50% Net	\$365
	Supervisor Skills Certificate Series-PART 1A	8/1 - 12/31	Insight Systems Group (I)	50% Net	\$185
	Supervisor Skills Certificate Series-PART 1B	8/1 - 12/31	Insight Systems Group (I)	50% Net	\$185
	Symphonic Orchestra	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
	Teen Road To Safety	8/1 - 12/31	Teen Road To Safety Inc. (I)	Varies	Varies
	Travel Tours/Multi-Day Trips	8/1 - 12/31	Good Times Travel (I)	PP	PP
	Using The Latest Technology To Improve Business, Sales, And Communications	8/1 - 12/31	Mike Rounds (E)	50% Net	\$39
	Using Your Computer To Make Money	8/1 - 12/31	Nancy Miller (E)	50% Net	\$39
	Veterans Art Project	8/1 - 12/31	TBA	Varies	Varies
	Voice Acting - Advanced	8/1 - 12/31	Patrick Helmstetter (E)	50% Net	\$125
	Voice Acting - Beginning	8/1 - 12/31	Patrick Helmstetter (E)	50% Net	\$125
	What Were You Born To Do?	8/1 - 12/31	Curtis Adney (E)	50% Net	\$55
	XinYi Mandarin Chinese	8/1 - 12/31	Hao Zhao (I)	50% Net	Varies
	Youth And The Law	8/1 - 12/31	Juvenile Consulting Services (I)	Varies	Varies
	Youth Drug and Alcohol Awareness Education Program	8/1 - 12/31	Juvenile Consulting Services (I)	Varies	Varies
	AESL 701: Basic Literacy: Adult Education English As A Second Language	8/1 - 12/31	Adult Education Instructor (E)	Varies	Non-Credit
	AESL 702: Beginning Low: Adult Education English As A Second Language	8/1 - 12/31	Adult Education Instructor (E)	Varies	Non-Credit
	AESL 703: Beginning High: Adult Education English As A Second Language	8/1 - 12/31	Adult Education Instructor (E)	Varies	Non-Credit
	AESL 704: Intermediate Low: Adult Education English As A Second Language	8/1 - 12/31	Adult Education Instructor (E)	Varies	Non-Credit
	AESL 705: Intermediate High: Adult Education English As A Second Language	8/1 - 12/31	Adult Education Instructor (E)	Varies	Non-Credit

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PROGRAM	ACTIVITY TITLE	DATES	PRESENTER	HONORARIA	FEE
AESL 706:	Advanced Low: Adult Education English As A Second Language	8/1 - 12/31	Adult Education Instructor (E)	Varies	Non-Credit
AESL 707:	Advanced High: Adult Education English As A Second Language	8/1 - 12/31	Adult Education Instructor (E)	Varies	Non-Credit
AESL 708:	Citizen Preperation: Adult Education English As A Second Language	8/1 - 12/31	Adult Education Instructor (E)	Varies	Non-Credit
ART 10:	Ceramics Fundamentals	8/1 - 12/31	Art Faculty (E)	50% Net	\$6.25/hr
ART 11:	Ceramics: Wheel I	8/1 - 12/31	Art Faculty (E)	50% Net	\$6.25/hr
ART 12:	Ceramics- Wheel II	8/1 - 12/31	Art Faculty (E)	50%Net	\$6.25/hr
ART 13:	Ceramics- Wheel III	8/1 - 12/31	Art Faculty (E)	50%Net	\$6.25/hr
ART 140:	Beginning Graphic Design	8/1 - 12/31	Art Faculty (E)	50%Net	\$6.25/hr
ART 141:	Graphic Rendering Techniques	8/1 - 12/31	Art Faculty (E)	50%Net	\$6.25/hr
ART 142:	Package Design	8/1 - 12/31	Art Faculty (E)	50%Net	\$6.25/hr
ART 143:	Art Survival: From Student To Artist	8/1 - 12/31	Art Faculty (E)	50%Net	\$6.25/hr
ART 145:	Graphic Illustration	8/1 - 12/31	Art Faculty (E)	50%Net	\$6.25/hr
ART 150:	Architectural Ceramics I	8/1 - 12/31	Art Faculty (E)	50%Net	\$6.25/hr
ART 164:	Printmaking (Intaglio/Etching and Relief) IV	8/1 - 12/31	Art Faculty (E)	50%Net	\$6.25/hr
ART 175:	Metal Casting	8/1 - 12/31	Art Faculty (E)	50%Net	\$6.25/hr
ART 216:	Ceramics- Handbuilding II	8/1 - 12/31	Art Faculty (E)	50%Net	\$6.25/hr
ART 217:	Ceramics-Handbuilding III	8/1 - 12/31	Art Faculty (E)	50%Net	\$6.25/hr
ART 228:	Bench Jeweler I	8/1 - 12/31	Art Faculty (E)	50% Net	\$6.25/hr
ART 229:	Bench Jeweler II	8/1 - 12/31	Art Faculty (E)	50% Net	\$6.25/hr
ART 230:	Bench Jeweler III	8/1 - 12/31	Art Faculty (E)	50%Net	\$6.25/hr
ART 231:	Bench Jeweler IV	8/1 - 12/31	Art Faculty (E)	50%Net	\$6.25/hr
ART 240:	Intermediate Graphic Design	8/1 - 12/31	Art Faculty (E)	50%Net	\$6.25/hr
ART 250:	Plein Air Landscape Painting	8/1 - 12/31	Art Faculty (E)	50%Net	\$6.25/hr
ART 261:	Opaque Watercolor	8/1 - 12/31	Art Faculty (E)	50%Net	\$6.25/hr
ART 4:	Fundamentals Of Art	8/1 - 12/31	Art Faculty (E)	50% Net	\$6.25/hr
ART 40:	2-D Foundations	8/1 - 12/31	Art Faculty (E)	50%Net	\$6.25/hr
ART 41:	Three-Dimensional Design	8/1 - 12/31	Art Faculty (E)	50%Net	\$6.25/hr
ART 42:	Color Theory And Practice	8/1 - 12/31	Art Faculty (E)	50%Net	\$6.25/hr
ART 50:	Painting I	8/1 - 12/31	Art Faculty (E)	50% Net	\$6.25/hr
ART 51:	Painting-II	8/1 - 12/31	Art Faculty (E)	50%Net	\$6.25/hr
ART 52:	Painting-III	8/1 - 12/31	Art Faculty (E)	50%Net	\$6.25/hr
ART 53:	Painting From The Live Model I	8/1 - 12/31	Art Faculty (E)	50%Net	\$6.25/hr
ART 54:	Painting From The Live Model II	8/1 - 12/31	Art Faculty (E)	50% Net	\$6.25/hr
ART 57:	Watercolor I	8/1 - 12/31	Art Faculty (E)	50% Net	\$6.25/hr
ART 58:	Watercolor II	8/1 - 12/31	Art Faculty (E)	50%Net	\$6.25/hr
ART 59:	Watercolor III	8/1 - 12/31	Art Faculty (E)	50%Net	\$6.25/hr
Art 60:	Printmaking (Intaglio/Etching And Relief)	8/1 - 12/31	Art Faculty (E)	50% Net	\$6.25/hr
Art 61:	Printmaking (Intaglio/Etching And Relief) II	8/1 - 12/31	Art Faculty (E)	50%Net	\$6.25/hr
Art 62:	Printmaking (Intaglio/Etching And Relief) III	8/1 - 12/31	Art Faculty (E)	50%Net	\$6.25/hr
Art 63:	Introduction To Screen Printing	8/1 - 12/31	Art Faculty (E)	50%Net	\$6.25/hr
ART 70:	Fundamentals Of Sculpture	8/1 - 12/31	Art Faculty (E)	50% Net	\$6.25/hr
ART 71:	Additive Sculpture	8/1 - 12/31	Art Faculty (E)	50%Net	\$6.25/hr
ART 72:	Subtractive Sculpture	8/1 - 12/31	Art Faculty (E)	50%Net	\$6.25/hr
ART 78:	Beginning Life Sculpture	8/1 - 12/31	Art Faculty (E)	50% Net	\$6.25/hr
ART 79:	Advanced Life Sculpture	8/1 - 12/31	Art Faculty (E)	50%Net	\$6.25/hr
ART 80:	Drawing	8/1 - 12/31	Art Faculty (E)	50%Net	\$6.25/hr
ART 81:	Drawing II	8/1 - 12/31	Art Faculty (E)	50%Net	\$6.25/hr
ART 82:	Drawing III	8/1 - 12/31	Art Faculty (E)	50%Net	\$6.25/hr
ART 85:	Drawing From The Live Model I	8/1 - 12/31	Art Faculty (E)	50% Net	\$6.25/hr
ART 86:	Drawing From A Live Model II	8/1 - 12/31	Art Faculty (E)	50%Net	\$6.25/hr
ART 87:	Drawng From A Live Model III	8/1 - 12/31	Art Faculty (E)	50%Net	\$6.25/hr
ART 9:	Ceramics Fundamentals	8/1 - 12/31	Art Faculty (E)	50%Net	\$6.25/hr
MUS 1:	The Basics of Music	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 10:	Harmony I	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 11:	Harmony II	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 117:	Popular Songwritinig	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 118:	Digital Multi-track Music Recording	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 119:	Advanced Music Composition	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 12:	Harmony III	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 120:	Introduction to the Music Indstry	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 124:	Computer Assisted Music Notation	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 130:	Music Production I	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 131:	Music Production II	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 132:	Introduction to Music Technology	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 14:	Jazz Composition and Arranging	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 148:	Jazz Ensemble	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 15:	Music Composition	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 173:	Intermediate Guitar	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 178:	Beginning Piano Pedagogy	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 179:	Intermediate Piano Pedagogy	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 181:	Keyboard Literature and Interperation - Romantic to Modern	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 194:	Muscianship III	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr

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PROGRAM	ACTIVITY TITLE	DATES	PRESENTER	HONORARIA	FEE
MUS 20:	Music Appreciation	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 23:	Introduction to World Music	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 232:	Choral Techniques	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 233:	Contemporary Choral Music For Treble Voices	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 234:	Voiced Community Chorale	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 24:	Music Of The 20th Century	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 240:	Improvised Music In Jazz Combo	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 241:	Medium Size Malleable Jazz Ensemble	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 242:	Mid- Size African- American Based Ensemble Jazz	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 246:	Contemporary Big Band Literature	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 247:	Modern Big Band Concepts	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 252a:	Jazz Piano I	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 252b:	Jazz Piano II	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 252c:	Jazz Piano III	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 253:	Advanced Piano Music Of Haydn	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 255:	Piano Composers Of Today	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 256:	Advanced Piano Pedagogy	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 257:	Favorite Piano Classics	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 260:	Basic Guitar	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 266:	Improvised Chamber Music	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 27:	History Of Jazz	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 28:	History Of Rock	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 295:	Rehearsal And Performance (Instrumental)	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 297:	Rehearsal And Performance (Jazz Studies)	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 31:	Baroque Society	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 32:	Oratorio Society	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 33:	Modern Masterworks: Chorale	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 34:	Early Music Ensemble	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 35:	Contemporary Choir	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 39:	Commercial Music Ensemble	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 41:	Symphonic Wind Ensemble	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 42:	Symphonic Orchestra	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 43:	String Orchestra	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 46:	Jazz Improvisation	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 47:	Saddleback College Big Band	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 50:	Applied Music: Instrumental	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 51:	Applied Music: Keyboard	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 52:	Applied Music : Voice	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 54a:	Beginning Piano I	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 54b:	Beginning Piano II	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 55a:	Intermediate Piano I	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 55b:	Intermediate Piano II	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 56:	Advanced Piano	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 58:	Piano Repertoire And Performance Procedures	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 60:	Beginning Classical Guitar	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 61:	Intermediate Classical Guitar	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 62:	Advanced Classical Guitar	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 63:	Ensemble Techniques For 21st Century	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 64:	Piano Ensemble	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 65:	Piano Accompanying	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 66:	Chamber Music	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 75:	String Literature	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 78:	Keyboard Literature/ Interpretation - Baroque And Classical	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 80:	Beginning Voice	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 81:	Intermediate Voice	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 82:	Vocal Repertoire And Performance Procedures	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 86:	Introduction To Harpsichord Technique And Literature	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 87:	Harpsichord Literature And Technique Ii- Late Beginner	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 88:	Harpsichord Literature And Technique Iii- Early Intermediate	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 89:	Harpsichord Literature And Technique Iv- Late Intermediate	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 92:	Musicianship I	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 93:	Musicianship II	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 96:	Introduction To Organ Technique And Literature Class	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 97:	Organ Technique And Literature Class Late Beginning	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 98:	Organ Technique And Literature Class Intermediate (A), Early	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
MUS 99:	Organ Technique And Literature Class Intermediate (B), Late	8/1 - 12/31	Music Faculty (E)	50% Net	\$6.25/hr
CFK 24		8/1 - 12/31	Bob Johnson (E)	60% Net	\$180
24		8/1 - 12/31	Chris Elliott (E)	60% Net	\$180
2D Video Game Design with Gamemaker		8/1 - 12/31	Funutation Tekademy LLC (I)	50% Net	\$192
2D Video Game Design with Gamemaker		8/1 - 12/31	Funutation Tekademy LLC (I)	60% Net	\$192
3D Printing: Jewelry and Fashion Design		8/1 - 12/31	BrainStorm (I)	50% Net	\$149
A Chinese Language Adventure		8/1 - 12/31	Pandarin Academy (I)	50% Net	\$135

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PROGRAM	ACTIVITY TITLE	DATES	PRESENTER	HONORARIA	FEE
Abstract Comic Painting		8/1 - 12/31	Lorien Eck ( E)	60%Net	\$95
Academic Bridge		8/1 - 12/31	Academic Bridge Academy (I)	60% Net	\$585
Academic Chess		8/1 - 12/31	Academic Chess (I)	50% Net	\$139
Academic Origami		8/1 - 12/31	Academic Chess (I)	60% Net	\$112
Academic Origami		8/1 - 12/31	Academic Chess (I)	60% Net	\$90
Academic Origami: Academic Gift Origami		8/1 - 12/31	Academic Chess (I)	60% Net	\$112
Academic Origami: Modular And Action Origami		8/1 - 12/31	Academic Chess (I)	60% Net	\$112
Academic Origami: Paper Airplanes And Aerodynamics		8/1 - 12/31	Academic Chess (I)	60% Net	\$112
Academic Surge		8/1 - 12/31	Heather Carlsen (E)	30%Net	\$180
Academic Surge		8/1 - 12/31	Tanya Bonetti (E)	30%Net	\$180
Academy Of Entrepreneurship		8/1 - 12/31	Rebecca Knapp(I)	60% Net	\$99
Accessories, Dye Cut and Embellishment Series		8/1 - 12/31	Lisa Elston (E)	50% Net	Varies
Acting On Camera		8/1 - 12/31	Be The Star In You (I)	60% Net	\$120
Action Flix		8/1 - 12/31	Incrediflix (I)	PP	\$175
Adventures In Art		8/1 - 12/31	OC Art Studios (I)	60% Net	\$120
Adventures In Art		8/1 - 12/31	OC Art Studios (I)	60% Net	\$90
Adventures In Art Camp		8/1 - 12/31	OC Art Studios (I)	60% Net	\$133
Adventures in Writing		8/1 - 12/31	Ringtail Learning, Inc. (I)	85% Gross	Varies
After-School Drama		8/1 - 12/31	Out Of The Box Learning & Arts (I)	60% Net	\$80
After-School Games		8/1 - 12/31	Ed Neely (E)	60% Net	\$120
After-School Games		8/1 - 12/31	Ed Neely (E)	60% Net	\$90
After-School Hoops		8/1 - 12/31	One On One Basketball Staff (I)	60% Net	\$120
After-School Hoops		8/1 - 12/31	One On One Basketball Staff (I)	60% Net	\$90
Algebra For Teens - Level 1A		8/1 - 12/31	Daryl Johannsen (E)	\$29/hr+	\$99
Algebra For Teens - Level 1B		8/1 - 12/31	Daryl Johannsen (E)	\$29/hr+	\$99
Algebra For Teens - Level I		8/1 - 12/31	Shelley Beckley (E)	\$29/hr+	\$99
Algebra For Teens - Level II		8/1 - 12/31	Shelley Beckley (E)	\$29/hr+	\$99
All About Plants   Spanish Camp		8/1 - 12/31	Norma Hernandez (E)	60% Net	\$120
All About Plants   Spanish Camp		8/1 - 12/31	Norma Hernandez (E)	60% Net	\$90
American Girl Adventures		8/1 - 12/31	Manisha Fish (E)	60% Net	\$165
American Girl Adventures		8/1 - 12/31	Manisha Fish (E)	30% Net	\$165
American Girl Adventures		8/1 - 12/31	Thomas Fish (E)	30% Net	\$165
American Girl After Party		8/1 - 12/31	Manisha Fish (E)	60% Net	\$59
Angry Birdies   Bad Piglets		8/1 - 12/31	Future Builders With Bricks (I)	60% Net	\$150
Animal Drawing 101 Art Camp		8/1 - 12/31	OC Art Studios (I)	60% Net	\$133
Animation Flix		8/1 - 12/31	Incrediflix (I)	PP	\$185
App and Game Dev		8/1 - 12/31	Brainstorm LEGO® Academy (I)	60% Net	\$120
Art Camp		8/1 - 12/31	Erin O'Shea (E)	12.5% Net	\$214
Art Camp		8/1 - 12/31	Larry Jones (E)	12.5% Net	\$214
Art Camp		8/1 - 12/31	Richard White (E)	12.5% Net	\$214
Art Camp		8/1 - 12/31	Veronica Obermeyer (E)	12.5% Net	\$214
Art Camp		8/1 - 12/31	Art Just Create It (I)	60% Net	\$110
Art Smart		8/1 - 12/31	Kelli Hudelson (E)	60% Net	\$180
Arts & Crafts, Music and Food Tasting In Spanish		8/1 - 12/31	Gabrielle Unzueta (E)	60% Net	\$135
Back To Broadway Musical Theater Workshop		8/1 - 12/31	PDM Young Actors Workshop (I)	50% Net	\$150
Basic Mandarin Chinese		8/1 - 12/31	Ling Chou (E)	60% Net	\$120
Basic Mandarin Chinese		8/1 - 12/31	Ling Chou (E)	60% Net	\$90
Basketball		8/1 - 12/31	One On One Basketball Staff (I)	50% Net	\$120
Basketball Skills Clinics		8/1 - 12/31	Troy Roelen - Pro Camp (I)	50% Net	\$126
Be The Star In You		8/1 - 12/31	Be The Star In You (I)	50% Net	\$120
Be The Star In You		8/1 - 12/31	Be The Star In You (I)	60% Net	\$120
Beginning Guitar		8/1 - 12/31	Ron Gorman (E)	60% Gross	\$120
Beginning Guitar		8/1 - 12/31	Ron Gorman (E)	60% Gross	\$90
Beginning Guitar For Kids/Teens		8/1 - 12/31	Ron Gorman (E)	60% Gross	\$120
Beginning Guitar For Kids/Teens		8/1 - 12/31	Ron Gorman (E)	60% Gross	\$90
Beginning Ukulele		8/1 - 12/31	Ron Gorman (E)	60% Gross	\$75
Berktree Learning Homework Club		8/1 - 12/31	Berktree Learning (I)	60% Net	\$210
Brain Builders		8/1 - 12/31	Brain Builders (I)	60% Net	\$120
Brain Builders: Engineering With LEGO Bricks: Amazing Ancient Structures		8/1 - 12/31	Brain Builders (I)	60% Net	\$120
Brain Builders: Engineering With LEGO Bricks: Catapults And Trebuchets		8/1 - 12/31	Brain Builders (I)	60% Net	\$120
Brain Builders: Engineering With LEGO Bricks: Mechanical Madness		8/1 - 12/31	Brain Builders (I)	60% Net	\$120
Brain Builders: Engineering With LEGO Bricks: Renewable Energy		8/1 - 12/31	Brain Builders (I)	60% Net	\$120
Brain Builders: Engineering With LEGO® Bricks		8/1 - 12/31	Brain Builders (I)	60% Net	\$120
BrainStorm		8/1 - 12/31	Brainstorm LEGO® Academy (I)	60% Net	\$120
BrainStorm: Filmmaking		8/1 - 12/31	Brainstorm LEGO® Academy (I)	60% Net	\$120
BrainStorm: Filmmaking		8/1 - 12/31	Brainstorm LEGO® Academy (I)	60% Net	\$90
Brainstorm: Game Development & Minecraft Programming		8/1 - 12/31	Brainstorm LEGO® Academy (I)	60% Net	\$120
Brainstorm: Game Development & Minecraft Programming		8/1 - 12/31	Brainstorm LEGO® Academy (I)	60% Net	\$90
Brainstorm: Go Think!		8/1 - 12/31	Brainstorm LEGO® Academy (I)	60% Net	\$120
BrainStorm: LEGO® Engineering & Robotics		8/1 - 12/31	Brainstorm LEGO® Academy (I)	60% Net	\$120
BrainStorm: LEGO® Engineering & Robotics		8/1 - 12/31	Brainstorm LEGO® Academy (I)	60% Net	\$90
BrainStorm: LEGO® Engineering: Medieval & Modern Machine		8/1 - 12/31	Brainstorm LEGO® Academy (I)	60% Net	\$90

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South Orange County Community College District  
SADDLEBACK COLLEGE  
COMMUNITY EDUCATION NON-CREDIT PROGRAM-Fall 2015

EXHIBIT A  
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PROGRAM	ACTIVITY TITLE	DATES	PRESENTER	HONORARIA	SEE
BrainStorm: LEGO® Engineering: Medieval & Modern Machine		8/1 - 12/31	Brainstorm LEGO® Academy (I)	60% Net	\$120
BrainStorm: LEGO® Robotics		8/1 - 12/31	Brainstorm LEGO® Academy (I)	60% Net	\$120
BrainStorm: LEGO® Robotics		8/1 - 12/31	Brainstorm LEGO® Academy (I)	60% Net	\$90
Brainstorm: Minecraft University: Minecraft Modding		8/1 - 12/31	Brainstorm LEGO® Academy (I)	60% Net	\$120
Brainstorm: Minecraft University: Robotics		8/1 - 12/31	Brainstorm LEGO® Academy (I)	60% Net	\$120
Bricks 4 Kids		8/1 - 12/31	Bricks 4 Kidz (I)	60% Net	\$120
Bricks 4 Kids: Spectacular Sports		8/1 - 12/31	Bricks 4 Kidz (I)	60% Net	\$120
Bricks 4 Kids: Spectacular Sports		8/1 - 12/31	Bricks 4 Kidz (I)	60% Net	\$90
Bricks 4 Kidz: Amazing Animals		8/1 - 12/31	Bricks 4 Kidz (I)	60% Net	\$120
Bricks 4 Kidz: Amazing Animals		8/1 - 12/31	Bricks 4 Kidz (I)	60% Net	\$90
Bricks 4 Kidz: Amazing LEGO® Animals		8/1 - 12/31	Bricks 4 Kidz (I)	60% Net	\$120
Bricks 4 Kidz: Amusement Park Rides		8/1 - 12/31	Bricks 4 Kidz (I)	60% Net	\$120
Bricks 4 Kidz: Amusement Park Rides		8/1 - 12/31	Bricks 4 Kidz (I)	60% Net	\$90
Bricks 4 Kidz: Amusement Park Rides With LEGO® Bricks		8/1 - 12/31	Bricks 4 Kidz (I)	60% Net	\$120
Bricks 4 Kidz: Construction Craze With LEGO® Bricks		8/1 - 12/31	Future Builders With Bricks (I)	60% Net	\$120
Bricks 4 Kidz: Engineering With LEGO® Bricks		8/1 - 12/31	Future Builders With Bricks (I)	60% Net	\$120
Bricks 4 Kidz: Engineering With LEGO® Bricks		8/1 - 12/31	Future Builders With Bricks (I)	60% Net	\$90
Bricks 4 Kidz: Factory Fun With LEGO® Bricks		8/1 - 12/31	Future Builders With Bricks (I)	60% Net	\$120
Bricks 4 Kidz: Forces Of Nature With LEGO® Bricks		8/1 - 12/31	Bricks 4 Kidz (I)	60% Net	\$120
Bricks 4 Kidz: Forces Of Nature With LEGO® Bricks		8/1 - 12/31	Future Builders With Bricks (I)	60% Net	\$120
Bricks 4 Kidz: Gadgets And Gizmos With LEGO® Bricks		8/1 - 12/31	Future Builders With Bricks (I)	60% Net	\$120
Bricks 4 Kidz: Interesting Inventions		8/1 - 12/31	Bricks 4 Kidz (I)	60% Net	\$120
Bricks 4 Kidz: Interesting Inventions		8/1 - 12/31	Bricks 4 Kidz (I)	60% Net	\$90
Bricks 4 Kidz: Interesting Inventions With LEGO® Bricks		8/1 - 12/31	Bricks 4 Kidz (I)	60% Net	\$120
Bricks 4 Kidz: Life Science With LEGO® Bricks		8/1 - 12/31	Future Builders With Bricks (I)	60% Net	\$120
Bricks 4 Kidz: Mining And Crafting		8/1 - 12/31	Bricks 4 Kidz (I)	60% Net	\$120
Bricks 4 Kidz: Mining And Crafting		8/1 - 12/31	Bricks 4 Kidz (I)	60% Net	\$90
Bricks 4 Kidz: Mining And Crafting 2 With LEGO® Bricks.		8/1 - 12/31	Bricks 4 Kidz (I)	60% Net	\$120
Bricks 4 Kidz: Mission 2 Space		8/1 - 12/31	Future Builders With Bricks (I)	60% Net	\$120
Bricks 4 Kidz: Motorized Air, Land, And Sea LEGO® Vehicles		8/1 - 12/31	Bricks 4 Kidz (I)	60% Net	\$120
Bricks 4 Kidz: Space Adventures		8/1 - 12/31	Bricks 4 Kidz (I)	60% Net	\$120
Bricks 4 Kidz: Space Adventures		8/1 - 12/31	Bricks 4 Kidz (I)	60% Net	\$90
Bricks 4 Kidz: Spectacular LEGO® Sports		8/1 - 12/31	Bricks 4 Kidz (I)	60% Net	\$120
Bricks 4 Kidz: Spectacular LEGO® Sports		8/1 - 12/31	Bricks 4 Kidz (I)	60% Net	\$90
Bricks For Kidz		8/1 - 12/31	Bricks For Kidz (I)	60% Net	\$180
Bricks For Kidz		8/1 - 12/31	Future Builders With Bricks (I)	60% Net	\$180
Bricks For Kidz		8/1 - 12/31	Pristine Possibilities (I)	60% Net	\$180
Bricks4Kidz		8/1 - 12/31	Pristine Possibilities (I)	50% Net	\$120
Candy Creations		8/1 - 12/31	Heather Carlsen (E)	30% Net	\$120
Candy Creations		8/1 - 12/31	Heather Carlsen (E)	60% Net	\$90
Candy Creations		8/1 - 12/31	Tanya Bonetti (E)	30% Net	\$120
Candy Creations		8/1 - 12/31	Tanya Bonetti (E)	60% Net	\$90
Capture The Flag		8/1 - 12/31	Chris Elliott (E)	30% Net	\$120
Capture The Flag		8/1 - 12/31	Chris Elliott (E)	30% Net	\$90
Capture The Flag		8/1 - 12/31	Robert Johnson (E)	30% Net	\$54
Capture The Flag   Masters Of The Field		8/1 - 12/31	Academic Chess (I)	60% Net	\$112
Capture The Flag   Masters Of The Field		8/1 - 12/31	Academic Chess (I)	60% Net	\$90
Capture The Flag  Master Of The Field		8/1 - 12/31	Academic Chess (I)	60% Net	\$112
Care4Yoga		8/1 - 12/31	Care4Yoga (I)	60% Net	\$120
Care4Yoga		8/1 - 12/31	Care4Yoga (I)	60% Net	\$90
Catch A Wave Into First Grade		8/1 - 12/31	Carrie Gray (E)	60% Net	\$180
Catch A Wave Into Second Grade		8/1 - 12/31	Carrie Gray (E)	60% Net	\$150
Ceramics		8/1 - 12/31	Duane Matthews (E)	\$30/hr	\$214
Challenge Island		8/1 - 12/31	Future Builders With Bricks (I)	60% Net	\$120
Challenge Island		8/1 - 12/31	Future Builders With Bricks (I)	60% Net	\$90
Challenge Island		8/1 - 12/31	Pristine Possibilities (I)	60% Net	\$120
Challenge Island		8/1 - 12/31	Pristine Possibilities (I)	60% Net	\$90
Challenge Island: Amusement Park Island		8/1 - 12/31	Future Builders With Bricks (I)	60% Net	\$120
Challenge Island: Amusement Park Island		8/1 - 12/31	Pristine Possibilities (I)	60% Net	\$120
Challenge Island: Carnival Island		8/1 - 12/31	Future Builders With Bricks (I)	60% Net	\$120
Challenge Island: Carnival Island		8/1 - 12/31	Pristine Possibilities (I)	60% Net	\$120
Challenge Island: Shark Tooth Island		8/1 - 12/31	Future Builders With Bricks (I)	60% Net	\$120
Challenge Island: Shark Tooth Island		8/1 - 12/31	Future Builders With Bricks (I)	60% Net	\$90
Challenge Island: Shark Tooth Island		8/1 - 12/31	Pristine Possibilities (I)	60% Net	\$120
Challenge Island: Shark Tooth Island		8/1 - 12/31	Pristine Possibilities (I)	60% Net	\$90
Challenge Island: Time Travel Island		8/1 - 12/31	Future Builders With Bricks (I)	60% Net	\$120
Challenge Island: Time Travel Island		8/1 - 12/31	Pristine Possibilities (I)	60% Net	\$120
Cheerleading Skills Clinics		8/1 - 12/31	College For Kids Staff (E)	Varies	\$65
Chess Club		8/1 - 12/31	Brain Builders (I)	60% Net	\$120
Chess Club		8/1 - 12/31	Brain Builders (I)	60% Net	\$90
Chess Day Camp		8/1 - 12/31	Academic Chess (I)	50% Net	\$139
Chess Day Camp		8/1 - 12/31	Academic Chess (I)	60% Net	\$139

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COMMUNITY EDUCATION NON-CREDIT PROGRAM-Fall 2015

PROGRAM	ACTIVITY TITLE	DATES	PRESENTER	HONORARIA	FEE
Children's Musical Theater		8/1 - 12/31	Holly Telford (E)	60% Net	\$120
Children's Musical Theater		8/1 - 12/31	Holly Telford (E)	60% Net	\$90
Coast 2 Coast Soccer		8/1 - 12/31	Coast 2 Coast Soccer (I)	60% Net	\$120
Coast 2 Coast Soccer		8/1 - 12/31	Coast 2 Coast Soccer (I)	60% Net	\$90
Collage: Connect, Collect, Create		8/1 - 12/31	Nancy Larragoiti (E)	\$29/hr+	\$98
College Placement Testing Workshop		8/1 - 12/31	Jeff Vogel (E)	50% Net	\$120
College Placement Testing Workshop		8/1 - 12/31	Jeff Vogel (E)	50% Net	\$90
College Placement Testing Workshop		8/1 - 12/31	TBA	50% Net	\$120
College Placement Testing Workshop		8/1 - 12/31	TBA	50% Net	\$90
Color Sticks For Young Artists		8/1 - 12/31	Nancy Larragoiti (E)	\$29/hr+	\$98
Comic Creator Camp		8/1 - 12/31	Future Builders With Bricks (I)	60% Net	\$150
Common Core Prep Camp For Fourth Grade		8/1 - 12/31	Lisa Kopczwinski (E)	60% Net	\$180
Confidence In The Spotlight		8/1 - 12/31	Confidence In The Spotlight (I)	60% Net	\$104
Confidence In The Spotlight: Biz Kidz		8/1 - 12/31	Confidence In The Spotlight (I)	60% Net	\$104
Confidence In The Spotlight: Garden Kidz		8/1 - 12/31	Confidence In The Spotlight (I)	60% Net	\$104
Confidence In The Spotlight: Princess Play And Music		8/1 - 12/31	Confidence In The Spotlight (I)	60% Net	\$104
Confidence In The Spotlight: Safe Kidz		8/1 - 12/31	Confidence In The Spotlight (I)	60% Net	\$104
Confidence In The Spotlight: Space Kidz		8/1 - 12/31	Confidence In The Spotlight (I)	60% Net	\$104
Cooking With Mr. Elliot And Mr. Short		8/1 - 12/31	Chris Elliott (E)	30% Net	\$85
Cooking With Mr. Elliot And Mr. Short		8/1 - 12/31	Curtis Short (E)	30% Net	\$85
Costume Fashion Show		8/1 - 12/31	Misty Orzechowski (E)	50% Net	Varies
Costume Series: Make Your Own Costume		8/1 - 12/31	Misty Orzechowski (E)	50%Net	Varies
Creating Cool Characters Art Camp		8/1 - 12/31	OC Art Studios (I)	60% Net	\$133
Creating With Clay - Clay Class For Kids		8/1 - 12/31	Art Just Create It (I)	60% Net	\$120
Creating With Clay - Clay Class For Kids		8/1 - 12/31	Art Just Create It (I)	60% Net	\$90
Creative Writing		8/1 - 12/31	Kendyl Palmer (E)	\$29/hour	\$99
Creative Writing		8/1 - 12/31	Megan Weaver (E)	50%Net	Varies
Creative Writing For Kids		8/1 - 12/31	John Uhlman (E)	\$29/hr+	\$99
Creature Animation Flix		8/1 - 12/31	Incrediflix (I)	PP	\$135
CSI: Introduction To Forensic Anthropology		8/1 - 12/31	Renee Garcia (E)	50% Net	\$110
Culinary Kids		8/1 - 12/31	Culinary Kids (I)	60% Net	\$200
Cursive Instruction		8/1 - 12/31	Dawn Salman (E)	60% Net	Varies
Cursive Writing		8/1 - 12/31	Stephanie Sanchez (I)	50% Net	\$120
Cursive Writing		8/1 - 12/31	TBA	50% Net	\$120
Cursive Writing and Reading		8/1 - 12/31	Gabriella M. Bell (I)	50% Net	\$120
Cut And Dissect - Level A		8/1 - 12/31	Shaun Burke (E)	\$29/hr+	\$100
Cut And Dissect - Level B		8/1 - 12/31	Shaun Burke (E)	\$29/hr+	\$110
Dana Hills Softball Summer Camp		8/1 - 12/31	Brandon Cosenza (E)	60% Net	\$126
Dare To Draw Anything!		8/1 - 12/31	Jan Wood-Harris (E)	\$29/hr+	\$98
Debate Workshop		8/1 - 12/31	Ron Grishaber (E)	60% Net	\$130
Designer Handbag and Fashion Series		8/1 - 12/31	Malia Vago (E)	50%Net	Varies
Developmental Reading For Kids		8/1 - 12/31	John Uhlman (E)	\$29/hr+	\$99
Developmental Reading For Teens		8/1 - 12/31	John Uhlman (E)	\$29/hr+	\$99
Drop-In Aftercare		8/1 - 12/31	College For Kids Staff (E)	Varies	\$10
Dye Series		8/1 - 12/31	Lindsay Fox (E)	50%Net	Varies
Eco Arts		8/1 - 12/31	Lorien Eck ( E)	60% Net	\$95
Engineering And Robotics With LEGO® Bricks		8/1 - 12/31	Future Builders With Bricks (I)	60% Net	\$120
Engineering And Robotics With LEGO® Bricks		8/1 - 12/31	Future Builders With Bricks (I)	60% Net	\$90
Engineering And Robotics With LEGO® Bricks		8/1 - 12/31	Pristine Possibilities (I)	60% Net	\$120
Engineering And Robotics With LEGO® Bricks		8/1 - 12/31	Pristine Possibilities (I)	60% Net	\$90
Engineering Using LEGO® Bricks: Mining And Crafting		8/1 - 12/31	Future Builders With Bricks (I)	60% Net	\$120
Engineering Using LEGO® Bricks: Mining And Crafting		8/1 - 12/31	Future Builders With Bricks (I)	60% Net	\$90
Engineering Using LEGO® Bricks: Mining And Crafting		8/1 - 12/31	Pristine Possibilities (I)	60% Net	\$120
Engineering Using LEGO® Bricks: Mining And Crafting		8/1 - 12/31	Pristine Possibilities (I)	60% Net	\$90
Engineering With LEGO®: Crazy Contraptions		8/1 - 12/31	Brain Builders (I)	60% Net	\$120
Engineering With LEGO®: Crazy Contraptions		8/1 - 12/31	Brain Builders (I)	60% Net	\$90
Engineering with LEGO®: Race Cars 201		8/1 - 12/31	Brain Builders (I)	60% Net	\$120
Engineering with LEGO®: Race Cars 201		8/1 - 12/31	Brain Builders (I)	60% Net	\$90
Engineering With LEGO®: Robo Olympics		8/1 - 12/31	Brain Builders (I)	60% Net	\$120
Engineering With LEGO®: Robo Olympics		8/1 - 12/31	Brain Builders (I)	60% Net	\$90
Engineering With LEGO®: Super Structures		8/1 - 12/31	Brain Builders (I)	60% Net	\$120
Engineering With LEGO®: Super Structures		8/1 - 12/31	Brain Builders (I)	60% Net	\$90
English Composition For Teens		8/1 - 12/31	Tony Garcia (E)	50% Net	\$125
Exploring STEM Using Educational Robotics		8/1 - 12/31	Mathobotix (I)	70% Gross	\$580
F.A.S.T.		8/1 - 12/31	F.A.S.T. (I)	60% Net	\$120
F.A.S.T.		8/1 - 12/31	F.A.S.T. (I)	60% Net	\$90
Fabric And Ribbon Flowers Series		8/1 - 12/31	JD Nowland(E)	50% Net	Varies
Fairy Tale Feast		8/1 - 12/31	Ann Berger (E)	60% Net	\$180
Fantastic Fall Art		8/1 - 12/31	Heather Carlsen (E)	30% Net	\$100
Fantastic Fall Art		8/1 - 12/31	Tanya Osborne (E)	60% Net	\$100
Fashion Illustration		8/1 - 12/31	TBA	50% Net	Varies
Fashion Sewing and Crafts		8/1 - 12/31	Malia Vago (E)	50% Net	\$120

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South Orange County Community College District  
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EXHIBIT A  
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PROGRAM	ACTIVITY TITLE	DATES	PRESENTER	HONORARIA	FEE
	Fashion Sewing Garments	8/1 - 12/31	Naomi Sutton (E)	50% Net	Varies
	Fashion Sketching	8/1 - 12/31	Malia Vago (E)	50% Net	\$120
	Fashion: Day At The Beach	8/1 - 12/31	Misty Orzechowski (E)	50% Net	\$120
	Fashion: Sewing A Basic Skirt	8/1 - 12/31	Shanti Winter (E)	50% Net	\$120
	Fashion: Sewing An Apron	8/1 - 12/31	Shanti Winter (E)	50% Net	\$120
	Fashion: Spooky Pajama Party	8/1 - 12/31	Misty Orzechowski (E)	50% Net	\$120
	Filmmaking Flix	8/1 - 12/31	Incrediflix (I)	PP	\$155
	First Grade Head Start	8/1 - 12/31	Chris Saalberg (E)	60% Net	\$115
	First Grade Prep   Spanish	8/1 - 12/31	Norma Hernandez (E)	60% Net	\$125
	Fit Kids	8/1 - 12/31	Fit Kids America(I)	60% Net	\$180
	Fit Kids	8/1 - 12/31	Fit Kids America(I)	50% Net	\$180
	Fit Kids: Cheerleading	8/1 - 12/31	Fit Kids America (I)	60% Net	\$112
	Fit Kids: Cheerleading	8/1 - 12/31	Fit Kids America (I)	60% Net	\$90
	Fit Kids: Dodgeball	8/1 - 12/31	Fit Kids America (I)	60% Net	\$112
	Fit Kids: Dodgeball	8/1 - 12/31	Fit Kids America(I)	60% Net	\$90
	Fit Kids: Field Games	8/1 - 12/31	Fit Kids America(I)	50% Net	\$180
	Fit Kids: Flag Football	8/1 - 12/31	Fit Kids America (I)	60% Net	\$112
	Fit Kids: Flag Football	8/1 - 12/31	Fit Kids America (I)	60% Net	\$90
	Fit Kids: Hip Hop	8/1 - 12/31	Fit Kids America (I)	60% Net	\$112
	Fit Kids: Hip Hop	8/1 - 12/31	Fit Kids America (I)	60% Net	\$90
	Fit Kids: Kindergarten Sports	8/1 - 12/31	Fit Kids America (I)	60% Net	\$112
	Fit Kids: Lacrosse	8/1 - 12/31	Fit Kids America (I)	60% Net	\$112
	Fit Kids: Lacrosse	8/1 - 12/31	Fit Kids America (I)	60% Net	\$90
	Fourth Grade Common Core Prep Camp	8/1 - 12/31	Lisa Kopcxynski (E)	60% Net	\$140
	Fun In The Sun	8/1 - 12/31	Dawn Trumbo (E)	30% Net	\$180
	Fun In The Sun	8/1 - 12/31	Kristi Martin (E)	30% Net	\$180
	Fun In The Sun	8/1 - 12/31	Toddler Time (E)	60% Net	\$180
	Fun With Cartooning	8/1 - 12/31	Nancy Larragoiti (E)	\$29/hr+	\$98
	Functional Agility Speed Training (F.A.S.T)	8/1 - 12/31	F.A.S.T. (I)	60% Net	\$120
	Functional Agility Speed Training (F.A.S.T)	8/1 - 12/31	F.A.S.T. (I)	60% Net	\$90
	Funutation Tech Camps	8/1 - 12/31	Funutation Tekademy LLC (I)	50% Net	Varies
	Funutation Tekademy	8/1 - 12/31	Funutation Tekademy LLC (I)	60% Net	\$192
	Funutation Tekademy	8/1 - 12/31	Funutation Tekademy LLC (I)	50% Net	\$192
	Future Builders With Bricks	8/1 - 12/31	Future Builders With Bricks (I)	60% Net	\$120
	Future Builders With Bricks	8/1 - 12/31	Future Builders With Bricks (I)	60% Net	\$90
	Future Engineers: Boys And Girls	8/1 - 12/31	Future Engineers: Boys And Girls (	60% Net	\$96
	Future Engineers: Boys And Girls	8/1 - 12/31	Kirin Quality Engineering, LLC	60% Net	\$96
	Future Millionaires And Junior Entrepreneurs	8/1 - 12/31	Joshua Ballard (I)	50% Net	\$115
	Geometry For Teens	8/1 - 12/31	Shelley Beckley (E)	\$29/hr+	\$99
	Getting Excited For Kindergarten	8/1 - 12/31	Brooks Keith (E)	30% Net	\$160
	Getting Excited For Kindergarten	8/1 - 12/31	Nancy Conover (E)	30% Net	\$160
	Girls On The Run Orange County	8/1 - 12/31	Girls On The Run (I)	60% Net	\$120
	Girls On The Run Orange County	8/1 - 12/31	Girls On The Run (I)	60% Net	\$90
	Golf Skills Clinics Advanced	8/1 - 12/31	Emil Scodeller (E)	50% Net	\$79
	Golf Skills Clinics Advanced	8/1 - 12/31	TGA Golf (I)	50% Net	\$85
	Golf Skills Clinics Advanced	8/1 - 12/31	TGA Golf (I)	50% Net	\$125
	Golf Skills Clinics Beginners	8/1 - 12/31	Emil Scodeller (E)	50% Net	\$79
	Golf Skills Clinics Beginners	8/1 - 12/31	TGA Golf (I)	50% Net	\$85
	Golf Skills Clinics Beginners	8/1 - 12/31	TGA Golf (I)	50% Net	\$125
	GrassRoots Athletics: Run Jump Throw	8/1 - 12/31	GrassRoots Athletics (I)	50%Net	\$115
	Green Screen Animation Flix	8/1 - 12/31	Incrediflix (I)	PP	\$155
	Group Piano Lessons Beginners	8/1 - 12/31	Krema Lytskanova (E)	60% Net	\$120
	Group Piano Lessons Beginners	8/1 - 12/31	Krema Lytskanova (E)	60% Net	\$90
	Handwriting Heroes	8/1 - 12/31	Carrie Gray (E)	60% Net	\$112
	Head To Toe Series	8/1 - 12/31	Misty Orzechowski (E)	50%Net	Varies
	Health Career Readiness Program	8/1 - 12/31	Saddleback Faculty (E)	per/person	\$46
	Hip Hop Dance Camp	8/1 - 12/31	Fit Kids America (I)	60% Net	\$112
	Hip Hop Dance Camp	8/1 - 12/31	Fit Kids America (I)	60% Net	\$90
	Homework Club	8/1 - 12/31	Berktree Learning (I)	60% Net	\$240
	Homework Club	8/1 - 12/31	College For Kids Staff (E)	Varies	\$120
	Homework Club	8/1 - 12/31	College For Kids Staff (E)	Varies	\$90
	Homework Help And Game Breaks	8/1 - 12/31	Robert McDonough (E)	60% Net	\$120
	Homework Help And Game Breaks	8/1 - 12/31	Robert McDonough (E)	60% Net	\$90
	I-ESTEAM 3.14	8/1 - 12/31	Mathobotix (I)	70% Gross	\$480
	Imagination Flix	8/1 - 12/31	Incrediflix (I)	PP	\$175
	Imagination in Creativity: Art In Spanish	8/1 - 12/31	Wendy Mendoza (E)	60% Net	\$180
	Incrediflix	8/1 - 12/31	Incrediflix (I)	PP	\$185
	Institute Of Reading Development	8/1 - 12/31	Inst. Of Reading Development (I)	PP	Varies
	Interactive Writing Workshop	8/1 - 12/31	Nancy D'Aleo-Russey (E)	\$29/hr+	\$99
	Intro To Coding , Jr.	8/1 - 12/31	CodeCampus Academy (I)	60% Net	Varies
	Irish Dance	8/1 - 12/31	Liz Lightner (E)	60% Net	\$70
	Jump Start Fifth Grade	8/1 - 12/31	Ann Berger (E)	60% Net	\$180

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South Orange County Community College District  
SADDLEBACK COLLEGE  
COMMUNITY EDUCATION NON-CREDIT PROGRAM-Fall 2015

EXHIBIT A  
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PROGRAM	ACTIVITY TITLE	DATES	PRESENTER	HONORARIA	FEE
	Jump Start First Grade	8/1 - 12/31	Diane Weckerle (E)	60% Net	\$180
	Jump Start First Grade	8/1 - 12/31	Kim Downing (E)	60% Net	\$150
	Jump Start First Grade	8/1 - 12/31	Terri Adams (E)	60% Net	\$180
	Jump Start First Grade	8/1 - 12/31	Avonnette Bruce (I)	60% Net	\$125
	Jump Start Kindergarten	8/1 - 12/31	Amy Clarke (E)	30% Net	\$125
	Jump Start Kindergarten	8/1 - 12/31	Amy Clarke (E)	60% Net	\$180
	Jump Start Kindergarten	8/1 - 12/31	Kylie Schofield ( E)	30% Net	\$125
	Jump Start Kindergarten	8/1 - 12/31	Kylie Schofield (E)	60% Net	\$180
	Jump Start Kindergarten	8/1 - 12/31	Avonnette Bruce (I)	60% Net	\$125
	Jump Start Second Grade	8/1 - 12/31	Christy Grudynski (E)	60% Net	\$125
	Jump Start Third Grade	8/1 - 12/31	Christy Grudynski (E)	60% Net	\$125
	Jumstart Into Kindergarden	8/1 - 12/31	Maggie Fisher ( E)	60% Net	\$150
	Junior Gauchos Fun Club	8/1 - 12/31	College For Kids Staff (E)	Varies	\$80
	Junior Jazzercise	8/1 - 12/31	Nora Grabar (E)	60% Net	\$120
	Junior Jazzercise	8/1 - 12/31	Nora Grabar (E)	60% Net	\$90
	Karate	8/1 - 12/31	Robert McDonough (E)	60% Net	\$120
	Karate	8/1 - 12/31	Robert McDonough (E)	60% Net	\$90
	Keyboarding	8/1 - 12/31	Heather Carlsen (E)	\$29/hr+	\$90
	Keyboarding	8/1 - 12/31	Tanya Bonetti (E)	\$29/hr+	\$90
	Keyboarding On Personal Computers	8/1 - 12/31	Joyce Quade (E)	50% Net	\$126
	Keyboarding With Ultrakey	8/1 - 12/31	Heather Carlsen (E)	30% Net	\$120
	Keyboarding With Ultrakey	8/1 - 12/31	Heather Carlsen (E)	60% Net	\$90
	Keyboarding With Ultrakey	8/1 - 12/31	Tanya Bonetti (E)	30% Net	\$120
	Keyboarding With Ultrakey	8/1 - 12/31	Tanya Bonetti (E)	60% Net	\$90
	kidshipop.com	8/1 - 12/31	kidshipop.com	50% Net	\$146
	Kindergarten Is Cool At Vista Del Mar	8/1 - 12/31	Amy Abbott (E)	30% Net	\$180
	Kindergarten Is Cool At Vista Del Mar	8/1 - 12/31	Amy Abbott (E)	60% Net	\$180
	Kindergarten Is Cool At Vista Del Mar	8/1 - 12/31	Barbara Stamen (E)	60% Net	\$180
	Kindergarten Kickoff	8/1 - 12/31	Avonette Bruce (E)	60% Net	\$125
	Kindergarten Kick-Off	8/1 - 12/31	Avonnette Bruce (I)	60% Net	\$180
	Landscapes: Whimsical To Abstract Art	8/1 - 12/31	Jan Wood-Harris (E)	\$29/hr+	\$98
	Learning Olympics	8/1 - 12/31	Natalie Schild (E)	60% Net	\$155
	Learning To Dig	8/1 - 12/31	Renee Garcia (E)	50% Net	\$110
	Lego Fix	8/1 - 12/31	Incredifix (I)	PP	\$155
	Lets Create!	8/1 - 12/31	Lorien Eck ( E)	60% Net	\$95
	Let's Do Robotics	8/1 - 12/31	Computer Explorers (I)	PP	\$98
	Let's Spell It Right!	8/1 - 12/31	Christy Nelson (E)	50% Net	\$63
	Lets Type	8/1 - 12/31	Amy Clarke (E)	60% Net	\$125
	Lil' Chef School	8/1 - 12/31	Lil' Chef School (I)	60% Net	\$120
	Lil' Chef School	8/1 - 12/31	Lil' Chef School (I)	60% Net	\$90
	Lil' Chef School	8/1 - 12/31	Lil' Chef School (I)	50% Net	\$180
	Lil' Chef School	8/1 - 12/31	Lil' Chef School (I)	60% Net	\$180
	Living History	8/1 - 12/31	John Uhlman (E)	\$29/hr+	\$99
	Mad Science Inventor's Workshop: Eureka!	8/1 - 12/31	Mad Science (I)	60% Net	\$120
	Magic of Musical Theater	8/1 - 12/31	Melissa Kopenhefer (E)	60% Net	\$180
	Magic Of Musical Theater	8/1 - 12/31	Melissa Kopenhefer (E)	60% Net	\$120
	Magic Of Musical Theater	8/1 - 12/31	Melissa Kopenhefer (E)	60% Net	\$90
	MainStage Kids	8/1 - 12/31	Jonelle Allen (E)	\$25/hr	\$395
	MainStage Kids	8/1 - 12/31	TBA	\$25/hr	\$395
	MainStage Kids	8/1 - 12/31	April Sayegh (E)	\$25/hr	\$395
	Make Your Own Wardrobe Essentials Series: Leggings, Maxi Skirt, Hoddie	8/1 - 12/31	Misty Orzechowski (E)	50%Net	Varies
	Making An Iphone App	8/1 - 12/31	Funutation Tekademy LLC ( I )	50% Net	\$192
	Making An Iphone App	8/1 - 12/31	Funutation Tekademy LLC ( I )	60% Net	\$192
	Making Games for Samsung Android Devices	8/1 - 12/31	Funutation Tekademy LLC ( I )	50% Net	\$192
	Making Games for Samsung Android Devices	8/1 - 12/31	Funutation Tekademy LLC ( I )	60% Net	\$192
	Mako Milers	8/1 - 12/31	Barbara Stamen (E)	30% Net	\$120
	Mako Milers	8/1 - 12/31	Barbara Stamen (E)	30% Net	\$90
	Mako Milers Running Club	8/1 - 12/31	Amy Abbott (E)	30% Net	\$120
	Mako Milers Running Club	8/1 - 12/31	Amy Abbott (E)	60% Net	\$90
	Mandarin Immersion After-School Program	8/1 - 12/31	A Little Dynasty (I)	60% Net	\$672
	Mandarin Immersion After-School Program	8/1 - 12/31	A Little Dynasty (I)	60% Net	\$120
	Mandarin Immersion After-School Program	8/1 - 12/31	A Little Dynasty (I)	60% Net	\$90
	Mandarin Immersion After-School Program	8/1 - 12/31	A Little Dynasty Chinese (I)	60% Net	\$504
	Mandarin Immersion Summer Camp	8/1 - 12/31	Charlie Loh (E)	60% Net	\$150
	Mandarin Immersion Summer Camp	8/1 - 12/31	Nicole Loh (E)	60% Net	\$180
	Manners Made Fun	8/1 - 12/31	Laura Little (E)	50% Net	\$100
	Masters Of The Field	8/1 - 12/31	Academic Chess (I)	60% Net	\$112
	Masters Of The Field	8/1 - 12/31	Academic Chess (I)	60% Net	\$90
	Masters Of The Field - Health Is Fun!	8/1 - 12/31	Academic Chess (I)	60% Net	\$112
	Math	8/1 - 12/31	Justine Lawson (E)	50% Net	\$89
	Math	8/1 - 12/31	Larry Perez (E)	50% Net	\$89
	Math	8/1 - 12/31	Young Choi (E)	\$29/hr+	\$99

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South Orange County Community College District  
SADDLEBACK COLLEGE  
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EXHIBIT A  
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PROGRAM	ACTIVITY TITLE	DATES	PRESENTER	HONORARIA	FEE
	Math 6/7	8/1 - 12/31	Michael Hale (E)	60% Net	\$180
	Math Tutoring By Experienced Math Teachers	8/1 - 12/31	wikiTHINK (I)	Varies	\$269
	Mathobotix	8/1 - 12/31	Mathobotix (I)	70% Gross	\$259
	Mathobotix STEM Robotics Summer Camp	8/1 - 12/31	Mathobotix (I)	70% Gross	\$259
	Memory Power And Study Skills	8/1 - 12/31	Christy Nelson (E)	50% Net	\$120
	Memory Power And Study Skills	8/1 - 12/31	Christy Nelson (E)	50% Net	\$90
	Middle School Boot Camp	8/1 - 12/31	Stephanie Avera (E)	60%Net	\$100
	Middle School Boot Camp	8/1 - 12/31	Stephanie Avera (E )	60% Net	\$180
	Middle School Math Prep	8/1 - 12/31	Michael Haley (E)	60% Net	\$160
	Mindstorm Robotics	8/1 - 12/31	Bricks 4 Kidz (I)	60% Net	\$185
	Minecraft Flix	8/1 - 12/31	Incrediflix (I)	PP	\$175
	Mini-Kindergarten	8/1 - 12/31	Lori Walker (E)	60% Net	\$325
	Mining And Crafting 1 With Lego® Bricks	8/1 - 12/31	Future Builders With Bricks (I)	60% Net	\$150
	Mining And Crafting 1 With Lego® Bricks	8/1 - 12/31	Pristine Possibilities (I)	60% Net	\$150
	Mining And Crafting 2 With Lego® Bricks	8/1 - 12/31	Future Builders With Bricks (I)	60% Net	\$150
	Mining And Crafting 2 With Lego® Bricks	8/1 - 12/31	Pristine Possibilities (I)	60% Net	\$150
	Mining And Crafting Camp	8/1 - 12/31	Future Builders With Bricks (I)	60% Net	\$120
	Mining And Crafting Camp	8/1 - 12/31	Future Builders With Bricks (I)	60% Net	\$90
	Mining And Crafting Camp	8/1 - 12/31	Pristine Possibilities (I)	60% Net	\$120
	Mining And Crafting Camp	8/1 - 12/31	Pristine Possibilities (I)	60% Net	\$90
	Modeling And Style	8/1 - 12/31	Be The Star In You (I)	50% Net	\$120
	Modeling And Style	8/1 - 12/31	Tara Meyer (E)	\$29/hr+	\$120
	Mommy/Daddy And Me Preschool!	8/1 - 12/31	Wendy Marcot (E)	60% Net	\$250
	Mommy/Daddy And Me Preschool!	8/1 - 12/31	Patti Peviani (E)	60% Net	\$250
	Mommy/Daddy And Me Preschool!	8/1 - 12/31	Kris McCartney (E)	60% Net	\$250
	Mommy/Daddy And Me Preschool!	8/1 - 12/31	Carrie Arman (E)	60% Net	\$250
	Monologue & Scene Study For The Young Actor	8/1 - 12/31	Brett King( E )	60% Net	\$140
	Multi-Sport Camp	8/1 - 12/31	Nick Schofield ( E)	60% Net	\$120
	Multi-Sport Camp	8/1 - 12/31	Nick Schofield (E)	60%Net	\$195
	Musical Theater	8/1 - 12/31	Heather Carlsen (E)	30% Net	\$180
	Musical Theater	8/1 - 12/31	Heather Carlsen (E)	60% Net	\$180
	Musical Theater	8/1 - 12/31	Tanya Bonetti (E)	30% Net	\$180
	Musical Theater	8/1 - 12/31	Tanya Bonetti (E)	60% Net	\$180
	My Fun House	8/1 - 12/31	Linda Montgomery ( E)	60% Net	\$120
	Mythical Creature Drawing Art Camp	8/1 - 12/31	OC Art Studios (I)	60% Net	\$133
	Natural A's	8/1 - 12/31	Curtis Adney (E)	50% Net	\$49
	Natural A's: Parent/Adult Registration	8/1 - 12/31	Curtis Adney (E)	50% Net	\$49
	Needle Art Series	8/1 - 12/31	Naomi Sutton (E)	50% Net	Varies
	Ninjago Games Galore	8/1 - 12/31	Future Builders With Bricks (I)	60% Net	\$120
	Ninjago Games Galore	8/1 - 12/31	Future Builders With Bricks (I)	60% Net	\$90
	OC Art Studios: Animal Drawing 101	8/1 - 12/31	OC Art Studios (I)	60% Net	\$120
	OC Art Studios: Animal Drawing 101	8/1 - 12/31	OC Art Studios (I)	60% Net	\$90
	OC Art Studios: Cool Comics And Cartoons	8/1 - 12/31	OC Art Studios (I)	60% Net	\$120
	OC Art Studios: Cool Comics And Cartoons	8/1 - 12/31	OC Art Studios (I)	60% Net	\$90
	OC Art Studios: Fantastic Fantasy Art	8/1 - 12/31	OC Art Studios (I)	60% Net	\$120
	OC Art Studios: Fantastic Fantasy Art	8/1 - 12/31	OC Art Studios (I)	60% Net	\$90
	Ocean Animals	8/1 - 12/31	Jan Wood-Harris (E)	\$29/hr+	\$98
	One On One Basketball	8/1 - 12/31	One On One Basketball Staff (I)	50% Net	\$165
	One On One Basketball: Basketball Pre-Season Tune-Up	8/1 - 12/31	One On One Basketball Staff (I)	60% Net	\$120
	One On One Basketball: Fit 4 Fun	8/1 - 12/31	One On One Basketball Staff (I)	60% Net	\$120
	One On One Summer Basketball Camp	8/1 - 12/31	One On One Basketball Staff (I)	60% Net	\$165
	Parent And Me Family Holiday Sewing/Crafting Series	8/1 - 12/31	TBA	50% Net	Varies
	Parent And Me Sample Shopping In LA Fashion District	8/1 - 12/31	TBA	50% Net	Varies
	Parent And Me: Adventure Through China	8/1 - 12/31	Pandarin Academy (I)	50% Net	\$130
	Pen And Ink Art Magic	8/1 - 12/31	Nancy Larragoiti (E)	\$29/hr+	\$98
	Performing Arts Club	8/1 - 12/31	Confidence In The Spotlight (I)	60% Net	\$120
	Performing Arts Club	8/1 - 12/31	Confidence In The Spotlight (I)	60% Net	\$90
	Playtime In Spanish	8/1 - 12/31	April Sonenberg (E)	60% Net	\$120
	Playtime In Spanish	8/1 - 12/31	April Sonenberg (E)	60% Net	\$90
	Plush Toy Design	8/1 - 12/31	Shane Geil (E)	50% Net	Varies
	Pre-Algebra	8/1 - 12/31	Daryl Johannsen (E)	\$29/hr+	\$99
	Pre-Geometry	8/1 - 12/31	Daryl Johannsen (E)	\$29/hr+	\$120
	Pre-Geometry	8/1 - 12/31	Daryl Johannsen (E)	\$29/hr+	\$90
	Printing	8/1 - 12/31	Dawn Salman (E)	60% Net	Varies
	Private Swim Lessons	8/1 - 12/31	Pete Cosmakos, LLC (I)	60% Net	\$180
	Public Speaking Basics	8/1 - 12/31	Ron Grishaber (E)	60% Net	\$130
	Public Speaking For Kids	8/1 - 12/31	Be The Star In You (I)	60% Net	\$120
	Reading Fun With Jr Great Books and More	8/1 - 12/31	Lori Walker (E)	60% Net	\$110
	Rock N Roll Robotics - Legos®	8/1 - 12/31	Computer Explorers (I)	PP	\$98
	SC Authors Workshop	8/1 - 12/31	Kim Hanley ( E)	30% Net	\$150
	SC Authors Workshop	8/1 - 12/31	Nicole Davis ( E)	30% Net	\$150
	SC Authors Workshop	8/1 - 12/31	Nicole Davis (E)	30% Net	\$200

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COMMUNITY EDUCATION NON-CREDIT PROGRAM-Fall 2015

PROGRAM	ACTIVITY TITLE	DATES	PRESENTER	HONORARIA	FEE
SC Authors Workshop		8/1 - 12/31	Kim Hanley (E)	30% Net	\$200
SC Authors Workshop: Linking Middle School to High School Writing		8/1 - 12/31	Kim Hanley (E)	30% Net	\$150
SC Authors Workshop: Linking Middle School to High School Writing		8/1 - 12/31	Nicole Davis (E)	30% Net	\$150
SC Authors Workshop: Linking Middle School to High School Writing		8/1 - 12/31	Nicole Davis (E)	30% Net	\$200
SC Authors Workshop: Linking Middle School to High School Writing		8/1 - 12/31	Kim Hanley (E)	30% Net	\$200
School Is Cool		8/1 - 12/31	Amy Abbott (I)	30% Net	\$120
School Is Cool		8/1 - 12/31	Barb Staman (I)	30% Net	\$120
Science Classes		8/1 - 12/31	Mad Science (I)	60% Net	\$120
Science Classes		8/1 - 12/31	Mad Science (I)	PP	\$165
Science Classes		8/1 - 12/31	Mad Science (I)	60% Net	\$90
Second Grade Common Core Camp		8/1 - 12/31	Christy Grudynski (E)	60% Net	\$180
Second Grade Common Core Camp		8/1 - 12/31	Kim Downing (E)	60% Net	\$180
Self-Publishing Online Digital Photo Books For Youth		8/1 - 12/31	Randeleigh Harris (E)	50% Net	\$92
Semi-Private Swim Lessons		8/1 - 12/31	Pete Cosmakos, LLC (I)	60% Net	\$105
Sewing Classes		8/1 - 12/31	Laurie Murphy Klein (E)	50% Net	\$100
So You Want To Be A Teacher?		8/1 - 12/31	Lori Walker (E)	60% Net	\$125
Soccer Skills Clinics		8/1 - 12/31	BJ McNicol (E)	50% Net	\$126
Spanish For Children: Levels 1 and 2		8/1 - 12/31	Conversa (I)	60% Net	\$120
Spanish For Children: Levels 1 and 2		8/1 - 12/31	Conversa (I)	60% Net	\$90
Spanish For Children: Levels 1 And 2		8/1 - 12/31	Conversa (I)	50% Net	\$120
Spanish For Preschoolers		8/1 - 12/31	Conversa (I)	50% Net	\$120
Spanish For Preschoolers		8/1 - 12/31	Conversa (I)	50% Net	\$90
Spotlight Series		8/1 - 12/31	Confidence In The Spotlight (I)	60% Gross	\$275
Storytelling: The Pathway To Public Speaking Success		8/1 - 12/31	Debra Weller (E)	30% Net	\$120
Storytelling: The Pathway To Public Speaking Success		8/1 - 12/31	Debra Weller (E)	30% Net	\$90
Storytelling: The Pathway To Public Speaking Success		8/1 - 12/31	Laurie Burgess (E)	30% Net	\$120
Storytelling: The Pathway To Public Speaking Success		8/1 - 12/31	Laurie Burgess (E)	30% Net	\$90
Study Insects In Spanish		8/1 - 12/31	Veronica Noguez (E)	60% Net	\$180
Study Strategies For Teens		8/1 - 12/31	Jason Turney (E)	\$29/hr+	\$56
Styling Workshop		8/1 - 12/31	Lisa Elston (E)	50% Net	Varies
Successful Study Strategies For Kids		8/1 - 12/31	Jason Turney (E)	\$29/hr+	\$56
Summer Art Experience In Spanish		8/1 - 12/31	Nicole Thompson (E)	60% Net	\$180
Summer Experience		8/1 - 12/31	Renee Zapas (E)	Per Day	\$165
Summer Experience		8/1 - 12/31	Thomas Fish (E)	Per Day	\$150
Super Chefs		8/1 - 12/31	Super Readers (I)	60% Net	\$130
Superhero Filmmaking Flix		8/1 - 12/31	Incrediflix (I)	PP	\$185
Tee It Up With TGA		8/1 - 12/31	TGA Staff (I)	60% Net	\$120
Tee It Up With TGA		8/1 - 12/31	TGA Staff (I)	60% Net	\$90
Tennis		8/1 - 12/31	Orange County Com. Tennis Assoc	60% Net	\$120
Tennis		8/1 - 12/31	Orange County Com. Tennis Assoc	60% Net	\$90
Tennis Skills Clinics		8/1 - 12/31	Nick Trani (E)	50% Net	\$149
Textile Series		8/1 - 12/31	Naomi Sutton (E)	50% Net	Varies
The Power Of Exploring Art		8/1 - 12/31	Nancy Larragoiti (E)	\$29/hr+	\$46
The Wonderful World Of Writing		8/1 - 12/31	Cindy Billy (E)	30% Net	\$235
The Wonderful World Of Writing		8/1 - 12/31	Danielle Ridill (E)	30% Net	\$235
Theatre Fun With Improvisation		8/1 - 12/31	Tara Meyer (E)	\$29/hr+	\$120
Third Grade Common Core Camp		8/1 - 12/31	Christy Grudynski (E)	60% Net	\$180
Toddler Time		8/1 - 12/31	Dawn Trumbo (E)	30% Net	\$120
Toddler Time		8/1 - 12/31	Dawn Trumbo (E)	30% Net	\$90
Toddler Time		8/1 - 12/31	Kristi Martin (E)	30% Net	\$120
Toddler Time		8/1 - 12/31	Kristi Martin (E)	30% Net	\$90
Toddler Time		8/1 - 12/31	Toddler Time (I)	60% Net	\$90
Toddler Time (1st Semester- Fall)		8/1 - 12/31	Dawn Trumbo (E)	30% Net	\$240
Toddler Time (1st Semester- Fall)		8/1 - 12/31	Kristi Martin (E)	30% Net	\$240
Toddler Time (2nd Semester-Spring)		8/1 - 12/31	Dawn Trumbo (E)	30% Net	\$240
Toddler Time (2nd Semester-Spring)		8/1 - 12/31	Kristi Martin (E)	30% Net	\$240
UCI Writing Project		8/1 - 12/31	UCI Summer Youth Programs (I)	85% Gross	\$690
Up -Cycle Series		8/1 - 12/31	Shannon Lindsey (E)	50% Net	Varies
Visual/Display Workshop		8/1 - 12/31	Diane McGroarty (E)	50% Net	Varies
Volleyball		8/1 - 12/31	Derek Saenz (I)	50% Net	\$126
Volleyball		8/1 - 12/31	Heather Carlsen (E)	60% Net	\$180
Volleyball		8/1 - 12/31	Heather Carlsen (E)	30% Net	\$120
Volleyball		8/1 - 12/31	Heather Carlsen (E)	30% Net	\$90
Volleyball		8/1 - 12/31	Juan Hernandez (I)	50% Net	\$126
Volleyball		8/1 - 12/31	Tanya Bonetti (E)	60% Net	\$180
Volleyball		8/1 - 12/31	Tanya Bonetti (E)	30% Net	\$120
Volleyball		8/1 - 12/31	Tanya Bonetti (E)	30% Net	\$90
Volleyball		8/1 - 12/31	TBA	50% Net	Varies
Volleyball Skills Clinics		8/1 - 12/31	Carmen Stratton (E)	50% Net	\$126
Wagon Wheel Kindergarten Corral		8/1 - 12/31	Rita Beninga (E)	60% Net	\$115
Water Polo Skills Clinics		8/1 - 12/31	Pete Cosmakos, LLC (I)	50% Net	\$126
Young Artists And Authors Studio		8/1 - 12/31	Carrie Gray (E)	60% Net	\$180

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COMMUNITY EDUCATION NON-CREDIT PROGRAM-Fall 2015

PROGRAM	ACTIVITY TITLE	DATES	PRESENTER	HONORARIA	FEE
	Young Artist's Workshop	8/1 - 12/31	Nancy Larragoiti (E)	\$29/hr+	\$98
	Young Illustrators	8/1 - 12/31	Jan Wood-Harris (E)	\$29/hr+	\$98
	Young Rembrandts	8/1 - 12/31	Young Rembrandts (I)	60% Net	\$180
	Young Rembrandts Cartooning	8/1 - 12/31	Young Rembrandts (I)	60% Net	\$120
	Young Rembrandts Cartooning	8/1 - 12/31	Young Rembrandts (I)	60% Net	\$90
	Young Rembrandts Draw Amazing Things	8/1 - 12/31	Young Rembrandts (I)	60% Net	\$120
	Young Rembrandts Draw Amazing Things	8/1 - 12/31	Young Rembrandts (I)	60% Net	\$90
	Youth Aquatics	8/1 - 12/31	Pete Cosmakos, LLC (I)	50% Net+	\$75
	Zentangle	8/1 - 12/31	The Artbar (I)	60% Net	\$96
	Zentangle 1: Drawing Patterns With Art Elements	8/1 - 12/31	Nicole Steiman (E)	60% Net	\$96
	Zentangle 1: Drawing Patterns With Art Elements	8/1 - 12/31	The Artbar (I)	60% Net	\$96
	Zentangle 2: Inspired Art (ZIA) Projects	8/1 - 12/31	Nicole Steiman (E)	60% Net	\$96
	Zentangle 2: Inspired Art (ZIA) Projects	8/1 - 12/31	The Artbar (I)	60% Net	\$96
	Zipper Workshop Series	8/1 - 12/31	JD Nowland (E)	50% Net	Varies



*South Orange County Community College District*

*IRVINE VALLEY COLLEGE*

*COMMUNITY EDUCATION NOT-FOR-CREDIT PROGRAM - Fall 2015*

<b><i>COURSE TITLE</i></b>	<b><i>DATES</i></b>	<b><i>INSTRUCTOR</i></b>	<b><i>HONORARIA</i></b>	<b><i>FEE</i></b>
Aquatic Fitness	8/17-12/31/15	Barbara Stockler	70% gross	\$20
Art Courses	8/17-12/31/15	Annette Hernandez	70% gross	\$45
Art Courses	8/17-12/31/15	Donna Hanna-Chase	70% gross	\$30
Art Courses	8/17-12/31/15	Pam Schader	70% gross	\$38
Art Courses	8/17-12/31/15	Teresa Fernald	70% gross	\$30
Band Rehearsal/Performance	8/17-12/31/15	Ed Peterson	70% gross	\$30
Band Rehearsal/Performance	8/17-12/31/15	Peter Fournier	70% gross	\$30
Business Classes	8/17-12/31/15	Mark Matsumoto	50% gross	\$100
Business Classes	8/17-12/31/15	Myung Han	50% gross	\$100
Business Management	8/17-12/31/15	Gene Konstant	50% gross	\$29-\$159
Business Management	8/17-12/31/15	Russell Levy	50% gross	\$600
Choral Music	8/17-12/31/15	Cecilia Kim	70% gross	\$20
Computer Classes	8/17-12/31/15	Louise Records	70% gross	\$30-\$99
Computer Classes	8/17-12/31/15	Vazi Okhandiar	60% gross	\$45-\$329
Country Line Dancing	8/17-12/31/15	Ida Stuart	70% gross	\$20
Creative Writing	8/17-12/31/15	Jeffrey Briar	70% gross	\$45
Dance Courses	8/17-12/31/15	Dorothy Bregozzo	70% gross	\$30
Dance Courses	8/17-12/31/15	Marge Forehan	70% gross	\$30
E-Bay Courses	8/17-12/31/15	Carolyn Jacinto	50% gross	\$95-\$225
Film Genres	8/17-12/31/15	Kathyrn Kramer	70% gross	\$20-\$30
Film Studies	8/17-12/31/15	Dov Simens	50% gross	\$395
Fitness Courses	8/17-12/31/15	Becki Rigali	70% gross	\$15-\$25
Fitness Courses	8/17-12/31/15	Beejay Janiga	70% gross	\$25
Fitness Courses	8/17-12/31/15	Carrie Henderson	70% gross	\$25-\$29
Fitness Courses	8/17-12/31/15	EJ Baldonado	70% gross	\$15-\$40
Fitness Courses	8/17-12/31/15	Eugenia Lane	70% gross	\$15-\$25
Fitness Courses	8/17-12/31/15	Fleur Fong	70% gross	\$38
Fitness Courses	8/17-12/31/15	Jeffrey Briar	70% gross	\$20
Fitness Courses	8/17-12/31/15	Joanna Schoon	70% gross	\$30
Fitness Courses	8/17-12/31/15	Judith Shields	70% gross	\$30
Fitness Courses	8/17-12/31/15	Kathyrn Burns	70% gross	\$25
Fitness Courses	8/17-12/31/15	Leslie Lowe	70% gross	\$20
Fitness Courses	8/17-12/31/15	Lisa Messenger	70% gross	\$15-\$25
Fitness Courses	8/17-12/31/15	Mikki Michele	70% gross	\$36-\$60
Fitness Courses	8/17-12/31/15	Nargues Jackie Ovadia	70% gross	\$20

\*per person, \*\*per session

<b><i>COURSE TITLE</i></b>	<b><i>DATES</i></b>	<b><i>INSTRUCTOR</i></b>	<b><i>HONORARIA</i></b>	<b><i>FEE</i></b>
Fitness Courses	8/17-12/31/15	Renee Fiore-Burton	70% gross	\$25-\$29
Fitness Courses	8/17-12/31/15	Sebastian Caramagno	70% gross	\$25
Internet/Web Certificate Courses	8/17-12/31/15	Bill Cunningham	50% gross	\$225
Internet/Web Certificate Courses	8/17-12/31/15	Fabian Toth	50% gross	\$225
Internet/Web Certificate Courses	8/17-12/31/15	Sabrina Doyle	IVC receives \$29-300*pp	\$49-\$4,500
Life College	8/17-12/31/15	Joyce Arntson	50% gross	\$400-\$600
Music Courses	8/17-12/31/15	Louise Jacobs	70% gross	\$20-\$25
Music Courses	8/17-12/31/15	Ron Gorman	50% gross	\$89
Music Courses	8/17-12/31/15	William Nicholls	50% gross	\$35
Patchwork & Quilting	8/17-12/31/15	Carolyn Caverly	70% gross	\$48
Personal Enrichment Courses	8/17-12/31/15	John Pak	50% gross	\$20-\$49
Personal Enrichment Courses	8/17-12/31/15	LeeAnne Krusemark	50% gross	\$29-\$99
Personal Enrichment Courses	8/17-12/31/15	Leslee Newman	50% gross	\$45
Personal Enrichment Courses	8/17-12/31/15	Richard Katz	50% gross	\$45
Personal Enrichment Courses	8/17-12/31/15	Wesley Rowlands	50% gross	\$400
Piano Courses	8/17-12/31/15	Carol Lippert	70% gross	\$30
Retirement Planning Courses	8/17-12/31/15	Andrew Gordon	IVC receives \$20 *pp, \$5 spouse	\$49-\$54
Retirement Planning Courses	8/17-12/31/15	Rod Kamps	50% gross	\$59
Screenwriting Courses	8/17-12/31/15	Mark Sevi	50% gross	\$75-\$150
Social Badminton Classes	8/17-12/31/15	Helen Tung	50% gross	\$45-\$75
Tennis Classes	8/17-12/31/15	Hyung Moon Ki	IVC receives \$1,500 per session	\$40-\$80

**TO:** Board of Trustees

**FROM:** Gary L. Poertner, Chancellor

**RE:** Irvine Valley College: Curriculum Revisions for the 2015-16 Academic Year

**ACTION:** Approval

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### **BACKGROUND**

Irvine Valley College's Curriculum Committee and Academic Senate review and approve curriculum on a regular basis. Subsequently, the curriculum is recommended to the college president or designee for approval.

### **STATUS**

Irvine Valley College proposes additions, revisions, and deletions to the curriculum of the College. Exhibit A includes new, revised, and deleted courses, and programs that are recommended by the Curriculum Committee and includes collegial consultation with the Academic Senate of Irvine Valley College for the 2015-16 academic year pursuant to Title 5, Section 53200 et seq.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve the proposed changes in curriculum for the 2015-16 academic year at Irvine Valley College.

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

SCHOOL OF LIFE SCIENCES AND TECHNOLOGY

BIOTECHNOLOGY LAB ASSISTANT  
Certificate of Proficiency

Biotechnology is the use of microorganisms or biological substances, such as enzymes, to solve problems, develop or make useful products, or perform specific manufacturing processes. The certificate of proficiency in biotechnology will prepare students for entry-level positions in biotechnology/pharmaceutical companies as research assistants or basic laboratory technicians. Emphasis is placed on appropriate use and care of common laboratory equipment, aseptic technique, solution preparation and basic analysis of generated data. Students will also be introduced to industrial standards in recording laboratory procedures, ethical considerations and entry level quality control.

		Units
BIO 10	Biochemistry for Health Sciences	4
BIOT 70	Introduction to Biotechnology	3
BIOT 273	Biotechnology: Basic Lab Skills	4
	Total Units Required	11

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

SCHOOL OF MATHEMATICS, COMPUTER SCIENCE AND ENGINEERING

CIVIL COMPUTER-AIDED DESIGN  
Certificate of Proficiency

This civil computer-aided design certificate of proficiency is designed to give students a basic understanding of the terminology, methods, and analytical techniques that are required to accurately model the terrain, civil structures, and site plans used in land development.

*Complete the following courses:*

ENGR 21	Introduction to Engineering and Technology	1
ENGR 23	Engineering Graphics and Descriptive Geometry	3
GEOG 1	Physical Geography	3
GEOG 1L	Physical Geography Laboratory	1
MATH 124	Trigonometry	3
	Total Units	14

CIVIL COMPUTER-AIDED DESIGN  
Certificate of Proficiency

**Computer aided design (CAD) is not only a broad based discipline, but a rapidly growing segment of the technical job market. Students who wish to transfer to a university engineering program or build a career in computer modeling, should seek enrollment in one or more CAD courses. The civil computer-aided design certificate of proficiency is designed to give students a basic understanding of the terminology, methods, and analytical techniques which are required to accurately model the terrain, civil structures, and site plans used in land development. Working professionals or students who have previous CAD experience may choose to enroll in industry specific advanced courses or complete a certificate of proficiency, to better meet their short and long term needs. By completing any one of the available certificates, students ensure a high level of competency within the technology while developing a strong foundation for their professional advancement.**

*Complete the following courses:*

ENGR 21	Introduction to Engineering and Technology	1
ENGR 23	Engineering Graphics and Descriptive Geometry	3
ENGR 125	<b>3D Civil Computer-Aided Design</b>	<b>3</b>
GEOG 1	Physical Geography	3
GEOG 1L	Physical Geography Laboratory	1
GEOG 110	<b>Introduction to Geographic Information Systems</b>	<b>2</b>
MATH 124	Trigonometry	3
	Total Units	16

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

SCHOOL OF SOCIAL SCIENCES

ELEMENTARY TEACHER EDUCATION

Associate in Arts for Transfer

The intent of this degree is to prepare students for careers in teaching, particularly elementary teacher education. The program is designed for students who are planning to transfer to a California State University as Liberal Studies or Child and adolescent majors. Courses consist of the elementary subject matter competence requirements as established by the California Teacher Credentialing commission and would prepare students to take the California Subject Examinations for Teachers (CSET) of Multiple Subjects.

Units

**Required Core:**

BIO 1	The Life Sciences	3
	Or	
BIO 1H	The Life Sciences Honors	3
	And	
BIO 1L	The Life Sciences Laboratory	1
COMM 1	Communication Fundamentals	3
	Or	
COMM 1H	Communication Fundamentals Honors	3
ERTH 20	Introduction to Earth Science	4
GEOG 3	World Regional Geography	3
	Or	
GEOG 3H	World Regional Geography Honors	3
HD 7	Developmental Psychology: Childhood and Adolescence	3
HD 10	Introduction to Elementary Teaching	3
HIST 1	The History of World Civilizations To 1500	3
	OR	
HIST 1H	The History of World Civilizations To 1500 honors	3
HIST 20	American History Through the Civil War	3
LIT 1	Introduction to Literature	3
MATH 120	Mathematics for Elementary Teachers	3
PHYS 20	The Ideas and Events of Physics	4
WR 1	College Writing I	4
	Or	
WR 1H	College Writing I Honors	4
PS 1	American Government	3
	Or	
PS 1H	American Government Honors	3

**List A: Select one course (3-4 units)**

PHIL 3	Introduction to Logic	3
WR 2	College Writing 2: Critical Thinking	4
	Or	
WR 2	College Writing 2: Critical Thinking	4

**List B: Select one course (3 units):**

ARTH 20	Art Appreciation	3
MUS 20	Music Appreciation	3
	Or	
MUS 20H	Music Appreciation Honors	3
TA 22	Introduction to Theater	3

**List C: Complete two courses (6 units):**

HD 101	Observation and Assessment of Young Children	3
LIT 7	Survey of Children's Literature	3
LIT 20	Survey of British Literature to 1776	3
LIT 21	British Literature from Blake to The Present	3
LIT 22	American Literature to Twain	3
LIT 23	American Literature: Twain to the Present	3
	Total Units	55-56

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

SCHOOL OF KINESIOLOGY, HEALTH AND ATHLETICS

KINESIOLOGY  
FOR TRANSFER  
Associate in Arts

~~The AA in Kinesiology for Transfer is the traditional degree pathway for those interested in a career encompassing studies in this discipline. Steeped in a broad array of topics such as anatomy, physiology, biology and the baseline courses of kinesiology, this degree is for the student with designs on a university experience in Kinesiology, and/or graduate school options that include medical school, physical therapy, sports medicine, rehabilitation, research and teaching.~~

		Units
<i>Complete the following courses:</i>		
BIO 11	Human Anatomy	4
BIO 12	Human Physiology	4
KNES 102	Introduction to Physical Education, Fitness and Sport	3

*Complete a maximum of 3 units from the following courses with at least one course taken from three different areas (Dance, Fitness, Individual Sports, Team Sports):*

DANCE

<del>DNCE 1</del>	<del>Introduction to Dance</del>	<del>2</del>
<del>DNCE 6</del>	<del>Ballet I</del>	<del>2</del>
<del>DNCE 7</del>	<del>Ballet II</del>	<del>2</del>
<del>DNCE 12</del>	<del>Modern Dance I</del>	<del>2</del>
<del>DNCE 13</del>	<del>Modern Dance II</del>	<del>2</del>
<del>DNCE 17</del>	<del>Jazz Dance I</del>	<del>2</del>
<del>DNCE 17A</del>	<del>Jazz Dance 1A</del>	<del>1</del>
<del>DNCE 17B</del>	<del>Jazz Dance 1B</del>	<del>1</del>
<del>DNCE 18</del>	<del>Jazz Dance 2</del>	<del>2</del>
<del>DNCE 18A</del>	<del>Jazz Dance 2A</del>	<del>1</del>
<del>DNCE 18B</del>	<del>Jazz Dance 2B</del>	<del>1</del>
<del>DNCE 22</del>	<del>Tap Dance I</del>	<del>1</del>
<del>DNCE 23</del>	<del>Tap Dance II</del>	<del>1</del>
<del>DNCE 27</del>	<del>Hip Hop/Commercial Dance</del>	<del>1</del>
<del>DNCE 33</del>	<del>Middle Eastern Dance I</del>	<del>1</del>
<del>DNCE 34</del>	<del>Middle Eastern Dance II</del>	<del>1</del>
DNCE 36	Ballroom Styles of the 19 <sup>th</sup> and 20 <sup>th</sup> Centuries	1
DNCE 46	Introduction to Yoga	2
DNCE 47	Hatha Yoga	2
DNCE 51	Pilates	2
DNCE 51A	Pilates A	1
DNCE 51B	Pilates B	1

FITNESS

KNES 3A	Life Fitness Center I	1
KNES 3B	Life Fitness Center II	1.5
KNES 3C	Life Fitness Center III	2
KNES 4	Weight Training I	1
KNES 5	Weight Training II	1

INDIVIDUAL SPORTS

<del>IA 6</del>	<del>Intercollegiate Men's Golf</del>	<del>2</del>
<del>IA 7</del>	<del>Intercollegiate Women's Golf</del>	<del>2</del>
<del>IA 9</del>	<del>Intercollegiate Men's Tennis</del>	<del>2</del>
<del>IA 13</del>	<del>Intercollegiate Women's Tennis</del>	<del>2</del>
KNES 11	Badminton I	1
KNES 12	Badminton II	1
KNES 20	Beginning Golf	0.5
KNES 22	Intermediate Golf	0.5 or 1
KNES 23	Advanced Golf	1
KNES 25	Tennis I	1
KNES 26	Tennis II	1

TEAM SPORTS

<del>IA 2</del>	<del>Intercollegiate Men's Basketball</del>	<del>2</del>
<del>IA 3</del>	<del>Intercollegiate Women's Basketball</del>	<del>2</del>
<del>IA 10</del>	<del>Intercollegiate Men's Volleyball</del>	<del>2</del>
<del>IA 12</del>	<del>Intercollegiate Women's Volleyball</del>	<del>2</del>
<del>IA 15</del>	<del>Intercollegiate Men's Soccer</del>	<del>2</del>
<del>IA 18</del>	<del>Intercollegiate Women's Soccer</del>	<del>2</del>
<del>IA 19</del>	<del>Intercollegiate Men's Volleyball</del>	<del>2</del>

*Complete two (6-9 units) from the following courses:*

ECON 10	Statistics for Business and Economics	3
OR		
PSYC 10	Statistical Methods in the Behavioral Sciences	3
OR		
PSYC 10H	Statistical Methods in the Behavioral Sciences Honors	3
OR		
MATH 10	Introduction to Statistics	3

KINESIOLOGY  
FOR TRANSFER  
Associate in Arts

BIO 1	The Life Sciences	3
AND		
BIO 1L	The Life Sciences Lab	1
CHEM 1A	General Chemistry I	5
OR		
CHEM 4	Introduction to General & Organic Chemistry & Biochemistry	5
PHYS 2A	Introduction to Physics	4
OR		
PHYS 4A	General Physics	4
HLTH 2	First Aid: Responding to Emergencies	3
	Total Units	<del>20-23</del>



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

SCHOOL OF KINESIOLOGY, HEALTH AND ATHLETICS

KINESIOLOGY  
FOR TRANSFER  
Associate in Arts

The kinesiology, health and athletics program at Irvine Valley College is designed to acquaint students with the concepts of the science of Kinesiology, health education, and lifelong fitness and health. Students may choose to study in both a lecture and activities-based environment and will be introduced to topics related to such as the physiology and anatomy of the body, exercise and fitness, nutrition, injury prevention, and health enhancement. The program serves all students, regardless of age, fitness level, or previous experience. Kinesiology classes are offered in the concepts and application of anatomy, physiology, kinesiology, cardiovascular fitness, individual, paired and team sports, intramurals, intercollegiate athletics, physical training and dance. The school also provides special services courses for physically challenged individuals seeking corrective and rehabilitative exercise. All activity classes are designed not only to provide for physiological development but also to educate students about the principles involved in that process and to introduce them to the related topics of nutrition, injury prevention, and health enhancement.

		Units			
<i>Complete the following courses:</i>					
BIO 11	Human Anatomy	4	KNES 3B	Life Fitness Center II	1.5
BIO 12	Human Physiology	4	KNES 3C	Life Fitness Center III	2
KNES 102	Introduction to Physical Education, Fitness and Sport	3	KNES 4	Weight Training I	0.5-1
			KNES 5	Weight Training II	0.5-1
			<b>KNES 6</b>	<b>Weight Training III</b>	<b>0.5-1</b>
			<b>KNES 7</b>	<b>Weight Training IV</b>	<b>0.5-1</b>
<i>Complete a maximum of 3 units from the following courses with at least one course taken from three different area::</i>			INDIVIDUAL SPORTS		
<b>DANCE:</b>			KNES 11	Badminton I	0.5-1
DNCE 36	Ballroom Styles of the 19 <sup>th</sup> and 20 <sup>th</sup> Century	1	KNES 12	Badminton II	0.5-1
DNCE 37	Intermediate Ballroom	1	<b>KNES 13</b>	<b>Badminton III</b>	<b>0.5-1</b>
DNCE 38	Ballroom; Latin Dances	1	KNES 20	Beginning Golf	0.5-1
DNCE 39	Ballroom: American Smooth	1	KNES 22	Intermediate Golf	0.5 or 1
<b>FITNESS:</b>			KNES 23	Advanced Golf	1
DNCE 45	Yoga and Stress Management	2	KNES 25	Tennis I	0.5-1
DNCE 46	Introduction to Yoga	2	KNES 26	Tennis II	0.5-1
DNCE 47	Hatha Yoga	2	<b>KNES 27</b>	<b>Tennis III</b>	<b>0.5-1</b>
DNCE 48	Yoga: Contemporary and Traditional Eastern Forms	2	<b>KNES 28</b>	<b>Tennis IV</b>	<b>0.5-1</b>
DNCE 51	Pilates	2	TEAM SPORTS		
DNCE 51A	Pilates A	1	<b>KNES 61</b>	<b>Basketball I</b>	<b>0.5-1</b>
DNCE 51B	Pilates B	1	<b>KNES 62</b>	<b>Basketball II</b>	<b>0.5-1</b>
DNCE 52	Pilates – Mat	2	<b>KNES 63</b>	<b>Basketball III</b>	<b>0.5-1</b>
DNCE 53	Pilates Reformer	2	<b>KNES 71</b>	<b>Soccer I</b>	1
DNCE 54	Pilates: Designed for You	2	<b>KNES 72</b>	<b>Soccer II</b>	1
DNCE 86	Condition and Correct: Body Alignment	3	<b>KNES 73</b>	<b>Soccer III</b>	1
DNCE 87	Condition and Correct: Analysis And Body Therapies	3	<b>KNES 74</b>	<b>Soccer IV</b>	0.5-1
DNCE 88	Condition and Correct: Mind- Body Techniques	3	<b>KNES 76</b>	<b>Volleyball I</b>	0.5-1
KNES 3A	Life Fitness Center I	1	<b>KNES 77</b>	<b>Volleyball II</b>	0.5-1
			<b>KNES 78</b>	<b>Volleyball III</b>	0.5-1
			<b>KNES 79</b>	<b>Volleyball IV</b>	0.5-1
			<b>KNES 81</b>	<b>Baseball I</b>	1
			<b>KNES 82</b>	<b>Baseball II</b>	1

*Continued on next page*

KINESIOLOGY  
FOR TRANSFER  
Associate in Arts

*Complete a minimum of 6 units from the following courses:*

ECON 10	Statistics for Business and Economics	3
<b>OR</b>		
<b>ECON 10H</b>	<b>Statistics for Business and Economics Honors</b>	<b>3</b>
<b>OR</b>		
MGT 10	Statistics for Business and Economics	3
<b>OR</b>		
<b>MGT 10H</b>	<b>Statistics for Business and Economics Honors</b>	<b>3</b>
<b>OR</b>		
PSYC 10	Statistical Methods in the Behavioral Sciences	3
<b>OR</b>		
<b>PSYC 10H</b>	<b>Statistical Methods in the Behavioral Sciences Honors</b>	<b>3</b>
<b>OR</b>		
MATH 10	Introduction to Statistics	3
BIO 1	The Life Sciences	3
<b>OR</b>		
<b>BIO 1H</b>	<b>The Life Sciences Honors</b>	<b>3</b>
<b>AND</b>		
BIO 1L	The Life Sciences Lab	1
CHEM 1A	General Chemistry I	5
<b>OR</b>		
CHEM 4	Introduction to General & Organic Chemistry & Biochemistry	5
PHYS 2A	Introduction to Physics	4
<b>OR</b>		
PHYS 4A	General Physics	4
HLTH 2	First Aid: Responding to Emergencies	3
<b>Total Units</b>		<b>20-24</b>

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

SCHOOL OF PHYSICAL SCIENCES

LASER TECHNOLOGY: OPTOELECTRONICS  
Certificate of Proficiency

An employee with skills in optoelectronics is capable of working in the fields of semiconductor electronics, where computer circuitry and chips are made. In addition, camera and sensor technology relies heavily on optoelectronic devices to detect light optical source technology markets use optoelectronic components in the making of laser diode and light-emitting diode (LED) sources.

		Units
<i>Complete the following courses:</i>		
ET 99	Digital Electronic Circuits	4
ET 102	Basic Electric Circuits I	4
LET 205	Fundamentals of Light	3
LET 215	Fundamentals of Photonics	3
	Total Units	14

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

SCHOOL OF BUSINESS SCIENCE

WEB PAGE AUTHORIZING  
Certificate of Proficiency

This ~~certificate of proficiency~~ is intended to prepare students for entry-level web authoring positions. The certificate focuses on fundamental web development software and effective web page layout skills.

	Units
<i>Complete the following courses:</i>	
<del>CIM 225.1 Creative Suite</del>	<del>3.5</del>
CIM 141 Crating a Web Page Using HTML	3
CIM 143 Web Development – Dreamweaver	3
CIM 144 Web Development – WordPress	3
 Total Units	 <del>12.5</del>

WEB PAGE AUTHORIZING  
Certificate of Proficiency

This certificate is intended to prepare students for entry-level web authoring positions. The certificate focuses on fundamental web development software and effective web page layout skills. **Potential entry-level jobs include Assistant Web Designer, Assistant Web Master, and Assistant Web Developer.**

	Units
<i>Complete the following courses:</i>	
CIM 141 Crating a Web Page Using HTML	3
CIM 143 Web Development – Dreamweaver	3
CIM 144 Web Development – WordPress	3
 Total Units	 <b>9.0</b>

	A	B	C	D	E
1				KEY CODE	assign: Assignments
2					c/l w/+: cross-listed with (and list the other crs id)
3					co: corequisite
4					crsd: course id
5					dc: delete course
6					dv: delete version of course
7					hrs: hours
8					lim: limitation
9					lrng obj: learning objectives
10					moe: methods of evaluation
11					nc: new course
12					nv: new version of an existing course
13					prereq: prerequisite
14					rec: recommended preparation
15					rpt: repeatability
16					sam: SAM code
17					sr: scheduled review with no significant revisions
18					ti: title
19					top: TOP code
20					tps: topics
21					txt: textbook
22					un: units
23					val: validation
24	<b>SCHOOL</b>	<b>CRS ID</b>	<b>CATID</b>	<b>TITLE</b>	<b>ACTION TAKEN</b>
25	SS	ANTH 1	555.00	Introduction to Physical Anthropology	moe; assign; txt
26	SS	ANTH 3	565.00	Culture and Language	tps, lrng obj, moe, assign, txt
27	SS	ANTH 4	570.00	Native American Cultures	desc; tps, lrn obj; moe; assign; txt prereq (from ART 85 to none);
28	The Arts	ART 186	13237.00	Drawing the Head and Hands	moe; val
29	LT	BIO 1	983.00	The Life Sciences	desc; tps; lrng obj; moe; assign; txt
30	LT	BIO 1H	983.05	The Life Sciences Honors	desc; tps; lrng obj; moe; assign; txt desc; prereq; rec; tps; lrng obj;
31	LT	BIO 1L	984.00	The Live Sciences Laboratory	moe; assign; txt
32	LT	BIO 30	1053.00	California Wildlife and Wildlands Integrated Biology: From DNA to	tps; lrng obj, moe; assign desc; prereq; tps; lrng obj; moe;
33	LT	BIO 93	10719.00	Organisms	assign; txt; val
34	LT	BIO 94	14157.00	From Organisms to Ecosystems	desc; prereq (BIO 93); rec (none); tps; moe; assign; txt; val
35	LL	CHI 3	13241.00	Intermediate Chinese I	rec; lrng obj; moe; assign; txt
36	GC	COUN 1	653.00	Academic Planning	tps, lrng obj, assign, txt
37	GC	COUN 103	660.07	Introductoin to Assertion	desc; tps; lrng obj; moe; assign; txt

IRVINE VALLEY COLLEGE  
Curriculum Changes for 2015/2016

	A	B	C	D	E
38	GC	COUN 150	645.00	Helping Relationships	desc; tps; lrng obj; moe; assign; txt
39	The Arts	DNCE 54	14420.00	Pilates: Apparatus and Props	dc
40	The Arts	DNCE 54	10349.40	Pilates: Designed for You	nc: 2 units (1 hr lec/3 hrs lab); Top: 1008.10; sam: D
41	The Arts	DNCE 67	14395.00	Dance Rehearsal and Performance: Solos and Duets	prereq (none); coreq; sam (from C to D); tps; lrng obj; assign; moe; txt; val
42	BS	ENTR 211	14336.00	Business Models: the Design and Delivery of Value	ti; desc; tps; lrng obj; moe; assign
43	LL	ESL 301	14412.00	Academic Writing II for Multilingual Writers	desc
44	LL	ESL 370	14413.00	Academic Writing I for Multilingual Writers	desc
45	PT	GEOL 2	3015.00	Historical Geology	desc; tps; lrng obj; moe; assign; txt; val
46	PT	GEOL 22	10495.00	Earth History The History of World Civilizations	desc; rec (WR 201, WR 399, or ESL 201); tps; lrng obj; moe; assign; txt; val
47	HU	HIST 1	11015.00	to 1500 Western Civilization: Beginning to	desc; rec; txt
48	HU	HIST 10	3575.00	the Reformation	ti; desc; rec; tps; lrng obj; moe; assign; txt
49	HU	HIST 1H	11015.05	The History of World Civilizations to 1500 Honors	nc: 3 units (3 hrs lec); top: 2205.00; sam: E; rec: WR 201, WR 399, or ESL 301
50	BS	LGL 205	13256.00	Introduction to Legal Research and Writing	prereq: <del>LGL 202</del> ; lrng obj; moe; assign; txt; val
51	BS	MGT 120	4330.00	Principles of Business Management	desc; tps; lrng obj; moe; assign; txt
52	BS	MGT 135	4350.00	Principles of Marketing	ti; tps; lrng obj; moe; assign; txt
53	BS	MGT 282	10423.00	Retail Management	tps; lrng obj; moe; assign; txt
54	BS	MGT 288	4480.00	Human Resource Mgt	desc; tps; lrng obj; moe; assign; txt
55	The Arts	MUS 7	14473.00	Pop Song Writing	nc: 3 units (3 hrs lec); top: 1005.00; sam: D; rec: MUS 1
56	The Arts	MUS 87	14491.00	Jazz and Popular voice	nc: 2 units (1.5 hrs lec; 1.5 hrs lab); prereq: MUS 80; top: 1004.00
57	HU	PHIL 5	5272.00	Political Philosophy	desc; rec (WR 201, WR 399, or ESL 201); tps; lrng obj; moe; assign; txt; val
58	SS	PS 5	5272.10	Political Philosophy	desc; rec (WR 201, WR 399, or ESL 201); tps; lrng obj; moe; assign; txt; val
59	BS	RE 195	6025.00	Property Management I Theatrical Scene Painting and	desc; tps; lrng obj; moe; assign; txt
60	EI	TA 445	14466.00	Faux Finishing	nc: 0 units (3 hrs lab); top: 1006.00; sam: D

**TO:** Board of Trustees

**FROM:** Gary L. Poertner, Chancellor

**RE:** SOCCCD: Irvine Valley College, Grant Acceptance, Deputy Sector Navigator Energy Efficiency & Utilities

**ACTION:** Approval

---

**BACKGROUND**

Irvine Valley College has received a renewal of its Deputy Sector Navigator grant (DSN) in Energy Efficiency and Utilities from the California Community Colleges Chancellor's Office (CCCCO). The DSN will continue to lead the effort to identify gaps in workforce knowledge and education and training to connect community college curricula to industry workforce needs. The effort will move to fill the gaps for the incumbent workforce, facilitate revision of university and college curriculum to address the gaps, and facilitate development of a public school program to raise awareness of the role of electric utilities in the 21<sup>st</sup> century.

**STATUS**

The Grant Application Abstract, as presented in EXHIBIT A, is for \$200,000. The performance period is from July 1, 2015 through June 30, 2016. This project may be eligible for additional renewals, contingent upon successful completion of project goals, objectives, and outcomes.

**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees accept this renewal award to Irvine Valley College of \$200,000 from the CCCCCO for the Deputy Sector Navigator Energy Efficiency and Utilities grant, RFA No. 15-160-004, effective July 1, 2015.

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

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

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

1. **PROJECT TITLE:** Deputy Sector Navigator Energy & Utilities Grant
2. **PROJECT DIRECTOR:** Len Pettis
3. **PROJECT ADMINISTRATOR:** Corine Doughty
4. **GRANTOR AGENCY:** California Community Colleges Chancellor's Office
5. **FUNDING SOURCE:** Economic and Workforce Development
6. **STARTING AND ENDING DATES OF THE PROJECT:** 07/01/15 – 6/30/16


7. **EXECUTIVE SUMMARY OF THE PROJECT (limit 125 words):**

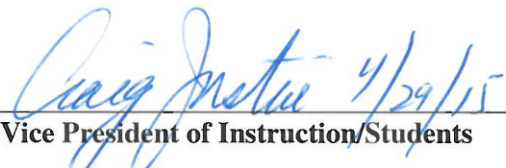
The Deputy Sector Navigator will continue to lead the county-wide effort to identify gaps in workforce knowledge, education, and training to connect community college curricula to industry workforce needs. The effort will move to fill the gaps for the incumbent workforce, facilitate revision of university and college curriculum to address the gaps, and facilitate development of a public school program to raise awareness of the role of electric utilities in the 21<sup>st</sup> century.


8. **SUMMARY BUDGET**

<b>Grant Award</b>	<b>In Kind Matching</b>	<b>Indirect Costs</b>	<b>Project Total</b>
\$192,308.00	\$200,632.00	\$7,692.00	\$400,632.00


9. **APPROVALS**

  
\_\_\_\_\_  
Division/School Dean

  
\_\_\_\_\_  
Vice President of Instruction/Students

  
\_\_\_\_\_  
President

  
\_\_\_\_\_  
Vice Chancellor, Technology & Learning Services

  
\_\_\_\_\_  
Chancellor



**EXPENDITURES SUMMARY**

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

	<b>GRANT</b> (Amount)	<b>MATCHING*</b> (In-Kind/Actual)	<b>SOURCE OF MATCH</b> (Partnership/College/Vendor)
<b>1000 Certificated Salaries</b>	\$ <u>0.00</u>	\$ <u>109,336.00</u>	<u>EWD Dean/ STEM Faculty</u>
<b>2000 Classified Salaries</b>	\$ <u>37,000.00</u>	\$ <u>31,543.00</u>	<u>EWD/CTE Admin. Staff</u>
<b>3000 Benefits</b>	\$ <u>8,090.00</u>	\$ <u>59,753.00</u>	<u>Staff &amp; Faculty</u>
<b>4000 Supplies</b>	\$ <u>2,000.00</u>	\$ _____	_____
<b>5000 Contracted Services and Other Expenses</b>	\$ <u>145,218.00</u>	\$ _____	_____
<b>6000 Capital Outlay</b>	\$ _____	\$ _____	_____
<b>7000 Other Charges</b> <i>(e.g.: Indirect Costs)</i>	\$ <u>7,692.00</u>	\$ _____	_____
<b>TOTALS</b>	<b>\$ <u>200,000.00</u></b>	<b>\$ <u>200,632.00</u></b>	

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

**PROJECT PERSONNEL** (reflects the Expenditure Detail above)

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

**PARTNERSHIPS** (if applicable)

**Partnership Name/Location** \_\_\_\_\_

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

**Partnership Name/Location** \_\_\_\_\_

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

**TO:** Board of Trustees

**FROM:** Gary L. Poertner, Chancellor

**RE:** SOCCCD: Irvine Valley College, Independent Contractor Agreement, Brilliant Solutions

**ACTION:** Approval

---

### **BACKGROUND**

Irvine Valley College is home to the Deputy Sector Navigator for Energy Efficiency and Utilities (DSN EEU) grant. In this capacity, the college has taken a regional lead to identify gaps in workforce knowledge, education, and training to connect community college curricula to industry workforce needs.

### **STATUS**

Working under the direction of the Dean for Instruction, Economic and Workforce Development at ATEP, Brilliant Solutions will continue as the consultant for DSN EEU for the Orange County region. In this role, the consultant will perform the duties and functions as assigned to the DSN EEU by the State Chancellor's Office. The total value of the agreement for FY 2015-2016 is \$135,020. We are providing notification and requesting approval of this independent contractor agreement, as presented in EXHIBIT A.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve this contract (EXHIBIT A) for \$135,020 with Brilliant Solutions for Deputy Sector Navigator for Energy Efficiency and Utilities project direction and oversight, effective July 1, 2015 through June 30, 2016.

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

**INDEPENDENT CONTRACTOR AGREEMENT**

This Agreement is made and entered into this \_\_\_th day of \_\_\_\_\_ 2015 between: Requisition No. \_\_\_\_\_  
**South Orange County Community College District**  
**28000 Marguerite Parkway**  
**Mission Viejo, California 92692-3635**  
**Telephone (949) 582-4664**

**Contractor Name: Brilliant Solutions**  
**Contractor Address: 22223 Florida Street, Unit 1**  
**Huntington Beach, CA 92648-2917**

hereinafter called CONTRACTOR.

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

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

The parties agree as follows:

1. The period of this Agreement shall be effective **July 1, 2015 to June 30, 2016** and may be modified by mutual agreement of the parties. The DISTRICT shall have the discretion to terminate this contract by providing CONTRACTOR 30 days prior written notice.

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

This consultant will report to the Dean, Instruction, Economic and Workforce Development. The consultant will function as the regional Deputy Sector Navigator (DSN) and, whereas the CONTRACTOR, will perform the duties and functions assigned to the Deputy Sector Navigator for Energy & Utilities in Orange County. The Contractor is especially trained to carry out the functions and duties described herein.

Works closely with the Statewide Sector Navigator in Energy & Utilities to ensure collaboration and alignment both regionally and statewide. The consultant will work with industry and institutional researchers to identify the employment gaps and tailor programs to meet the skills gap; work with new and seasoned faculty to align programs and develop specialization areas; develop credit, non-credit and not-for-credit program offerings; convene large groups meetings; facilitation activities related to outreach, training, and advisory groups.

The consultant will provide leadership, guidance, coordination as required for the development and deployment of:

- a. Title 24 regulations training
  - b. CALCTP (California Advanced Lighting Controls Training) partnership/collaboration
  - c. Building Operating Engineers curriculum for dissemination to the colleges in Orange County.
  - d. HVAC sector strategies – gaps have been identified and the CCCs sector strategy is to develop ways to bridge the skills gaps.
  - e. Outreach to Community colleges, businesses, and community awareness  
Website and other outreach materials for CC's
  - f. Materials for outreach to K-12
  - g. Enhancements to K-12 curriculum
  - h. Professional Development Training – for faculty, incumbent workers, curriculum updates, online curriculum and webinars for incumbent workers
  - i. Business and industry experts for regional advisory meetings; facilitate advisory committees
  - j. Reports to the Sector Navigator and Chancellor's Office from local advisory groups
  - k. Assistance to the Advanced Technology Education Park (ATEP) in becoming a regional training center for Orange County in Energy & Utilities
-

**PROGRAM OUTCOMES:**

- A. The consultant will work collaboratively in a network comprised of the statewide sector navigator and other Deputy Sector Navigators within the sector. The consultant will work collaboratively with the Chair and/or Co-Chairs of the Regional Consortia to align the needs of sector employers with the program and curriculum offered by colleges within the regional consortium. Additionally, the consultant will work with the Regional Consortium, and individual colleges within the region offering courses and programs within the sector, to develop faculty collaboratives, connect programs and employers, and promote and strengthen curriculum and program alignment.
- B. The consultant will work with employers, industry and labor organizations, and Workforce Investment Boards within the region to determine gaps in the workforce; promote integration of workforce training and employment; strengthen programs within the sector at regional colleges and high schools; provide incumbent worker training; promote opportunities for contract education and faculty professional growth; and thereby, promote and support growth of the sector within the regional economy.
- C. Gaps within the workforce will be identified and prioritized and strategies developed and implemented using SB 1402 and/or SB 1070 funding. Examples of strategies to address workforce gaps include: creating community collaboratives, professional development opportunities, curriculum development, articulation of curriculum in a career pathway, career lattice, or in a system of stackable credentials, career guidance module development, seminars, workshops, and collaboration between faculty, with an outcome of integrating the needs of employers and addressing within the curriculum and programs the job skills and competencies required for employment and advancement.
- D. The consultant will work with representatives of business, labor, and professional trade associations to develop and implement courses and programs to train incumbent workers in the regional industry sector. A key objective is to enable incumbent workers to become more competitive in their region's labor market, increase competency, and identify career pathways to economic self-sufficiency. Sector strategies may be implemented using articulated career pathways or career lattices and a system of stackable credentials. Curriculum will be offered through a variety of methods including credit, non-credit, or contract education depending on the needs of the employer.
- E. The consultant will collect and report data on all required accountability measures working with common metrics and accountability measures, and working with the statewide LaunchBoard initiative.

- 
- 2. The DISTRICT shall pay the CONTRACTOR **\$10,835** per month. An additional **\$5,000** shall be set aside to include all travel and accommodations to conferences throughout the US including the compensatory Extended Ops meetings; per diem, mileage, phone, and reimbursements of any kind. The total contract amount will not exceed **\$135,020** (including expenses).
  - 3. Upon completion of the services provided monthly for hereof and upon a signed invoice acceptable to the DISTRICT and approved by the Dean, Instruction, Economic & Workforce Development a payment will be made.
  - 4. The DISTRICT shall not be liable to the CONTRACTOR for personal injury or property damage sustained by him/her in the performance of this contract, whether caused by himself/herself, the DISTRICT, its officers, agents or employees, or by any third party. CONTRACTOR agrees to and does hereby indemnify, hold harmless and defend the DISTRICT and its governing board, officers, employees and agents from every claim or demand made and every liability, loss, damage or expense, of any nature whatsoever.
  - 4a. Contractor shall be provided suitable office space located at ATEP or any location the Dean, Instruction, Economic and Workforce Development deems appropriate and necessary to support the mission.

The DISTRICT shall issue the appropriate and necessary security badge(s), permit(s), keys, and District owned equipment to perform the required work. CONTRACTOR shall be granted after hours access to facilities and equipment to perform work.

5. While performing service hereunder, the CONTRACTOR is an independent contractor and not an officer, agent or employee of the South Orange County Community College District inclusive of Saddleback College and Irvine Valley College.
  
6. Neither party shall assign this Agreement or any part thereof without the written consent of the other party.

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

**Contractor**

**South Orange County Community College District**

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

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

By: \_\_\_\_\_

By: Dr. Debra L. Fitzsimons

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

Title: Vice Chancellor, Business Services

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

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

Contact Person: Len Pettis

College Contact Person: Rachel Manders

**TO:** Board of Trustees

**FROM:** Gary L. Poertner, Chancellor

**RE:** SOCCCD: Irvine Valley College A400 Design-Build Project, Testing and Inspection Agreement, Amendment No. 1, gkkworks

**ACTION:** Approval

---

**BACKGROUND**

On June 23, 2014, the Board of Trustees approved an agreement with gkkworks to provide construction management services for the Irvine Valley College A400 Design-build project for a not to exceed amount of \$390,400. The original agreement provided for additional services, if necessary.

**STATUS**

Additional construction management services are required on the Irvine Valley College A400 Design-build project for an additional 6 months.

Staff recommends approval of Amendment No. 1 (EXHIBIT A) for a no cost change to increase the contract duration by six months, for a revised contract duration of 18 months, a new completion date of December 24, 2015 and a total contract amount remaining at \$390,400.

Basic aid funds are available within the existing project budget of \$13,013,000.

**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve Amendment No. 1 (EXHIBIT A) for the Irvine Valley College A400 Design-build project, for a six month extension to the construction management services agreement, with gkkworks with a new completion date of December 24, 2015 and a total contract amount remaining \$390,400.

**AMENDMENT NO. 1  
TO CONSTRUCTION MANAGEMENT SERVICES AGREEMENT  
FOR  
A400 DESIGN-BUILD PROJECT  
IRVINE VALLEY COLLEGE**

**June 22, 2015**

**THIS AMENDMENT** shall modify the original agreement dated June 24, 2014 by and between the South Orange County Community College District, hereinafter referred to as "DISTRICT", and gkkworks, 2355 Main Street Suite 220, Irvine, California, 92614, hereinafter referred to as "CONSULTANT".

**WHEREAS**, Article III, paragraph 2 of the original agreement establishes that it may be amended in writing by mutual consent of both parties; and

**WHEREAS**, Article VI, paragraph 1 establishes the compensation of the agreement at \$390,400; and Article IV established the term of service as 12 months; and

**WHEREAS**, the need for services on the A400 Design-build project is extended by six months with no increase to the contract amount; and

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

Provide construction management services for an additional six months for a total contract term of 18 months with a new completion date of December 24, 2015 and at no additional cost.

Original Contract Amount:	\$390,400
<b>Amendment No. 1</b>	<b><u>\$ 0</u></b>
<b>Total Contract Amount</b>	<b>\$390,400</b>

**IN WITNESS HEREOF**, the Parties have executed this Amendment No.1 as of the date set forth above.

"DISTRICT"  
South Orange County Community College District

"CONSULTANT"  
gkkworks

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

By: \_\_\_\_\_  
Charles Merrick  
Sr. VP, Construction Services

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

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

**TO:** Board of Trustees

**FROM:** Gary L. Poertner, Chancellor

**RE:** SOCCCD: Irvine Valley College A400 Design-Build Project, Testing and Inspection Agreement, Amendment No. 2, C.E.M. Lab Corp.

**ACTION:** Approval

---

**BACKGROUND**

On March 31, 2014, the Board of Trustees approved an agreement with C.E.M Lab Corp., to provide testing and special inspection services for Irvine Valley College A400 Design-build project for \$140,000. The original agreement provided for additional services, if necessary. On 2/23/2015, the board approved Amendment No.1 for \$40,000, for a revised contract amount of \$180,000.

**STATUS**

Additional testing and special inspection services are required on the Irvine Valley College A400 Design-build project to ensure conformance with DSA requirements. C.E.M. Lab Corp. will provide the additional services on an as-needed basis for a not to exceed fee of \$30,000.

Staff recommends approval of Amendment No. 2 (EXHIBIT A) increasing the contract by \$30,000, for a revised contract amount of \$210,000.

Basic aid funds are available within the existing project budget of \$13,013,000.

**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve Amendment No. 2 (EXHIBIT A) with C.E.M. Lab Corp. for additional testing and special inspection services in the amount of \$30,000, for the Irvine Valley College A400 Design-build project, for a revised contract amount of \$210,000.



**AMENDMENT NO. 2  
TO TESTING & SPECIAL INSPECTION SERVICES AGREEMENT  
FOR  
A400 DESIGN-BUILD PROJECT  
IRVINE VALLEY COLLEGE**

**June 22, 2015**

**THIS AMENDMENT** shall modify the original agreement dated March 31, 2014 by and between the South Orange County Community College District, hereinafter referred to as "DISTRICT", and C.E.M. Lab Corp., 45 Post, Irvine, California, 92618, hereinafter referred to as "CONSULTANT".

**WHEREAS**, Article III, paragraph 2 of the original agreement establishes that it may be amended in writing by mutual consent of both parties; and

**WHEREAS**, Article VI, paragraph 1 establishes the compensation of the agreement at \$140,000; and

**WHEREAS**, Amendment No. 1 increased the contract value by \$40,000; and

**WHEREAS**, the scope of services has increased on the A400 Design-build project by \$30,000 to ensure conformance with DSA requirements; and

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

**PROVIDE SUPPLEMENTAL TESTING & SPECIAL INSPECTION SERVICES**

Original Contract Amount:	\$140,000
Amendment No. 1	\$ 40,000
<b>Amendment No. 2</b>	<b><u>\$ 30,000</u></b>
<b>Total Contract Amount:</b>	<b><u>\$210,000</u></b>

**IN WITNESS HEREOF**, the Parties have executed this Amendment No. 2 as of the date set forth above.

"DISTRICT"  
South Orange County Community College District

"CONSULTANT"  
C.E.M. Lab Corp.

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

By: \_\_\_\_\_  
Tony Binaei  
Principal

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

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

**TO:** Board of Trustees

**FROM:** Gary L. Poertner, Chancellor

**RE:** SOCCCD: Irvine Valley College Beverage Vending and Promotional Services, Bottling Group, LLC, DBA Pepsi Beverages Company

**ACTION:** Approval

---

**BACKGROUND**

The Current five year agreement for the soft drink supplier at Irvine Valley College (IVC) expires on June 30, 2015.

**STATUS**

On March 5 and March 12, 2015, SOCCCD ran a newspaper advertisement for consideration of the Beverage Vending and Promotional services at IVC for a three year agreement, with two one-year extensions. On March 20, 2015, two vendors attended the mandatory pre-proposal meeting. On April 7, 2015, two proposals were received, one from Bottling Group, LLC and one from Coca-Cola Refreshments, Inc. The IVC Cafeteria Task Force evaluated the proposals and recommends award to Bottling Group, LLC based on their professional and thorough response as well as their partnership value to the college (EXHIBIT A). The president supports this recommendation.

**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve a three year agreement with two one-year extensions with Bottling Group, LLC, DBA Pepsi Beverages Company (EXHIBIT B) for Beverage Vending and Promotional services with Irvine Valley College as defined in the attached agreement, effective July 1, 2015.

**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT**  
**28000 Marguerite Parkway, Mission Viejo, CA 92692**  
**June 22, 2015**  
**Beverage Vending and Promotional Services**  
**Compensation for Irvine Valley College**

<b>Category</b>	<b>PepsiCo, LLC Compensation</b>	<b>Coca-Cola Refreshments, Inc. Compensation</b>
Sponsorship Agreement:	\$18,000 annually	\$10,000 one time, upon execution \$5,000 annually
Commission:	20 oz. carbonated soft drinks and water at vending = 25% All other and cafeteria case sales = 25%	Cash in Bag * Commission Rate-applicable CRV = Commission due
Rebates:	\$2.00/case 12 pk, 15 pk, and 24 pk Packaged Products ~ \$4,400	None identified
Donations:	200 cases of a combination of 12 oz. carbonated soft drinks and 16.9 oz. water/annually ~ \$2,000	50 cases for events, not resale
Sideline Kits:	\$400 annual value	None identified
Scholarship:	\$500 annually to IVC Foundation Account	References Sponsorship amounts
FCCC Support Grant:	\$1,000 at contract execution	None identified
Marketing Allowance:	\$350 annually upon request	\$5,000 one time, upon execution \$250 annually
Sampling Vehicles:	Two appearances annually as determined by PepsiCo, LLC and the College	Text to win - "Monster" backpack Two appearances with no minimum annual timeframe

## AGREEMENT-BEVERAGE VENDING AND PROMOTIONAL SERVICES, IRVINE VALLEY COLLEGE

This Agreement is made effective as of July 1, 2015 (the "Effective Date"), by and between the South Orange County Community College District, hereinafter called the "DISTRICT", and Bottling Group, LLC and its affiliates and/or respective subsidiaries collectively comprising Pepsi Beverages Company, with an office located at 27717 Aliso Creek Road, Aliso Viejo, CA 92656, hereinafter called "VENDOR", for Irvine Valley College (the "College") campus located at 5500 Irvine Center Drive, Irvine, CA 92618, and with the district having its principal place of business at 28000 Marguerite Parkway, CA 92692.

WHEREAS, VENDOR is experienced in installing, operating, servicing and maintaining equipment for dispensing beverage products,

WHEREAS, VENDOR desires the right to be the exclusive supplier of beverage products to Irvine Valley College, except with regard those locations specified herein,

WHEREAS, VENDOR has submitted a proposal in response to a Request for Proposals issued by the DISTRICT for the exclusive right to dispense beverage products at Irvine Valley College,

WHEREAS, the DISTRICT has determined that it is in the best interests of the DISTRICT to contract with VENDOR to provide services for the sale of beverage products at Irvine Valley College,

WHEREAS, the parties desire to confirm the terms and conditions under which the DISTRICT will contract with VENDOR to install, operate, service, and maintain all equipment dispensing beverage products at Irvine Valley College,

NOW, THEREFORE, in consideration of the mutual promises herein contained, the parties hereto agree as follows:

### ARTICLE 1 VENDOR'S SERVICES RESPONSIBILITIES

- 1.1 **Services.** The VENDOR'S services shall consist of those services performed by the VENDOR and VENDOR'S employees as enumerated in this Agreement.
- 1.2 **Standard of Care.** VENDOR shall provide the Products and Services herein using its best professional skill and judgment, acting with due care and in accordance with professional standards of care, the terms of this Agreement, and all applicable laws, codes, rules, regulations or ordinances. VENDOR'S Product and Services shall be provided in such a manner as to avoid hindrance, interruption, or delay to daily campus operations.
- 1.3 **Management Services.** VENDOR'S management services shall be provided by **Janet L. Haderer**. Contact information for **Janet L. Haderer** will be provided to Irvine Valley College's Representative who will act as the single point of contact between VENDOR and Irvine Valley College. If **Janet L. Haderer** is replaced with another person, the name and contact information for this person will be provided within one week of this change.

- a. VENDOR shall provide one hour of local management-level participation at the quarterly Cafeteria Task Force meetings.
- b. VENDOR shall provide a quarterly business report which includes at a minimum:
  - i. information specific to the sale of Product through the Vending Machines including: volume, total sales minus crv, and a comparison with the previous quarter, and

1.4 **Exclusive Beverage Availability Rights.** The DISTRICT hereby grants to VENDOR the following Beverage availability rights:

- a. Except as provided herein, VENDOR shall have the exclusive right to make Beverages available for sale and distribution on Campus and throughout the Facilities through beverage vending machines (“Vending Machines”), through the Cafeteria, all concessions and retail locations, including the bookstore, and the right to provide all Beverages sold at athletic contests, booster club activities and all other special events conducted at any location on the Campus or at the Facilities (“Special Events”).
- b. Subject to the terms and conditions set forth in this Agreement, the DISTRICT agrees that Products (as defined in Section 11.5) shall be the exclusive Beverages (as defined in Section 11.5) sold, dispensed or served or available on the Campus.
- c. The only exception to VENDOR’S exclusive Beverage rights at the Campus is with regard to the Cafeteria (Cafeteria Clause). VENDOR shall have the right to 100% of Postmix Products sold in the Cafeteria and the right to 75% of the shelf space allocated to Packaged Product sold in the Cafeteria. VENDOR’S equipment shall receive primary placement in the Cafeteria. Only VENDOR’S Products may be sold through VENDOR’S equipment.
- d. VENDOR shall have the exclusive right to install Vending Machines throughout the Irvine Valley College campus. After coordination and Agreement with Irvine Valley College, VENDOR shall have the further right to install additional Vending Machines in buildings and facilities acquired and/or constructed by the Irvine Valley College after the date of this Agreement and per the mutual agreement between VENDOR and the College. VENDOR shall install the Vending Machines at its sole expense including the addition of any necessary power and water connections as coordinated with the College and with respect to location of such installation of Vending Machines and additional connection which approval shall not be unreasonably withheld.
- e. DISTRICT shall require College, the food service provider (except the items noted in the Cafeteria Clause), concessionaires and other third parties selling Beverages on Campus to purchase Product directly from VENDOR at the prices established pursuant to this Agreement. These purchases will count towards the annual case/gallon threshold outlined in this Agreement.
  - 1 VENDOR will provide a resale number or alternate approach to facilitate assurance of appropriate product purchase through VENDOR.

1.5 **No Competitive Products.** During the entire term of this Agreement:

- a. No Competitive Products shall be sampled, sold, served or dispensed anywhere on the Campus, except as pursuant to the Cafeteria Clause.
- b. No permanent or temporary advertising, signage or trademark visibility for Competitive Products shall be displayed anywhere on the Campus, including locker rooms, sidelines and players benches.
- c. As of the Effective Date and with the exception of the Cafeteria Clause, no Agreement will be entered into or maintained by the School pursuant to which Competitive Products will be associated with the Irvine Valley College campus in any advertising or promotional activity that creates a relationship or connection between Competitive Products and the Irvine Valley College campus.

1.6 **Marketing Rights.** The DISTRICT grants to VENDOR the following promotional rights, which are exclusive as to Beverages, to:

- a. Market and promote Beverages in connection with the Campus and the Teams including the use of the College Marks on a royalty-free basis. College acknowledges and agrees that such promotional activities may be conducted in conjunction with VENDOR customers; and VENDOR will have the right to incorporate its customers' marks with the College Marks on any advertising, point of sale, packaging, or premium items or materials. College hereby grants VENDOR license to use the College Marks on a royalty-free basis for the purposes of promoting Products as provided herein.
- b. Refer to VENDOR in any of its marketing materials as a "sponsor" of the Campus, the College and/or the Teams, and refer to any brand of Products in any of VENDOR marketing materials as the "official" Beverage of the Campus, College or the Teams.
- c. Undertake Beverage promotions at or in connection with the campus and/or the Teams, including offering Products in promotional packaging bearing the College Marks on a royalty-free basis.
- d. Create or market for retail sale merchandise incorporating the College Marks and trademarks of Products.
- e. With the exception of items noted in 1.4 c., Pepsi products shall be the only beverages that may be advertised, displayed, marketed or promoted at Irvine Valley College campus and in relationship to team events.

1.7 **Merchandising Rights.** The DISTRICT grants to VENDOR the following exclusive merchandising rights:

- a. College agrees that all Postmix Product dispensed on the Campus in disposable cups will be served in approved VENDOR-identified biodegradable cups ("Approved Cups").
- b. Materials promoting the Products at the point of sale on the Campus, which will include translites and pictorials on dispensing equipment depicting approved cups and Products, will be clearly visible to the purchasing public.

- c. Product trademarks will be prominently displayed on each Beverage vending machine on the Campus.
- d. College will have the right to pre-approve (i) the concept for any promotional activity undertaken hereunder; and (ii) any artwork or other items created by VENDOR for use in promotional activities or otherwise in accordance with the terms of this Agreement and the incorporation of the College Marks. District agrees that its approval hereunder will not be unreasonably withheld.
- e. College agrees that it will not, directly or indirectly (nor will College permit anyone to whom College has granted promotional, advertising, or other rights,) maintain any Agreement or relationship pursuant to which any Competitive Products are associated with the College, the Campus, or the Teams. Nothing contained herein will prevent the sale of bottle and can Competitive Products in the Cafeteria to the percentage set forth in Section 1.4.c herein nor will it prevent the on-campus consumption by students, faculty or their guests of Competitive Products purchased outside the Campus.

## ARTICLE 2 SCOPE OF VENDOR'S PRODUCT AND SERVICES

- 2.1 **Equipment.** VENDOR shall place Vending Machines and other beverage equipment necessary to dispense the Products on Campus (the "Equipment") based upon VENDOR'S survey and Irvine Valley College's concurrence of the Campus needs. Any vending machine installation at Irvine Valley College shall be mutually agreed between the DISTRICT and VENDOR and subject to the DISTRICT'S prior approval of the location of the vending machine(s).
- a. VENDOR shall install the Vending Machines at its sole expense including the addition of any necessary power and water connections as coordinated with Irvine Valley College. The DISTRICT will provide ongoing power and water service to the Equipment. VENDOR shall have the right to place full trademark panels on all sides of its Vending Machines. VENDOR shall retain title to all Vending Machines.
  - b. Vending Machines will be new or like new machines with an appropriate aesthetic appearance for the campus environment. Aesthetic appearance must be maintained. As new equipment technology is released, VENDOR will work with the college for roll out. To the extent that future technology enhancements, equipment platforms or products to support these platforms are substantially different in scope or composition compared to existing equipment components and products, VENDOR and DISTRICT will work in good faith to negotiate the economic terms for implementation of the new technology equipment.
  - c. All Vending Machines will include an intelligent power controller for cold product vending machines that meet the specifications outlined in Irvine Valley College's Vending/Snack Machine Energy Miser Specifications, Section 16900. All equipment brought on site will be energy star rated 2 or better.
  - d. Irvine Valley College agrees that a minimum of fifteen (15) Vending Machines shall be placed on Campus throughout the Term. Current locations are noted in Exhibit B.

- e. VENDOR has provided one debit/credit card reader per machine of vending machines unless exemptions for certain locations are provided in writing by the college's Grants and Contracts Manager. All replacement machines will include debit/credit card readers. VENDOR agrees that it shall require its payment processor (with respect to credit/debit card transactions on vending machines) to be PCI DSS compliant as more fully set forth in Section 11.2.b herein.
- f. The Equipment may not be removed from the Campus without VENDOR'S written consent, and the Irvine Valley College agrees not to encumber the Equipment in any manner or permit other equipment to be attached thereto except as authorized by VENDOR. At the end of the Term, VENDOR shall have the right to and, in the event another VENDOR is the successful bidder for the next term will be required to, remove all Equipment from the campus at no expense to the Irvine Valley College.
- g. VENDOR or one of its subsidiaries or affiliates shall retain ownership in and title to all Equipment.

2.2 **Service.** During the Term and at no cost to the School, VENDOR will stock and service, if necessary, the Vending Machines and any additional Vending Machines determined by the parties to be installed at new locations on the Campus.

- a. Irvine Valley College and VENDOR will mutually determine an appropriate schedule for the stocking of Packaged Products in the Vending Machines. VENDOR product delivery will occur between 7:00 am and 10:00 pm.
- b. Service calls for malfunctioning machines or out-of-stock product will be addressed promptly (within 24 hours for vending machines and four hours for fountain service). Service call phone numbers will be prominently displayed on all machines to facilitate service calls. Vendor repair services will occur between the hours of 7:00 am and 10:00 pm, seven days a week.
- c. VENDOR will provide telemetry service as soon as it becomes available resulting in 24-7 central operations network notification of equipment status for repairs and fills upon receipt of system. Telemetry service will allow machine operations to be monitored remotely by computer including tracking key operating metrics. Issues may be solved instantly through remote access including resolving dispensing issues if can dispense becomes stuck.
- d. Assuming issues are unrelated to vandalism, after five repair calls on the same machine within a six month period of time, machine shall be replaced with newer equipment at the discretion of the college.
- e. Irvine Valley College shall permit VENDOR, its employees, agents and representatives to enter the campus for purposes of servicing and stocking the Equipment during normal college hours.
- f. Vending Service vehicles are not permitted off-road. Asphalt pathways on Campus interiors do not have a traffic index sufficient to withstand the weight of delivery trucks. Alternate means, i.e. handcarts, will be necessary for bringing product to interior spaces of the campus.



Routing approvals must be approved by the College Facilities Director prior to first service. Any truck caught violating the approved routing will be fined \$100/occasion.

- g. VENDOR will not be obligated to provide service during periods in which it is prevented from doing so due to strikes, civil disturbances, or other causes beyond the control of VENDOR.
- h. VENDOR shall be responsible for the repair and replacement of the Equipment to the extent necessary as a result of theft and vandalism. College agrees to provide reasonable assistance to VENDOR in apprehending and prosecuting thieves and/or vandals. VENDOR may remove or move equipment suffering repeat theft, vandalism, destruction or loss. VENDOR shall not be obligated to pay commissions as provided in this Agreement on documented revenue losses resulting from vandalism or theft of product with respect to any Vending Machines placed at the Campus.
- i. VENDOR will provide the Director of Student Development or designee with \$25 dollars in petty cash toward refunds for machine malfunction. This amount will be replenished at the request of the Director and on an as-needed basis.

2.3 **Product.** Vending products to be offered are certain Products as determined by VENDOR from time to time.

- a. VENDOR and the District agree that, at a minimum, the following products will be available at each location on the Campus where vending machines are located: Product Name Carmel Soda, Diet Carmel Soda, Lemon/Lime Product and Water Product. At least five (5) locations will provide alternative products such as sports drinks, energy drinks, juices, chilled coffee drinks, or iced tea. VENDOR will suggest healthier beverage products whenever feasible.
- b. The DISTRICT agrees that, unless student survey with a high degree of validity and reliability indicates otherwise, all Vending Machines located on Campus shall vend 20 oz. products.
- c. Additional product information is included in the "Consideration" section.

### ARTICLE 3 ADDITIONAL VENDOR SERVICES

Additional vending machines may be placed on campus with the written and mutual Agreement of the parties. Specific locations are not guaranteed.

### ARTICLE 4 TERM

4.1 **Time is of the Essence.** Time is of the essence in the performance of each Party's obligations under this Agreement, including without limitation VENDOR'S performance of the service required hereunder and DISTRICT'S payment of all sums due to VENDOR.

4.2 **Term.** The term of this Agreement shall be the three (3) year period beginning on the Effective Date hereof and ending on June 30, 2018 with two (2) one (1) year options under the same terms and conditions which may only be exercised upon mutual written consent of the DISTRICT and VENDOR ("Term").

- 4.3 **Renewal.** Both parties understand that at the termination of five years from Effective Date the DISTRICT is required to send out a “Requests for Qualifications and Proposals”. After five years, there is no possibility for automatic renewal. The DISTRICT will send out the “Requests for Qualifications and Proposals” to interested parties at least thirty days prior to the expiration of the Term.

## ARTICLE 5 INDEMNITY AND INSURANCE

### 5.1 **Indemnity.**

- a. VENDOR will indemnify and hold the DISTRICT, Irvine Valley College, its Board of Trustees, officers, and employees harmless from and against any and all suits, actions, claims, demands, losses, costs, damages, liabilities, fines, expenses and penalties (including reasonable attorneys’ fees) arising out of: (1) its breach of any term or condition of this Agreement; (ii) product liability suits resulting from the use or consumption of VENDOR’S Products; and/or (iii) the negligence or willful misconduct of VENDOR.
- b. The DISTRICT will indemnify and hold VENDOR, its subsidiaries, affiliates or assigns harmless from and against any and all suits, actions, claims, demands, losses, costs, damages, liabilities, fines, expenses and penalties (including reasonable attorneys’ fees) arising out of: (i) its breach of any term or condition of this Agreement; and/or (ii) the negligence or willful misconduct of the DISTRICT.

- 5.2 **General Liability.** Each party hereto maintains and agrees to maintain, at all times during the Term and for a period of three (3) years thereafter, a comprehensive program of risk retention and insurance with such insurance carriers and in such amounts of insurance coverage reasonably acceptable to the other party. Each party agrees to include the other, and each of its Affiliates, and their respective officers, directors, employees, agents, representatives and successors and assigns, as additional insured’s on such insurance during the Term. Such insurance will contain a waiver of subrogation with regard to the additional insured’s.

VENDOR shall, at VENDOR’s sole cost and expense, maintain in full force and effect, during the term of this Agreement, the following insurance coverage from a California authorized insurer with an A, VIII, or better rating from A.M. Best or an approved self-insurance program, sufficient to cover any claims, damages, liabilities, costs and expenses (including attorney fees) arising out of or in connection with VENDOR’s fulfillment of the obligations under this Agreement:

A. Comprehensive or Commercial Form General Liability Insurance, including bodily injury, property damage and contractual liability, with at least the minimum limits as follows:

\$1,000,000.00 per occurrence and a \$2,000,000.00 general aggregate

\$1,000,000.00 personal & advertising injury and a \$2,000,000.00 general aggregate

The policy shall include and be endorsed to include abuse and molestation coverage of at least \$1,000,000.00 for each occurrence and a \$2,000,000.00 general aggregate or be included in the per occurrence limit above.

B. Business Auto Liability Insurance for owned, scheduled, non-owned or hired automobiles with a combined single limit of no less than \$1,000,000.00 per occurrence and a \$2,000,000.00 general aggregate.

C. Workers' Compensation and Employers Liability Insurance in a form and amount covering Contractor's full liability under the California Workers' Compensation Insurance and Safety Act and in accordance with applicable state and federal laws. The policy shall be endorsed with the insurer's waiver of rights of subrogation against the District.

Part A - Statutory Limits for Contractor

Part B - \$1,000,000.00 Employers' Liability

VENDOR agrees to provide an Endorsement including South Orange County Community College District as an Additional Insured as it pertains to VENDOR's General Liability Policy. VENDOR also agrees to add verbiage to certificate and endorsement, "Such insurance as is afforded by this

policy shall be primary, and any insurance carried by District shall be excess and noncontributory." No later than ten (10) days from execution of this Agreement by the District and Contractor, Contractor shall provide District with certificates of insurance evidencing all coverages and endorsements required hereunder.

VENDOR shall provide prior written notice to the District thirty (30) days in advance of any non-renewal, cancellation, or modification of the required insurance. The policies of insurance providing the coverages referred to in clauses A and B above shall include District, its Governing Board, officers, and employees, as additional insureds with appropriate endorsements. Failure to maintain the above mentioned insurance coverages shall be cause for termination of this Agreement.

**ARTICLE 6 CONSIDERATION**

**6.1 Pricing.**

- a. The initial vend prices are set forth in Section 6.3 herein.
- b. Initial Post mix, bottle and can pricing and products are listed in attached Exhibit A. Pricing is fixed through the first Agreement Year of the contract. VENDOR pricing will not exceed more than 5% annually in each of Agreement Years 2-5.
- c. Pricing is subject to change throughout the term of this Agreement as set forth above. VENDOR shall notify the DISTRICT in writing prior to the implementation of any price increase.

**6.2 Annual Sponsorship Fee.** An annual sponsorship fee, as follows (the "Annual Sponsorship Fee"):

Agreement Year	Applicable Time Period	Amount	Due Date: within 60 days after:
1	July 1, 2015 – June 30, 2016	\$18,000	Execution of Agreement by parties.
2	July 1, 2016 – June 30, 2017	\$18,000	July 1, 2016
3	July 1, 2017 – June 30, 2018	\$18,000	July 1, 2017
4**	July 1, 2018 – June 30, 2019	\$18,000	July 1, 2018

Agreement Year	Applicable Time Period	Amount	Due Date: within 60 days after:
5**	July 1, 2019 – June 30, 2020	\$18,000	July 1, 2019
<p>* The Customer acknowledges and agrees that each Annual Sponsorship Fee payable to the Customer is based on a minimum number of Units purchased from Pepsi and sold throughout the Facilities pursuant to this Agreement during the applicable Year. The minimum number of Units per Year is 3,970 (“<b>Annual Units Threshold</b>”). As used herein, “<b>Units</b>” means Gallons and Cases (including Cases sold through Vending Machines). For the purposes of determining Units sold, 1 Case shall equal 1 Gallon. Therefore, if during any Year the number of Units falls below the Annual Units Threshold, then the Annual Sponsorship Fee payable for the next Year will be reduced by a percentage equal to the percentage decrease between the Annual Units Threshold and the actual number of Units sold during such Year. <i>For example, if during Year 1 the actual Units sold is 3,500 Units, then the Annual Sponsorship Fee for Year 2 will be \$15,869.</i></p> <p>**Agreement Years 4 and 5 are at the option of the DISTRICT and VENDOR and can only be exercised by mutual written consent of the parties.</p>			

6.3 **Commission.** Commission, as a percentage of the actual cash (“cash in bag” or “CIB”) collected by VENDOR from the Vending Machines placed at the Facilities, less any applicable fees or deposits (“Commissions”). Such Commissions shall be at the rate(s) set forth below (the “Commission Rate”) and shall be calculated as follows:

$$(CIB * Commission Rate) – applicable CRV = Commissions due.$$

Product	Minimum Vend Price*	Commission Rate**
20 oz. carbonated soft drinks and water	<b>\$1.50</b>	<b>25%</b>
Various other Products: Example- electrolyte or caffeine enhanced beverages etc.	<b>Up to \$2.75 depending on product</b>	<b>25%</b>
<p>*At the beginning of Year Two, VENDOR shall have the right to increase all vend prices by \$0.25.</p> <p>**Commission Rate stated above shall only apply to Products sold by VENDOR through its Vending Machines at the beginning of the Term. If VENDOR proposes any new products to the Customer during the Term, then VENDOR shall have the right to apply a different Commission Rate and/or Minimum Vend Price for such new product.</p>		

6.4 **Commission Payment.** Commissions shall be remitted by VENDOR to the Customer within 30 days of the end of each 4-week accounting period established by VENDOR. VENDOR shall make all pertinent revenue and sales records respecting the Vending Machines available to Customer. Customer agrees that it is responsible for reviewing such records and that any claim or dispute relating to the Commissions must be brought by Customer in writing within one year of the date such Commissions payment is due. Customer further acknowledges and agrees that it shall not receive any commission payment from VENDOR if Commissions fail to reach a certain threshold amount per period or quarter. The applicable threshold amounts vary based on the payment period and will be established and communicated pursuant to VENDOR’S policies and procedures related to its Full Service Vending business, as may be revised by VENDOR from time to time.

6.5 **Change to Commission Rate.** Customer acknowledges and agrees that VENDOR established the Commission Rate based on any applicable sales tax associated with the sale of the Products through the Vending Machines as of the commencement date of this Agreement. If, during the Term, sales taxes should increase by more than five percent (5%), then VENDOR shall have the right to automatically reduce the Commission Rate by the same percentage amount.

6.6 **Rebates.** Each year throughout the Term, VENDOR shall calculate the total applicable Cases of Packaged Products purchased from VENDOR by the DISTRICT and its Food Service Provider pursuant to this Agreement (does not include full service vend cases), and shall provide the DISTRICT with rebates calculated based on applicable amounts set forth below (the “***Rebates***”). The Rebates, if applicable, shall be paid by VENDOR within 60 days of the end of each applicable Agreement Year during the Term.

Rebate Amount	Applicable Products
\$2.00/Case	24 pk Cases Packaged Products
\$2.00/Case	15 pk, 12-pk Cases Packaged Products

6.7 **Volume Incentive Fund.** In any Year in which DISTRICT and its Food Service Provider purchase greater than 2,800 Cases of Packaged Products directly from Pepsi (does not include full service cases), Pepsi will pay the DISTRICT a volume incentive fund in the amount of Four Thousand Dollars (\$4,000) (the “***Volume Incentive Fund***”). The Volume Incentive Fund, if any, will be paid within sixty (60) days after the end of an eligible Year.

6.8 **Additional Consideration**

- a. In addition to the consideration specified above, VENDOR shall provide the following further consideration to the DISTRICT.
- b. VENDOR will provide annual Product donations of a total of 200 cases of a combination of 12 oz. cans of carbonated soft drinks and 16.9 oz. bottles of Aquafina per Year, provided however, that Irvine Valley College will administer all requests through a central contact. Unrequested Product donations in any Year will not be carried over to a subsequent Year.
- c. Annually and submitted on January 15<sup>th</sup> of each year, VENDOR shall provide scholarships funds to be distributed to Irvine Valley College students in the total amount of Five Hundred & 00/100 Dollars (\$500) (the “***Scholarship Funds***”). The Scholarship Funds may be deposited to either the Irvine Valley Foundation Account or to the Osher Foundation in the name of Irvine Valley College. The scholarships recipients shall be as determined by the Irvine Valley College. VENDOR shall receive recognition for the scholarships that are awarded using the Scholarship Funds.
- d. VENDOR shall provide Sustainability signage at point of purchase locations.
- e. Annually and upon request, VENDOR shall provide Marketing Allowance to be distributed in merchandise as determined by Vice President of Student Services to Irvine Valley College up

- to a total value of Three Hundred and Fifty & 00/100 Dollars (\$350). The unused value of any Marketing Allowance will not be carried over to a subsequent Year and is not redeemable for a cash refund.
- f. An Initial Support Fund in the amount of One Thousand & 00/100 Dollars (\$1,000) (Foundation for California Community Colleges Education Grant) payable to the DISTRICT within sixty (60) days of the signing of this Agreement by both parties. The Initial Support Funds may be deposited to either the Irvine Valley Foundation Account or to the Osher Foundation in the name of Irvine Valley College.
  - g. Sideline Kits valued at up to Four Hundred Dollars (\$400). VENDOR shall make these kits available to Irvine Valley College before September 1<sup>st</sup> each Agreement Year and may include the following items:
    - i. 10 gallon coolers 5 Each
    - ii. 7 gallon coolers 2 Each
    - iii. 32 ounce water bottles 1 Case
    - iv. 8 ounce water cups 6 Cases
    - v. 48 quart ice chests 3 Each
    - vi. Towels 1 Case

- VENDOR will confirm annually the final configuration of sideline kits with Irvine Valley College. The unused value of the annual sideline kit support in any Year will not be carried over to a subsequent Year and will not be redeemable for a cash refund.
- h. A minimum of two annual appearances per Agreement Year at Irvine Valley College with Promotional Sampling Vehicles on dates to be agreed upon by the DISTRICT and VENDOR.
  - i. As has been VENDOR'S practice in responding to disaster situations, VENDOR will do whatever it can to provide water and other needed resources in the event of a disaster, including in support of emergency preparedness plans developed by our customers, including the DISTRICT. Under normal operating conditions, VENDOR will make every effort to deliver requested water supplies as quickly as is possible. During an emergency or disaster situation, however, VENDOR'S ability to deliver water supplies may be hampered by closed or damaged roadways resulting from the disaster and VENDOR'S ability to manufacture and distribute bottled water may be further hampered if VENDOR'S local plant and warehouse lose power for an extended period of time or are more seriously damaged by the natural disaster or other emergency event. Accordingly, VENDOR cannot be held responsible for failure to provide water supplies to any customer or location, under these circumstance or any other circumstances beyond VENDOR'S control. VENDOR'S commitment to use its best efforts to provide water supplies in an emergency event, will not supersede VENDOR'S commitment to the safety of its employees and VENDOR will not place any employee in a situation which may jeopardize the employee's safety and well-being. Notwithstanding the foregoing, if a state of

emergency is declared at the local, state, or national level, VENDOR will abide by the directions of the law enforcement officials coordinating disaster relief efforts.

## ARTICLE 7 TAXES

VENDOR shall be responsible only for the remittance of taxes on the sales of Products through Vending Machines located at the Irvine Valley College campus. DISTRICT and College acknowledge that VENDOR is not responsible for any taxes payable, fees or other tax liability incurred by DISTRICT or College in connection with any fees payable by VENDOR under this Agreement. VENDOR shall not be assessed common area maintenance fees based on its occupation of the space allocated to Vending Machines.

## ARTICLE 8 BREACH OF CONTRACT AND TERMINATION

8.1 **Vendor Termination for Breach.** If any of the material terms of this Agreement are terminated, violated, prohibited, or limited during the Term of this Agreement for any reason, including by way of final judicial opinion, imposition, or modification of any local, state or federal laws and/or regulations other than by action or inaction of VENDOR, (“Affected Rights”), then VENDOR may give the DISTRICT written notice of such event and the DISTRICT shall have a thirty (30) day period within which to cure such breach. If the DISTRICT fails to cure such breach within a thirty (30) day period, VENDOR shall have the right to:

- a.
  - i. substitute other of its Products offered by VENDOR for the Products subject to such Affected Rights;
  - ii. reduce VENDOR’S ongoing fees including support and commissions payable hereunder to an amount equal to the then-current ongoing fees VENDOR would pay for the right to market, sell or distribute the remaining Products as a result of such Affected Rights; and
  - iii. recover an amount pursuant to Section 15 (a) (2) (ii) and 15 (b) below relative to the Products subject to such Affected Rights, as determined by VENDOR, or
- b.
  - i. terminate this Agreement in its entirety; and
  - ii. VENDOR shall, without prejudice to any other right or remedy available to VENDOR, obtain a reimbursement from the DISTRICT of any unearned Annual Sponsorship Fee paid by VENDOR to the DISTRICT for the Agreement Year in which such termination occurs. The amount of such reimbursement shall be determined by multiplying the Annual Sponsorship Fee paid in the Agreement Year during which such termination occurs by a fraction, the numerator of which is the number of Units the DISTRICT is short of the Annual Unit Threshold at the time of such termination or limitation and the denominator of which is the Annual Unit Threshold. For example, if the DISTRICT fails to cure a breach of the Agreement in Year Two and, at the time of termination the DISTRICT has purchased 2,000 Units from VENDOR, the reimbursement will be calculated as follows:

$$\$18,000 * 1,970 \div 3,970 = \$8,932$$

- 8.2 **District Termination for Breach.** The DISTRICT may terminate this Agreement for any breach of this Agreement's material terms by VENDOR. The DISTRICT shall provide VENDOR with written notice of the breach and provide a thirty (30) day opportunity for VENDOR to cure such breach. If VENDOR fails to cure the breach within the thirty day period, the DISTRICT may terminate the Agreement upon written notice to VENDOR. District shall return any unearned Annual Sponsorship Fee already paid, minus a pro-rated average of previous commissions due if any commission remains unpaid by VENDOR.
- 8.3 **Termination, other.** Without prejudice to any other right or remedy available to either party at law or in equity of any event described below, this Agreement may be terminated by either party if:
- a. the other party, or any parent of such other party, shall:
    - i. have an order for relief entered with respect to it, commence a voluntary case or have an involuntary case filed against it under any applicable bankruptcy, insolvency or other similar law now or hereafter in effect (and such order or case is not staying, withdrawn or settled within sixty days thereafter) it is the intent of the parties hereto that the provisions of Section 365(e) (2)(A) of Title 11 of the United States Code, as amended, or any successor statute thereto, be applicable to this Agreement;
    - ii. file for reorganization, become insolvent or have a receiver or other officer having similar powers over it appointed for its affair in any court of competent jurisdiction, whether or not with its consent (unless dismissed, bonded or discharged within sixty days thereafter);  
or
    - iii. admit in writing its inability to pay its debts as such debts become due.

## ARTICLE 9 DISPUTES, MEDIATION AND ARBITRATION

- 9.1 **Work to Continue.** In the event of a dispute between the parties as to performance of the Services, the interpretation of this Agreement, the parties shall attempt to resolve the dispute. Pending resolution of the dispute, VENDOR agrees to continue to diligently perform and provide services hereunder until completion or termination of the Agreement.
- 9.2 **Mediation Requirements.** All claims, disputes or controversies arising out of or relating to the PROJECT or to this Agreement or the breach thereof shall be first attempted to be resolved through mediation.
- 9.3 **Legal Expenses.** The DISTRICT and VENDOR agree that, in the event that a dispute comes to litigation, each party will bear its own legal expenses.

## ARTICLE 10 DISTRICT'S RESPONSIBILITIES



- 10.1 **District Provided Information.** The DISTRICT shall provide to the VENDOR information regarding requirements for the Services, including information regarding the current equipment locations and potential future equipment locations.
- 10.2 **District Representative.** Irvine Valley College shall appoint a representative authorized to act on the DISTRICT'S behalf in relation to operational decisions. The DISTRICT or its authorized representative shall render decisions in a timely manner pertaining to operational requests submitted by the VENDOR. Unless modified by written notice by the DISTRICT to the CONSULTANT, the DISTRICT Representative is:

**Director of Student Life**

**Linda Fontanilla, Vice President of Student Services**

- 10.3 **Notification.** The DISTRICT shall give prompt written notice to the VENDOR if the DISTRICT becomes aware of any fault or defect in the equipment or services. However, the DISTRICT'S failure or omission to do so shall not relieve the VENDOR of his/her responsibilities hereunder and the DISTRICT shall have no duty to observe, inspect or investigate the equipment.

ARTICLE 11 MISCELLANEOUS

- 11.1 **Affirmative Action.** VENDOR agrees that VENDOR will not engage in unlawful discrimination in employment of persons because of race, ethnicity, religion, nationality, disability, gender, marital status or age of such persons.
- 11.2 **Compliance with Applicable Laws.** The services completed herein must meet the approval of the DISTRICT and shall be subject to the DISTRICT'S general right of inspection to secure the satisfactory completion thereof.
- a. VENDOR agrees to comply with all federal, state and local laws, rules, regulations and ordinances that are now or may in the future become applicable to VENDOR and VENDOR'S business, equipment and personnel engaged in services covered by this Agreement or accruing out of the performance of such services.
  - b. Any system which accepts credit card information must adhere to the DISTRICT'S certification requirement and pass the current version of the Payment Card Information Digital Security Standards or PCI-DSS certification. Storage and transmission of payment card information must use a PCI certified third party and not DISTRICT network resources.
- 11.3 **VENDOR Accounting Records.** Pursuant to and in accordance with the provisions of Government Code Section 8546.7 or any amendments thereto, all books, records, and files of the DISTRICT and the VENDOR, including, but not limited to the costs of administration of this Agreement, shall be subject to examination and audit of the State Auditor at the request of the DISTRICT or as part of any audit of the DISTRICT for a period of five (5) years after the end of each Agreement Year with record to the records pertaining to such Agreement Year. During this time, VENDOR shall maintain accounting records and make them available upon request of the DISTRICT for reproduction or inspection.

11.4 **Cumulative Rights; Non Waiver.** Duties and obligations imposed by this Agreement and rights and obligations hereunder are in addition to and not in lieu of any imposed by or available at law or inequity. The failure of DISTRICT or VENDOR to seek redress for violation of, or to insist upon, the strict performance of any term or condition of this Agreement shall not be deemed a waiver by that party of such term or condition, or prevent a subsequent similar act from again constituting a violation of such term or condition.

11.5 **Definitions**

- a. **Agreement Year.** Each twelve-month period beginning with the first day of the “Term” and subsequent anniversaries thereof.
- b. **Approved Cups.** The disposable cups approved by VENDOR from time to time as its standard trademark cups and other containers approved by VENDOR from time to time and bearing the trademarks(s) or VENDOR and/or other products. In addition, VENDOR agrees that the DISTRICT shall have the right to produce limited run commemorative plastic cups reasonably acceptable to VENDOR for use at the college and that such cups shall also be considered to be Approved Cups, provided that VENDOR’S trademark(s) for VENDOR shall be included on such commemorative cups. The use and size of VENDOR’S trademark(s) on such commemorative cups shall be subject to the prior approval of VENDOR.
- c. **Beverage(s).** All carbonated soft drinks and all non-carbonated, non-alcoholic beverages or soft drinks, including, but not limited to, fruit juices, fruit juice-containing drinks, and fruit-flavored drinks (“Fruit Drinks”); ready-to-drink chilled tea and coffee products; hypertonic, isotonic, hypotonic drinks (sports drinks and fluid replacements), and energy drinks and packaged carbonated and still waters (including spring, mineral or purified, liquid concentrate teas (LCT), and frozen carbonated and non-carbonated beverages (FB). Specifically excluded are non-branded coffee products, hot chocolate, tea, unflavored dairy products, alcohol, and tap water.
- d. **Campus.** The entire premises of the Irvine Valley College including all athletic facilities, buildings, the grounds, parking lots, dining facilities, snack bars food carts, bookstores and concession stands and, for each building, the grounds, parking lots, dining facilities, unbranded food service outlets and vending areas and the facilities known as the Advanced Technology & Education Park ATEP currently located at 15445 Lansdowne, Tustin CA 92782 with a relocation for ATEP anticipated during the course of this contract combined with a potential redefinition of services provided. For the purpose of defining exclusivity, the Irvine Valley College Food Service locations, specifically the cafeteria located in the Student Services Building (the “Cafeteria”), are included in the definition of Campus, however, VENDOR’S rights with regard to the supply Packaged Product served in the Cafeteria are non-exclusive as further defined in Section 1.4.c herein. Postmix Products served in the Cafeteria will remain exclusively VENDOR product.
- e. **Cases.** The number of cases of Packaged Products purchased by the DISTRICT from VENDOR, initially delivered in quantities of 24, 15 and 12 bottle/can units, and thereafter in such other

- size, quantity and type of containers as agreed upon between VENDOR and college, from time to time.
- f. **College Marks.** The Designations (as defined below) and the college's characters, colors, uniforms, emblems, designs, identifications, logos, mascots, name, each team's name, service marks, symbols, trademarks, all trade names, and other proprietary designations which are owned, licensed to or controlled by the DISTRICT and which relate to the college and the teams and which are in existence Effective Date.
  - g. **College Year.** Consecutive calendar days running from July 1<sup>st</sup> of a calendar year through June 30<sup>th</sup> of the following calendar year.
  - h. **Competitive Products.** Any and all Beverages other than Products (as defined herein).
  - i. **Contract Documents.** The contract entered into by this Agreement consists of the following Contract Documents, all of which are component parts of the Contract as if herein set out in full or attached hereto: "Irvine Valley College Beverage Vending and Promotional Services Agreement" and Request for Proposal". In the case of conflict or inconsistencies, the order of precedence shall be "Irvine Valley College Beverage Vending and Promotional Services Agreement" as priority one and "Request for Proposal" as priority two.
  - j. **Designations.** Including but not limited to: "A Proud Sponsor of Irvine Valley College", Official Water and Soft Drink of Irvine Valley College", and "Official Sponsor of Irvine Valley College".
  - k. **Equipment.** The following types of equipment owned and operated by VENDOR and used to sell or dispense the Products:
    - i. Full service vending machines
      - 1 13 total cashless units
      - 2 2 Glass Front Vendor to Drive Non Carb Growth
        - (i) College and VENDOR will explore additional locations for glass front vending machines. Suggested locations must be in a semi to fully protected environment.
      - 3 11 Stack Venders
    - ii. Fountain Service Equipment
      - 1 1 Fountain Unit
      - 2 Fountain Units upgrade from 8-10 valve to expand variety
      - 3 Innovative Urns - SoBE LW, 0 Calorie, Lipton Tea
      - 4 Leverage Technology-Spire as available
    - iii. Coolers
      - 1 Upgrade coolers with graphics that support growth categories
      - 2 7 Coolers-50% Non Carb graphics.

- l. **Facilities.** The entire premises of every facility owned, leased, occupied or operated by the college, now or in the future, including all buildings, the grounds, parking lots, book stores, athletic facilities and concession stands, and for each building, the ground parking lots, and vending areas. Food Service Provider locations including associated dining areas, snack bars and food carts, while included as Facilities, have been defined separately within this Agreement.
  - m. **Food Service Provider.** Food Service Provider which may serve at the Facilities at any point during the Term. The DISTRICT acknowledges and agrees that this Agreement is based on the DISTRICT'S current operating model/use of third party Food Service Providers and if/when such Agreement between DISTRICT and Food Service Provider expires or is terminated, and the DISTRICT enters into a new arrangement with Food Service Provider; then any such new or subsequent Agreement between the DISTRICT and any Food Service Provider shall require such Food Service Provider to abide by the applicable terms set forth in this Agreement.
  - n. **Gallons.** Number of gallons of the Post-mix Products purchased by the DISTRICT from VENDOR.
  - o. **Packaged Products.** Beverages that are distributed in pre-packaged form (i.e., Bottles & Cans). A list of VENDOR'S Packaged Products is found in attached Exhibit A which may be amended upon mutual written Agreement between the parties.
  - p. **Post-mix Products.** Beverage products used to create and dispense fountain beverages. A list of VENDOR'S Post-mix Products is found in attached Exhibit A which may be amended upon mutual written Agreement between the parties.
  - q. **Products.** Post-mix Products and Packaged Products manufactured, bottled, sold and/or distributed by VENDOR and purchased directly from VENDOR or sold through full service vending machines owned, stocked and serviced exclusively by VENDOR and include fountain drinks in the Cafeteria.
  - r. **Team(s).** All interscholastic athletic teams associated with the Irvine Valley College.
- 11.6 **Employment with Public Agency.** VENDOR, if an employee of another public agency, agrees that VENDOR will not receive salary or remuneration, other than vacation pay, as an employee of another public agency for the actual time in which services are actually being performed pursuant to this Agreement. Additionally, No member, officer or employee of the DISTRICT during tenure or for one year thereafter, shall have any interest direct or indirect, in this Agreement or the proceeds thereof.
- 11.7 **Governing Law.** This Agreement shall be governed by the laws of the State of California. The duties and obligations of the parties created hereunder are performable in Orange County and such county shall be the venue for any action or proceeding that may be brought or arise out of, in connection with or by reason of this Agreement.
- 11.8 **Independent Contractor.** VENDOR, in the performance of this Agreement, shall be and act as an independent contractor. VENDOR understands and agrees that he/she and all of his/her

employees shall not be considered officers, employees or agents of the DISTRICT, and are not entitled to benefits of any kind or nature normally provided employees of the DISTRICT and/or to which DISTRICT'S employees are normally entitled, including, but not limited to, State Unemployment Compensation or Worker's Compensation. VENDOR assumes the full responsibility for the acts and/or omissions of his or her employees or agents as they relate to the services to be provided under this Agreement. VENDOR shall assume full responsibility for payment of all federal, state and local taxes or contributions, including unemployment insurance, social security and income taxes for the respective VENDOR'S employees.

- 11.9 **Marginal Headings; Captions.** The titles of the various Paragraphs of the Agreement and the Articles of these Conditions are for convenience of reference only and are not intended to and in no way shall enlarge or diminish the rights or obligations of VENDOR and DISTRICT hereunder.
- 11.10 **Non-Assignment.** The obligations of the VENDOR pursuant to this Agreement shall not be assigned by the VENDOR. Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of any third party against either the DISTRICT or VENDOR. The sale or transfer of a majority membership interest in VENDOR firm or the admission of new member to the VENDOR firm which causes there to be a change in majority ownership and / or control of VENDOR firm shall be deemed and assignment for purposes of this Agreement. Nothing contained in this Agreement is intended to make any person or entity who is not a signatory to the Agreement a third party beneficiary of any right created by the Agreement or by operation of law.
- 11.11 **Permits/Licenses.** VENDOR and all VENDOR'S employees or agents shall secure and maintain in force such permits and licenses as are required by law in connection with the furnishing of services pursuant to this Agreement.
- 11.12 **Notifications.** All notices or demands to be given under this Agreement by either party to the other shall be in writing and given either by: (a) personal service or (b) by U.S. Mail, mailed either by registered or certified mail, return receipt requested, with postage prepaid. Service shall be considered given when received if personally served requiring signature acknowledging receipt, or if mailed, on the third day after deposit in any U.S. Post Office. The address to which notices or demands may be given by either party may be changed by written notice given in accordance with the notice provisions of this section.
- 11.13 **Communications** between the parties shall be sent to the following addresses:

DISTRICT  
Linda Fontanilla  
Vice President Student Services  
Irvine Valley College  
28000 Marguerite Parkway  
Mission Viejo, CA 92692  
lfontanilla@ivc.edu

VENDOR  
  
Pepsi Beverages Company  
27717 Aliso Creek Road  
Aliso Viejo, CA 92656  
janet.haderer@pepsico.com

Copy to:

Copy to:

Dr. Debra L. Fitzsimons  
Vice Chancellor, Business Services  
28000 Marguerite Parkway  
Mission Viejo, CA 92692  
dfitzsimons@socccd.edu

Pepsi Beverages Company  
1 Pepsi Way  
Somers, NY 10589  
ATTN: Legal Department

- 11.14 **Severability.** If any provision of this Agreement is deemed illegal, invalid unenforceable or void by any court of competent jurisdiction, such provision shall be deemed stricken and deleted herein, but all remaining provisions will remain and continue in full force and effect.
- 11.15 **Entire Agreement / Amendment.** This Agreement and any exhibits attached hereto represent the entire Agreement between the DISTRICT and VENDOR and supersede all prior negotiations, representations or Agreements, either written or oral with respect to the services contemplated. This Agreement may be amended or modified only by an Agreement in writing signed by both the DISTRICT and the VENDOR.
- 11.16 **Binding Agreement.** The DISTRICT and VENDOR, respectively, bind themselves, their partners, officers, successors, assigns and legal representatives to the other party to this Agreement with respect to the terms of this Agreement.

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

“DISTRICT”  
South Orange County Community College District

“VENDOR”  
Bottling Group, LLC

By \_\_\_\_\_  
Dr. Debra L. Fitzsimons  
Vice Chancellor, Business Services

By \_\_\_\_\_

Name \_\_\_\_\_

Title \_\_\_\_\_

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Taxpayer number)

Exhibit A  
Product Pricing

Product	Unit per case	Invoice Price per Case*
<b>Carbonated Soft Drinks</b>		
12 oz Can	24	\$10.71
20 oz	24	\$19.00
1 Liter	15	\$18.72
2 Liter	8	\$12.96
<b>Water</b>		
20 oz Aquafina	24	\$15.00
20 oz Aquafina Splash	24	\$15.00
1 Liter Aquafina	15	\$13.88
1.5 Liter Aquafina	12	\$14.06
<b>Non Carbonated Soft Drinks</b>		
4 oz Package Gatorade	20	\$22.30
16 oz Gatorade	12	\$16.71
20 oz Gatorade	24	\$19.00
28 oz Gatorade	15	\$18.39
20 oz Gatorade Propel	24	\$22.00
20 oz SoBe Juice	12	\$15.90
20 oz SoBe Lifewater	12	\$14.23

Product	Unit per case	Invoice Price per case*
6.5 oz Starbucks Double Shot	12	\$21.83
15 oz Starbucks Energy Coffee	12	\$23.04
16 oz AMP Energy	12	\$21.55
15 oz Rockstar Energy	24	\$43.05
16 oz Rockstar Energy	24	\$32.62
24 oz Rockstar Energy	12	\$28.12
20 oz Lipton / Tropicana	24	\$19.00
1 Liter Lipton Brisk	15	\$18.72
13.8 oz Tazo	12	\$17.21
18.5 oz Lipton Pure Leaf Tea	12	\$15.75
9.5 oz Starbucks Frappuccino	12	\$19.69
13.7 oz Starbucks Frappuccino	12	\$24.18
14 oz Muscle Milk	12	\$31.37

15.2 oz Ocean Spray	12	\$15.75
11.2oz O.N.E Coconut Water	12	\$17.04

Fountain Products	Gallons Per Box	Price Per Box	Price Per Gallon
Pepsi All Brands	5 Gallon	\$67.60	\$13.52
Crush Orange	5 Gallon	\$67.60	\$13.52
Dr. Pepper, Dt. Dr. Pepper	5 Gallon	\$77.30	\$15.46
Tropicana	5 Gallon	\$67.60	\$13.52
Lipton Brisk	5 Gallon	\$67.60	\$13.52
Lipton Concentrate (Sweet/Unsweet)	3 Gallon	\$50.61	\$16.87
SoBe Juice	3 Gallon	\$48.66	\$16.22
Gatorade	3 Gallon	\$42.00	\$14.00
Dole Juice	1 Gallon	\$78.00	\$26.00
Frozen Non Carb			
Siberian Chill Fruit flavors	3 Gallon	\$90.00	\$30.00

Cup / Lid / CO2 Pricing		
Cups	Per Case Units	Price
16oz	1000	\$49.88
24oz	1000	\$72.02
32oz	480	\$53.52
Lids		
12/16/24oz	2000	\$41.85
32oz	480	\$41.85
CO2		
20lb	Tank	\$19.45
50lb	Tank	\$25.00



Exhibit B –Machine Product by Locations

Area	Type	Serial No.	Unit	Barcode
Location 1	Product	2773083	A-100 AQUA	
	Product	2580319	A-400 AQUA	
Location 2	Product	2466354	B-100 AQUA	
	Product	10277560	B-100 AQUA	
Location 3	Product	2488071	B-100 GATORADE	
	Product	2480879	B-100 GLASSFRONT	
	Product	2773519	B-100PEPSI	
	Product	2364792	BASEBALL FIELD	
Location 4	Product	2539128	BASKETBALL COURTS	
	Product	2582215	BLDG 200 FRONT	
Location 5	Product	2539442	BSTIC FAC LOUNGE	
	Product	2582476	CAFETERIA GLASSFRONT	
Location 6	Product	2582700	CAFETERIA PEPSI	
Location 7	Product	10059944	DISABLED STUDENT AREA	
Location 8	Product	5397882	FITNESS CT GATORADE	

**TO:** Board of Trustees

**FROM:** Gary L. Poertner, Chancellor

**RE:** SOCCCD: Irvine Valley College Barranca Entrance Project, Adopt Resolution No. 15-28, Authorization of Acquisition of an Improvement Easement, City of Irvine

**ACTION:** Approval

---

### **BACKGROUND**

On April 27, 2009, the Board of Trustees approved an additional \$2,020,000 in basic aid for Irvine Valley College Barranca Entrance project for a total basic aid allocation of \$2,850,000.

On November 12, 1996, The Irvine Company, LLC transferred a parcel of land with an easement provision for future construction of an access road to Irvine Valley College from Barranca Parkway via a Gift Grant Deed to the City of Irvine. On March 31, 2014, The Irvine Company, LLC gave the district assignment of easement which provides the district with a non-exclusive right to use the road & utility easement area for the construction of the new access road to Irvine Valley College from Barranca Parkway.

### **STATUS**

Staff recommends the board adopt Resolution No. 15-28 to authorize acquisition of Improvement Easement from the City of Irvine for the Irvine Valley College Barranca Entrance project (EXHIBIT A). In a separate Board Item, the Grant of Easement and Maintenance Agreement and Purchase and Sale Agreement will be presented to the Board for approval.

Basic aid funds are available within the approved project budget of \$2,850,000.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees adopt Resolution No. 15-28 (EXHIBIT A) to authorize acquisition of easement from the City of Irvine for the Irvine Valley College Barranca Entrance project.

RESOLUTION NO. 15-28  
RESOLUTION OF THE BOARD OF TRUSTEES  
OF THE  
SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT  
AUTHORIZING ACQUISITION OF AN IMPROVEMENT EASEMENT AT IRVINE VALLEY COLLEGE  
BARRANCA ENTRANCE PROJECT

June 22, 2015

**WHEREAS**, the City of Irvine ("City"), is the owner of that certain land located on the northeast corner of Barranca Parkway and Jeffrey Road in Planning Area 12);

**WHEREAS**, South Orange County Community College District ("District") is the owner of certain land located northerly of the City Owned Parcel;

**WHEREAS**, the City desires to convey to the District, and the District desires to accept from the City, an easement ("Easement") over the portions of the City Owned Parcel;

**WHEREAS**, the City is the legal owner of the property involving the Easement;

**WHEREAS**, in order to effectuate the Easement, the Parties wish to enter into the following agreements: 1) the "Grant of Easement and Maintenance Agreement" which establishes the Easement and the District's rights and obligations with respect to the Easement Property, and 2) a "Purchase and Sale agreement" whereby the City will formally sell, and the District will formally purchase, the Easement (collectively, the "Agreements");

**WHEREAS**, upon execution of the Agreements, the Grant of Easement shall be recorded for the benefit of the District;

**WHEREAS**, conveyance of the Easement is for valuable consideration and upon the terms and conditions set forth in the Agreements;

**WHEREAS**, the District has complied with all Education Code, Government Code, and environmental requirements associated with the acquisition of the Easement;

**WHEREAS**, pursuant to Government Code Section 27281, deeds or grants conveying any interest in an easement upon real estate to a political corporation or governmental agency for public purposes cannot be accepted for recordation without the consent of the political corporation or governmental agency evidenced by its certificate or resolution of acceptance attached to or printed on the deed or grant.

**NOW, THEREFORE**, the Board of the South Orange County Community College District hereby finds, determines, declares, orders and resolves as follows:

**Section 1.** That all of the recitals set forth above are true and correct, and the Board so finds and determines.

**Section 2.** That the District has complied with all Education Code, Government Code, and environmental requirements associated with the acquisition of said Easement, and that no further notice, inspection, or action is required to acquire the Easement.

**Section 3.** That the District shall acquire the Easement upon the terms and conditions set forth in the Agreements and the District's Chancellor, or designee, is/are hereby authorized and directed to do any and all things and to execute and deliver any and all documents which they may deem necessary or advisable in order to consummate the purchase of the Easement, including the execution of the Agreements and

recording of the Grant of Easement, and otherwise to carry out, give effect to and comply with the terms and intent of this Resolution.

**Section 4.** That District's Chancellor, or designee, is/are directed, pursuant to the terms set forth in the Grant of Easement and Maintenance Agreement, to accept and consent to the conveying of such applicable property interest to the District pursuant to Section 27281 of the Government Code by executing the Agreements as well as the Certificate of Acceptance, attached hereto as Exhibit "A" and make necessary changes to consummate completion of the transactions.

**Section 5.** That this Resolution shall be effective as of the date of its adoption.

**PASSED AND ADOPTED**, by the Board of Trustees of the South Orange County Community College District, Orange County, State of California, on June 22, 2015.

\_\_\_\_\_  
T.J. Prendergast, III, President

\_\_\_\_\_  
Nancy Padberg, Vice President

\_\_\_\_\_  
Marcia Milchiker, Clerk

\_\_\_\_\_  
Barbara J. Jay, Member

\_\_\_\_\_  
David B. Lang, Member

\_\_\_\_\_  
Timothy Jemal, Member

\_\_\_\_\_  
James R. Wright, Member

\_\_\_\_\_  
Gary L. Poertner, Chancellor  
And Secretary to the Governing Board

EXHIBIT "A"

**PUBLIC AGENCY CERTIFICATE OF ACCEPTANCE**

**(Government Code Section 27281)**

This is to certify that the interest in real property conveyed by the deed or grant dated \_\_\_\_\_ from the City of Irvine to South Orange County Community College District, a political corporation and/or governmental agency, is hereby accepted by the undersigned officer or agent on behalf of the order of the Governing Board of Trustees on \_\_\_\_\_ (date), pursuant to authority conferred by resolution of the Governing Board of Trustees adopted on June 22, 2015, and the grantee consents to recordation thereof by its duly authorized officer.

Dated \_\_\_\_\_  
SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT  
By \_\_\_\_\_  
Its: \_\_\_\_\_

**TO:** Board of Trustees

**FROM:** Gary L. Poertner, Chancellor

**RE:** SOCCCD: Irvine Valley College Barranca Entrance, Grant of Easement and Maintenance Agreement and Purchase and Sale Agreement, City of Irvine

**ACTION:** Approval

---

**BACKGROUND**

On April 27, 2009, the Board of Trustees approved an additional \$2,020,000 in basic aid for Irvine Valley College Barranca Entrance project for a total basic aid allocation of \$2,850,000.

On November 12, 1996, The Irvine Company, LLC transferred a parcel of land with an easement provision for future construction of an access road to Irvine Valley College from Barranca Parkway via a Gift Grant Deed to the City of Irvine. On March 31, 2014, The Irvine Company, LLC gave the district assignment of easement which provides the district with a non-exclusive right to use the road & utility easement area for the construction of the new access road to Irvine Valley College from Barranca Parkway.

**STATUS**

This evening, the Board has adopted Resolution No. 15-28 to authorize acquisition of an Improvement Easement from the City of Irvine. The City of Irvine's Grant of Easement and Maintenance Agreement (EXHIBIT A) provides the district with a non-exclusive perpetual easement on, over, under and across the easement area for the purpose of constructing, installing, maintaining, repairing and replacing the improvements of the new access road to Irvine Valley College from Barranca Parkway.

The City of Irvine's Purchase and Sale Agreement (EXHIBIT B) allows the district to purchase from the City of Irvine the easement required to construct the new access road for a sum of \$31,729.38.

The Grant of Easement and Maintenance Agreement, and the Purchase and Sale Agreement have been reviewed by legal counsel and staff recommends approval.

Basic aid funds are available within the approved project budget of \$2,850,000.

## **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve the Grant of Easement and Maintenance Agreement (EXHIBIT A), and the Purchase and Sale Agreement (EXHIBIT B) with the City of Irvine for the Irvine Valley College Barranca Entrance project, for a contract value of \$31,729.38 and authorize Chancellor and/or designee to make necessary changes to fully execute completion of the transactions.

**RECORDING REQUESTED BY AND  
WHEN RECORDED, RETURN TO:**

City of Irvine  
One Civic Center Plaza  
P.O. Box 19575  
Irvine, CA 92623-9575  
Attn: City Clerk

Exempt recording requested per Gov. Code 6103

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(Space above line for Recorder's use only)

**GRANT OF EASEMENT AND MAINTENANCE AGREEMENT**

(IVC Entrance Road, Retention Ponds, and Landscape Maintenance)

This GRANT OF EASEMENT AND MAINTENANCE AGREEMENT (“**Agreement**”) is entered into as of \_\_\_\_\_, 2015, by and among the CITY OF IRVINE, a California municipal corporation (“**City**”) AND SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT, a California public community college district (“**District**”) for the purpose of granting an easement and assigning responsibility for maintenance of certain improvements within the areas described herein. City and District are sometimes referred to herein individually as a “**Party**” and collectively as the “**Parties**.”

**RECITALS**

A. WHEREAS, City is the owner of that certain land located on the northeast corner of Barranca Parkway and Jeffrey Road in Planning Area 12, which land is more specifically described as “Site A” in the Gift Deed recorded as Instrument No. 19960569864 of official records, in the County of Orange (“**Gift Deed**”), and hereinafter referred to as the “**City Owned Parcel**.” The legal description of the City Owned Parcel from the Gift Deed is attached hereto and incorporated herein as **Exhibit A**.

B. WHEREAS, District is the owner of certain land located northerly of the City Owned Parcel (the “**College Parcels**”), which is more particularly described in **Exhibit B** attached hereto and incorporated herein. The covenants in the Gift Deed state that a roadway providing access to the College Parcels over the City Owned Parcel is a permitted use so long as certain conditions are met.

C. WHEREAS, City desires to grant District, and District desires to obtain from City, an easement over portions of the City Owned Parcel as described on **Exhibit C** and depicted on **Exhibit D** for the purposes of District: (1) constructing and maintaining (a) an access road to the College Parcels, (b) a landscape median, and (c) the sidewalk areas as depicted on **Exhibit E** (the “**Roadway Improvements**”); (2) constructing and maintaining the retention ponds adjacent to Barranca Parkway as depicted on **Exhibit F** (the “**Retention Pond Improvements**”); and (3) installing, constructing and maintaining certain landscape improvements along the roadway leading to the College Parcels as depicted on **Exhibit G** (the “**Landscape Improvements**”). Those



portions of the City Owned Parcel described on Exhibit C are referred to herein collectively as the “**Easement Area.**” The “**Roadway Improvements,**” “**Retention Pond Improvements,**” and “**Landscape Improvements**” are collectively referred to hereinafter as the “**Improvements.**” Additionally, City and District desire to set forth the terms and conditions for District’s maintenance of the Improvements.

D. WHEREAS, City desires to allow District to install, construct, and provide for the continuous and perpetual maintenance of the Improvements within the Easement Area as set forth in the Construction Plan No. 505000-EMC and Landscape Construction Plan No. 546426-ELC upon the approval thereof by the City and at no cost to City. In the event of any dispute between the Improvements described and depicted on Exhibits C-G and the Construction Plan No. 505000-EMC and the Landscape Construction Plan No. 546426-ELC upon the approval thereof by the City, the approved construction plans shall govern with respect to the installation and construction of the Improvements, except to the extent such construction plans are amended and approved by the City during the installation and construction process. In addition, the as-built plans shall govern in the event of any dispute concerning the maintenance of the Improvements.

E. WHEREAS, City has required that the Improvements within the Easement Area be constructed, owned and maintained by District pursuant to an agreement with City.

F. WHEREAS, District is willing to maintain in perpetuity the Improvements within the Easement Area for the benefit of the District, including District’s College Parcels, and Planning Area 12 in accordance with the terms and conditions of this Agreement.

G. WHEREAS, the Parties desire to enter into this Agreement, which requires District and its successors to, at its own expense, install, construct and maintain the Improvements in perpetuity as set forth in the Construction Plan No. 505000-EMC and Landscape Construction Plan No. 546426-ELC upon the approval thereof by the City.

NOW, THEREFORE, in consideration of the above Recitals, which are incorporated herein by this reference, and for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, City and District agree as follows:

## AGREEMENT

1. Grant of Easement. City, on behalf of itself and its heirs, successors, and assigns to the City Owned Parcel, hereby grants to District and District’s heirs, successors, and assigns a non-exclusive perpetual easement (the “**Easement**”) on, over, under and across the Easement Area for the purpose of constructing, installing, maintaining, repairing and replacing the Improvements located within the Easement Area. The Easement conveyed hereunder is subject to any and all covenants, conditions, restrictions, reservations, easements, rights, rights of way and encumbrances of record or of which District has actual, constructive, or implied notice in, on, over, across or under the Easement Area.

2. Grant of Access. The Easement is granted with the right for District to enter upon, to the extent reasonably necessary, the Easement Area in order to construct, install, maintain, repair, and replace the Improvements, and perform the work, on or within the Easement Area as shown on

the Construction Plan No. 505000-EMC and Landscape Construction Plan No. 546426-ELC upon the approval thereof by the City.

3. District's Construction Obligations. District shall, at its sole cost and expense, and in compliance with all of City's requirements, construct the Improvements within the Easement Area in accordance with the Construction Plan No. 505000-EMC and Landscape Construction Plan No. 546426-ELC upon the approval thereof by the City.

4. District's Maintenance and Repair Obligations. District shall, at its sole cost and expense, maintain, in a good condition and repair and in compliance with all of City's requirements, the Improvements within the Easement Area. District's maintenance obligation shall also include (i) replacement and/or restoration of the Improvements, where necessary, (ii) removal of any landscape debris from the adjacent street right-of-way, and (iii) repairing any damage to the Improvements caused by natural or man-made forces or occurrences, Acts of God, and/or normal and natural deterioration from use. All replacements, restorations and repairs shall be at least equal in quality to the Improvements initially in place, subject to any applicable changes in standards or other applicable laws, in which case the replacements, restorations and repairs shall be at least equal to the greater of the quality of the Improvements initially in place or the Improvements as required by those changed standards or other applicable laws.

5. Improvements; Commencement of Maintenance and Repair Obligations. District's obligation to maintain and repair the Improvements shall commence after City certifies that the Improvements are complete in accordance with plans and specifications approved by the City. Approval by City may be withheld in the City's sole discretion. By approving such plans and specifications, City assumes no responsibility or liability for any defect in the Improvements constructed or grading done on the basis of such plans and specifications. Upon City's acceptance thereof, the Improvements shall be owned and maintained by District.

6. Alteration of Improvements. District shall not materially alter the Improvements from their original condition, as accepted by City, without the prior written approval of City.

7. Encroachment Permit Requirements. In the event that any maintenance or alteration of the Improvements requires temporary closure of any lanes within the Barranca Parkway street right-of-way or other impacted streets, during the performance of such work, District shall obtain an encroachment permit from City prior to commencement of any such maintenance or alteration activity.

8. Failure to Perform by District. If District fails to fulfill its maintenance or other responsibilities hereunder, City may provide District with written notice of such failure describing the default in reasonable detail (the "**Default Notice**"). If such default is not corrected within ten (10) business days of District's receipt of the Default Notice, City shall have the right, but not the obligation, to cure the default; provided, however, that if the default is of a type that cannot reasonably be cured within ten (10) business days, District will not be in default if District commences to cure the default within such period and proceeds diligently thereafter to complete the cure of such default. If City elects to cure the default, it shall be performed at City's standard rates and prices. District shall reimburse City for its costs incurred in curing the default within fifteen (15) business days of District's receipt of City's invoice for such costs, which invoice shall be accompanied by copies of receipts evidencing the actual cost of cure incurred by City.

9. Amendment; Termination. This Agreement may be amended or terminated by a written instrument approved and executed by both Parties. In addition, this Agreement may be terminated by City upon thirty (30) days' prior written notice from City to District if District fails to cure any default under this Agreement within the applicable cure periods (in the event that City elects not to exercise its right to cure as provided in Section 8 above). The Director of Public Works or his designee is authorized to act on behalf of the City with regard to any approval, consent, or other actions required by City in connection with any amendment of this Agreement.

10. Covenants Running With the Land. The Parties hereby declare that all interests in the Easement Area is to be held, conveyed, encumbered, used and improved subject to this Agreement and the covenants, terms and conditions contained herein, all of which are declared and agreed to be for the benefit of the Planning Area 12, including the College Parcels, and for the purpose of enhancing its value, use, desirability and attractiveness. All provisions of this Agreement are imposed as covenants running with the land pursuant to California Civil Code Section 1468. All persons having or acquiring any right, title or interest in the Easement Area or any part thereof shall take subject to the provisions of this Agreement.

11. Liens. District shall not suffer or permit to be enforced against the Easement Area any mechanics, laborers, materialmens, contractors, subcontractors, or any other liens, claims or demands arising from any maintenance or other work performed by District within the Easement Area, but District shall either post a bond under applicable law sufficient to release such liens or pay or cause to be paid all of said liens, claims and demands before any action is brought to enforce the same against the Easement Area. District hereby agrees to indemnify and hold City free and harmless from all liability for any such liens, claims and demands.

12. City Payment of Claims. In addition to and not in limitation of City's other rights and remedies under this Agreement, should District fail within thirty (30) days of a written request from City either (i) to pay and discharge a lien or claim arising out of District's and/or its officers, employees, representatives, contractors, and agents maintenance or other work performed or failed to be performed by District or on behalf of District within the Easement Area as provided herein or (ii) to indemnify and defend City from and against loss, damage, injury, liability or claim arising out of the maintenance or other work performed or failed to be performed by District or on behalf of District within the Easement Area as provided above, then in any such case, City may, at its option, pay any such lien, claim, loss, injury, liability or damage, or settle or discharge any action therefor or satisfy any judgment thereon, and all costs, expenses and other sums incurred by City in connection therewith, including but not limited to reasonable attorneys' fees, shall be paid to City by District upon written demand, together with interest thereon at the rate of ten percent (10%) per annum from the date incurred or paid until repaid, and any default either in such initial failure to pay or subsequent repayment to City shall at City's option constitute a breach under this Agreement.

13. Insurance. District shall procure and maintain, at its sole cost, insurance coverage as provided below, against all claims for injuries against person or damages to property which may arise from or in connection with the performance of work hereunder by District, its employees, agents, representatives, and/or contractors. In the event District utilizes a contractor to perform any portion of the work contemplated in this Agreement, the contract between District and the contractor shall require the contractor and the contractor's subcontractors, if applicable, to procure

and maintain the same policies of insurance that District is required to maintain pursuant to this Section 13 prior to performing any work within the Easement Area. Upon written request from City, District shall provide City with certificates of insurance evidencing such coverage prior to commencing work within the Easement Area:

- a. Commercial General Liability Insurance on an “occurrence” basis, with deductibles reasonably acceptable to City, with a combined single limit of One Million Dollars (\$1,000,000.00) per occurrence or the current limit carried, whichever is greater. Such insurance must include coverage for operations, independent professionals, contractual liability, broad form property damage, cross-liability and personal injury. The limits of liability specified may be provided by any combination of primary and umbrella/excess liability insurance policies.
- b. Automobile Liability Insurance (including but not limited to owned, hired and non-owned automobile) on an “occurrence” basis, covering all automobiles, trucks and other motor vehicles used in connection with the work under this Agreement, with a combined single limit for bodily injury and property damage of not less than One Million Dollars (\$1,000,000.00) per accident or the current limit carried, whichever is greater. The limits of liability specified may be provided by any combination of primary and umbrella/excess liability insurance policies.
- c. Workers’ Compensation and Employer’s Liability Insurance in an amount required by the laws of the State of California and Employer’s Liability Insurance in the amount of One Million Dollars (\$1,000,000.00) per occurrence for injuries incurred in providing work under this Agreement.

All of the above policies of insurance shall be primary insurance and noncontributing with any other valid and collectible insurance or self-insurance available to City. Except for the Worker’s Compensation Insurance, all of the above policies of insurance shall name the City, its officers, officials, employees, and agents as additional insureds thereunder, and that there are no special limitations on the scope of protection afforded to City and any of their respective officers, officials, employees, and agents. Said policies shall be satisfactory only if issued by companies qualified to do business in California and rated A:VII or better in the most recent edition of the Best Rating Guide. The insurer shall waive all rights of subrogation and contribution it may have against the City, its officers, officials, employees, and agents and their respective insurers. All of said policies of insurance shall provide that said insurance may not be amended, suspended or canceled without providing thirty (30) days prior written notice by registered mail to City. In the event any of said policies of insurance are canceled, District shall, prior to the cancellation date, submit new evidence of insurance in conformance with this Section to the City Manager of City. The District may self-insure or participate in a joint powers authority (JPA) with other governmental entities, in order to fulfill its insurance requirements.

14. Indemnification of City. District shall indemnify, defend and hold City harmless from and against any and all losses, damages, injuries, obligations, demands, causes of action, expenses, liabilities, costs or claims (including but not limited to reasonable attorneys’ fees) (collectively, the “**Claims**”) incurred in connection with or arising out of the use of the Easement as provided herein, including without limitation, the construction, installation, maintenance and related activities specified herein, by District and/or its officers, employees, representatives, contractors,

and agents performing work on behalf of District, or from any act or omission of District and/or any of its officers, employees, representatives, contractors, and agents arising out of the use of the Easement as provided herein including any fire or other casualty thereon, or a violation or alleged violation by District and/or its officers, employees, representatives, contractors, and agents of any law or regulation now or hereafter enacted or occasioned in connection with or arising out of the rights and obligations in this Agreement, including without limitation, the installation of the Improvements, maintenance and related activities specified herein, except to the extent any such Claim is caused by the active negligence or willful misconduct of City.

15. Applicable Law. The Superior Court of the State of California in the County of Orange shall have the exclusive jurisdiction of any litigation between the Parties arising out of this Agreement. This Agreement shall be governed by, and construed under, the laws of the State of California. In addition to any other rights or remedies, any Party may take legal action, in law or in equity, to cure, correct, or remedy any default, to recover damages for any default, to compel specific performance of this Agreement, to obtain declaratory or injunctive relief, or to obtain any other remedy consistent with the purposes of this Agreement. The rights and remedies of the Parties are cumulative and the exercise by any Party of one or more of such rights or remedies shall not preclude the exercise by it, at the same or different times, of any other right or remedies for the same default or any other default by the other Party(ies). Service of process shall be made in any manner permitted by law and shall be effective whether served within or outside of California.

16. Attorneys' Fees. If any action, proceeding, or arbitration arising out of or relating to this Agreement is commenced by either Party to this Agreement, then as between the District and City, the prevailing Party shall be entitled to receive from the other Party, in addition to any other relief that may be granted, the reasonable attorneys' fees, costs, and expenses incurred in the action, proceeding, or arbitration by the prevailing Party. Attorneys' fees shall include reasonable costs for investigating such action, conducting discovery, retaining expert witnesses, and all other necessary costs the court allows which are incurred in such litigation.

17. Appurtenant Rights and Obligations. The Easement granted hereby is appurtenant to the College Parcels and shall inure to the benefit of District and all successors in interest to the College Parcels. The burden of the Easement is intended to and shall run with the City Owned Parcel and shall bind successive owners of the City Owned Parcel.

18. Notices. Unless otherwise provided herein, all notices or communications required to be delivered under this Agreement or under applicable law shall be (i) personally delivered, or (ii) delivered by United States mail, postage prepaid, certified, return receipt requested, or (iii) delivered by reputable document delivery service that provides a receipt showing date and time of delivery. Notices or communications personally delivered or delivered by a document delivery service shall be effective upon receipt. Notices or communications delivered by mail shall be effective at noon on the second business day following deposit with the United States Postal Service. A Party hereto may at any time, by giving ten (10) days' written notice to the other Party hereto, designate any other address in substitution of the address to which such notice or communication shall be given. Such notices or communications shall be delivered to the following addresses:

If to City: City of Irvine  
1 Civic Center Plaza  
P.O. Box 19575  
Irvine, CA 92623-9575  
Attn: Director of Public Works

If to District: Irvine Valley College  
5500 Irvine Center Drive  
Irvine, CA 92618  
Attn: Director of Facilities and Maintenance

With a copy to: South Orange County Community College District  
28000 Marguerite Parkway  
Mission Viejo, CA 92692-3635  
Attn: Vice Chancellor of Business Services

19. Incorporation of Exhibits. **Exhibits A, B, C, D, E, F, and G** which are attached hereto, are hereby incorporated herein by this reference.

20. Corporate Authority. The persons executing this Agreement on behalf of each Party warrants that he/she is duly authorized to execute and deliver this Agreement on behalf of the respective Party for whom they sign, and that by so executing this Agreement, each party is bound by the provisions of this Agreement.

21. Inaction Not a Waiver of Default. Any failures or delays by any Party in asserting any of its rights and remedies as to any default shall not operate as a waiver of any default or of any such rights or remedies, or deprive any such Party of its right to institute and maintain any actions or proceedings which it may deem necessary to protect, assert or enforce any such rights or remedies.

22. Non-Liability of Officials and Employees. No member, official or employee of City shall be personally liable to District, or any successor in interest, in the event of any default or breach by City or for any amount which may become due to District or its successors, or of any obligations under the terms of this Agreement.

No member, official or employee of District shall be personally liable to City, or any successor in interest, in the event of any default or breach by District or for any amount which may become due to City or its successors, or of any obligations under the terms of this Agreement.

23. Counterparts. This Agreement may be signed in multiple counterparts which, when signed by all Parties, shall constitute a binding agreement.

24. No Waiver. A waiver by any Party of a breach of any of the covenants, conditions or agreements under this Agreement to be performed by any other Party shall not be construed as a waiver of any succeeding breach of the same or other covenants, conditions or agreements of this Agreement.

25. Entire Agreement. This Agreement and the exhibits attached hereto constitute the entire agreement between the Parties pertaining to the subject matter hereof, and all prior and contemporaneous agreements, representations, negotiations and understandings of the Parties, whether oral or written, are hereby superseded and merged herein.

[SIGNATURES TO FOLLOW]

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the day and year first above written.

**“District”**

South Orange County Community College  
District, a California public community college  
district

By: \_\_\_\_\_  
Print Name:

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

**“City”**

City of Irvine,  
a California municipal corporation

**ATTEST:**

By: \_\_\_\_\_  
Steven S. Choi, Ph.D.  
Mayor

By: \_\_\_\_\_  
Molly McLaughlin, City Clerk

**APPROVED AS TO FORM:**

DATE: \_\_\_\_\_

Rutan & Tucker, LLP

By: \_\_\_\_\_  
Todd O. Litfin, City Attorney

DATE: \_\_\_\_\_



A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA  
COUNTY OF ORANGE

On \_\_\_\_\_, \_\_\_\_\_, before me, \_\_\_\_\_  
(here insert name and title of the officer)

personally appeared \_\_\_\_\_,

who proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and acknowledged to me that he/she executed the same in his/her authorized capacity, and that by his/her signature on the instrument the person, or the entity upon behalf of which the person acted, executed the instrument.

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

WITNESS my hand and official seal.

\_\_\_\_\_  
Signature

(Seal)

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA

COUNTY OF ORANGE

On \_\_\_\_\_, \_\_\_\_\_, before me, \_\_\_\_\_  
(here insert name and title of the officer)

personally appeared \_\_\_\_\_,

who proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and acknowledged to me that he/she executed the same in his/her authorized capacity, and that by his/her signature on the instrument the person, or the entity upon behalf of which the person acted, executed the instrument.

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

WITNESS my hand and official seal.

\_\_\_\_\_  
Signature

(Seal)

## EXHIBIT "A"

### Legal Description of City-Owned Property

#### LEGAL DESCRIPTION

THAT PORTION OF LOT 263 OF BLOCK 102, TOGETHER WITH THAT PORTION OF LOT 260 OF BLOCK 103, BOTH OF IRVINE'S SUBDIVISION, IN THE CITY OF IRVINE, COUNTY OF ORANGE, STATE OF CALIFORNIA, AS SHOWN ON A MAP FILED IN BOOK 1, PAGE MISCELLANEOUS RECORD MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY BEING DESCRIBED AS FOLLOWS:

BEGINNING AT THE INTERSECTION OF THE SOUTHWESTERLY LINE OF PARCEL 1 AS SAID LINE IS DESCRIBED IN THAT CERTAIN DEED TO SOUTHERN CALIFORNIA EDISON COMPANY RECORDED DECEMBER 29, 1971 IN BOOK 9944, PAGE 607 OF OFFICIAL RECORDS IN SAID OFFICE OF THE COUNTY RECORDER WITH A LINE PARALLEL WITH AND SOUTHEASTERLY 148.00 FEET FROM THE NORTHWESTERLY LINE OF SAID LOT 260 AS SAID LINE IS SHOWN ON A MAP OF RECORD OF SURVEY NO. 94-1075, FILED IN BOOK 147, PAGES 44 THROUGH 48 INCLUSIVE, OF RECORDS OF SURVEY, IN SAID OFFICE OF THE COUNTY RECORDER; THENCE, ALONG SAID SOUTHWESTERLY LINE, SOUTH 49°19'29" EAST, 656.94 FEET; THENCE, SOUTH 40°41'35" WEST, 235.64 FEET; THENCE, NORTH 53°02'49" WEST, 260.00 FEET TO THE BEGINNING OF A TANGENT CURVE, CONCAVE NORTHEASTERLY AND HAVING A RADIUS OF 126.50 FEET; THENCE, NORTHWESTERLY ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 07°38'04" AN ARC DISTANCE OF 16.86 FEET; THENCE, TANGENT TO SAID CURVE NORTH 45°24'45" WEST, 61.67 FEET TO THE BEGINNING OF A TANGENT CURVE, CONCAVE SOUTHWESTERLY AND HAVING A RADIUS OF 166.50 FEET; THENCE NORTHWESTERLY ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 08°27'53" AN ARC DISTANCE OF 24.60 FEET; THENCE, TANGENT TO SAID CURVE, NORTH 53°52'38" WEST, 295.49 FEET TO THE INTERSECTION WITH SAID PARALLEL LINE; THENCE, ALONG SAID PARALLEL LINE, NORTH 40°41'35" EAST, 271.87 FEET TO THE POINT OF BEGINNING.

CONTAINING 3.804 ACRES, MORE OR LESS.

THE HEREINABOVE DESCRIBED PARCELS ARE DEPICTED ON EXHIBIT "B" ATTACHED HERETO AND BY THIS REFERENCE, MADE A PART HEREOF.

SUBJECT TO COVENANTS, CONDITIONS, RESERVATIONS, RESTRICTIONS, RIGHTS OF WAY, AND EASEMENTS OF RECORD, IF ANY.

DATED THIS 15TH DAY OF JANUARY, 1996.

  
\_\_\_\_\_  
JOHN R. STRAWBRIDGE, P.L.S. 4200  
REGISTRATION EXPIRES 6/30/96



## **EXHIBIT "B"**

### **Legal Description of the College Parcels**

All that certain real property located in the City of Irvine, County of Orange, State of California described as follows:

PARCEL A:

That portion of Lot 260, Block 103 of Irvine's Subdivision, in the City of Irvine, County of Orange, State of California, as per map filed in Book 1, Page 88 of Miscellaneous Maps, records of said County, described as follows:

Beginning at the most Westerly corner of the land described in a deed to Saddleback Community College District recorded May 30, 1980 in Book 13620, Page 1070, Official Records of said County said corner being in the Northwest line of that certain 56.00 foot wide strip of land described in a deed to The Irvine Company recorded in Book 10700, Page 724, said Official Records, thence S. 49° 20' 58" E. 498.53 feet along the Southwest line of the land of said District; thence S. 40° 39' 02" W. 933.14 feet; thence S. 49° 20' 58" E. 1869.68 feet to the Southeast line of said Lot 260; thence S. 40° 38' 16" W. 171.17 feet along said Southeast line; thence N. 49° 20' 58" W. 2369.05 feet to said Northwest line; thence N. 40° 41' 31" W. 1103.93 feet along said Northwest line to the point of beginning.

Assessor's Parcel No. 466-024-21

PARCEL B:

THAT PORTION OF LOT 260, BLOCK 103, IRVINE'S SUBDIVISION AS PER MAP FILED IN BOOK 1, PAGE 88, MISCELLANEOUS RECORD MAPS, RECORDS OF SAID COUNTY, DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT IN THE SOUTHWEST LINE OF THE LAND DESCRIBED IN A DEED TO SADDLEBACK COMMUNITY COLLEGE DISTRICT RECORDED MAY 30, 1980 IN BOOK 13620, PAGE 1070, OFFICIAL RECORDS OF SAID COUNTY THAT IS DISTANT THEREON SOUTH 49 DEG. 20' 58" EAST 498.53 FEET FROM THE MOST WESTERLY CORNER OF SAID LAND; THENCE SOUTH 49 DEG. 20' 58" EAST 933.62 FEET ALONG SAID LINE; THENCE SOUTH 40 DEG, 39' 02" WEST 933.14 FEET; THENCE NORTH 49 DEG. 20' 58" WEST 933.62 FEET TO A POINT THAT IS SOUTH 40 DEG. 39' 02" WEST 933.14 FEET FROM THE POINT OF BEGINNING; THENCE NORTH 40 DEG. 39' 02" EAST 933.14 FEET TO THE POINT OF BEGINNING.

EXCEPTING ALL OIL RIGHTS, MINERALS, MINERAL RIGHTS, NATURAL GAS RIGHTS AND OTHER HYDROCARBONS BY WHATSOEVER NAME KNOWN, GEOTHERMAL STEAM AND ALL PRODUCT DERIVED FROM ANY OF THE FOREGOING, THAT MAY BE WITHIN OR UNDER THE PARCEL OF LAND HEREINABOVE DESCRIBED, TOGETHER WITH THE PERPETUAL RIGHT OF DRILLING, MINING, EXPLORING, AND OPERATING THEREFOR AND STORING IN AND REMOVING THE SAME FROM SAID LAND OR ANY OTHER LAND, INCLUDING THE RIGHT TO WHIPSTOCK OR DIRECTIONALLY DRILL AND MINE FROM LANDS OTHER THAN THOSE HEREINABOVE DESCRIBED, OIL OR GAS WELLS, TUNNELS AND SHAFTS INTO, THROUGH OR ACROSS THE SUBSURFACE OF THE LAND HEREINABOVE DESCRIBED, AND TO BOTTOM SUCH WHIPSTOCKED OR DIRECTIONALLY DRILLED WELLS, TUNNELS AND SHAFTS UNDER AND BENEATH OR BEYOND THE EXTERIOR LIMITS THEREOF, AND TO REDRILL RETUNNEL, EQUIP, MAINTAIN, REPAIR, DEEPEN AND OPERATE ANY SUCH WELLS OR MINES WITHOUT, HOWEVER, THE RIGHT TO DRILL, MINE, STORE, EXPLORE AND OPERATE THROUGH THE SUBSURFACE OR THE UPPER 500 FEET OF THE SUBSURFACE OF THE LAND HEREINABOVE DESCRIBED, AS RESERVED BY THE IRVINE COMPANY IN THE DEED RECORDED JULY 31, 1984 AS INSTRUMENT NO. 84-317105 OF OFFICIAL RECORDS.

Assessor's Parcel No. 466-024-22

PARCEL C:

That portion of Lot 260, Block 103 of Irvine's Subdivision, in the City of Irvine, County of Orange, State of California, as per map filed in Book 1, Page 88 of Miscellaneous Maps, records of said county, described as follows:

Beginning at a point in the Southwest line of the land described in a deed to Saddleback Community College District recorded May 30, 1980 in Book 13620, page 1070, Official Records said County that is distant thereon S. 49° 20' 58" E. 1432.15 feet from the most Westerly corner of said land; thence S. 40° 39' 02" W. 933.14 feet; thence S. 49° 20' 58" E. 936.06 feet to the Southeast line of said Lot 260; thence N. 40° 38' 16" E. 930.38 feet along said Southeast line to the southerly corner of P.M. 80-603 as per map filed in Book 147, pages 15 through 19 of Parcel Map, records of said County; thence along the boundary of said Parcel Map N. 49° 20' 58" W. 790.45 feet and N. 40° 39' 02" E. 2.76 feet to the Southwest line of said College District land; thence N. 49° 20' 58" W. 145.40 feet along said line to the point of beginning.

Assessor's Parcel No. 466-024-23

PARCEL D:

THAT PORTION OF LOT 260, BLOCK 103 OF IRVINE'S SUBDIVISION, AS PER MAP FILED IN BOOK 1, PAGE 88 OF MISCELLANEOUS MAPS, RECORDS OF SAID COUNTY, DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT ON THE NORTHEASTERLY LINE OF SAID LOT 260 DISTANT THEREON SOUTH 49 DEG. 20' 58" EAST 1304.92 FEET FROM THE MOST NORTHERLY CORNER OF SAID LOT, SAID POINT BEING ALSO THE MOST EASTERLY CORNER OF THAT CERTAIN LAND DESCRIBED IN THE DEED TO SADDLEBACK COMMUNITY COLLEGE DISTRICT, RECORDED OCTOBER 11, 1977 IN BOOK 12411, PAGE 791 OF OFFICIAL RECORDS OF SAID COUNTY; THENCE SOUTH 40 DEG. 39' 02" WEST 947.85 FEET ALONG THE SOUTHEASTERLY LINE OF SAID LAND TO THE MOST SOUTHERLY CORNER THEREOF, SAID POINT HEREINAFTER REFERRED TO AS POINT "A"; THENCE NORTH 49 DEG. 20' 58" WEST 1031.60 FEET ALONG THE SOUTHWESTERLY LINE OF SAID LAND TO THE MOST WESTERLY CORNER THEREOF, SAID POINT BEING ON THE NORTHWESTERLY LINE OF THAT CERTAIN 56.00 FOOT WIDE STRIP OF LAND DESCRIBED IN THE DEED TO THE IRVINE COMPANY, RECORDED MAY 17, 1973 IN BOOK 10700, PAGE 724 OF SAID OFFICIAL RECORDS; THENCE SOUTH 40 DEG. 41' 31" WEST 259.81 FEET ALONG SAID NORTHWESTERLY LINE; THENCE SOUTH 49 DEG. 20' 58" EAST 1577.55 FEET PARALLEL WITH SAID NORTHEASTERLY LINE TO A LINE PARALLEL WITH AND DISTANT 545.76 FEET SOUTHEASTERLY FROM SAID SOUTHEASTERLY LINE; THENCE NORTH 40 DEG. 39' 02" EAST 1207.66 FEET ALONG SAID PARALLEL LINE TO SAID NORTHEASTERLY LINE; THENCE NORTH 49 DEG. 20' 58" WEST 545.76 FEET ALONG SAID NORTHEASTERLY LINE TO THE POINT OF BEGINNING.

EXCEPTING ALL OIL, OIL RIGHTS, MINERALS, MINERAL RIGHTS, NATURAL GAS RIGHTS AND OTHER HYDROCARBONS BY WHATSOEVER NAME KNOWN, GEOTHERMAL STEAM AND ALL PRODUCTS DERIVED THEREFROM, WITHOUT, HOWEVER, THE RIGHT TO DRILL, MINE, STORE, EXPLORE AND OPERATE THROUGH THE SURFACE OR THE UPPER 500 FEET OF THE SUBSURFACE OF LAND, AS RESERVED IN DEED FROM THE IRVINE COMPANY, A MICHIGAN CORPORATION, RECORDED MAY 30, 1980 IN BOOK 13620, PAGE 1070 OF OFFICIAL RECORDS.

ALSO EXCEPTING ALL WATER RIGHTS, WHETHER SUCH WATER RIGHTS SHALL BE RIPARIAN, OVERLYING, APPROPRIATIVE, PERCOLATING, PRESCRIPTIVE OR CONTRACTUAL, WITHOUT, HOWEVER, THE RIGHT OF ENTRY FOR THE EXERCISE OF SUCH RIGHTS, AS RESERVED IN DEED FROM THE IRVINE COMPANY, A MICHIGAN CORPORATION, RECORDED MAY 30, 1980 IN BOOK 13620, PAGE 1070 OF OFFICIAL RECORDS.

Assessor's Parcel No. 466-024-24

**EXHIBIT "C"**

EASEMENT FOR ROADWAY, RETENTION AREAS AND LANDSCAPING PURPOSES  
LEGAL DESCRIPTION

A PORTION OF THAT CERTAIN PARCEL DESCRIBED AS SITE "A" IN THE GIFT DEED TO THE CITY OF IRVINE, COUNTY OF ORANGE, STATE OF CALIFORNIA, RECORDED AS INSTRUMENT NO. 19960569864 AND A PORTION OF THAT CERTAIN PARCEL DESCRIBED AS SITE "B" IN THE GIFT DEED TO THE CITY OF IRVINE, COUNTY OF ORANGE, STATE OF CALIFORNIA, RECORDED AS INSTRUMENT NO. 19960569865 BOTH OF OFFICIAL RECORDS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY, DESCRIBED AS FOLLOWS:

COMMENCING AT THE CENTERLINE INTERSECTION OF BARRANCA PARKWAY AND JEFFREY ROAD, SAID CENTERLINES AS SHOWN ON PARCEL MAP NO. 99-131 FILED IN BOOK 309, PAGES 48 THROUGH 50, INCLUSIVE, OF PARCEL MAPS, IN THE OFFICE OF THE RECORDER OF SAID COUNTY; THENCE ALONG THE CENTERLINE OF SAID BARRANCA PARKWAY SOUTH  $53^{\circ}52'38''$  EAST 738.35 FEET TO A LINE, SAID LINE HEREINAFTER REFERRED TO AS LINE "A"; THENCE NORTH  $40^{\circ}41'42''$  EAST 299.73 FEET ALONG SAID LINE "A" TO THE NORTHEASTERLY LINE OF SAID SITE "A" AND THE **TRUE POINT OF BEGINNING**; THENCE SOUTH  $49^{\circ}19'29''$  EAST 47.00 FEET ALONG SAID NORTHEASTERLY LINE TO A LINE THAT IS 47.00 FEET SOUTHEASTERLY OF AND PARALLEL WITH SAID LINE "A"; THENCE SOUTH  $40^{\circ}41'42''$  WEST 160.86 FEET ALONG SAID PARALLEL LINE TO THE BEGINNING OF A 55.00 FOOT RADIUS CURVE, CONCAVE NORTHEASTERLY; THENCE SOUTHEASTERLY 89.99 FEET ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF  $93^{\circ}44'31''$  TO A POINT ON A LINE 17.00 FEET NORTHEASTERLY AND PARALLEL WITH THE NORTHEASTERLY LINE OF SITE "B" AS SHOWN ON INSTRUMENT NO. 19990825570 OF OFFICIAL RECORDS, IN THE OFFICE OF THE RECORDER OF SAID COUNTY; THENCE SOUTH  $53^{\circ}02'49''$  EAST 8.15 FEET ALONG SAID PARALLEL LINE; THENCE SOUTH  $36^{\circ}57'11''$  WEST 17.00 FEET TO A POINT ON THE SOUTHWESTERLY LINE OF SAID SITE "B", BEING THE NORTHEASTERLY LINE OF BARRANCA PARKWAY (VARIABLE WIDTH) ALSO BEING THE NORTHEASTERLY LINE OF SITE "B", AS SHOWN ON INSTRUMENT NO. 19990825570 OF OFFICIAL RECORDS, IN THE OFFICE OF THE RECORDER OF SAID COUNTY; THENCE NORTH  $53^{\circ}02'49''$  WEST 226.22 FEET ALONG SAID NORTHEASTERLY LINE; THENCE NORTH  $36^{\circ}57'11''$  EAST 15.00 FEET TO A POINT ON A LINE 15.00 FEET NORTHEASTERLY AND PARALLEL WITH SAID NORTHEASTERLY LINE OF SITE "B"; THENCE SOUTH  $53^{\circ}02'49''$  EAST 18.32 FEET ALONG SAID PARALLEL LINE TO THE BEGINNING OF A 52.00 FOOT RADIUS CURVE, CONCAVE NORTHWESTERLY; THENCE NORTHEASTERLY 65.76 FEET ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF  $72^{\circ}27'37''$ ; THENCE NORTH  $54^{\circ}29'34''$  EAST 27.26 FEET; TO A LINE THAT IS 40.00 FEET NORTHWESTERLY OF AND PARALLEL WITH SAID LINE "A"; THENCE NORTH  $40^{\circ}41'42''$  EAST 164.78 FEET ALONG SAID PARALLEL LINE TO THE NORTHEASTERLY LINE OF SAID SITE "A; THENCE SOUTH  $49^{\circ}19'29''$  EAST 40.00 FEET ALONG SAID NORTHEASTERLY LINE TO THE **TRUE POINT OF BEGINNING**.

CONTAINING: 24,563 SQ. FT. OF LAND, (0.564 ACRES), MORE OR LESS.

SUBJECT TO COVENANTS, CONDITIONS, RESTRICTIONS, RESERVATIONS, RIGHTS OF WAY AND EASEMENTS OF RECORD, IF ANY.



ALL SHOWN ON EXHIBIT "B" ATTACHED HERETO AND BY REFERENCE MADE A PART HEREOF.

PREPARED UNDER MY SUPERVISION:

  
\_\_\_\_\_  
MARK A. MONROE, P.L.S. 8170      5/05/15  
DATE



**EXHIBIT "D"**

CURVE TABLE			
NO.	DELTA	RADIUS	LENGTH
C1	93°44'31"	55.00'	89.99'
C2	72°27'37"	52.00'	65.76'

NELY LINE OF SITE "A" IN GIFT DEED FROM IRVINE CO. TO CITY OF IRVINE. PER INST. 19960569864 O.R.  
 T.P.O.B. S49°19'29"E 40.00' 47.00'  
 SWLY LINE OF S.C.E. R/W PER 9944/607 O.R.

SITE "A" PER INST. 19960569864 O.R. (466-024-17)

24,563 SQ.FT  
0.564 AC.

SITE "B" PER INST. 19960569865 O.R. (466-024-16)


LOT 260, BLK. 103  
LOT 263, BLK. 102

INTERSECTION OF BARRANCA PKWY & JEFFREY RD. (P.O.C.)

S53°52'38"E 738.35'  
BARRANCA PARKWAY

**LEGEND**

- P.O.C. POINT OF COMMENCEMENT
- T.P.O.B. TRUE POINT OF BEGINNING
- ℙ PROPERTY LINE

 PROPOSED EASEMENT

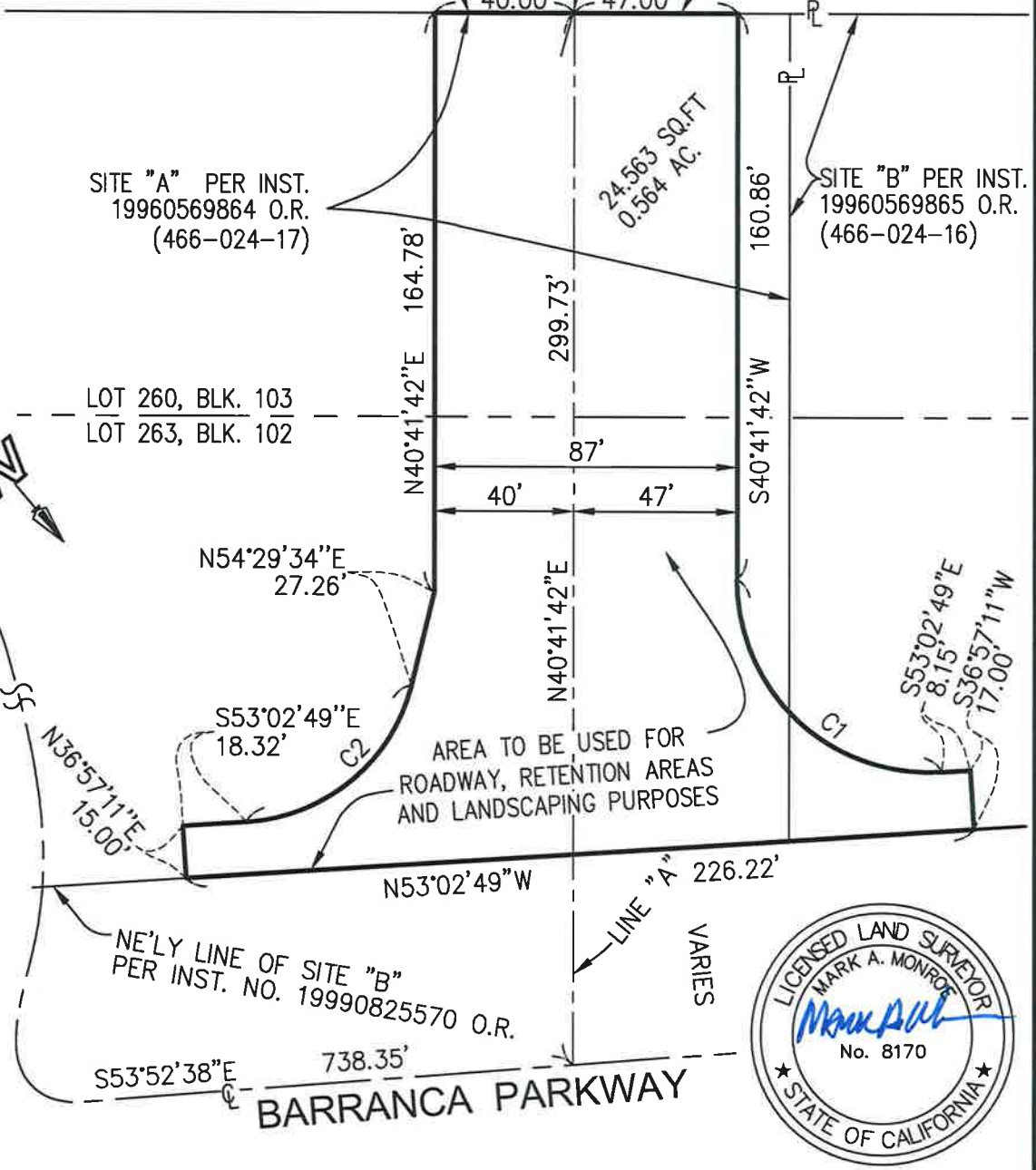
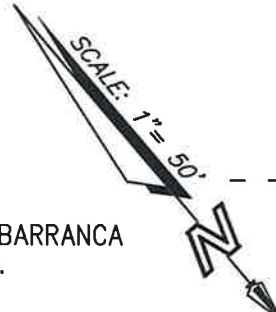
**TITLE: IRVINE VALLEY COLLEGE  
SKETCH TO ACCOMPANY  
LEGAL DESCRIPTION**

 **Hall & Foreman**

A Division of David Evans and Associates, Inc.

17782 17TH STREET, SUITE 200 • TUSTIN, CA 92780 • 714-665-4500

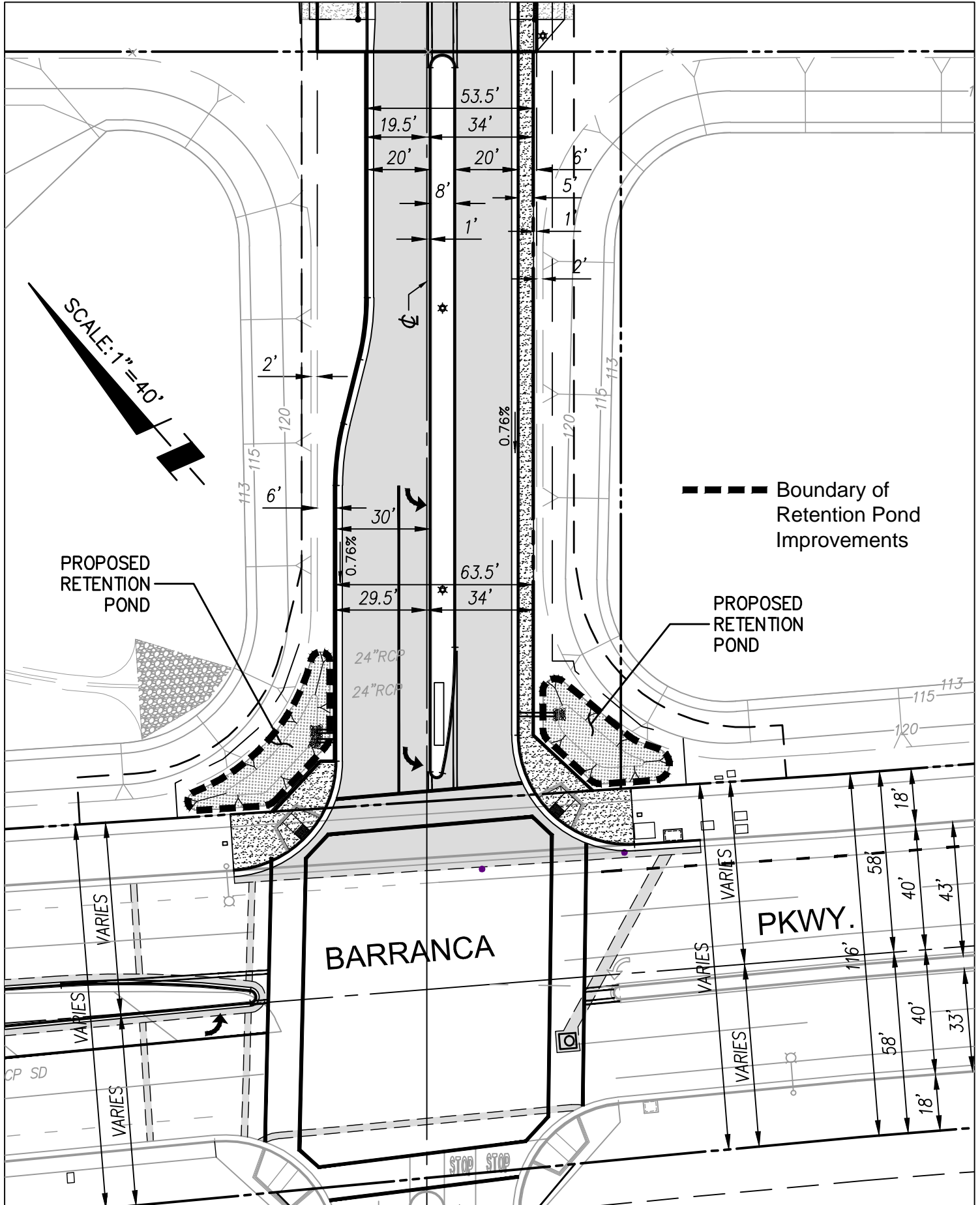
DATE OF PREPARATION: 5/05/15





# EXHIBIT "F"

## Retention Pond Improvements





Project Name: Irvine Valley College Access Road  
Project Assessor's Parcel Numbers: 466-024-16 & 466-024-17

## **PURCHASE AND SALE AGREEMENT**

This PURCHASE AND SALE AGREEMENT ("Agreement") is entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2015, by and between the City of Irvine, a California municipal corporation ("City"), and the South Orange County Community College District, a California public community college district ("District"). District and City are each individually referenced herein as a "Party" and collectively as the "Parties."

### **R E C I T A L S**

- A. WHEREAS, City is the owner of that certain land located on the northeast corner of Barranca Parkway and Jeffrey Road in Planning Area 12, which land is more specifically described as "Site A" in the Gift Deed recorded as Instrument No. 19960569864 of official records, in the County of Orange ("**Gift Deed**"), and hereinafter referred to as the "**City Owned Parcel**." The legal description of the City Owned Parcel from the Gift Deed is attached hereto and incorporated herein as Exhibit "A";
- B. WHEREAS, District is the owner of certain land located northerly of the City Owned Parcel (the "**College Parcels**"), which is more particularly described in Exhibit "B" attached hereto and incorporated herein. The covenants in the Gift Deed state that a roadway providing access to the College Parcels over the City Owned Parcel is a permitted use so long as certain conditions are met;
- C. WHEREAS, City desires to grant District, and District desires to obtain from City, an easement on, in, over, through, and under portions of the City Owned Parcel (the "**Easement**") for the purposes of District: (1) constructing and maintaining (a) an access road to the College Parcels, (b) a landscape median and (c) the adjacent sidewalk areas (the "**Roadway Improvements**"); (2) constructing and maintaining the retention ponds adjacent to Barranca Parkway (the "**Retention Pond Improvements**"); and (3) constructing and maintaining landscaping improvements adjacent to the access road to the College Parcels ("**Landscape Improvements**"). The portion of the City Owned Parcel containing the Easement is hereinafter referred to as the "**Easement Area**." The "Roadway Improvements," the "Retention Pond Improvements," and the "Landscape Improvements" are collectively referred to hereinafter as the "**Improvements**"; and

- D. WHEREAS, City desires to sell to District and District desires to purchase from City, upon the terms and conditions set forth in this Agreement, the Easement as described in the Grant of Easement and Maintenance Agreement attached hereto and incorporated herein as Exhibit "C" (the "Grant of Easement and Maintenance Agreement").

## **AGREEMENT**

NOW, THEREFORE, based upon the foregoing Recitals, which are fully incorporated into the terms of this Agreement by this reference, and in consideration of the covenants, promises, and undertakings set forth herein, District and City hereby agree as follows:

### **1. PURCHASE AND SALE OF EASEMENT; PURCHASE PRICE.**

1.1 Agreement to Sell and Purchase. Subject to all of the terms, conditions, and provisions of this Agreement, and for the consideration herein set forth, City agrees to sell to District, and District agrees to purchase from City, the Easement.

1.2 Amount of Purchase Price. The purchase price which City agrees to accept and District agrees to pay for the Easement is the sum of THIRTY-ONE THOUSAND SEVEN HUNDRED TWENTY-NINE DOLLARS and THIRTY-EIGHT CENTS (\$31,729.38) (the "Purchase Price").

1.3 Payment of Purchase Price. Within sixty (60) days of execution by both parties of this Agreement, District shall deposit with City the Purchase Price.

1.4 Deliveries by City. Upon delivery of the Purchase Price, City shall deliver to District the Grant of Easement and Maintenance Agreement in the form attached hereto as Exhibit "C." The above-described document shall be duly executed and acknowledged by City such that the Easement can be conveyed to the District upon recordation of the same.

1.5 Recording. District shall have the Grant of Easement and Maintenance Agreement duly executed and acknowledged and shall cause the Grant of Easement and Maintenance Agreement to be recorded in the Office of the County Recorder of Orange County, California.

### **2. REPRESENTATIONS AND WARRANTIES.**

2.1 City's General Representations. All representations and warranties made by City in this Agreement are true and correct as of the date of this Agreement. City makes the following representations and warranties to District, to the best of City's actual knowledge, and without the duty of inquiry or investigation, each of which shall survive the delivery of the Grant of Easement and Maintenance Agreement. The "City's actual knowledge" and "actual knowledge" as used throughout this section shall mean the actual knowledge of the City Manager or other designee: City has no actual knowledge of any (a) encumbrances affecting the City Owned Parcel on which the

Easement is located that are not of record or otherwise apparent by inspection; (b) pending litigation involving the City Owned Parcel on which the Easement is located; and (c) violations of, or notices concerning defects or noncompliance with, any applicable code, statute, regulation or judicial holding pertaining to the City Owned Parcel on which the Easement is located.

2.2 City's Representations Related to Hazardous Materials. To City's actual knowledge, and without the duty of inquiry or investigation, City has not caused any Hazardous Materials to be placed on, in, under, over or affecting the City Owned Parcel on which the Easement is located in any manner or quantity which would constitute a violation of any Environmental Law and City has not received any written notices that the City Owned Parcel on which the Easement is located is in violation of any Environmental Law. As used herein, (a) the term "Hazardous Materials" means any hazardous, toxic or dangerous substance, material, waste, gas or particulate matter which is defined as such for purposes of regulation by any local government authority, the State of California, or the United States Government, including, but not limited to, any material or substance which is (i) defined as a "hazardous waste", "hazardous material", "hazardous substance", "extremely hazardous waste", or "restricted hazardous waste" under any provision of California law, (ii) petroleum, (iii) asbestos, (iv) polychlorinated biphenyl, (v) radioactive material, (vi) designated as a "hazardous substance" pursuant to Section 311 of the Clean Water Act, 33 U.S.C. Sec. 1251 et seq. (33 U.S.C. Sec. 1317), (vii) defined as a "hazardous waste" pursuant to Section 1004 of the Resource Conservation and Recovery Act, 42 U.S.C. Sec. 6901 et seq. (42 U.S.C. Sec. 6903), or (viii) defined as a "hazardous substance" pursuant to Section 101 of the Comprehensive Environmental Response, Compensation, and Liability Act, 42 U.S.C. Sec. 9601 et seq. (42 U.S.C. Sec. 9601); and (b) the term "Environmental Law" shall mean all statutes specifically described in the definition of "Hazardous Materials" and all other federal, state or local laws, regulations or orders relating to or imposing liability or standards of conduct concerning any Hazardous Materials.

2.3 District's Representations Related to Hazardous Materials. District acknowledges that any studies provided by City related to Hazardous Materials have been provided for information purposes only and City does not make any representations or warranties as to the completeness or accuracy of such studies. District represents that it must complete its own investigations and studies as appropriate to determine the presence or absence of Hazardous Materials on or within the Easement Area.

2.4 Investigations, Studies, Tests and Approvals. District shall conduct such independent investigations, studies and tests and obtain any and all government approvals as it deems necessary or appropriate concerning the suitability of the City Owned Parcel on which the Easement is located for District's intended purpose.

2.5 Intentionally Omitted.

2.6 "AS-IS"; Release. Except as expressly provided herein, and subject to the limited representations and warranties of City set forth in this Agreement, District



acknowledges that (i) District's purchase of the Easement will be based on District's own investigation and District must perform its own due diligence with respect to all environmental matters relating to the City Owned Parcel on which the Easement is located; (ii) District is not relying on any environmental audits or assessments performed by or on behalf of City; and (iii) District is acquiring the Easement in an "AS-IS, WHERE-IS, WITH ALL FAULTS" condition, with no representation or warranty by City, express or implied, regarding the presence of uncompact fill, the condition of the soil, the geology, seismology, hydrology, or similar matters on, under, or affecting the City Owned Parcel on which the Easement is located, the existence or condition of any improvements in, on, or under the City Owned Parcel on which the Easement is located, the presence or absence of any "Hazardous Materials" (as that term is defined above) in, on, under, over or affecting the City Owned Parcel on which the Easement is located except as set forth in Section 2.2 above, or that the City Owned Parcel on which the Easement is located is suitable for District's contemplated use. District acknowledges that City has undertaken no investigation, and does not intend to undertake any investigation, concerning any aspect of the physical or environmental condition of the City Owned Parcel on which the Easement is located and in no event shall City have any obligation under this Agreement to cure or correct any physical defects or problems with respect to the City Owned Parcel on which the Easement is located.

Upon City's grant of the Easement to District, District shall be deemed to have waived, released and discharged forever City from all present and future claims, demands, suits, legal and administrative proceedings and from all liability for damages, losses, costs, liabilities, fees and expenses, present and future, arising out of or in any way connected with the condition of the City Owned Parcel on which the Easement is located, any Hazardous Materials on the City Owned Parcel on which the Easement is located, or the existence of Hazardous Materials contamination due to the generation of Hazardous Materials from City Owned Parcel on which the Easement is located, however they came to be placed there, except that arising out of the negligent acts or omissions of City.

District acknowledges that it is aware of and familiar with the provisions of Section 1542 of the California Civil Code which provides as follows:

"A general release does not extend to claims which the creditor does not know or suspect to exist in his or her favor at the time of executing the release, which if known by him or her must have materially affected his or her settlement with the debtor."

Only with respect to the condition of the City Owned Parcel on which the Easement is located as set forth in this Section 2.6 District hereby waives and relinquishes all rights and benefits which it may have under Section 1542 of the California Civil Code.

\_\_\_\_\_ District's Initials

2.7 District's Representations Related to the Construction Plans. District represents and agrees that the Improvements shall be constructed in accordance with the Construction Plan No. 505000-EMC and Landscape Construction Plan No. 546426-ELC upon the approval thereof by the City. District shall be responsible for all work shown on said approved plans. District acknowledges that City has relied upon this representation in entering into this Agreement. City represents and agrees that it shall issue construction permits pursuant to said approved plans upon identification of District's contractor and payment of applicable fees. City acknowledges that District has relied upon this representation in entering into this Agreement.

3. MISCELLANEOUS.

3.1 Assignment. This Agreement shall be binding upon and shall inure to the benefit of District and City and their respective heirs, personal representatives, successors and assigns. Neither Party may assign this Agreement or its rights and obligations hereunder without the prior written consent of the other Party.

3.2 Time of the Essence. Time is of the essence with respect to each of the terms, covenants, and conditions of this Agreement.

3.3 Notices. All notices required to be delivered under this Agreement to a Party must be in writing and shall be effective (i) when personally delivered by a Party or messenger or courier thereof; (ii) three (3) business days after deposit in the United States mail, registered or certified; (iii) twenty- four (24) hours after deposit before the daily deadline time with a reputable overnight courier or service; or (iv) upon receipt of a telecopy or fax transmission, provided a hard copy of such transmission shall be thereafter delivered in one of the methods described in the foregoing (i) through (iii); in each case postage fully prepaid and addressed to the respective Party as set forth below or to such other address and to such other person as the Party may hereafter designate by written notice to the other Party hereto:

If to City:                      City of Irvine  
   One Civic Center Plaza  
   P.O. Box 19575  
   Irvine, CA 92623-9575  
   Phone: (949) 724-6410  
   Facsimile: (949) 724-6440  
   Attn: City Engineer

If to District:                      Irvine Valley College  
   5500 Irvine Center Drive  
   Irvine, CA 92618  
   Phone: (949) 451-5255  
   Facsimile: (949) 451-5392  
   Attn: Director of Facilities and Maintenance

With a copy to: South Orange County Community College District  
28000 Marguerite Parkway  
Mission Viejo, CA 92692-3635  
Phone: (949) 582-4680  
Facsimile: (949) 364-1731  
Attn: Vice Chancellor Business Services

3.5 Entire Agreement, Waivers, and Amendments. This Agreement incorporates all of the terms and conditions mentioned herein, or incidental hereto, and supersedes all negotiations and previous agreements between the Parties with respect to all or part of the subject matter hereof. All waivers of the provisions of this Agreement must be in writing and signed by the appropriate authorities of the Party to be charged. Any amendment or modification to this Agreement must be in writing and executed by District and City.

3.6 Attorney's Fees. If any action, proceeding, or arbitration arising out of or relating to this Agreement is commenced by a Party to this Agreement, then as between the District and City, the prevailing Party shall be entitled to receive from the other Party, in addition to any other relief that may be granted, the reasonable attorneys' fees, costs, and expenses incurred in the action, proceeding, or arbitration by the prevailing Party.

3.7 Binding Effect. This Agreement shall be binding on and inure to the benefit of the Parties to this Agreement and their heirs, personal representatives, successors, and assigns. Obligations required to be performed after recordation of the Grant of Easement and Maintenance Agreement and all representations contained herein shall survive the recordation of the Grant of Easement and Maintenance Agreement.

3.8 Governing Law. This Agreement and the legal relations between the Parties shall be governed by and construed in accordance with the laws of the State of California.

3.9 Authority. Each Party hereto warrant that (i) such Party is duly organized and existing; (ii) the person(s) executing this Agreement on behalf of each Party are duly authorized to execute and deliver this Agreement on behalf of said Party; (iii) by so executing this Agreement, such Party is formally bound to the provisions of this Agreement; and (iv) the entering into of this Agreement does not violate any provision of any other agreement to which said Party is bound.

3.10 Captions. The captions in this Agreement are for convenience of reference only and do not affect the meaning, interpretation or construction of this Agreement.

3.11 No Brokerage Commission. District and City acknowledge that no broker's commission, finder's fee or other compensation is payable with regard to the transaction covered by this Agreement.

3.12 Counterparts. This Agreement may be executed in any number of counterparts, all of which shall be of equal legal force and effect.

3.13 Exhibits. The following exhibits referenced in this Agreement are attached hereto and incorporated herein by this reference:

Exhibit "A" Legal Description of City Owned Parcel

Exhibit "B" Legal Description of College Parcels

Exhibit "C" Grant of Easement and Maintenance Agreement

IN WITNESS WHEREOF, District and City have entered into this Agreement as of the date first set forth above.

SOUTH ORANGE COUNTY COMMUNITY  
COLLEGE DISTRICT,  
a California public community college district

By: \_\_\_\_\_

Its: \_\_\_\_\_

CITY OF IRVINE,  
a California municipal corporation

By: \_\_\_\_\_

Steven S. Choi, Ph.D.  
Mayor

ATTEST:

\_\_\_\_\_  
Molly McLaughlin, City Clerk

APPROVED AS TO FORM:

RUTAN & TUCKER, LLP

\_\_\_\_\_  
Todd O. Litfin, City Attorney

## EXHIBIT "A"

### Legal Description to City Property

#### LEGAL DESCRIPTION

THAT PORTION OF LOT 263 OF BLOCK 102, TOGETHER WITH THAT PORTION OF LOT 260 OF BLOCK 103, BOTH OF IRVINE'S SUBDIVISION, IN THE CITY OF IRVINE, COUNTY OF ORANGE, STATE OF CALIFORNIA, AS SHOWN ON A MAP FILED IN BOOK 1, PAGE MISCELLANEOUS RECORD MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY BEING DESCRIBED AS FOLLOWS:

BEGINNING AT THE INTERSECTION OF THE SOUTHWESTERLY LINE OF PARCEL 1 AS SAID LINE IS DESCRIBED IN THAT CERTAIN DEED TO SOUTHERN CALIFORNIA EDISON COMPANY RECORDED DECEMBER 29, 1971 IN BOOK 9944, PAGE 607 OF OFFICIAL RECORDS IN SAID OFFICE OF THE COUNTY RECORDER WITH A LINE PARALLEL WITH AND SOUTHEASTERLY 148.00 FEET FROM THE NORTHWESTERLY LINE OF SAID LOT 260 AS SAID LINE IS SHOWN ON A MAP OF RECORD OF SURVEY NO. 94-1075, FILED IN BOOK 147, PAGES 44 THROUGH 48 INCLUSIVE, OF RECORDS OF SURVEY, IN SAID OFFICE OF THE COUNTY RECORDER; THENCE, ALONG SAID SOUTHWESTERLY LINE, SOUTH 49°19'29" EAST, 656.94 FEET; THENCE, SOUTH 40°41'35" WEST, 235.64 FEET; THENCE, NORTH 53°02'49" WEST, 260.00 FEET TO THE BEGINNING OF A TANGENT CURVE, CONCAVE NORTHEASTERLY AND HAVING A RADIUS OF 126.50 FEET; THENCE, NORTHWESTERLY ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 07°38'04" AN ARC DISTANCE OF 16.86 FEET; THENCE, TANGENT TO SAID CURVE NORTH 45°24'45" WEST, 61.67 FEET TO THE BEGINNING OF A TANGENT CURVE, CONCAVE SOUTHWESTERLY AND HAVING A RADIUS OF 166.50 FEET; THENCE NORTHWESTERLY ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 08°27'53" AN ARC DISTANCE OF 24.60 FEET; THENCE, TANGENT TO SAID CURVE, NORTH 53°52'38" WEST, 295.49 FEET TO THE INTERSECTION WITH SAID PARALLEL LINE; THENCE, ALONG SAID PARALLEL LINE, NORTH 40°41'35" EAST, 271.87 FEET TO THE POINT OF BEGINNING.

CONTAINING 3.804 ACRES, MORE OR LESS.

THE HEREINABOVE DESCRIBED PARCELS ARE DEPICTED ON EXHIBIT "B" ATTACHED HERETO AND BY THIS REFERENCE, MADE A PART HEREOF.

SUBJECT TO COVENANTS, CONDITIONS, RESERVATIONS, RESTRICTIONS, RIGHTS OF WAY, AND EASEMENTS OF RECORD, IF ANY.

DATED THIS 15TH DAY OF JANUARY, 1996.

  
\_\_\_\_\_  
JOHN R. STRAWBRIDGE, P.L.S. 4200  
REGISTRATION EXPIRES 6/30/96



## **EXHIBIT "B"**

### **Legal Description of the College Parcels**

All that certain real property located in the City of Irvine, County of Orange, State of California described as follows:

PARCEL A:

That portion of Lot 260, Block 103 of Irvine's Subdivision, in the City of Irvine, County of Orange, State of California, as per map filed in Book 1, Page 88 of Miscellaneous Maps, records of said County, described as follows:

Beginning at the most Westerly corner of the land described in a deed to Saddleback Community College District recorded May 30, 1980 in Book 13620, Page 1070, Official Records of said County said corner being in the Northwest line of that certain 56.00 foot wide strip of land described in a deed to The Irvine Company recorded in Book 10700, Page 724, said Official Records, thence S. 49° 20' 58" E. 498.53 feet along the Southwest line of the land of said District; thence S. 40° 39' 02" W. 933.14 feet; thence S. 49° 20' 58" E. 1869.68 feet to the Southeast line of said Lot 260; thence S. 40° 38' 16" W. 171.17 feet along said Southeast line; thence N. 49° 20' 58" W. 2369.05 feet to said Northwest line; thence N. 40° 41' 31" W. 1103.93 feet along said Northwest line to the point of beginning.

Assessor's Parcel No. 466-024-21

PARCEL B:

THAT PORTION OF LOT 260, BLOCK 103, IRVINE'S SUBDIVISION AS PER MAP FILED IN BOOK 1, PAGE 88, MISCELLANEOUS RECORD MAPS, RECORDS OF SAID COUNTY, DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT IN THE SOUTHWEST LINE OF THE LAND DESCRIBED IN A DEED TO SADDLEBACK COMMUNITY COLLEGE DISTRICT RECORDED MAY 30, 1980 IN BOOK 13620, PAGE 1070, OFFICIAL RECORDS OF SAID COUNTY THAT IS DISTANT THEREON SOUTH 49 DEG. 20' 58" EAST 498.53 FEET FROM THE MOST WESTERLY CORNER OF SAID LAND; THENCE SOUTH 49 DEG. 20' 58" EAST 933.62 FEET ALONG SAID LINE; THENCE SOUTH 40 DEG, 39' 02" WEST 933.14 FEET; THENCE NORTH 49 DEG. 20' 58" WEST 933.62 FEET TO A POINT THAT IS SOUTH 40 DEG. 39' 02" WEST 933.14 FEET FROM THE POINT OF BEGINNING; THENCE NORTH 40 DEG. 39' 02" EAST 933.14 FEET TO THE POINT OF BEGINNING.

EXCEPTING ALL OIL RIGHTS, MINERALS, MINERAL RIGHTS, NATURAL GAS RIGHTS AND OTHER HYDROCARBONS BY WHATSOEVER NAME KNOWN, GEOTHERMAL STEAM AND ALL PRODUCT DERIVED FROM ANY OF THE FOREGOING, THAT MAY BE WITHIN OR UNDER THE PARCEL OF LAND HEREINABOVE DESCRIBED, TOGETHER WITH THE PERPETUAL RIGHT OF DRILLING, MINING, EXPLORING, AND OPERATING THEREFOR AND STORING IN AND REMOVING THE SAME FROM SAID LAND OR ANY OTHER LAND, INCLUDING THE RIGHT TO WHIPSTOCK OR DIRECTIONALLY DRILL AND MINE FROM LANDS OTHER THAN THOSE HEREINABOVE DESCRIBED, OIL OR GAS WELLS, TUNNELS AND SHAFTS INTO, THROUGH OR ACROSS THE SUBSURFACE OF THE LAND HEREINABOVE DESCRIBED, AND TO BOTTOM SUCH WHIPSTOCKED OR DIRECTIONALLY DRILLED WELLS, TUNNELS AND SHAFTS UNDER AND BENEATH OR BEYOND THE EXTERIOR LIMITS THEREOF, AND TO REDRILL RETUNNEL, EQUIP, MAINTAIN, REPAIR, DEEPEN AND OPERATE ANY SUCH WELLS OR MINES WITHOUT, HOWEVER, THE RIGHT TO DRILL, MINE, STORE, EXPLORE AND OPERATE THROUGH THE SUBSURFACE OR THE UPPER 500 FEET OF THE SUBSURFACE OF THE LAND HEREINABOVE DESCRIBED, AS RESERVED BY THE IRVINE COMPANY IN THE DEED RECORDED JULY 31, 1984 AS INSTRUMENT NO. 84-317105 OF OFFICIAL RECORDS.

Assessor's Parcel No. 466-024-22



PARCEL C:

That portion of Lot 260, Block 103 of Irvine's Subdivision, in the City of Irvine, County of Orange, State of California, as per map filed in Book 1, Page 88 of Miscellaneous Maps, records of said county, described as follows:

Beginning at a point in the Southwest line of the land described in a deed to Saddleback Community College District recorded May 30, 1980 in Book 13620, page 1070, Official Records said County that is distant thereon S. 49° 20' 58" E. 1432.15 feet from the most Westerly corner of said land; thence S. 40° 39' 02" W. 933.14 feet; thence S. 49° 20' 58" E. 936.06 feet to the Southeast line of said Lot 260; thence N. 40° 38' 16" E. 930.38 feet along said Southeast line to the southerly corner of P.M. 80-603 as per map filed in Book 147, pages 15 through 19 of Parcel Map, records of said County; thence along the boundary of said Parcel Map N. 49° 20' 58" W. 790.45 feet and N. 40° 39' 02" E. 2.76 feet to the Southwest line of said College District land; thence N. 49° 20' 58" W. 145.40 feet along said line to the point of beginning.

Assessor's Parcel No. 466-024-23

PARCEL D:

THAT PORTION OF LOT 260, BLOCK 103 OF IRVINE'S SUBDIVISION, AS PER MAP FILED IN BOOK 1, PAGE 88 OF MISCELLANEOUS MAPS, RECORDS OF SAID COUNTY, DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT ON THE NORTHEASTERLY LINE OF SAID LOT 260 DISTANT THEREON SOUTH 49 DEG. 20' 58" EAST 1304.92 FEET FROM THE MOST NORTHERLY CORNER OF SAID LOT, SAID POINT BEING ALSO THE MOST EASTERLY CORNER OF THAT CERTAIN LAND DESCRIBED IN THE DEED TO SADDLEBACK COMMUNITY COLLEGE DISTRICT, RECORDED OCTOBER 11, 1977 IN BOOK 12411, PAGE 791 OF OFFICIAL RECORDS OF SAID COUNTY; THENCE SOUTH 40 DEG. 39' 02" WEST 947.85 FEET ALONG THE SOUTHEASTERLY LINE OF SAID LAND TO THE MOST SOUTHERLY CORNER THEREOF, SAID POINT HEREINAFTER REFERRED TO AS POINT "A"; THENCE NORTH 49 DEG. 20' 58" WEST 1031.60 FEET ALONG THE SOUTHWESTERLY LINE OF SAID LAND TO THE MOST WESTERLY CORNER THEREOF, SAID POINT BEING ON THE NORTHWESTERLY LINE OF THAT CERTAIN 56.00 FOOT WIDE STRIP OF LAND DESCRIBED IN THE DEED TO THE IRVINE COMPANY, RECORDED MAY 17, 1973 IN BOOK 10700, PAGE 724 OF SAID OFFICIAL RECORDS; THENCE SOUTH 40 DEG. 41' 31" WEST 259.81 FEET ALONG SAID NORTHWESTERLY LINE; THENCE SOUTH 49 DEG. 20' 58" EAST 1577.55 FEET PARALLEL WITH SAID NORTHEASTERLY LINE TO A LINE PARALLEL WITH AND DISTANT 545.76 FEET SOUTHEASTERLY FROM SAID SOUTHEASTERLY LINE; THENCE NORTH 40 DEG. 39' 02" EAST 1207.66 FEET ALONG SAID PARALLEL LINE TO SAID NORTHEASTERLY LINE; THENCE NORTH 49 DEG. 20' 58" WEST 545.76 FEET ALONG SAID NORTHEASTERLY LINE TO THE POINT OF BEGINNING.

EXCEPTING ALL OIL, OIL RIGHTS, MINERALS, MINERAL RIGHTS, NATURAL GAS RIGHTS AND OTHER HYDROCARBONS BY WHATSOEVER NAME KNOWN, GEOTHERMAL STEAM AND ALL PRODUCTS DERIVED THEREFROM, WITHOUT, HOWEVER, THE RIGHT TO DRILL, MINE, STORE, EXPLORE AND OPERATE THROUGH THE SURFACE OR THE UPPER 500 FEET OF THE SUBSURFACE OF LAND, AS RESERVED IN DEED FROM THE IRVINE COMPANY, A MICHIGAN CORPORATION, RECORDED MAY 30, 1980 IN BOOK 13620, PAGE 1070 OF OFFICIAL RECORDS.

ALSO EXCEPTING ALL WATER RIGHTS, WHETHER SUCH WATER RIGHTS SHALL BE RIPARIAN, OVERLYING, APPROPRIATIVE, PERCOLATING, PRESCRIPTIVE OR CONTRACTUAL, WITHOUT, HOWEVER, THE RIGHT OF ENTRY FOR THE EXERCISE OF SUCH RIGHTS, AS RESERVED IN DEED FROM THE IRVINE COMPANY, A MICHIGAN CORPORATION, RECORDED MAY 30, 1980 IN BOOK 13620, PAGE 1070 OF OFFICIAL RECORDS.

Assessor's Parcel No. 466-024-24

**Exhibit "C"**  
**Grant of Easement  
and  
Maintenance Agreement**

**RECORDING REQUESTED BY AND  
WHEN RECORDED, RETURN TO:**

City of Irvine  
One Civic Center Plaza  
P.O. Box 19575  
Irvine, CA 92623-9575  
Attn: City Clerk

Exempt recording requested per Gov. Code 6103

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(Space above line for Recorder's use only)

**GRANT OF EASEMENT AND MAINTENANCE AGREEMENT**

(IVC Entrance Road, Retention Ponds, and Landscape Maintenance)

This GRANT OF EASEMENT AND MAINTENANCE AGREEMENT (“**Agreement**”) is entered into as of \_\_\_\_\_, 2015, by and among the CITY OF IRVINE, a California municipal corporation (“**City**”) AND SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT, a California public community college district (“**District**”) for the purpose of granting an easement and assigning responsibility for maintenance of certain improvements within the areas described herein. City and District are sometimes referred to herein individually as a “**Party**” and collectively as the “**Parties**.”

**RECITALS**

A. WHEREAS, City is the owner of that certain land located on the northeast corner of Barranca Parkway and Jeffrey Road in Planning Area 12, which land is more specifically described as “Site A” in the Gift Deed recorded as Instrument No. 19960569864 of official records, in the County of Orange (“**Gift Deed**”), and hereinafter referred to as the “**City Owned Parcel**.” The legal description of the City Owned Parcel from the Gift Deed is attached hereto and incorporated herein as **Exhibit A**.

B. WHEREAS, District is the owner of certain land located northerly of the City Owned Parcel (the “**College Parcels**”), which is more particularly described in **Exhibit B** attached hereto and incorporated herein. The covenants in the Gift Deed state that a roadway providing access to the College Parcels over the City Owned Parcel is a permitted use so long as certain conditions are met.

C. WHEREAS, City desires to grant District, and District desires to obtain from City, an easement over portions of the City Owned Parcel as described on **Exhibit C** and depicted on **Exhibit D** for the purposes of District: (1) constructing and maintaining (a) an access road to the College Parcels, (b) a landscape median, and (c) the sidewalk areas as depicted on **Exhibit E** (the “**Roadway Improvements**”); (2) constructing and maintaining the retention ponds adjacent to Barranca Parkway as depicted on **Exhibit F** (the “**Retention Pond Improvements**”); and (3) installing, constructing and maintaining certain landscape improvements along the roadway leading to the College Parcels as depicted on **Exhibit G** (the “**Landscape Improvements**”). Those

portions of the City Owned Parcel described on Exhibit C are referred to herein collectively as the “**Easement Area.**” The “**Roadway Improvements,**” “**Retention Pond Improvements,**” and “**Landscape Improvements**” are collectively referred to hereinafter as the “**Improvements.**” Additionally, City and District desire to set forth the terms and conditions for District’s maintenance of the Improvements.

D. WHEREAS, City desires to allow District to install, construct, and provide for the continuous and perpetual maintenance of the Improvements within the Easement Area as set forth in the Construction Plan No. 505000-EMC and Landscape Construction Plan No. 546426-ELC upon the approval thereof by the City and at no cost to City. In the event of any dispute between the Improvements described and depicted on Exhibits C-G and the Construction Plan No. 505000-EMC and the Landscape Construction Plan No. 546426-ELC upon the approval thereof by the City, the approved construction plans shall govern with respect to the installation and construction of the Improvements, except to the extent such construction plans are amended and approved by the City during the installation and construction process. In addition, the as-built plans shall govern in the event of any dispute concerning the maintenance of the Improvements.

E. WHEREAS, City has required that the Improvements within the Easement Area be constructed, owned and maintained by District pursuant to an agreement with City.

F. WHEREAS, District is willing to maintain in perpetuity the Improvements within the Easement Area for the benefit of the District, including District’s College Parcels, and Planning Area 12 in accordance with the terms and conditions of this Agreement.

G. WHEREAS, the Parties desire to enter into this Agreement, which requires District and its successors to, at its own expense, install, construct and maintain the Improvements in perpetuity as set forth in the Construction Plan No. 505000-EMC and Landscape Construction Plan No. 546426-ELC upon the approval thereof by the City.

NOW, THEREFORE, in consideration of the above Recitals, which are incorporated herein by this reference, and for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, City and District agree as follows:

## AGREEMENT

1. Grant of Easement. City, on behalf of itself and its heirs, successors, and assigns to the City Owned Parcel, hereby grants to District and District’s heirs, successors, and assigns a non-exclusive perpetual easement (the “**Easement**”) on, over, under and across the Easement Area for the purpose of constructing, installing, maintaining, repairing and replacing the Improvements located within the Easement Area. The Easement conveyed hereunder is subject to any and all covenants, conditions, restrictions, reservations, easements, rights, rights of way and encumbrances of record or of which District has actual, constructive, or implied notice in, on, over, across or under the Easement Area.

2. Grant of Access. The Easement is granted with the right for District to enter upon, to the extent reasonably necessary, the Easement Area in order to construct, install, maintain, repair, and replace the Improvements, and perform the work, on or within the Easement Area as shown on

the Construction Plan No. 505000-EMC and Landscape Construction Plan No. 546426-ELC upon the approval thereof by the City.

3. District's Construction Obligations. District shall, at its sole cost and expense, and in compliance with all of City's requirements, construct the Improvements within the Easement Area in accordance with the Construction Plan No. 505000-EMC and Landscape Construction Plan No. 546426-ELC upon the approval thereof by the City.

4. District's Maintenance and Repair Obligations. District shall, at its sole cost and expense, maintain, in a good condition and repair and in compliance with all of City's requirements, the Improvements within the Easement Area. District's maintenance obligation shall also include (i) replacement and/or restoration of the Improvements, where necessary, (ii) removal of any landscape debris from the adjacent street right-of-way, and (iii) repairing any damage to the Improvements caused by natural or man-made forces or occurrences, Acts of God, and/or normal and natural deterioration from use. All replacements, restorations and repairs shall be at least equal in quality to the Improvements initially in place, subject to any applicable changes in standards or other applicable laws, in which case the replacements, restorations and repairs shall be at least equal to the greater of the quality of the Improvements initially in place or the Improvements as required by those changed standards or other applicable laws.

5. Improvements; Commencement of Maintenance and Repair Obligations. District's obligation to maintain and repair the Improvements shall commence after City certifies that the Improvements are complete in accordance with plans and specifications approved by the City. Approval by City may be withheld in the City's sole discretion. By approving such plans and specifications, City assumes no responsibility or liability for any defect in the Improvements constructed or grading done on the basis of such plans and specifications. Upon City's acceptance thereof, the Improvements shall be owned and maintained by District.

6. Alteration of Improvements. District shall not materially alter the Improvements from their original condition, as accepted by City, without the prior written approval of City.

7. Encroachment Permit Requirements. In the event that any maintenance or alteration of the Improvements requires temporary closure of any lanes within the Barranca Parkway street right-of-way or other impacted streets, during the performance of such work, District shall obtain an encroachment permit from City prior to commencement of any such maintenance or alteration activity.

8. Failure to Perform by District. If District fails to fulfill its maintenance or other responsibilities hereunder, City may provide District with written notice of such failure describing the default in reasonable detail (the "**Default Notice**"). If such default is not corrected within ten (10) business days of District's receipt of the Default Notice, City shall have the right, but not the obligation, to cure the default; provided, however, that if the default is of a type that cannot reasonably be cured within ten (10) business days, District will not be in default if District commences to cure the default within such period and proceeds diligently thereafter to complete the cure of such default. If City elects to cure the default, it shall be performed at City's standard rates and prices. District shall reimburse City for its costs incurred in curing the default within fifteen (15) business days of District's receipt of City's invoice for such costs, which invoice shall be accompanied by copies of receipts evidencing the actual cost of cure incurred by City.

9. Amendment; Termination. This Agreement may be amended or terminated by a written instrument approved and executed by both Parties. In addition, this Agreement may be terminated by City upon thirty (30) days' prior written notice from City to District if District fails to cure any default under this Agreement within the applicable cure periods (in the event that City elects not to exercise its right to cure as provided in Section 8 above). The Director of Public Works or his designee is authorized to act on behalf of the City with regard to any approval, consent, or other actions required by City in connection with any amendment of this Agreement.

10. Covenants Running With the Land. The Parties hereby declare that all interests in the Easement Area is to be held, conveyed, encumbered, used and improved subject to this Agreement and the covenants, terms and conditions contained herein, all of which are declared and agreed to be for the benefit of the Planning Area 12, including the College Parcels, and for the purpose of enhancing its value, use, desirability and attractiveness. All provisions of this Agreement are imposed as covenants running with the land pursuant to California Civil Code Section 1468. All persons having or acquiring any right, title or interest in the Easement Area or any part thereof shall take subject to the provisions of this Agreement.

11. Liens. District shall not suffer or permit to be enforced against the Easement Area any mechanics, laborers, materialmens, contractors, subcontractors, or any other liens, claims or demands arising from any maintenance or other work performed by District within the Easement Area, but District shall either post a bond under applicable law sufficient to release such liens or pay or cause to be paid all of said liens, claims and demands before any action is brought to enforce the same against the Easement Area. District hereby agrees to indemnify and hold City free and harmless from all liability for any such liens, claims and demands.

12. City Payment of Claims. In addition to and not in limitation of City's other rights and remedies under this Agreement, should District fail within thirty (30) days of a written request from City either (i) to pay and discharge a lien or claim arising out of District's and/or its officers, employees, representatives, contractors, and agents maintenance or other work performed or failed to be performed by District or on behalf of District within the Easement Area as provided herein or (ii) to indemnify and defend City from and against loss, damage, injury, liability or claim arising out of the maintenance or other work performed or failed to be performed by District or on behalf of District within the Easement Area as provided above, then in any such case, City may, at its option, pay any such lien, claim, loss, injury, liability or damage, or settle or discharge any action therefor or satisfy any judgment thereon, and all costs, expenses and other sums incurred by City in connection therewith, including but not limited to reasonable attorneys' fees, shall be paid to City by District upon written demand, together with interest thereon at the rate of ten percent (10%) per annum from the date incurred or paid until repaid, and any default either in such initial failure to pay or subsequent repayment to City shall at City's option constitute a breach under this Agreement.

13. Insurance. District shall procure and maintain, at its sole cost, insurance coverage as provided below, against all claims for injuries against person or damages to property which may arise from or in connection with the performance of work hereunder by District, its employees, agents, representatives, and/or contractors. In the event District utilizes a contractor to perform any portion of the work contemplated in this Agreement, the contract between District and the contractor shall require the contractor and the contractor's subcontractors, if applicable, to procure

and maintain the same policies of insurance that District is required to maintain pursuant to this Section 13 prior to performing any work within the Easement Area. Upon written request from City, District shall provide City with certificates of insurance evidencing such coverage prior to commencing work within the Easement Area:

- a. Commercial General Liability Insurance on an “occurrence” basis, with deductibles reasonably acceptable to City, with a combined single limit of One Million Dollars (\$1,000,000.00) per occurrence or the current limit carried, whichever is greater. Such insurance must include coverage for operations, independent professionals, contractual liability, broad form property damage, cross-liability and personal injury. The limits of liability specified may be provided by any combination of primary and umbrella/excess liability insurance policies.
- b. Automobile Liability Insurance (including but not limited to owned, hired and non-owned automobile) on an “occurrence” basis, covering all automobiles, trucks and other motor vehicles used in connection with the work under this Agreement, with a combined single limit for bodily injury and property damage of not less than One Million Dollars (\$1,000,000.00) per accident or the current limit carried, whichever is greater. The limits of liability specified may be provided by any combination of primary and umbrella/excess liability insurance policies.
- c. Workers’ Compensation and Employer’s Liability Insurance in an amount required by the laws of the State of California and Employer’s Liability Insurance in the amount of One Million Dollars (\$1,000,000.00) per occurrence for injuries incurred in providing work under this Agreement.

All of the above policies of insurance shall be primary insurance and noncontributing with any other valid and collectible insurance or self-insurance available to City. Except for the Worker’s Compensation Insurance, all of the above policies of insurance shall name the City, its officers, officials, employees, and agents as additional insureds thereunder, and that there are no special limitations on the scope of protection afforded to City and any of their respective officers, officials, employees, and agents. Said policies shall be satisfactory only if issued by companies qualified to do business in California and rated A:VII or better in the most recent edition of the Best Rating Guide. The insurer shall waive all rights of subrogation and contribution it may have against the City, its officers, officials, employees, and agents and their respective insurers. All of said policies of insurance shall provide that said insurance may not be amended, suspended or canceled without providing thirty (30) days prior written notice by registered mail to City. In the event any of said policies of insurance are canceled, District shall, prior to the cancellation date, submit new evidence of insurance in conformance with this Section to the City Manager of City. The District may self-insure or participate in a joint powers authority (JPA) with other governmental entities, in order to fulfill its insurance requirements.

14. Indemnification of City. District shall indemnify, defend and hold City harmless from and against any and all losses, damages, injuries, obligations, demands, causes of action, expenses, liabilities, costs or claims (including but not limited to reasonable attorneys’ fees) (collectively, the “**Claims**”) incurred in connection with or arising out of the use of the Easement as provided herein, including without limitation, the construction, installation, maintenance and related activities specified herein, by District and/or its officers, employees, representatives, contractors,



and agents performing work on behalf of District, or from any act or omission of District and/or any of its officers, employees, representatives, contractors, and agents arising out of the use of the Easement as provided herein including any fire or other casualty thereon, or a violation or alleged violation by District and/or its officers, employees, representatives, contractors, and agents of any law or regulation now or hereafter enacted or occasioned in connection with or arising out of the rights and obligations in this Agreement, including without limitation, the installation of the Improvements, maintenance and related activities specified herein, except to the extent any such Claim is caused by the active negligence or willful misconduct of City.

15. Applicable Law. The Superior Court of the State of California in the County of Orange shall have the exclusive jurisdiction of any litigation between the Parties arising out of this Agreement. This Agreement shall be governed by, and construed under, the laws of the State of California. In addition to any other rights or remedies, any Party may take legal action, in law or in equity, to cure, correct, or remedy any default, to recover damages for any default, to compel specific performance of this Agreement, to obtain declaratory or injunctive relief, or to obtain any other remedy consistent with the purposes of this Agreement. The rights and remedies of the Parties are cumulative and the exercise by any Party of one or more of such rights or remedies shall not preclude the exercise by it, at the same or different times, of any other right or remedies for the same default or any other default by the other Party(ies). Service of process shall be made in any manner permitted by law and shall be effective whether served within or outside of California.

16. Attorneys' Fees. If any action, proceeding, or arbitration arising out of or relating to this Agreement is commenced by either Party to this Agreement, then as between the District and City, the prevailing Party shall be entitled to receive from the other Party, in addition to any other relief that may be granted, the reasonable attorneys' fees, costs, and expenses incurred in the action, proceeding, or arbitration by the prevailing Party. Attorneys' fees shall include reasonable costs for investigating such action, conducting discovery, retaining expert witnesses, and all other necessary costs the court allows which are incurred in such litigation.

17. Appurtenant Rights and Obligations. The Easement granted hereby is appurtenant to the College Parcels and shall inure to the benefit of District and all successors in interest to the College Parcels. The burden of the Easement is intended to and shall run with the City Owned Parcel and shall bind successive owners of the City Owned Parcel.

18. Notices. Unless otherwise provided herein, all notices or communications required to be delivered under this Agreement or under applicable law shall be (i) personally delivered, or (ii) delivered by United States mail, postage prepaid, certified, return receipt requested, or (iii) delivered by reputable document delivery service that provides a receipt showing date and time of delivery. Notices or communications personally delivered or delivered by a document delivery service shall be effective upon receipt. Notices or communications delivered by mail shall be effective at noon on the second business day following deposit with the United States Postal Service. A Party hereto may at any time, by giving ten (10) days' written notice to the other Party hereto, designate any other address in substitution of the address to which such notice or communication shall be given. Such notices or communications shall be delivered to the following addresses:

If to City: City of Irvine  
1 Civic Center Plaza  
P.O. Box 19575  
Irvine, CA 92623-9575  
Attn: Director of Public Works

If to District: Irvine Valley College  
5500 Irvine Center Drive  
Irvine, CA 92618  
Attn: Director of Facilities and Maintenance

With a copy to: South Orange County Community College District  
28000 Marguerite Parkway  
Mission Viejo, CA 92692-3635  
Attn: Vice Chancellor of Business Services

19. Incorporation of Exhibits. **Exhibits A, B, C, D, E, F, and G** which are attached hereto, are hereby incorporated herein by this reference.

20. Corporate Authority. The persons executing this Agreement on behalf of each Party warrants that he/she is duly authorized to execute and deliver this Agreement on behalf of the respective Party for whom they sign, and that by so executing this Agreement, each party is bound by the provisions of this Agreement.

21. Inaction Not a Waiver of Default. Any failures or delays by any Party in asserting any of its rights and remedies as to any default shall not operate as a waiver of any default or of any such rights or remedies, or deprive any such Party of its right to institute and maintain any actions or proceedings which it may deem necessary to protect, assert or enforce any such rights or remedies.

22. Non-Liability of Officials and Employees. No member, official or employee of City shall be personally liable to District, or any successor in interest, in the event of any default or breach by City or for any amount which may become due to District or its successors, or of any obligations under the terms of this Agreement.

No member, official or employee of District shall be personally liable to City, or any successor in interest, in the event of any default or breach by District or for any amount which may become due to City or its successors, or of any obligations under the terms of this Agreement.

23. Counterparts. This Agreement may be signed in multiple counterparts which, when signed by all Parties, shall constitute a binding agreement.

24. No Waiver. A waiver by any Party of a breach of any of the covenants, conditions or agreements under this Agreement to be performed by any other Party shall not be construed as a waiver of any succeeding breach of the same or other covenants, conditions or agreements of this Agreement.

25. Entire Agreement. This Agreement and the exhibits attached hereto constitute the entire agreement between the Parties pertaining to the subject matter hereof, and all prior and contemporaneous agreements, representations, negotiations and understandings of the Parties, whether oral or written, are hereby superseded and merged herein.

[SIGNATURES TO FOLLOW]

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the day and year first above written.

**“District”**

South Orange County Community College  
District, a California public community college  
district

By: \_\_\_\_\_  
Print Name:

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

**“City”**

City of Irvine,  
a California municipal corporation

**ATTEST:**

By: \_\_\_\_\_  
Steven S. Choi, Ph.D.  
Mayor

By: \_\_\_\_\_  
Molly McLaughlin, City Clerk

**APPROVED AS TO FORM:**

DATE: \_\_\_\_\_

Rutan & Tucker, LLP

By: \_\_\_\_\_  
Todd O. Litfin, City Attorney

DATE: \_\_\_\_\_

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA  
COUNTY OF ORANGE

On \_\_\_\_\_, \_\_\_\_\_, before me, \_\_\_\_\_  
(here insert name and title of the officer)

personally appeared \_\_\_\_\_,

who proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and acknowledged to me that he/she executed the same in his/her authorized capacity, and that by his/her signature on the instrument the person, or the entity upon behalf of which the person acted, executed the instrument.

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

WITNESS my hand and official seal.

\_\_\_\_\_  
Signature

(Seal)

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA

COUNTY OF ORANGE

On \_\_\_\_\_, \_\_\_\_\_, before me, \_\_\_\_\_  
(here insert name and title of the officer)

personally appeared \_\_\_\_\_,

who proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and acknowledged to me that he/she executed the same in his/her authorized capacity, and that by his/her signature on the instrument the person, or the entity upon behalf of which the person acted, executed the instrument.

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

WITNESS my hand and official seal.

\_\_\_\_\_  
Signature

(Seal)

## EXHIBIT "A"

### Legal Description of City-Owned Property

#### LEGAL DESCRIPTION

THAT PORTION OF LOT 263 OF BLOCK 102, TOGETHER WITH THAT PORTION OF LOT 260 OF BLOCK 103, BOTH OF IRVINE'S SUBDIVISION, IN THE CITY OF IRVINE, COUNTY OF ORANGE, STATE OF CALIFORNIA, AS SHOWN ON A MAP FILED IN BOOK 1, PAGE MISCELLANEOUS RECORD MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY BEING DESCRIBED AS FOLLOWS:

BEGINNING AT THE INTERSECTION OF THE SOUTHWESTERLY LINE OF PARCEL 1 AS SAID LINE IS DESCRIBED IN THAT CERTAIN DEED TO SOUTHERN CALIFORNIA EDISON COMPANY RECORDED DECEMBER 29, 1971 IN BOOK 9944, PAGE 607 OF OFFICIAL RECORDS IN SAID OFFICE OF THE COUNTY RECORDER WITH A LINE PARALLEL WITH AND SOUTHEASTERLY 148.00 FEET FROM THE NORTHWESTERLY LINE OF SAID LOT 260 AS SAID LINE IS SHOWN ON A MAP OF RECORD OF SURVEY NO. 94-1075, FILED IN BOOK 147, PAGES 44 THROUGH 48 INCLUSIVE, OF RECORDS OF SURVEY, IN SAID OFFICE OF THE COUNTY RECORDER; THENCE, ALONG SAID SOUTHWESTERLY LINE, SOUTH 49°19'29" EAST, 656.94 FEET; THENCE, SOUTH 40°41'35" WEST, 235.64 FEET; THENCE, NORTH 53°02'49" WEST, 260.00 FEET TO THE BEGINNING OF A TANGENT CURVE, CONCAVE NORTHEASTERLY AND HAVING A RADIUS OF 126.50 FEET; THENCE, NORTHWESTERLY ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 07°38'04" AN ARC DISTANCE OF 16.86 FEET; THENCE, TANGENT TO SAID CURVE NORTH 45°24'45" WEST, 61.67 FEET TO THE BEGINNING OF A TANGENT CURVE, CONCAVE SOUTHWESTERLY AND HAVING A RADIUS OF 166.50 FEET; THENCE NORTHWESTERLY ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 08°27'53" AN ARC DISTANCE OF 24.60 FEET; THENCE, TANGENT TO SAID CURVE, NORTH 53°52'38" WEST, 295.49 FEET TO THE INTERSECTION WITH SAID PARALLEL LINE; THENCE, ALONG SAID PARALLEL LINE, NORTH 40°41'35" EAST, 271.87 FEET TO THE POINT OF BEGINNING.

CONTAINING 3.804 ACRES, MORE OR LESS.

THE HEREINABOVE DESCRIBED PARCELS ARE DEPICTED ON EXHIBIT "B" ATTACHED HERETO AND BY THIS REFERENCE, MADE A PART HEREOF.

SUBJECT TO COVENANTS, CONDITIONS, RESERVATIONS, RESTRICTIONS, RIGHTS OF WAY, AND EASEMENTS OF RECORD, IF ANY.

DATED THIS 15TH DAY OF JANUARY, 1996.

  
\_\_\_\_\_  
JOHN R. STRAWBRIDGE, P.L.S. 4200  
REGISTRATION EXPIRES 6/30/96



## **EXHIBIT "B"**

### **Legal Description of the College Parcels**

All that certain real property located in the City of Irvine, County of Orange, State of California described as follows:

PARCEL A:

That portion of Lot 260, Block 103 of Irvine's Subdivision, in the City of Irvine, County of Orange, State of California, as per map filed in Book 1, Page 88 of Miscellaneous Maps, records of said County, described as follows:

Beginning at the most Westerly corner of the land described in a deed to Saddleback Community College District recorded May 30, 1980 in Book 13620, Page 1070, Official Records of said County said corner being in the Northwest line of that certain 56.00 foot wide strip of land described in a deed to The Irvine Company recorded in Book 10700, Page 724, said Official Records, thence S. 49° 20' 58" E. 498.53 feet along the Southwest line of the land of said District; thence S. 40° 39' 02" W. 933.14 feet; thence S. 49° 20' 58" E. 1869.68 feet to the Southeast line of said Lot 260; thence S. 40° 38' 16" W. 171.17 feet along said Southeast line; thence N. 49° 20' 58" W. 2369.05 feet to said Northwest line; thence N. 40° 41' 31" W. 1103.93 feet along said Northwest line to the point of beginning.

Assessor's Parcel No. 466-024-21



PARCEL B:

THAT PORTION OF LOT 260, BLOCK 103, IRVINE'S SUBDIVISION AS PER MAP FILED IN BOOK 1, PAGE 88, MISCELLANEOUS RECORD MAPS, RECORDS OF SAID COUNTY, DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT IN THE SOUTHWEST LINE OF THE LAND DESCRIBED IN A DEED TO SADDLEBACK COMMUNITY COLLEGE DISTRICT RECORDED MAY 30, 1980 IN BOOK 13620, PAGE 1070, OFFICIAL RECORDS OF SAID COUNTY THAT IS DISTANT THEREON SOUTH 49 DEG. 20' 58" EAST 498.53 FEET FROM THE MOST WESTERLY CORNER OF SAID LAND; THENCE SOUTH 49 DEG. 20' 58" EAST 933.62 FEET ALONG SAID LINE; THENCE SOUTH 40 DEG, 39' 02" WEST 933.14 FEET; THENCE NORTH 49 DEG. 20' 58" WEST 933.62 FEET TO A POINT THAT IS SOUTH 40 DEG. 39' 02" WEST 933.14 FEET FROM THE POINT OF BEGINNING; THENCE NORTH 40 DEG. 39' 02" EAST 933.14 FEET TO THE POINT OF BEGINNING.

EXCEPTING ALL OIL RIGHTS, MINERALS, MINERAL RIGHTS, NATURAL GAS RIGHTS AND OTHER HYDROCARBONS BY WHATSOEVER NAME KNOWN, GEOTHERMAL STEAM AND ALL PRODUCT DERIVED FROM ANY OF THE FOREGOING, THAT MAY BE WITHIN OR UNDER THE PARCEL OF LAND HEREINABOVE DESCRIBED, TOGETHER WITH THE PERPETUAL RIGHT OF DRILLING, MINING, EXPLORING, AND OPERATING THEREFOR AND STORING IN AND REMOVING THE SAME FROM SAID LAND OR ANY OTHER LAND, INCLUDING THE RIGHT TO WHIPSTOCK OR DIRECTIONALLY DRILL AND MINE FROM LANDS OTHER THAN THOSE HEREINABOVE DESCRIBED, OIL OR GAS WELLS, TUNNELS AND SHAFTS INTO, THROUGH OR ACROSS THE SUBSURFACE OF THE LAND HEREINABOVE DESCRIBED, AND TO BOTTOM SUCH WHIPSTOCKED OR DIRECTIONALLY DRILLED WELLS, TUNNELS AND SHAFTS UNDER AND BENEATH OR BEYOND THE EXTERIOR LIMITS THEREOF, AND TO REDRILL RETUNNEL, EQUIP, MAINTAIN, REPAIR, DEEPEN AND OPERATE ANY SUCH WELLS OR MINES WITHOUT, HOWEVER, THE RIGHT TO DRILL, MINE, STORE, EXPLORE AND OPERATE THROUGH THE SUBSURFACE OR THE UPPER 500 FEET OF THE SUBSURFACE OF THE LAND HEREINABOVE DESCRIBED, AS RESERVED BY THE IRVINE COMPANY IN THE DEED RECORDED JULY 31, 1984 AS INSTRUMENT NO. 84-317105 OF OFFICIAL RECORDS.

Assessor's Parcel No. 466-024-22

PARCEL C:

That portion of Lot 260, Block 103 of Irvine's Subdivision, in the City of Irvine, County of Orange, State of California, as per map filed in Book 1, Page 88 of Miscellaneous Maps, records of said county, described as follows:

Beginning at a point in the Southwest line of the land described in a deed to Saddleback Community College District recorded May 30, 1980 in Book 13620, page 1070, Official Records said County that is distant thereon S. 49° 20' 58" E. 1432.15 feet from the most Westerly corner of said land; thence S. 40° 39' 02" W. 933.14 feet; thence S. 49° 20' 58" E. 936.06 feet to the Southeast line of said Lot 260; thence N. 40° 38' 16" E. 930.38 feet along said Southeast line to the southerly corner of P.M. 80-603 as per map filed in Book 147, pages 15 through 19 of Parcel Map, records of said County; thence along the boundary of said Parcel Map N. 49° 20' 58" W. 790.45 feet and N. 40° 39' 02" E. 2.76 feet to the Southwest line of said College District land; thence N. 49° 20' 58" W. 145.40 feet along said line to the point of beginning.

Assessor's Parcel No. 466-024-23

PARCEL D:

THAT PORTION OF LOT 260, BLOCK 103 OF IRVINE'S SUBDIVISION, AS PER MAP FILED IN BOOK 1, PAGE 88 OF MISCELLANEOUS MAPS, RECORDS OF SAID COUNTY, DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT ON THE NORTHEASTERLY LINE OF SAID LOT 260 DISTANT THEREON SOUTH 49 DEG. 20' 58" EAST 1304.92 FEET FROM THE MOST NORTHERLY CORNER OF SAID LOT, SAID POINT BEING ALSO THE MOST EASTERLY CORNER OF THAT CERTAIN LAND DESCRIBED IN THE DEED TO SADDLEBACK COMMUNITY COLLEGE DISTRICT, RECORDED OCTOBER 11, 1977 IN BOOK 12411, PAGE 791 OF OFFICIAL RECORDS OF SAID COUNTY; THENCE SOUTH 40 DEG. 39' 02" WEST 947.85 FEET ALONG THE SOUTHEASTERLY LINE OF SAID LAND TO THE MOST SOUTHERLY CORNER THEREOF, SAID POINT HEREINAFTER REFERRED TO AS POINT "A"; THENCE NORTH 49 DEG. 20' 58" WEST 1031.60 FEET ALONG THE SOUTHWESTERLY LINE OF SAID LAND TO THE MOST WESTERLY CORNER THEREOF, SAID POINT BEING ON THE NORTHWESTERLY LINE OF THAT CERTAIN 56.00 FOOT WIDE STRIP OF LAND DESCRIBED IN THE DEED TO THE IRVINE COMPANY, RECORDED MAY 17, 1973 IN BOOK 10700, PAGE 724 OF SAID OFFICIAL RECORDS; THENCE SOUTH 40 DEG. 41' 31" WEST 259.81 FEET ALONG SAID NORTHWESTERLY LINE; THENCE SOUTH 49 DEG. 20' 58" EAST 1577.55 FEET PARALLEL WITH SAID NORTHEASTERLY LINE TO A LINE PARALLEL WITH AND DISTANT 545.76 FEET SOUTHEASTERLY FROM SAID SOUTHEASTERLY LINE; THENCE NORTH 40 DEG. 39' 02" EAST 1207.66 FEET ALONG SAID PARALLEL LINE TO SAID NORTHEASTERLY LINE; THENCE NORTH 49 DEG. 20' 58" WEST 545.76 FEET ALONG SAID NORTHEASTERLY LINE TO THE POINT OF BEGINNING.

EXCEPTING ALL OIL, OIL RIGHTS, MINERALS, MINERAL RIGHTS, NATURAL GAS RIGHTS AND OTHER HYDROCARBONS BY WHATSOEVER NAME KNOWN, GEOTHERMAL STEAM AND ALL PRODUCTS DERIVED THEREFROM, WITHOUT, HOWEVER, THE RIGHT TO DRILL, MINE, STORE, EXPLORE AND OPERATE THROUGH THE SURFACE OR THE UPPER 500 FEET OF THE SUBSURFACE OF LAND, AS RESERVED IN DEED FROM THE IRVINE COMPANY, A MICHIGAN CORPORATION, RECORDED MAY 30, 1980 IN BOOK 13620, PAGE 1070 OF OFFICIAL RECORDS.

ALSO EXCEPTING ALL WATER RIGHTS, WHETHER SUCH WATER RIGHTS SHALL BE RIPARIAN, OVERLYING, APPROPRIATIVE, PERCOLATING, PRESCRIPTIVE OR CONTRACTUAL, WITHOUT, HOWEVER, THE RIGHT OF ENTRY FOR THE EXERCISE OF SUCH RIGHTS, AS RESERVED IN DEED FROM THE IRVINE COMPANY, A MICHIGAN CORPORATION, RECORDED MAY 30, 1980 IN BOOK 13620, PAGE 1070 OF OFFICIAL RECORDS.

Assessor's Parcel No. 466-024-24

**EXHIBIT "C"**

**EASEMENT FOR ROADWAY, RETENTION AREAS AND LANDSCAPING PURPOSES  
LEGAL DESCRIPTION**

A PORTION OF THAT CERTAIN PARCEL DESCRIBED AS SITE "A" IN THE GIFT DEED TO THE CITY OF IRVINE, COUNTY OF ORANGE, STATE OF CALIFORNIA, RECORDED AS INSTRUMENT NO. 19960569864 AND A PORTION OF THAT CERTAIN PARCEL DESCRIBED AS SITE "B" IN THE GIFT DEED TO THE CITY OF IRVINE, COUNTY OF ORANGE, STATE OF CALIFORNIA, RECORDED AS INSTRUMENT NO. 19960569865 BOTH OF OFFICIAL RECORDS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY, DESCRIBED AS FOLLOWS:

COMMENCING AT THE CENTERLINE INTERSECTION OF BARRANCA PARKWAY AND JEFFREY ROAD, SAID CENTERLINES AS SHOWN ON PARCEL MAP NO. 99-131 FILED IN BOOK 309, PAGES 48 THROUGH 50, INCLUSIVE, OF PARCEL MAPS, IN THE OFFICE OF THE RECORDER OF SAID COUNTY; THENCE ALONG THE CENTERLINE OF SAID BARRANCA PARKWAY SOUTH  $53^{\circ}52'38''$  EAST 738.35 FEET TO A LINE, SAID LINE HEREINAFTER REFERRED TO AS LINE "A"; THENCE NORTH  $40^{\circ}41'42''$  EAST 299.73 FEET ALONG SAID LINE "A" TO THE NORTHEASTERLY LINE OF SAID SITE "A" AND THE **TRUE POINT OF BEGINNING**; THENCE SOUTH  $49^{\circ}19'29''$  EAST 47.00 FEET ALONG SAID NORTHEASTERLY LINE TO A LINE THAT IS 47.00 FEET SOUTHEASTERLY OF AND PARALLEL WITH SAID LINE "A"; THENCE SOUTH  $40^{\circ}41'42''$  WEST 160.86 FEET ALONG SAID PARALLEL LINE TO THE BEGINNING OF A 55.00 FOOT RADIUS CURVE, CONCAVE NORTHEASTERLY; THENCE SOUTHEASTERLY 89.99 FEET ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF  $93^{\circ}44'31''$  TO A POINT ON A LINE 17.00 FEET NORTHEASTERLY AND PARALLEL WITH THE NORTHEASTERLY LINE OF SITE "B" AS SHOWN ON INSTRUMENT NO. 19990825570 OF OFFICIAL RECORDS, IN THE OFFICE OF THE RECORDER OF SAID COUNTY; THENCE SOUTH  $53^{\circ}02'49''$  EAST 8.15 FEET ALONG SAID PARALLEL LINE; THENCE SOUTH  $36^{\circ}57'11''$  WEST 17.00 FEET TO A POINT ON THE SOUTHWESTERLY LINE OF SAID SITE "B", BEING THE NORTHEASTERLY LINE OF BARRANCA PARKWAY (VARIABLE WIDTH) ALSO BEING THE NORTHEASTERLY LINE OF SITE "B", AS SHOWN ON INSTRUMENT NO. 19990825570 OF OFFICIAL RECORDS, IN THE OFFICE OF THE RECORDER OF SAID COUNTY; THENCE NORTH  $53^{\circ}02'49''$  WEST 226.22 FEET ALONG SAID NORTHEASTERLY LINE; THENCE NORTH  $36^{\circ}57'11''$  EAST 15.00 FEET TO A POINT ON A LINE 15.00 FEET NORTHEASTERLY AND PARALLEL WITH SAID NORTHEASTERLY LINE OF SITE "B"; THENCE SOUTH  $53^{\circ}02'49''$  EAST 18.32 FEET ALONG SAID PARALLEL LINE TO THE BEGINNING OF A 52.00 FOOT RADIUS CURVE, CONCAVE NORTHWESTERLY; THENCE NORTHEASTERLY 65.76 FEET ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF  $72^{\circ}27'37''$ ; THENCE NORTH  $54^{\circ}29'34''$  EAST 27.26 FEET; TO A LINE THAT IS 40.00 FEET NORTHWESTERLY OF AND PARALLEL WITH SAID LINE "A"; THENCE NORTH  $40^{\circ}41'42''$  EAST 164.78 FEET ALONG SAID PARALLEL LINE TO THE NORTHEASTERLY LINE OF SAID SITE "A; THENCE SOUTH  $49^{\circ}19'29''$  EAST 40.00 FEET ALONG SAID NORTHEASTERLY LINE TO THE **TRUE POINT OF BEGINNING**.

CONTAINING: 24,563 SQ. FT. OF LAND, (0.564 ACRES), MORE OR LESS.

SUBJECT TO COVENANTS, CONDITIONS, RESTRICTIONS, RESERVATIONS, RIGHTS OF WAY AND EASEMENTS OF RECORD, IF ANY.

ALL SHOWN ON EXHIBIT "B" ATTACHED HERETO AND BY REFERENCE MADE A PART HEREOF.

PREPARED UNDER MY SUPERVISION:

  
MARK A. MONROE, P.L.S. 8170      5/05/15  
DATE



**EXHIBIT "D"**

CURVE TABLE			
NO.	DELTA	RADIUS	LENGTH
C1	93°44'31"	55.00'	89.99'
C2	72°27'37"	52.00'	65.76'

NELY LINE OF SITE "A" IN GIFT DEED FROM IRVINE CO. TO CITY OF IRVINE. PER INST. 19960569864 O.R.  
 T.P.O.B. S49°19'29"E 40.00' 47.00'  
 SWLY LINE OF S.C.E. R/W PER 9944/607 O.R.

SITE "A" PER INST. 19960569864 O.R. (466-024-17)

24,563 SQ.FT  
0.564 AC.

SITE "B" PER INST. 19960569865 O.R. (466-024-16)

LOT 260, BLK. 103  
LOT 263, BLK. 102

JEFFREY ROAD

NW'LY LINE OF LOT 263, BLK 102  
IRVINES SUBDIVISION BK.1. PG 88 M.R.M.

INTERSECTION OF BARRANCA PKWY & JEFFREY RD. (P.O.C.)

S53°52'38"E 738.35'  
BARRANCA PARKWAY

**LEGEND**

- P.O.C. POINT OF COMMENCEMENT
- T.P.O.B. TRUE POINT OF BEGINNING
- ℙ PROPERTY LINE

PROPOSED EASEMENT

**TITLE: IRVINE VALLEY COLLEGE  
SKETCH TO ACCOMPANY  
LEGAL DESCRIPTION**

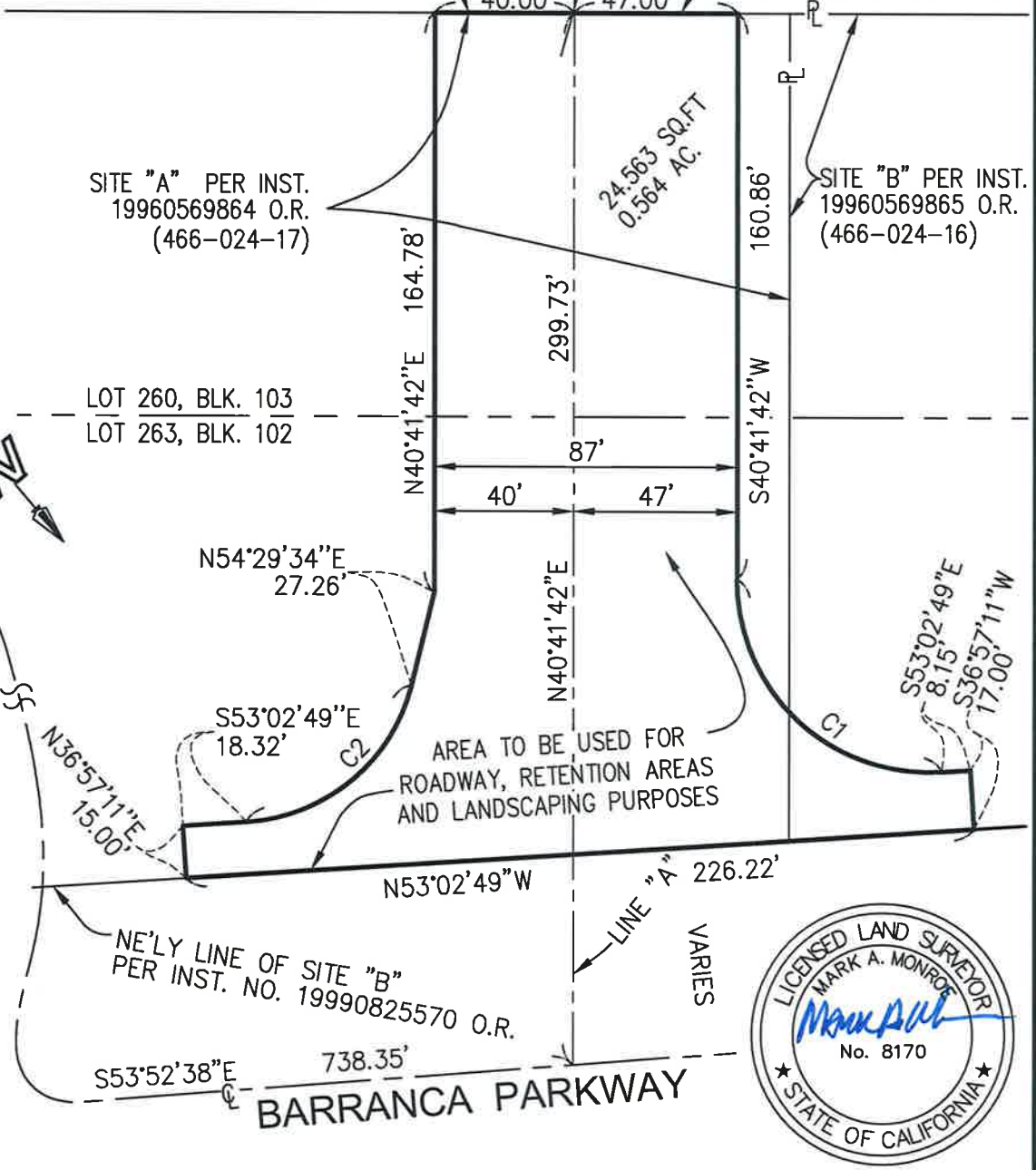
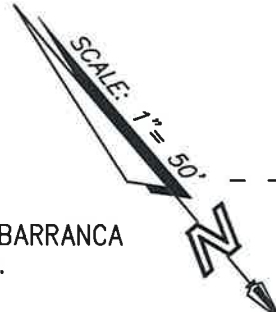


**Hall & Foreman**

A Division of David Evans and Associates, Inc.

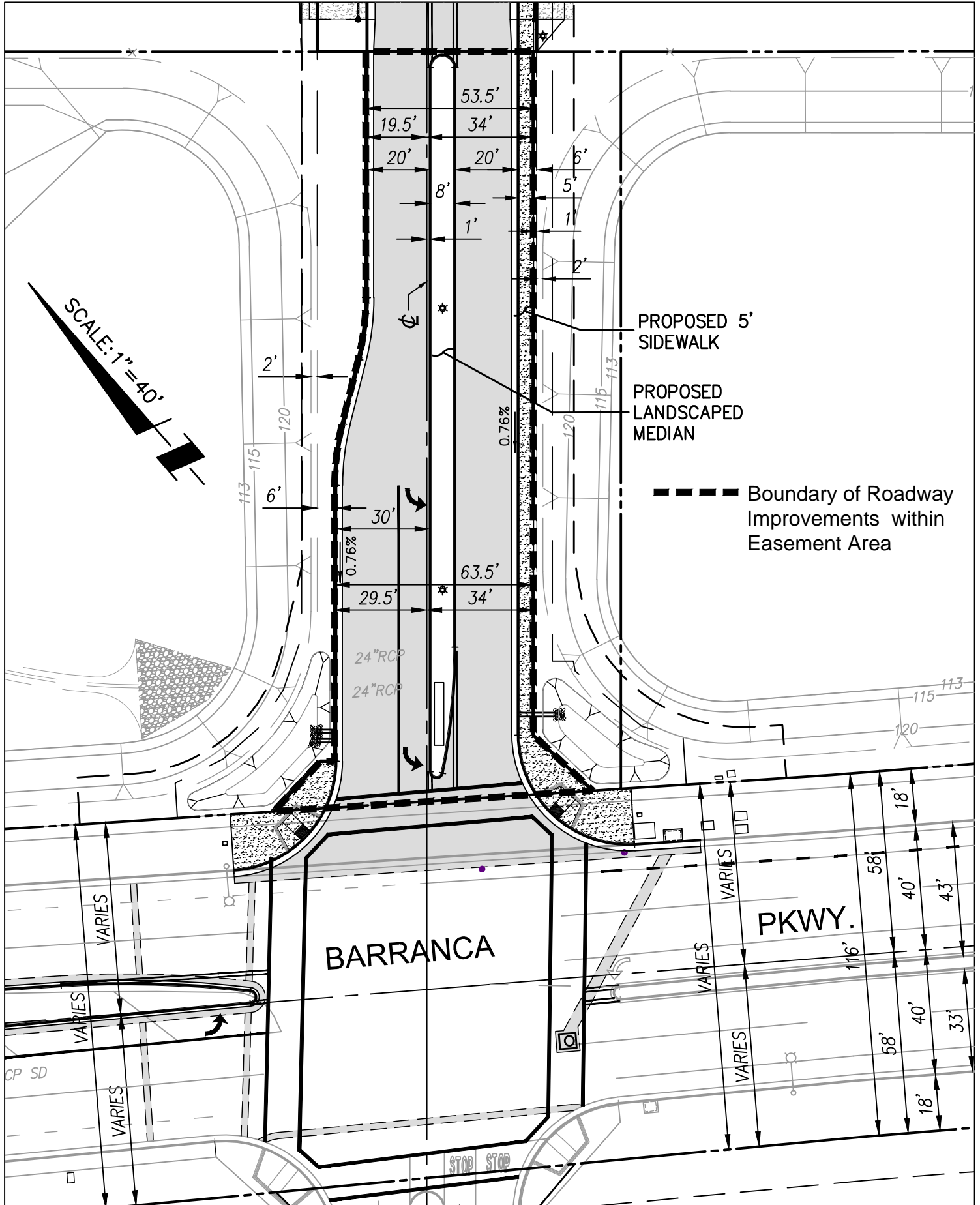
17782 17TH STREET, SUITE 200 • TUSTIN, CA 92780 • 714-665-4500

DATE OF PREPARATION: 5/05/15



# EXHIBIT "E"

## Roadway Improvements



SCALE: 1"=40'

PROPOSED 5' SIDEWALK

PROPOSED LANDSCAPED MEDIAN

--- Boundary of Roadway Improvements within Easement Area

BARRANCA

PKWY.

STOP STOP

CP SD

VARIES

VARIES

VARIES

VARIES

VARIES

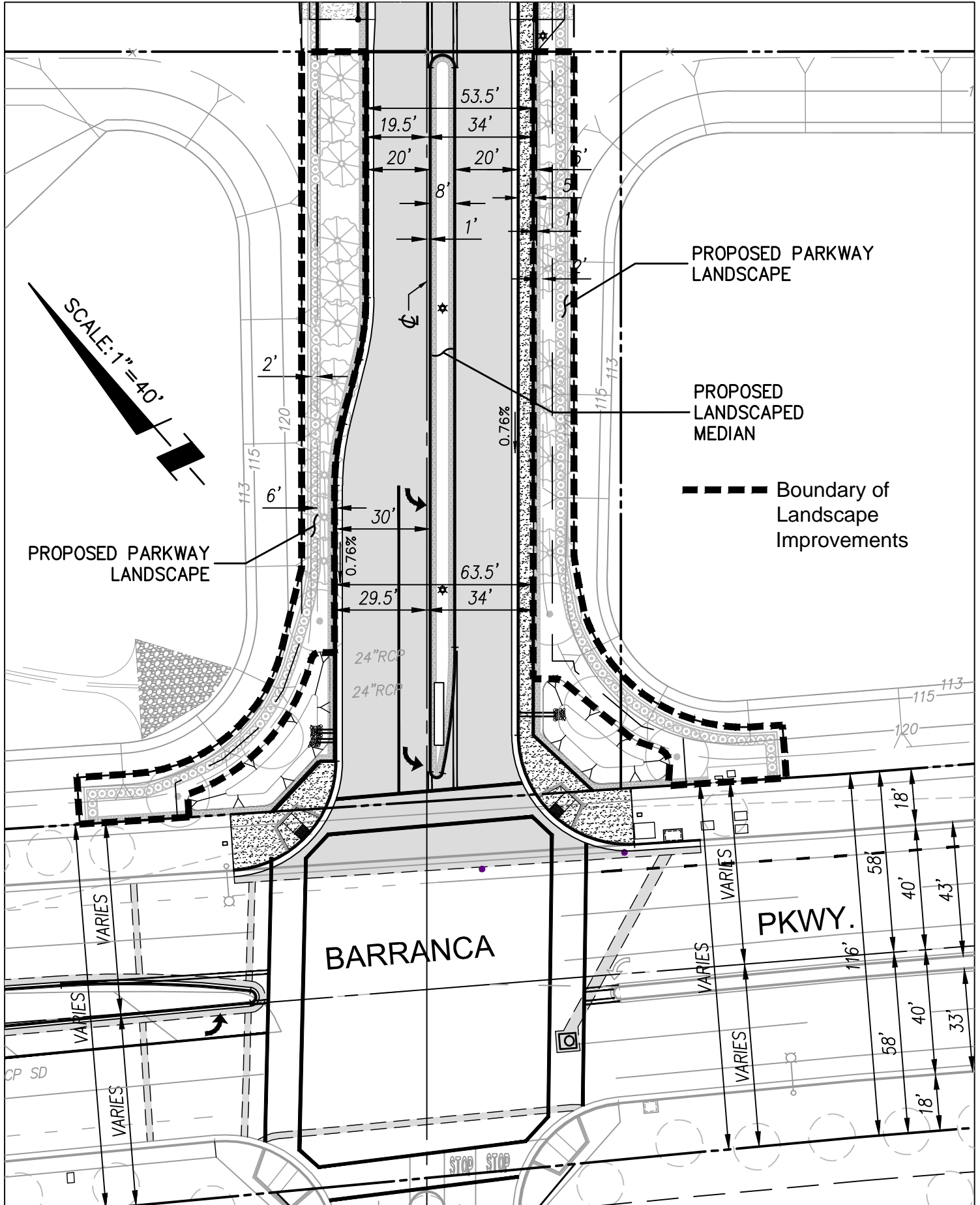
VARIES





# EXHIBIT "G"

## Landscape Improvements



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

---

**BACKGROUND**

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

**STATUS**

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

**RECOMMENDATION**

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

**TRUSTEE ATTENDANCE AT CONFERENCES AND MEETINGS**

Trustees wishing to attend:

EVENT/LOCATION	DATE(s) *	ESTIMATED COST** (per person)	TRUSTEE REQUESTED ITEM:	TRUSTEE(S) ATTENDING
CCLC – 2014 Student Trustees Workshop Costa Mesa, CA	8/14-8/16/15 (2)	\$500.00	no	

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

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

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

**TO:** Board of Trustees

**FROM:** Gary L. Poertner, Chancellor

**RE:** SOCCCD: ATEP, Contract for Security Guard Services, G4S Secure Solutions (USA), Inc.

**ACTION:** Approval

---

### **BACKGROUND**

During development of the ATEP site, the District has been responsible for providing public safety services for the 61.42 acre property and have staff assigned to the location. The public safety staffing not only provides police services for staff assigned to the temporary campus, but also reduces liability exposure to the District for the entire ATEP property during demolition and site development. It also is a requirement of the City of Tustin for the District to have security on the site during development. These services are managed by the Irvine Valley College Police Department, which includes an onsite Police Sergeant to supervise operations.

### **STATUS**

The current public safety staffing at ATEP has been a combination of District employed police officers and security personnel. As demolition at the site is winding down and the pre-construction planning phase becomes the focus, there is a continued need for this strategy. G4S has been selected to provide the ATEP site security services which will allow long-term and consistent security services at ATEP.

Funding for this public safety service is included in the FY 2015-2016 ATEP site operations budget.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve the contract (EXHIBIT A) for the term of July 1, 2015 to June 30, 2018, with G4S Secure Solutions (USA), Inc. in an amount not to exceed \$396,000.



## Security Services Agreement

This Security Services Agreement ("Agreement") is effective as of July 1, 2015, between South Orange County Community College District, a California community college district, with its district location at 28000 Marguerite Parkway, Mission Viejo, CA 92692 ("Customer") and G4S Secure Solutions (USA) Inc. ("G4S"), a Florida corporation, with its principal office located at 1395 University Boulevard, Jupiter, Florida 33458.

The parties agree as follow:

1. **SERVICES:** G4S will provide Customer with security services in accordance with the Schedule of Security Services attached hereto and incorporated herein by reference ("Security Services"). Security personnel will perform Security Services in compliance with written post orders agreed upon by the parties, and as shown in Exhibit A.
  
2. **OPTIONAL SERVICES:** G4S is available to perform disaster or emergency services at stipulated disaster or emergency service rates subject to the parties entering into the respective disaster or emergency services agreement. Emergency services include acts of the government, riots, strikes, acts of terrorism and the like. Disaster services include floods, fires, earthquakes, hurricanes, and other acts of God. If Customer requests additional services beyond those specified in the relevant Schedule of Security Services, G4S is available, upon agreement, to perform such services at G4S' established national short term rates.
  
3. **PERSONNEL:**
  - a. All security personnel are employees of G4S and not of Customer.
  - b. All security personnel assigned at Customer premises will have a pre-employment background investigation and drug screening prior to assignment.
  - c. All security personnel will be neatly uniformed, courteous, and demonstrate positive human relations skills.
  - d. All security personnel will be able to effectively communicate verbally and in writing and will be able to effectively respond to emergencies.

- e. All security personnel will demonstrate reliable attendance and other identified job skills.
- f. If Customer, at any time, is dissatisfied for any lawful and non-discriminatory reason with any security officer assigned to the premises, G4S, upon request by Customer, will replace such security officer.
- g. If a security officer fails to arrive at Customer's premises as scheduled, G4S will provide a replacement as soon as practicable.
- h. Customer will supply G4S with copies of any applicable workplace policies with which security personnel must comply.
- i. Customer assumes the risk and responsibility of G4S employees in the event Customer takes direct control or supervision of a G4S employee by requiring the employee to perform contrary to this Agreement or to not perform the duties as contemplated by this Agreement.

**4. HIRING:** Customer agrees that it will not employ as security personnel any security officer used by G4S in the performance of this Agreement, for at least six (6) months after said officer completed his or her G4S assignment at Customer. In the event of Customer's breach of this provision, Customer agrees to reimburse G4S the sum of Two Thousand Five Hundred and No/100 Dollars (\$2,500.00) per person for G4S' recruitment, screening and training costs.

**5. RATES:** Customer agrees to pay G4S at the hourly rates set forth on the attached Schedules of Security Services, plus all applicable sales, use and/or similar taxes. Overtime hours in excess of forty (40) hours per week or eight (8) hours per day, whichever is applicable to local labor laws or any applicable collective bargaining agreement, will be billed at 140.0% of the corresponding straight time bill rate. Unless otherwise agreed in the Schedule of Security Services, hours worked on Thanksgiving day, Christmas day, New Year's day, Memorial day, Labor day and Fourth of July will be billed at 140.0% of the corresponding straight time bill rate. Unless otherwise agreed in the Schedule of Security Services, health benefits shall be direct billed to Customer.

**6. RATE CHANGE:** The rates quoted on each Schedule of Security Services will remain in effect for at least one (1) year from date of execution of this Agreement or each such Schedule, whichever is later. Notwithstanding the foregoing, following receipt of written notice from G4S, rates shall be automatically adjusted to fully recover any change in costs mandated by law,

including but not limited to licensing fees, Federal Insurance Contribution Act (FICA), Federal Unemployment Tax Act (FUTA), State Unemployment Insurance (SUI), Worker's Compensation, Collective Bargaining Agreements, Union Activities, regulatory costs associated with compliance with the Patient Protection and Affordable Care Act (PPACA), and/or Federal or State minimum wage laws. In addition, these rates may be adjusted each subsequent November 1 for any increased costs for medical insurance premiums, participation rates or both.

**7. INVOICES AND PAYMENT:** G4S will invoice Customer on a weekly basis. All invoices are due and payable within 30 days from date of receipt. Customer shall remit payment by check or EFT. If by check, payments shall be mailed to G4S Secure Solutions (USA) Inc., P.O. Box 277469, Atlanta, Georgia 30384-7469. Customer acknowledges and agrees payment in any other form will result in transaction fees and agrees such transaction fees shall be collected by G4S at the time payment is processed. Customer agrees to pay a late charge of 1.0% per month on any amount not paid within forty-five (45) days of the invoice date. Customer agrees to pay reasonable attorney and all collection agency and other fees and expenses which may be incurred by G4S in the collection of unpaid invoices or any part thereof. G4S shall invoice Customer and collect any applicable tax imposed on all retail sales, leases and rentals of goods, and taxable services, including but not limited to state and local sales taxes and gross receipts tax. If G4S collects any such taxes, G4S will be fully responsible for making all payments, declarations, and filings related to same. Customer indemnifies G4S for said taxes; and acknowledges that if any such taxes are understated or increased resulting from an audit, the Customer shall reimburse G4S upon request.

**8. LIMITS OF LIABILITY AND INDEMNITY:** It is understood and agreed between the parties that G4S is not an insurer and that the rate being paid for service is for a security officer service designed to deter certain risks of loss. The rates are not related to the value of the personal or real property protected. G4S makes no guarantee, implied or otherwise, that no loss will occur or that the service supplied will avert or prevent occurrences or losses which the service is designed to help detect or avert. Notwithstanding, G4S is not relieved of its responsibility to provide commercially reasonable best efforts in its performance of this Agreement. G4S shall be liable for any damage to the extent resulting from the negligence or intentional bad act(s) of G4S or its officers or employees, and shall defend, indemnify and hold Customer harmless for said damages. Likewise, Customer agrees to indemnify and hold G4S

harmless, including costs and reasonable attorneys' fees, to the extent caused by the negligence or intentional bad acts by Customer, its officers or employees. G4S also agrees to defend, indemnify and hold Customer harmless from and against any claims, demands, actions, suits, causes of action, or losses brought against Customer by G4S' employees or agents, except to the extent of the negligence or intentional harmful act(s) of Customer or its employees or agents. In no event will either party be liable to the other for loss of business or profits, penalties, or special or indirect, consequential, punitive, exemplary or liquidated damages. In no event shall G4S' maximum, cumulative liability to the Customer for damages hereunder exceed the total amount of fees paid hereunder in the twelve (12) month period immediately preceding the event giving rise to the damages for the specific service or products provided hereunder; the foregoing limitation shall not apply to claims brought directly against G4S by third parties. Customer shall give notice to G4S of any loss, damage, expense, claim, lawsuit, liability, fine or penalty (collectively herein "Claim") within thirty (30) days of the occurrence giving rise to the Claim or within ten (10) days of receipt of notice of the Claim. G4S shall not be responsible for any Claim unless the requisite notice is given timely and properly.

**9. TAXES:** G4S will pay all wages, state and federal withholding taxes, social security taxes, local occupational taxes, unemployment taxes, and other amounts normally required by an employer arising from G4S employment of the security personnel assigned to Customer's premises and G4S will indemnify and hold Customer harmless, including costs and reasonable attorney's fees, from and against any or all of these obligations and payments.

**10. INSURANCE:**

- a. G4S has procured, and will maintain in effect throughout the life of this Agreement, workers' compensation insurance in full limits as required by statute and employer's liability insurance with a limit of at least \$1,000,000.00, covering G4S employees assigned to each of Customer's premises. If any claim for Workers' Compensation benefits is asserted against Customer by any of said G4S employees or in the event of death by their personal representatives, then, upon timely written notice from Customer, G4S shall undertake to defend Customer against such claim(s) and shall indemnify and hold Customer harmless from and against any such claim(s).



- b. G4S has procured, and will maintain in effect throughout the life of this Agreement, a General Liability policy (covering bodily injury, personal injury and property damage) in the amount of \$2,000,000.00. G4S agrees to name and maintain Customer as an additional insured on said liability policy. G4S' naming of Customer as an additional insured shall provide coverage to the extent of G4S' liability under the Agreement and shall in no event be construed for any purpose so as to make G4S or the issuer of such policies liable for the negligence (joint, concurrent, independent or individual), acts, errors or omissions of Customer or its employees.
  
- c. If the services include the use of vehicles by G4S security officers, G4S will procure, and will maintain in effect throughout the life of this Agreement, an Automobile Liability policy in the amount of \$1,000,000.00 combined single limit (each accident).

**11. CONFIDENTIAL INFORMATION:** All processes, documents, data, material, policies, or other information pertaining to Customer's business which is learned by G4S or furnished to G4S shall be maintained by G4S in strict confidence and shall not be used by G4S except for the direct benefit of Customer, nor disclosed by G4S to any person or entity at any time for any reason unless require by law. In furtherance of this provision, G4S agrees to execute such confidentiality agreements as requested by Customer from time to time. The terms of this provision shall survive the termination or cancellation of this Agreement.

**12. PROPERTY:** All Customer software, equipment, and other property used by security personnel shall remain the exclusive property of Customer. Likewise, any property furnished by G4S for use by security personnel while assigned at Customer shall remain the exclusive property of G4S.

**13. TERM:** This Agreement is effective July 1, 2015 through June 30, 2018. Either party may terminate this Agreement at any time, upon ten (10) days prior written notice to the other party, if a party has notified the other that a material breach of this Agreement has occurred, and same has not been rectified in a timely manner. Notwithstanding the foregoing, G4S may terminate this Agreement for non-payment by Customer following twenty-four (24) hours written

notice. Notwithstanding the foregoing, the duration of each separate Schedule of Security Services shall be as agreed upon in the relevant Schedule of Security Services.

**14. CAPITAL EQUIPMENT:** In the event Customer terminates this Agreement or any Schedule of Security Services for any reason other than a breach by G4S, Customer shall reimburse G4S for any unamortized or unrecovered costs for vehicles or other special equipment procured for and used exclusively in the performance of this Agreement.

**15. MODIFICATION:** This Agreement may be modified at any time by mutual written consent of the parties. Customer may request a decrease or increase of the number of security personnel, their service hours, or a revision in the shifts or posts, by providing reasonable advance notice. G4S will honor the request provided personnel are available and the request does not create any unreasonable scheduling requirements. Customer shall pay any increase or shall be entitled to a decrease which results from the change or modification in accordance with the Schedule of Security Services. Customer may request G4S to assign security personnel at additional Customer locations; a Schedule of Security Services for said location(s) shall be incorporated by reference into this Agreement.

**16. FORCES MAJEURE:** G4S shall not be liable for any failure or delay in performance of this Agreement, in whole or in part, where such failure or delay is caused by circumstances beyond G4S' reasonable control, including but not limited to acts of God, severe weather, fire, terrorism, vandalism or civil riots, war, civil disturbance, labor activity or strike, court order or any other cause outside G4S' exclusive and direct control.

**17. ENTIRE AGREEMENT:** This Agreement, including Schedules of Security Services, supersedes all previous agreements, oral or written, between G4S and Customer at any Customer location, and represents the entire Agreement between the parties. No other agreements or representations, oral or written, have been made. Any preprinted terms contained on a Customer purchase order shall be subject to this Agreement and any conflict between this Agreement and any pre-printed terms on commercial forms/paper shall be resolved in favor of this Agreement.

**18. SEVERABILITY:** The provisions of this Agreement are severable and the invalidity or ineffectiveness of any part thereof shall not affect or impair the validity and effectiveness of remaining parts of provisions of this Agreement.

**19. ASSIGNMENT:** Neither party may assign or delegate its rights or obligations pursuant to this Agreement without the prior written consent of the other. However, no consent is required for an assignment that occurs (a) to an entity in which the transferring party owns more than 50% of the assets, or (b) as part of a transfer of all or substantially all of the assets of the transferring party to any party. Any assignment or delegation in violation of this section shall be void.

**20. NOTICES:** All notices to be given by either party shall be in writing and shall be sufficiently given or made by (i) delivery in person; (ii) facsimile; (iii) electronic mail; (iv) first class, registered or certified mail, postage prepaid; or (v) overnight courier addressed to the other party at its address set forth herein or at such other address as the other party may have designated by notice given hereunder. Notices so given shall be effective upon (i) receipt by the party to which notice is given, or (ii) on the third (3<sup>rd</sup>) day following mailing, whichever occurs first.

To G4S: G4S Secure Solutions (USA) Inc.  
Attention: Managing Counsel, Contracts  
1395 University Boulevard  
Jupiter, Florida 33458  
Fax: 561.691.6680 / Email: [contracts@usa.g4s.com](mailto:contracts@usa.g4s.com)

To Customer: Irvine Valley College                      Attention: Chief Will Glen  
5500 Irvine Center Drive  
Irvine, CA 92618  
Fax: 949 451.5230 / Phone: 949 451.5201 / Email: [wglen@ivc.edu](mailto:wglen@ivc.edu)

cc: SOCCCD  
Attention: Dr. Debra L. Fitzsimons, Vice Chancellor of Business Services  
28000 Marguerite Parkway  
Mission Viejo, CA 92692  
Fax: 949 347.2472 / Phone: 949 582.4662 / Email: [dfitzsimons@socccd.edu](mailto:dfitzsimons@socccd.edu)

**21. LEGAL COMPLIANCE:** G4S certifies that the services it provides will be performed in compliance with and subject to all state and federal statutes, municipal and local ordinances and the rules and regulations of any governmental agency or department which has jurisdiction over the performance of these services.

**22. DISPUTE RESOLUTION:** In the event of any dispute between the parties, Customer and G4S agree that they will make good faith efforts to resolve their differences, with the assistance of a mediator selected by mutual agreement. Mediation will take place in Mission Viejo, CA, unless agreed otherwise. Each party shall bear its own associated expenses, including attorneys' fees, and the parties agree to equally share the mediator's fees and ancillary expenses.

**23. LABOR ORGANIZATIONS:** In the event G4S enters into any collective bargaining agreement covering G4S employees assigned to Customer, it is understood and agreed that G4S shall have sole control and responsibility for and will be sole signatory under and connected with all such labor negotiations, grievances, collective bargaining agreements and related labor matters.

**24. THIRD PARTY BENEFICIARIES:** Security Services provided pursuant to this Agreement are provided to Customer only. No other person or entity is, nor is intended to be, a third party beneficiary.

**25. HAZARDOUS CONDITIONS:** Customer represents and warrants there are no chemical or other hazards that require disclosure to G4S or its employees that have not previously been disclosed to G4S under the OSHA Chemical Hazard Communication Standard 1910.1200. Customer agrees to provide any training offered to its own employees to G4S employees and will provide G4S with copies of any training materials.

**26. GOVERNING LAW:** This Agreement shall be governed by the laws of the State of California.

By signing below, the signatory represents and warrants that s/he is duly authorized to execute and deliver this Agreement on behalf of the entity for which s/he is signing and that the Agreement is binding upon the entity.

G4S Secure Solutions (USA) Inc.                      South Orange County Community College District  
By \_\_\_\_\_ By: \_\_\_\_\_  
Name: \_\_\_\_\_ Name: Dr. Debra L. Fitzsimons  
Title: \_\_\_\_\_ Title: Vice Chancellor of Business Services  
Date: \_\_\_\_\_ Date: \_\_\_\_\_

**Schedule of Security Services**

Customer Contact:            Will Glen, Chief of Police  
   Irvine Valley College  
  
Service Location:            Advanced Technology & Education Park (ATEP)  
   15445 Lansdowne Rd., Tustin, CA 92782  
  
Start Date:                    July 1, 2015                                      End Date:                    June 30, 2018

Scope of Work and Pricing:

Provide security services at the ATEP Campus.  
  
88 Hours per week @ \$24.74/hour

Any changes to hours, scope of work, qualifications, requirements or equipment for the Service Location designated herein shall be mutually agreed to in writing by both parties and may necessitate a change in fee structure. The rates stated herein shall not apply to any other Customer request and shall be valid only for the time period stated herein.

**ACCEPTANCE:** The above Schedule of Security Services is acceptable. By signing this, I represent that I have the authority to sign this document on behalf of and to bind the Company.

Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Signature: \_\_\_\_\_ Title: \_\_\_\_\_  
Date of Acceptance: \_\_\_\_\_

Exhibit A

**Job Description of G4S Security**

The service coverage G4S will provide will be for the hours of 11pm through 7am, Monday through Friday, and 24-hour coverage on weekends and designated holidays. The following constitutes a job description G4S officers will deliver:

- G4S will provide an on-site security officer at the Advanced Technology & Education Park (ATEP) facility for the purpose of physical plant protection. The officer will be restricted to the exterior of buildings and classrooms, with the below noted exceptions.
- Foot patrols will be conducted for ATEP owned land across the street. This property, located at the southwest quadrant of the intersection of Lansdowne Road and Valencia Avenue, constitutes approximately 61.42 acres. The officer is to conduct an exterior fence line visual check of the property. This property constitutes both undeveloped land as well as land with construction activity occurring.
- The officer is to immediately report any unusual activity, concerns or damage to ATEP property. This notification will be made by contacting the on-duty IVCPD officer at 949 451-5234.
- Copies of duty logs completed by G4S officers will be forwarded to the IVCPD Police Operations Lieutenant within three days of the completed shift.
- On-site restroom facilities will be available for officers. An on-site break room will also be available, providing chairs, vending machines and protection from the elements.

**TO:** Board of Trustees

**FROM:** Gary L. Poertner, Chancellor

**RE:** SOCCCD: Contract with JB Technology Consulting, LLC for Information Technology Services

**ACTION:** Approval

---

### **BACKGROUND**

District IT has a need to automate back office technology processing such as user provisioning and systems management commonly referred to as DevOps.

### **STATUS**

District IT is proposing that JB Technology Consulting, LLC provide DevOps services to the District IT infrastructure staff.

The professional fees for these services will be based on time spent at a rate of \$85 per hour and an amount not to exceed \$171,360.

General funds are currently available for these technology services. Additional funds will be available contingent on FY 2015-2016 basic aid funding.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve the agreement with JB Technology Consulting, LLC, Exhibit A, for an amount not to exceed \$171,360, for the term of July 1, 2015 through June 30, 2016.

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

**INDEPENDENT CONTRACTOR AGREEMENT**

This Agreement is made and entered into this \_\_\_ day of \_\_\_\_, 2015 between: Requisition No.  
**South Orange County Community College District**  
**28000 Marguerite Parkway**  
**Mission Viejo, California 92692-3635**  
**Telephone (949) 582-4664**

hereinafter called DISTRICT, and

(Name of Contractor): JB Technology Consulting, LLC  
(Street Address): 230 Santa Maria  
(City, State, Zip Code): Irvine, CA 92606  
(Telephone #): (562) 234-0291

hereinafter called CONTRACTOR.

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

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

The parties agree as follows:

1. The period of this Agreement shall be effective from 07/01/2015 to 06/30/2016 and may be modified by mutual agreement of the parties. The DISTRICT shall have the discretion to terminate this contract by providing CONTRACTOR 30 days prior written notice.

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

**Network Engineer (NE) services in support of DevOps and other infrastructure projects (this role is effective from 07/01/2015 to 06/30/2016).**

2. The DISTRICT shall pay the CONTRACTOR \$85.00 per hour for NE not to exceed \$171,360. The DISTRICT will pay expenses in the amount of \$0.00. The total contract amount is \$171,360 (including expenses). Upon completion of the services provided for hereof and upon a signed invoice acceptable to the DISTRICT and approved by IT Director – Infrastructure and Security payment will be made on a monthly basis.
3. The DISTRICT shall not be liable to the CONTRACTOR for personal injury or property damage sustained by him/her in the performance of this contract, whether caused by himself/herself, the DISTRICT, its officers, agents or employees, or by any third party. CONTRACTOR agrees to and does hereby indemnify, hold harmless and defend the DISTRICT and its governing board, officers, employees and agents from every claim or demand made and every liability, loss, damage or expense, of any nature whatsoever.
4. While performing service hereunder, the CONTRACTOR is an independent contractor and not an officer, agent or employee of the South Orange County Community College District inclusive of Saddleback College and Irvine Valley College.
5. Neither party shall assign this Agreement or any part thereof without the written consent of the other party.

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

**Contractor**

**South Orange County Community College District**

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

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

By: Jonathan Byers

By: Dr. Debra L. Fitzsimons

Title: CEO

Title: Vice Chancellor, Business Services

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

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

Contact Person: \_\_\_\_\_

College Contact Person: Jeff Dorsz, 949-582-4308



TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: SOCCCD: Contract with I3 Solutions for Business Analysis and Project Management Services

ACTION: **Approval**

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### **BACKGROUND**

To support IT projects from July 2015 through June 2016, the District is in need of expertise in the area of project management. I3 Solutions provides these services and is familiar with SOCCCD's infrastructure projects and development efforts.

### **STATUS**

District IT is proposing that I3 Solutions assist in the analysis and project management of the Network Refresh and district-wide backup project. Additional work will be performed assisting with SIS and performing project management for infrastructure related projects. The professional fees for these services will be based on time spent at a rate of \$60 per hour not to exceed \$120,960.

Funding for these services will be provided by FY 2014-2015 District IT Basic Aid funds.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve the agreement with I3 Solutions, Exhibit A, for an amount not to exceed \$120,960.

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

**INDEPENDENT CONTRACTOR/CONSULTANT AGREEMENT**

This Agreement is made and entered into this 1<sup>st</sup> day of July, 2015 between:

**South Orange County Community College District  
28000 Marguerite Parkway  
Mission Viejo, California 92692-3635  
Telephone (949) 582-4664**

hereinafter called **DISTRICT**, and

(Name of Consultant): **I3 Solutions**  
(Street Address): **2777 Alton Pkwy Unit 243**  
(City, State, Zip Code): **Irvine, California 92606**  
(Telephone #): **949-400-9065**

hereinafter called **CONSULTANT**.

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

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

The parties agree as follows:

1. The period of this Agreement shall be effective July 01, 2015, ongoing and may be modified by mutual agreement of the parties. The DISTRICT shall have the discretion to terminate this contract by providing CONSULTANT 30 days prior written notice.
2. The CONSULTANT shall, at times and places designated by it and acceptable to the DISTRICT perform the following services: **Perform analysis and project management of the Network Refresh, and district-wide backup. Additional work will be performed assisting with SIS and performing project management for infrastructure projects.**
3. The DISTRICT shall pay the CONSULTANT **\$60.00** an hour, not to exceed **\$120,960**, including expenses and for services specified above. The total contract amount is **\$120,960**. Upon submission of invoices for services provided and acceptable to the DISTRICT and approved by **IT Directors Jim Gaston, Jeff Dorsz or Jim Phaneuf**, payment will be made.
4. The DISTRICT shall defend, indemnify and hold CONSULTANT, its officers, employees and agents harmless from and against any and all liability, loss, expense (including reasonable attorneys' fees), or claims for injury or damages arising out of the performance of this Agreement but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of DISTRICT, its officers, agents, or employees. Liability shall not exceed \$1,000,000.00.
5. The CONSULTANT shall defend, indemnify and hold DISTRICT, its officers, employees and agents harmless from and against any and all liability, loss, expense (including reasonable attorneys' fees), or claims for injury or damages arising out of the performance of this Agreement but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of CONSULTANT, its officers, agents, or employees. Liability shall not exceed \$1,000,000.00.
6. While performing service hereunder, the CONSULTANT is an independent contractor and not an officer, agent or employee of the South Orange County Community College District inclusive of Saddleback College and Irvine Valley College.
7. Neither party shall assign this Agreement or any part thereof without the written consent of the other party.

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

**Consultant** **South Orange County Community College District**

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

By: Iden Sadeghieh \_\_\_\_\_ By: Dr. Debra Fitzsimons \_\_\_\_\_

Title: Consultant \_\_\_\_\_ Title: Vice Chancellor of Business Services \_\_\_\_\_

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

Contact Person: **Iden Sadeghieh 949-400-9065** District Contact Person: **Jeff Dorsz 949-582-4308**

**TO:** Board of Trustees

**FROM:** Gary L. Poertner, Chancellor

**RE:** SOCCCD: Agreement for Specialized Legal Services, Parker & Covert, LLP

**ACTION:** Approval

### **BACKGROUND**

The District has used the services of the legal firm Parker & Covert, LLP since November 1979 to provide specialized legal services, on an as needed basis, for community college legal matters such as Conflict of Interest Code. The currently hourly rates have been in effect since July 2013.

### **STATUS**

The firm is requesting an hourly rate increase for a two year term. The proposed hourly rates are listed in the table below:

	FY 2015-2016		FY 2016- 2017	
	<u>From</u>	<u>To</u>	<u>From</u>	<u>To</u>
Partners	\$ 225	\$ 245	\$ 245	\$ 255
Associates	\$ 195	\$ 210	\$ 210	\$ 215
Jr. Associates	\$ 175	\$ 200	\$ 200	\$ 205
Law Clerks/ Paralegals	\$ 135	\$135	\$ 135	\$ 135

SOCCCD has not utilized these specialized legal services related to conflict of interest code since 2013; however, it is recommended that this agreement continue on an as needed basis, in preparation for use if an issue arises.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve the agreement (EXHIBIT A) with Parker & Covert, LLP increasing their rate for professional services effective July 1, 2015 through June 30, 2017.

**SPECIALIZED LEGAL SERVICES AGREEMENT**

1  
2 THIS AGREEMENT is made and entered into effective this 1st day of July, 2015, by and  
3 between the SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT, referred to as  
4 the "DISTRICT," and PARKER & COVERT LLP, hereinafter referred to as "Attorneys."

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**WITNESSETH**

WHEREAS, the DISTRICT desires to obtain from Attorneys certain legal services to be rendered at the request and direction of the governing board of the DISTRICT pursuant to Government Code section 53060; and

WHEREAS, the DISTRICT has determined that it is in the best interest of the DISTRICT to appoint Attorneys to represent DISTRICT in the matters that are hereinafter specified;

NOW THEREFORE, in consideration of the mutual promises herein contained, the parties hereto agree as follows:

1. DISTRICT retains Attorneys for the purpose of providing specific legal services. For the purpose of requesting specific legal services, the Board President, the Chancellor or the Chancellor's designee is hereby designated as the DISTRICT's representatives in selecting the legal services to be rendered.

2. DISTRICT shall pay Attorneys for the services herein performed at the rates set forth in Exhibit "A" which is attached hereto and by this reference incorporated herein. These rates will be in effect from July 1, 2015 through June 30, 2017.

3. Attorneys shall perform the services herein provided at the rates set forth in said Exhibit.

4. DISTRICT shall also pay and reimburse Attorneys for any actual and necessary costs and expenses incurred in the course of handling such services. Actual and necessary costs and expenses include those charges that Attorneys directly incur including, but not limited to, filing fees,

1 reproduction of documents, toll telephone charges, messenger and delivery services, travel expenses  
2 other than mileage costs, and court reporting costs.

3 5. Attorneys shall present statements for the services rendered pursuant hereto during  
4 the preceding month, and DISTRICT shall pay the same within a reasonable time thereafter, which  
5 is agreed to be within 45 days of receipt of attorneys' statement.

6 6. Attorneys shall serve under the terms of the Agreement at the pleasure of the  
7 DISTRICT and the DISTRICT hereby reserves the right to terminate Attorneys upon written notice  
8 to Attorneys.

9 7. Attorneys shall maintain at all times a policy of professional liability insurance  
10 while representing and advising DISTRICT.

11 8. Upon DISTRICT's written request Parker & Covert LLP will, whether or not  
12 all fees owing under this Agreement have been paid, make DISTRICT's file (with the  
13 exception of Parker & Covert LLP's work product) available for pickup by the DISTRICT at  
14 Parker & Covert LLP's office. Parker & Covert LLP may at any time request in writing that  
15 the DISTRICT take possession of all or a portion of DISTRICT's files. If the DISTRICT  
16 does not take possession within ninety (90) days after mailing of such request, Parker &  
17 Covert LLP may thereafter destroy the files. In any case, Parker & Covert LLP is authorized  
18 to destroy the files without notice five (5) years after termination of the matter or Parker &  
19 Covert LLP's employment.

20 9. Attorneys reserve the right in their discretion to terminate this Agreement at  
21 any time Attorneys deem necessary or advisable upon thirty (30) days written notice to  
22 DISTRICT.

**EXHIBIT "A"**

**Rates 7/1/2015 to 6/30/16**

PARTNERS	\$245.00 per hour
ASSOCIATES	\$210.00 per hour
JR. ASSOCIATES	\$200.00 per hour
LAW CLERKS/PARALEGALS	\$135.00 per hour

**Rates 7/1/2016 to 6/30/17**

PARTNERS	\$255.00 per hour
ASSOCIATES	\$215.00 per hour
JR. ASSOCIATES	\$205.00 per hour
LAW CLERKS/PARALEGALS	\$135.00 per hour

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In witness whereof, this Specialized Legal Services Agreement was duly approved by  
the DISTRICT's Board of Trustees.

SOUTH ORANGE COUNTY COMMUNITY  
COLLEGE DISTRICT

Date: June \_\_, 2015

By: \_\_\_\_\_

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

PARKER & COVERT LLP

Date: June 5, 2015

By:   
\_\_\_\_\_  
Douglas N. Yeoman  
Managing Partner

**TO:** Board of Trustees

**FROM:** Gary L. Poertner, Chancellor

**RE:** SOCCCD: Facility Assessment Services, Phase II - Infrastructure, ALPHA Facilities Solutions, LLC

**ACTION:** Approval

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## **BACKGROUND**

The Board of Trustees requested that both colleges plan and present scheduled maintenance needs uniformly. The colleges and the district facilities departments determined that a Scheduled Maintenance Plan with a duration concurrent with the Education and Facilities Master Plan, through 2031, would best inform planning evaluations. Phase I work included selection of a scheduled maintenance software with consultant services engaged to perform a facilities assessment, upload information for both colleges into one consistent report, evaluate options for retaining "live" information, and to train staff.

A building condition assessment was performed as an initial step in understanding facility needs. ALPHA Facilities Solutions, LLC (ALPHA) provided excellent services in their coordinating staff, performing onsite investigations and throughout report development. This first phase permitted staff to reference the draft report to develop proposals for basic aid funding requests.

The existing infrastructure was not evaluated during the building assessment. Additionally, mapping of the existing infrastructure is necessary for planning, renovation and construction.

## **STATUS**

Staff requested that ALPHA augment their proposal to include infrastructure services. Work scope will include condition assessment of pavement, fencing and walls, signage, stadiums and playing fields, trees, landscaping, water supply, sanitary sewer system, storm water system, heating and cooling distribution systems, fuel and electrical distribution, communication distribution systems and site lighting. ALPHA is also able to map the storm water and sewer systems. The project is expected to be complete within six months of contract execution.

Staff recommends approval of the agreement (EXHIBIT A) for Facility Assessment Services, Phase II - Infrastructure with ALPHA Facilities Solutions, LLC for a total contract amount of \$483,539.

Funding for the project was approved by the Board of Trustees in FY 2012-13 and FY 2013-14 in the amount of \$1,129,000.

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



## **RECOMMENDATION**

The Chancellor recommends approval of the agreement (EXHIBIT A) for Facilities Assessment Services, Phase II - Infrastructure with ALPHA Facilities Solutions, LLC for a total contract amount of \$483,539.

**AGREEMENT - FACILITIES ASSESSMENT SERVICES, PHASE II – INFRASTRUCTURE, SADDLEBACK & IRVINE VALLEY COLLEGES**

THIS AGREEMENT is hereby entered into this 1<sup>st</sup> day of July, 2015, by and between the **South Orange County Community College District**, hereinafter referred to as “DISTRICT,” and **ALPHA Facilities Solutions, LLC**, 11503 NW Military Hwy., Suite 300, San Antonio, Texas 78231, phone (210) 601-3190, hereinafter referred to as “CONSULTANT.”

WHEREAS, DISTRICT is authorized by Section 53060 of the California Government Code to contract with and employ any persons for the furnishing of special services and advice in financial, economic, accounting, engineering, legal or administrative matters, if such persons are specially trained and experienced and competent to perform the special services required; and

WHEREAS, DISTRICT is in need of such special services in providing infrastructure condition assessment services and central plant equipment inventory and assessment services for Saddleback College and Irvine Valley College, in conjunction, with the implementation of SchoolDude software by referencing the FUSION ID; and

WHEREAS, CONSULTANT is specially trained and experienced and competent to perform the special services required by the DISTRICT, and such services are needed on a limited basis;

NOW, THEREFORE, the parties agree as follows:

**ARTICLE 1 - BASIC SERVICES**

- 1.1. Phases of Basic Services. The CONSULTANT shall provide and perform the Basic Services of the infrastructure condition assessment of Saddleback and Irvine Valley Colleges as more particularly described in this Agreement. The Basic Services shall be performed and completed in a series of sequential phases, generally described as:
  - a. Project Initiation and Planning
  - b. Interview of Facilities Maintenance and Project Management Staff
  - c. Primary Assessment, Assessment and Data Entry
  - d. Identifying and reviewing Infrastructure Facility Condition Index
  - e. Capital Planning, Goals and Investment Planning
  - f. Equipment Inventory specific to Infrastructure systems
- 1.2. The scope of the CONSULTANT’s Basic Services and obligations during each phase of the Basic Services shall be as set forth herein.
  - a. Roadways. General access and arterial roadways of various pavement section types.
  - b. Parking Lots. Vehicle parking areas of various pavement types including surface drainage features.
  - c. Pedestrian Paving. Sidewalks, bridges and other pedestrian paving areas. Accessibility requirements are not part of this scope of work

- d. Site Development. Fencing, retaining walls, playing fields and other site improvement included in documents provided by DISTRICT.
  - i. Fencing and Gates. This includes security, boundary and gates.
  - ii. Retaining Walls. Various earth retaining structures.
  - iii. Signage. Traffic and informational signage (condition only).
  - iv. Stadium and Playing Fields. This includes field facilities, lighting, surfaces, and fixed sports equipment.
- e. Landscaping. Includes irrigation systems, erosion control and an evaluation of trees by an Arborist.
- f. Water Supply. This includes the following water distribution systems and facilities.
  - i. Potable Water Distribution. The piping, valves and other components that transport water from the source to the building envelope. Including Hydrants, post indicator valves and outside system and yoke valves.
  - ii. Pumping Stations. The pumps and appurtenances used to pressurize water for transportation
  - iii. Reclaimed Water Distribution. Water distribution facilities including piping, valves and other components that transport water from the source to end of line.
- g. Sanitary Sewer System. This includes the following sewage collection systems.
  - i. Sanitary Sewer System. Evaluation of this system will include walking the alignment looking for signs of subsidence or other signs of system failure. Cameras will not be used to inspect piping.
  - ii. Lift Stations and Pumping. The pumps and appurtenances used to pressurize sewage for transportation.
- h. Storm Sewer System. This includes the following aspects of the Storm Sewer System.
  - i. Evaluation of this system will include walking the alignment looking for signs of subsidence or other signs of system failure to include erosion. In addition to walking the alignment of the drain pipes CONSULTANT will inspect the condition of the interior of the pipes either by walking the interior of the pipe or by video camera inspection.
  - ii. Because of the specialized expertise required to perform the video camera work, CONSULTANT proposes utilizing the services of SOS Plumbing & Trenchless located at 12888 Western Avenue; Garden Grove California or a firm of comparable qualifications and expertise, to perform the sewer camera work. The CONSULTANT's Subcontractor will have both robotic and push rod type camera equipment. The CONSULTANT'S Subcontractor will also provide equipment to vacuum loose materials that obstruct access to area drains and access to the interior of the piping to allow for a more complete assessment of the piping system. The CONSULTANT'S Subcontractor will also be able to hydrojet the interior of drainpipes to break up debris lodged inside the pipe that would otherwise impede the inspection process. The

approximate locations of storm drain pipes with access points are shown on drawings provided to the CONSULTANT. These drawings are attached to this document and are the basis of initial quantification of work. In the event that access points do not exist or additional storm drain piping is present, the scope of work may increase to include additional drainage structures or decrease to exclude abandoned or non-existing structures. The video camera inspections will be digitally recorded and delivered to the DISTRICT.

- iii. The DISTRICT recognizes that it does not have a complete drawing of the storm drain systems for Saddleback College and Irvine Valley College, and it is likely that additional storm drainage features exist that are not shown on the drawings provided to the CONSULTANT. In collaboration with the DISTRICT, CONSULTANT will walk the sites to identify the additional storm drain inlets, area drains, and manholes that are not shown on the drawings. CONSULTANT will communicate findings with the DISTRICT. CONSULTANT will keep track of additional quantities and notify the DISTRICT when CONSULTANT may potentially exceed the initial authorized budget for this work.
- iv. Due to the unknown and hidden nature of storm drain piping systems the DISTRICT understands that this work may require three to six weeks to complete depending on access, pipe conditions and or additional quantities discovered in the field.
- v. CONSULTANT will collect Geographical Information System (GIS) coordinates of the manholes and measure the elevations of the inverts of the pipes that intersect the manholes. CONSULTANT will present this information on a Google Earth base map and will use the GIS data to assist in the presentation of locations of distress conditions in the drain lines that require work.
- vi. CONSULTANT will organize the findings of this work in a graphical and tabular format to illustrate the inventory of piping systems, their condition, and repair needs.
- vii. CONSULTANT will coordinate with DISTRICT to gain access to a fire hydrant for use in filling water container trucks that are needed to facilitate the video inspection.
- viii. DISTRICT will provide access to two John Deere Gator type vehicles for the CONSULTANT to use for the duration of this work effort.
- ix. CONSUTLANT will collaborate with facilities personnel from DISTIRCT to determine what if any environmental factors can be incorporated into the assessment based on guidelines provided by the Community College system regarding storm water management.
- i. Heating Distribution System. This includes overhead and underground hot water, steam and condensate piping. (Includes Central Plant equipment.)
  - i. Hot Water Distribution Piping
  - ii. Pumping Equipment

- j. Cooling Distribution System. This includes chilled water distribution systems. (Includes Central Plant Equipment.
  - i. Cooling Distribution Piping
  - ii. Pumping Equipment
  - iii. Cooling Towers
- k. Fuel Distribution Systems. This includes the following fuel systems.
  - i. Gas Distribution Piping (Natural and Propane). This includes piping for distribution of natural or propane gas.
  - ii. Gas Storage Tanks. This includes tanks for natural or propane gas.
- l. Electrical Distribution. This includes above and underground components (Includes Central Plant equipment)
- m. Site Lighting. This includes area lighting associated with parking areas and pedestrian walkways.
  - i. CONSULTANT will verify that the lighting levels comply with code requirements, which is 1 foot candle.
- n. Site Communication and Security. Campus-wide phone and fiber distribution systems.
  - i. CONSULTANT will include findings of previous communication studies performed by others in the final report.
  - ii. Particular to this scope is the assessment of the Saddleback College broadcasting tower. Because of the specialized expertise and license required to perform this work, CONSULTANT will use the services of Beckman Tower, (or a firm with comparable qualifications and expertise), in business since 1980 building microwave towers and installing microwave antennas and radios. Beckman is a licensed general engineering contractor in the state of California:
    - Beckman Tower
    - 4861 Grantland Ave.
    - Fresno, CA 93723
    - (559) 275-4030
  - iii. Radio Tower Scope.
    - A. Tower Mapping & Inspection
    - B. Inspect guy anchors: fan plates, rod(s), foundation, grounding
    - C. Inspect attachments: turnbuckles, shackles, pins, thimbles, guy grips, point of daylight
    - D. Inspect guy wires
    - E. Record measurements
    - F. Inspect tower foundation, grounding, base bolts, flanges, welds, legs
    - G. Inspect tower braces, legs, flanges, welds, attachments. Check torque on 10% of bolts.

- H. Inspect guy wire attachments, ears, shackles, pins, guy grips
- I. Inspect climbing ladder and safety climb
- J. Inspect lighting system
- K. Check for lightning protection
- L. Map antennas and their locations, inspect mounts and mounting hardware
- M. Map transmission lines and tower and size

o. Arborist Evaluation and Related Services.

- i. Because of the specialized expertise required to perform this work, CONSULTANT proposes utilizing the services of Sims Tree Health Specialists, Inc. in business since 1972. Sims will provide an ISA Certified Arborist to perform on-site consultation services to assess and inventory the trees located at Saddleback and Irvine Valley Colleges.
- ii. Arborist Scope of Work Summary.
  - A. General Validation of existing tree inventory, i.e. tree types (palms, ornamental and large trees)
  - B. General overview of tree health (identification of health issues)
  - C. General maintenance status
  - D. Review and validation of the Colleges' existing landscape maintenance practices and schedules
- iii. Arborist findings will be included in the final report.

1.3. Relationship of CONSULTANT to Other Project Participants. CONSULTANT's services hereunder shall be provided in conjunction with contracts between the DISTRICT and: (a) the Software Implementation Manager; (b) the SchoolDude System; and (c) the State FUSION database; and (d) others providing services in connection with scheduled maintenance and capital projects. The CONSULTANT is responsible for the adequacy and sufficiency of the scope description or summary for the Project. The CONSULTANT shall perform its duties in accordance with its contract with the DISTRICT.

1.4. CONSULTANT Standard of Care. CONSULTANT shall provide the Basic Services and authorized Additional Services using its best professional skill and judgment, acting with due care and in accordance with professional standards of care, the terms hereof and applicable law, code, rule or regulation. CONSULTANT's services hereunder shall be provided and completed promptly and in such a manner as to avoid hindrance, interruption, or delay to the orderly progress and timely completion of Project bidding and construction. CONSULTANT shall without additional compensation, correct or revise any errors or omissions in its studies, reports, and other services.

1.5. Key Individual Assignments. The CONSULTANT has been selected to perform the work herein because of the skills and expertise of key individuals. The CONSULTANT shall designate Ron Menke as Project Manager, and

Cesar De La Canal as Project Technical Manager. So long as their performance continues to be acceptable to the DISTRICT, these named individuals shall remain assigned to the Project. If dissatisfied with any performance, DISTRICT has the right and can be expected to request replacement. Additionally, the CONSULTANT must furnish the name of all other key people in CONSULTANT's firm that will be associated with the Project

- 1.6. Monthly Progress Report. The CONSULTANT will provide a draft progress report including photos from all locations under review and a narrative on the Project progress identifying:
- a. any critical items and proposed solutions,
  - b. an on-going chronology of milestone events,
  - c. a list of all anticipated future project challenges, and
  - d. a bulleted 30 day look-ahead of upcoming activities.
    - i. All documents shall be in a form approved by the DISTRICT and the report shall include an introductory section that reflects the monitoring approach over the duration of the contract. If no work is underway in any given month an email identifying this condition to the District Director of Facilities, Planning and Purchasing or designee and a brief explanation for why there is a break in the work will suffice.

## ARTICLE 2 - DISTRICT RESPONSIBILITIES

- 2.1. DISTRICT Information. The DISTRICT shall provide full information regarding the Project, including the DISTRICT's objectives, schedule requirements, and other constraints and requirements which may affect the Project scope. The DISTRICT shall provide the CONSULTANT with the Project documents for review and use by the CONSULTANT.
- 2.2. DISTRICT Representative. The DISTRICT shall designate a representative to act on the DISTRICT's behalf with respect to the Project and who shall be authorized to render decisions on behalf of the DISTRICT and to carry out the DISTRICT's responsibilities under this Agreement, all of which shall be discharged or performed in a manner so as to avoid unreasonable delay in the orderly and sequential progress of the CONSULTANT's performance of services and other obligations hereunder. Unless modified by written notice of the DISTRICT to the CONSULTANT, the person authorizing the DISTRICT Representative(s) is:

**Brandye K. D'Lena**, Executive Director of Facilities Planning and Purchasing

If the DISTRICT observes or otherwise becomes aware of any fault or defect in the project or the CONSULTANT's services or any non-conformity with the Construction documents, the District shall give prompt written notice thereof to the CONSULTANT.

- 2.3. DISTRICT Consultants. Other consultants required or desired by the DISTRICT in connection with the Project shall be retained and paid for by the DISTRICT. Such other consultants include, but may not be limited to,

software implementation manager and others providing services in connection with scheduled maintenance and capital projects. CONSULTANT shall coordinate all work with DISTRICT consultants as necessary to complete contract requirements.

- 2.4. DISTRICT Provided Ladder. Should the DISTRICT provide the CONSULTANT a ladder during the field assessment and inventory, the signature to this agreement shall represent and function as the District release of liabilities for the use of the ladder.
- 2.5. DISTRICT Provided FUSION Data Dictionary – The DISTRICT shall provide CONSULTANT with the data dictionary contained within FUSION. CONSULTANT will use the data dictionary to align assessment data elements with fields contained within FUSION.

### ARTICLE 3 - INFRASTRUCTURE ASSESSMENT

- 3.1. Project Initiation and Planning. The CONSULTANT shall, in conjunction with the DISTRICT, establish a mutual understanding of the assessment scope and objectives. The CONSULTANT shall provide a management plan including a preliminary master schedule for review and approval identifying the phases for grouping the infrastructure elements for each College and the key milestone dates. The CONSULTANT shall assist to define infrastructure condition data standards and collection standards. The DISTRICT and CONSULTANT will work together to coordinate access to any locked areas. Site and utility plans and maintenance logs will be provided by DISTRICT. The agreed upon standards will be used to assess and report conditions for infrastructure systems and/or property elements. The CONSULTANT shall then begin to gather and collect existing data including any system studies, service call reports, and property records. The CONSULTANT shall identify key contacts, roles and responsibilities and communication protocols.
- 3.2. DISTRICT will facilitate meetings with public and private entities, as needed, to determine points of connection for water, electrical, sanitary sewer, etc.
- 3.3. Interview Facilities Maintenance and Project Management Staff. The CONSULTANT shall interview the Facilities Maintenance and Project Management Staff at each of the colleges and assist in assembling and organizing all relevant study data. This may include previous studies, site and utility plans, maintenance records,, Campus safety/evacuation plans or other information. The CONSULTANT shall establish a collaborative environment for the project team.
- 3.4. Infrastructure Assessment and Data Entry. The CONSULTANT shall provide qualified construction professionals to assess the infrastructure elements which include civil, mechanical, electrical and plumbing. The CONSULTANT shall estimate the useful life of the infrastructure components for renewal forecasting. Digital photographs shall be provided for documentation of each facility and expired infrastructure systems. Infrastructure deficiencies will be entered into PlanningDirect as individual needs.
- 3.5. Capital Planning, Goals and Investment Strategies. The CONSULTANT shall develop forecasts for the renewal of infrastructure systems through life-cycle analysis. These forecasts will assist in the creation of budgets for capital renewal. Additionally, they allow for the long-term projection of renewal cost. Future work will be



estimated by taking the cost of a particular system renewal and forecasting the date of renewal by determining the expected life. CONSULTANT will provide DISTRICT with recommended system life cycles prior to the kickoff meeting. Life Cycles will be reviewed during the interviews with the Facilities Maintenance and Project Management staff and tailored as necessary based on input. Equipment Inventory. The CONSULTANT shall provide an inventory of fixed accessible infrastructure equipment including equipment found at the central plant:

- a. Central Plant Overview. The Central Plant currently provides 1.5 Megawatts of electrical power, and a chilled water capacity of 2000 tons. The plant was designed with an “n+1” philosophy. Any one of the major components, such as a generator, chiller, or main pump, can be out of commission at any time and the plant will still be able to provide electrical demand and adequate chilled water, with SDG&E utility supplied power. The plant has a tie into San Diego Gas and Electric (SDG&E) for 12kV electrical service, metered at Time of Use – ALTOU-Industrial rate schedule. The CP includes the following major components:
  - i. **Power Generation and Distribution**
    - A. Two Waukesha L7042GSI VHP, 750 kW, 12kV Natural Gas generator sets
    - B. Three Alan Bradley PLC Controls
    - C. Wonderware In-Touch graphical user interface and computers
    - D. Engine Control Switches (ECS)
    - E. Paralleling Switchgear and transfer switches
    - F. Synchronizing panels and interlocks
  - ii. **Chemical Treatment**. Chemical controller and chemical feed system
  - iii. **Emissions Control and Monitoring**. Two emission control systems from Emission Compliant Controls Corporation consisting of:
    - A. Silencers and catalyst
    - B. ECOM J2KN Pro Gas Analyzer
    - C. Probes
  - iv. **Chilled Water Production**
    - A. One York 600 ton Centrifugal Chiller
    - B. One York 1000 ton Centrifugal Chiller
    - C. One Thermax 375 ton LT38T High Efficiency, PROCHILL®, Hot water fired Absorption chiller
    - D. One 400 ton Single Effect, Hot Water Absorption Chiller to be install after the award of this agreement; all repair, maintenance and operation costs will be addressed in this BID and an additive alternate and must be included with this BID response
    - E. Pumps, Control Valves, and Variable-Frequency Drives (VFDs)
    - F. Refrigerant Monitoring/Alarm system
    - G. Chemical controller and feed system (Wallchem)

- H. Cooling tower chemical treatment
- I. Cooling tower water filtration sand filter
- J. Thermal Energy Storage, TES tank (currently inactive, requires testing and monitoring for future use)
  - 1. Pumps
  - 2. Dehumidifier
  - 3. Bottled Salt Medium
- v. **Heat Rejection**
  - A. Two Marley 108719003-NC Stainless Steel Cooling Towers
  - B. Two Cane engine exhaust heat exchangers
  - C. Two Engine jacket water plate heat exchangers
  - D. Two Engine auxiliary water heat exchangers
  - E. Jacket Water Radiators
  - F. Pumps, Control Valves, and VFDs
- vi. **Engine Room Space Cooling**
  - A. Four Roof mounted Direct Evaporative Coolers
  - B. Two Roof mounted Exhaust Fans
- vii. **Electrical Switchgear and Chiller Room Cooling**
  - A. Six Exhaust Fans
- viii. **Building automation system**
  - A. Computrols
  - B. BacNet, N2 or Modbus integration for a portion of the equipment to Computrols
- ix. **Sewage Ejection Pump Station**
  - A. Dual pump sump system. Central Plant does not have gravity sewer drainage.
- x. **Fire alarm**
  - A. Notifier
- xi. **The major sub-systems that make up the CP are as follows:**
  - A. Chilled Water System:
    - 1. The purpose of the chilled water system is to provide chilled water to the DISTRICT campus air handling units and related systems.
    - 2. The CP Chilled Water (CHW) system is a primary-secondary loop arrangement.
    - 3. The chilled water system consists of absorption and centrifugal chillers as described above. The 600 ton centrifugal chiller and all chilled water pumps are VFD driven and interfaced with and controlled by the Computrols Energy Management System.
    - 4. The absorption chillers act as a pre-cooler for the centrifugal chillers and are pipe in a “series’ configuration upstream of the centrifugal chillers. When campus wide

thermal load permits, the absorption chiller(s) can satisfy the chilled water production requirements.

5. During thermal loads in excess of 375 tons, the 600 ton centrifugal chiller will run in series when the load permits with the absorption chiller to satisfy the campus wide thermal load.
  - B. Condenser Water System. The purpose of the Condenser Water System is to provide cooling water for the absorption and centrifugal chiller condensers.
  - C. Engine Waste Heat Rejection System/Hot Water Production. Engine jacket water and exhaust heat are captured with plate exchangers and Cane exhaust heat capture systems and is used in conjunction with the gas fired boilers when necessary to heat the campus wide hot water loop, thereby satisfying the DISTRICT's need for building heat, domestic hot water and pool heating.
  - D. The Hot Water System is a closed loop water system.
    1. Electronic Control Systems. The purpose of the electronic control systems is to manage both chilled/hot water production as well as controlling pressures and flow.
  - E. Building Automation System. The Computrols Energy Management System provides campus wide control of all HVAC systems.
  - F. In addition to the components and sub-systems contained within the CP site, all of the 12 kV electrical cables, switches, oil and air cooled transformers in and between both the CP and Main Power house are part of the CP system.
- b. A highly durable barcode tag will be firmly affixed to each piece of equipment. The following data will be collected for each component or as otherwise defined during the Project Initiation and Planning phase:
- i. Serial Number
  - ii. Capacities
  - iii. Horsepower
  - iv. Voltage
  - v. Location by building, floor
  - vi. Date placed in service (if Available)
  - vii. Inventory tag number (attached to the component)
  - viii. Refrigerant type, if applicable and available

#### ARTICLE 4 - ADDITIONAL SERVICES

- 4.1. The services described in this Article 6 are not included in the Scope of Basic Services hereunder. If the DISTRICT requests in writing any of the Additional Services described in this Article 6 or any other additional

services, CONSULTANT shall be compensated for the same in accordance with the provisions of the Agreement relating to Additional Services and the amounts indicated in Exhibit A CONSULTANT Services Billing Rates.

- 4.2. A Board approved amendment must be fully executed prior to CONSULTANT performing any extra services.
- 4.3. The CONSULTANT shall request payment of additional services in a separate line item on the same invoice submitted for regular services in a format pre-approved by the DISTRICT.
- 4.4. Contingent Additional Services. If Contingent Additional Services described below are provided by the CONSULTANT through no fault or neglect of the CONSULTANT, prior to providing any such Additional Services, CONSULTANT shall notify the DISTRICT in writing. Unless the DISTRICT shall notify CONSULTANT in writing authorizing Additional Services, CONSULTANT shall not proceed to provide such Additional Services. The following constitute Contingent Additional Services:
  - a. Material Project Scope Changes. Services required or necessary as a result of significant changes in the Project scope or other requirements of the Project, including Project size, quality, or complexity or material changes to the Project Schedule.
  - b. Damage or Destruction to Project. Except to the extent caused by the CONSULTANT, services and consultation associated or necessitated by damage to the Project prior to completion by fire or other casualty.
  - c. Future Systems. Services relative to future systems, facilities or equipment not included within the scope of the Project as reflected in the Contract awarded by the DISTRICT for Project Construction.
  - d. Changes in Duration. If the duration of CONSULTANT services is extended the CONSULTANT shall be entitled to additional compensation. Escalation may be applied to services performed beyond the duration of the original contract at a rate of 2% per year. The CONSULTANT shall provide a written request with analysis of anticipated resource expenditure to the DISTRICT in a format pre-approved by the DISTRICT.

## ARTICLE 5 - CONSULTANT COMPENSATION

- 5.1. Contract Price for Basic Services. The Contract Price for the CONSULTANT's performance of the Basic Services under this Agreement shall consist of the following lump sum prices:
  - a. Infrastructure Condition Assessment and Equipment Inventory \$ 265,815
  - b. Storm Sewer System Assessment Allowance - \$ 217,724
  - c. The Contract Price is inclusive of personnel expenses (inclusive of all benefits and burdens), fees and personnel expenses of any sub-consultant or subcontractor to the CONSULTANT, travel for personnel to and from the Site, travel within the Counties of Los Angeles, Orange, Riverside, San Diego and San Bernardino, insurance and all other overhead/administrative expenses or costs associated with

performance of the Basic Services, except for Allowable Reimbursable Expenses described in this Agreement. At no time shall meals be considered a reimbursable expense.

5.2. District Payments of the Contract Price.

- a. CONSULTANT Monthly Billing Statements. CONSULTANT shall submit monthly billing invoices (Use template provided in Exhibit B) to the DISTRICT for payment of the Contract Price for Basic Services, authorized Additional Services, and previously approved and allowable Reimbursable Expenses performed or incurred in the immediately prior month in a format previously approved by the DISTRICT. Previously approved and allowable Reimbursable Expenses shall be itemized and evidence shall be provided of the cost or value of any Allowable Reimbursable Expense costs for which payment is requested by CONSULTANT. Fees will be invoiced based on percent complete for each task as follows:

Project Initiation and Planning	5%
Facilities and Maintenance Interviews	10%
Site visits	30%
Data entry	30%
Reporting (Capital Planning, Goals and Investment Planning, Equipment Inventory List)	25%
TOTAL	100%

- b. DISTRICT Payment of Contract Price. Within thirty (30) days of the date of the District's receipt of CONSULTANT's billing invoices, DISTRICT will make payment to CONSULTANT of undisputed amounts of the Contract Price due for Basic Services, authorized Additional Services, and Allowable Reimbursable Expenses. No deductions shall be made or withheld from payments due CONSULTANT hereunder on account of any penalty, assessment, liquidated damages or other amounts withheld by the DISTRICT from payment to the Architect or any Contractor. The DISTRICT may, however, withhold or deduct from amounts otherwise due CONSULTANT hereunder if CONSULTANT shall fail to timely and completely perform material obligations to be performed on its part under this Agreement, with the amounts withheld or deducted being released after CONSULTANT has fully cured its failure of performance, less costs, damages or losses sustained by the DISTRICT as a result of such failure of performance of a material obligation hereunder.

ARTICLE 6 - INSURANCE AND INDEMNITY

6.1. CONSULTANT Insurance.

- a. Workers' Compensation and Employers Liability Insurance. CONSULTANT shall purchase and maintain Workers' Compensation Insurance covering claims under workers' or workmen's compensation, disability benefit and other similar employee benefit acts under which CONSULTANT may be liable. CONSULTANT shall purchase and maintain Employer's Liability Insurance covering bodily injury

(including death) by accident or disease to any employee which arises out of the employee's employment by CONSULTANT. The Employer's Liability Insurance required of CONSULTANT hereunder may be obtained by CONSULTANT as a separate policy of insurance or as an additional coverage under the Worker's Compensation Insurance required to be obtained and maintained by CONSULTANT hereunder.

- b. Commercial General Liability and Property Insurance. CONSULTANT shall purchase and maintain Commercial General Liability and Property Insurance as will protect CONSULTANT from the types of claims set forth below which may arise out of or result from CONSULTANT's services under this Agreement and for which CONSULTANT may be legally responsible: (i) claims for damages because of bodily injury, sickness or disease or death of any person other than CONSULTANT's employees; (ii) claims for damages insured by usual personal injury liability coverage which are sustained (a) by a person as a result of an offense directly or indirectly related to employment of such person by CONSULTANT, or (b) by another person; (iii) claims for damages, other than to the Work itself, because of injury to or destruction of tangible property, including loss of use resulting therefrom; (iv) claims for damages because of bodily injury, death of a person or property damages arising out of ownership, maintenance of use of a motor vehicle; (v) contractual liability insurance applicable to CONSULTANT's obligations under this Agreement; and (vi) for completed operations. DISTRICT shall be named as additional insured under CONSULTANT's Commercial General Liability policy.
- c. Professional Liability Insurance. CONSULTANT will procure and maintain professional liability insurance covering claims arising out of the performance of services under this Agreement.
- d. Coverage Amounts. Minimum coverage amounts for policies of insurance obtained by the CONSULTANT hereunder shall be as follows:

<b>Insurance Policy -</b>	<b>Minimum Coverage Amount -</b>
Workers' Compensation	In accordance with applicable law
Employer's Liability	One Million Dollars (\$1,000,000)
Commercial General Liability (including coverage for automobile liability and property casualty)	Two Million Dollars (\$2,000,000) per occurrence and Two Million Dollars (\$2,000,000) project specific in the aggregate
Professional Liability	One Million Dollars (\$1,000,000) per occurrence and Two Million Dollars (\$2,000,000) project specific in the aggregate

- e. Policy Endorsements; Evidence of Insurance. CONSULTANT shall deliver Certificates of Insurance and applicable endorsements naming the DISTRICT, the Board of Trustees, and DISTRICT's employees, officers, officials, and contractors as additional insured under the above referenced policies to the

DISTRICT. These certificates shall provide evidence of insurance in the minimum coverage amounts required hereunder. All policies of insurance required hereunder shall be issued by insurer(s) authorized to issue insurance by the State of California and to the reasonable satisfaction of the DISTRICT. Coverages under each policy of insurance, whether by endorsement or otherwise, shall provide that such policy will not be materially modified, canceled or allowed to expire without at least thirty (30) days advance written notice to the District.

6.2. Indemnity.

- a. CONSULTANT Indemnity of District. CONSULTANT shall indemnify, defend and hold harmless the Indemnified Parties from all claims, demands, liabilities, actions and causes of action arising out of this Agreement, including without limitation, claims for bodily injury, death, physical property damage and demands, losses, liabilities or other claims arising out of CONSULTANT's services hereunder or the negligent, willful acts omissions. The Indemnified Parties are: the DISTRICT, the DISTRICT's Board of Trustees and each individual member thereof and the employees, officers, agents and representatives of the DISTRICT.
- b. DISTRICT Indemnity of CONSULTANT. The DISTRICT shall indemnify, defend and hold harmless CONSULTANT from all claims arising out of this Agreement, including without limitation, claims for bodily injury (including death) and physical property damage (other than to the work of the Project itself and property damage covered by a Builders Risk Insurance) which arise out of the negligent or willful acts, work of the omissions. The DISTRICT shall cause the Contractor to indemnify CONSULTANT to the same extent as the DISTRICT is indemnified and to have the CONSULTANT named as an additional insured on all policies associated with the Project.

ARTICLE 7 - TERMINATION

- 7.1. DISTRICT may, at any time, for any reason, upon thirty (30) calendar days advance written notice, terminate this Agreement and compensate CONSULTANT only for services satisfactorily rendered to the date of termination. Written notice by DISTRICT shall be sufficient to stop further performance of services by CONSULTANT on the date specified on said notice.
- 7.2. DISTRICT may terminate this Agreement upon giving of written notice of intention to terminate for cause. Cause shall include: (a) material violation of this AGREEMENT by the CONSULTANT; or (b) any act by CONSULTANT exposing the DISTRICT to liability to others for personal injury or property damage; or CONSULTANT is adjudged a bankrupt, CONSULTANT makes a general assignment for the benefit of creditors or a receiver is appointed on account of CONSULTANT's insolvency. Written notice by DISTRICT shall contain the reasons for such intention to terminate and unless within thirty (30) days after service of such notice the condition or violation shall cease, or satisfactory arrangements for the correction thereof be made, this Agreement shall upon the expiration of the thirty (30) days cease and terminate. In the event of such termination, the DISTRICT may secure the required services from another contractor. If the cost to the

DISTRICT exceeds the cost of providing the service pursuant to this Agreement, the excess costs shall be charged to and collected from the CONSULTANT. These costs shall be limited to the value of the CONSULTANT Compensation as identified in Article 7.1. The foregoing provisions are in addition to and not a limitation of any other rights or remedies available to DISTRICT. Written notice by DISTRICT shall be deemed given when received by the other party, or no later than three days after the day of mailing, whichever is sooner.

#### ARTICLE 8 - TERM

- 8.1. Time is of the Essence. Time is of the essence in the performance of each Party's obligations under this Agreement, including without limitation CONSULTANT's performance of the service required hereunder and DISTRICT's payment of all sums due to CONSULTANT.
- 8.2. Term. Services under this Agreement shall be diligently performed by the CONSULTANT for nine months beginning July 30, 2015 and ending May 31, 2015. This term shall be extended at no cost to the DISTRICT as result of delays caused directly by CONSULTANT actions. Should services be necessary after the expiration of fourteen months of service, they can be provided as Additional Services in accordance with the Billing Rates as provided in Exhibit "A". Extensions to the duration of the CONSULTANT services shall be addressed as outlined in Article 6.
- 8.3. Suspension Notice. DISTRICT may suspend this Agreement at any time without penalty by written notice to CONSULTANT of such suspension. The Suspension Notice shall set forth the reason for the suspension, the anticipated term of the suspension, and shall be provided to the CONSULTANT not less than fifteen days prior to the suspension date. If the Project is suspended for more than 90 consecutive days (though 90 day period may be extended upon mutual written agreement of the Parties), either Party may terminate this Agreement without penalty by giving not less than fifteen days prior written notice.

#### ARTICLE 9 - EXPENSES

DISTRICT shall not be liable to CONSULTANT for any costs or expenses paid or incurred by CONSULTANT in performing services for DISTRICT, except reimbursable expenses that have been pre-approved in writing. Expenses may be invoiced during the monthly pay request at cost plus 5% markup.

#### ARTICLE 10 - LIMITS AND ASSIGNMENT

- 10.1. The obligations of the CONSULTANT pursuant to this Agreement shall not be assigned by the CONSULTANT. There are no third party beneficiaries of this agreement and no one except the parties to the agreement may seek to enforce its terms.
- 10.2. The District and the CONSULTANT each binds themselves, their successors, assigns and legal representatives to the terms of this Agreement.



- 10.3. Neither the District nor the CONSULTANT shall assign or transfer its interest in this Agreement without the written consent of the other, except that the CONSULTANT may assign accounts receivable to a commercial bank for securing loans without approval of the District.

#### ARTICLE 11 - GENERAL

- 11.1. Marginal Headings; Captions. The titles of the various Paragraphs of the Agreement and the Articles of these Conditions are for convenience of reference only and are not intended to and in no way shall enlarge or diminish the rights or obligations of CONSULTANT and DISTRICT hereunder.
- 11.2. Cumulative Rights; No Waiver. Duties and obligations imposed by this Agreement and rights and obligations hereunder are in addition to and not in lieu of any imposed by or available at law or inequity. No action or failure to act by DISTRICT hereunder shall be deemed a waiver of any right or remedy afforded hereunder or acquiesce or approval of any breach or default by CONSULTANT.
- 11.3. Notices. Notices CONSULTANT or DISTRICT are required or desire to serve on the other shall be valid only if addressed to the other as set forth below or as modified by notice hereunder from time to time. Notices shall be effective only if by personal delivery requiring signature acknowledging receipt or by United States Mail, Certified, Return Receipt Requested, First Class, postage fully pre-paid. Notices effectuated by personal service shall be deemed effective as of delivery of such notices. Notices effectuated by United States Mail shall be deemed effective the third (3<sup>rd</sup>) working day after deposit in the United States Mail. Notices hereunder shall be addressed as follows:

South Orange County Community College District  
Attn: Dr. Debra L. Fitzsimons  
28000 Marguerite Parkway  
Mission Viejo, CA 92692  
949-582-4678

ALPHA Facilities Solutions, LLC  
Kathleen I. Garcia  
11503 NW Military Hwy., Suite 300  
San Antonio, Texas 78231  
(210) 601-3190

- 11.4. Disputes: Mediation and Arbitration. In the event of a dispute between the parties as to performance of the work, the interpretation of this Agreement, or payment or nonpayment for work performed or not performed, the parties shall attempt to resolve the dispute. Pending resolution of the dispute, CONSULTANT agrees to continue to diligently perform and provide services hereunder until completion of the work. If the dispute is not resolved, CONSULTANT agrees it will neither rescind this Agreement nor stop the progress of the work. The DISTRICT and CONSULTANT agreed that, in the event that a dispute comes to litigation, each party will bear its own legal expenses.
- a. All claims, disputes or controversies arising out of or relating to the Project or to this agreement or the breach thereof shall be first attempted to be resolved through mediation. If mediation is unsuccessful, they will be decided by arbitration in accordance with the Construction Industry Rules of the American Arbitration Association then prevailing unless the parties mutually agree otherwise. No arbitration arising out of or relating to this Agreement shall include, by consolidation, joinder or in any other manner, any additional person not a party to this Agreement except by written consent containing a specific reference

to this Agreement and signed by the CONSULTANT, District and any other person sought to be joined. Consent to arbitration involving an additional person or persons shall not constitute consent to arbitration of any dispute not described therein or with any person not named therein. This agreement to arbitrate shall be specifically enforceable under applicable law in any court having jurisdiction thereof.

- b. Notice of demand for arbitration shall be filed in writing with the other party to this Agreement in accordance with the rules of the American Arbitration Association. The demand shall be made within a reasonable time after the claim, dispute or other matter in question has arisen. In no event shall the demand for arbitration be made after the date when institution of legal or equitable proceedings based upon such claim, dispute or other matter in questions would be barred by the applicable statutes of limitation.
- c. In any judicial proceeding to enforce this agreement to arbitrate, the only issues to be determined shall be those set forth in 9 U.S.C. Section 4 Federal Arbitration act and such issues shall be determined by the court without a jury. All other issues, such as, but not limited to, arbitrability, prerequisites to arbitration, compliance with contractual time limitations, applicability of indemnity clauses, clauses limiting damages and statutes of limitation shall be for the arbitrators whose decision thereon shall be final and binding. There shall be no interlocutory appeal of an order compelling arbitration.
- d. The award rendered by the arbitrators shall be final and judgment may be entered upon it in accordance with applicable law in any court having jurisdiction thereof.
- e. Unless otherwise provided, this Agreement shall be governed by the law of the state and county where the Project is located.

11.5. Severability. If any provision of this Agreement is deemed illegal, invalid unenforceable or void by any court of competent jurisdiction, such provision shall be deemed stricken and deleted herefrom, but all remaining provisions will remain and continue in full force and effect.

11.6. CONSULTANT Accounting Records. Pursuant to and in accordance with the provisions of Government Code Section 8546.7 or any amendments thereto, all books, records, and files of the DISTRICT and the CONSULTANT, including, but not limited to the costs of administration of this Agreement, shall be subject to examination and audit of the State Auditor at the request of the DISTRICT or as part of any audit of the DISTRICT for a period of three (3) years after final payment is made under this agreement. During this time, CONSULTANT shall maintain accounting records and make them available upon request of the DISTRICT for reproduction or inspection.

11.7. Confidentiality. The CONSULTANT shall not disclose or permit the disclosure of any confidential information, except to its agents, employees and other consultants who need such confidential information in order to properly perform their duties relative to this Agreement.

11.8. Assignment. This Agreement may not be assigned or transferred by either Party without the prior written approval of the other Party, which approval may be withheld in its sole and absolute discretion. The sale or

transfer of a majority membership interest in CONSULTANT firm or the admission of new members to the CONSULTANT firm which causes there to be a change in majority ownership and/or control of CONSULTANT firm shall be deemed an assignment for purposes of this Agreement.

- 11.9. Third Party Beneficiary. Nothing contained in this Agreement is intended to make any person or entity who is not a signatory to this Agreement a third party beneficiary of any right created by this Agreement or by operation of law.
- 11.10. Exhibits. The Exhibits attached hereto are a part of this Agreement and are incorporated into the Agreement by this reference as if fully set forth herein.
- 11.11. Entire Agreement. This Agreement constitutes the entire agreement and understanding between the DISTRICT and CONSULTANT concerning the subject matter hereof, replacing and superseding all prior agreements or negotiations, whether written or verbal. No term or condition of this Agreement shall be modified or amended except by writing executed by the DISTRICT and CONSULTANT. This Agreement and the following enumerated documents constitute the entirety of the Agreement: The written body of the Agreement (pages 1-13), Exhibit "A" Rate Schedule and Exhibit "B" Invoice Sample, Exhibit "C" Sample Systems Life Cycle and Exhibit "D" Sample Cost Model Checklist. The written body of this Agreement shall take precedent over all other parts of this agreement in the case of conflict between the parts.

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

"DISTRICT"

"CONSULTANT"

South Orange County Community College District

ALPHA Facilities Solutions, LLC

By: \_\_\_\_\_

By: \_\_\_\_\_

Dr. Debra L. Fitzsimons, Vice Chancellor of Business Services

Kathleen I. Garcia, Operations Director

Tax Payer I.D.: \_\_\_\_\_ 26.0845867

EXHIBIT A- HOURLY RATE FEE STRUCTURE

Program Manager	\$133.74/hr
Project Technical Manager	\$122.35/hr
Senior Engineer	\$ 104.96/hr
Junior Engineer	\$ 77.41hr
Senior Database Specialist	\$ 104.45/hr
Senior Technician/Analyst	\$ 72.62hr
Mid Technician/Analyst	\$ 59.38/hr
Administrative	\$ 29.14/hr

**EXHIBIT B- SAMPLE INVOICE**

Invoice Date

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

Invoice # \_\_\_\_\_

P.O. # \_\_\_\_\_

College and Project name

Company Name, Address, contact info

Services for the period beginning \_\_\_\_\_ ending \_\_\_\_\_

Phase	Phase Fee	Percent of Total Fee	Percent Complete	Fee Earned	Prior Billing	Current Fee
Project Initiation and Planning	\$13,290.75	5%		\$0.00		\$0.00
Facilities and Maintenance Interviews	\$26,581.50	10%		\$0.00		\$0.00
Site visits	\$79,744.50	30%		\$0.00		\$0.00
Data entry	\$79,744.50	30%		\$0.00		\$0.00
Reporting (Capital Planning, Goals and Investment Planning, Equipment Inventory List)	\$66,453.75	25%		\$0.00		\$0.00
Subtotal	<b>\$265,815</b>	100%		\$0.00		\$0.00
Allowance	\$217,724			\$0.00		\$0.00
Total	<b>\$483,539</b>					

	\$0.00
Total	\$0.00

Outstanding Invoices	Invoice No.	Invoice Amount	Payments/ Credits	Balance Due



**TO:** Board of Trustees

**FROM:** Gary L. Poertner, Chancellor

**RE:** SOCCCD: Budget Amendment: Adopt Resolution No. 15-26 to Amend FY 2014-2015 Adopted Budget

**ACTION:** Approval

### **BACKGROUND**

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

### **STATUS**

In order to properly account for the revenues and expenditures of these funds, it is necessary to amend the FY 2014-2015 Adopted Budget.

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

#### **General Fund**

Child Development Training Consortium at Saddleback College	\$850
WIA H-1B RapidTech Summer Engineering Academy at Saddleback	(\$90,000)
Board Financial Assistance Program (BFAP) at Irvine Valley College	\$5,000
ICT/Digital Media sub-award at Irvine Valley College	\$18,700
Disabled Students Programs & Services (DSPS) at Saddleback	(\$13,287)
Disabled Students Programs & Services (DSPS) at Irvine Valley	\$1,823
CTE Enhancement Funds (Regional) at Irvine Valley College	\$116,232
CTE Enhancement Funds (Regional) at Saddleback College	\$266,274
Total Increase to the General Fund	<u><u>\$305,592</u></u>

#### **Total Budget Amendment**

\$305,592

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees adopt Resolution No. 15-26 to amend the FY 2014-2015 Adopted Budget as indicated in EXHIBIT A.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

GENERAL FUND

**RESOLUTION 15-26**

June 22, 2015

WHEREAS, the Governing Board of the South Orange County Community College District has determined that income in the amount of \$305,592 is assured to said District as an increase of the amounts required to finance the total proposed budget expenditures and transfers for the current fiscal year from sources listed in Title 5 of the California Code of Regulations, Section 58308;

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

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

**General Fund**

<b><u>Account</u></b>	<b><u>Income Source</u></b>	<b><u>Amount</u></b>
8600	State Revenue	\$395,592
8800	Local Revenue	(\$90,000)
		<u><b>\$305,592</b></u>

<b><u>Account</u></b>	<b><u>Expenditure Description</u></b>	<b><u>Amount</u></b>
1000	Academic Salaries	(\$111,207)
2000	Classified Salaries	\$15,430
3000	Fringe Benefits	(\$10,388)
4000	Books and Supplies	\$23,088
5000	Other Operating Expenses and Services	\$198,033
6000	Capital Outlay	\$189,786
7000	Other Outgoing	\$850
		<u><b>\$305,592</b></u>

**Total Budget Amendment** **\$305,592**



SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

BUDGET AMENDMENT  
GENERAL FUND  
**RESOLUTION 15-26**  
June 22, 2015

STATE OF CALIFORNIA    )  
                                      )  
COUNTY OF ORANGE    )

I, Gary L. Poertner, Secretary to the Board of Trustees of South Orange County Community College District of Orange County, California, hereby certify that the Budget Amendment and foregoing Resolution in the amount of \$305,592 duly and regularly adopted by the said Board at a regular meeting thereof held on June 22, 2015.

IN WITNESS WHEREOF, I have hereunto set my hand and seal this 23rd day of June 2015.

\_\_\_\_\_  
Gary L. Poertner  
Secretary to the Board of Trustees

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

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**BACKGROUND**

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

**STATUS**

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

**RECOMMENDATION**

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

DONATIONS  
May 18, 2015

**IRVINE VALLEY COLLEGE**

<b>Gift</b>	<b>Donated By</b>
Groceries	Toni Fuentes
Dry cleaning for commencement gowns	View Cleaners
Computer parts	Ginny Harrigan
Abstract art	Christine Ireland
Gift cards and salon products	Daniel Medina
Makeup	Armi Dedicatoria
Gift certificate	Amy Seto
Gift card	Andrei's restaurant
Collectible dolls	Anita Morales
Gift certificate	Fairmont Newport Beach
Gift cards and wine	Beatrice Tseng
Gift certificates	Bill Hewitt
Gift card	Cheesecake Factory
Gift basket	Coffee Bean and Tea
Gift cards	Daphne's Greek Café
Gift cards	Dave and Buster's
Angels tickets, UCLA clothing, various Pelican Items	Dean LeBeau
2 framed original artwork	Debra Conkey
Laptop	Dell Computer
Bath wrap	Denise Sonnenberg
250 etched cocktail glasses	Diversified Business Svcs
Gift certificates	Dr. Soheyla Marzvaan
6 bottles of wine	Gary and Debbie Franklin
Gift basket of various market items	Gelson's Market
Gift certificate	GG's Italian-Mediterranean
Gift certificate to hotel and restaurant	Hotel Irvine
2 VIP passes	Irvine Improv
Gift voucher	Irvine Spectrum Valet
Gift card	Javier's Gift Card
Antique/collectible items	Jeanne Egasse
2 framed original artwork	Julie Kirk
Bourbon and chardonnay	Karima Feldhus
Autographed photo of Ed Davis	Los Angeles Lakers
Wilderness books	Laguna Canyon Foundation
Clothing	Laguna Surf and Sport
Gift basket of various cocktail items	Linda Fontanilla
Limited Edition locomotive	Lionel Franco

DONATIONS  
May 18, 2015

Gift certificates	Lorin Backe
Museum Guest passes	Lyon Air Museum
12-page FAD programs	Main Graphics
Flowers	Mina Flower Design
Dodgers tickets and Gift cards	Nancy Montgomery
Gift certificate	Nothing Bundt Cakes
Gift certificate	Orange Theory
Gift baskets w/various household items	Orchard Supply Hardware
Gift certificate	Pacifica Hotel
Gift certificate	Paradise Point
Gift cards	Pieology
Gift certificates	PRP Wine International
Admission tickets	Raging Waters
Gift card	Ristorante Rumari
Box Lunches	S&B Foods JC
Framed photos of Yosemite	Scott Gordon
Admission tickets and Six Flags souvenirs	Six Flags
Gift cards	Slater's 50/50 Burgers
Original Oil	Steve Wang
Gift certificate	Sunrise Aviation
Admission tickets	The Living Desert Zoo
Gift certificate and clothing	The Ranch at Laguna
Gift card	Tilly's
Gift certificate	Total Wine and More
Gift basket	Trader Joe's
Gift card	Urban Plates
Admission tickets	USS Midway Museum
Gift card	Wood Ranch BBQ

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

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**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. 192948 through 194271 processed through the Orange County Department of Education, totaling \$14,636,125.31; and Checks No. 011453 through 011499 processed through Saddleback College Community Education, totaling \$113,076.06; and Checks No. 009379 through 009385, processed through Irvine Valley College Community Education, totaling \$11,479.94 are submitted for the approval of the Board of Trustees.

**RECOMMENDATION**

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

## Checks Dated 04/29/2015 through 06/04/2015

Check Number	Check Date	Pay to the Order of	Check Amount
192948	04/29/2015	BOUNDTREE MEDICAL	573.85
192949	04/29/2015	BSG GRAPHICS, INC.	645.00
192950	04/29/2015	CENTER FOR COMPUTER-ASSISTED LEGAL INSTRUCTION	21.00
192951	04/29/2015	CERRITOS COLLEGE ATHLETICS	400.00
192952	04/29/2015	EVOLUTION NATURE CORP.	395.00
		Unpaid Sales Tax	31.60
		Expensed Amount	426.60
192953	04/29/2015	HARDY DIAGNOSTICS	1,250.76
192954	04/29/2015	HEARLIHY & COMPANY PITSCO ED.	1,137.00
192955	04/29/2015	HITT MARKING DEVICES, INC.	77.40
192956	04/29/2015	HOME DEPOT CREDIT SERVICES	366.13
192957	04/29/2015	INGARDIA BROTHERS PRODUCE, INC.	519.34
192958	04/29/2015	INTERMOUNTAIN LOCK & SECURITY SUPPLY, INC.	751.30
192959	04/29/2015	IRVINE PIPE & SUPPLY	243.15
192960	04/29/2015	JOSTEN'S	79.30
192961	04/29/2015	SAN BERNARDINO RESIDENCE INN BY MARRIOTT	2,091.32
192962	04/29/2015	SOMMER MC CARTNEY	1,680.00
192963	04/29/2015	NUVENTIVE, LLC	22,422.00
192964	04/29/2015	OFFICE MAX INCORPORATED	10,059.27
192965	04/29/2015	PHOENIX GROUP INFORMATION SYS.	998.61
192966	04/29/2015	PLATINUM EDUCATIONAL GROUP LLC	1,800.00
192967	04/29/2015	POSTMASTER	1,070.00
192968	04/29/2015	RJ COACHING AND CONSULTING RITA M. JONES	10,000.00
192969	04/29/2015	S & B FOODS CATERING DIVISION	2,030.99
192970	04/29/2015	SHAPE TOOLS, LLC	895.00
192971	04/29/2015	MATTHEW SHERMAN	720.00
192972	04/29/2015	MATTHEW SHERMAN	720.00
192973	04/29/2015	SO. COAST FIRE PROTECTION	1,539.00
192974	04/29/2015	NICK TRANI	576.00
192975	04/29/2015	WAYFAIR LLC	2,049.67
		Unpaid Sales Tax	163.97
		Expensed Amount	2,213.64
192976	04/29/2015	ARIEL PAMULAKLAKIN	350.00
192977	04/29/2015	KRISTINA PEARSON	350.00
192978	04/29/2015	NAZLY REYES	350.00
192979	04/29/2015	ACCUVANT INC.	10,428.49
192980	04/29/2015	APPLE COMPUTER INC.	6,732.72
192981	04/29/2015	BKF ENGINEERS	4,048.00
192982	04/29/2015	CARAHSOFT TECHNOLOGY CORP	48,528.03
192983	04/29/2015	CDW GOVERNMENT, INC.	200.69
192984	04/29/2015	C.E.M. LAB CORP. CIVIL ENGINEERING MATERIAL LAB	69,406.00
192985	04/29/2015	CLEAN CUT LANDSCAPE	113,610.50
192986	04/29/2015	DOUGHERTY + DOUGHERTY ARCHITECTS LLP	4,990.00
192987	04/29/2015	EPD SOLUTIONS, INC.	6,070.00
192988	04/29/2015	GKKWORKS	2,190.33
192989	04/29/2015	HARBOR CONSTRUCTION CO., INC.	6,726.00
192990	04/29/2015	HMC ARCHITECTS	1,426.36

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 04/29/2015 through 06/04/2015

Check Number	Check Date	Pay to the Order of	Check Amount
192991	04/29/2015	HUDSON PACIFIC SERVICES LLC c/o HUDSON PACIFIC PROPERTIES	22,750.00
192992	04/29/2015	KINSMAN CONSTRUCTION INC	39,305.00
192993	04/29/2015	LPA, INC.	27,652.00
192994	04/29/2015	NEUDESIC, LLC	69,317.00
192995	04/29/2015	NIMBLE CONSULTING	10,873.00
192996	04/29/2015	OCLC, INC. DEPT #34299	3,632.31
192997	04/29/2015	PARSONS BRINCKERHOFF, INC.	2,490.00
192998	04/29/2015	PENN CORPORATE RELOCATION SERVICES, INC.	1,500.00
192999	04/29/2015	PLANNET CONSULTING, INC.	2,373.00
193000	04/29/2015	PUBLIC ECONOMICS, INC.	606.25
193001	04/29/2015	PYRO-COMM SYSTEMS	6,318.31
193002	04/29/2015	REDISQ TECHNOLOGIES	5,160.00
193003	04/29/2015	SOLTEK PACIFIC CONSTRUCTION CO	225,820.70
193004	04/29/2015	STRATA INFORMATION GROUP	2,317.30
193005	04/29/2015	SYNERGY SOFTWARE SOLUTIONS C/O PRATIK MODI	8,364.00
193006	04/29/2015	KEENAN & ASSOCIATES ACCOUNTS RECEIVABLE	4,208.88
193007	05/01/2015	ACADEMIC SENATE FOR CALIF. COMMUNITY COLLEGES	495.00
193008	05/01/2015	AT & T	974.71
193009	05/01/2015	B & H PHOTO-VIDEO REMITTANCE PROCESSING CENTER	6,935.20
		Unpaid Sales Tax	554.82
		Expensed Amount	7,490.02
193010	05/01/2015	JOYCE BARTLOMAIN	179.33
193011	05/01/2015	BEACH TRADING CO INC BEACHCAMERA.COM	1,038.00
		Unpaid Sales Tax	83.04
		Expensed Amount	1,121.04
193012	05/01/2015	ALAN BILSBOROUGH	23.29
193013	05/01/2015	BLICK ART MATERIALS	175.26
193014	05/01/2015	BOUNDTREE MEDICAL	7,475.67
193015	05/01/2015	DR. ROBERT BRAMUCCI	684.02
193016	05/01/2015	BRAVO SIGN & DESIGN	8,287.56
193017	05/01/2015	MATT BRODET	250.00
193018	05/01/2015	BSN SPORTS	4,910.46
193019	05/01/2015	ELIZABETH BURKHALTER	148.19
193020	05/01/2015	CAL WOOD MACHINERY INC.	22,050.40
193021	05/01/2015	COMMUNITY COLLEGE LEAGUE OF CA	525.00
193022	05/01/2015	JESSICA M. CHA	33.59
193023	05/01/2015	ROBIN ROGERS CLOUD	600.00
193024	05/01/2015	COLLEGE ATHLETIC TRAINERS' SOCIETY	155.00
193025	05/01/2015	APRIL CUBBAGE	274.52
193026	05/01/2015	KIM D'ARCY	1,019.80
193027	05/01/2015	LAURA DILL	592.12
193028	05/01/2015	GRACE GARCIA	173.07
193029	05/01/2015	JIM GASTON	1,855.74
193030	05/01/2015	GRANLIBAKKEN CONFERENCE CENTER	218.00
193031	05/01/2015	CATHLEEN GREINER	30.04
193032	05/01/2015	EDGAR GUADARRAMA	175.96
193033	05/01/2015	GEORGINA GUY	600.00

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

ESCAPE ONLINE

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Checks Dated 04/29/2015 through 06/04/2015

Check Number	Check Date	Pay to the Order of	Check Amount
193034	05/01/2015	CRAIG HAYWARD	1,220.13
193035	05/01/2015	SUSAN HECHT	69.00
193036	05/01/2015	CARMENMARA HERNANDEZ-BRAVO	1,200.00
193037	05/01/2015	HOME DEPOT CREDIT SERVICES	344.42
193038	05/01/2015	HONORS TRANSFER COUNCIL OF CA MT SAC HONORS PROGRAM	3,600.00
193039	05/01/2015	JOHNSTONE SUPPLY	10.79
193040	05/01/2015	DR. CRAIG JUSTICE	788.13
193041	05/01/2015	DEBRA KERR	43.21
193042	05/01/2015	DAVIT S. KHACHATRYAN	158.90
193043	05/01/2015	CHRISTOS KORGAN	97.09
193044	05/01/2015	MARK KRUHMIN	250.00
193045	05/01/2015	MICHAEL LONG	1,200.00
193046	05/01/2015	EMALEE MACKENZIE	190.67
193047	05/01/2015	ERIC MARIENTHAL	1,000.00
193048	05/01/2015	MC CALL PATTERNS	52.25
		Unpaid Sales Tax	4.18
		Expensed Amount	56.43
193049	05/01/2015	BART MC HENRY	30.00
193050	05/01/2015	BRAD MCREYNOLDS	208.98
193051	05/01/2015	KEVIN O'CONNOR	1,261.64
193052	05/01/2015	OAK CREEK GOLF CLUB	1,890.00
193053	05/01/2015	OC SCHOOL BOARDS ASSOC.	32.00
193054	05/01/2015	SEAN OSBORN	540.06
193055	05/01/2015	PACIFIC COACHWAYS CHARTER SERVICES, INC.	4,265.79
193056	05/01/2015	PACIFIC PARKING SYSTEMS, INC.	1,890.00
193057	05/01/2015	PACIFIC WINDS BUILDING INC.	23,820.84
193058	05/01/2015	PORT SUPPLY	67.89
193059	05/01/2015	ARTCRAFT AND FOREMOST INC. DBA PROMOTIONS NOW	297.82
		Unpaid Sales Tax	19.80
		Expensed Amount	317.62
193060	05/01/2015	PYRO-COMM SYSTEMS	200.00
193061	05/01/2015	QUEST DIAGNOSTICS	1,103.92
193062	05/01/2015	RAINBOW SYMPHONY STORE	336.30
193063	05/01/2015	DONNA RANE-SZOSTAK	2,716.16 *
	Reissued on 05/07/2015, Cancel Register # AP05072015F		
193064	05/01/2015	REFRIGERATION UNLIMITED, INC	419.99
193065	05/01/2015	KIM REZVANI	25.00
193066	05/01/2015	RICOH AMERICAS CORP	72.96
193067	05/01/2015	JAMES ROGERS	411.00
193068	05/01/2015	STEVE ROHR	600.00
193069	05/01/2015	S & B FOODS CATERING DIVISION	2,868.32
193070	05/01/2015	MIKE SAUTER	306.65
193071	05/01/2015	SCHLAIFER'S ENAMELING SUPPLIES INC.	71.45
		Unpaid Sales Tax	4.46
		Expensed Amount	75.91
193072	05/01/2015	SCHOOL SPECIALTY	465.75
193073	05/01/2015	SHRED-IT USA	46.36
193074	05/01/2015	SMART & FINAL	37.69

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

ESCAPE ONLINE



Checks Dated 04/29/2015 through 06/04/2015

Check Number	Check Date	Pay to the Order of	Check Amount
193075	05/01/2015	BASIL SMITH	620.64
193076	05/01/2015	EVAN STRAND	150.00
193077	05/01/2015	MATT SUAREZ	87.00
193078	05/01/2015	FAWN TANRIVERDI	622.86
193079	05/01/2015	SHOUKA TORABI	135.09
193080	05/01/2015	TROXELL COMMUNICATIONS, INC.	1,721.52
193081	05/01/2015	ULINE, INC.                   ATTN: ACCOUNTS RECEIVABLE	191.18
193082	05/01/2015	UNITED SITE SERVICES	140.24
193083	05/01/2015	WASFAA                   %LAURA HUGHES	425.00
193084	05/01/2015	WAWAK	214.12
		Unpaid Sales Tax	17.13
		Expensed Amount	231.25
193085	05/01/2015	W A X I E	1,418.79
193086	05/01/2015	WILLIAMS RECORDING	1,200.00
193087	05/01/2015	WORLDPOINT ECC, INC.	447.15
		Unpaid Sales Tax	33.70
		Expensed Amount	480.85
193088	05/01/2015	CAROL HILTON	562.14
193089	05/04/2015	TIFFANY BILLINGS	400.00
193090	05/04/2015	BSG GRAPHICS, INC.	350.00
193091	05/04/2015	CALIFORNIA STAGE/LIGHTING, INC	15.07
193092	05/04/2015	CAMPUS CONCERTS	2,000.00
193093	05/04/2015	CAMPUS CONCERTS	1,000.00
193094	05/04/2015	CAPT                   BUSINESS OFFICE	294.05
		Unpaid Sales Tax	21.59
		Expensed Amount	315.64
193095	05/04/2015	CINTAS CORPORATION	146.88
193096	05/04/2015	COAST PARTY RENTALS INC.	2,860.00
193097	05/04/2015	CONSTELLATION NEWENERGY GAS DIVISION LLC	34,458.70
		BANK OF AMERICA	
193098	05/04/2015	CR&R	94.30
193099	05/04/2015	CR&R	1,008.45
193100	05/04/2015	DAKTRONICS                   SDS-12-2222	1,310.20
193101	05/04/2015	DANA POINT YACHT MAINTENANCE	68.80
193102	05/04/2015	WILLIAM DAVIS	32.00
193103	05/04/2015	DEPARTMENT OF JUSTICE   ACCOUNTING OFFICE, CASHIERING	5,615.00
193104	05/04/2015	DEWEY'S APPLIANCES	475.20
193105	05/04/2015	DOWNTOWN FORD SALES	64,474.86
193106	05/04/2015	EASTBAY, INC DEPT 978835	97.20
193107	05/04/2015	EBERHARD EQUIPMENT	463.24
193108	05/04/2015	CAMERA READY COSMETICS	100.00
193109	05/04/2015	EXCELSIOR ELEVATOR CORPORATION	1,735.00
193110	05/04/2015	EXTREME AUTOMOTIVE       EXTREME AUTOMOTIVE	291.60
193111	05/04/2015	FEDERAL EXPRESS	327.05
193112	05/04/2015	FISHER SCIENTIFIC	2,671.97
193113	05/04/2015	FOSTER CARE AUXILIARY OF OC	120.00
193114	05/04/2015	FCLO MUSIC THEATRE	900.34
193115	05/04/2015	FHEG IVC BOOKSTORE       STORE NO 895 MA	758.16

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

ESCAPE **ONLINE**

## Checks Dated 04/29/2015 through 06/04/2015

Check Number	Check Date	Pay to the Order of	Check Amount
193116	05/04/2015	TONY LIPOLD	205.87
193117	05/04/2015	MC KESSON MEDICAL SURGICAL	3,780.06
193118	05/04/2015	KEVIN O'CONNOR	509.60
193119	05/04/2015	OC FAIR & EVENT CENTER 32 DISTRICT AGRICULTURAL ASSOC	8,000.00
193120	05/04/2015	PYRAMIND, INC.	1,390.00
193121	05/04/2015	RIO GRANDE ALBUQUERQUE	550.74
		Unpaid Sales Tax	43.22
		Expensed Amount	593.96
193122	05/04/2015	DAVID STONEMAN TUNING	325.00
193123	05/04/2015	EDWIN TIONGSON	13,410.40
193124	05/04/2015	VWR INTERNATIONAL, INC.	304.79
193125	05/04/2015	WELLS FARGO BANK #1606	3,064.49
193126	05/04/2015	WELLS FARGO #2496	1,777.17
193127	05/04/2015	WELLS FARGO BANK #2785 CENTER	1,425.84
193128	05/04/2015	WELLS FARGO #4963	3,081.34
193129	05/04/2015	DAIRY DEPOT	51.83
193130	05/04/2015	AMPCO CONTRACTING, INC.	614,844.10
193131	05/04/2015	COLLEGESOURCE, INC.	700.00
193132	05/04/2015	DELL MARKETING L.P. C/O DELL USA L.P.	47,260.58
193133	05/04/2015	ENAMIX, INC.	21,690.00
193134	05/04/2015	GILBERT & STEARNS, INC.	2,449.00
193135	05/04/2015	GST	1,564.50
193136	05/04/2015	HAITBRINK ASPHALT PAVING, INC.	14,860.00
193137	05/04/2015	BRIAN KIM	46.58
193138	05/04/2015	NUNEZ, KATHRYN	15.53
193139	05/04/2015	PLAZA BANK C/O LINA CHANDRA, CLIENT SPEC.	68,316.01
193140	05/04/2015	SIERRA-CEDAR, INC.	105,405.35
193141	05/04/2015	UMPQUA BANK SPECIALTY DEPOSITS GROUP	11,885.30
193142	05/04/2015	WELLS FARGO #2496	7,087.59
193143	05/05/2015	A-1 AWARDS & ENGRAVING	473.85
193144	05/05/2015	ADCLUB ADVERTISING SERVICE	2,294.00
193145	05/05/2015	ADVANCED OFFICE	49.34
193146	05/05/2015	ANNE AKERS	137.34
193147	05/05/2015	NING AN	200.00
193148	05/05/2015	MARY ANSTADT	24.64
193149	05/05/2015	APPLE COMPUTER INC.	250.56
193150	05/05/2015	ARMSTRONG MEDICAL INDUSTRIES	259.20
193151	05/05/2015	ARROWHEAD MOUNTAIN SPRING WATER CO.	46.43
193152	05/05/2015	ART SUPPLY WAREHOUSE	208.69
193153	05/05/2015	BAKER & TAYLOR	1,408.13
193154	05/05/2015	DR. ROBERT BRAMUCCI	42.93
193155	05/05/2015	CDW GOVERNMENT, INC.	7,576.98
193156	05/05/2015	DSLRRPROS.COM	3,873.99
		Unpaid Sales Tax	306.24
		Expensed Amount	4,180.23
193157	05/05/2015	EBERHARD EQUIPMENT	496.61

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## Checks Dated 04/29/2015 through 06/04/2015

Check Number	Check Date	Pay to the Order of	Check Amount
193158	05/05/2015	ORANGE COUNTY LOW VISION	2,316.60
193159	05/05/2015	EWING IRRIGATION PRODUCTS	112.15
193160	05/05/2015	G/M BUSINESS INTERIORS	6,336.27
193161	05/05/2015	JIM GASTON	99.99
193162	05/05/2015	GLAXOSMITHKLINE PHARMACEUTICAL	688.70
193163	05/05/2015	GREEN THUMB INTERNATIONAL	129.24
193164	05/05/2015	FHEG IVC BOOKSTORE STORE NO 895 MA	3,450.00
193165	05/05/2015	KELLEY, KAREN	11.50
193166	05/05/2015	ASHLEY KREDEL	41.98
193167	05/05/2015	MICHAEL LEVINE, INC.	430.35
193168	05/05/2015	MC FADDEN-DALE INDUSTRIAL HARDWARE LLC	12.54
193169	05/05/2015	DAYLE McINTOSH CENTER FOR THE	573.75
193170	05/05/2015	AUTONATION SHARED SERVICE CTR SOUTH CALIFORNIA	404.01
193171	05/05/2015	MEDCO SUPPLY COMPANY	93.19
193172	05/05/2015	MSC INDUSTRIAL SUPPLY CO.	140.77
193173	05/05/2015	NETSUPPORT	281.84
193174	05/05/2015	NORTH STATE ENVIRONMENTAL	96.52
193175	05/05/2015	OC TREASURER-TAX COLLECTOR	822.00
193176	05/05/2015	PACIFIC COACHWAYS CHARTER SERVICES, INC.	758.50
193177	05/05/2015	PARADISE BAKERY & CAFE	370.31
193178	05/05/2015	LEONARD PETTIS dba BRILLIANT SOLUTIONS	10,835.00
193179	05/05/2015	PHARMEDIX	43.63
193180	05/05/2015	PAPA JOHN'S	541.02
193181	05/05/2015	ALLSTEEL, INC.	9,533.67
193182	05/05/2015	GALLS, LLC	111.38
193183	05/05/2015	QUEST DIAGNOSTICS	169.97
193184	05/05/2015	S & B FOODS CATERING DIVISION	827.22
193185	05/05/2015	HARLAND TECHNOLOGY SERVICES A DIVISION OF SCANTRON	60.33
193186	05/05/2015	SEHI COMPUTER PRODUCTS, INC.	975.08
193187	05/05/2015	STACIE SEVCIK	77.21
193188	05/05/2015	SHRED-IT USA	25.00
193189	05/05/2015	SO. COAST FIRE PROTECTION	291.60
193190	05/05/2015	GLEN STEVENSON	68.66
193191	05/05/2015	PAUL T. TAVENNER dba BIG CITY RECORDING STUDIOS	450.00
193192	05/05/2015	ANTIMITE TERMITE & PEST CNTRL	1,052.00
193193	05/05/2015	TROXELL COMMUNICATIONS, INC.	2,395.87
193194	05/05/2015	TRUSTWAVE HOLDINGS, INC.	1,650.00
193195	05/05/2015	LUIS MAURICIO VASQUEZ	875.00
193196	05/05/2015	VENDINI, INC.	343.00
193197	05/05/2015	JENNIFER WIJNKER	2,500.00
193198	05/05/2015	JIM WRIGHT	64.99
193199	05/05/2015	NORMAN S. WRIGHT/AIRELINK MECHANICAL EQUIPMENT, LLC	1,657.80
193200	05/05/2015	ROZA YODER	200.00
193201	05/06/2015	A TO Z CIRCUIT BREAKERS	756.00
193202	05/06/2015	ADCLUB ADVERTISING SERVICE	10,749.00

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Check Number	Check Date	Pay to the Order of	Check Amount
193203	05/06/2015	ADRENALIN SPORTS APPAREL DBA JOANN MARIE HYDER	438.48
193204	05/06/2015	AMER. NURSES ASSOC.	43.95
		Unpaid Sales Tax	2.72
		Expensed Amount	46.67
193205	05/06/2015	ARAMARK UNIFORM SERVICES, INC	247.66
193206	05/06/2015	GARY BARNAK	679.21
193207	05/06/2015	JOYCE BARTLOMAIN	110.00
193208	05/06/2015	BATTERY SYSTEMS	1,065.44
193209	05/06/2015	CHRIS BOOKE	1,020.00
193210	05/06/2015	PATRICE BRASWELL-BURRIS	102.35
193211	05/06/2015	CHEVRON AND TEXACO BUSINESS CARD SERVICES	86.54
193212	05/06/2015	CINTAS CORPORATION	60.96
193213	05/06/2015	HOSPITAL ASSOCIATES	462.79
193214	05/06/2015	COMPUTERLAND	182.00
193215	05/06/2015	DANA WHARF SPORTFISHING	2,400.00
193216	05/06/2015	DirecTV	3.50
193217	05/06/2015	ESRI	260.00
193218	05/06/2015	EXPERIAN	127.00
193219	05/06/2015	LORIS FAGIOLI	31.05
193220	05/06/2015	FASHION SUPPLIES, INC	820.84
193221	05/06/2015	FEDERAL EXPRESS	224.94
193222	05/06/2015	FISHER SCIENTIFIC	27,918.28
193223	05/06/2015	FULLERTON JOINT UNION HIGH SCHOOL DISTRICT	325.00
193224	05/06/2015	GRACE GARCIA	116.76
193225	05/06/2015	WILL GLEN	496.44
193226	05/06/2015	W. W. GRAINGER	758.09
193227	05/06/2015	GRP2 UNIFORMS, INC. dba KEYSTONE UNIFORMS QC	367.17
193228	05/06/2015	KENT HELWIG	2,000.00
193229	05/06/2015	HEWLETT-PACKARD COMPANY	44,734.36
193230	05/06/2015	HOME DEPOT CREDIT SERVICES	1,042.84
193231	05/06/2015	INGARDIA BROTHERS PRODUCE,INC.	409.71
193232	05/06/2015	INSIGHT MEDIA	442.02
193233	05/06/2015	IRVINE PIPE & SUPPLY	212.74
193234	05/06/2015	IRVINE RANCH WATER DIST.	1,346.25
193235	05/06/2015	IRVINE RANCH WATER DIST.	4,575.12
193236	05/06/2015	IRVINE RANCH WATER DIST.	103.39
193237	05/06/2015	FHEG IVC BOOKSTORE STORE NO 895 MA	324.51
193238	05/06/2015	IRVINE VALLEY COLLEGE	1,588.00
193239	05/06/2015	J. M. MC CONKEY CO.	1,205.11
193240	05/06/2015	EMC PUBLISHING JIST PUB.	1,332.22
193241	05/06/2015	JOHNSTONE SUPPLY	3,200.34
193242	05/06/2015	KEENAN & ASSOCIATES ACCOUNTS RECEIVABLE	3,900.00
193243	05/06/2015	LABOR LAW CENTER, INC.	431.14
193244	05/06/2015	LAGUNA CLAY CO.	2,710.80
193245	05/06/2015	LAGUNA GRAPHIC ARTS, INC.	42.12
193246	05/06/2015	LAURA'S INT PLANTSCAPE SERV	200.00
193247	05/06/2015	MARY LEATHERMAN	91.36

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Checks Dated 04/29/2015 through 06/04/2015

Check Number	Check Date	Pay to the Order of	Check Amount
193248	05/06/2015	LEWIS, DIANE	34.38
193249	05/06/2015	LIEBERT CASSIDY WHITMORE	1,245.00
193250	05/06/2015	LOOMIS, FARGO & COMPANY	547.99
193251	05/06/2015	TONY MANCINI	69.46
193252	05/06/2015	MAPPING YOUR FUTURE, INC.	1,800.00
193253	05/06/2015	ROOPA MATHUR	990.74
193254	05/06/2015	MICHAEL LOWELL MC CORMICK	31.00
193255	05/06/2015	MISSION VIEJO GLASS	1,195.00
193256	05/06/2015	MOULTON-NIGUEL WATER DIST.	9,636.07
193257	05/06/2015	MOULTON-NIGUEL WATER DIST.	356.50
193258	05/06/2015	BEST BUY BUSINESS ADVANTAGE	2,434.29
193259	05/06/2015	BRENNA NORRIS	26.84
193260	05/06/2015	OC TREASURER-TAX COLLECTOR	903.27
193261	05/06/2015	COUNTY OF ORANGE AUDITOR-CONTROLLER	4.60 *
Reissued on 05/12/2015, Cancel Register # AP05132015			
193262	05/06/2015	COUNTY OF ORANGE AUDITOR-CONTROLLER	20.00 *
Reissued on 05/12/2015, Cancel Register # AP05132015			
193263	05/06/2015	ORANGE COUNTY SHERIFF'S DEPT	20.00
193264	05/06/2015	ORANGE COUNTY SHERIFF'S DEPT	4.60
193265	05/06/2015	OFFICE MAX INCORPORATED	11,086.13
193266	05/06/2015	ORIENTAL TRADING COMPANY, INC.	202.29
		Unpaid Sales Tax	16.18
		Expensed Amount	218.47
193267	05/06/2015	ORKIN PEST CONTROL 711	600.00
193268	05/06/2015	S & B FOODS CATERING DIVISION	2,303.49
193269	05/06/2015	SC ASSOCIATED STUDENT BODY	1,615.20
193270	05/06/2015	TODD SCHMALTZ	69.46
193271	05/06/2015	JEFFREY SEGAL	1,020.00
193272	05/06/2015	LAURA SOBCHIK	95.21
193273	05/06/2015	STRAIGHT TALK CLINIC INC	3,360.00
193274	05/06/2015	SUBWAY SANDWICHES & SALADS	190.00
193275	05/06/2015	WELLS FARGO #3317	35.65 *
Reissued on 05/07/2015, Cancel Register # AP05072015D			
193276	05/06/2015	WELLS FARGO #3317	215.99 *
Reissued on 05/07/2015, Cancel Register # AP05072015D			
193277	05/06/2015	WELLS FARGO #3317	29.94 *
Reissued on 05/07/2015, Cancel Register # AP05072015D			
193278	05/06/2015	WELLS FARGO #3317	34.07 *
Reissued on 05/07/2015, Cancel Register # AP05072015D			
193279	05/06/2015	WELLS FARGO #3317	182.06 *
Reissued on 05/07/2015, Cancel Register # AP05072015D			
193280	05/06/2015	WELLS FARGO #3317	134.00 *
Reissued on 05/07/2015, Cancel Register # AP05072015D			
193281	05/06/2015	WELLS FARGO #3317	217.95 *
Reissued on 05/07/2015, Cancel Register # AP05072015D			
193282	05/06/2015	WELLS FARGO #3317	51.40 *
Reissued on 05/07/2015, Cancel Register # AP05072015D			
193283	05/06/2015	WELLS FARGO #3317	31.06 *
Reissued on 05/07/2015, Cancel Register # AP05072015D			
193284	05/06/2015	WELLS FARGO #3317	28.18 *

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Checks Dated 04/29/2015 through 06/04/2015

Check Number	Check Date	Pay to the Order of	Check Amount
193285	05/06/2015	WELLS FARGO #3317	42.50 *
193286	05/06/2015	WELLS FARGO #3317	104.77 *
193287	05/06/2015	WELLS FARGO #3317	6.30 *
193288	05/06/2015	WELLS FARGO #3317	161.96 *
193289	05/06/2015	WELLS FARGO #3317	455.75 *
193290	05/06/2015	WELLS FARGO #3317	45.34 *
193291	05/06/2015	WELLS FARGO #3317	92.08 *
193292	05/06/2015	WELLS FARGO #3317	611.94 *
193293	05/06/2015	WELLS FARGO #3317	80.29 *
193294	05/06/2015	WELLS FARGO #3317	239.70 *
193295	05/06/2015	WELLS FARGO #3317	47.57 *
193296	05/06/2015	WELLS FARGO #3317	150.68 *
193297	05/06/2015	WELLS FARGO #3317	115.84 *
193298	05/06/2015	WELLS FARGO #3317	24.29 *
193299	05/06/2015	WELLS FARGO #3317	82.11 *
193300	05/06/2015	WELLS FARGO #3317	456.27 *
193301	05/06/2015	WELLS FARGO #3317	97.60 *
193302	05/06/2015	WELLS FARGO #3317	65.70 *
193303	05/06/2015	WELLS FARGO #3317	99.80 *
193304	05/06/2015	WELLS FARGO #3317	93.96 *
193305	05/06/2015	DAIRY DEPOT	54.99
193306	05/06/2015	HAPPY CHILD PRODUCTS NATIONAL MFG	1,415.05
193307	05/06/2015	OFFICE MAX INCORPORATED	273.55
193308	05/06/2015	SAFEWAY, INC.	424.56
193309	05/06/2015	ALVAREZ & MARSAL SERV.	35,390.78
193310	05/06/2015	APPLE COMPUTER INC.	66,248.40
193311	05/06/2015	CDW GOVERNMENT, INC.	4,344.47
193312	05/06/2015	CITY OF TUSTIN	550.00

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Checks Dated 04/29/2015 through 06/04/2015

Check Number	Check Date	Pay to the Order of	Check Amount
193313	05/06/2015	DELL MARKETING L.P. C/O DELL USA L.P.	116,005.23
193314	05/06/2015	FACILITY DYNAMICS ENGINEERING CORPORATION	302.50
193315	05/06/2015	HEWLETT-PACKARD COMPANY	547,812.66
193316	05/06/2015	HOIST SERVICE, INC.	665.00
193317	05/06/2015	i3 SOLUTIONS C/O IDEN SADEGHIEH	3,850.00
193318	05/06/2015	LCC3 CONSTRUCTION SERVICES INC	15,257.00
193319	05/06/2015	NINYO & MOORE	294.50
193320	05/06/2015	PARSONS BRINCKERHOFF, INC.	1,045.00
193321	05/06/2015	STUTZ ARTIANO SHINOFF & HOLTZ A.P.C.	870.90
193322	05/06/2015	WELLS FARGO #3317	106.86
193323	05/07/2015	AARDVARK CLAY AND SUPPLIES	1,530.90
193324	05/07/2015	ALL TECH SERVICE	400.00
193325	05/07/2015	APPLE COMPUTER INC.	269.68
193326	05/07/2015	ARC DOCUMENT SOLUTIONS LLC	46.34
193327	05/07/2015	ASSOC OF DEFENSE COMMUNITIES c/o SIGNAL FINANCIAL CR UNION	240.00
193328	05/07/2015	AT & T MOBILITY	13.56
193329	05/07/2015	AT&T	13.72
193330	05/07/2015	AUTOMOTIVE WORKWEAR	443.21
193331	05/07/2015	B & H PHOTO-VIDEO REMITTANCE PROCESSING CENTER	3,721.37
		Unpaid Sales Tax	297.71
		Expensed Amount	4,019.08
193332	05/07/2015	BESAFE TECHNOLOGIES, INC.	738.15
193333	05/07/2015	BRIDGES TRANSITIONS, CO. c/o BANK OF AMERICA	1,850.00
193334	05/07/2015	CARRILLO, KEEFE	28.29
193335	05/07/2015	COLE-PARMER INSTRUMENT COMPANY	52.75
193336	05/07/2015	D4 SOLUTIONS INC.	2,161.39
193337	05/07/2015	DANA POINT FUEL DOCK	206.07
193338	05/07/2015	EWING IRRIGATION PRODUCTS	278.09
193339	05/07/2015	FISHER SCIENTIFIC	3,530.05
193340	05/07/2015	FRY'S ELECTRONICS	906.47
193341	05/07/2015	LISA JANE GORE	1,900.00
193342	05/07/2015	W. W. GRAINGER	3,206.02
193343	05/07/2015	STEPHEN HENKLE	90.00
193344	05/07/2015	BARBARA J. JAY	8.96
193345	05/07/2015	TIMOTHY JEMAL	27.82
193346	05/07/2015	HYUN SHIL KIM	880.00
193347	05/07/2015	TONI LAKOW	46.58
193348	05/07/2015	DAVID B. LANG	35.70
193349	05/07/2015	PACIFIC COACHWAYS CHARTER SERVICES, INC.	1,048.97
193350	05/07/2015	PETE'S ROAD SERVICE	680.96
193351	05/07/2015	PHILIP STEPHEN PINES	1,666.67
193352	05/07/2015	SANDRA POPE	108.68
193353	05/07/2015	PRENDERGAST, T. J.	27.42
193354	05/07/2015	PRO CHEMICAL & DYE	1,410.63
		Unpaid Sales Tax	95.30
		Expensed Amount	1,505.93
193355	05/07/2015	S & B FOODS CATERING DIVISION	193.32

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Checks Dated 04/29/2015 through 06/04/2015

Check Number	Check Date	Pay to the Order of	Check Amount
193356	05/07/2015	SADDLEBACK VALLEY UNIFIED SCHOOL DISTRICT	186.96
193357	05/07/2015	SAFEWAY, INC.	37.83
193358	05/07/2015	SAMY'S CAMERA ATTN: ACCOUNTS RECEIVABLES	665.28
193359	05/07/2015	SEHI COMPUTER PRODUCTS, INC.	6,297.13
193360	05/07/2015	SHRED-IT USA	471.85
193361	05/07/2015	SOUTHERN CALIFORNIA EDISON CO.	45,592.29
193362	05/07/2015	SOFTCHOICE CORPORATION	1,119.38
193363	05/07/2015	SOUTHWEST MATERIAL HANDLING INC.	4,499.55
193364	05/07/2015	TUTTLE-CLICK FORD	370.66
193365	05/07/2015	UNISOURCE WORLDWIDE INC.	3,843.50
193366	05/07/2015	UNITED INTERIORS	1,315.39
193367	05/07/2015	UNITED SITE SERVICES	302.80
193368	05/07/2015	VENTEK INTERNATIONAL	360.00
193369	05/07/2015	VWR INTERNATIONAL, INC.	613.05
193370	05/07/2015	SARGENT WELCH A DIV OF VWR INT'L	287.06
193371	05/07/2015	WEISENBACH SPECIALTY PRINTING INC.	650.00
		Unpaid Sales Tax	48.00
		Expensed Amount	698.00
193372	05/07/2015	WHITAKER BROS. BUSINESS MACH.	1,604.88
193373	05/07/2015	MICHAEL E. WILSON	11,900.00
193374	05/07/2015	JIM WRIGHT	152.86
193375	05/07/2015	XEROX CORP.	4,376.64
193376	05/07/2015	XEROX CORPORATION	16,273.07
193377	05/07/2015	COMMUNITY PLAYTHINGS	91.81
193378	05/07/2015	PHB	36.12
		Unpaid Sales Tax	2.05
		Expensed Amount	38.17
193379	05/07/2015	XEROX CORPORATION	26.85
193380	05/07/2015	SEHI COMPUTER PRODUCTS, INC.	393.02
193381	05/11/2015	AMERICAN EXPRESS TRAVEL RELATED SERVICES CO INC	2,243.00
193382	05/11/2015	ARAMARK UNIFORM SERVICES, INC	114.92
193383	05/11/2015	B & H PHOTO-VIDEO REMITTANCE PROCESSING CENTER	1,825.80
		Unpaid Sales Tax	146.06
		Expensed Amount	1,971.86
193384	05/11/2015	ERLYNNE BALLO	19.90
193385	05/11/2015	NOELLE VARGAS BANUELOS	3,800.00
193386	05/11/2015	BLICK ART MATERIALS	896.42
193387	05/11/2015	BORG EQUIPMENT & SUPPLY CO.	168.48
193388	05/11/2015	BOUNDLESS NETWORK	625.60
193389	05/11/2015	BOUNDTREE MEDICAL	383.26
193390	05/11/2015	BSG GRAPHICS, INC.	429.47
193391	05/11/2015	ELIZABETH CIPRES	11.28
193392	05/11/2015	BEEP COLCLOUGH	46.12
193393	05/11/2015	FORMLABS INC	58.56
193394	05/11/2015	GEOGRAPHIC SOLUTIONS	7,416.64
193395	05/11/2015	CHANTELLE GIL	49.71
193396	05/11/2015	W. W. GRAINGER	8.85

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Checks Dated 04/29/2015 through 06/04/2015

Check Number	Check Date	Pay to the Order of	Check Amount
193397	05/11/2015	GRP2 UNIFORMS, INC. dba KEYSTONE UNIFORMS OC	971.99
193398	05/11/2015	PATTY HELTON	31.05
193399	05/11/2015	HERFF JONES	2,294.42
193400	05/11/2015	HOME DEPOT CREDIT SERVICES	1,094.23
193401	05/11/2015	INSIGHT MEDIA	221.54
		Unpaid Sales Tax	16.72
		Expensed Amount	238.26
193402	05/11/2015	FHEG IVC BOOKSTORE STORE NO 895 MA	118.32
193403	05/11/2015	JOHNSTONE SUPPLY	168.00
193404	05/11/2015	TONI LAKOW	46.58
193405	05/11/2015	LIVESCRIIBE, INC.	2,183.87
193406	05/11/2015	LUCK'S MUSIC LIBRARY	1,042.61
		Unpaid Sales Tax	80.75
		Expensed Amount	1,123.36
193407	05/11/2015	MAIN GRAPHICS	372.00
193408	05/11/2015	TOWNE PLACE SUITES BY MARRIOTT	7,972.44
193409	05/11/2015	MC KESSON MEDICAL SURGICAL	97.10
193410	05/11/2015	MISSION VIEJO FLORIST	378.00
193411	05/11/2015	ML FILTERS	442.89
193412	05/11/2015	MOORE MEDICAL, LLC	13.81
193413	05/11/2015	JAKE MUNNS	46.58
193414	05/11/2015	NATIONAL BALSA	967.72
		Unpaid Sales Tax	62.73
		Expensed Amount	1,030.45
193415	05/11/2015	O'REILLY AUTO PARTS	213.55
193416	05/11/2015	ORANGE COUNTY REGISTER	678.00
193417	05/11/2015	OC TREASURER-TAX COLLECTOR REVENUE RECOVERY/	322.35
193418	05/11/2015	OCEANSIDE PHOTO & TELESCOPE	32.96
193419	05/11/2015	ORKIN PEST CONTROL 711	1,284.00
193420	05/11/2015	OTHER WORLD COMPUTING ATTN: EDUCATIONAL ACCOUNTS	2,312.78
		Unpaid Sales Tax	185.02
		Expensed Amount	2,497.80
193421	05/11/2015	PACIFIC COACHWAYS CHARTER SERVICES, INC.	9,700.63
193422	05/11/2015	PAGERDUTY, INC.	5,779.80
193423	05/11/2015	POSTAL PRODUCTS UNLIMITED	2,730.56
193424	05/11/2015	POSTMASTER	160.00
193425	05/11/2015	PROACTIVE CONSULTING GROUP AIR RESOURCES BOARD	3,000.00
193426	05/11/2015	PSI-PAYPHONE STATIONS INNOVAT.	300.00
193427	05/11/2015	DONNA RANE-SZOSTAK	2,716.16
193428	05/11/2015	TAMERA RICE	45.79
193429	05/11/2015	RICHARD THE THREAD EMPIRE TAPE	333.93
193430	05/11/2015	RIO GRANDE ALBUQUERQUE	1,386.74
		Unpaid Sales Tax	143.99
		Expensed Amount	1,530.73
193431	05/11/2015	JOSHUA ROBERTS	189.00
193432	05/11/2015	S & B FOODS CATERING DIVISION	859.47

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Checks Dated 04/29/2015 through 06/04/2015

Check Number	Check Date	Pay to the Order of	Check Amount
193433	05/11/2015	SAN CLEMENTE OCEAN FESTIVAL	2,500.00
193434	05/11/2015	BRIDGET SANCHEZ	19.54
193435	05/11/2015	FHEG - SADDLEBACK BOOKSTORE STORE NO. 296	855.09
193436	05/11/2015	FHEG - SADDLEBACK BOOKSTORE STORE NO. 296	4,615.00
193437	05/11/2015	FHEG - SADDLEBACK BOOKSTORE STORE NO. 296	6,998.40
193438	05/11/2015	FHEG - SADDLEBACK BOOKSTORE STORE NO. 296	272.16
193439	05/11/2015	SOUTHERN COUNTIES OIL CO.	3,422.36
193440	05/11/2015	HARLAND TECHNOLOGY SERVICES A DIVISION OF SCANTRON	5,000.00
193441	05/11/2015	SEHI COMPUTER PRODUCTS, INC.	1,455.38
193442	05/11/2015	MATTHEW SHERMAN	1,780.00
193443	05/11/2015	SIERRA SOIL, INC.	1,032.40
193444	05/11/2015	SIGNATURE CELEBRATIONS	475.20
193445	05/11/2015	SIRCHIE FINGER PRINT LABS	72.60
193446	05/11/2015	SMART & FINAL	34.50
193447	05/11/2015	SO. ORANGE CO. COMM. COL.DIST	2,882.10 *
Cancelled on 05/13/2015, Cancel Register # AP05142015			
193448	05/11/2015	SPECTRUM CHEMICAL MFG. CORP.	399.62
193449	05/11/2015	STORMWIND LLC STORMWIND STUDIOS	8,470.00
193450	05/11/2015	STRAIGHT TALK CLINIC INC	4,480.00
193451	05/11/2015	TREMCO/WEATHERPROOFING TECH.	4,470.00
193452	05/11/2015	UNITED RENTALS	200.66
193453	05/11/2015	WARD'S SCIENCE	729.10
193454	05/11/2015	W A X I E	1,142.50
193455	05/11/2015	WELLS FARGO #6711	4,034.75
			Unpaid Sales Tax 83.76
			Expensed Amount 4,118.51
193456	05/11/2015	XEROX CORPORATION	672.56
193457	05/11/2015	GENERAL BINDING CORP. ACCO BRANDS	1,484.20
193458	05/11/2015	KAPLAN EARLY LEARNING COMPANY	948.13
193459	05/11/2015	SMART & FINAL	238.14
193460	05/11/2015	US FOODS	1,377.95
193461	05/11/2015	AMAZON WEB SERVICES INC	401.26
193462	05/11/2015	APPLE COMPUTER INC.	17,442.28 *
Cancelled on 05/12/2015, Cancel Register # AP05132015			
193463	05/11/2015	BERNARDS BROS. CONSTRUCTION	22,160.00
193464	05/11/2015	FACILITIES PLANNING & PROGRAM SERVICES, INC	9,172.50
193465	05/11/2015	JB TECHNOLOGY CONSULTING LLC	13,238.75
193466	05/11/2015	LIONAKIS	1,881.39
193467	05/11/2015	BLUE COAST CONSULTING	13,420.00
193468	05/11/2015	PLANNET CONSULTING, INC.	1,175.00
193469	05/11/2015	REDISQ TECHNOLOGIES	4,680.00
193470	05/11/2015	CORINE REYMOND	31.05
193471	05/11/2015	SAN DIEGO GAS & ELECTRIC CUSTOMER PMT SVC - CP61C	427.00
193472	05/11/2015	STRATA INFORMATION GROUP	31,712.96
193473	05/11/2015	TODD'S INSPECTION TESTING SERV TODD ROBINSON	15,917.00
193474	05/12/2015	AAA ELECTRIC MOTOR SALES	172.02
193475	05/12/2015	AACRAO MEMBERSHIP	1,266.00
193476	05/12/2015	ATKINSON, ANDELSON, LOYA, RUUD & ROMO	48,733.68

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## Checks Dated 04/29/2015 through 06/04/2015

Check Number	Check Date	Pay to the Order of	Check Amount
193477	05/12/2015	ABC ICE HOUSE	40.50
193478	05/12/2015	MARINA AMINY	54.95
193479	05/12/2015	AMTECH ELEVATOR SERVICES	25,240.00
193480	05/12/2015	JACK APPLEMAN	215.61
193481	05/12/2015	AT & T	141.09
193482	05/12/2015	JUAN AVALOS	508.92
193483	05/12/2015	AVENTURA SAILING ASSOC.	1,717.88 *
Cancelled on 05/12/2015, Cancel Register # AP05132015			
193484	05/12/2015	ERLYNNE BALLO	19.44
193485	05/12/2015	GARY BARNAK	2,293.19
193486	05/12/2015	KIM BRANCH-STEWART	419.10
193487	05/12/2015	BOARD OF GOVERNORS CALIFORNIA COMMUNITY COLLEGES	105.00
193488	05/12/2015	BOARD OF GOVERNORS CALIFORNIA COMMUNITY COLLEGES	105.00
193489	05/12/2015	CALIFORNIA STAGE/LIGHTING, INC	127.44
193490	05/12/2015	CAAHEP	450.00
193491	05/12/2015	CAL BUILDING SYSTEMS	360.00
193492	05/12/2015	CAPITOL ADVOCACY PARTNERS LLC	3,500.00
193493	05/12/2015	CAREER AMERICA, LLC	12,000.00
193494	05/12/2015	CARQUEST AUTO PARTS	256.26
193495	05/12/2015	YANCIE CARTER	30.13
193496	05/12/2015	MIRIAM CASTROCONDE	498.20
193497	05/12/2015	CLIP INTERPRETING	525.00
193498	05/12/2015	COASTLINE COMMUNITY COLLEGE FOUNDATION	1,000.00
193499	05/12/2015	SCOTT A. COKELY	320.00
193500	05/12/2015	BEEP COLCLOUGH	5.75
193501	05/12/2015	COMMITTEE ON ACCREDITATION OF EDU PROG FOR THE EMS PROFESSNS	1,400.00
193502	05/12/2015	CR&R	2,522.64
193503	05/12/2015	KERRY CRABB	634.70
193504	05/12/2015	STEVE CRAPO	836.61
193505	05/12/2015	JOANNE DE MARCHI	32.01
193506	05/12/2015	RAJANPAL DHILLON	1,135.19
193507	05/12/2015	DirectTV	125.31
193508	05/12/2015	DISCOVERY BENEFITS, INC.	481.50
193509	05/12/2015	DLS BUILDERS, INC.	2,950.00
193510	05/12/2015	DOCTOR'S AMBULANCE SERVICE	307.50
193511	05/12/2015	EAGLE COMMUNICATIONS	543.14
193512	05/12/2015	ECOFERT, INC	702.45
193513	05/12/2015	BLANCHE ELLIS	31.05
193514	05/12/2015	EN4ORM OFFICE INTERIORS	3,245.78 *
Cancelled on 05/12/2015, Cancel Register # AP05132015			
193515	05/12/2015	FLOOR TECH GROUP	4,127.00
193516	05/12/2015	FREEWAY AUTO SUPPLY	401.36
193517	05/12/2015	GALE SUPPLY COMPANY	397.66
193518	05/12/2015	RICHARD GOODMAN	600.00
193519	05/12/2015	W. W. GRAINGER	2,627.64
193520	05/12/2015	GORILLA TEAM ARTISTS	3,950.00
193521	05/12/2015	GEORGINA GUY	211.44

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## Checks Dated 04/29/2015 through 06/04/2015

Check Number	Check Date	Pay to the Order of	Check Amount
193522	05/12/2015	JULIE HANKS	2,570.53
193523	05/12/2015	JACK HARTIN PHOTOGRAPHY	750.00
193524	05/12/2015	MICHAEL HOGGATT	815.00 *
	Reissued on 05/14/2015, Cancel Register # AP05142015		
193525	05/12/2015	NANCY IKEDA	2,709.68 *
	Reissued on 05/14/2015, Cancel Register # AP05142015		
193526	05/12/2015	MICHELLE LIVOTE	78.30 *
	Reissued on 05/14/2015, Cancel Register # AP05142015		
193527	05/12/2015	GAYLORD OPRYLAND RESORT & CONVENTION CENTER	863.15 *
	Reissued on 05/14/2015, Cancel Register # AP05142015		
193528	05/12/2015	DIANA MC CULLOUGH	1,103.84
193529	05/12/2015	SHAKEH MEHRABIAN	10.80
193530	05/12/2015	ROBERT MELENDEZ	1,714.51
193531	05/12/2015	NANCY MONTGOMERY	78.60
193532	05/12/2015	NASFAA	595.00
193533	05/12/2015	KEN SCHLENKER	811.86
193534	05/12/2015	DIANE OAKS	1,273.66
193535	05/12/2015	KAREN ORLANDO	174.34
193536	05/12/2015	HOLLIS PAEGEL	530.43
193537	05/12/2015	BRUNO PASSARELLI	2,330.05
193538	05/12/2015	PENN CORPORATE RELOCATION SERVICES, INC.	126.00
193539	05/12/2015	PAPA PESTICIDE APPLICATORS ASSOC.	80.00
193540	05/12/2015	PAPA PESTICIDE APPLICATORS ASSOC.	80.00
193541	05/12/2015	DEWEY QUACH	121.84
193542	05/12/2015	ALLSTEEL, INC.	16,256.22
193543	05/12/2015	QUEZADA PRO LANDSCAPE, INC.	4,980.00
193544	05/12/2015	BRITTANY RAMCHANDANI	121.93
193545	05/12/2015	CORINE REYMOND	125.22
193546	05/12/2015	RICOH USA, INC.	1,277.92
193547	05/12/2015	SAN DIEGO GAS & ELECTRIC	2,182.52
193548	05/12/2015	COLLEGE OF SAN MATEO TRACK AND FIELD TRUST	224.00
193549	05/12/2015	SOUTHERN CALIFORNIA EDISON CO.	2,163.34
193550	05/12/2015	FARNOOSH SORAYA	120.00
193551	05/12/2015	KATHARINE TAKESHITA	120.00
193552	05/12/2015	FAWN TANRIVERDI	152.26
193553	05/12/2015	TRAFFIC MANAGEMENT INC.	251.10
193554	05/12/2015	PAMELA TURNER	1,200.00
193555	05/12/2015	U.S. ZERO WASTE BUSINESS COUNCIL	549.00
193556	05/12/2015	U.S. ZERO WASTE BUSINESS COUNCIL	619.00
193557	05/12/2015	U.S. ZERO WASTE BUSINESS COUNCIL	619.00
193558	05/12/2015	UNISOURCE WORLDWIDE INC.	256.99
193559	05/12/2015	JANET VERA	45.66
193560	05/12/2015	VERIZON	78.74
193561	05/12/2015	VERIZON	76.02
193562	05/12/2015	WAVES c/o RONNIE WHITE	425.00
193563	05/12/2015	WAVES c/o RONNIE WHITE	425.00
193564	05/12/2015	WAXIE	192.79
193565	05/12/2015	XEROX CORPORATION	39.80
193566	05/12/2015	COLLEGESOURCE, INC.	1,268.75

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## Checks Dated 04/29/2015 through 06/04/2015

Check Number	Check Date	Pay to the Order of	Check Amount
193567	05/12/2015	GEO SPECTRA CONSULTING ENGINEERS, INC.	4,274.00
193568	05/12/2015	JACKSON, DE MARCO, TIDUS, & PECKENPAUGH	31,526.69
193569	05/12/2015	MERIDIAN IT INC	12,693.58
193570	05/12/2015	R2A ARCHITECTURE	13,599.28
193571	05/12/2015	TYR	14,550.00
193572	05/13/2015	SAPPHIRE CATERING	511.38
193573	05/13/2015	GEORGIA TECH RESEARCH CORP	31,800.00
193574	05/13/2015	ARROWHEAD MOUNTAIN SPRING WATER CO.	38.35
193575	05/13/2015	AVENTURA SAILING ASSOC.	1,234.13
193576	05/13/2015	B & H PHOTO-VIDEO REMITTANCE PROCESSING CENTER	95.00
		Unpaid Sales Tax	7.60
		Expensed Amount	102.60
193577	05/13/2015	BLICK ART MATERIALS	500.96
193578	05/13/2015	LILLIAN BODANE	116.09
193579	05/13/2015	JEFF BURDICK	377.65
193580	05/13/2015	CAL BUILDING SYSTEMS	115.90
193581	05/13/2015	CDW GOVERNMENT, INC.	496.79
193582	05/13/2015	KATLIN CHOI	166.06
193583	05/13/2015	CINTAS CORPORATION	128.88
193584	05/13/2015	CLARK SECURITY PRODUCTS	121.93
193585	05/13/2015	RICHARD DAHLIN	130.00
193586	05/13/2015	CORINE DOUGHTY	146.48
193587	05/13/2015	EBERHARD EQUIPMENT	213.58
193588	05/13/2015	ECONOMIC ALTERNATIVES, INC.	376.25
193589	05/13/2015	EL CAMINO COLLEGE ATHLETIC TRAINING	100.00
193590	05/13/2015	EN4ORM OFFICE INTERIORS	10,237.75
193591	05/13/2015	ABEL ESQUIVEL	120.00
193592	05/13/2015	EWING IRRIGATION PRODUCTS	246.80
193593	05/13/2015	LILIA GARCIA	35.08
193594	05/13/2015	NSSA	600.00
193595	05/13/2015	ORANGE COUNTY SHERIFF'S DEPT	4.60
193596	05/13/2015	ORANGE COUNTY SHERIFF'S DEPT	20.00
193597	05/13/2015	OFFICE MAX INCORPORATED	16,985.26
193598	05/13/2015	PACIFIC COACHWAYS CHARTER SERVICES, INC.	2,152.50
193599	05/13/2015	PARKWAY LAWNMOWER SHOP	742.20
193600	05/13/2015	CAROL PEI	35.00
193601	05/13/2015	THANITRA PICHEDVANICHOK	106.23
193602	05/13/2015	REPRO XPRESS	131.35
193603	05/13/2015	SAN BERNARDINO VALLEY COLLEGE	400.00
193604	05/13/2015	SAN DIEGO GAS & ELECTRIC	516.58
193605	05/13/2015	SC ASSOCIATED STUDENT BODY	2,070.00
193606	05/13/2015	CAROL SHIMMER	326.76
193607	05/13/2015	LINDSAY STEINRIEDE	198.00
193608	05/13/2015	OMERO SUAREZ	1,000.00
193609	05/13/2015	AMY SUPINGER dba SUPINGER STRATEGIES	1,800.00
193610	05/13/2015	TAKACH PRESS CORP.	975.50
		Unpaid Sales Tax	76.32
		Expensed Amount	1,051.82

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Checks Dated 04/29/2015 through 06/04/2015

Check Number	Check Date	Pay to the Order of	Check Amount
193611	05/13/2015	TROXELL COMMUNICATIONS, INC.	1,484.81
193612	05/13/2015	UPSNAP USA INC	856.43
193613	05/13/2015	CADENCE WYNTER	513.20
193614	05/13/2015	BECKY THOMAS	203.03
193615	05/13/2015	APPLE COMPUTER INC.	5,425.28
193616	05/14/2015	ACSIG/EDGE	149,009.91
193617	05/14/2015	ACSIG/EDGE	43,448.16
193618	05/14/2015	BEST WINDOW TINTING, INC.	416.00
193619	05/14/2015	FRITZIE CANAS	10.00
193620	05/14/2015	CANON SOLUTIONS AMERICA, INC.	79.86
193621	05/14/2015	BRADLEY CONRAD	10.00
193622	05/14/2015	COX COMMUNICATIONS	2,192.96
193623	05/14/2015	COX COMMUNICATIONS	1,151.30
193624	05/14/2015	COX COMMUNICATIONS	10.49
193625	05/14/2015	CULLIGAN	114.70
193626	05/14/2015	SPARKLETTS	867.37
193627	05/14/2015	FEDERAL EXPRESS	72.05
193628	05/14/2015	GREEN THUMB INTERNATIONAL	160.35
193629	05/14/2015	NICOLE C. HARTSHORN	100.00
193630	05/14/2015	MICHAEL HOGGATT	815.00
193631	05/14/2015	HYATT LEGAL	7,752.20
193632	05/14/2015	NANCY IKEDA	2,709.68
193633	05/14/2015	IVC FOUNDATION	675.00
193634	05/14/2015	KENNY'S AUTO UPHOLSTERY, INC.	225.00
193635	05/14/2015	MICHELLE LIVOTE	78.30
193636	05/14/2015	GAYLORD OPRYLAND RESORT & CONVENTION CENTER	863.15
193637	05/14/2015	McLOGAN SUPPLY COMPANY, INC.	422.50
193638	05/14/2015	MERIDIAN IT INC	18,347.92
193639	05/14/2015	MF ATHLETIC COMPANY	630.72
193640	05/14/2015	MICROSOFT CORPORATION	3,636.48
193641	05/14/2015	SALLIE MILLER	120.00
193642	05/14/2015	MUSIC THEATRE INTERNATIONAL	800.00
193643	05/14/2015	NAVPA 2020 PENNSYLVANIA AVE., NW	400.00
193644	05/14/2015	ORLANTHA NIN	103.56
193645	05/14/2015	ZAHRA NOROOZI	325.61
193646	05/14/2015	NORTHERN TOOL & EQUIPMENT CO. BLUETARP FINANCIAL	888.98
		Unpaid Sales Tax	71.12
		Expensed Amount	960.10
193647	05/14/2015	ORANGE COUNTY REGISTER	1,008.00
193648	05/14/2015	PACIFIC CLIPPINGS	177.00
193649	05/14/2015	P. J. OF ORANGE COUNTY ONE, LP ATTN: ACCOUNTS RECEIVABLE	152.22
193650	05/14/2015	R2A ARCHITECTURE	7,876.03
193651	05/14/2015	RELIANCE STANDARD LIFE INS	25,704.60
193652	05/14/2015	RELIANCE STANDARD LIFE INS	14,482.82
193653	05/14/2015	S & B FOODS CATERING DIVISION	2,412.25
193654	05/14/2015	SCULPTURE DEPOT	917.50

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Check Number	Check Date	Pay to the Order of	Check Amount
193655	05/14/2015	SISC III HEALTH BENEFITS ACCOUNTS RECEIVABLE	1,548,502.00
193656	05/14/2015	SOUTHERN CALIFORNIA GAS CO.	15,099.65
193657	05/14/2015	SPECTRUM CHEMICAL MFG. CORP.	156.87
193658	05/14/2015	TARCO INDUSTRIES INC.	160.10
193659	05/14/2015	U.S. DATA TRUST CORPORATION	10,328.00
193660	05/14/2015	UNUM LIFE INSURANCE COMPANY	3,609.20
193661	05/14/2015	UNUM LIFE INSURANCE COMPANY	1,672.68
193662	05/14/2015	SMART & FINAL	288.06
193663	05/14/2015	ALTAWARE INC	29,350.00
193664	05/14/2015	ALTERNATIVE DELIVERY SOLUTIONS	10,292.00
193665	05/14/2015	ALVAREZ & MARSAL REAL ESTATE ADVISORY SERV.	3,250.00
193666	05/14/2015	C.E.M. LAB CORP. CIVIL ENGINEERING MATERIAL LAB	6,657.00
193667	05/14/2015	DOUGHERTY + DOUGHERTY ARCHITECTS LLP	3,681.00
193668	05/14/2015	DVV ASSOCIATES, INC.	1,250.00
193669	05/14/2015	ENAMIX, INC.	22,650.00
193670	05/14/2015	NEUDESIC, LLC	90,960.00
193671	05/14/2015	NIMBLE CONSULTING	11,528.00
193672	05/14/2015	NINYO & MOORE	2,247.00
193673	05/14/2015	PLANNET CONSULTING, INC.	791.00
193674	05/14/2015	SYNERGY SOFTWARE SOLUTIONS C/O PRATIK MODI	8,976.00
193675	05/14/2015	ACSIG/EDGE	22,059.36
193676	05/14/2015	ACSIG/EDGE	5,304.86
193677	05/14/2015	SISC III HEALTH BENEFITS ACCOUNTS RECEIVABLE	320,990.00
193678	05/18/2015	AARDVARK CLAY AND SUPPLIES	344.86
193679	05/18/2015	ADCLUB ADVERTISING SERVICE	30.00
193680	05/18/2015	ADVANTAGE FITNESS PRODUCTS	16,279.27
193681	05/18/2015	APPLE COMPUTER INC.	2,367.96
193682	05/18/2015	AT&T	25.98
193683	05/18/2015	ADVANTA ENERGY C/O AVIVA ENERGY CORP	800.00
193684	05/18/2015	B & H PHOTO-VIDEO REMITTANCE PROCESSING CENTER	1,484.00
		Unpaid Sales Tax	118.72
		Expensed Amount	1,602.72
193685	05/18/2015	BOUNDTREE MEDICAL	524.43
193686	05/18/2015	BSG GRAPHICS, INC.	540.00
193687	05/18/2015	BSN SPORTS	7,649.44
193688	05/18/2015	CAIS	658.80
193689	05/18/2015	CANON SOLUTIONS AMERICA, INC.	52.92
193690	05/18/2015	CDW GOVERNMENT, INC.	2,525.06
193691	05/18/2015	C.E.M. LAB CORP. CIVIL ENGINEERING MATERIAL LAB	3,590.00
193692	05/18/2015	CINTAS CORPORATION	60.96
193693	05/18/2015	COX COMMUNICATIONS	2,133.14
193694	05/18/2015	CHRISTINA DELGADO	73.89
193695	05/18/2015	ARNETTE EDWARDS	120.00
193696	05/18/2015	FEDERAL EXPRESS	81.14
193697	05/18/2015	FISHER SCIENTIFIC	582.25
193698	05/18/2015	GALL'S/QUARTERMASTER	885.75

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Checks Dated 04/29/2015 through 06/04/2015

Check Number	Check Date	Pay to the Order of	Check Amount
193699	05/18/2015	GEOPRIME EARTH MATERIALS	8,285.20
193700	05/18/2015	RON GRANT	189.96
193701	05/18/2015	PIPS C/O KEENAN & ASSOCIATES	147,278.58
193702	05/18/2015	AUTONATION SHARED SERVICE CTR SOUTH CALIFORNIA	13.50
193703	05/18/2015	BEST BUY BUSINESS ADVANTAGE	1,315.18
193704	05/18/2015	NCS PEARSON, INC.	106.92
193705	05/18/2015	O'MEARA, MICHAEL	50.14
193706	05/18/2015	P2S ENGINEERING INC	1,848.00
193707	05/18/2015	PACIFIC COACHWAYS CHARTER SERVICES, INC.	3,629.59
193708	05/18/2015	PARADISE BAKERY & CAFE	447.93
193709	05/18/2015	NCS PEARSON, INC.	1,406.85
193710	05/18/2015	POCKET NURSE ENTERPRISES, INC.	487.40
		Unpaid Sales Tax	35.27
		Expensed Amount	522.67
193711	05/18/2015	POSTMASTER	1,475.21
193712	05/18/2015	DANIEL J. PREDOEHL	215.77
193713	05/18/2015	PSI-PAYPHONE STATIONS INNOVAT.	350.00
193714	05/18/2015	PSYCH CONSULT. ASSOC., INC.	350.00
193715	05/18/2015	QUALITY OFFICE FURNISHINGS	4,099.57
193716	05/18/2015	JAMES ROGERS	65.47
193717	05/18/2015	S & B FOODS CATERING DIVISION	9,495.18
193718	05/18/2015	SAN DIEGO GAS & ELECTRIC	3,095.95
193719	05/18/2015	HARLAND TECHNOLOGY SERVICES A DIVISION OF SCANTRON	1,341.06
193720	05/18/2015	SCHOOLOUTFITTERS.COM	253.17
193721	05/18/2015	CHARLES C. STILL SECURE LIVE SCAN	180.00
193722	05/18/2015	SEHI COMPUTER PRODUCTS, INC.	2,158.24
193723	05/18/2015	SHELL FLEET CARD SERVICES PROCESSING CENTER	4,023.58
193724	05/18/2015	SKEPTICS SOCIETY	1,287.00
193725	05/18/2015	SOUTHERN CALIFORNIA GAS CO.	1,706.43
193726	05/18/2015	SO. COAST FIRE PROTECTION	156.60
193727	05/18/2015	SOUTH COAST SAILING TEAM ATTN: JIM WEHAN	1,275.00
193728	05/18/2015	SO. ORANGE CO. COMM. COL.DIST	2,497.00
193729	05/18/2015	TAKACH PRESS CORP.	899.00
		Unpaid Sales Tax	67.20
		Expensed Amount	966.20
193730	05/18/2015	TOMARK SPORTS, INC.	1,784.92
193731	05/18/2015	TRANS WORLD SUPPLIES, INC. dba REUSCHE & CO.	58.22
		Unpaid Sales Tax	3.81
		Expensed Amount	62.03
193732	05/18/2015	VISTA PAINT CORPORATE OFFICE	74.36
193733	05/18/2015	SARGENT WELCH A DIV OF VWR INT'L	236.93
193734	05/18/2015	WARD'S SCIENCE	228.97
193735	05/18/2015	WORLDWIDE RECOVERY SYSTEMS, INC.	264.60
193736	05/18/2015	DAIRY DEPOT	51.99
193737	05/18/2015	ALTERYX, INC.	14,022.45
193738	05/18/2015	DABCO, INC.	15,885.00
193739	05/18/2015	PENN CORPORATE RELOCATION SERVICES, INC.	3,576.00

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Check Number	Check Date	Pay to the Order of	Check Amount
193740	05/18/2015	PROAIR	3,640.00
193741	05/18/2015	S & B FOODS CATERING DIVISION	3,006.50
193742	05/18/2015	S & B FOODS CATERING DIVISION	609.34
193743	05/18/2015	SIERRA-CEDAR, INC.	104,175.55
193744	05/18/2015	T AND D COMMUNICATIONS, INC	134,493.40
193745	05/18/2015	TREE OF LIFE NURSERY	1,209.17
193746	05/18/2015	WORKDAY INC	2,615.00
193747	05/18/2015	SOUTH COAST FAMILY MEDI-CENTER, INC.	165.00
193748	05/18/2015	SO. ORANGE CO. COMM. COL. DISTWORKERS COMPENSATION	1,130.68
193749	05/18/2015	RICHARD SNEED	314.70
193750	05/19/2015	AAA ELECTRIC MOTOR SALES	156.00
193751	05/19/2015	ABC ICE HOUSE	36.94
193752	05/19/2015	ADVANCE BEAUTY COLLEGE, INC.	64,054.13
193753	05/19/2015	ROSIE AGUILAR	572.80
193754	05/19/2015	AIR SOURCE INDUSTRIES, INC.	178.82
193755	05/19/2015	AIRGAS NATIONAL CARBONATION	593.28 *
Cancelled on 05/19/2015, Cancel Register # AP05192015B			
193756	05/19/2015	CHRISTIAN ALVARADO	544.65
193757	05/19/2015	MARINA AMINY	412.21
193758	05/19/2015	APPLE COMPUTER INC.	25,514.36
193759	05/19/2015	AT & T	65.20
193760	05/19/2015	AT&T	5,905.72
193761	05/19/2015	JUAN AVALOS	337.61
193762	05/19/2015	AWAKENING AVATAR ENTERPRISES	1,828.25
		Unpaid Sales Tax	146.26
		Expensed Amount	1,974.51
193763	05/19/2015	B & H PHOTO-VIDEO CENTER	1,589.20
		Unpaid Sales Tax	127.14
		Expensed Amount	1,716.34
193764	05/19/2015	BOUNDTREE MEDICAL	615.57
193765	05/19/2015	BSN SPORTS	2,899.08
193766	05/19/2015	BORIS F. BUZAN	255.95
193767	05/19/2015	BOARD OF GOVERNORS CALIFORNIA COMMUNITY COLLEGES	105.00
193768	05/19/2015	ROBERT COSGROVE	81.75
193769	05/19/2015	LUCIE DURAN-HERWEHE	175.00
193770	05/19/2015	ARLEEN ELSEROD	161.89
193771	05/19/2015	FOUNDATION FOR CALIFORNIA COMMUNITY COLLEGES	500.00
193772	05/19/2015	DEBRA L. FITZSIMONS	629.42
193773	05/19/2015	LISA JANE GORE	900.00
193774	05/19/2015	W. W. GRAINGER	78.86
193775	05/19/2015	GRANICUS, INC.	1,075.00
193776	05/19/2015	GREEN THUMB INTERNATIONAL	78.12
193777	05/19/2015	RUBEN GUZMAN	161.89
193778	05/19/2015	KEVIN HASS	600.00
193779	05/19/2015	RUBY HAZZARD	43.01
193780	05/19/2015	GRISEL HEREDIA	150.03

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## Checks Dated 04/29/2015 through 06/04/2015

Check Number	Check Date	Pay to the Order of	Check Amount
193781	05/19/2015	HOME DEPOT CREDIT SERVICES	1,342.63
193782	05/19/2015	INGARDIA BROTHERS PRODUCE, INC.	150.36
193783	05/19/2015	IRVINE RANCH WATER DIST.	142.27
193784	05/19/2015	FHEG IVC BOOKSTORE STORE NO 895 MA	625.00
193785	05/19/2015	KEENAN & ASSOCIATES ACCOUNTS RECEIVABLE	352.00
193786	05/19/2015	MARIA KIERNAN	1,200.00
193787	05/19/2015	KUBOTA TRACTOR CORPORATION ATTN: NATIONAL ACCTS	35,456.64
193788	05/19/2015	LAGUNA BEACH UNIF. SCHOOL DIST	2,896.06
193789	05/19/2015	SHARON LANDIS	480.00
193790	05/19/2015	LAURA'S INT PLANTSCAPE SERV	200.00
193791	05/19/2015	KATHY TUOMINEN-LENNEY	801.81
193792	05/19/2015	KRIS LEPPIN-CHRISTENSEN	1,200.00
193793	05/19/2015	LEWIS, DIANE	236.30
193794	05/19/2015	LIBERTY DISTRIBUTION COMPANY	89.72
193795	05/19/2015	LOOMIS, FARGO & COMPANY	37.56
193796	05/19/2015	TEDDI LORCH	59.42
193797	05/19/2015	KATHLEEN LUNETTO	15.99
193798	05/19/2015	MIKE MARLIN	9.87
193799	05/19/2015	MARRIOTT MARQUIS SAN DIEGO MARINA	426.35
193800	05/19/2015	MARRIOTT MARQUIS SAN DIEGO MARINA	426.35
193801	05/19/2015	MARRIOTT MARQUIS SAN DIEGO MARINA	639.52
193802	05/19/2015	MICHAEL LOWELL MC CORMICK	23.19
193803	05/19/2015	KAYE MC DONALD	180.75
193804	05/19/2015	MC FADDEN-DALE INDUSTRIAL HARDWARE LLC	189.60
193805	05/19/2015	MC KESSON MEDICAL SURGICAL	387.49
193806	05/19/2015	MIKE BROWN GRANDSTANDS, INC.	750.00
193807	05/19/2015	NATIONAL SEMINARS GROUP	199.00
193808	05/19/2015	ADAM NAVARRO	523.00
193809	05/19/2015	BRIAN NOEL	1,500.00
193810	05/19/2015	SHAWN O'ROURKE	413.00
193811	05/19/2015	ORANGE COUNTY SHERIFF'S DEPT	105.00
193812	05/19/2015	HEIDI M. OCHOA	330.00
193813	05/19/2015	PALOMAR COLLEGE TTIP SOUTH	235.00
193814	05/19/2015	PALOMAR COLLEGE TTIP SOUTH	235.00
193815	05/19/2015	PALOMAR COLLEGE TTIP SOUTH	235.00
193816	05/19/2015	PALOMAR COLLEGE TTIP SOUTH	235.00
193817	05/19/2015	LEONARD PETTIS dba BRILLIANT SOLUTIONS	4,312.61
193818	05/19/2015	MARCELO PIRES	1,649.25
193819	05/19/2015	PYRO-COMM SYSTEMS	13,400.00
193820	05/19/2015	ALLSTEEL, INC.	6,571.63
193821	05/19/2015	LARRY RADDEN	556.75
193822	05/19/2015	RICOH USA, INC.	11.50
193823	05/19/2015	RIO GRANDE ALBUQUERQUE	9.20
193824	05/19/2015	HARLAND TECHNOLOGY SERVICES A DIVISION OF SCANTRON	35,516.00
193825	05/19/2015	HENRY SCHEIN, INC.	1,318.57
193826	05/19/2015	CAROLYN SEAMAN	359.37
193827	05/19/2015	JOYCE SEMANIK	534.75

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## Checks Dated 04/29/2015 through 06/04/2015

Check Number	Check Date	Pay to the Order of	Check Amount
193828	05/19/2015	SHAW INDUSTRIES, INC.	633.31
		Unpaid Sales Tax	50.41
		Expensed Amount	683.72
193829	05/19/2015	SOUTHERN CALIFORNIA EDISON CO.	72.77
193830	05/19/2015	SOUTHERN CALIFORNIA GAS CO.	21.65
193831	05/19/2015	SOUTHWEST BINDING & LAMINATING	1,623.34
193832	05/19/2015	PATRIC TAYLOR	229.10
193833	05/19/2015	ANTHONY TENG	684.94
193834	05/19/2015	THREEFORKS, INC.	8,241.59
193835	05/19/2015	JANET VERA	161.89
193836	05/19/2015	VERIZON	60.03
193837	05/19/2015	DAN WALSH	928.64
193838	05/19/2015	WARREN DISTRIBUTING, INC.	439.47
193839	05/19/2015	WORTHINGTON DIRECT	6,971.48
		Unpaid Sales Tax	485.89
		Expensed Amount	7,457.37
193840	05/19/2015	XEROX CORPORATION	5,851.72
193841	05/19/2015	YBP LIBRARY SERVICES	6,465.45
193842	05/19/2015	MATT YURKO	304.72
193843	05/19/2015	ALTERNATIVE DELIVERY SOLUTIONS	5,328.00
193844	05/19/2015	C.E.M. LAB CORP. CIVIL ENGINEERING MATERIAL LAB	74,780.50
193845	05/19/2015	CRI ELECTRIC, INC	500.00
193846	05/19/2015	DELL MARKETING L.P. C/O DELL USA L.P.	3,017.64
193847	05/19/2015	C.W. DRIVER CONTRACTORS INC.	5,097,151.00
193848	05/19/2015	GKKWORKS	6,486.08
193849	05/19/2015	OCLC, INC. DEPT #34299	3,632.31
193850	05/19/2015	PARSONS BRINCKERHOFF, INC.	1,575.00
193851	05/19/2015	REDISQ TECHNOLOGIES	6,900.00
193852	05/19/2015	SWINERTON BUILDERS	868,747.45
193853	05/19/2015	LEXIPOL LLC	2,450.00
193854	05/20/2015	CAROL Y. ADAMS	600.00
193855	05/20/2015	AUTOMOTIVE ELECTRONIC SERVICES	1,287.86
193856	05/20/2015	AIRBORNE ATHLETICS, INC.	6,024.98
		Unpaid Sales Tax	452.00
		Expensed Amount	6,476.98
193857	05/20/2015	AIRGAS NATIONAL CARBONATION	593.28
193858	05/20/2015	ALLSTEEL INC.	16,485.77
193859	05/20/2015	BAKER & TAYLOR	2,636.22
193860	05/20/2015	BERTRAND'S MUSIC	175.85
193861	05/20/2015	TONY BOCCIGNONE	176.00
193862	05/20/2015	CALIFORNIA STAGE/LIGHTING, INC	62.59
193863	05/20/2015	CAL BUILDING SYSTEMS	6,689.00
193864	05/20/2015	CAMPUS CONCERTS	4,500.00
193865	05/20/2015	CANON SOLUTIONS AMERICA, INC.	72.60
193866	05/20/2015	CARAHSOFT TECHNOLOGY CORP	35,351.79
193867	05/20/2015	CARQUEST AUTO PARTS	90.81
193868	05/20/2015	CDW GOVERNMENT, INC.	2,099.18
193869	05/20/2015	CLARK SECURITY PRODUCTS	261.49

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## Checks Dated 04/29/2015 through 06/04/2015

Check Number	Check Date	Pay to the Order of	Check Amount
193870	05/20/2015	CLUB CAR, INC.	271.82
193871	05/20/2015	DELL MARKETING L.P. C/O DELL USA L.P.	1,719.00
193872	05/20/2015	DEPARTMENT OF JUSTICE ACCOUNTING OFFICE, CASHIERING	5,667.00
193873	05/20/2015	DIVERSIFIED BUSINESS SERVICES PROFORMA	4,032.31
193874	05/20/2015	DOCTOR'S AMBULANCE SERVICE	126.00
193875	05/20/2015	SPARKLETTS	1,766.14
193876	05/20/2015	SPARKLETTS	32.31
193877	05/20/2015	EAGLE COMMUNICATIONS	116.85
193878	05/20/2015	ARNETTE EDWARDS	120.00
193879	05/20/2015	EMCOR/Mesa Energy Systems	2,976.00
193880	05/20/2015	FISHER SCIENTIFIC	314.52
193881	05/20/2015	FLASHBAY, INC.	2,927.50
193882	05/20/2015	FOLKMANIS, INC.	254.87
193883	05/20/2015	LINDA FONTANILLA	12.98
193884	05/20/2015	JULIANNA FRENCH	502.80
193885	05/20/2015	GOODWILL INDUSTRIES OF ORANGE COUNTY	10,710.00
193886	05/20/2015	ESTER GRAHAM	80.53
193887	05/20/2015	GEORGINA GUY	323.55
193888	05/20/2015	DR. CRAIG JUSTICE	1,639.44
193889	05/20/2015	CAROLINA KUSSOY	228.20
193890	05/20/2015	DAYLE McINTOSH CENTER FOR THE	656.00
193891	05/20/2015	ROXANNE METZ	52.65
193892	05/20/2015	OFFICE MAX INCORPORATED	13,778.06
193893	05/20/2015	PARADIGM, INC.	1,165.29
193894	05/20/2015	PARKWAY LAWNMOWER SHOP	714.91
193895	05/20/2015	PREMIER FITNESS SERVICES	786.40
193896	05/20/2015	QUICK CAPTION	880.00
193897	05/20/2015	JAMES ROGERS	15.48 *
Cancelled on 05/20/2015, Cancel Register # AP05212015			
193898	05/20/2015	SO COAST A.Q.M.D.	1,829.87
193899	05/20/2015	SPECTRUM CHEMICAL MFG. CORP.	354.17
193900	05/20/2015	UNITED POWER & BATTERY CORP.	3,180.00 *
Cancelled on 05/20/2015, Cancel Register # AP05212015			
193901	05/20/2015	OFFICE MAX INCORPORATED	165.65
193902	05/20/2015	DOUGHERTY + DOUGHERTY ARCHITECTS LLP	20,472.00
193903	05/20/2015	ENVIRON INTERNATIONAL CORP.	17,439.12
193904	05/20/2015	HUDSON PACIFIC SERVICES LLC c/o HUDSON PACIFIC PROPERTIES	22,750.00
193905	05/20/2015	i3 SOLUTIONS C/O IDEN SADEGHIEH	9,735.00
193906	05/20/2015	PUBLIC ECONOMICS, INC.	2,012.50
193907	05/20/2015	CORINE REYMOND	62.10
193908	05/20/2015	SOUTHLAND INDUSTRIES	195,128.00
193909	05/20/2015	OFFICE MAX INCORPORATED	221.31
193910	05/20/2015	SO. ORANGE CO. COMM. COL. DIST	14,057.24
193911	05/21/2015	A-1 AWARDS & ENGRAVING	527.04
193912	05/21/2015	JENNIFER ABRAHAMS	37.48
193913	05/21/2015	SAPPHIRE CATERING	2,040.12
193914	05/21/2015	AVALON TENT & PARTY	330.98

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Check Number	Check Date	Pay to the Order of	Check Amount
193915	05/21/2015	DON BOWMAN	121.33
193916	05/21/2015	NANCY BRACKEN	2,613.18
193917	05/21/2015	CAROLINA BIOLOGICAL SUPPLY	39.85
193918	05/21/2015	CDW GOVERNMENT, INC.	67,788.00
193919	05/21/2015	CLAIRE CESAREO-SILVA	599.00
193920	05/21/2015	STEPHEN DOTORATOS	470.00
193921	05/21/2015	CORINE DOUGHTY	2,527.61
193922	05/21/2015	EMCOR/Mesa Energy Systems	1,950.00
193923	05/21/2015	FEDERAL EXPRESS	114.95
193924	05/21/2015	GMF SOUND, INC.	240.00
193925	05/21/2015	CARLY GONZALEZ	569.80
193926	05/21/2015	GOODWILL INDUSTRIES OF ORANGE COUNTY	5,160.00
193927	05/21/2015	GRP2 UNIFORMS, INC. dba KEYSTONE UNIFORMS OC	154.04
193928	05/21/2015	MICHELLE GUSTAFSON	175.00
193929	05/21/2015	H2 ENVIRONMENTAL CONSULTING SERVICES, INC.	850.00
193930	05/21/2015	HAIR CALIFORNIA BEAUTY ACADEMY	19,302.25
193931	05/21/2015	HSACCC ALLAN HANCOCK COMM. COLLEGE	150.00
193932	05/21/2015	IBM CORPORATION	18,438.48
193933	05/21/2015	LISA INLOW	74.85
193934	05/21/2015	INSIGHT MEDIA	284.08
		Unpaid Sales Tax	54.80
		Expensed Amount	338.88
193935	05/21/2015	INTERMOUNTAIN LOCK & SECURITY SUPPLY, INC.	41.04
193936	05/21/2015	IVC CAMPUS SAFETY	500.00
193937	05/21/2015	JOHNSTONE SUPPLY	471.70
193938	05/21/2015	DR. CRAIG JUSTICE	887.52
193939	05/21/2015	KATE KEENA PUBLIC RELATIONS /PUBLIC AFFAIRS	15,000.00
193940	05/21/2015	KELLY PAPER	96.10
193941	05/21/2015	SARAH KIHARA	525.00
193942	05/21/2015	KUSUNOKI, GARY I.	130.00
193943	05/21/2015	LAGUNA GRAPHIC ARTS, INC.	42.12
193944	05/21/2015	LEWIS, DIANE	38.06
193945	05/21/2015	LIVE WELL MEDICAL SUPPLIES	9,207.76
193946	05/21/2015	LIVESCRIIBE, INC.	202.86
193947	05/21/2015	M-R MUSIC	1,294.68
193948	05/21/2015	KAREN MARTIN	1,965.00
193949	05/21/2015	DAYLE McINTOSH CENTER FOR THE	956.25
193950	05/21/2015	MC KESSON MEDICAL SURGICAL	1,332.90
193951	05/21/2015	MISSION VIEJO COUNTRY CLUB	790.13
193952	05/21/2015	MOORE MEDICAL, LLC	142.58
193953	05/21/2015	MOULTON-NIGUEL WATER DIST.	14,496.58
193954	05/21/2015	MUSCO LIGHTING	4,998.60
193955	05/21/2015	MWAVE.COM	1,188.56
193956	05/21/2015	NACUBO	1,658.00
193957	05/21/2015	NASCO MODESTO	108.86
193958	05/21/2015	THOMAS O'LEARY	514.00
193959	05/21/2015	ORANGE CO. COMMERCIAL PRINTING	2,039.70

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Check Number	Check Date	Pay to the Order of	Check Amount
193960	05/21/2015	OCEANSIDE PHOTO & TELESCOPE	2,037.01
193961	05/21/2015	ORKIN PEST CONTROL 711	600.00
193962	05/21/2015	PEARSON EDUCATION ESL	19,082.00
193963	05/21/2015	PHILLIPS, SKY	49.57
193964	05/21/2015	PROQUEST INFORMATION & LEARN- ING	10,895.00
193965	05/21/2015	READING HORIZONS	5,399.60
193966	05/21/2015	SIERRA SCHOOL EQUIPMENT CO.	351.76
193967	05/21/2015	T3 MOTION, INC.	526.99
193968	05/21/2015	MICHELLE UPTON	1,273.78
193969	05/21/2015	WARD'S SCIENCE	18.35
193970	05/21/2015	WILLIAMS RECORDING	400.00
193971	05/21/2015	C.E.M. LAB CORP. CIVIL ENGINEERING MATERIAL LAB	6,669.00
193972	05/21/2015	EPD SOLUTIONS, INC.	18,446.25
193973	05/21/2015	HEWLETT-PACKARD COMPANY	25,205.12
193974	05/21/2015	JACKSON, DE MARCO, TIDUS, & PECKENPAUGH	1,134.00
193975	05/21/2015	PARSONS BRINCKERHOFF, INC.	3,150.00
193976	05/26/2015	ADVANCE BEAUTY COLLEGE, INC.	3,457.13
193977	05/26/2015	AMERICAN MICROIMAGING INC	8,683.45
193978	05/26/2015	APPLE COMPUTER INC.	790.00
193979	05/26/2015	ARB / PERP AIR RESOURCES BOARD	1,240.00
193980	05/26/2015	JAY ARNTSON	449.18
193981	05/26/2015	ASIVC	3,000.00
193982	05/26/2015	AT & T	28.28
193983	05/26/2015	B & H PHOTO-VIDEO REMITTANCE PROCESSING CENTER	447.00
		Unpaid Sales Tax	35.76
		Expensed Amount	482.76
193984	05/26/2015	JOYCE BARTLOMAIN	35.00
193985	05/26/2015	BOUNDLESS NETWORK	7,781.53
193986	05/26/2015	DR. ROBERT BRAMUCCI	108.78
193987	05/26/2015	BUTLER CHEMICALS, INC.	360.68
193988	05/26/2015	MOOSE BUTLER	381.29
193989	05/26/2015	MAGDALENA CASIS (aka NENA CASIS)	180.00
193990	05/26/2015	CDW GOVERNMENT, INC.	16,476.78 *
	Cancelled on 05/26/2015, Cancel Register # AP05272015		
193991	05/26/2015	BROOKE CHOO	1,230.39
193992	05/26/2015	CINTAS CORPORATION	60.96
193993	05/26/2015	CITRIX ONLINE	79.00
193994	05/26/2015	COX COMMUNICATIONS	3,451.30
193995	05/26/2015	CR&R	3,404.47
193996	05/26/2015	DE NAULT'S TRUE VALUE HARDWARE	240.78
193997	05/26/2015	DIRECTRON.COM PRIME SYSTEMS	4,620.00
		Unpaid Sales Tax	336.00
		Expensed Amount	4,956.00
193998	05/26/2015	DOOLEY ENTERPRISES, INC.	1,978.02
193999	05/26/2015	MEREDITH DORNER	741.20
194000	05/26/2015	MICHELE DUGAN	120.00
194001	05/26/2015	EAGLE COMMUNICATIONS	99.52
194002	05/26/2015	EN4ORM OFFICE INTERIORS	3,245.78

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Checks Dated 04/29/2015 through 06/04/2015

Check Number	Check Date	Pay to the Order of	Check Amount
194003	05/26/2015	FORENSIC COMPUTERS, INC.	12,142.20
		Unpaid Sales Tax	963.38
		Expensed Amount	13,105.58
194004	05/26/2015	FOSTER CARE AUXILIARY OF OC	120.00
194005	05/26/2015	JULIANNA FRENCH	755.64
194006	05/26/2015	JOAQUIN FUSTER	13,080.00
194007	05/26/2015	GALE SUPPLY COMPANY	2,175.66
194008	05/26/2015	GMF SOUND, INC.	300.00
194009	05/26/2015	MONICA GOMEZ	250.00
194010	05/26/2015	W. W. GRAINGER	525.53
194011	05/26/2015	HARDY DIAGNOSTICS	38.56
194012	05/26/2015	GABRIELA HERNANDEZ	35.00
194013	05/26/2015	HEWLETT-PACKARD COMPANY	7,925.40
194014	05/26/2015	HITT MARKING DEVICES, INC.	38.25
194015	05/26/2015	HOME DEPOT CREDIT SERVICES	425.59
194016	05/26/2015	HOPPER EQUIPMENT & SUPPLY	1,094.21
194017	05/26/2015	MARTHA ALENA HUGHES	360.00
194018	05/26/2015	ISLAND PROMOTIONAL PRODUCTS	1,273.35
194019	05/26/2015	FHEG IVC BOOKSTORE STORE NO 895 MA	455.76
194020	05/26/2015	JOHNSTONE SUPPLY	102.71
194021	05/26/2015	DR. CRAIG JUSTICE	828.65
194022	05/26/2015	KRATOS PUB SAFTEY & SECURITY	2,106.13
194023	05/26/2015	LIGHT BULBS ETC.	108.32
194024	05/26/2015	ROY MC CORD	1,961.40
194025	05/26/2015	KATHRYN MILOSTAN-EGUS	111.75
194026	05/26/2015	TOTTY PRINTING	733.94
194027	05/26/2015	MOSSY NISSAN INC. dba MOSSY NISSAN	19,110.55
		OCEANSIDE	
194028	05/26/2015	BEST BUY BUSINESS ADVANTAGE	750.55
194029	05/26/2015	SERGIO OJEDA	80.00
194030	05/26/2015	ORANGE EMPIRE CONFERENCE	700.00
194031	05/26/2015	NICOLE ORTEGA	184.55
194032	05/26/2015	PSYCHOLOGICAL ASSESSMENT RESOURCES, INC.	1,602.92
		Unpaid Sales Tax	119.92
		Expensed Amount	1,722.84
194033	05/26/2015	PROJECTOR PEOPLE	125.00
		Unpaid Sales Tax	9.20
		Expensed Amount	134.20
194034	05/26/2015	PSI-PAYPHONE STATIONS INNOVAT.	300.00
194035	05/26/2015	QUEEN BEACH PRINTERS INC	3,010.40
194036	05/26/2015	QUICK CAPTION	247.50
194037	05/26/2015	DONNA RANE-SZOSTAK	1,261.02
194038	05/26/2015	SAN DIEGO GAS & ELECTRIC	209,955.46
194039	05/26/2015	SC ASSOCIATED STUDENT BODY	7,272.00 *
	Cancelled on 05/27/2015, Cancel Register # AP05282015		
194040	05/26/2015	HENRY SCHEIN, INC.	663.10
194041	05/26/2015	SCHOOLOUTFITTERS.COM	680.59
194042	05/26/2015	GUISELLE SCOTT	280.00
194043	05/26/2015	JOYCE SEMANIK	61.15

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## Checks Dated 04/29/2015 through 06/04/2015

Check Number	Check Date	Pay to the Order of	Check Amount
194044	05/26/2015	CINDRA SMITH	2,219.86
194045	05/26/2015	SOUTHERN CALIFORNIA EDISON CO.	21,767.49
194046	05/26/2015	SOCCCD REVOLVING FUND	1,127.95
194047	05/26/2015	DAVID STONEMAN          DAVID STONEMAN PIANO TUNING	250.00
194048	05/26/2015	GARY TAYLOR JR	90.00
194049	05/26/2015	THEATRE COMPANY	813.60
194050	05/26/2015	DIEMMY TRAN	240.00
194051	05/26/2015	KENT TREPTOW	300.00
194052	05/26/2015	TROXELL COMMUNICATIONS, INC.	97.16
194053	05/26/2015	UNITED SITE SERVICES	275.32
194054	05/26/2015	USA SHADE & FABRIC STRUCTURES, INC.	3,820.00
194055	05/26/2015	SWANKY BRAIN INC.          NELLIE VALENTINE	90.00
194056	05/26/2015	JOEL VAN GINKEL	35.00
194057	05/26/2015	VENDINI, INC.	1,338.95
194058	05/26/2015	WALTERS WHOLESALE ELECTRIC	446.42
194059	05/26/2015	LISA WANG	43.00
194060	05/26/2015	KATHLEEN WERLE	675.11
194061	05/26/2015	CHRIS WHITE	35.00
194062	05/26/2015	WORLDWIDE RECOVERY          SYSTEMS, INC.	180.00
194063	05/26/2015	BRIAN LE	500.00
194064	05/26/2015	KINDEL NOEL	500.00
194065	05/26/2015	NINO KESKHOVELI	450.00
194066	05/26/2015	DAIRY DEPOT	54.99
194067	05/26/2015	DISCOUNT SCHOOL SUPPLY	459.34
194068	05/26/2015	STRATA INFORMATION GROUP	14,420.00
194069	05/27/2015	ADVANCED OFFICE	49.34
194070	05/27/2015	EDWARD F. ALVAREZ	87.77
194071	05/27/2015	DAVID E. ANDERSON, JR.	699.08
194072	05/27/2015	ART SUPPLY WAREHOUSE	1,654.42
194073	05/27/2015	ARTSCENE	525.00
194074	05/27/2015	AT&T	51.18
194075	05/27/2015	AVALON TENT & PARTY	3,822.68
194076	05/27/2015	CALIFORNIA STAGE/LIGHTING, INC	737.00
194077	05/27/2015	CAL BUILDING SYSTEMS	662.00
194078	05/27/2015	CAROLINA BIOLOGICAL SUPPLY	102.42
194079	05/27/2015	ZOEY CARPENTER	104.89
194080	05/27/2015	CDW GOVERNMENT, INC.	12,929.78 *
Cancelled on 05/28/2015, Cancel Register # AP05282015			
194081	05/27/2015	CCN FINANCIAL SERVICES	1,736.44
194082	05/27/2015	DirecTV	125.98
194083	05/27/2015	DLS BUILDERS, INC.	16,085.72
194084	05/27/2015	JOHN C. DREW          DREW & ASSOCIATES	6,000.00
194085	05/27/2015	EDUCAUSE	3,457.50
194086	05/27/2015	EWING IRRIGATION PRODUCTS	61.16
194087	05/27/2015	FEDERAL EXPRESS	124.81
194088	05/27/2015	FISHER SCIENTIFIC	111.48
194089	05/27/2015	M. SCOTT GRABAU	41.83
194090	05/27/2015	IRVINE RANCH WATER DIST.	1,198.75

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## Checks Dated 04/29/2015 through 06/04/2015

Check Number	Check Date	Pay to the Order of	Check Amount
194091	05/27/2015	IRVINE RANCH WATER DIST.	475.12
194092	05/27/2015	IRVINE RANCH WATER DIST.	354.21
194093	05/27/2015	KEN KINDER	21.43
194094	05/27/2015	DENNIS MASTRANGELO	68.30
194095	05/27/2015	REINBERGER PRINTWERKS	2,985.00
194096	05/27/2015	SMITH PIPE & SUPPLY, INC.	18,357.13
194097	05/27/2015	QUICK SIGNS	49.68
194098	05/27/2015	SOUTHERN CALIFORNIA EDISON CO.	9,272.91
194099	05/27/2015	FILABOT	1,267.70
194100	05/27/2015	DOUGLAS WESTLAKE	1,812.50
194101	05/27/2015	ARMENA SADIQ	500.00
194102	05/27/2015	JOHN VITASA	450.00
194103	05/27/2015	JORDAN VAN DURME	450.00
194104	05/27/2015	SUZANNE GRAHAM	450.00
194105	05/27/2015	TARYN BARCZEWSKI	500.00
194106	05/27/2015	ANTIMITE TERMITE & PEST CNTRL	65.00
194107	05/28/2015	CDW GOVERNMENT, INC.	12,929.77
194108	05/28/2015	COMPONENTSOURCE	1,350.00
194109	05/28/2015	CROP PRODUCTION SERVICES, INC.	106.93
194110	05/28/2015	DIVERSIFIED BUSINESS SERVICES PROFORMA	2,493.60
194111	05/28/2015	FLAG SYSTEMS, INC.	250.00
194112	05/28/2015	INSTITUTE FOR EVIDENCE-BASED CHANGE	1,851.88
194113	05/28/2015	IRVINE RANCH WATER DIST.	177.29
194114	05/28/2015	LIZ K. KOENIG	61.52
194115	05/28/2015	ONONE SOFTWARE	4,347.10
194116	05/28/2015	ORANGEWOOD CHILDREN'S FOUNDATION	1,500.00
194117	05/28/2015	ROTO-ROOTER SERV. & PLUMBING HOFFMAN SOUTHWEST CORP	1,693.47
194118	05/28/2015	SC ASSOCIATED STUDENT BODY	4,978.50
194119	05/28/2015	FLORENCE ALANI	450.00
194120	05/28/2015	JACQUELYN ESPARZA	500.00
194121	05/28/2015	RIZELLE ALBANO	500.00
194122	05/28/2015	WENDY VELEZ	450.00
194123	05/28/2015	HAMPTON TEDDER ELECTRIC CO.	81,586.53
194124	05/28/2015	WELLS FARGO BANK #1606	4,000.00
194125	06/01/2015	A-1 AWARDS & ENGRAVING	135.79
194126	06/01/2015	ADCLUB ADVERTISING SERVICE	40.00
194127	06/01/2015	ASICS	5,756.43
194128	06/01/2015	AVENTURA SAILING ASSOC.	150.50
194129	06/01/2015	CINTAS CORPORATION	146.88
194130	06/01/2015	CR&R	94.30
194131	06/01/2015	END2END, INC.	3,960.00
194132	06/01/2015	LAUREN HAMILTON	360.00
194133	06/01/2015	HEWLETT-PACKARD COMPANY	3,928.06
194134	06/01/2015	LYNDA L. JULSON	600.00
194135	06/01/2015	PIPS C/O KEENAN & ASSOCIATES	147,278.62
194136	06/01/2015	LAGUNA WOODS VILLAGE POTTERS	4,575.00
194137	06/01/2015	LIVE WELL MEDICAL SUPPLIES	2,801.15
194138	06/01/2015	MATCO TOOLS MARK JACOBSON	365.70

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Checks Dated 04/29/2015 through 06/04/2015

Check Number	Check Date	Pay to the Order of	Check Amount
194139	06/01/2015	MC KESSON MEDICAL SURGICAL	1,082.90
194140	06/01/2015	AUTONATION SHARED SERVICE CTR SOUTH CALIFORNIA	299.21
194141	06/01/2015	MOBILITY RESEARCH	800.00
		Unpaid Sales Tax	60.40
		Expensed Amount	860.40
194142	06/01/2015	MOORE MEDICAL, LLC	107.11
194143	06/01/2015	NAM 1 ORANGE COUNTY	90.00
194144	06/01/2015	ORLANTHA NIN	161.17
194145	06/01/2015	NORTH STATE ENVIRONMENTAL	904.98
194146	06/01/2015	MARIA ORTIZ	600.00
194147	06/01/2015	ANTIMITE TERMITE & PEST CNTRL	987.00
194148	06/01/2015	JOSHUA DEANG	450.00
194149	06/01/2015	DAIRY DEPOT	54.99
194150	06/02/2015	ANDERSON & HOWARD ELECTRIC	25,289.00
194151	06/02/2015	APPLE COMPUTER INC.	2,594.87
194152	06/02/2015	CAROLINA BIOLOGICAL SUPPLY	10,273.47
194153	06/02/2015	CDW GOVERNMENT, INC.	4,765.22
194154	06/02/2015	CHALK SPINNER LLC	3,883.90
194155	06/02/2015	CPP, INC.	8,716.15
194156	06/02/2015	DEWEY'S APPLIANCES	1,653.60
194157	06/02/2015	INTERNATIONAL E-Z UP INC	2,055.00
		Unpaid Sales Tax	153.60
		Expensed Amount	2,208.60
194158	06/02/2015	FORMLABS INC	3,800.00
194159	06/02/2015	FULLER TRUCK ACCESSORIES BRUCE E. MIHELICH LLC	7,093.71
194160	06/02/2015	GRP2 UNIFORMS, INC. dba KEYSTONE UNIFORMS OC	140.37
194161	06/02/2015	HOME DEPOT CREDIT SERVICES	1,996.72
194162	06/02/2015	JULIUS A. IBANEZ	750.00
194163	06/02/2015	INTELLIGENT COMPUTER SOLUTIONS	190.66
194164	06/02/2015	IRVINE PIPE & SUPPLY	578.56
194165	06/02/2015	IRVINE RANCH WATER DIST.	104.23
194166	06/02/2015	IRVINE RANCH WATER DIST.	123.67
194167	06/02/2015	IRVINE RANCH WATER DIST.	28.45
194168	06/02/2015	IRVINE RANCH WATER DIST.	27.66
194169	06/02/2015	ISLAND PROMOTIONAL PRODUCTS	1,647.00
194170	06/02/2015	FHEG IVC BOOKSTORE STORE NO 895 MA	691.20
194171	06/02/2015	JOHNSTONE SUPPLY	16.37
194172	06/02/2015	KIMBALL OFFICE KIMBALL INT'L.	722.40
194173	06/02/2015	JULIE KIRK	107.18
194174	06/02/2015	LAGUNA GRAPHIC ARTS, INC.	51.12
194175	06/02/2015	LAURA'S INT PLANTSCAPE SERV	422.06
194176	06/02/2015	DANIEL LEDESMA	35.00
194177	06/02/2015	LIBERTY DISTRIBUTION COMPANY	87.55
194178	06/02/2015	LIEBERT CASSIDY WHITMORE	10,719.88
194179	06/02/2015	LIGHTER THAN AIR BALLOON DECORATING	221.94
194180	06/02/2015	MACKY CERAMIC PRODUCTS INC	1,043.00

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Checks Dated 04/29/2015 through 06/04/2015

Check Number	Check Date	Pay to the Order of	Check Amount
		Unpaid Sales Tax	95.52
		Expensed Amount	1,138.52
194181	06/02/2015	MARKET-BASED SOLUTIONS, INC.	22,736.00
194182	06/02/2015	MC FADDEN-DALE INDUSTRIAL HARDWARE LLC	25.90
194183	06/02/2015	McMASTER CARR SUPPLY CO.	248.74
194184	06/02/2015	MEDICAL SHIPMENT LLC	51,838.92
194185	06/02/2015	MIDTRONICS, INC.	2,138.24
194186	06/02/2015	MILLENNIUM BUSINESS SERVICES Marty Cohn	265.90
194187	06/02/2015	MK DIAMOND PRODUCTS, INC.	819.72
194188	06/02/2015	NASFAA	2,548.00
194189	06/02/2015	NEW YORK TIMES	38.88
194190	06/02/2015	NEWPORT CORP.	1,282.19
194191	06/02/2015	RICHARD NILES dba NILES SMILES MUSIC	450.00
194192	06/02/2015	ZAHRA NOROOZI	85.49
194193	06/02/2015	NORTHERN TOOL & EQUIPMENT CO. BLUETARP FINANCIAL	138.00
		Unpaid Sales Tax	11.04
		Expensed Amount	149.04
194194	06/02/2015	NTH GENERATION COMPUTING	1,890.00
194195	06/02/2015	OC TREASURER-TAX COLLECTOR	210.00
194196	06/02/2015	ORANGE COUNTY FIRE AUTHORITY ACCOUNTS RECEIVABLE	350.00
194197	06/02/2015	OFFICE MAX INCORPORATED	22,890.25
194198	06/02/2015	ANGELA OROZCO-MAHANEY	101.40
194199	06/03/2015	A TO Z CIRCUIT BREAKERS	49.10 *
Cancelled on 06/03/2015, Cancel Register # AP06032015A			
194200	06/03/2015	AAA ELECTRIC MOTOR SALES	46.01
194201	06/03/2015	AIRGAS NATIONAL CARBONATION	351.30
194202	06/03/2015	CRISTINA ARELLANO-DUENAS	123.32
194203	06/03/2015	AVALON TENT & PARTY	1,879.10
194204	06/03/2015	JAMES BETTENCOURT	852.39
194205	06/03/2015	TAMARA BOSTWICK	138.33
194206	06/03/2015	KIM BRANCH-STEWART	1,050.50
194207	06/03/2015	DR. DAVID BUGAY	138.60
194208	06/03/2015	FOUNDATION FOR CALIFORNIA COMMUNITY COLLEGES	1,000.00
194209	06/03/2015	CA HAZARDOUS SERVICE	1,450.00
194210	06/03/2015	CALIFORNIA STAGE/LIGHTING, INC	404.46
194211	06/03/2015	CAPITOL ADVOCACY PARTNERS LLC	3,500.00
194212	06/03/2015	CERRITOS COLLEGE ATHLETICS	240.00
		Unpaid Sales Tax	19.20
		Expensed Amount	259.20
194213	06/03/2015	CINTAS CORPORATION	42.96
194214	06/03/2015	MIKE COLLINS	12.80
194215	06/03/2015	DIVERSIFIED BUSINESS SERVICES PROFORMA	646.18
194216	06/03/2015	ISRAEL DOMINGUEZ	105.48
194217	06/03/2015	ECONOMIC ALTERNATIVES, INC.	376.25
194218	06/03/2015	eLEARNING BROTHERS LLC	399.00
194219	06/03/2015	FEDERAL EXPRESS	22.22
194220	06/03/2015	FLAG SYSTEMS, INC.	2,900.00

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## Checks Dated 04/29/2015 through 06/04/2015

Check Number	Check Date	Pay to the Order of	Check Amount
194221	06/03/2015	FONTIS SOLUTIONS	318.88
194222	06/03/2015	PRYOR SEMINARS & CAREERTRACK	199.00
194223	06/03/2015	PRYOR SEMINARS & CAREERTRACK	199.00
194224	06/03/2015	RONALD L. GRANT dba GRANT MARINE SURVEYS	150.00
194225	06/03/2015	WILLIAM L. KELLY	380.82
194226	06/03/2015	DEBRA KERR	448.78
194227	06/03/2015	CHARISSA KEUP	587.44
194228	06/03/2015	ALICIA KIRK	253.73
194229	06/03/2015	JAYNE KLUNDER	128.84
194230	06/03/2015	ASHLEY KREDEL	1,067.41
194231	06/03/2015	CHIN LAM	1,288.90
194232	06/03/2015	STEVE LEE	123.32
194233	06/03/2015	CHERYL LOMMATSCH BARRETT	138.63
194234	06/03/2015	ORLANATHA NIN	105.00
194235	06/03/2015	PALOMAR COLLEGE TTIP SOUTH	235.00
194236	06/03/2015	PALOMAR COLLEGE TTIP SOUTH	235.00
194237	06/03/2015	PARKWAY LAWNMOWER SHOP	244.19
194238	06/03/2015	RAININ INSTRUMENTS LLC	1,007.91
194239	06/03/2015	VERONICA ROACH	61.50
194240	06/03/2015	JAMES ROGERS	4.49
194241	06/03/2015	S & B FOODS CATERING DIVISION	405.38
194242	06/03/2015	PAUL SANCHEZ	90.00
194243	06/03/2015	PENNY SKAFF	225.00
194244	06/03/2015	JODI TITUS	380.38
194245	06/03/2015	UNISOURCE WORLDWIDE INC.	312.72
194246	06/03/2015	ANASTASIA VENDROVSKY	75.87
194247	06/03/2015	VIKYRA VYRAK	48.74
194248	06/03/2015	WELLS FARGO #2496	3,188.22
194249	06/03/2015	WELLS FARGO BANK #2785 PAYMENT REMITTANCE CENTER	1,796.61
		Unpaid Sales Tax	.72
		Expensed Amount	1,797.33
194250	06/03/2015	WELLS FARGO #4963	2,499.68
		Unpaid Sales Tax	71.52
		Expensed Amount	2,571.20
194251	06/03/2015	WILLIAMS RECORDING	800.00
194252	06/03/2015	MATT YURKO	289.35
194253	06/03/2015	DR. ROBERT BRAMUCCI	2,161.53
194254	06/03/2015	DENICE INCIONG	1,910.53
194255	06/03/2015	GENE TJOA	1,412.61
194256	06/03/2015	WELLS FARGO #2496	3,307.89
194257	06/04/2015	ALLIED REFRIGERATION INC	49.10
194258	06/04/2015	AMER. RED CROSS	924.00
194259	06/04/2015	ARROWHEAD MOUNTAIN SPRING WATER CO.	46.74
194260	06/04/2015	CDW GOVERNMENT, INC.	3,547.00
194261	06/04/2015	CHEVRON AND TEXACO BUSINESS CARD SERVICES	1,031.49
194262	06/04/2015	eLEARNING BROTHERS LLC	1,339.00
194263	06/04/2015	FRY'S ELECTRONICS	1,072.63
194264	06/04/2015	FCLO MUSIC THEATRE	680.40

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Checks Dated 04/29/2015 through 06/04/2015

Check Number	Check Date	Pay to the Order of	Check Amount
194265	06/04/2015	JILL HUGHES	250.00
194266	06/04/2015	DAYLE McINTOSH CENTER FOR THE	1,704.00
194267	06/04/2015	WELLS FARGO #6711	3,499.74
		Unpaid Sales Tax	81.01
		Expensed Amount	3,580.75
194268	06/04/2015	WELLS FARGO #4955 ASG-SBC	1.36
		Unpaid Sales Tax	.64
		Expensed Amount	2.00
194269	06/04/2015	WESTWIND SAILING, LLC	900.00
194270	06/04/2015	JENNIFER ABBETT	250.00
194271	06/04/2015	NICHOLAS DEWLANEY	250.00
<b>Total Number of Checks</b>			<b>1,324</b>
			<b>14,713,171.41</b>

Includes checks for only Bank Account COUNTY

	Count	Amount
Cancel	11	65,804.46
Reissue	37	11,241.64
Net Issue		14,636,125.31

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	1,121	4,703,378.14
12	Child Development Fund	20	7,768.28
40	Capital Outlay Fund	124	9,559,803.03
68	Self-Insurance Fund	7	22,626.13
71	Retiree Benefit Fund	4	348,668.92
<b>Total Number of Checks</b>		<b>1,276</b>	<b>14,642,244.50</b>
<b>Less Unpaid Sales Tax Liability</b>			<b>6,119.19</b>
<b>Net (Check Amount)</b>			<b>14,636,125.31</b>

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## Checks Dated 04/29/2015 through 06/04/2015

Check Number	Check Date	Pay to the Order of	Check Amount
011453	04/30/2015	BRAINSTORM STUDIOS	350.00
011454	04/30/2015	EDUCATION TO GO	989.75
011455	04/30/2015	GOOD TIMES TRAVEL, INC.	3,570.00
011456	04/30/2015	SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT	68.65
011457	04/30/2015	NATHAN SEARCY	96.25
011458	05/01/2015	JEAN MARIE CHRISTIAN	2,477.50
011459	05/01/2015	ESTELLA GARRISON	149.00
011460	05/07/2015	ACADEMIC CHESS C/O ADAM BRODY	13,188.00
011461	05/07/2015	BRICKS 4 KIDZ ALC ENTERPRISES	1,575.00
011462	05/07/2015	AMERICAN EXPRESS TRAVEL RELATED SERVICES CO INC	503.90
011463	05/07/2015	YOUNG REMBRANDTS KATHLEEN M. ANGEL	2,610.00
011464	05/07/2015	SAHEL YOGA LLC	324.00
011465	05/07/2015	CONNECTED WOMEN OF INFLUENCE	673.00
011466	05/07/2015	CONVERSA INC	1,665.00
011467	05/07/2015	CULINARY COOKING KIDS, LLC	3,120.00
011468	05/07/2015	FIT KIDS AMERICA	8,046.00
011469	05/07/2015	FUTURE BUILDERS WITH BRICKS	720.00
011470	05/07/2015	GOOD TIMES TRAVEL, INC.	5,974.50
011471	05/07/2015	ART JUST CREATE IT	1,711.20
011472	05/07/2015	INSIGHT SYSTEMS GROUP, INC.	306.77
011473	05/07/2015	TGA OF SOUTH ORANGE COUNTY C/O ANTHONY LEONE	990.00
011474	05/07/2015	LIL' CHEF SCHOOL	1,845.00
011475	05/07/2015	MAD SCIENCE OF ORANGE COUNTY	7,155.00
011476	05/07/2015	THOMAS AUDIE PEAVYHOUSE MASTER NOTARY ACADEMY	280.00
011477	05/07/2015	OFFICE MAX INCORPORATED	292.56
011478	05/07/2015	ONE ON ONE BASKETBALL, INC	2,385.00
011479	05/07/2015	APRIL D. SAYEGH	330.00
011480	05/07/2015	SOUTHWEST OFFSET PRINTING CO.	23,243.76
011481	05/07/2015	SUPER READERS SUPER CHEFS	1,260.00
011482	05/07/2015	BRAIN BUILDERS EDUCATIONAL PROGRAMS	4,086.00
011483	05/07/2015	XEROX CORPORATION	686.95
011484	05/07/2015	GREGORY J. ATWOOD THE GLASS SPECTRUM	1,175.00
011485	05/07/2015	JEAN MARIE CHRISTIAN	532.50
011486	05/15/2015	AS HANGING SYSTEMS CORP.	37.10
011487	05/15/2015	BRAINSTORM STUDIOS	1,350.00
011488	05/15/2015	CURTIS M. ADNEY	240.00
011489	05/15/2015	OFFICE MAX INCORPORATED	104.83
011490	05/21/2015	GOOD TIMES TRAVEL, INC.	3,520.00
011491	05/21/2015	NATHAN SEARCY	44.22
011492	05/28/2015	DENISE LUDS	18.45
011493	06/04/2015	WIKI THINK	12,945.04
011494	06/04/2015	EDUCATION TO GO	874.25
011495	06/04/2015	KAYLAA FOX	264.60
011496	06/04/2015	TGA OF SOUTH ORANGE COUNTY C/O ANTHONY LEONE	336.12

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 04/29/2015 through 06/04/2015**


Check Number	Check Date	Pay to the Order of	Check Amount
011497	06/04/2015	THOMAS AUDIE PEAVYHOUSE MASTER NOTARY ACADEMY	770.00
011498	06/04/2015	JANET L. MILLER	152.52
011499	06/04/2015	OFFICE MAX INCORPORATED	38.64
<b>Total Number of Checks</b>			<b>47</b>
			<b>113,076.06</b>

Includes checks for only Bank Account SC-CMED

**Fund Summary**

Fund	Description	Check Count	Expensed Amount
09	SC Community Education Fund	47	113,076.06
Total Number of Checks		47	113,076.06
Less Unpaid Sales Tax Liability			.00
<b>Net (Check Amount)</b>			<b>113,076.06</b>

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 

Checks Dated 04/29/2015 through 06/04/2015

Check Number	Check Date	Pay to the Order of	Check Amount
009379	04/30/2015	EDUCATION TO GO	269.00
009380	05/05/2015	EDUCATION TO GO	668.00
009381	05/12/2015	EDUCATION TO GO      GATLIN EDUCATION SERVICES	1,495.00
009382	05/12/2015	POSTMASTER	5,655.00
009383	05/12/2015	ACTIVE NETWORK, INC.	1,405.69
009384	05/15/2015	LAKE FOREST II HOMEOWNERS    ASSOCIATION	1,098.00
009385	05/28/2015	EDUCATION TO GO	889.25
<b>Total Number of Checks</b>			<b>7</b>
			<b>11,479.94</b>

Includes checks for only Bank Account IVC-CMED

**Fund Summary**

Fund	Description	Check Count	Expensed Amount
07	IVC Community Education Fund	7	11,479.94
Total Number of Checks		7	11,479.94
Less Unpaid Sales Tax Liability			.00
<b>Net (Check Amount)</b>			<b>11,479.94</b>

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

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**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 numbered P15-04490 through P15-05068 amounting to \$3,752,305.61 and P16-00046 through P16-00116 amounting to \$744,957.06 are submitted to the Board of Trustees for approval. Confirming requisitions dated April 29, 2015 through June 4, 2015 totaling \$132,440.59 are also submitted.

**RECOMMENDATION**

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

(See Last Page) \*\*\*

PO Number	Vendor Name	Loc	Description	Order Amount
P15-04590	COAST PARTY RENTALS INC.		Coast Party Rentals, Inc.	2,860.00
P15-04591	CARASOFT TECHNOLOGY CORP		Virtual Desktop Infrastructure - Nutanix Hardware	99,530.53
P15-04592	LEATHERMAN AUTOMOTIVE dba EXTR EME AUTOMOTIVE		Battery Chargers	291.60
P15-04593	SADDLEBACK BOOKSTORE - #296 FO LLETT HIGHER EDUCATION GROUP		T-Shirts	181.43
P15-04594	S & B FOODS CATERING DIVISION		Honors Transfer Council of Ca. Meeting	847.64
P15-04595	SARS SOFTWARE PRODUCTS, INC.		On-Site Training for Counseling & Matriculation	3,000.00
P15-04596	DICK BLICK COMPANY		Nylon Brushes, Art Paper	500.96
P15-04597	SOUTH COAST A.Q.M.D		Ca. Air Toxics "Hot Spots" Program Fee	120.84
P15-04598	WELLS FARGO #1606		BestBuy.com: Samsung Galaxy Note Tablet	949.22
P15-04599	SCANTRON CORPORATION		Scantrons for Testing	1,341.06
P15-04600	HAITBRINK ASPHALT PAVING, INC.		Reclaimed Water Leak Near B100	8,650.00
P15-04601	FACILI-SERV		Repair Bleachers at Gym	1,700.00
P15-04602	GEO SPECTRA CONSULTING ENGINEERS, INC.		Testing & Engineering Service	6,500.00
P15-04603	AMAZE		Persona Dolls	885.00
P15-04604	TREMCO INC		Gym Roof Repair	4,470.00
P15-04606	MK DIAMOND PRODUCTS, INC.		Wet Air Polisher Kit	2,489.16
P15-04607	B & H PHOTO	Bldg W/Com Arts	Lavalier Microphones	788.40
P15-04608	AMAC GEORGIA INST. OF TECHNOLOGY		Annual Membership Renewal	31,800.00
P15-04609	DE LA SECURA, INC. dba DLS BUILDERS		Double Door Repair	4,830.00
P15-04610	COMMUNITY COLLEGE SEARCH SRVS % AL FERNANDEZ, Ph.D.		Comprehensive Reports	7,000.00
P15-04611	EPLUS TECHNOLOGY, INC		Virtual Desktop Infrastructure Cisco Components	7,773.56
P15-04612	ISLAND PROMOTIONAL PRODUCTS ADVERTISING SPECIALTIES		Tier-One Folding Usb Drive, Pen/Pencil	2,920.35
P15-04613	PARADISE BAKERY-MISSION VIEJO		Lunches for Workday Design Session 4/28/15	370.31
P15-04614	TRANS WORLD SUPPLIES, INC. dba REUSCHE & CO.		Gum Arabic Powder, Water Base Medium	62.03
P15-04615	PAUL T. TAVENNER dba BIG CITY RECORDING STUDIOS		Entrepreneur Grant-Mentorship Services	450.00
P15-04616	WELLS FARGO #3317		Amazon: Sabrent Four-Port Usb Hub	24.19
P15-04617	RICHARD NILES dba NILES SMILES MUSIC		Entrepreneur Grant-Mentorship Services	450.00
P15-04618	WELLS FARGO #3317 (DISTRICT)		Emergency Signs: Safety Signs	115.27
P15-04619	WELLS FARGO #2785		Walmart: Networks Ethernet Converter	264.17
P15-04620	DIVERSIFIED BUSINESS SERVICES		Stylus Pens	3,231.00
P15-04621	BOUNDLESS NETWORK		Blossom Pens	3,438.60
P15-04622	IRVINE VALLEY COLLEGE BOOKSTORE		Commencement 2015 Full-Time Faculty Regalia	758.16

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ESCAPE ONLINE

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(See Last Page) \*\*\*

PO Number	Vendor Name	Loc	Description	Order Amount
P15-04623	DIVERSIFIED BUSINESS SERVICES		College Label Chapstick	3,992.05
P15-04624	DIVERSIFIED BUSINESS SERVICES		Promo Highlighters	4,032.31
P15-04625	OC FAIR & EVENT CENTER 32 DISTRICT AGRICULTURAL ASSOC		Orange County Fair 2015 - Booth Rental	8,000.00
P15-04626	HAITBRINK ASPHALT PAVING, INC.		Compressor slab at Vil 33	1,950.00
P15-04627	ORANGE COAST FENCE COMPANY		Install fencing at Vil 33	2,534.00
P15-04628	ROZA YODER		Guest Artist	200.00
P15-04629	NING AN		Keyboard Performance	200.00
P15-04630	DSLPROS.COM	Bldg W/Com Arts	Aerial Photography/Cinematography System	4,179.16
P15-04631	SchoolOutfitters.com		Display Case, Bulletin Board	2,518.03
P15-04632	TROXELL COMMUNICATIONS, INC.		Projector Cables	128.48
P15-04633	SchoolOutfitters.com		Lecterns	680.59
P15-04634	BARR COMMERCIAL DOOR OF ORANGE		Fire Drop Test for 8 Fire Roll Up Doors	3,200.00
P15-04635	BEST BUY BUSINESS ADVANTAGE		Hewlett Packard P Notebook	1,315.18
P15-04636	SchoolOutfitters.com		Lecterns	253.17
P15-04637	TROXELL COMMUNICATIONS, INC.		Cables	156.80
P15-04638	B & H PHOTO		Projector Remote	33.48
P15-04639	POCKET NURSE ENTERPRISES, INC.		Supplies for Medical Assisting	1,135.12
P15-04640	APPLE COMPUTER, INC. ATTN: HIE d SALES SUPPORT		Tablets8	5,993.20
P15-04641	SchoolOutfitters.com		Lectern	253.17
P15-04642	WORTHINGTON DIRECT		Workbenches	8,317.37
P15-04643	P.J. OF SOUTHERN CALIFORNIA IR VINE		Financial Aid Outreach Spring 15 #2	541.02
P15-04644	PATRICE BRASWELL-BURRIS		Common Assessment Initiative Mtg Reimb	102.35
P15-04645	IRVINE VALLEY COLLEGE BOOKSTORE		30 Day College Bus Passes	3,450.00
P15-04646	VEOLIA ENERGY NORTH AMERICA HOLDINGS INC		Repair at Cooling Tower	3,500.00
P15-04647	CDW-G COMPUTER CENTERS		Technology Equipment for CIM*	1,006.17
P15-04648	CHALK SPINNER LLC dba KODOKIDS LLC		Table Towers, Wool Balls, Exploration Kit	3,883.90
P15-04649	POCKET NURSE ENTERPRISES, INC.		Supplies for Paramedic Class	522.67
P15-04650	UNITED POWER & BATTERY CORP.		Battery Back-ups	3,180.00
P15-04651	NASCO WEST INDUSTRIES, INC.		Injection Arm	108.86
P15-04652	IRVINE VALLEY COLLEGE BOOKSTORE		Supply Purchase from Bookstore	118.32

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(See Last Page) \*\*\*

PO Number	Vendor Name	Loc	Description	Order Amount
P15-04653	CAL BUILDING SYSTEMS		Adv. Tech. Edu. Park Annual Fire Alarm Testing	662.00
P15-04654	WATRY DESIGN INC.		Professional Services for Lot at Golf Range	3,200.00
P15-04655	NORTHERN TOOL & EQUIPMENT CO.		Small Tool Package	4,445.32
P15-04656	UNLIMITED ENVIRONMENTAL, INC.		Library Study Room 100E	12,500.00
P15-04657	CDW-G COMPUTER CENTERS		VMware Fusion Professional ( v. 7 ) License	504.00
P15-04658	RIVERSIDE PUBLISHING COMPANY C LINICAL CUSTOMER SERVICE DPT		Test Materials	4,760.11
P15-04659	APPLE COMPUTER, INC. ATTN: HIE d SALES SUPPORT		MacBook 12 Inch for TechServs	2,195.88
P15-04660	QUALITY OFFICE FURNISHINGS		Speech Rooms	1,674.00
P15-04661	PARADISE BAKERY & CAFE		Contract Process Meeting	104.77
P15-04662	APPLE COMPUTER, INC. ATTN: HIE d SALES SUPPORT		iPad	599.32
P15-04663	CORPORATE BUSINESS INTERIORS		Office Chairs	954.72
P15-04664	CHRISTINA HINKLE		Refresh Workshops	1,000.00
P15-04665	P.J. OF SOUTHERN CALIFORNIA IR VINE		Refresh Workshops	1,500.00
P15-04666	POSTAL PRODUCTS UNLIMITED	IVC Warehouse	Mail Room Supplies	2,730.56
P15-04667	FULLER TRUCK ACCESSORIES BRUCE E. MIHELICH LLC		Vehicle Equipment	7,093.71
P15-04668	DIVERSIFIED BUSINESS SERVICES		Padfolios	2,493.60
P15-04669	PEARSON EDUCATION ESL		Azar for Language Aquisition Center Software	9,630.00
P15-04670	PEARSON EDUCATION ESL		Pearson Engl. Interactive for Lang. Aquisition Ctr	9,452.00
P15-04671	SADDLEBACK VALLEY UNIFIED SCH OOL DISTRICT		Preview Day	186.96
P15-04672	KI P.O. BOX 8100		B118 Classroom Overhaul	6,407.64
P15-04673	ALLSTEEL, INC. C/O QUALITY OFFICE FURNISHINGS		Furniture	5,557.41
P15-04674	SO. ORANGE CO. COMM. COL.DIST		Return of Title IV Funds - Sp'15	2,882.10
P15-04675	PROQUEST INFORMATION & LEARN- ING		Wall Street Journal Annual Subscription	10,895.00
P15-04676	WELLS FARGO #2785		Flooring Tile for Health Sciences 308	61.84
P15-04677	SADDLEBACK GOLF CARS, INC.		Athletic Trainers Cart	9,901.36
P15-04678	STORMWIND STUDIOS		VMware Version Upgrade	350.00
P15-04679	INTERNATIONAL E-Z UP, INC.		E-Z Up's	2,208.60
P15-04681	DE LA SECURA, INC. dba DLS BUILDERS		Map Lab Office Repairs Student Services	16,085.72
P15-04682	CRI ELECTRIC, INC		Install Cables at Library 165	500.00
P15-04684	HUMMERT INTERNATIONAL		Chainsaw	502.85
P15-04685	FULLER TRUCK ACCESSORIES BRUCE E. MIHELICH LLC		Equip. for Elec. Veh. Glide Systems, Drawers, etc.	7,746.44

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PO Number	Vendor Name	Loc	Description	Order Amount
P15-04686	INSIGHT MEDIA		Dvd's	680.58
P15-04687	IRVINE VALLEY COLLEGE BOOKSTOR E		Transfer Center Gift Card Purchases	625.00
P15-04688	SHRED-IT		Shredding for the Move	200.00
P15-04689	HOME DEPOT MISSION VIEJO STORE #614		Non-Instructional Materials	362.00
P15-04690	IHS PRINTING		Student Lab Coats	200.00
P15-04691	SAN DIEGO GAS & ELECTRIC		Electric Service Installation to New Bldg	427.00
P15-04692	RED HAWK FIRE & SECURITY		Student Services Ctr. Smoke Duct Detector Repairs	650.00
P15-04693	MWAVE.COM div of CLT COMPUTER		Lamps for Media Services	1,188.56
P15-04694	LIVESCRIIBE		Econ Smartpen	202.86
P15-04695	FORMLABS INC		3D Printer	3,858.56
P15-04696	HUMANSCALE COMPANY c/o CORPORA TE BUSINESS		Dual Monitor Arms	1,404.78
P15-04697	ALLSTEEL, INC. C/O QUALITY OFF ICE FURNISHINGS		Speech Furniture	2,490.12
P15-04698	ALLSTEEL, INC. C/O CORP. BUSIN ESS INTERIORS		Chairs for Health Science-308	847.45
P15-04699	BOUNDLESS NETWORK		Eco Stowaway Sticky Jotter with Pen, Qty. 5750	8,381.70
P15-04700	AMSTERDAM PRINTING & LITHO Att n: MATT SPLITGERBER		Planners	1,685.03
P15-04701	PAGERDUTY, INC.		MySite Incident Response Tracking System	5,779.80
P15-04702	HEC SOFTWARE INC READING HORIZ ONS		Software for the Language Aquisition Center	5,399.60
P15-04703	HOLLANDER GLASS, INC.		Roundels, Different Colors	395.06
P15-04704	JOSHUA ROBERTS		Conf. Reimb- Common Assessment Initiative Meeting	189.00
P15-04705	LIZ K, KOENIG		Conf. Reimb- Common Assessment Initiative Meeting	61.52
P15-04706	MIDTRONICS, INC.		Battery Charger	2,138.24
P15-04707	MAIN GRAPHICS		Notecards with Foil Logo	1,328.14
P15-04708	QUALITY LOGO PRODUCTS INC		Non Woven Totes, Large Discuss	338.58
P15-04709	BOUNDLESS NETWORK		Sports Bottles, Highlighters, Setup	925.12
P15-04710	ALEGRE SCIENCE DONALD BOUCHARD		Upgrade Air Source 60 MHz	6,075.00
P15-04711	DIVERSIFIED BUSINESS SERVICES		Letter Printed Padfolios	4,773.20
P15-04712	SOUTHWEST BINDING & LAMINATING		Pouch Board Gloss Film, Sticky Lam, Mounts	1,623.34
P15-04713	PILLSBURY,WINTHROP,SHAW, PITTM AN LLP		Legal Services	30,000.00
P15-04714	POSITIVE PROMOTIONS INC.		Sexual Assault Brochures	4,920.94
P15-04715	SKEPTICS SOCIETY		Field Trip to Skeptic Conf at CalTech	1,287.00
P15-04716	DIVERSIFIED BUSINESS SERVICES		Promotional Materials for Design Model Making	1,000.00
P15-04717	SEHI PROCOMP COMPUTER PRODUCTS		Printers	1,685.68
P15-04718	CDW-G COMPUTER CENTERS		Printers for Facilities & Maint.	589.01

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(See Last Page) \*\*\*

PO Number	Vendor Name	Loc	Description	Order Amount
P15-04719	SIGMAnet		Netlab Software	57,636.10
P15-04720	DOUGHERTY + DOUGHERTY ARCHITE CTS LLP		Architectural Service at Tech & Applied Sci	11,360.51
P15-04721	SADDLEBACK BOOKSTORE - #296 FO LLETT HIGHER EDUCATION GROUP		Books	855.09
P15-04722	PSYCHOLOGICAL ASSESSMENT RESOURCES, INC.		Testing Materials	1,722.84
P15-04723	ORANGE COUNTY REGISTER		Trustee Vacancy Advertisements	618.00
P15-04724	DIVERSIFIED BUSINESS SERVICES		Notepads, Stylus Pens, 3 Ring Binders, Usb Drives	2,984.64
P15-04725	ALLSTEEL, INC. C/O QUALITY OFF ICE FURNISHINGS		Library Furniture	1,383.24
P15-04726	WELLS FARGO #6711 (DISTRICT)		Paradise Cafe- Food for Contract Process Mtg	57.25
P15-04727	WENGER CORPORATION		Storage Equipment/Athletic Equipment Room	39,454.00
P15-04728	CART MART, INC.	SC WAREHOUSE	Replacement Mail Room Cart	12,859.72
P15-04729	KURZWEIL EDUCATION SYSTEMS ATT N: KURZWEIL ORDER ENTRY		Kurzweil 3000 Firefly Renewal	6,000.00
P15-04730	CDW-G COMPUTER CENTERS		Vmware View 100 User License	58,523.00
P15-04731	SO. ORANGE CO. COMM. COL.DIST		Grants to Eligible Students	369.00
P15-04732	SADDLEBACK BOOKSTORE - #296 FO LLETT HIGHER EDUCATION GROUP		Educational Survival Supplies	272.16
P15-04733	SADDLEBACK BOOKSTORE - #296 FO LLETT HIGHER EDUCATION GROUP		Bus Passes for Eligible Students	4,615.00
P15-04734	SADDLEBACK GOLF CARS, INC.		Athletic Trainers Cart	13,589.32
P15-04735	B & H PHOTO		Epson Ultrachrome Ink.	482.76
P15-04736	S & B FOODS CATERING DIVISION		Refreshments for Internship Mixer	688.07
P15-04737	OPTIMA TECHNOLOGY CORP.		BGS FIRE REPAIR PROJECT	570,000.00
P15-04738	JOSTEN'S		Rental Regalia for Commencement	114.77
P15-04739	BEST BUY BUSINESS ADVANTAGE		Online Tutoring Equipment	750.55
P15-04740	HARRIS COMMUNICATIONS		Comfort Audio Contego	2,125.44
P15-04741	CDW-G COMPUTER CENTERS		Fujitsu Document Scanners	11,321.64
P15-04742	SAN CLEMENTE OCEAN FESTIVAL		Fees for San Clemente Ocean Festival	2,500.00
P15-04743	HP CORPORATE HEADQUARTERS		Upgrade for Data Backup Redundancy	1,368.28
P15-04744	MOBILITY RESEARCH		FreeDome Yoke Attachments, Q-Straps	860.40
P15-04745	LIVE WELL MEDICAL SUPPLIES		EasyStand Strap Stand	2,801.15
P15-04746	LIVE WELL MEDICAL SUPPLIES		Tabletop Cycle	2,133.00
P15-04747	WELLS FARGO #2785		CashierDrawer.com: Keys	18.21
P15-04748	QUALITY OFFICE FURNISHINGS		Classroom Overhaul	54,673.36
P15-04749	FOLKMANIS, INC.		Puppets	254.87
P15-04750	THOMAS F. GUERRA dba GORILLA TEAM ARTISTS		Painting Services for Athletic Venues	3,950.00
P15-04751	ABEL ESQUIVEL		Workshop Trainer	480.00

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PO Number	Vendor Name	Loc	Description	Order Amount
P15-04752	FARNOOSH SORAYA		Workshop Trainer	120.00
P15-04753	ISLAND PROMOTIONAL PRODUCTS AD VERTISING SPECIALTIES		Square Note Books and Set-Up Charges	1,604.00
P15-04754	PINNACLE PROMOTIONS INC		My Site Promo. Pens, Beach Balls, Dart Rockets	1,417.98
P15-04755	CAROL PEI		Workshop Monitor	35.00
P15-04756	DIVERSIFIED BUSINESS SERVICES		Plastic Bags	2,448.00
P15-04757	DIVERSIFIED BUSINESS SERVICES		Plastic bags	513.80
P15-04758	JOSTEN'S		Tassels, Silver Honor Cords	225.68
P15-04759	ORANGE COUNTY REGISTER		Trustee Appointment Public Notice	390.00
P15-04760	S & B FOODS CATERING DIVISION		Tutor Award & Recognition Dinner	1,092.42
P15-04761	SPORTS FACILITIES GROUP, INC.		Bleacher Service/Inspection	2,600.00
P15-04762	ADVANCED EXERCISE EQUIPMENT CO RPORATE OFFICE		Strength / Fitness Equipment	26,312.64
P15-04763	BOUNDTREE MEDICAL LLC		Equipment for Emergency Medical Services	2,278.74
P15-04764	W. W. GRAINGER		Shelving Unit for Perf. Arts Center Storage	744.71
P15-04765	ADVANCED EXERCISE EQUIPMENT CO RPORATE OFFICE		Fitness Equipment	11,735.27
P15-04766	JEFF BURDICK		Common Assessment Initiative Work Group Meeting	377.65
P15-04767	LILIA GARCIA		Common Assessment Initiative Work Group Meeting	35.08
P15-04768	CAROL SHIMMER		Common Assessment Initiative Work Group Meeting	326.76
P15-04769	ADVANCED EXERCISE EQUIPMENT CO RPORATE OFFICE		Fitness Equipment	45,669.30
P15-04770	HITT MARKING DEVICES, INC.		Signature Stamp	38.25
P15-04771	WELLS FARGO #6711 (DISTRICT)		My Office Innvoations: Emergency Exit Signs	21.72
P15-04772	R2A ARCHITECTURE		Design Services for Gym	166,322.00
P15-04773	IWORX SYSTEMS INC		Inst Equip: Psychology Lab	12,332.20
P15-04774	CAROLINA BIOLOGICAL SUPPLY		Inst Equip: Psychology Lab	15,489.89
P15-04775	BEST WINDOW TINTING, INC.		Window Tinting for A100	416.00
P15-04776	EMCOR/Mesa Energy Systems		PH2 Cooling Tower Repair	2,976.00
P15-04777	WELLS FARGO #2785		Snap On: Toyota Diagnostic for Hybrid Vehicles	1,095.00
P15-04778	ICF INCORPORATED, LLC		CA Adv. Lighting Controls Training	20,000.00
P15-04779	VISTA PAINT CORPORATE OFFICE		Repair Parts for Sprayer	1,099.36
P15-04780	MERIDIAN IT INC		Nutanix Installation	14,125.00
P15-04781	SO. COAST FIRE PROTECTION		Adv. Tech. Edu. Park Backflow Testing	150.00
P15-04782	VITAL LINK EDUCATION AND BUS INESS CONSORTIUM		Exhibit Space at Youth Expo	138.00
P15-04783	CPP, INC. DAVIES-BLACK PUBLISH ING		Professional Development Counselor Training	8,716.15
P15-04784	VISTA PAINT		Parts for Paint Sprayer	256.73

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PO Number	Vendor Name	Loc	Description	Order Amount
P15-04785	D4 SOLUTIONS INC.		Data Cable Installation	4,738.05
P15-04786	OFFICE MAX A BOISE COMPANY		Office Equipment	3,171.34
P15-04787	PROFORCE MARKETING INC. PROFOR CE LAW ENFORCEMENT		Misc Supplies	156.00
P15-04788	S & B FOODS CATERING DIVISION		Additional Fast Fridays Catering	801.25
P15-04789	TARCO INDUSTRIES INC.		Bolt Extractor Set	160.10
P15-04790	SADDLEBACK BOOKSTORE - #296 FO LLETT HIGHER EDUCATION GROUP		T-Shirts	204.57
P15-04791	BARBARA J. JAY		Reimbursement - Internet Service	225.00
P15-04792	PROFORCE MARKETING INC. PROFOR CE LAW ENFORCEMENT		Law Enforcement Supplies	441.72
P15-04793	DROPBOX, INC.		Dropbox for Trade Adjustment Assistance Grant	525.00
P15-04794	G4S SECURE SOLUTIONS (USA)		Security Services for Adv. Tech. Edu. Park	22,000.00
P15-04795	MONICA GOMEZ		Speaker Honorarium	250.00
P15-04796	DICK BLICK COMPANY		Extra White Paper 22x30	130.90
P15-04797	CAL BUILDING SYSTEMS		Annual Fire Alarm Testing	6,689.00
P15-04798	SO. ORANGE CO. COMM. COL.DIST		Return of Title IV Funds - Spring 2015	2,497.00
P15-04799	SYSTEMS SOURCE, INC.		Storage Furniture for Campus Police	34,946.54
P15-04800	IVC CAMPUS SAFETY		Parking Passes	500.00
P15-04801	LAGUNA GRAPHIC ARTS, INC.		District Presentation Folders 2015	1,178.28
P15-04802	ORLANTHA NIN		Reimb. for Teaching Preparation Program Mtg.	161.17
P15-04803	C.E.M. LAB CORP. CIVIL ENGINEE RING MATERIAL LAB		Environmental Testing of Soil Samples	3,590.00
P15-04804	SOUTHLAND FLOORING INC.		Replace Flooring	4,970.00
P15-04805	SEHI PROCOMP COMPUTER PRODUCTS		Printer Request	1,849.33
P15-04806	CDW-G COMPUTER CENTERS		Electronic Signature Pad	1,366.43
P15-04807	WAWAK		Students Materials	719.55
P15-04808	PYRO-COMM SYSTEMS		Connect Fire Alarm Circuits	956.00
P15-04809	THE COACHING SYMPOSIUM LLC		Contract - Coaching Symposium	2,480.00
P15-04810	CDW-G COMPUTER CENTERS		Computers	51,261.60
P15-04811	CDW-G COMPUTER CENTERS		Scanner	496.79
P15-04812	CDW-G COMPUTER CENTERS		Samsung 850 Solid State Drive	466.55
P15-04813	ANASAZI INSTRUMENTS, INC.		Software Upgrade	5,616.00
P15-04814	IWORX SYSTEMS INC	IVC Life Sci	Instructional Equipment 2014-2015	6,804.00
P15-04815	WESTERN STATE DESIGN		Laundry Washing Machines	37,288.68
P15-04816	PATON GROUP		Supplies for Student Projects	607.00
P15-04817	DEWEY'S APPLIANCES		Refrigerators for District Breakroom	1,846.80
P15-04818	DEFOE FURNITURE 4 KIDS		Child Dev. Center Instructional Equip/Furniture	9,983.55
P15-04819	DISCOUNT SCHOOL SUPPLY SALES D EPARTMENT		Books, Magna Tiles, Acrylic Panel	1,941.02
P15-04820	RED DIGITAL CAMERA COMPANY	Bldg W/Com Arts	Card Reader for RedMag Cards	188.05
P15-04821	MICROSOFT STORE		Surface Pro 3 Bundle	6,622.56

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PO Number	Vendor Name	Loc	Description	Order Amount
P15-04822	ALLSEATING c/o EN4ORM OFFICE		Ergonomic Chairs	7,658.23
P15-04823	INTERIORS CDW-G COMPUTER CENTERS		Adaptive Workstations for Disabled Students Prog.	30,231.20
P15-04824	PEARSON CLINICAL (PsychCorp)		Testing Materials	8,109.47
P15-04825	GOPHER SPORTS EQUIPMENT		Kinesiology Supplies	463.62
P15-04826	MEDSOURCE USA INC		Athletic Trainers Equipment - Shelf Cart	356.47
P15-04827	GOPHER SPORTS EQUIPMENT		Weight Training Equipment	467.07
P15-04828	APPLE COMPUTER, INC. ATTN: HIE d SALES SUPPORT		MacBook Pro	2,852.99
P15-04830	WESTERN STATE DESIGN		Laundry Drying Machines	16,069.08
P15-04831	THREEFORKS, INC.		Powerfaids Consultant	9,441.59
P15-04832	B & H PHOTO		Camera/Digital Recorder	977.35
P15-04833	PARADIGM, INC.		Printing Fall 2014 Diplomas	1,165.29
P15-04835	S & B FOODS CATERING DIVISION		Teacher Preparation Pipeline Directors Mtg	138.67
P15-04836	S & B FOODS CATERING DIVISION		Early College Breakfast Catering	588.92
P15-04839	WELLS FARGO #1606		Jarco Industries: Bursar's Intercom	2,615.00
P15-04840	LAGUNA GRAPHIC ARTS, INC.		Business Cards	42.12
P15-04841	DEMCO INC.		Book Covers and Book Tape	709.82
P15-04842	XEROX CORPORATION		Copier Move and Relocation within Department	238.00
P15-04843	10-8 RETROFIT, INC.		Rack for Police Department Vehicle	1,084.27
P15-04844	DIRECTRON.COM PRIME SYSTEMS		Carts	4,956.00
P15-04845	PREMIER FITNESS SERVICES		Equipment Repair - Life Fitness Center	786.40
P15-04846	HAITBRINK ASPHALT PAVING, INC.		Restripping Rock Parking Lots	4,850.00
P15-04847	PAC ENGINEERING CRAIG CLAYTOR		Baseball Program Equipment	6,527.76
P15-04848	APPLE COMPUTER, INC. ATTN: HIE d SALES SUPPORT		iPads with Mobility Cart	19,207.39
P15-04849	AS HANGING SYSTEMS CORP.		Display Case for Library	1,832.48
P15-04850	CDW-G COMPUTER CENTERS		Yoga Thankpad for Financial Aid	3,843.04
P15-04851	XEROX CORPORATION		Xerox Copier for Financial Aid	5,744.52
P15-04852	ZOLL MEDICAL CORPORATION		Equipment for Emergency Medical Services	9,500.20
P15-04853	CDW-G COMPUTER CENTERS		Printer for Financial Aid	277.39
P15-04854	A.T. KRATTER & COMPANY, INC.		ZoomText Software	10,302.12
P15-04855	AVALON TENT & PARTY		Scholarship Ceremony - Stage	330.98
P15-04856	WELLS FARGO #6711		Amazon: Condensor Microphone, Body Pack	346.88
P15-04857	GMF SOUND, INC.		Board Room Equipment Repair	240.00
P15-04859	LAGUNA GRAPHIC ARTS, INC.		Business Cards	46.62
P15-04860	BOUNDLESS NETWORK		Gold Seals	130.40
P15-04861	SOUTH COAST A.Q.M.D		Annual Emissions Fee	1,829.87
P15-04862	CPR SAVERS & FIRST AID SUPPLY		Health II Equipment 2	1,648.16
P15-04863	FISHER SCIENTIFIC		Chest Freezer For Student Use	8,183.79
P15-04864	T3 MOTION, INC.		T3 Equipment Repair	600.00

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PO Number	Vendor Name	Loc	Description	Order Amount
P15-04865	BOSE CORPORATION	CFDT 236	Noise Cancelling Headphones for Disabled Students	593.11
P15-04866	CDW-G COMPUTER CENTERS		My Book, Keyboards & Folio Cases	588.03
P15-04867	VARSITY BRANDS HOLDING CO, INC	ESPORTSONLINE	Hockey Sticks	443.17
P15-04868	MAD DOGG ATHLETICS, INC.		Bodyblade Equipment	336.19
P15-04869	CHARNSTROM		Wall Mount Drop Box	193.80
P15-04870	DEWEY'S APPLIANCES		Refrigerator	778.80
P15-04871	DEWEY'S APPLIANCES		Refrigerator	874.80
P15-04872	POWER SYSTEMS		Weight Lifting Conditioning Kits	4,033.55
P15-04874	POCKET NURSE ENTERPRISES, INC.		Training Arms and Hands for Health Sciences	5,542.95
P15-04875	SEHI PROCOMP COMPUTER PRODUCTS		Printer	992.20
P15-04876	FONTIS SOLUTIONS div of IMAGE DISTRIBUTION SERV		Recruit Promo: Usb Drives, Pens, Pencils, Bags,etc	22,197.00
P15-04877	CDW-G COMPUTER CENTERS		Scanners for Purchasing Dept.	2,409.43
P15-04878	CDW-G COMPUTER CENTERS		Scanners for Vice President Social Services Office	993.58
P15-04879	APPLE COMPUTER, INC. ATTN: HIE d SALES SUPPORT		Apple Display Monito	1,028.92
P15-04880	W. W. GRAINGER		New Equipment Purchase Small Tool Package	1,449.87
P15-04881	CDW-G COMPUTER CENTERS		Network Refresh Project - Fiber Cables	200.46
P15-04882	CDW-G COMPUTER CENTERS		Graphics Card for Digital Media Art	2,549.75
P15-04883	REI		Backpacking/Camping Class Equipment	3,568.98
P15-04884	MED ONE CAPITAL		Syringe Modules, Tubing Sets for Nursing	3,276.54
P15-04885	ECHELON SPORTS ARMOR, LLC		Football Equipment	2,580.00
P15-04886	OF HOLDING, INC. OCTANE FITNESS		Fitness Equipment - Elliptical Pros	24,344.22
P15-04887	COLLABORATIVE BRAINTRUST CONSULTING FIRM		Consultant Contract Payment	8,418.00
P15-04888	S & B FOODS		Scholarship Ceremony-Catering	1,763.10
P15-04889	ARB / PERP AIR RESOURCES BOARD		Registration Fee for Portable Diesel Engines	1,240.00
P15-04891	AT LAST WINDOW COVERINGS		Defect Roller Shades - Library	1,971.46
P15-04892	AVALON TENT & PARTY		Renting Chairs for Commencement	2,500.00
P15-04893	ANDERSON & HOWARD ELECTRIC, IN C		Lot 7 Walkway Lighting Installation	35,484.00
P15-04894	BALANCE TRACKING SYSTEMS INC		Athletic Trainers Equipment	1,659.20
P15-04895	TOMARK SPORTS EQUIPMENT		Tennis Net, Post	611.32
P15-04896	EPIC SPORTS, INC		Volleyball Class Replacment Supplies	184.23
P15-04897	DIEMMY TRAN		Workshop Trainer	240.00
P15-04898	GUISELLE SCOTT		Workshop Co-Trainer	280.00
P15-04899	GABRIELA HERNANDEZ		Workshop Panelist	35.00
P15-04900	KENT TREPTOW		Photographer for Music Performances	300.00
P15-04901	MARTHA ALENA HUGHES		Workshop Trainer	360.00
P15-04902	MAGDALENA CASIS (aka NENA CASI S)		Conference Trainer	180.00

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PO Number	Vendor Name	Loc	Description	Order Amount
P15-04903	SWANKY BRAIN INC. NELLIE VALEN TINE		Conference Trainer	90.00
P15-04905	GARY TAYLOR JR		Conference Trainer	90.00
P15-04906	JOEL VAN GINKEL		Conference Panelist	35.00
P15-04907	CHRIS WHITE		Conference Panelist	35.00
P15-04908	WELLS FARGO #1606		Legends and Leaders Luncheon	65.00
P15-04909	PDQ RENTAL CENTER		Training Rental of Articulating Arm Lift	395.00
P15-04910	ORANGEWOOD CHILDREN'S FOUNDATION		Workshop - Nurturing Resilience Among Children	1,500.00
P15-04911	CAL BUILDING SYSTEMS		Student Services Ctr Duct Detector Repairs	2,160.00
P15-04912	ACCESS INGENUITY		Jaws Professional & Software Maintenance Agreement	18,308.04
P15-04913	ART SUPPLY WAREHOUSE		Paper, Glue, Fiber Tip Set	205.10
P15-04914	ORKIN EXTERMINATING, INC. ACUR ID		Treating for Termites in Science & Math. Bldg	4,995.00
P15-04915	EDWARD F. ALVAREZ		Common Assessment Initiative Work Group Meeting	87.77
P15-04916	ASIVC		Reimbursement for Scholarship Supplies	3,000.00
P15-04917	NAM 1 ORANGE COUNTY		Conference Trainer	90.00
P15-04918	RDK SIGNS & GRAPHICS, INC. dba FASTSIGNS OF LAKE FOREST		Decals	400.95
P15-04919	RONALD L. GRANT dba GRANT MARI NE SURVEYS		Marine Survey of Capri Sailboats	150.00
P15-04920	SOCCCD REVOLVING FUND		Reimbursement Revolving Fund	1,127.95
P15-04921	PEARSON CLINICAL (PsychCorp)		Pearson Assessments	257.19
P15-04922	WELLS FARGO #2785		Home Depot: Small Tool Package	247.32
P15-04923	WELLS FARGO #6711		Centbelle: Statistical Manual of Mental Disorders	74.94
P15-04924	IRVINE VALLEY COLLEGE BOOKSTORE		Faculty Regalia 2015	455.76
P15-04925	WELLS FARGO #4955 ASG-SBC		Amazon: Fan for Student Development Office	27.87
P15-04926	PSI-PAYPHONE STATIONS INNOVAT.		PayPhone June Invoice	300.00
P15-04927	FLAG SYSTEMS, INC.		Commencement Sound - Student Mics	250.00
P15-04928	CLAFLIN SERVICE COMPANY dba HO SPITAL ASSOCIATES		Tabletop lectern-Attachment	166.15
P15-04929	ALERT SERVICES, INC.		Athletic Trainers Equipment	1,777.95
P15-04930	WELLS FARGO #6711		Amazon: Projector Remote	43.19
P15-04931	FILMTOOLS, INC.	Bldg W/Com Arts	Grip Tools for Students	1,117.53
P15-04932	SEHI PROCOMP COMPUTER PRODUCTS		Printer	1,319.67
P15-04933	TOMARK SPORTS EQUIPMENT		Basketball Equipment Breakaway Goals	536.24
P15-04934	SCHOLARSHIPS		Scholarship for 4th Semester Nursing Student	250.00
P15-04935	ANGELA OROZCO-MAHANEY		Student Services Managers Retreat	1,200.00
P15-04938	SCHOLARSHIPS		Scholarship for 2nd Semester Nursing Student	600.00

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PO Number	Vendor Name	Loc	Description	Order Amount
P15-04939	SCHOLARSHIPS		Scholarship for 3rd Semester Nursing Student	600.00
P15-04941	FONTIS SOLUTIONS div of IMAGE DISTRIBUTION SERV		Pencils, Sanitizer, Bags	1,115.10
P15-04942	SCHOLARSHIPS		Scholarship for 4th Sem Nursing Student	450.00
P15-04943	SCHOLARSHIPS		Scholarship for 2nd Semester Nursing Student	500.00
P15-04944	SCHOLARSHIPS		Scholarship for 4th Semester Nursing Student	500.00
P15-04945	SCHOLARSHIPS		Scholarship for 4th Sem Nursing Student	450.00
P15-04947	KELLY PAPER		Banner-Making Materials	469.53
P15-04948	SOURCE GRAPHICS		Inks for Marketing Plotter	564.78
P15-04949	DAVID DLUZAK		Design/Format/Graphics Career Cafe	2,500.00
P15-04950	PCMG, INC		Docking Unit	178.19
P15-04951	GBH COMMUNICATIONS INC.		Equipment for Trade Adjustment Assistance Grant	1,403.84
P15-04952	ROTO-ROOTER SERV. & PLUMBING H OFFMAN SOUTHWEST CORP		Emergency Repair in Library	1,693.47
P15-04953	AllHeart.com		Allheart Equipment for Kinesiology	969.89
P15-04954	US MED-EQUIP, INC.		Equipment for Nursing	15,930.00
P15-04955	CDW-G COMPUTER CENTERS		Surface Pro 3	2,320.08
P15-04956	IRVINE VALLEY COLLEGE BOOKSTOR E		Materials for Students attending Mixer	691.20
P15-04957	CDW-G COMPUTER CENTERS		Audio/Visual Equip for Classrooms	3,435.90
P15-04958	CDW-G COMPUTER CENTERS		Printers for Fiscal Office	1,122.47
P15-04959	APPLE COMPUTER, INC. ATTN: HIE d SALES SUPPORT		iPad for Facilities and Maintenance	599.32
P15-04960	APPLE COMPUTER, INC. ATTN: HIE d SALES SUPPORT		Comp for Music Student DJ Events	3,217.56
P15-04961	CDW-G COMPUTER CENTERS		Display for Performing Arts Center	2,192.14
P15-04962	PAUL SANCHEZ		Conference Trainer	90.00
P15-04963	HITT MARKING DEVICES, INC.		Self Inking Stamps	124.44
P15-04964	WELLS FARGO #1606		Overnight Prints: Posters/Flyers	924.00
P15-04965	WELLS FARGO #1606	IB4	Lowes: Chest Freezer	182.52
P15-04966	MICRO CENTER		Competition Supplies	500.00
P15-04967	HEXAGON METROLOGY, INC.		Metrology Equipment for Mfg Classes	53,994.60
P15-04968	WELLS FARGO #6711		Amazon: Equipment Cables	39.96
P15-04969	DENCO SALES COMPANY INC		Large Format Equip. Vinyl Cutters and Printers	27,985.41
P15-04970	S & B FOODS CATERING DIVISION		Career Exploration Summer Catering	2,169.18
P15-04971	TEEN LEADERSHIP FOUNDATION		Conference Trainer	90.00
P15-04972	ANGEL WOOLSEY		Conference Panelist	35.00
P15-04973	LORI STURDEVANT-BROWN		Conference Panelist	35.00
P15-04974	WYNDHAM IRVINE-ORANGE COUNTY A IRPORT		Common Assessment Initiative Work Group Mtg	4,844.40
P15-04975	DANIEL LEDESMA		Conference Panelist	35.00
P15-04976	DARREN SCOTT		Conference Panelist	35.00
P15-04978	SO. ORANGE CO. COMM. COL.DIST		Return of Title IV Funds #2 - Sp'15	2,701.00
P15-04979	LUCK'S MUSIC LIBRARY		Music Scores	1,000.00

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PO Number	Vendor Name	Loc	Description	Order Amount
P15-04980	A-1 AWARDS		Classified Employee of the Year Award	135.79
P15-04981	HAMPTON TEDDER ELECTRIC CO.		Repair of High Voltage	84,000.00
P15-04982	SO. COAST FIRE PROTECTION		Maintenance of Fume Hoods at Sci. & Math Bldg.	700.00
P15-04983	CRI ELECTRIC, INC		Bond expenses for LRC project	896.00
P15-04984	PRODUPLICATOR.COM	Bldg W/Com Arts	DVD Autoprinte	2,964.60
P15-04985	ULINE, INC.		First Aid Supplies	72.26
P15-04986	TYR		Inspection Services for Fire Repairs.	57,160.00
P15-04987	CCS PRESENTATION SYSTEMS		Extron Pole Vault System	52,086.14
P15-04988	CANDIDATE		Candidate Travel Reimbursement	733.64
P15-04989	LEE ARMSTRONG CO., INC.		Replace Carpet at Stu. Serv. Cent. Counseling	8,997.00
P15-04990	NEUDESIC, LLC		Consulting Services-Project Mgmt/Software Dev	961,800.00
P15-04991	ORANGE COUNTY FIRE AUTHORITY A CCOUNTS RECEIVABLE		Payment for Fire False Alarm	100.00
P15-04992	SMART LEVELS MEDIA		Newsletter Printing	3,295.08
P15-04993	PENN CORPORATE RELOCATION SERVICES, INC.		Furniture Storage, Disposal, Relocation	66,702.00
P15-04994	INTELLIGENT COMPUTER SOLUTIONS		Forensics Workstation Hardware Repair	190.66
P15-04995	ORANGE COUNTY FIRE AUTHORITY A CCOUNTS RECEIVABLE		Payment for Fire False Alarm	250.00
P15-04996	WORKDAY INC		HR/Financial Software Consultation Hours	5,950.00
P15-04997	PLUMS CAFE AND CATERING		Refreshments for C-STEM Day 5/30/15	2,300.00
P15-04998	DIVERSIFIED BUSINESS SERVICES		Polos, Jerseys, Shirts	713.36
P15-04999	WELLS FARGO #4955 ASG-SBC		Paradise Bakery- 7 Habits Training Lunch	1,980.00
P15-05000	FILMS MEDIA GROUP		Instructional DVD	287.45
P15-05001	MARIA ORTIZ		Conference Speaker	600.00
P15-05002	FLAG SYSTEMS, INC.		Scholarship Ceremony	2,900.00
P15-05003	AVALON TENT & PARTY		Scholarship Ceremony-Table/Linens/Chairs	1,879.10
P15-05004	PEARSON CLINICAL (PsychCorp)		Software Licenses	321.84
P15-05005	WALSH & ASSOCIATES, APC		Professional Services	1,810.65
P15-05006	ADOLPH KIEFER AND ASSOC, LLC K IEFER SWIM PRODUCTS		Swim Equipment	545.88
P15-05007	S & B FOODS CATERING DIVISION		Conference Catering	1,083.29
P15-05008	eLEARNING BROTHERS LLC		Elearning Brothers Stock Asset Library	399.00
P15-05009	APPLE COMPUTER, INC. ATTN: HIE d SALES SUPPORT		iPad for Disabled Students Programs Services	658.44
P15-05010	TRAFFIC MANAGEMENT INC.		No Smoking Enforcement Signs	438.75
P15-05011	SEHI PROCOMP COMPUTER PRODUCTS		Drums for Printer	151.45
P15-05012	SADDLEBACK BOOKSTORE - #296 FO LLETT HIGHER EDUCATION GROUP		Faculty Commencement Garb Order 2015	1,400.00

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PO Number	Vendor Name	Loc	Description	Order Amount
P15-05013	LIBROS MEDIA LTD	.	Rocket Languages: Arabic & Korean Software	7,195.00
P15-05014	STRATASYS INC	.	Media for Eden 250 3D Printer	3,529.44
P15-05015	P. DEEGAN LLC	.	Enrollment Managment Consultant	5,400.00
P15-05016	STERLING ADAPTIVES, LLC	.	Audio Notemaker Licenses	2,250.00
P15-05017	SADDLEBACK BOOKSTORE - #296 FO LLETT HIGHER EDUCATION GROUP	.	Commencement Rental Cap/Gown Order	600.00
P15-05018	SCHOLARSHIPS	.	Scholarship for 4th Semester Nursing Student	350.00
P15-05019	SCHOLARSHIPS	.	Scholarship for Nursing Student	250.00
P15-05020	SCHOLARSHIPS	.	Scholarship for Nursing Student	250.00
P15-05021	SCHOLARSHIPS	.	Scholarship for Nursing Student	250.00
P15-05022	SCHOLARSHIPS	.	Scholarship for Nursing Student	250.00
P15-05023	SCHOLARSHIPS	.	Scholarship for Nursing Student	250.00
P15-05024	SCHOLARSHIPS	.	Scholarship for Nursing Student	250.00
P15-05025	SCHOLARSHIPS	.	Scholarship for Nursing Student	250.00
P15-05026	TRAFFIC MANAGEMENT INC.	.	No Smoking Awareness Signs	227.50
P15-05027	SCHOLARSHIPS	.	Scholarship for Nursing Student	250.00
P15-05028	SCHOLARSHIPS	.	Scholarship for Nursing Student	250.00
P15-05029	SCHOLARSHIPS	.	Scholarship for Nursing Student	250.00
P15-05030	SCHOLARSHIPS	.	Scholarship for Nursing Student	250.00
P15-05031	SCHOLARSHIPS	.	Scholarship for Nursing Student	487.32
P15-05032	SCHOLARSHIPS	.	Scholarship for Nursing Student	250.00
P15-05033	ORANGE UNIFIED SCHOOL DISTRICT ORANGE HIGH SCHOOL	.	Preview Day	405.00
P15-05034	TUSTIN UNIFIED SCHOOL DISTRICT	.	Preview Day	249.64
P15-05035	WELLS FARGO #4963	.	Home Depot: For Use at the Home Depot on June 5th.	350.00
P15-05036	WAVEFUNCTION, INC.	.	Instructional Software for Student Use.	10,370.00
P15-05037	FACILI-SERV	.	Maintenance Service of Bleachers at Gym	1,200.00
P15-05038	MC KESSON GENERAL MEDICAL	.	Supplies for Medical Assisting	289.44
P15-05039	JILL HUGHES	.	Career Fair Speaker Honorarium	250.00
P15-05040	ROTO-ROOTER SERV. & PLUMBING H OFFMAN SOUTHWEST CORP	.	B200 and Performing Arts Center Plumbing Repairs	1,234.42
P15-05041	RCS INVESTIGATIONS & CONSULTIN G, LLC	.	Contract for Investigative Services	20,000.00
P15-05042	SO. COAST FIRE PROTECTION	.	Fire Extinguisher Service for AdvTech Edu Park	180.00
P15-05043	ZYGO	.	Interferometer Service Contract	5,871.00
P15-05044	STATA CORP LP	.	Statistical Software Licenses	4,675.00
P15-05045	ROTO-ROOTER SERV. & PLUMBING H OFFMAN SOUTHWEST CORP	.	Emergency Repair in B200 Restroom Drains	2,765.00
P15-05046	MARTHA GAVIA	.	Conference Trainer	180.00
P15-05047	VITAL LINK EDUCATION AND BUS INESS CONSORTIUM	.	Exhibit Space	101.00
P15-05048	KIM RICHMOND	.	Music Supplies - Charts for Jazz	320.00

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(See Last Page) \*\*\*

PO Number	Vendor Name	Loc	Description	Order Amount	
P15-05049	PINNACLE LANDSCAPE COMPANY		Tree Repair at Adv Tech Edu Park	1,050.00	
P15-05050	DIVERSIFIED BUSINESS SERVICES		Uniform Polo Shirts Staff	646.18	
P15-05051	MERIT SOFTWARE		Write It Right Software	5,640.00	
P15-05052	QUALITY OFFICE FURNISHINGS		MAP Lab Overhaul	3,707.42	
P15-05053	PARKHOUSE TIRE, INC.		Tires of Police Vehicles	999.13	
P15-05054	SIGN A RAMA		Parking Permit Machines -Signs	396.90	
P15-05055	WELLS FARGO #6711		Amazon: Computer Holders	3,110.40	
P15-05056	KELLY PAPER		Large Format Printing Photo Paper	289.71	
P15-05057	A-1 STEEL FENCE CO, INC		Fence Repair at Adv Tech Edu Park	2,880.00	
P15-05058	WELLS FARGO #6711		Amazon: Breakroom Appliance Convection Toaster	155.51	
P15-05059	AT LAST WINDOW COVERINGS		New Equip-Blinds for Art	1,706.42	
P15-05060	LIGHT BULBS ETC.		Replacement Equipment for Lighting Studio	2,000.00	
P15-05061	AIRWAY CAM TECHNOLOGIES		Equipment for Emergency Medical Services	4,708.10	
P15-05062	TECHSMITH CORP		Camtasia Software License	234.82	
P15-05063	SPIRALEDGE, INC. SWIMOUTLET.CO M		Snorkel Sets	200.58	
P15-05064	OFFICE MAX A BOISE COMPANY		Custom Stamp	36.93	
P15-05065	ULINE, INC.		Storage Containers	431.66	
P15-05066	LISA JANE GORE		Theatre Props	164.30	
P15-05067	AIRDRAULICS INC		Mohawk Automotive Lift Installation	2,640.00	
P15-05068	TIMOTHY MICHAEL GILL		Music Supplies - Charts for Jazz	350.00	
<b>Total Number of POs</b>			<b>463</b>	<b>Total</b>	<b>3,752,305.61</b>

**Fund Recap**

Fund	Description	PO Count	Amount
01	General Fund	434	1,573,585.22
12	Child Development Fund	1	350.00
40	Capital Outlay Fund	28	2,178,370.39
		<b>Total</b>	<b>3,752,305.61</b>

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(See Last Page) \*\*\*

PO Number	Vendor Name	Loc	Description	Order Amount
P16-00046	TEAM PRIDE ATHLETIC APPAREL		Football Uniform Supplies	36,965.15
P16-00047	MAPPING YOUR FUTURE, INC.		Mapping Your Future Renewal	1,800.00
P16-00048	TWENTY SIX DESIGN		Tutor Scheudling Software - Fiscal Year 15/16	715.00
P16-00049	COUNTY OF ORANGE AUDITOR-CONTR OLLER		Range Fees	2,000.00
P16-00050	CDW-G COMPUTER CENTERS		VMware Vsphere	9,265.00
P16-00051	HOME DEPOT MISSION VIEJO STORE #614		Misc Supplies	3,000.00
P16-00052	SMART & FINAL		Food and Supplies	3,963.00
P16-00053	KEN'S SPORTING GOODS		Football Helmet Reconditioning	1,015.24
P16-00054	RIDDELL AMERICAN SPORTS CORP		Football Helmet Reconditioning	4,567.78
P16-00055	ASSOCIATION OF DEFENSE COMMUNI TIES		Institutional Membership	240.00
P16-00056	HOME DEPOT MISSION VIEJO STORE #614		Performing Arts Center Supplies	2,000.00
P16-00057	CBS RADIO KROQ-FM		Summer Radio Ads	19,900.00
P16-00058	MUSIC THEATRE INTERNATIONAL		License & Right for Dog Fight Play	2,960.58
P16-00059	COMMUNITY COLLEGE LEAGUE OF CA LIFORNIA		Library Database Renewals	44,188.15
P16-00060	CAREER AMERICA, LLC		Financial Aid TV Value Package Services	12,000.00
P16-00061	COUNTY OF ORANGE AUDITOR-CONTR OLLER		Surcharge on Saddleback Parking Citations	95,000.00
P16-00062	US FOODS CULINARY EQUIPMENT & SUPPLIES		Food and supplies for IVC CDC.	12,500.00
P16-00063	AACRAO MEMBERSHIP		Membership 2015-16	1,266.00
P16-00064	MUSIC THEATRE INTERNATIONAL		Licence & Rights for "She Loves Me"play	6,552.00
P16-00065	COMMITTEE ON ACCREDITATION OF EDU PROG FOR THE EMS PROFESSNS		Annual Accreditation Fee 15-16	1,400.00
P16-00066	HOME DEPOT MISSION VIEJO STORE #614		Theatre Supplies	3,500.00
P16-00067	PRESTO SPORTS, INC		Website Hosting Services	3,000.00
P16-00068	LEXIPOL LLC		Policy Manual Subscription	2,450.00
P16-00069	CAAHEP		CAAHEP Invoice for EMS program	450.00
P16-00070	WELLS FARGO #1606		Nat'l Ctr for Higher Edu Risk Mgmt: Training Kit	323.99
P16-00071	ALTERYX		4 Alteryx Designer Licenses	14,022.45
P16-00072	POWER CLEANERS		Theatre Supplies	800.00
P16-00073	KEENAN & ASSOCIATES ACCOUNTS R ECEIVABLE		Premium: General Liability - Power Generators	352.00
P16-00075	POINT AND CLICK SOLUTIONS INC		Point & Click Maintenance Fee	9,830.00
P16-00076	HSACCC ALLAN HANCOCK COMM. COL LEGE		Membership Renewal	150.00
P16-00077	AT&T MOBILITY GOVERNMENT SALES		Home Fax Lines for Trustees	1,000.00
P16-00078	GRANICUS, INC.		Managed Software Service - Board Meetings	12,900.00
P16-00079	S & B FOODS CATERING DIVISION		Refreshments for District Admin. & Mgr. Meetings	800.00

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PO Number	Vendor Name	Loc	Description	Order Amount	
P16-00080	S & B FOODS CATERING DIVISION		Refreshments for District Wide Plan Council Mtg	350.00	
P16-00082	TEAM PRIDE ATHLETIC APPAREL		Football Uniform Supplies	22,488.91	
P16-00083	EASTBAY TEAM SPORTS		Men's Basketball Uniform Supplies	2,590.05	
P16-00084	WELLS FARGO #4963		Campsite Resv. for Fall Geological Field Studies	312.00	
P16-00085	XEROX CORPORATION		Copier for Chancellor's Office	21,782.88	
P16-00086	ALL SEASON SOCCER		Men's Soccer Supplies	4,720.46	
P16-00087	EASTBAY TEAM SPORTS		Womens Basketball Supplies	4,393.25	
P16-00088	CDW-G COMPUTER CENTERS		Verisign Renewal Software	3,547.00	
P16-00089	RICHARD SNEED		Reimburse Medicare Premiums	1,350.00	
P16-00090	PDQ RENTAL CENTER		Rental of Articulating Arm Lift	1,070.00	
P16-00091	NACUBO		Institutional Membership Dues	1,658.00	
P16-00092	LOGMEIN, INC.		LogMeIn Maintenance Renewal	5,495.00	
P16-00093	SEONA MAC REAMOINN USIT		Deposit #2 for Summer Ireland Study Abroad Trip	23,160.00	
P16-00094	ARC AMER. REPROGRAPHICS CO.		Blueprints	1,000.00	
P16-00095	CHLOE LIV HAACK		Stage Manager Mary Poppins	1,000.00	
P16-00096	NATALIE BALDWIN		Choreographer for Grease	2,000.00	
P16-00097	AMBER GOEBEL		Stage Manager for Grease	1,000.00	
P16-00098	ALEXANDER LEIGH		Summer Production Music Director Alexandra Leigh	3,400.00	
P16-00099	EDUCAUSE		Districtwide Educause Annual Membership	3,457.50	
P16-00100	ARTSCENE		2015-2016 Advertising Renewal	525.00	
P16-00101	TELERIK INC. BOSTON OFFICE		RadControls Developer Software Renewal	970.06	
P16-00102	THOMSON REUTERS/BARCLAYS BARCLAYS DIVISION		BarclaysOfficialCA Code ofRegulations-subscription	170.00	
P16-00103	SAMUEL FRENCH		Royalty for "Odd Couple"	750.00	
P16-00104	MUSIC THEATRE INTERNATIONAL		License for "Drowsy Chaperone"	3,672.00	
P16-00105	MUSIC THEATRE INTERNATIONAL		"Hairspray" License Agreement	3,672.00	
P16-00106	COMPONENTSOURCE		Infragistics Pro License Renewal	1,350.00	
P16-00107	BUTLER CHEMICALS, INC.		Cafeteria Chemical Supplies	3,000.00	
P16-00108	COLLEGESOURCE, INC.		U.Achieve Degree Audit Maint/Support Renewal	27,946.00	
P16-00109	NASFAA MEMBERSHIP RENEWALS		Membership Renewal	2,548.00	
P16-00110	UNITED POWER & BATTERY CORP.		Battery Back-Ups	3,180.00	
P16-00111	MARKET-BASED SOLUTIONS		Emission Credits	22,736.00	
P16-00112	END2END, INC.		Automated Records & Managment Support & Maint	3,960.00	
P16-00113	EBSCO SUBSCRIPTION SERVICE		2015-2016 Annual Subscription Renewal	3,506.61	
P16-00114	ENAMIX, INC.		Workday Testing/Engineering Services	241,920.00	
P16-00115	FOUNDATION FOR CALIFORNIA COMM UNITY COLLEGES		ArcView Site License Renewal	2,000.00	
P16-00116	MIKE BROWN GRANDSTANDS, INC.		Rental for the Summer Shows	7,400.00	
<b>Total Number of POs</b>			<b>69</b>	<b>Total</b>	<b>744,957.06</b>

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**Fund Recap**

<b>Fund</b>	<b>Description</b>	<b>PO Count</b>	<b>Amount</b>
01	General Fund	63	468,751.61
12	Child Development Fund	2	16,463.00
40	Capital Outlay Fund	2	255,942.45
68	Self-Insurance Fund	1	2,450.00
71	Retiree Benefit Fund	1	1,350.00
		<b>Total</b>	<b>744,957.06</b>

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Includes 04/29/2015 - 06/04/2015

Requisition Number	Vendor Name	Description	Requisition Total
RQ15-04485	BROOKE CHOO	2014 Strengthening Student Success Conf.	384.39
RQ15-05012	PACIFIC COACHWAYS	Bus for Emeritus Field Trip	936.22
RQ15-05388	PACIFIC COACHWAYS	Bus fo EI Field Trip	1,030.62
RQ15-05684	TOD A. BURNETT	Accreditation Standards Symposium	266.75
RQ15-05946	GINA SHAFFER	Literary Magazine Entry Fee	75.00
RQ15-05956	CAROLYN SEAMAN	ConfReimb-CA Conference on Library Instruction	359.37
RQ15-06107	PAPA PESTICIDE APPLICATORS ASSOC.	Pesticide seminar for Raul Leal	80.00
RQ15-06239	MATT SUAREZ	Cutter Blades for Grinder/Cripe	87.00
RQ15-06246	KEN SCHLENKER	Quality Matters Conference	1,634.86
RQ15-06416	JAY ARNTSON	Pacific Southwest Collegiate Forensics Assoc Conf.	449.18
RQ15-06572	TOD A. BURNETT	Com. Col. League of Cal. Conference	600.00
RQ15-06588	JOANNA RAINEY	Conf: Fundamentals of Gerontology Program	500.00
RQ15-06592	SARAH KIHARA	ConfReimb-On Course National Conference	525.00
RQ15-06621	EMALEE MACKENZIE	Biomanufacturing workshop	2,993.00
RQ15-06622	MOOSE BUTLER	ConfReimb-California Auto Teachers	381.29
RQ15-06636	CHARISSA KEUP	ConfReimb-Western Assoc of Women Historians	587.44
RQ15-06643	WAYNE CHANG	Conf: Human Anatomy & Physiology Society	600.00
RQ15-06663	LAURA SOBCHIK	Common Assessment Initiative Zoom Month Payment	9.99
RQ15-06703	PACIFIC COACHWAYS	Bus for Emeritus Field trip	1,048.97
RQ15-06727	BEN BURNETT	Green Fees - Men's Golf 4/20/15	128.00
RQ15-06728	BEN BURNETT	Green Fees - Men's Golf 4/22/15	128.00
RQ15-06729	BEN BURNETT	Green Fees - Men's Golf 4/27/15	128.00
RQ15-06748	PENNY SKAFF	Ca Assn. of Comm. Coll. Registrars Conference 2015	225.00
RQ15-06768	NANCY MONTGOMERY	Veterans Regional Quarter Meeting	78.60
RQ15-06778	SANTOS GARCIA	Arrest Control/Tactical Communications Training	36.00
RQ15-06782	RYAN MALIGIE	Arrest Control/Tactical Communications Training	36.00
RQ15-06786	ASHLEY KREDEL	.Kredel Curriculum Institute Conference Monterey	1,067.41
RQ15-06789	SANTOS GARCIA	Driving Force Option Simulator Training	20.60
RQ15-06790	RYAN MALIGIE	Driving Force Option Simulator Training	20.60
RQ15-06809	KIM BRANCH-STEWART	Curriculum Institute Conference, Monterey	1,050.50
RQ15-06814	RUBEN GUZMAN	Ensuring Transfer Success 2015 Conference	126.79
RQ15-06822	GILLIAN PATELLA	Ensuring Transfer Success 2015 Conference	126.79
RQ15-06824	SHANNA MOORHOUSE	DEYO Ensuring Transfer Success 2015	126.79
RQ15-06827	LAURA SOBCHIK	Common Assess. Initiative Multiple Measures Summit	52.43
RQ15-06829	LAURA SOBCHIK	Career Pathways Trust Partners Meeting	23.23
RQ15-06832	LAURA SOBCHIK	Common Assessment Initiative Workgroup Meeting	19.55
RQ15-06835	PACIFIC COACHWAYS	Bus for Emeritus Institute field trip	855.56
RQ15-06838	JODI TITUS	Conference: Zero Waste Business Council	999.38
RQ15-06839	JAMES BETTENCOURT	Conference: Zero Waste Business Council	1,401.39
RQ15-06841	VERONICA ROACH	Conf Zero Waste Business Council	680.50
RQ15-06846	GARY BARNAK	Common Assessment Initiative Steering Committee	679.21
RQ15-06847	MARINA AMINY	Common Assess. Initiative Steering Committee Mtg	412.21

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Includes 04/29/2015 - 06/04/2015

Requisition Number	Vendor Name	Description	Requisition Total
RQ15-06849	MARINA AMINY	Conf Reimb.- Multiple Measures Summit	54.95
RQ15-06851	BRIDGET SANCHEZ	Conf. Reimb- Common Assessment Initiative Mtg	19.55
RQ15-06858	GARY BARNAK	Quality Matters Conference	1,348.12
RQ15-06865	VIVIAN NGUYEN	Classified Leadership Institute Conference	1,400.00
RQ15-06871	BARBARA COX	Career Tech. Edu. Business Project	500.00
RQ15-06887	MARY ANSTADT	Reimbursement for Articualtion Workshop Supplies	24.64
RQ15-06888	ROOPA MATHUR	Quality Matters Regional Conference	990.74
RQ15-06893	GARY BARNAK	Smart Financial Grants Managment Conference	945.07
RQ15-06897	DR. ROBERT BRAMUCCI	Lunch for All-Day Workday Student Meeting	42.93
RQ15-06900	ANNE AKERS	High School Counselor Conference	56.62
RQ15-06902	DON BOWMAN	Advisory Committee Meeting	121.33
RQ15-06907	WELLS FARGO #4963	Refreshments for Advisory Board Meeting	64.81
RQ15-06909	JIM WRIGHT	Conference	32.00
RQ15-06913	ARIEL ALEXANDER	Faculty Development: online classes in music	1,390.00
RQ15-06916	WELLS FARGO #1606	Oculus: Rift Development Kit	1,652.00
RQ15-06921	WELLS FARGO #1606	News for You Online Subscription	259.95
RQ15-06929	ANTHONY TENG	Cal. Career Pathways Trust Grantee Network Conf.	684.94
RQ15-06936	WELLS FARGO #2785	Crown Valley Auto Spa: Car Washes	350.00
RQ15-06945	WELLS FARGO #3317 (DISTRICT)	Saddleback and Irvine Valley College Bookstores	110.34
RQ15-06953	SKY PHILLIPS	Supplementals - Dry Ice, Tabs, Labels	49.57
RQ15-06954	COASTLINE COMMUNITY COLLEGE FOUNDATION	OC Global Women's Conference	1,000.00
RQ15-06967	WELLS FARGO #6711 (DISTRICT)	Mail Utility Cart	557.17
RQ15-06971	DR. ROBERT BRAMUCCI	Alteryx 2015 Analytics Conference	3,545.22
RQ15-06972	DENICE INCIONG	Alteryx 2015 Analytics Conference	3,545.22
RQ15-06974	GENE TJOA	Alteryx 2015 Analytics Conference	2,897.45
RQ15-06975	CORINE REYMOND	Orange Empire Conference Meeting	125.22
RQ15-06996	CARYN SUSSMAN	North Tour Journal Reimbursement	107.27
RQ15-07001	WELLS FARGO #1606	Tech Serv Equipment for Securing IMacs	380.00
RQ15-07009	CHRISTIAN ALVARADO	Workday Strategic Influencer Prgm Conf.	1,241.32
RQ15-07012	SHAWN NORMAN	26th Annual Infant Toddler Conference	743.13
RQ15-07014	JULIE HANKS	Nike Championship Basketball Clinics	2,570.53
RQ15-07017	CAROL HILTON	Campus Safety National Forum	1,735.00
RQ15-07019	ROBERT MELENDEZ	Reimburse American Assoc of Com Colleges Conf	1,714.51
RQ15-07020	ELIZABETH CIPRES	Staff Development Training - Counseling Department	1,500.00
RQ15-07022	SHERI WENZEL	Webcast Conference	425.00
RQ15-07024	MICHELLE LIVOTE	Reading Apprenticeship Fundamentals	12.65
RQ15-07025	MICHELLE LIVOTE	Professional Learning and Campus Culture	65.65
RQ15-07027	DIANA MC CULLOUGH	Reimburse for Treating Anxiety Conference	1,103.84
RQ15-07028	MIRIAM CASTROCONDE	Common Assessment Initiative Meetings	1,500.00
RQ15-07029	CAROLINA KUSSOY	2015 Winter Info. Comm. Tech. Educator Conf.	228.20
RQ15-07039	FAWN TANRIVERDI	Resource Fair Refreshments	152.26
RQ15-07042	ZAHRA NOROOZI	Engineering Supplies Reimb.	325.61
RQ15-07046	WELLS FARGO #1606	Refreshments for Counselor Event Planning Mtg	375.00
RQ15-07047	LILLIAN BODANE	Grocery Items for Culinary Student Use	116.09

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Includes 04/29/2015 - 06/04/2015

Requisition Number	Vendor Name	Description	Requisition Total
RQ15-07048	LISA INLOW	Grocery Items for Culinary Student Use	74.85
RQ15-07050	BRUNO PASSARELLI	Travel Reimbursement- Brazil Study Abroad	3,106.74
RQ15-07051	MARCELO PIRES	Travel Reimbursement - Brazil Study Abroad	2,199.00
RQ15-07056	MIKE MARLIN	Grocery Items for Culinary Student Use	9.87
RQ15-07057	THANITRA PICHEDVANICHOK	Grocery Items for Culinary Student Use	106.23
RQ15-07058	JOANNE DE MARCHI	Grocery Items for Culinary Student Use	32.01
RQ15-07059	FOUNDATION FOR CALIFORNIA ATTN: TRACIE CALLAHAN	Foundation for Com. Col. Conference	500.00
RQ15-07061	KATHLEEN LUNETTO	Grocery Items for Culinary Student Use	15.99
RQ15-07062	PACIFIC COACHWAYS	Grant, Bus for B2E trip to Caltech	1,419.11
RQ15-07066	BORIS F. BUZAN	Charts, Transponder Antenna Mount	255.95
RQ15-07067	DR. ROBERT BRAMUCCI	Workday Higher Ed Forum	896.00
RQ15-07068	RON GRANT	Marine Science Technology Instructional Supplies	189.96
RQ15-07070	RICHARD DAHLIN	Reimbursement for Vessel Mooring - MST Class	130.00
RQ15-07071	MARIA NUNEZ	Student Equity Summit 2015 Conf.	887.05
RQ15-07072	LISA WANG	Student Equity Summit 2015 Conf.	43.00
RQ15-07073	BRUCE HAGAN	Online Teaching Conference	702.62
RQ15-07075	LINDA FONTANILLA	Postage Reimbursement	12.98
RQ15-07076	PAPA PESTICIDE APPLICATORS ASSOC.	Pesticide seminar for Luis Silva	80.00
RQ15-07080	ORANGE CO. SHERIFF/CORONER	Tactical Training	105.00
RQ15-07083	JACK APPLEMAN	Robotics - Perkins	215.61
RQ15-07087	DON BUSCHE	Reimbursement for Cell Phone Use	118.76
RQ15-07089	DAVID BUGAY	Cal. Com. Col. Chancellor's Conference	796.20
RQ15-07093	REPRO XPRESS	Copies of BGS drawings	131.35
RQ15-07103	ANTHONY RODGERS OPERATIONS SUPERVISOR	Occupational Safety and Health Conference	262.00
RQ15-07105	TONY BOCCIGNONE	Automotive Service Excellence - Certification	176.00
RQ15-07111	LILLIAN BODANE	Chef Series 1 Attendance	500.00
RQ15-07113	BECKY THOMAS	Reimbursement of pet supplies expenses.	203.03
RQ15-07118	MATT YURKO	California Native Plants for Ecology Class	304.72
RQ15-07134	ORLANTHA NIN	Reimb. for Teaching Preparation Program Mtg.	161.17
RQ15-07136	MARINA AMINY	Online Teaching Conference	479.26
RQ15-07137	VIVIAN NGUYEN	Online Teaching Conference	868.77
RQ15-07138	PATRICIA LEVIN	Online Teaching Conference	1,132.94
RQ15-07141	THOMAS MACKENZIE	Online Teaching Conference	868.77
RQ15-07145	CAROL Y. ADAMS	CnfReim-ContinuingEduc.of theBarEstatePlanningInst	600.00
RQ15-07156	ANASTASIA VENDROVSKY	Employee Travel Reimbursement	75.87
RQ15-07172	DR. CRAIG JUSTICE	Board of Governors Task Force Conference	828.65
RQ15-07176	DONNA RANE-SZOSTAK	Microsoft Surface Pro with Keyboard & Bundle	1,261.02
RQ15-07185	ARLEEN ELSEROAD	Workday Strategic Influencer Mtg	1,391.12
RQ15-07187	GARY BARNAK	Grant Projector Cables	102.55
RQ15-07191	LISA D. TRIEBWASSER	ConfReimb-A Sweater Retreat for Handknitters	600.00
RQ15-07193	MATT YURKO	ConfReimb-CA Society for Ecological Restoration	289.35
RQ15-07194	JENNIFER RACHMAN	ConfReimb-Ensuring Transfer Success	105.00
RQ15-07195	DEB WATT	ConfReimb-Ensuring Transfer Success	133.00
RQ15-07196	JODI CAGGIANO	ConfReimb-Teaching Institute & Critical Care Expo	1,200.00
RQ15-07197	CANDY NELSON	ConfReimb-Teaching Institute & Critical Care Expo	1,200.00

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ESCAPE ONLINE

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Includes 04/29/2015 - 06/04/2015

Requisition Number	Vendor Name	Description	Requisition Total
RQ15-07198	JENNIFER PORTER	ConfReimb-Cultivate Ambition/Map Possibilities	600.00
RQ15-07199	BRAD MCREYNOLDS	ConfReimb-Practical Applications in SportsMedicine	600.00
RQ15-07200	JAMEE MORALES	ConfReimb-Practical Applications in SportsMedicine	600.00
RQ15-07201	KERRY CRABB	Ca Community College Athletic Directors Assoc	565.30
RQ15-07204	HIROMI TAKIZAWA	Glass Art Society 44th Annual	600.00
RQ15-07205	ANTHONY RODGERS OPERATIONS SUPERVISOR	Fred Pryor Webinar	199.00
RQ15-07206	JUNE M. MILLOVICH	Nat'l Institute for Early Childhood Prof Dev	1,200.00
RQ15-07207	BARBARA TAMIALIS	Nat'l Institute for Early Childhood Prof Dev	980.00
RQ15-07209	MICHAEL JAMES	Fred Pryor Webinar	199.00
RQ15-07210	JAMES ROGERS	Reimbursement for Certified Letter	15.48
RQ15-07211	LISA MONTAGNE GALLOWAY	University of Iowa Writing Festival	600.00
RQ15-07212	JOHN CONLEY	ConfReimb-American Meteorological Society	600.00
RQ15-07213	PHILLIS KUCHARSKI	ConfReimb-Critical Care Skills Boot Camp	953.05
RQ15-07214	ARNOLD A. MC MAHON	New Directions in the Humanities Conf.	600.00
RQ15-07215	JANE HORLINGS	ConfReimb-Online Teaching Conference	369.54
RQ15-07216	MONIQUE PAIGE	ConfReimb-Program for Infant Toddler Care	300.68
RQ15-07217	HEDY BUZAN WILLIAMSON	Printmaking Conf. - Monotype: Layers & Plates	600.00
RQ15-07218	MARCELO PIRES	ConfReimb-Society for the Study of Evolution	1,055.00
RQ15-07220	WELLS FARGO BANK #2785 PAYMENT REMITTANCE CENTER	Good Hand Cleaners: Commencement Regalia	60.00
RQ15-07221	DR. CRAIG JUSTICE	Ca. Com. Col. Cheif Instrc. Officers Conference	1,123.05
RQ15-07222	BROOKE CHOO	2015 Research and Planning Conference	846.00
RQ15-07225	MEREDITH DORNER	National Science Teachers Assoc Conf.	741.20
RQ15-07228	JEFF WILSON	Sierra College Acceleration Symposium	303.83
RQ15-07229	JULIANNA FRENCH	CA Comm College Forensics Association Conf.	755.64
RQ15-07230	ROY MC CORD	Photonics West Conf.	2,071.40
RQ15-07231	PATRICIA BECKMANN	E3 Conference Attendance	1,513.25
RQ15-07233	EMILY QUINLAN	Pacific Coast Ass'n of Pre-Law Advisors Conf.	1,118.74
RQ15-07238	MATTHEW TRESLER	National Conf of the American Choral Directors	538.60
RQ15-07242	ZAHRA NOROOZI	Engineering Supplies	85.49
RQ15-07243	CHERYL LOMMATSCH BARRETT	Supplies from Jerry's Artarama	138.63
RQ15-07247	SERGIO OJEDA	2015 Pesticide Applicators Prof. Assn Mtg	80.00
RQ15-07249	EMILY QUINLAN	State Bar of Ca.and the Ca. Partnership Academy	810.57
RQ15-07263	JOYCE BARTLOMAIN	Reimbursement - Pressing Services	35.00
RQ15-07264	DR. ROBERT BRAMUCCI	Board Room Equipment	108.78
RQ15-07267	MERRY L. KIM	Competition Supplies	1,200.00
RQ15-07268	CARRIE GOULDING	Ca. Acceleration Project Summer Institute	1,310.00
RQ15-07270	JOYCE SEMANIK	Non-Bargaining Unit Training Mtg Expenses	46.19
RQ15-07283	ALICIA KIRK	Fred Pryor Seminars for Excel Training	452.73
RQ15-07285	GMF SOUND, INC.	Board room equipment repair	300.00
RQ15-07294	COLE MEYERS	Lab Supplies from Target	11.17
RQ15-07296	JAMES ROGERS	Reimbursement for Certified Letter	4.49
RQ15-07302	VICTOR MANCHIK	National Conference on Student Assessment	1,455.00
RQ15-07311	LAGUNA GRAPHIC ARTS, INC.	Business cards for student trustee	51.12
RQ15-07313	CHIN LAM	2015 Council for Study of Comm. Colleges	1,288.90
RQ15-07318	BARBARA COX	National Conference on Student Assessment	1,455.00

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ESCAPE ONLINE

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Includes 04/29/2015 - 06/04/2015

Requisition Number	Vendor Name	Description	Requisition Total
RQ15-07325	KEVIN O'CONNOR	Ass'n of Ca. Com. Col. Administrators Conf.	468.00
RQ15-07331	JOON KIL	Western Political Science Assoc 2015 Conf.	1,400.00
RQ15-07332	JOSHUA DANUFSKY	CA Math Council Comm Colleges S. Spring Conf.	115.00
RQ15-07334	BENJAMIN MIS	Western Psychological Assoc. Conference 2015	1,377.00
RQ15-07336	KIM REZVANI	Scholarship Event - Napkins/Table Confetti	40.98
RQ15-07338	JUAN AVALOS	Ass'n of Ca. Com. Col. Administrators	545.00
RQ15-07358	WELLS FARGO BANK #2785	Walmart: Candy for Financial Aid Outreach	200.00
	PAYMENT REMITTANCE CENTER		
RQ15-07359	WELLS FARGO #2785	Dry Cleaning - Shine Cleaners	196.00
RQ15-07362	ISRAEL DOMINGUEZ	Graduation Cap & Gown	105.48
RQ15-07374	WELLS FARGO #1606	payment to wfcc	4,000.00
RQ15-07376	MARCIA MILCHIKER	Irvine Chamber of Comm. Legends & Leaders Lunch	40.00
RQ15-07377	WELLS FARGO #6711	Wireless keyboard and mouse	53.40
RQ15-07388	WELLS FARGO #6711	Printer for Human Resources Office A-112	647.99
RQ15-07389	FELISSA SILVA	Conf: Learning & Growing in the Early Years	147.78
RQ15-07397	WELLS FARGO #6711	Employment Verification	17.00
RQ15-07403	CARMENMARA HERNANDEZ-BRAVO	Foreign DVDs for Language Lab	43.73
RQ15-07416	THOMAS L. SMITH	United Postal Svc for Manufacturing Class Equip	226.79
RQ15-07425	WELLS FARGO #6711	MySite design team name badges	35.91
RQ15-07433	JESSICA M. CHA	Reimbursement for Office Supplies	17.47
RQ15-07435	SOPHIE MILLER	Reimbursment for Dry Cleaning	120.00
RQ15-07439	BRANDYE D'LENA	Ass'n of Chief Bus. Officials task force meetings	605.00
RQ16-00154	RUTH HIGGINS	Ntl Assoc. Student.Fin. Aid Admin. Conference	2,477.46
RQ16-00249	EZEKIEL HALL	Western Ass'n for America's Vet's Conference	941.00
RQ16-00250	NANCY MONTGOMERY	Western Ass'n for America's Vet's Conference	1,616.00
RQ16-00258	NANCY MONTGOMERY	Natl Assn of Vets Programs Admins Conference	2,592.00
RQ16-00259	NANCY MONTGOMERY	Western Ass'n for America's Vet's Conference	675.00
RQ16-00343	DR. ROBERT BRAMUCCI	Amer. Ass'n. of Com. Colleges Conf.	1,877.75
RQ16-00353	KAREN MARTIN	2015 Vendini Conference	1,120.00
RQ16-00387	WELLS FARGO #4963	Campsite reservations for Geol field studies (F15)	390.00
		<b>Total</b>	<b>205</b>
			<b>132,440.59</b>

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 

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Fund Summary			
Fund	Description	Requisition Count	Amount
01	General Fund	199	119,617.23
12	Child Development Fund	1	203.03
40	Capital Outlay Fund	5	12,620.33
		<b>Total</b>	<b>205</b>
			<b>132,440.59</b>

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

ESCAPE ONLINE



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

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### **BACKGROUND**

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

### **STATUS**

For the current reporting period ending May 31, 2015 and in accordance with Administrative Regulation 3101, the Transfer of Budget Appropriations are summarized on EXHIBIT A and presented for ratification.

### **RECOMMENDATION**

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

**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT**

**TRANSFER OF BUDGET APPROPRIATIONS SUMMARY**

**For the period 05-01-15 to 05-31-15**

**General Fund**

<u>Account</u>	<u>Description</u>	<u>From</u>	<u>To</u>
1000	Academic Salaries	\$47,380	
2000	Classified Salaries	\$48,409	
3000	Fringe Benefits	\$17,282	
4000	Books and Supplies		\$10,351
5000	Other Operating Expenses & Services		\$40,353
6000	Capital Outlay		\$47,401
7000	Other Outgo		\$14,966
<b>Total Transfers - General Fund</b>		<b><u>\$113,071</u></b>	<b><u>\$113,071</u></b>

**Child Development Fund**

<u>Account</u>	<u>Description</u>	<u>From</u>	<u>To</u>
4000	Books and Supplies		\$189
5000	Other Operating Expenses & Services	\$189	
<b>Total Transfers - Child Development Fund</b>		<b><u>\$189</u></b>	<b><u>\$189</u></b>

**Capital Outlay Fund**

<u>Account</u>	<u>Description</u>	<u>From</u>	<u>To</u>
5000	Other Operating Expenses & Services		\$10,000
6000	Capital Outlay	\$10,000	
<b>Total Transfers - Capital Outlay Fund</b>		<b><u>\$10,000</u></b>	<b><u>\$10,000</u></b>

<b>Total Transfers</b>		<b><u>\$123,260</u></b>	<b><u>\$123,260</u></b>
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**TO:** Board of Trustees

**FROM:** Gary L. Poertner, Chancellor

**RE:** SOCCCD: May 2015 Contracts

**ACTION:** Ratification

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### **BACKGROUND**

On January 16, 2007, the board authorized the Chancellor/designee to approve individual business contracts up to a maximum limit of \$100,000, with the following exceptions: contracts involving bid limits, the Chancellor/designee shall be limited to less than \$15,000 for public works projects and \$86,000 for equipment, supplies and maintenance projects. During May 2015, 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**

<u>Anderson &amp; Howard Electric, Inc.</u> Construction Agreement – For exterior lighting and controls retrofit campus-wide. Saddleback College	\$72,251.00
<u>Peak Performance Tennis</u> Educational Agreement – For community education health and fitness classes. Irvine Valley College	\$60,000.00
<u>TYR, Inc.</u> Consultant Agreement – For inspection services for the Emergency BGS Building Fire Repairs Project. Saddleback College	\$56,610.00
<u>Precision Plumbing</u> Amendment No 1 – For emergency repair of fire line amended amount of \$1,330 for new total of \$54,736. Irvine Valley College	\$54,736.00
<u>Netlab</u> Software Agreement – For Computer Information Management program (CIM) for curriculum development connecting high school students and faculty. Irvine Valley College	\$44,827.52
<u>Community College Library Consortium</u> Software Agreement – For database renewal for July 2015 – June 2016.	\$44,188.15

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

Irvine Valley College	
<u>Western State Design</u> Independent Contractor Agreement – For purchase, installation and delivery of 3 washing machines in the equipment rooms of the Athletics department. Saddleback College	\$37,373.00
<u>Anderson &amp; Howard Electric, Inc.</u> Construction Agreement – For installation of walkway lighting at Lot 7. Irvine Valley College	\$35,484.00
<u>Ida Stuart</u> Educational Agreement – For community education health and fitness classes. Irvine Valley College	\$33,000.00
<u>Haitbrink Asphalt Paving, Inc.</u> Construction Agreement – To repair damage from water leak near baseball field. Irvine Valley College	\$31,890.00
<u>AMAC</u> Software License Agreement – For renewal of file management system software for the DSPS department. Saddleback College	\$31,800.00
<u>Advance Tutoring</u> Educational Agreement – For community education academic enrichment classes. Irvine Valley College	\$29,700.00
<u>Mikki Michele</u> Educational Service Agreement – For community education health and fitness classes. Irvine Valley College	\$25,000.00
<u>Irvine Unified School District</u> Educational Agreement – To provide high school students transferable general education classes. Irvine Valley College	\$25,000.00
<u>Market Based Solutions</u> Consultant Agreement – For consulting services for emission credits. Saddleback College	\$22,736.00
<u>ICF Incorporated, LLC</u> Independent Contractor Agreement – For management and coordination of curriculum for the California Advanced Lighting	\$20,000.00

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

Controls Training – Building Operator Program (CALCTP-BOP).  Saddleback College	
<u>Institute Of Reading Development</u> Educational Service Agreement – For community education reading development classes.  Saddleback College	\$20,000.00
<u>RCS Investigations and Consulting, LLC</u> Independent Contractor Agreement – For investigative services as needed by Human Resources.  District Services	\$20,000.00
<u>CBS Radio, Inc - KROQ</u> Independent Contractor Agreement – For production of radio spots and banner ads from August 3-16, 2015.  Saddleback College	\$19,900.00
<u>Rancho Santiago Community County District</u> Grant Sub-Agreement – IVC will implement the Information Communications Technology/Digital Media grant, May 12, 2015 – December 31, 2015.  Irvine Valley College	\$18,700.00
<u>Freedom Scientific</u> Software License Agreement – For screen reader software to be used by the DSPPS department.  Irvine Valley College	\$18,308.04
<u>Life College</u> Educational Service Agreement – For community education career training classes.  Irvine Valley College	\$18,000.00
<u>Troxell Communications, Inc</u> Independent Contractor Agreement – To install new audio equipment in classrooms for the Athletics division.  Saddleback College	\$16,995.18
<u>Western State Design</u> Independent Contractor Agreement – For purchase, installation and delivery of 3 dryer machines in the equipment rooms of the Athletics department.  Saddleback College	\$16,151.00
<u>Lisa Messenger</u> Educational Service Agreement – For community education health and fitness classes.  Irvine Valley College	\$15,000.00

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

<u>Becky Rigali</u> Educational Service Agreement – For community education health and fitness classes. Irvine Valley College	\$15,000.00
<u>Nth Generation</u> Software Agreement – For SharePoint 2013 implementation consulting services to the Technology Services department. Irvine Valley College	\$14,700.00
<u>Meridian IT</u> Consultant Agreement – For installation and configuration services for virtual desktop infrastructure. Saddleback College	\$14,125.00
<u>Sebastian Caramango</u> Educational Service Agreement – For community education health and fitness classes. Irvine Valley College	\$14,000.00
<u>Annette Hernandez</u> Educational Service Agreement – For community education art classes. Irvine Valley College	\$13,500.00
<u>Theresa Fernald</u> Educational Service Agreement – For community education art classes. Irvine Valley College	\$13,500.00
<u>Emcor, Mesa Energy</u> Construction Agreement – For HVAC related repairs campus-wide. Irvine Valley College	\$13,255.00
<u>Financial Aid TV</u> Service Agreement – To provide financial aid resources to students via online website. Saddleback College	\$12,000.00
<u>Incrediflix</u> Educational Service Agreement – For community education art and filmmaking classes. Irvine Valley College	\$11,424.00
<u>Dougherty &amp; Dougherty Architects LLP</u> Independent Contractor Agreement – For emergency architectural services for TAS Emergency Water Main Break Project. Saddleback College	\$11,360.51
<u>Oak Creek Golf Club</u> Facilities Agreement – For IVC Foundation’s golf tournament venue. IVC Foundation	\$10,880.00

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

<u>Market Based Solutions</u> Consultant Agreement – For consulting services for emission credits. Irvine Valley College	\$11,080.00
<u>ProQuest</u> Software Agreement – For database subscription to include the Wall Street Journal to be used by the library. Irvine Valley College	\$10,895.00
<u>Rene Fiore-Burton</u> Educational Service Agreement – For community education health and fitness classes. Irvine Valley College	\$10,800.00
<u>Peter Fournier</u> Educational Service Agreement – For community education music classes. Irvine Valley College	\$10,800.00
<u>Algorithmic Implementations, Inc.</u> Software License Agreement – For magnification software to be used by DSPS department. Irvine Valley College	\$10,317.12
<u>Franklin Covey</u> Independent Contractor Agreement – To provide facilitated training on 7 Habits of Highly Effective College Students for campus faculty and staff on May 28 – 29, 2015. Saddleback College	\$9,780.84
<u>Pearson Education</u> Software Agreement – For Azar software to be used in the Language Acquisition Center by ESL students. Irvine Valley College	\$9,630.00
<u>Pearson Education</u> Software Agreement – For English interactive software to be used in the Language Acquisition Center by ESL students. Irvine Valley College	\$9,452.00
<u>Dayle McIntosh</u> Amendment No 2 – For interpretation services amended to \$750 for a total of \$9,350. Irvine Valley College	\$9,350.00
<u>Prestosports</u> Software Agreement – For webhosting services for the Athletics department, August 15, 2015 to August 14, 2018. Saddleback College	\$9,250.00

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

<u>Eugenia Lane</u> Educational Service Agreement – For community education health and fitness classes. Irvine Valley College	\$9,000.00
<u>JoAnna Schoon</u> Educational Service Agreement – For community education health and fitness classes. Irvine Valley College	\$9,000.00
<u>Kathryn Kramer</u> Educational Service Agreement – For community education film literature classes. Irvine Valley College	\$9,000.00
<u>eduCanon</u> Software License Agreement – For an add-on to Blackboard software. District Services	\$9,000.00
<u>Puppies and Reptiles for Parties</u> Independent Contractor Agreement – To provide puppy therapy activity for students. Irvine Valley College	\$8,700.00
<u>Academic Chess</u> Educational Service Agreement – For community education chess classes. Irvine Valley College	\$8,100.00
<u>OC Fair &amp; Event Center</u> Rental Agreement – For space rental at the OC Fair to promote college, July 17, 2015 – August 16, 2015. Saddleback College	\$8,000.00
<u>Carol Lippert</u> Educational Service Agreement – For community education music classes. Irvine Valley College	\$7,800.00
<u>Barbara Stockler</u> Educational Service Agreement – For community education health and fitness classes. Irvine Valley College	\$7,200.00
<u>Jackie Ovadia</u> Educational Service Agreement – For community education health and fitness classes. Irvine Valley College	\$6,750.00
<u>PAC Engineering</u> Independent Contractor Agreement – To provide installation and training of camera system to be used by the baseball program. Saddleback College	\$6,527.76

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



<u>One On One Basketball Staff</u> Educational Service Agreement – For community education health and fitness classes. Saddleback College	\$6,300.00
<u>Ed Peterson</u> Educational Service Agreement – For community education basketball skills classes. Irvine Valley College	\$6,300.00
<u>Marge Forehan</u> Educational Service Agreement – For community education health and fitness classes. Irvine Valley College	\$6,075.00
<u>Dorothy Bregozzo</u> Educational Service Agreement – For community education health and fitness classes. Irvine Valley College	\$6,075.00
<u>Commercial Restaurant Service</u> Independent Contractor Agreement – To provide repair service for cafeteria equipment. Irvine Valley College(ASIVC)	\$6,000.00
<u>Workday</u> Customer Support Agreement – For customer support appointments as needed. District Services	\$5,950.00
<u>Mathobotix</u> Educational Service Agreement – For community education STEM classes. Saddleback College	\$5,880.00
<u>BeeJay Janiga</u> Educational Service Agreement – For community education health and fitness classes. Irvine Valley College	\$5,625.00
<u>LogMeIn</u> Software Agreement – For renewal service to assist Help Desk tech to remotely log into users computers for assistance. Irvine Valley College	\$5,495.00
<u>Pete Cosmakos, LLC</u> Educational Service Agreement – For community education aquatic classes. Saddleback College	\$5,400.00
<u>Reading Horizons</u> Educational Service Agreement – For Elevate Reading software to be used in the Language Acquisition Center by the ESL students. Irvine Valley College	\$5,399.60

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

<u>Orkin Exterminating, Inc</u> Independent Contractor Agreement – To provide termite treatment in the Math Science & Engineering building. Saddleback College	\$4,995.00
<u>R2A Architecture</u> Amendment No 1 – For correction to contract for a decrease of \$9,350 to new total of \$4,988.50. Saddleback College	\$4,988.50
<u>Haitbrink Asphalt Paving</u> Construction Agreement – To provide parking lot restriping. Saddleback College	\$4,850.00
<u>Louise Records</u> Educational Service Agreement – For community education computer classes. Saddleback College	\$4,800.00
<u>Stata</u> Software Agreement – For software to assist student success in english and math courses. Irvine Valley College	\$4,675.00
<u>Xin Yi Language Institute</u> Educational Service Agreement – For community education language classes. Saddleback College	\$4,620.00
<u>Jeffrey Briar</u> Educational Service Agreement – For community education health and fitness classes. Saddleback College	\$4,500.00
<u>Parsons Brinckerhoff</u> Consultant Agreement – For LED retrofit lighting in parking lots campus-wide. Saddleback College	\$4,370.00
<u>Mad Science</u> Educational Service Agreement – For community education chemistry classes. Saddleback College	\$4,350.00
<u>Academic Chess</u> Educational Service Agreement – For College for Kids community education academic chess classes. Saddleback College	\$4,025.00
<u>Tomark Sports Equipment</u> Independent Contractor Agreement – For installation of new nets for the softball program. Saddleback College	\$3,990.91

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

<u>Mike Brown Grandstands, Inc.</u> Independent Contractor Agreement – For stage rental during summer 2015 for Fine Arts performances. Saddleback College	\$3,750.00
<u>End2End/ARMS</u> Independent Contractor Agreement – For support and maintenance of ARMS software system for Police department. Saddleback College	\$3,690.00
<u>Musical Theatre International - MTI</u> License Agreement – To provide license agreement for Drowsy Chaperone production from April 8 - 16, 2016. Saddleback College	\$3,672.00
<u>Musical Theatre International - MTI</u> License Agreement – To provide license agreement for Hairspray production from October 23, 2015 – November 1, 2015. Saddleback College	\$3,672.00
<u>Mike Brown Grandstands, Inc.</u> Independent Contractor Agreement – For lighting rental services during summer 2015 for Fine Arts performances. Saddleback College	\$3,650.00
<u>Williams Recordings</u> Amendment – For additional contract performances amended to \$600 for total of \$3,600. Irvine Valley College	\$3,600.00
<u>Fleur Fong</u> Educational Service Agreement – For community education health and fitness classes. Irvine Valley College	\$3,500.00
<u>Veolia Energy Solutions, LLC</u> Independent Contractor Agreement – For repairs to the cooling tower at Central Plant. Saddleback College	\$3,500.00
<u>Alexander Leigh</u> Independent Contractor Agreement – For guest musician for the Music department, June 14, 2015 – July 28, 2015. Saddleback College	\$3,400.00
<u>Kathryn Burns</u> Educational Service Agreement – For community education health and fitness classes. Irvine Valley College	\$3,200.00
<u>Watry Design, Inc</u> Independent Contractor Agreement – For design services to convert half of driving range into a temporary surface parking lot. Saddleback College	\$3,200.00

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

<u>Judy Shields</u> Educational Service Agreement – For community education health and fitness classes. Irvine Valley College	\$3,200.00
<u>Carrie “Phoenix” Henderson</u> Educational Service Agreement – For community education health and fitness classes. Irvine Valley College	\$3,000.00
<u>SARS Software Products, Inc.</u> Independent Contractor Agreement – For on-site SARS training to Counseling department. Saddleback College	\$3,000.00
<u>UpSnap</u> Advertising Agreement – For advertising banners on mobile apps for summer classes. Saddleback College	\$3,000.00
<u>Emcor</u> Construction Agreement – For cooling tower repair, PH2 at B400 building. Irvine Valley College	\$2,976.00
<u>Flag Systems, Inc</u> Independent Contractor Agreement – For audio visual equipment rental services for the Scholarship event on May 15, 2015. Saddleback College	\$2,900.00
<u>A1 Steel Fence Co., Inc.</u> Independent Contractor Agreement – For wrought iron fence repair at ATEP. Irvine Valley College	\$2,880.00
<u>United Rentals</u> Amendment No 1 – Additional rental of equipment amended for \$788 for a total of \$2,788. Saddleback College	\$2,788.00
<u>3M</u> Maintenance Agreement – For software book detection system at the library. Irvine Valley College	\$2,772.00
<u>Roto Rooter</u> Construction Agreement – For drain clearing services in restroom at B200 building. Irvine Valley College	\$2,765.00
<u>Donna Hanna Chase</u> Educational Service Agreement – For community education art fitness classes. Irvine Valley College	\$2,700.00

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

<u>Like-Nu</u> Construction Agreement – For concrete stairway repair at Math, Science & Engineering building. Saddleback College	\$2,595.00
<u>Orange Coast Fence Co</u> Construction Agreement – For fencing of compressor slab at Village 33. Saddleback College	\$2,534.00
<u>David Dluzak</u> Independent Contractor Agreement – To provide Career development counseling. Irvine Valley College	\$2,500.00
<u>San Clemente Ocean Festival</u> Rental Agreement – Rent a vendor booth for student promotion. Saddleback College	\$2,500.00
<u>The Coaching Symposium</u> Independent Contractor Agreement – To provide facilitated team building for the Executive Leadership, December 1, 2014 to June 30, 2015. Saddleback College	\$2,430.00
<u>United Guard Security, Inc.</u> Independent Contractor Agreement – To provide temporary fire watch services for PE buildings and CDC. District Services	\$2,260.00
<u>Sterling Adaptives</u> Software License Agreement – For Audio Notetaker software to be used by DSPS students. Saddleback College	\$2,250.00
<u>Conversa, Inc</u> Educational Service Agreement – For community education Spanish classes. Saddleback College	\$2,175.00
<u>Saddleback Golf Cars</u> Independent Contractor Agreement – Golf cart rental for the KSBR Birthday Bash fundraising event, May 24, 2015. Saddleback College	\$2,023.60
<u>ESRI</u> Software License Agreement – For site license for Geographic Information software system. Saddleback College	\$2,000.00
<u>Natalie Baldwin</u> Independent Contractor Agreement – For choreographer services for the Theatre Arts summer productions. Saddleback College	\$2,000.00

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

<u>Haitbrink Asphalt Paving</u> Construction Agreement – For installation of concrete compressor pad at Village 33. Saddleback College	\$1,950.00
<u>Source Graphics</u> Maintenance Agreement – For routine maintenance of production printer in the Publication department. Irvine Valley College	\$1,928.00
<u>Walsh &amp; Associates, APC</u> Independent Contractor Agreement – For legal services for Human Resources. District Services	\$1,810.65
<u>Facili-Serve</u> Construction Agreement – To repair the bleachers at the gym. Saddleback College	\$1,700.00
<u>Roto Rooter</u> Construction Agreement – For emergency plumbing repair at the Library. Irvine Valley College	\$1,693.47
<u>Absolutely Fabulous</u> Independent Contractor Agreement – To provide lighting services for Foundation Awards dinner on April 11, 2015. Irvine Valley College	\$1,587.60
<u>Scott Cokely</u> Amendment No 3 – For additional auditions and call backs for Theatre Arts spring productions, amendment of \$80 for total of \$1,520. Saddleback College	\$1,520.00
<u>Kurzweil Educational Systems</u> Software License Agreement – For integrated reading, writing and study skill support software used by DSPS department. Saddleback College	\$1,495.00
<u>Roto Rooter</u> Construction Agreement – For plumbing repairs at B200 building. Irvine Valley College	\$1,234.42
<u>Lake Forest II Homeowners Association</u> Facilities Agreement – For Emeritus classes to be taught at the Sun & Sail club. Irvine Valley College	\$1,100.00
<u>PDQ Rental Center</u> Rental Agreement – For rental of arm lift for the summer events for the Fine Arts department, July 6-10, 2015. Saddleback College	\$1,070.00

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

<u>PDQ Rental Center</u> Rental Agreement – For rental of arm lift for the summer events for the Fine Arts department, July 24-28, 2015. Saddleback College	\$1,070.00
<u>Pinnacle Landscape Management</u> Construction Agreement – For tree replacement at ATEP campus. Irvine Valley College	\$1,050.00
<u>Rainin Instruments</u> Amendment – For additional repairs for an additional \$96 for a contract total of \$1,008. Saddleback College	\$1,008.00
<u>James Beauton</u> Independent Contractor Agreement – For guest artist recital, September 13, 2015. Irvine Valley College	\$1,000.00
<u>Melissa Landis</u> Independent Contractor Agreement – For guest artist for the music department, May 16-17, 2015. Saddleback College	\$1,000.00
<u>Amber Goebel</u> Independent Contractor Agreement – For a stage manager for theatre arts production, June 14 – June 30, 2017. Saddleback College	\$1,000.00
<u>Chloe Liv Haack</u> Independent Contractor Agreement – For a stage manager for the production of Mary Poppins, June 14 – June 30, 2015. Saddleback College	\$1,000.00
<u>Avalon Tent &amp; Party</u> Rental Agreement – To provide table rental services for Scholarship Awards on, May 20, 2015. Irvine Valley College	\$907.36
<u>Ron Gorman</u> Educational Service Agreement – For community education music classes. Irvine Valley College	\$890.00
<u>Samuel French</u> License Agreement – To provide license agreement for Odd Couple production, May 6, 2016 – May 14, 2016. Irvine Valley College	\$750.00
<u>Twenty Six Design, LLC</u> Software Agreement – For appointment based software to assist the tutoring department. Saddleback College	\$715.00

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

<u>Dr. Robert Watson</u> Independent Contractor Agreement – For guest musician for the music department, April 29, 2015. Saddleback College	\$700.00
<u>Red Hawk</u> Construction Agreement – For HVAC repairs at the Student Services Center. Irvine Valley College	\$650.00
<u>Scott's Screen Printing</u> Independent Contractor Agreement – For printing and embroidery services for the Athletics department. IVC Foundation	\$600.00
<u>Hee Jeong Przytulski</u> Amendment No 1 – Guest artist contract amount decreased by \$1190 for new total of \$560. Saddleback College	\$560.00
<u>CDW-G</u> Software Agreement – For VMWare software renewal of current license of virtual desktop for DSPS. Saddleback College	\$544.32
<u>CRI Electric</u> Construction Agreement – For cable installation at LRC 165. Saddleback College	\$500.00
<u>Martin Beaver</u> Independent Contractor Agreement – For guest artist for the Master class, March 14, 2015. Saddleback College	\$500.00
<u>DENCO Sales</u> Independent Contractor Agreement – For set-up, training & support of the vinyl printer in graphics classroom. Saddleback College	\$500.00
<u>PDQ Rental Center</u> Rental Agreement – For rental of arm lift for the summer events for the Fine Arts department, June 22-24, 2015. Saddleback College	\$395.00
<u>Kent Treptow</u> Independent Contractor Agreement – For photography services for, May 15 -16, 2015. Irvine Valley College	\$300.00
<u>Susan Phillips</u> Independent Contractor Agreement – For Anthropology department guest speaker, May 5, 2015. Saddleback College	300.00

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



<u>ProLiteracy Worldwide</u> Software Agreement – For online subscription called “News for You Online” to be used in the Language Acquisition Center by ESL students. Irvine Valley College	\$259.95
<u>Jill Hughes</u> Independent Contractor Agreement – For guest speaker at Career Fair, March 12, 2015. Saddleback College	\$250.00
<u>Lisa Crockatt</u> Independent Contractor Agreement – For guest artist for the Fine Arts department, May 8, 2015. Saddleback College	\$250.00
<u>Cliff Nielsen</u> Independent Contractor Agreement – For guest artist for the Fine Arts department, May 8, 2015. Saddleback College	\$250.00
<u>Avalon Tent &amp; Party</u> Rental Agreement – To provide table rental services for Veterans department end of year event on, May 14, 2015. Saddleback College	\$170.77
<u>South Coast Fire Protection</u> Independent Contractor Agreement – For fire extinguisher services at ATEP. Irvine Valley College	\$160.00
<u>South Coast Fire Protection</u> Independent Contractor Agreement – For backflow testing at ATEP. Irvine Valley College	\$150.00
<u>T3 Motion, Inc</u> Independent Contractor Agreement – For vehicle repairs for Police department. Irvine Valley College	\$125.00
<u>John Rizuto</u> Independent Contractor Agreement – For ceramic kiln analyst services for the Art department. Saddleback College	\$100.00
<u>Adam Rodriguez</u> Independent Contractor Agreement – For DJ services for the 2015 Transfer Celebration on May 6, 2015. Irvine Valley College	\$100.00

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

<u>Xerox</u> Maintenance Agreement – For copier maintenance in the Financial Aid department. Irvine Valley College	\$100.00
<u>Angela M Colombo, M.D., Inc.</u> Clinical Services Agreement – To provide medical assistant program students with clinical hours for externship. Saddleback College	\$0.00
<u>Central Learning Academy</u> Event Agreement – For junior high school students campus tour, May 6, 2015. Irvine Valley College	\$0.00
<u>City of Mission Viejo</u> Event Agreement – For musical performance at the Arts Alive Festival, May 2, 2015. Saddleback College	\$0.00
<u>B &amp; H Foto &amp; Electronics Corp</u> Consultant Agreement – To provide an interface for vendor online ordering used in Workday Project. District Services	\$0.00
<u>New Vista School</u> Event Agreement – For high school senior campus tour. Irvine Valley College	\$0.00
<u>County of Orange</u> Amendment No 2 – For services supporting the Veterans Pipeline initiative. Saddleback College	\$0.00
<u>Danielle K Moul, M.D., Inc.</u> Clinical Services Agreement – To provide medical assistant program students with clinical hours for externship. Saddleback College	\$0.00
<u>Orange Coast Head &amp; Neck Surgery</u> Clinical Services Agreement – To provide medical assistant program students with clinical hours for externship. Saddleback College	\$0.00
<u>Performance Health Medical Group</u> Clinical Services Agreement – To provide medical assistant program students with clinical hours for externship. Saddleback College	\$0.00
<u>Kauffman FastTrac</u> License Agreement – For textbooks and DVD for entrepreneurship course. Saddleback College	\$0.00

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

<u>UCI</u> Clinical Services Agreement – To provide clinical hours for nurse practitioner program.  Irvine Valley College	\$0.00
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**TO:** Board of Trustees  
**FROM:** Gary L. Poertner, Chancellor  
**RE:** SOCCCD: FY 2015-2016 Tentative Budget  
**ACTION:** Approval

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### **BACKGROUND**

Title 5, California Code of Regulations, Section 58305(a) requires that each community college district Board of Trustees adopt a tentative budget no later than July 1 of each fiscal year. Approval of this budget allows the normal processing of payrolls and vendor payments at the start of the new fiscal year.

The District Resource Allocation Council (DRAC) has met and completed its work on the tentative budget model. The Basic Aid Allocation Recommendation Committee (BAARC) has also completed its process and all funding recommendations are included in the presented tentative budget.

### **STATUS**

The estimate of financial resources available to the District has been based on the Governor's January Budget. The tentative budget includes a projected unrestricted ending balance for June 30, 2015 in the amount of \$40,196,919 plus unrestricted general fund resources of \$217,137,392. The actual ending balance for June 30, 2015 and the State Budget Act are not finalized; these projections will change before the adopted budget is presented to the Board on August 24, 2015. The Reserve for Economic Uncertainties has been set at 7.5% in accordance with the Budget Development Guidelines adopted by the Board of Trustees. In addition to the general fund, all other District fund budgets are also reported in the tentative budget enclosure.

The budget also includes Proposition 30 Education Protection Account (EPA) funds of \$2,790,000. These funds are budgeted for expenditures of part-time faculty salaries and benefits.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve the FY 2015-2016 Tentative Budget (EXHIBIT A) as presented.



# TENTATIVE BUDGET

## FY 2015-2016

June 23, 2015

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



# THE DISTRICT . . . . .



**Overview:** The South Orange County Community College District is a multi-campus district encompassing Saddleback College in Mission Viejo, Irvine Valley College in Irvine, and the Advanced Technology & Education Park (ATEP) in Tustin. Founded in 1967, the 382-square mile district covers almost 50 percent of Orange County and is governed by a seven-member elected Board of Trustees and a Chancellor.

Over the past four years, SOCCCD enrollments have remained stable. Total headcount is over 52,000 and full time equivalent students (FTES) number over 29,000. Demand for online courses and certificate programs continues to increase dramatically.

**Planning Efforts:** During the last several years, great strides have been made to district-wide planning and budgeting processes. The district-wide planning processes were developed and are integral to all aspects of college and district-wide decision-making and resource allocations in a transparent, inclusive and open process. This was in response to accreditation recommendations. The District-wide Planning Council (DWPC) continues to implement the recommendations and oversee the strategic planning processes.

**Major Capital Projects:** Major projects at Saddleback College include: a) continued design and construction for the Technology and Applied Sciences (ATAS) Swing Space and Renovation projects; b) ongoing construction on the Sciences Building project; and c) continued design on the Site Improvement project which will be combined with the Athletic Stadium Renovation project for economy of scale and the Fine Arts Complex HVAC & Interior Improvements project; and d) predesign investigation of the Math Science Engineering Building.

Irvine Valley College projects include: a) construction of the A400 Design/Build project; b) jurisdictional approval and construction preparation for the Barranca Road connection; c) design for the New IVC Building project at ATEP; d) the IVC Parking Lot, Phase I and e) the Health Center/Concessions Building project.

ATEP has several projects currently underway supporting the development of this site. The design build team was recently selected to create the first building which will support IVC academic and student support programs. The criteria is under development for the first phase of the infrastructure to support that first IVC building and beyond. The infrastructure project will include necessary parking lots, roads and utilities for the site. The District is also working with the City of Tustin in a joint effort to extend Bell Avenue through the site, which will provide better access for ATEP development.

With the advent of the Capital Improvement Committee (CIC) and Basic Aid Allocation Recommendation Committee (BAARC) process, the addition of two construction managers at district level and one at Saddleback College, and a project specialist at Irvine Valley College, the resources are in place to address many additional projects including at

Saddleback College: a) the unexpected BGS Fire Repair; b) Learning Resource Construction Defects; c) Central Plant/CoGen Upgrade, and; d) Exterior Campus Lighting.

At Irvine Valley College: additional projects included a) Field Repairs; b) Dug-Out Close out; c) Solar Decathlon, and; d) Electronic Access Controls/Locks.

And at District services: additional projects include districtwide review and planning of a) Sustainability plan; b) Parking plan; c) ADA Access Transition plan, and; d) Wireless access.

**Major Technology Initiatives:** This year's proposed technology projects recommended by the District-wide Technology Committee (DTC) fall into five general categories. The first category is improvements to network infrastructure, typified by the district-wide replacement of desktop computers, servers, classroom projectors, backup drives, and network components, such as MDF/IDF closets in campus buildings.

The second category is enterprise resource planning (ERP) software, where we are replacing aging software for human resources and finance with Workday's new cloud-based ERP software. In addition, SOCCCD has joined key institutions in assisting with the design of Workday's new Student system, which will include functions from SOCCCD's award-winning suite of student success software.

The third category consists of college-requested items to improve service to students, such as a new "smart" student ID card and a new campus printing system for students.

The fourth category consists of improvements to district-wide data systems, where we are improving users' abilities to manipulate data, adding extensive visualization capabilities to make data more interpretable, and gaining access to a "big data" platform to prepare for exponential increases in data volume, variety and velocity.

Finally, some technology funds are reserved to implement unfunded statewide mandates (past examples have included changes in student registration priorities and the handling of student course prerequisites).

**Human Resources:** Human Resources transitioned from an antiquated HRIS system to Workday, and significantly reduced the backlog for classified hiring without impacting full-time faculty hiring. HR completed over 917 new hires, an increase of almost 20% over the previous year.

**State Budget and the Community College System:** The Governor released his May Revision on May 14, 2015. Current year state revenues are outpacing the January estimates which triggers increases in the Proposition 98 minimum guarantee. The May Revision forecasts an increase of \$2.7 billion in the minimum guarantee for the budget year. The passage of Proposition 30 in fall of 2012 created the Educational Protection Account (EPA) which continues to provide temporary funding for education through 2016 and 2019 to be

used for one-time purposes.

It is now up to the Legislative Budget Committees of both houses to put forward their plans to the Joint Budget Conference Committee. The deliberations of the Conference Committee may take four weeks or more to reconcile any differences. A majority vote is required to pass the budget unless it includes a tax increase, in which case a 2/3 vote is required. The constitutional deadline for passage of the Budget is June 15<sup>th</sup>.

Some of the highlights of the May Revise from the Governor that relate to community colleges are:

- Enrollment fees remain at \$46 per unit
- \$61 million for 1.02% COLA
- \$156.5 million for 3% enrollment growth; these funds will be distributed using the new growth funding formula for increased student enrollment
- Increase in the funding rate for enhanced non-credit courses to the credit rate
- \$266.7 million to increase the base allocation for operational costs
- \$2.5 million for COLA for categorical programs
- \$199 million for the Student Success and Support Program
- \$37.5 million for Prop 39 energy efficiency projects
- \$148 million for deferred maintenance and instructional equipment with no local match requirement for deferred maintenance
- \$299 million for Student Success
- \$115 million for Student Equity Plans
- \$75 million to increase the number of full time faculty
- \$627.8 million to pay down outstanding mandated cost claims (one-time funds)

The Governor is proposing new ongoing funds to increase the base allocation. These funds are intended for new operational costs mainly related to the increases in the STRS and PERS rates. This will increase the basic allocation to each college as well as the rate per FTES and amounts to a 4.65% overall increase.

The new funds for Full Time Faculty will be distributed based on FTES. It is unclear if these funds will be distributed to locally funded districts or if their allocation will come from local property taxes. Each district in the state will be ranked based on their percentage of full time faculty and be placed in one of 5 quintiles. The districts in the lower quintiles will be required to hire more faculty than those districts in the higher quintiles. With an estimated allocation of \$1.6 million, SOCCCD would need to hire between 8 and 22 faculty depending on our quintile.

**SOCCCD Budget:** The SOCCCD budget for all funds totals over \$711 million. Due to the timing of the May Revise, the Tentative Budget is based on the January Governor's Budget Proposal. Because the District is self-sufficient and is a basic aid district, it is essential that the budget is conservative and the district continues to maintain stable funding for the colleges by closely monitoring income and expenses. For this coming year, property tax revenues remain a constant, reliable funding stream. The tentative budget includes



conservative estimates for property tax revenues, enrollment fees, non-resident tuition, EPA funds, Lottery, interest, and other miscellaneous revenue.

Based on the January Governor's Budget Proposal, COLA of 1.58% (\$2.05M) and growth of 1.45% (\$1.91M) for increased student enrollment, and a base allocation increase of \$2.8M have been included in the Tentative Budget revenue for the colleges. The COLA, growth, and base increase amounts will be adjusted based on the final state budget for the SOCCCD FY 2015-2016 Adopted Budget to be approved by the Board of Trustees in August. Based on the May Revise information, COLA is anticipated to decrease for the SOCCCD Adopted Budget.

STRS and PERS rates are anticipated to increase significantly over the next 6 years. STRS rate increases have already been set by the legislature. PERS rates are set each year by the PERS Board. For FY 2015-2016, the increase cost over the prior year is estimated at \$1 million. This will grow an additional \$8 million by FY 2020-2021.

After following the SB361 funding formula for the colleges through the District Resource Allocation Council (DRAC) model, excess property tax revenues available for basic aid distribution this fiscal year total almost \$48 million. These funds are used for capital expenditures and other one-time projects in lieu of bonds that other community colleges use.

The general fund budget provides for each college's operations, district-wide general expenses, District Services, and a general reserve of 7.5%. The strong reserve is necessary for a self-sufficient district and allows the District to manage cash-flow throughout the year as well as prepare for unforeseen expenditures and emergencies.

Chancellor Poertner has reviewed the tentative budget and confirms that it is balanced as is required by law. It is consistent with the Board of Trustees' budget guidelines contained in this document.

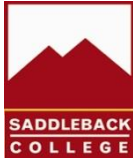
The adopted budget will be submitted to the Board for approval in August.

***Dr. Debra L. Fitzsimons***

*Vice Chancellor, Business Services*

*South Orange County Community College District*

## SADDLEBACK COLLEGE BUDGET MESSAGE



Saddleback College is pleased to submit its Tentative Budget to the Board of Trustees and Chancellor. This budget uses income and expenditure simulations in accordance with the January State Budget Proposal. The May revise budget proposal was not received in time for the Tentative Budget deadline.

Saddleback is primarily funded through the State SB361 apportionment calculation, and this budget proposes a 1.58% cost-of-living-adjustment (COLA), and 1.45% for growth; however, both of these rates were revised in the May Revision. The college has used the January assumptions to develop income and expenditure projections. Expenditure assumptions include funding for all existing personnel; replacement of all vacant faculty; classified and management positions; step and column increases, and projected fringe benefit and health and welfare increases. Expenditure simulations include the addition of five new full-time faculty positions (excluding replacements).

Both the State Teachers Retirement System (STRS) and Public Employee Retirement System (PERS) have revised contribution rates through FY 2020-2021, and the projected employer rates rise sharply over that period. It is projected that by FY 2020-21, Saddleback College will be required to pay an additional \$3,692,601 for STRS and \$1,437,264 for PERS, based on FY 2013-2014 expenditures.

The college completed the third year of a revised College Resource Prioritization Process in May. This revised process prioritizes requests at the division and unit level, rather than by college-wide committee. This ensures those more knowledgeable and familiar with the requests set funding priorities. This process also ensures completion of program and administrative unit reviews by December 31<sup>st</sup>, with resource requests completed by January. These requests relating to personnel, equipment, facilities, technology and 'other' must be delineated as a need in the program or administrative unit review and/or be linked to the college strategic plan. As the College Adopted Budget is developed, these prioritized requests will be considered for funding.

The Basic Aid Allocation Resource Council (BAARC) process for FY 2015-2016 has been completed and funding for recommended projects is included in this budget. Saddleback is appreciative of the Board of Trustees and the Chancellor for this transparent and inclusive allocation process, and the resulting allocation of funds for much needed projects that will significantly enhance student success on our campus.

The State Budget Proposal has changed substantially since development of this Tentative Budget, to include several one-time funding allocations, and the legislature continues to make revisions. Further information and details relating to these State allocations will be obtained as the State Budget is finalized, and this budget will be revised and updated accordingly in preparation for submission of the Adopted Budget in August.

Faculty, staff and management remain committed to meeting the college mission and moving towards its vision of 'being the first choice'. We appreciate our successful partnership with the Board of Trustees, Chancellor, District Services, Irvine Valley College and the South Orange County community.

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*Tod A. Burnett, Ed.D., President*

*Carol Hilton, Vice President for Administrative Services*

## IRVINE VALLEY COLLEGE BUDGET MESSAGE



Irvine Valley College (IVC) is pleased to present to the Chancellor and the Board of Trustees a balanced FY 2015-2016 Tentative Budget. The budget reflects baseline adjustments and required augmentations for the upcoming fiscal year. It was built on baseline assumptions that reflect up-to-date revenue and expenditure patterns of individual departments and cost centers.

The unrestricted budget is based on the District Resource Allocation Council (DRAC) model. It is funded at \$56.7 million which is \$3.5 million higher than FY 2014-15 adopted budget. Proposition 30 funding accounts for \$969,000 of the total budget, but it will phase out in 2016 through 2019. Major increases in revenue reflect a 1.58% COLA and a 1.45% FTES growth based on the Governor's January budget. The college is projecting a \$1.8 million balance forward at the end of this year which will be used toward one-time projects and a contingency reserve.

In addition, the budget reflects the Governor's January proposal to augment \$1.4 million for the basic allocation in recognition of increasing costs of retirement contributions, health benefits and the cost of doing business. The budget additionally includes a one-time allocation of \$2.4 million for mandate costs to pay down the wall of debt associated with the unfunded prior year mandates and other one-time projects.

Major cost increases include \$738,000 for employee step-and-column movement; \$500,000 increase for mandatory increases in employee Health and Welfare benefit costs; and \$465,000 due to employer contribution rate increases for employee retirement systems (STRS rate increased by 20.8% and PERS increased by 0.7%). Furthermore, by 2020 the STRS rate is set increase by another 69% and the PERS rate is projected to grow by 62% for an additional cost of \$3 million annually. Lastly, the college has dedicated \$448,000 for the hiring of 6 new faculty in FY 2015-16.

In the capital outlay area, the budget includes \$4.6 million for a new parking lot for the first IVC ATEP building, \$400,000 for the planning phase of the new Health Center/Concessions Building (total project cost: \$5.2M), \$330,000 for phase one of the campus-wide electronic access/key fob project (total project cost: \$1.3M), and \$90,000 for a new parking lot next to the Performing Arts Center (total project cost: \$3M). IVC is grateful to the Board of Trustees, the Chancellor, and the district services staff for their continued support of the college's capital improvement projects.

IVC has updated its goals and objectives for the 2014-2020 planning cycle. To support these objectives, a number of resource requests have been submitted including \$7.4 million for existing programs and strategic initiatives in the areas of instructional equipment, technology, facilities and staffing. The college will finish its rigorous resource request prioritization process this summer and include approved requests in the adopted budget.

The College will carry on its mission to provide excellent service to more than 15,000 students attending IVC and will make funding decisions accordingly. The Adopted Budget will be presented to the Board of Trustees and the Chancellor in August 2015.

*Dr. Glenn Roquemore, President, Irvine Valley College*  
*Davit Khachatryan, Vice President for College Administrative Services*

## ADVANCED TECHNOLOGY & EDUCATION PARK (ATEP)

In 2004, the SOCCCD was conveyed 68.37-acres of land from the Department of the Navy on the former Marine Helicopter Base in Tustin and named the Advanced Technology & Education Park (ATEP). The district opened with a 1-1/2 acre temporary campus in fall 2007 to begin serving students. Land exchange agreements with the City of Tustin completed in 2013 provided the District a 61.4 acre site to develop. Included in the agreement was an extension of Bell Avenue which bifurcates the property and provides better access for our future students and the general public who will use the site. Currently, Irvine Valley College oversees the day-to-day operations of the 14,088 square feet of buildings at the ATEP site, which the District now leases from the City of Tustin. SOCCCD oversees planning and infrastructure development for the site.

### ***Mission***

The stated mission of ATEP is to provide development opportunities for Irvine Valley College and Saddleback College as well as land use partners to support community, business and industry workforce development needs. This campus site will focus on Career Technology Education (CTE).

### ***Accomplishments and Future Activities***

Recent accomplishments and future activities in the planning and development of the ATEP site include:

- A Development Framework was recently completed which provides guideline's for site planning. This framework takes into consideration all the constraints found in the Development Agreement with the City of Tustin and provides the District the ability to move forward with critical development steps, such as infrastructure planning and construction.
- The Land Exchange Demolition Project was completed in June 2015 and has created a site ready for infrastructure development, construction of the first college building and construction of the Bell Avenue extension.
- A design build team was recently selected for the first ATEP building which will support Irvine Valley College academic programs. The building will be a 30,000 square foot facility housing academic programs already on the ATEP site, along with an electrical/electronic program being moved from IVC to ATEP and a Testing Center. The new building will also house an increased presence of student services that will better support our ATEP students.
- SOCCCD is in the process of creating the criteria for the utility and road infrastructure for the site. Once the criteria has been created, a design build team will be selected to construct essential elements, (parking lots, roads and utilities), needed to support the first building.

- The City of Tustin and the District are working together to construct an extension of Bell Avenue going through the ATEP development area. The road will be dedicated to the city upon completion and provide for important access and increases in average daily trips. The road is expected to be completed in 2016.
- A commercial real estate broker, C.B. Richard Ellis, continues to advertise partnership opportunities for the ATEP site. These partnerships will embrace opportunities for college program synergies to support student training and success.

*Dr. Debra L. Fitzsimons, Vice Chancellor, Business Services*

## BUDGET DEVELOPMENT GUIDELINES

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### **Board Philosophy:**

The Board of Trustees shall support and follow fiscal policies that:

1. Ensure wise and prudent use of public resources.
2. Promote financial strength and stability.
3. Maximize educational opportunities for students.

### **Participatory Governance:**

An opportunity for review and input will be provided to the appropriate participatory governance groups prior to adoption of the final budget.

### **Guiding Principles:**

The following guiding principles are provided to District Resources Allocation Council (DRAC) and the college budget committees for use when recommendations are made about the budget.

#### **1. Reserve for Economic Uncertainties**

The general fund reserve for economic uncertainties shall be no less than 7.5% of the projected unrestricted revenue. A monthly update will be provided to the Board of Trustees that reviews current revenue, expenditure, and ending balance projections. Any action proposed by a staff member, a Board member, or the Board of Trustees as a governing body, which could potentially reduce the reserve, will be reported to the Board in the monthly update. A reported reduction in the reserve below 7.5% shall be accompanied by a plan that indicates how the reserve shall be restored.

#### **2. Future Long Term Debt Issues**

No additional COP, or other long-term debt, will be issued until:

- a. An ongoing revenue stream has been identified that covers the full payment for the existing issues.
- b. A dedicated revenue stream has been identified for the payments for the new issue.

The Board has identified this principle as having a very high priority.

#### **3. Retirement Incentives**

No retirement incentives will be provided unless one-time funds have been identified that will cover the full cost or the plan savings are sufficient to pay the cost of the incentive.

#### **4. Area/College Allocations**

The expenditure budgets for each area/college shall not exceed the projected resource allocations. Any college or district balances existing at the end of each fiscal year, either positive or negative, will result in an equivalent adjustment in the allocation in the subsequent year. In addition, the Vice Chancellor of Business Services and College Business Officers shall monitor the college budgets to ensure there are no negative balances.

**5. Deficit Financing**

Deficit financing is defined as a budget in which projected expenditures exceed projected revenue for the year. Deficit financing should not occur for ongoing expenses such as salary increases. The amount of deficit financing should always be clearly presented in the budget document. Deficit financing shall not result in a reserve balance that is less than 7.5%.

**6. Retiree Medical, Dental, Vision, and Medicare Coordination of Benefits (COB) Plans**

To be compliant with GASB 43 and 45, an irrevocable trust was formed in FY 2007-2008 to fund medical, dental, vision, and Medicare plans for SOCCCD retirees. This trust was established and the Keenan Futuris Public Entity Investment Trust Program was selected to organize the structure and operations of the trust. Benefit Trust Company was selected to manage the funds in the trust. An actuarial study is conducted at a minimum of every two years to update the District's OPEB (other post-employment benefits) liability. It is the Board's intent to fully fund the liability once it is identified.

**7. Basic Aid**

While the District is a basic aid district:

- a. The expenditure budgets for ongoing purposes shall be the resources that would have been available from state apportionment.
- b. Excess revenue above apportionment shall be allocated at the college or district level for one-time purposes, such as to cover some of the unfunded obligation for the retiree benefit plans.
- c. Excess revenue above apportionment shall not be used for regular ongoing expenditures, such as salaries.
- d. Excess revenue above apportionment shall not be used for any other purposes that will jeopardize the District's future financial stability.
- e. BP and AR 3110 will be followed when allocating basic aid funds.

**8. One-time Cost Savings**

One-time cost savings shall be allocated to purposes such as the unfunded obligation for the retiree benefit plans, or to one-time expenditures.

**9. Full Time Equivalent Student Targets**

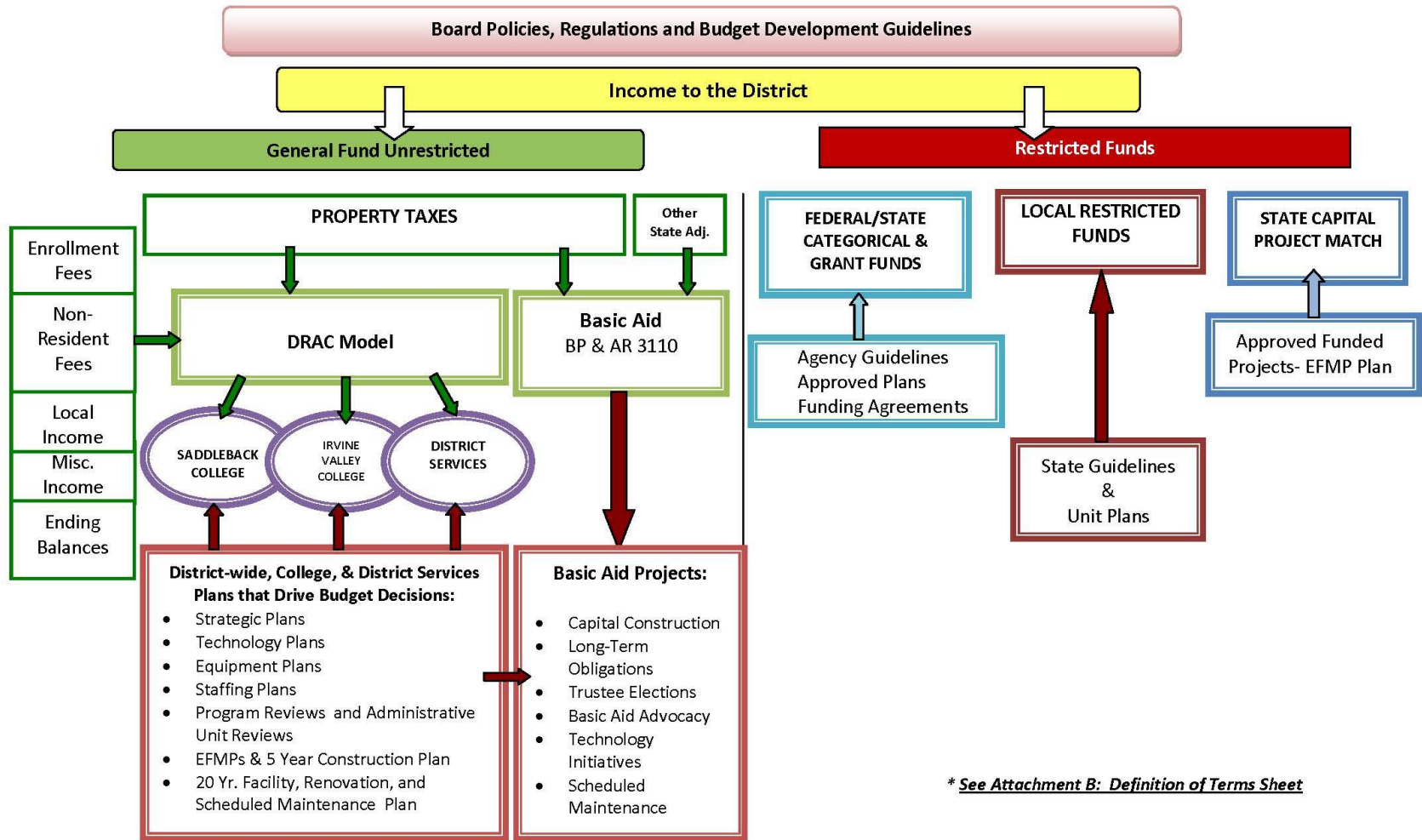
When developing the target FTES, consideration will be given to the following:

- a. The needs of students and the community.
- b. The percentage of growth allocation in the state apportionment formula.
- c. The FTES generated in the most recent academic year.
- d. The number of FTES the college administration realistically believes can be generated.

**10. Funding for Growth**

The District resource allocation model shall limit funding for growth FTES to a maximum of the SOCCCD individual adjusted growth rate published by California Community College System Office, adjusted by subsequent System Office revisions. District growth funding shall also be constrained by FTES growth achieved by the District up to the maximum amount funded through the SB 361 allocation formula.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT RESOURCE ALLOCATION PROCESS



\* See Attachment B: Definition of Terms Sheet

dlf 8/11/2011



## SUMMARY OF GENERAL FUND BUDGET ALLOCATIONS

Allocated Area	* Unrestricted	*Restricted	Total
Saddleback College	\$ 98,576,570	\$23,231,934	\$121,808,504
Irvine Valley College	\$ 56,723,479	\$10,480,079	\$ 67,203,558
ATEP Operating & Capital Project	\$ 803,067		\$ 803,067
District Services	\$ 15,653,741	\$ 333,906	\$ 15,987,647
District-wide General Expense	\$ 3,420,870		\$ 3,420,870
Part-Time Faculty Parity Funds	\$ 509,463		\$ 509,463
Basic Aid Transfer**	\$ 59,593,957		\$ 59,593,957
Basic Aid Contingency	\$ 9,599,170		\$ 9,599,170
Reserves for Economic Uncertainties	\$ 12,453,994		\$ 12,453,994
<b>TOTALS***</b>	<b><u>\$ 257,334,311</u></b>	<b><u>\$ 34,045,919</u></b>	<b><u>\$291,380,230</u></b>

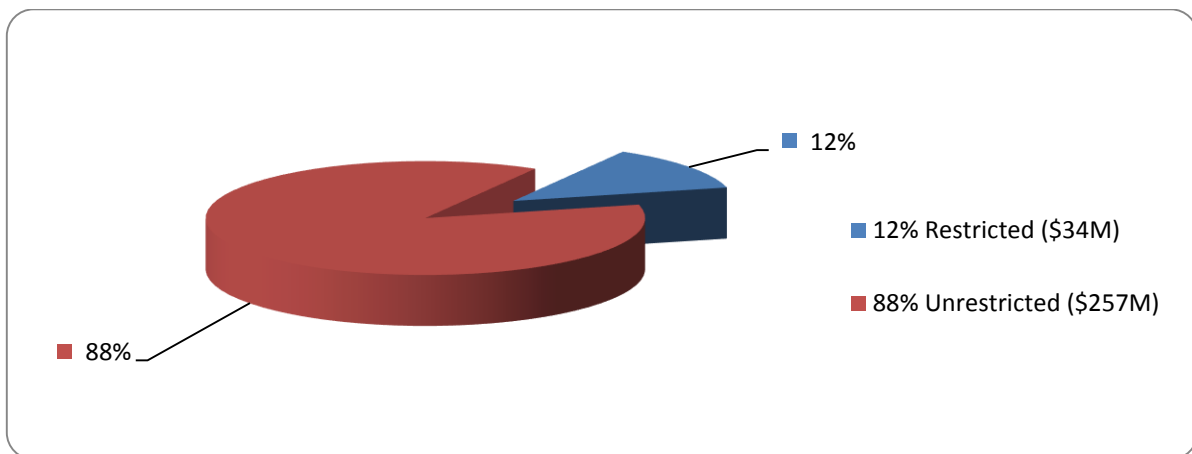
\* See pages 25 through 28 (Total of revenue, expenses and ending balance for each budget location)

\*\*Prior Year Beginning balance of Basic Aid funds (\$2 M) is in the Capital Outlay fund.

\*\*\*The basic aid total was based on conservative property tax estimates and will be revised for final budget.

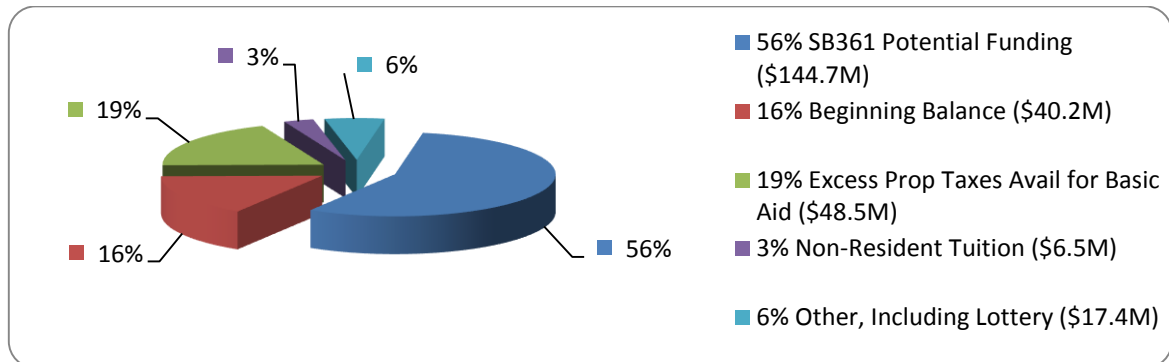
## GENERAL FUND REVENUE

The general fund, which totals \$291 million, consists of accounts that are not required to be recorded in a separate fund. There are two segments of the general fund: “Unrestricted” and “Restricted.”

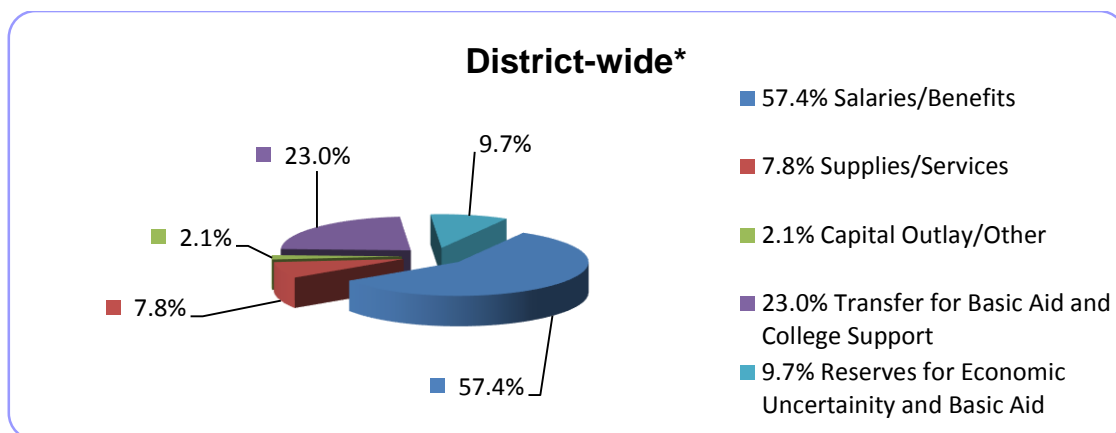


## UNRESTRICTED GENERAL FUND REVENUE

The largest segment of the general fund is the *unrestricted portion*, which accounts for resources for the general purpose programs of the District, approximately \$257 million (88% of the activity). This is an increase of \$23 million over last year due to state funded COLA, growth, mandated cost reimbursements, and increased beginning balance. Of the resources, 56% is equivalent to the amount that would be calculated in the state-developed funding formula established by SB361. The total amount that is equivalent to what would be potentially received from state apportionment funding (SB361) is determined by the State Budget Act and is distributed to the 72 community college districts by formulas developed by the California Community College Chancellor's Office. The computational revenue recognizes changes in the COLA and student enrollment growth. The District will not receive state apportionment funding because local property taxes and student enrollment fees exceed the calculation entitlement. The remaining part of the unrestricted resources comes from FY 2015-2016 Basic Aid (19%), Non-Resident Tuition (3%), and other sources, including Prop 30 EPA funds and Lottery (6%). The beginning balance, carried forward from the prior year, is 16% of available unrestricted funds.

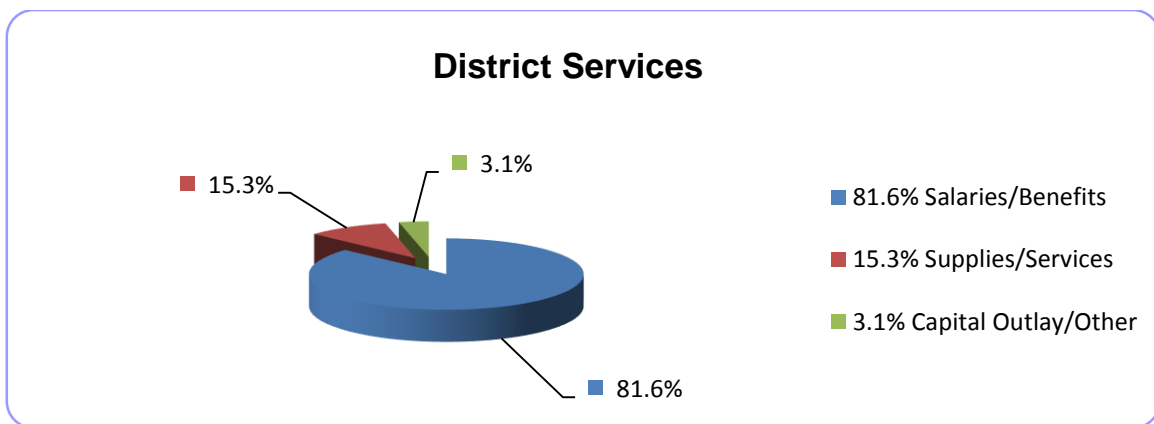
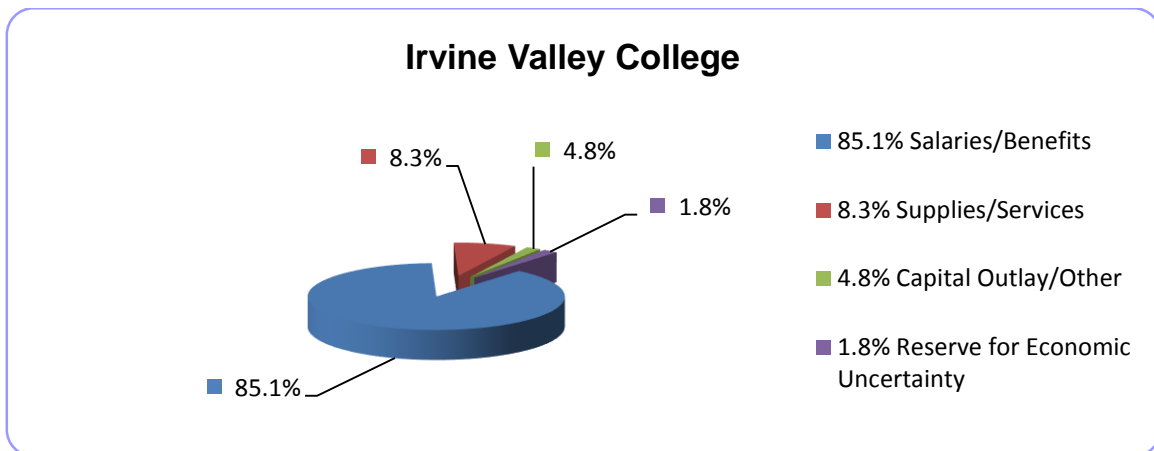
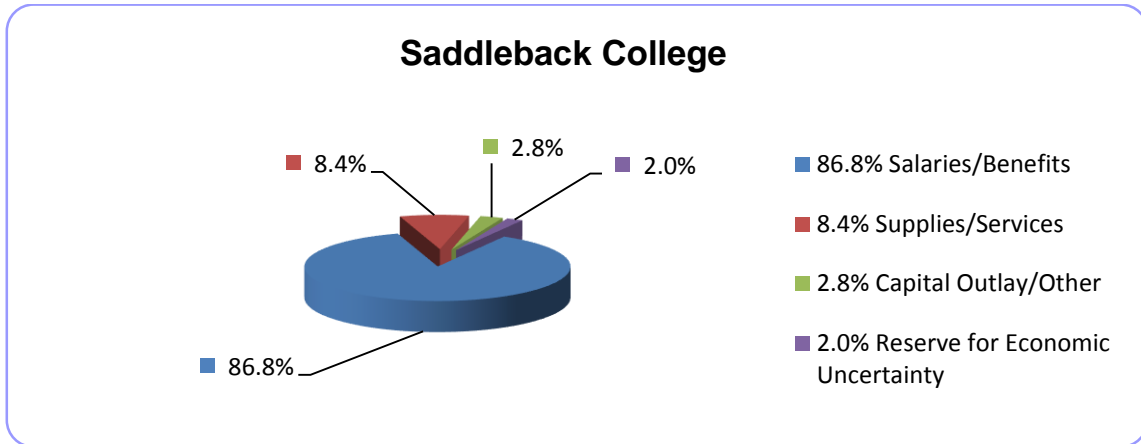


## UNRESTRICTED GENERAL FUND OPERATING EXPENDITURES



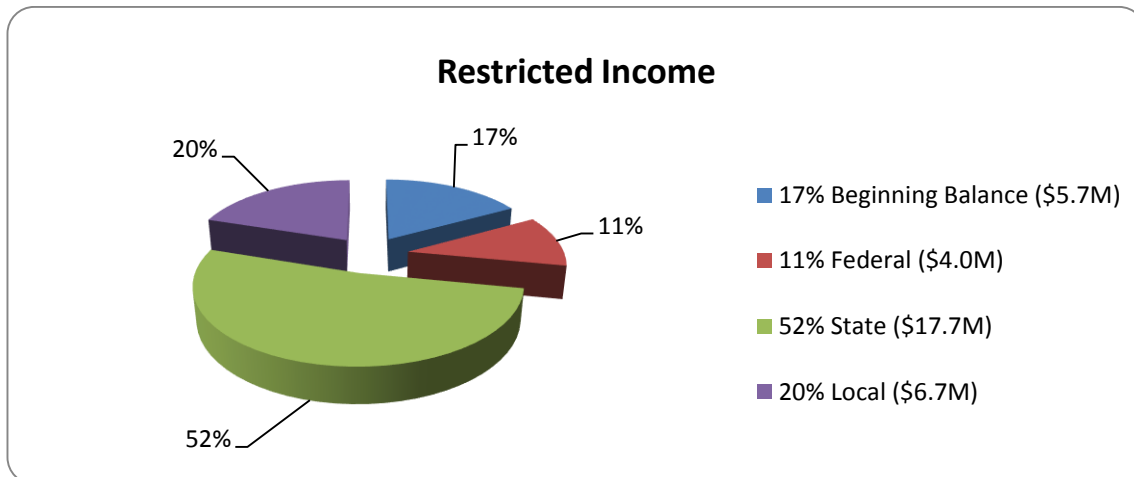
\*Note: These percentages are based on the entire District budget that includes all reserves and Basic Aid funds. Without reserves and Basic Aid funds, the percentage for salaries and benefits would be 84.9%.

Most of the expenditures in the general fund operating budgets are for employee salaries/benefits as seen below. Saddleback College salaries and benefits equal 86.8% of its operating budget (down from 88.2%) and Irvine Valley College salaries and benefits equal 85.1% of its operating budget (down from 88.3%). District Services salaries and benefits decreased from 86.8% to 81.6% of its operating budget. These decreases reflect the addition of one-time funds for state mandated cost reimbursements.



## RESTRICTED GENERAL FUND

The other segment of the general fund is the *restricted portion (categorical aid and grants)*, approximately \$34 million (12% of the general fund activity). This accounts for federal, state, and local money that must be spent for a specific purpose by law or agreement. Examples of these programs, which are mostly services targeted for specific population groups, are: Perkins Title I-C, Student Success and Support Programs (SSSP), Extended Opportunity Programs and Services (EOPS), Disabled Students Programs and Services (DSPS), and Cooperative Agencies Resources for Education (CARE). The restricted general fund decreased by \$1 million from the prior year, but this fund is expected to increase at the time of the adopted budget as awards are finalized. All federal, state, and local grants and categorical funding are recognized in the restricted general funds of the district as fiscal agent and are used primarily by the colleges for support to educational programs and specialized activities.



## NOTEWORTHY GENERAL FUND ASSUMPTIONS

- Unrestricted General Fund beginning balance is estimated at \$40.2 million. This is made up of the prior year reserve for contingency (\$11.4 million), location beginning balances (\$7.4 million), and basic aid funds (\$21.4 million) which is included in the basic aid project budget.
- FTES targets have been increased by 1.45% over last year's targets to align with the State apportionment formula and growth funds were provided to the colleges in the DRAC funding model.

	FY 2011-2012 Actual	FY 2012-2013 Actual	FY 2013-2014 Actual	FY 2014-2015 P2	FY 2015-2016 Target
IVC	9,354	9,329	9,419	9,568	9,858
SC	18,484	18,475	15,541	18,254	18,518
TOTAL	27,838	27,804	24,960	27,822	28,376

- Proposition 30 Education Protection Act (EPA) funds are budgeted at \$2.8 million, an increase over FY 2014-2015, due to higher anticipated FTES. The revenue will be adjusted at the Adopted Budget when FTES estimates are confirmed. These revenues are from temporary taxes that will expire in FY 2016-2017 and FY 2019-2020 and are budgeted for part-time faculty salaries and benefits.
- Enrollment fee revenue remains stable. Continuing increases in both the number and percentage of students who qualify for Board of Governor waivers offsets any increases in enrollment fees.
- Lottery revenue is budgeted at \$3.5 million based on an estimated \$125 per FTES funding. Lottery funds are paid on all FTES, including non-resident FTES.
- Employee movement on the salary schedule (step and column increases) is included in the tentative budget for all employee groups. There are no new negotiated salary increases built into the budget. State COLA included in the signed state budget and other negotiated increases in salaries will be adjusted in the adopted budget.
- The tentative budget includes an estimated 8% cost increase for employee benefits including PPO medical insurance, HMO medical insurance, dental insurance, vision insurance and life insurance. Actual cost increases are expected to be lower and will be reflected in the adopted budget.
- Workers' Compensation insurance remains budgeted at 1.8% of salaries with no anticipated increase for the adopted budget.
- The unemployment insurance rate for FY 2015-2016 remains stable at 0.05% of salaries.
- The Public Employees Retirement System (PERS) employer contribution rate is budgeted at 11.847% of salaries, an increase of 0.076% from FY 2014-2015. The rate was approved by the PERS board in April. Additional increases are anticipated for the next several years.
- The State Teachers Retirement System (STRS) employer contribution rate for FY 2015-2016 is budgeted at 10.73% of salaries, an increase of 1.85% from FY 2014-2015. This increase was approved by the legislature last fiscal year. We will continue to see similar increases in the coming years.
- The property and liability insurance coverage is budgeted at \$1,200,000, which is a \$50,000 increase over the prior year.

The General Expenses have the following budgeted amounts:

<u>EXPENSE</u>	<u>AMOUNT</u>	<u>CHANGE</u>
District Services Facilities and Maintenance	\$ 300,000	
Discrimination/Harassment Investigation Services	\$ 100,000	
District-wide IT Maintenance Agreements	\$ 685,870	\$ 9,524
District-wide Strategic Planning	\$ 110,000	
Faculty Job Fair	\$ 30,000	\$ 4,480
Financial Audit	\$ 145,000	\$ 10,000
Labor Contract Negotiations	\$ 100,000	
Legal Advertising	\$ 30,000	
Legal Fees	\$ 475,000	
Offsite Technology Security	\$ 115,000	
Personnel Advertising	\$ 130,000	
Phone System Maintenance Agreement	\$ 200,000	
Property & Liability Insurance	\$ 1,200,000	\$ 50,000
Recruitment	\$ 0	(\$125,000)
Faculty Sabbatical Bond Payments	\$ 18,000	
Employee Safety Compliance Cost	\$ 40,000	
Taxpayer Relief Act Compliance	\$ 42,000	\$ 2,000
<b>TOTAL GENERAL EXPENSE ACCOUNTS</b>	<b>\$3,720,870</b>	<b>(\$ 48,996)</b>
District Services Facilities and Maintenance*	\$ <300,000>	
<b>ADJUSTED GENERAL EXPENSE ACCOUNTS</b>	<b>\$3,420,870</b>	<b>(\$ 48,996)</b>

\*Paid to Saddleback College for expenses related to District Services space in the Health Sciences Building

The FY 2015-2016 Tentative Budget includes inter-fund transfers as follows:

<b>From General Fund:</b>	<b>To Other Funds:</b>				
	<b>Child Development</b>	<b>Capital Outlay</b>	<b>Self Insurance</b>	<b>Retiree Benefits</b>	<b>Total</b>
Irvine Valley College (a)	\$134,000				\$134,000
Saddleback College (b)	\$250,000	\$300,000			\$550,000
District Service (c)			\$250,000		\$250,000
Basic Aid (d)		\$54,812,496	\$100,000	\$3,600,000	\$58,512,496
<b>Total Transfers</b>	<b>\$384,000</b>	<b>\$55,112,496</b>	<b>\$350,000</b>	<b>\$3,600,000</b>	<b>\$59,446,496</b>

- (a) Transfer from IVC General Fund to support the Child Development Fund
- (b) Transfer from SC General Fund to support the Child Development Fund and capital outlay projects
- (c) Insurance expenses
- (d) Basic Aid funds allocated for approved capital outlay projects, insurance deductibles, and retiree health benefits liability based on BAARC recommendations for FY 2015-2016

## FISCAL STABILITY AND RESERVE FOR ECONOMIC UNCERTAINTIES

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Reserve funds are an important financial solvency safeguard. Examples of needs for the reserve for economic uncertainties are revenue shortfalls, unexpected repairs, and enrollment declines.

Based on BP 3100, the FY 2015-2016 Tentative Budget includes a reserve for contingency of 7.5% of unrestricted operating funds, with a total amount of \$12,453,994. The State Chancellor's Office recommends a minimum district reserve of 5%.

## BASIC AID STATUS

A “basic aid” district is one that receives more revenue from local sources (property taxes and student enrollment fees) than it would receive in total for state apportionment. The District, therefore, is self-sufficient and does not rely on state apportionment for general operations. The portion of property taxes received above the state calculated allocation is referred to as Basic Aid Receipts. The District returned to its status as a basic aid district in the FY 1999-2000 and has received basic aid receipts as follows:

<u>Fiscal Year</u>	<u>Basic Aid Receipts</u>
1999 - 2000	\$ 5,676,800
2000 - 2001	\$ 9,192,300
2001 - 2002	\$ 13,719,277
2002 - 2003	\$ 18,419,919
2003 - 2004	\$ 27,356,952
2004 - 2005	\$ 40,162,878
2005 - 2006	\$ 46,899,203
2006 - 2007	\$ 52,896,017
2007 - 2008	\$ 50,692,873
2008 - 2009	\$ 51,179,365
2009 - 2010	\$ 39,022,021
2010 - 2011	\$ 38,737,963
2011 - 2012	\$ 39,301,044
2012 - 2013	\$ 46,888,399
2013 - 2014	\$ 41,571,064
2014 - 2015	\$ 49,642,317

The District estimates that property tax receipts above state calculated allocation amount for FY 2015-2016 and future years to be as follows:

<u>Fiscal Year</u>	<u>Basic Aid Receipts</u>
2015 - 2016	\$ 47,995,843
2016 - 2017	\$ 47,014,889
2017 - 2018	\$ 45,968,537
2018 - 2019	\$ 44,854,096

The assumptions used to estimate basic aid funds for FY 2015-2016 are: SB361 funding COLA is estimated at 1.58%, growth is 1.45%, a base allocation increase of \$2.8 million, and enrollment fees at \$46 per unit. For the following years, SB361 COLA is estimated at 2%, and growth is estimated at 1%.

The Orange County Auditor Controller’s office is consulted regularly in order to conservatively project the District’s property tax revenue. The FY 2015-2016 estimates are based on that information and historical trends. For the FY 2015-2016, property taxes are budgeted with a 3% increase over FY 2014-2015. For the following three years, secured taxes are estimated to increase 2% per year. Unsecured, homeowners, and supplemental taxes are estimated to remain constant, with no increase.



During FY 2011-2012, BP 3110 Basic Aid Funds Allocation Process and AR 3110 were developed to guide the Basic Aid allocation process. The Basic Aid Allocation Recommendation Committee (BAARC) followed this process for its recommendation for allocating the FY 2015-2016 basic aid funds. As this annual process was begun early in the budget cycle and was based on estimates, some final adjustments to funds available are made in the adopted budget.

The schedule below shows basic aid funds and projects that are included in the FY 2015-2016 Tentative Budget.

**ESTIMATED BASIC AID RESOURCES & PLANNED EXPENDITURES**

<b><u>FY 2015-2016 RESOURCES</u></b>	<b><u>AMOUNT</u></b>
Estimated Balance at July 1, 2015	\$ 22,955,700
Receipts FY 2015-2016	\$ 47,995,843
Estimated Property Taxes for Basic Aid	\$ 70,951,543
Contingency for Unrealized Tax Collections (20%)	(\$ 9,599,169)
Unallocated Funds	(\$ 1)
<b>TOTAL AVAILABLE FY 2015-2016</b>	<b><u>\$ 61,352,373</u></b>
<b><u>BUDGETED EXPENDITURES PROJECTS</u></b>	
FY 2015-2016 Retiree Benefit Expenses	\$ 3,600,000
FY 2015-2016 Legislative Advocacy Services	\$ 125,000
FY 2015-2016 Insurance Deductibles	\$ 100,000
Funding for Capital & IT Projects	\$ 57,527,373
<b>TOTAL APPROVED AND BUDGETED PROJECTS</b>	<b><u>\$ 61,352,373</u></b>

The following projects were previously approved by the Board of Trustees:

<b><u>BASIC AID PROJECT NAME</u></b>	<b><u>PROJECT TOTAL</u></b>
<b>CLOSED PROJECTS</b>	<b>\$182,875,608</b>
<b>PRIOR APPROVED OPEN PROJECTS</b>	<b>\$367,772,682</b>
<b><u>NEW FY 2015-2016 PROJECTS</u></b>	<b><u>PROJECT TOTAL</u></b>
<b><u>Long Term Obligations &amp; Fixed Expenses</u></b>	
Insurance Deductibles*	\$100,000
SOCCCD - Legislative Advocacy Services*	\$125,000
Retiree Benefits Expenses	\$3,600,000
<b><u>Capital Projects/Defects/Scheduled Maintenance/Renovation</u></b>	
District - Union Offices*	\$62,750
IVC - ATEP Building*	\$3,250,000
IVC - Electronic Access Controls/FOB	\$330,259
IVC - Health Center/Concessions Building	\$400,000

IVC - New Parking Lot Phase IA*	\$90,000
SC - Site Improvement*	\$7,945,000
SC - Cafeteria Upgrades	\$330,259
SC - Athletics Stadium Renovation*	\$17,050,000
SC - SME Building Renovation	\$750,000
SC - Fine Arts HVAC, Interior Improvements, Outdoor Theater	\$2,750,000
SC - Data Center Project	\$2,905,108
<b><u>ATEP Development &amp; Operations</u></b>	
ATEP Support (security, maintenance and operations support)*	\$758,067
<b><u>Capital Programs Planning, Technical, Specialty, Legal Consulting</u></b>	
ATEP Site Development*	\$1,000,000
DSA Project Close Out*	\$60,000
ATEP Utilities/Infrastructure Phase I	\$7,000,000
District-wide Parking Study	\$200,000
District-wide Sustainability/Energy Planning	\$200,000
District-wide ADA Physical Access Transition Plan	\$400,000
<b><u>IT Projects</u></b>	
Classroom Technology and Audio Visual Refresh	\$1,500,000
Campus Desktop Refresh*	\$1,500,000
Data Backup and Disaster Recovery	\$900,000
Student Information System Enhancements*	\$1,814,400
HR/Business Services Integrated Software*	\$877,000
Student Waitlist Mobile One-Click*	\$264,600
Server and Storage Scheduled Maintenance	\$925,000
Tableau for Data Visualization	\$270,000
Degree Audit/MAP Upgrade*	\$262,080
Student Early Alert System	\$226,800
Student Print Solution	\$221,634
Online Tutoring, SI, Office Hours, Appointments	\$201,000
District IT Back Office Automation	\$210,000
System Testing and Stability	\$377,000
Unified Student ID Card	\$452,000
Refresh MDF and IDF	\$500,000
Workday Big Data	\$170,000
Workday Student Strategic Influencer Program	\$375,000
Workday Student BPA Sessions	\$227,800
Positive Attendance Hours	\$198,000
IT Contingency*	\$573,616
<b>TOTAL FY 2015-2016 PROJECTS</b>	<b>\$61,352,373</b>
<b>CUMULATIVE TOTAL - BASIC AID PROJECTS</b>	<b><u>\$612,000,663</u></b>

\*Reflects an augmentation to an existing project

## OTHER FUNDS

### **Community Education Fund (Fund #07 and Fund #09)**

The Community Education funds are self-supporting with income derived from community education fees. Both colleges provide community education seminars, short courses, workshops, and programs to support community needs not met by the traditional college curriculum; the instruction is consistent with the primary mission of the District. The income and expenses from the activities of these programs at Irvine Valley College is accounted for in Fund #07, and at Saddleback College in Fund #09. Both colleges are currently self-supporting.

### **Child Development Fund (Fund #12)**

The Child Development funds are intended to be self-sufficient. The District operates child development programs at both colleges for the benefit of children aged 18 months to 5 years. Services are provided to students and the community on a fee basis. Although the intent is for self-sufficiency, Irvine Valley College plans for \$134,000 of support from the unrestricted general fund (12% of funding), and Saddleback College plans for \$250,000 (26% of funding). The child development program is also not charged for administration or operations, so it is currently not self-supporting.

### **Capital Outlay Projects Fund (Fund #40)**

The District maintains the capital outlay projects fund to account for the expenditures of capital outlay and scheduled maintenance projects. This fund is further divided by funding sources, i.e., state apportionment for new construction, state scheduled maintenance, local redevelopment funds, basic aid projects, and district funded projects. The next table is a schedule of planned projects.

## CAPITAL OUTLAY PROJECTS – FUND 40

	<b>FY 2015-2016</b>
<u><b>Project Description</b></u>	<b>Tentative</b>
	<b>Budget</b>
<b>BASIC AID PROJECTS (including required college match)</b>	\$237,046,821
<b><u>OTHER PROJECTS</u></b>	
ATEP Property Development	\$500,000
District-wide Video Conferencing	\$186,767
District Technology Enhancement	\$45,622
DSA Closeout/Five Year Plan/CEQA	\$23,983
State Proposition 39 Energy Projects	\$700,863
State Scheduled Maintenance Projects (including required college match)	\$382,646
SC - Future Parking Lot Projects	\$806,198
SC - Future Capital Outlay Projects	\$5,006,672
District - Future Capital Outlay Projects	\$26,777,460
Redevelopment Funds Reserved for Future Capital Projects (Lake Forest, Mission Viejo, Tustin, Orange County, Irvine, Santa Ana, San Clemente, San Juan Capistrano)	\$29,269,328
<b>Total Fund 40</b>	<b>\$300,746,360</b>

**Facilities Corporation Capital Outlay Projects Fund (Fund #41)**

The District established the Facilities Corporation Capital Outlay Projects Fund to account for the transactions related to the New Markets Tax Credit (NMTC) funding that is being explored to assist with the funding of the development of ATEP. There currently are no NMTC funding opportunities, therefore, no budget is established for FY 2015-2016.

**Self-Insurance Fund (Fund #68)**

The self-insurance fund is used to account for the activities of the District's risk management department and the self-funded programs for property/liability and workers' compensation.

**Retiree Benefit Fund (Fund #71)**

The District pays premiums for health care coverage for retirees according to Board policies and contract agreements with employee groups. The Retiree Benefit Fund is used to pay retiree benefit premiums that are reimbursed from the OPEB Trust fund. The current year's annual accrual of retiree benefits for existing employees is also made in this fund.

An actuarial study is conducted at a minimum of every two years to update the status of the District's irrevocable trust and determine any unfunded liabilities. The study provides two estimates: 1) the annual accrual to cover the value of benefits "earned" in the current year for existing employees, and 2) the total projected benefits accrual for employees' past service. The current study estimates the cost for the annual accrual for current employees to be \$3,600,000. The District's actuarial accrued liability for past service is estimated at \$82,275,000 and is currently sufficiently funded. An irrevocable trust was established in FY 2007-2008 to fund the OPEB obligation in accordance with GASB 43 and 45.

**Retiree Other Post-Employment Benefits (OPEB) Trust Fund (Fund #72)**

The Retiree OPEB Trust Fund is used to account for the activities of the District's irrevocable trust. It was established for the purpose of investment and disbursement of funds irrevocably designated for the payment of obligations to eligible employees, former employees, and their eligible dependents for medical, dental, and vision upon retirement. The District's OPEB liability was updated in January 2015 with the completion of a required actuarial study.

**Foundation Funds (Funds #73 through 76)**

These are funds that account for the operations of Saddleback College, Irvine Valley College, District, and ATEP foundations which are overseen by each of their respective boards of directors. The foundations are auxiliary organizations and are considered component units of the District. The foundation budgets are brought annually to the Board of Trustees for their approval at the Adopted Budget stage in August.

**Associated Student Government (ASG) Funds (Funds #95 and #96)**

The ASG organizations are auxiliaries of the District. The budgets are brought to the Board of Trustees independently from the SOCCCD Tentative Budget for board approval.

## BUDGET TABLES

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The Tentative Budget for FY 2015-2016 for all District funds is summarized on the following pages.

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*Dr. Debra L. Fitzsimons, Vice Chancellor of Business Services*  
*Kim McCord, Executive Director of Fiscal Services/Comptroller*

**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT**  
**TENTATIVE BUDGET - FISCAL YEAR 2015-2016**  
 Revenues, Expenditures and Change in Fund Balance

	General Fund	Community Education	Child Development	Capital Outlay	Self-Insurance	Retiree Benefit	Retiree OPEB	TOTAL ALL FUNDS	
	(01)	(07) & (09)	(12)	(40)	(68)	(71)	(72)		
<b>SOURCES OF FUNDS</b>									
BEGINNING FUND BALANCE:	9712 \$	45,891,391 \$	916,963 \$	- \$	241,379,864 \$	1,594,000 \$	1,410,000 \$	96,400,000 \$	387,592,218
<b>REVENUES:</b>									
SB361 Revenue	Various	\$ 144,748,157	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	144,748,157
Basic Aid		48,495,843	-	-	-	-	-	-	48,495,843
Federal Sources	8100-8199	3,958,708	-	-	-	-	-	-	3,958,708
Other State Sources	8600-8699	32,478,246	-	-	-	-	-	-	32,478,246
Other Local Sources	8800-8899	15,807,885	2,614,882	1,674,914	4,254,000	3,500	4,000	10,100,000	34,459,181
Total Revenue		245,488,839	2,614,882	1,674,914	4,254,000	3,500	4,000	10,100,000	264,140,135
BASIC AID INCOMING TRANSFER	8980-8989	-	-	-	55,112,496	100,000	3,600,000	-	58,812,496
INCOMING TRANSFERS	8980-8989	-	-	384,000	-	250,000	-	-	634,000
<b>TOTAL SOURCES OF FUNDS</b>		<b>\$ 291,380,230</b>	<b>\$ 3,531,845</b>	<b>\$ 2,058,914</b>	<b>\$ 300,746,360</b>	<b>\$ 1,947,500</b>	<b>\$ 5,014,000</b>	<b>\$ 106,500,000</b>	<b>\$ 711,178,849</b>
<b>USES OF FUNDS</b>									
<b>EXPENDITURES:</b>									
Academic Salaries	1000-1999	\$ 75,635,828	\$ 163,521	\$ -	\$ -	\$ -	\$ -	\$ -	75,799,349
Other Staff Salaries	2000-2999	46,977,893	729,334	1,442,907	698,501	130,940	-	-	49,979,575
Employee Benefits	3000-3999	43,404,626	239,912	525,016	124,094	49,131	3,600,000	4,170,000	52,112,779
Supplies & Materials	4000-4999	5,614,133	105,549	59,950	5,000	1,369	-	-	5,786,001
Services & Other Operating	5000-5999	23,923,692	1,545,689	13,041	6,561,319	548,060	60,000	390,000	33,041,801
Capital Outlay	6000-6999	10,839,784	747,840	18,000	292,541,575	10,500	-	-	304,157,699
Payments to Students	7500-7699	484,614	-	-	-	-	-	-	484,614
Total Expenditures		206,880,570	3,531,845	2,058,914	299,930,489	740,000	3,660,000	4,560,000	521,361,818
<b>OTHER FINANCING USES:</b>									
Transfers Out	7300-7400	\$ 634,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	634,000
Basic Aid Transfers Out	7300-7400	58,812,496	-	-	-	-	-	-	58,812,496
Debt Service	7100-7199	-	-	-	-	-	-	-	-
Total Other Uses		59,446,496	-	-	-	-	-	-	59,446,496
<b>TOTAL USES OF FUNDS</b>		<b>266,327,066</b>	<b>3,531,845</b>	<b>2,058,914</b>	<b>299,930,489</b>	<b>740,000</b>	<b>3,660,000</b>	<b>4,560,000</b>	<b>580,808,314</b>
<b>ENDING FUND BALANCE</b>		<b>\$ 25,053,164</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 815,871</b>	<b>\$ 1,207,500</b>	<b>\$ 1,354,000</b>	<b>\$ 101,940,000</b>	<b>\$ 130,370,535</b>
<b>COMPONENTS OF ENDING BALANCE</b>									
Reserve, Economic Uncertainties/Fund Bal.		\$ 15,453,994	\$ -	\$ -	\$ 815,871	\$ 1,207,500	\$ 1,354,000	\$ 101,940,000	\$ 120,771,365
Reserve, Unrealized Tax Collections (Basic Aid)		9,599,170	-	-	-	-	-	-	9,599,170

**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT**  
**TENTATIVE BUDGET - FISCAL YEAR 2015-2016**  
 Revenues, Expenditures and Change in Fund Balance

	<b>General Fund</b>									
	<b>Saddleback College</b>			<b>Irvine Valley College</b>			<b>District Services</b>			
	General Fund Unrestricted	General Fund Restricted	Total	General Fund Unrestricted	General Fund Restricted	Total	General Fund Unrestricted	General Fund Restricted	Total	
<b>SOURCES OF FUNDS</b>										
<b>BEGINNING FUND BALANCE:</b>	9712 \$	5,000,000 \$	4,790,000 \$	9,790,000 \$	1,800,000 \$	608,418 \$	2,408,418 \$	600,000 \$	296,054 \$	896,054 \$
<b>REVENUES:</b>										
SB361 Revenue	Various	\$ 80,431,075	\$ -	\$ 80,431,075	\$ 44,685,045	\$ -	\$ 44,685,045	\$ 15,053,741	\$ -	\$ 15,053,741
Basic Aid		-	-	-	-	-	-	-	-	-
Federal Sources	8100-8199	-	3,501,443	3,501,443	-	437,265	437,265	-	20,000	20,000
Other State Sources	8600-8699	9,337,275	11,156,355	20,493,630	4,972,725	6,484,576	11,457,301	-	17,852	17,852
Other Local Sources	8800-8899	3,808,220	3,784,136	7,592,356	5,265,709	2,949,820	8,215,529	-	-	-
<b>Total Revenue</b>		<b>93,576,570</b>	<b>18,441,934</b>	<b>112,018,504</b>	<b>54,923,479</b>	<b>9,871,661</b>	<b>64,795,140</b>	<b>15,053,741</b>	<b>37,852</b>	<b>15,091,593</b>
<b>RESTRICTED BASIC AID</b>	8980-8989	-	-	-	-	-	-	-	-	-
<b>INCOMING TRANSFERS</b>	8980-8989	-	-	-	-	-	-	-	-	-
<b>TOTAL SOURCES OF FUNDS</b>		<b>\$ 98,576,570</b>	<b>\$ 23,231,934</b>	<b>\$ 121,808,504</b>	<b>\$ 56,723,479</b>	<b>\$ 10,480,079</b>	<b>\$ 67,203,558</b>	<b>\$ 15,653,741</b>	<b>\$ 333,906</b>	<b>\$ 15,987,647</b>
<b>USES OF FUNDS</b>										
<b>EXPENDITURES:</b>										
Academic Salaries	1000-1999	\$ 44,775,225	\$ 3,701,390	\$ 48,476,615	\$ 24,160,408	\$ 1,625,541	\$ 25,785,949	\$ 926,484	\$ -	\$ 926,484
Other Staff Salaries	2000-2999	18,458,634	6,093,804	24,552,438	11,766,372	2,658,806	14,425,178	7,698,559	-	7,698,559
Employee Benefits	3000-3999	22,368,375	2,738,497	25,106,872	12,362,180	1,557,105	13,919,285	4,151,398	-	4,151,398
Supplies & Materials	4000-4999	1,465,221	2,205,244	3,670,465	1,200,173	608,603	1,808,776	94,292	-	94,292
Services & Other Operating	5000-5999	6,755,126	5,267,218	12,022,344	3,503,993	974,009	4,478,002	2,295,248	333,906	2,629,154
Capital Outlay	6000-6999	2,503,989	2,609,412	5,113,401	2,596,353	2,887,770	5,484,123	237,760	-	237,760
Payments to Students	7500-7699	-	316,369	316,369	-	168,245	168,245	-	-	-
<b>Total Expenditures</b>		<b>96,326,570</b>	<b>22,931,934</b>	<b>119,258,504</b>	<b>55,589,479</b>	<b>10,480,079</b>	<b>66,069,558</b>	<b>15,403,741</b>	<b>333,906</b>	<b>15,737,647</b>
<b>OTHER FINANCING USES:</b>										
Transfers Out	7300-7400	\$ 250,000	\$ -	\$ 250,000	\$ 134,000	\$ -	\$ 134,000	\$ 250,000	\$ -	\$ 250,000
Basic Aid Transfers Out	7300-7400	-	300,000	300,000	-	-	-	-	-	-
Debt Service	7100-7199	-	-	-	-	-	-	-	-	-
<b>Total Other Uses</b>		<b>250,000</b>	<b>300,000</b>	<b>550,000</b>	<b>134,000</b>	<b>-</b>	<b>134,000</b>	<b>250,000</b>	<b>-</b>	<b>250,000</b>
<b>TOTAL USES OF FUNDS</b>		<b>96,576,570</b>	<b>23,231,934</b>	<b>119,808,504</b>	<b>55,723,479</b>	<b>10,480,079</b>	<b>66,203,558</b>	<b>15,653,741</b>	<b>333,906</b>	<b>15,987,647</b>
<b>ENDING FUND BALANCE</b>		<b>\$ 2,000,000</b>	<b>\$ -</b>	<b>\$ 2,000,000</b>	<b>\$ 1,000,000</b>	<b>\$ -</b>	<b>\$ 1,000,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>COMPONENTS OF ENDING BALANCE</b>										
Reserve, Economic Uncertainties/Fund Bal.		\$ 2,000,000	\$ -	\$ 2,000,000	\$ 1,000,000	\$ -	\$ 1,000,000	\$ -	\$ -	\$ -
Reserve, Unrealized Tax Collections (Basic Aid)		-	-	-	-	-	-	-	-	-

**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT**  
**TENTATIVE BUDGET - FISCAL YEAR 2015-2016**  
 Revenues, Expenditures and Change in Fund Balance

	ATEP			OTHER*		Total General Fund		
	General Fund Unrestricted	General Fund Restricted	Total	General Fund Unrestricted	General Fund Unrestricted	General Fund Restricted	Total	
<b>SOURCES OF FUNDS</b>								
BEGINNING FUND BALANCE:	9712 \$	45,000 \$	- \$	45,000 \$	32,751,919 \$	40,196,919 \$	5,694,472 \$	45,891,391
<b>REVENUES:</b>								
SB361 Revenue	Various	\$ -	\$ -	\$ -	4,578,296 \$	144,748,157 \$	- \$	144,748,157
Basic Aid		758,067	-	758,067	47,737,776	48,495,843	-	48,495,843
Federal Sources	8100-8199	-	-	-	-	-	3,958,708	3,958,708
Other State Sources	8600-8699	-	-	-	509,463	14,819,463	17,658,783	32,478,246
Other Local Sources	8800-8899	-	-	-	-	9,073,929	6,733,956	15,807,885
Total Revenue		758,067	-	758,067	52,825,535	217,137,392	28,351,447	245,488,839
RESTRICTED BASIC AID	8980-8989	-	-	-	-	-	-	-
INCOMING TRANSFERS	8980-8989	-	-	-	-	-	-	-
<b>TOTAL SOURCES OF FUNDS</b>		<b>\$ 803,067</b>	<b>\$ -</b>	<b>\$ 803,067</b>	<b>\$ 85,577,454</b>	<b>\$ 257,334,311</b>	<b>\$ 34,045,919</b>	<b>\$ 291,380,230</b>
<b>USES OF FUNDS</b>								
<b>EXPENDITURES:</b>								
Academic Salaries	1000-1999	\$ -	\$ -	\$ -	446,780 \$	70,308,897 \$	5,326,931 \$	75,635,828
Other Staff Salaries	2000-2999	301,718	-	301,718	-	38,225,283	8,752,610	46,977,893
Employee Benefits	3000-3999	164,388	-	164,388	62,683	39,109,024	4,295,602	43,404,626
Supplies & Materials	4000-4999	16,600	-	16,600	24,000	2,800,286	2,813,847	5,614,133
Services & Other Operating	5000-5999	315,861	-	315,861	4,478,331	17,348,559	6,575,133	23,923,692
Capital Outlay	6000-6999	4,500	-	4,500	-	5,342,602	5,497,182	10,839,784
Payments to Students	7500-7699	-	-	-	-	-	484,614	484,614
Total Expenditures		803,067	-	803,067	5,011,794	173,134,651	33,745,919	206,880,570
<b>OTHER FINANCING USES:</b>								
Transfers Out	7300-7400	\$ -	\$ -	\$ -	- \$	634,000 \$	- \$	634,000
Basic Aid Transfers Out	7300-7400	-	-	-	58,512,496	58,512,496	300,000	58,812,496
Debt Service	7100-7199	-	-	-	-	-	-	-
Total Other Uses		-	-	-	58,512,496	59,146,496	300,000	59,446,496
<b>TOTAL USES OF FUNDS</b>		<b>803,067</b>	<b>-</b>	<b>803,067</b>	<b>63,524,290</b>	<b>232,281,147</b>	<b>34,045,919</b>	<b>266,327,066</b>
<b>ENDING FUND BALANCE</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 22,053,164</b>	<b>\$ 25,053,164</b>	<b>\$ -</b>	<b>\$ 25,053,164</b>
<b>COMPONENTS OF ENDING BALANCE</b>								
Reserve, Economic Uncertainties/Fund Bal.		\$ -	\$ -	\$ -	12,453,994 \$	15,453,994 \$	- \$	15,453,994
Reserve, Unrealized Tax Collections (Basic Aid)		-	-	-	9,599,170	9,599,170	-	9,599,170

\* Includes General Expenses, Basic Aid, Parity & Reserves



**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT**  
**TENTATIVE BUDGET - FISCAL YEAR 2015-2016**  
 Revenues, Expenditures and Change in Fund Balance

	Community Education Fund			Child Development Fund		
	Saddleback College (09)	Irvine Valley College (07)	Total	Saddleback College (12)	Irvine Valley College (12)	Total
<b><u>SOURCES OF FUNDS</u></b>						
BEGINNING FUND BALANCE:	9712 \$	875,914 \$	41,049 \$	916,963	\$ -	\$ -
<b><u>REVENUES:</u></b>						
SB361 Revenue	Various	\$ -	\$ -	\$ -	\$ -	\$ -
Basic Aid		-	-	-	-	-
Federal Sources	8100-8199	-	-	-	-	-
Other State Sources	8600-8699	-	-	-	-	-
Other Local Sources	8800-8899	1,951,200	663,682	2,614,882	710,000	964,914
Total Revenue		1,951,200	663,682	2,614,882	710,000	964,914
RESTRICTED BASIC AID	8980-8989	-	-	-	-	-
INCOMING TRANSFERS	8980-8989	-	-	-	250,000	134,000
<b>TOTAL SOURCES OF FUNDS</b>		<b>\$ 2,827,114</b>	<b>\$ 704,731</b>	<b>\$ 3,531,845</b>	<b>\$ 960,000</b>	<b>\$ 1,098,914</b>
<b><u>USES OF FUNDS</u></b>						
<b><u>EXPENDITURES:</u></b>						
Academic Salaries	1000-1999	\$ 148,656	\$ 14,865	\$ 163,521	\$ -	\$ -
Other Staff Salaries	2000-2999	539,313	190,021	729,334	676,257	766,650
Employee Benefits	3000-3999	154,968	84,944	239,912	261,412	263,604
Supplies & Materials	4000-4999	98,000	7,549	105,549	19,050	40,900
Services & Other Operating	5000-5999	1,362,360	183,329	1,545,689	3,281	9,760
Capital Outlay	6000-6999	523,817	224,023	747,840	-	18,000
Payments to Students	7500-7699	-	-	-	-	-
Total Expenditures		2,827,114	704,731	3,531,845	960,000	1,098,914
<b><u>OTHER FINANCING USES:</u></b>						
Transfers Out	7300-7400	\$ -	\$ -	-	\$ -	\$ -
Basic Aid Transfers Out	7300-7400	-	-	-	-	-
Debt Service	7100-7199	-	-	-	-	-
Total Other Uses		-	-	-	-	-
<b>TOTAL USES OF FUNDS</b>		<b>2,827,114</b>	<b>704,731</b>	<b>3,531,845</b>	<b>960,000</b>	<b>1,098,914</b>
<b>ENDING FUND BALANCE</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>COMPONENTS OF ENDING BALANCE</b>						
Reserve, Economic Uncertainties/Fund Bal.	\$	-	-	-	-	-
Reserve, Unrealized Tax Collections (Basic Aid)		-	-	-	-	-

APPENDIX A

The following Funds are used at South Orange County Community College District:

FUND NUMBER	DESCRIPTION	DEFINITION
01	General Fund	Used to account for the ordinary operational expenses of the district. These funds are available for any legally authorized purpose not specified for payment by other funds.
07	Community Education Fund – Irvine Valley College	Irvine Valley College provides community education seminars, short courses, workshops, and programs to support community needs not met by the traditional college curriculum. This fund is self-supporting.
09	Community Education Fund – Saddleback College	Saddleback College provides community education seminars, short courses, workshops, and programs to support community needs not met by the traditional college curriculum. This fund is self-supporting.
12	Child Development Fund	The District operates child development programs at both colleges for the benefit of children ages 18 months to 5 years. Services are provided to students and the community on a fee basis. The child development program is not charged for administration and operations.
40	Capital Outlay Fund	The District maintains the capital outlay projects fund to account for the expenditures of capital outlay and scheduled maintenance projects. This fund is further divided by funding sources; i.e., state apportionment for new construction, state scheduled maintenance, local redevelopment funds, American with Disabilities Act, and District funded projects.
41	Facilities Corporation Capital Outlay Projects Fund	The District established the Facilities Corporation capital outlay projects fund to account for the transactions related to funding for the development of ATEP, when it is needed.
68	Self-Insurance Fund	The self-insurance fund is used to account for the activities of the District’s self-funded programs for property/liability and workers’ compensation programs.

APPENDIX A

<b>FUND NUMBER</b>	<b>DESCRIPTION</b>	<b>DEFINITION</b>
71	Retiree Benefits Fund	The District pays premiums for health care coverage for retirees according to Board Policies and contract agreements with employee groups. This fund is used to pay premiums. The current year's annual accrual of retiree benefits for existing employees is also made in this fund.
72	Retiree (OPEB) Trust	This fund is used to account for the activities of the District's irrevocable trust, established for the purpose of investment and disbursement of funds irrevocably designated for the payment of obligations to eligible employees, former employees, and their eligible dependents for medical, dental, and vision upon retirement.
73	Saddleback College Foundation	This fund is used to account for the activities of an auxiliary organization known as a foundation. The foundation provides scholarships for students and supplements the needs of the college.
74	Irvine Valley College Foundation	This fund is used to account for the activities of an auxiliary organization known as a foundation. The foundation provides scholarships for students and supplements the needs of the college.
75	District Foundation	This fund is used to account for the activities of an auxiliary organization known as a foundation. The foundation supplements any needs the District may have.
76	ATEP Foundation	This fund is used to account for the activities of an auxiliary organization known as a foundation. This account may supplement needs the District may have related to ATEP.
84	Student Financial Aid Fund	This fund is used to account for the deposit and direct payment of government-funded student financial aid, including grants and loans.

APPENDIX A

FUND NUMBER	DESCRIPTION	DEFINITION
95	Associated Student Government - Saddleback College	This fund is used to account for monies held in trust by the college for organized student body associations. The fund is subjected to the approval of the governing board.
96	Associated Student Government - IVC	This fund is used to account for monies held in trust by the college for organized student body associations. The fund is subjected to the approval of the governing board.
99	District Depository	This fund is a clearing account used to deposit bank card payments, cash, and checks received by the District for enrollment fees, material fees, applications, parking fees and fines, health center business, fine arts ticket sales, Child Development Center fees, library fines, and career center testing fees. The District deposits this money in Fund 99 and promptly issues a check for deposit by the Orange County Department of Education into the Orange County Treasurer Educational Pool. This process is used because the Orange County Department of Education does not accept bank card payments or cash for deposit, nor do they accept the large volume of personal checks processed by the District daily.

## APPENDIX B

### *South Orange County Community College District*

#### **RESOURCE ALLOCATION DEFINITION OF TERMS**

*(To accompany the Flow Chart outlining the Resource Allocation Process)*

- **Administrative Unit Reviews (AURs)** are conducted to examine the effectiveness of an administrative unit. They are conducted at both District Services and the colleges.
- **Basic Aid** occurs when the local property tax revenue in a community college district exceeds the total funding that the state would have provided, as calculated by SB361 apportionment. Apportionment is the method by which the CCC system office distributes federal, state and local monies to community college districts according to a specified formula. Under Basic Aid, there is no need to factor in any state aid because the property taxes and student fees surpass the minimum funding level established by the state. K-12 school districts also can be basic aid districts.
- **Capital Construction** refers to large scale building construction projects. They include specific construction projects such as site development, utilities, roads, buildings, and equipment projects. Capital projects may also be thought of in terms of “facilities systems.”
- **DRAC** is the SOCCCD’s District Resource Allocation Council, which is a district-wide participatory governance council, approved by the Board of Trustees and charged with recommendations for the income allocation model on which the budget is based. It is charged with development and oversight of the allocation process for Unrestricted General Funds and it makes recommendations to the Chancellor.
- **DRAC Model** is a resource allocation model for the District. It distributes available general fund unrestricted resources (following the state funding formula SB 361) and other funding such as enrollment fees, non-resident fees, local income, miscellaneous income, and ending balances. It is distributed to five areas: 1) Saddleback College, 2) Irvine Valley College, 3) Contingency Reserve, 4) General Expenditures, and 5) District Services. The intention of the model is to guarantee the colleges a predictable, fair, and equitable distribution of revenues.
- **Education and Facilities Master Plan (EFMP)** is a year-long endeavor updated every five years. Information is captured from a variety of sources, both internal and external, to facilitate data driven decision making. Meetings were hosted with participatory governance groups and with community involvement. The results connect capital expenditure decisions directly to planning efforts. The District-wide Education and Facilities Master Plan (EFMP) 2011-2031 is in a 5-volume comprehensive document. The product is a long-term plan for continuous quality improvements focusing on strategies for academic excellence and facilities improvements.

## APPENDIX B

### *South Orange County Community College District*

#### **RESOURCE ALLOCATION DEFINITION OF TERMS**

*(To accompany the Flow Chart outlining the Resource Allocation Process)*

- **Ending Balances** are one-time remaining funds that are unspent at the end of the fiscal year and are available to be rolled over into the new fiscal year within the fund. They should only be available for one-time purposes. If negative ending balances should occur, they are deducted from the budget for the respective entity in the next year's budget process.
- **Enrollment Fees** are charged to a student for instructional services provided to that student and these fee levels are set by the state.
- **Federal, State, Categorical, and Grant Funds** include restricted revenues received from a government or a private or non-profit organization to be used or expended for a specified purpose.
- **General Funds** are used to account for the ordinary operational expenses of the District. These funds are available for any legally authorized purpose not specified for payment by other funds.
- **Local Income** is income derived from non-state and non-federal sources, such as material fees, facility rental, and application fees.
- **Local Restricted Funds** are funds that are non-state and non-federal, but have restrictions or limitations based on their use by the funding source or funding agency. Examples are community education, parking income, and child development funds.
- **Long-Term Obligations** are amounts that an entity may be legally required to pay out of its resources over a longer period of time in the future. Included are not only actual liabilities, but also unliquidated encumbrances. An example of a long term obligation that community colleges typically have is the future retiree benefit liability obligation, as required by GASB 43 and 45. Other examples could include Certificates of Participation (COPs) and debt, which the District does not currently have.
- **Miscellaneous Income** is income that is outside of the SB 361 formula. Examples are unrestricted lottery, interest, mandated costs, and enrollment fee administration.
- **Non-Resident Fees** are charged to a student for instructional services provided to a student who resides outside of California. Revenues are retained by the colleges in addition to revenues received through the DRAC model.

## APPENDIX B

### *South Orange County Community College District*

#### **RESOURCE ALLOCATION DEFINITION OF TERMS**

*(To accompany the Flow Chart outlining the Resource Allocation Process)*

- **Program Reviews** are a process to examine the effectiveness of an academic program. The process typically provides feedback (a) to the academic unit primarily responsible for the program, (b) to the appropriate academic administrators, and (c) to external units in the form of confirmation of the existence of a review process and in the form of summaries of the outcomes.
- **Property Taxes** are compulsory charges levied within boundaries by a governmental unit against the property of persons, natural or corporate, to finance services performed for the common benefit. Property taxes are the primary source of revenue to the District.
- **Reserve** is an amount set aside to provide for estimated future expenditures or losses for working capital, or for other specified purposes. The Budget Guidelines approved by the Board of Trustees require a general fund reserve for economic uncertainties that shall be no less than 7.5% of the projected unrestricted revenue.
- **Restricted Funds** are used to account for resources available for the operation and support of educational or other programs specifically restricted by law, regulations, donors, or other outside agencies. Examples of Restricted Funds at SOCCCD are EOPS, DSPS, and grants. All federal, state, and local funds including state categorical programs and grants are recognized as restricted general fund income to the District.
- **Scheduled Maintenance** The state refers to scheduled maintenance as state funds that are provided for major repairs of buildings and equipment and have required a local match. For several years, state scheduled maintenance funds had not been allocated to community colleges. Beginning in FY 2013-2014, the State re-introduced the State Scheduled Maintenance program. At the District, the working definition of scheduled maintenance includes scheduled maintenance or repair of major building systems at the end of their life cycle that require planning, allocation of a significant amount of time and funds, and a high degree of coordination.
- **State Capital Project Match** are match funds provided by the California Community College Chancellor's Office for district capital construction projects that meet their criteria for receiving a match of dollars from the state. These matching funds are matched by the local district.
- **Strategic Plans** refer to the Strategic Plans at both colleges and the SOCCCD District-wide Strategic Plan.
- **Unrestricted Funds** are funds that do not have limitations on their use or disposition by their funding source (i.e., do not have specific restrictions placed upon them). These funds can be used for general purpose operating expenses and support of educational programs of the District.

APPENDIX B:

*South Orange County Community College District*

**RESOURCE ALLOCATION DEFINITION OF TERMS**

*(To accompany the Flow Chart outlining the Resource Allocation Process)*

- **5 Year Construction Plan** uses the project lists developed during the Education and Facilities Master Planning process. The college presidents work every year with their campuses to update the two colleges' lists of project priorities. The separate campus priority lists are merged into one district-wide project priority list vetted through the Capital Improvement Committee (CIC) and approved by the Board of Trustees for submittal to the State Chancellor's office. This Five Year Construction Plan is the basis for the State Chancellor's Office determination of which projects they will consider for funding. All Initial Project Proposal (IPP) and Final Project Proposal (FPP) submittals must be drawn from this list.
- **20 Year Facility, Renovation, & Scheduled Maintenance Plan** will be a plan developed by each college and facilitated by CIC to create a 20 year projection of District-wide facility needs including projected cost and revenue. Facility needs are defined as new facilities, renovation of existing facilities, scheduled maintenance and maintenance backlog. This plan will be developed objectively by applying uniform data driven criteria to assess facility needs District-wide. This plan will be reviewed annually by the committee.





# SOCCCD

## FY 2015-2016

# TENTATIVE BUDGET

BOARD OF TRUSTEES MEETING  
June 22, 2015



# Tentative Budget FY 2015-2016

- **Tentative Budget** is the “**draft**” budget used to start out the fiscal year which begins on July 1st; based on best and most conservative assumptions at that point in time
- Our fiscal year ends on **June 30, 2015**, after which we have final and actual revenue and expenses for the year confirmed
- **Adopted Budget** is the year’s Final Budget; annually adopted by the Board in August; based on Final State Budget information and actual amounts from the previous year; assumptions are more concrete



# Board Philosophy on Budget

- Ensure wise and prudent use of public resources
- Promote financial strength and stability
- Maximize educational opportunities for students





# Budget Development Guidelines



1. Reserve for Economic Uncertainties
2. Future Long Term Debt Issues
3. Retirement Incentives
4. Area/College Allocations
5. Deficit Financing
6. GASB 45/OPEB Trust (retiree medical benefit liability)
7. Basic Aid
8. One time Cost Savings
9. Full Time Equivalent Student Targets
10. Funding for Growth



# Overview of Fund Structure

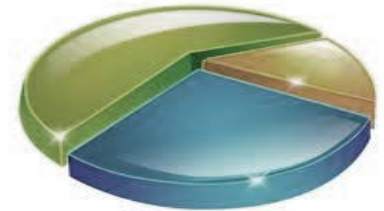
## FY 2015-2016 Tentative Budget

General Fund (GF) \$ 291.4 Million, including:

Unrestricted GF \$ 257.3 Million  
Restricted GF 34.1 Million

Other Funds\* \$ 419.8 Million

Total All Funds \$ **711.2 Million**



*\*Other Funds Include: Community Education, Child Development, Capital Outlay (Including Basic Aid Projects), Self-Insurance, Retiree Benefit & OPEB Funds*



# FY 2015-2016 Tentative Budget Assumptions

- TB is based on Governor's budget
- SB361 Revenue Allocation

## ONGOING BASE BUDGET

- SB361 COLA = 1.58% (approx. \$2.05 mil)
- Growth Funding = 1.45% (approx. \$1.91 mil) (based on increased student enrollment)
- Property Tax revenue increase of 3%
- Enrollment Fees remain at \$46/unit





# FY 2015-2016 Tentative Budget Assumptions (continued)

- \$7.5% Reserve for Economic Uncertainties = \$12.5M
- PERS approved rate of 11.847%
- STRS approved rate of 10.73%
- *NOTE: Significant Increases in Retirement Contributions will be occurring over next several years*
- Unemployment Insurance and Worker's Compensation remain flat at 0.05% and 1.8%
- Property & Liability insurance at \$1.2M (increase \$50k)
- Salary Increases – step and column increases built into the budget; COLA increases will be built into the Adopted Budget
- Health & Welfare Benefits – 8% estimated increase
- State Categorical Funding - budgeted at 95% of last year's Adopted Budget
- Proposition 30 Revenue is estimated at \$2.8M, which **increased** from last year
- Proposition 30 Expenses are budgeted for part-time faculty salaries and benefits



# Available “Basic Aid” Funds



## FY 2015-2016 RESOURCES

## AMOUNT

<b>Balance at July 1, 2015*</b>	<b>\$22,955,700</b>
<b>Receipts FY 2015-2016</b>	<b><u>\$47,995,843</u></b>
<b>Estimated Property Taxes for Basic Aid</b>	<b>\$70,951,543</b>
<b>Unallocated Funds</b>	<b>(\$1)</b>
<b>Contingency (20%)</b>	<b><u>(\$9,599,169)</u></b>
<b>Total Available FY 2014-2015</b>	<b>\$61,352,373</b>

*\*Estimated (exact amounts will not be available until the end of the fiscal year).*





# Basic Aid Expenses Included in Budget



- Funding for **BAARC** Allocation = \$61.4 million
- **To fund the categories of:** Capital construction, both major and small Renovation, scheduled maintenance, other capital projects including technology projects, ATEP operations, insurance deductibles, legislative advocacy and Board of Trustee elections *(as detailed in May 2014 Basic Aid Recommendations to the Board of Trustees)*
- The **OPEB trust fund** has an adequate balance, so only the normal current year expense is budgeted



# Budget Trends

- District-wide **personnel costs** make up an average of **84.9%** of total unrestricted general fund budget
- Additional State COLA and Growth have not been adequate to support the **increased costs** over the past several years
- Some personnel related expense categories are showing **upward trends in costs**:
  - Health and Welfare Costs
  - STRS and PERS
  - Salaries





# PERS/STRS Rate & Cost Increases

## STRS & PERS Projected Rate and Cost Increases

Fiscal Year	2014-2015 Adopted	2015-2016 Tentative	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	Annual Increase over 2014-2015
<b>STRS Annual Rate</b>	8.88%	10.73%	12.58%	14.43%	16.28%	18.13%	19.10%	
<b>STRS Contribution</b>	5,505,911	6,316,006	7,404,973	8,493,939	9,582,906	10,671,872	11,242,844	5,736,933
Annual Increase		810,095	1,088,967	1,088,967	1,088,967	1,088,967	570,972	
<b>PERS Annual Rate</b>	11.771%	11.847%	15.00%	16.60%	18.20%	19.90%	20.40%	
<b>PERS Contribution</b>	4,387,057	4,558,111	5,771,222	6,386,819	7,002,416	7,656,488	7,848,862	3,461,805
Annual Increase		171,054	1,213,111	615,597	615,597	654,072	192,374	
<b>Combined Annual Increase</b>		<b>981,149</b>	<b>2,302,077</b>	<b>1,704,564</b>	<b>1,704,564</b>	<b>1,743,038</b>	<b>763,346</b>	<b>9,198,738</b>



# Looking Ahead

- Final State Budget information will be included in the Adopted Budget
- Primary increases to Adopted Budget are one-time funds
- Lost purchasing power of 15% from lost state COLAs since FY 2008-2009
- SOCCCD Adopted Budget FY 2015-2016 will be presented for review and approval at the August Board Meeting





# Questions?



**TO:** Board of Trustees

**FROM:** Gary L. Poertner, Chancellor

**RE:** Saddleback College and Irvine Valley College: FY 2015-2016  
Tentative Student Government Budgets

**ACTION:** Approval

---

### **BACKGROUND**

The Saddleback College Associated Student Government (ASG) and Associated Students of Irvine Valley College (ASIVC) have developed their tentative budgets for FY 2015-2016. During the spring semester 2015, the Saddleback College ASG tentative budget was ratified by the ASG Board of Directors and also reviewed by the Consultation Council. During the spring semester 2015, the ASIVC tentative budget was ratified by ASG, and also reviewed and endorsed by the Strategic Planning and Accreditation Council. Funding for the budgets is derived from the sale of student government stickers and stamps (student activity fee) as well as bookstore and food service commissions. The budgets were established to provide funding for co-curricular programs, scholarships, student initiatives, and student activities, including student clubs.

### **STATUS**

The ASIVC tentative budget for FY 2015-2016 is presented as EXHIBIT A. The Saddleback College ASG tentative budget for FY 2015-2016 is presented as EXHIBIT B. The adopted budgets will be brought to the Board in August and will include actual beginning fund balances and a detail budget of grants/allocations.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve the FY 2015-2016 Tentative Budget for Saddleback College's ASG and Irvine Valley College's ASIVC as presented.



**Saddleback College**  
**Associated Student Government**  
**2015-2016 TENTATIVE Budget Presentation**

**SOCCCD Board of Trustees**  
**June 22, 2015**

**Presented by:**  
**JAKE POLLARD,**  
**ASG DIRECTOR OF BUDGET & FINANCE**

**SADDLEBACK COLLEGE**

# TENTATIVE BUDGET CHART

Sources and Uses of Funds	FY 2014-2015 Adopted Budget	FY 2015-2016 Tentative Budget	Change	Note
<b>Sources of Funds</b>				
Beginning Fund Balance	84,096	84,267	171	
<i>Revenue</i>				
Bookstore/Caferia Vending	221,066	204,292	(16,774)	a
ASB Activity Sticker Sales	70,000	80,000	10,000	b
<b>Total Sources of Funds</b>	<b>375,162</b>	<b>368,559</b>	<b>(6,603)</b>	<b>c</b>
<b>Uses of Funds</b>				
Campus Life	69,200	69,700	500	
Co-Curricular Programs	26,900	25,900	(1,000)	d
ASG Operations	26,227	26,500	273	
ASG Operations (Personnel, Non-Discretionary)	107,606	107,095	(511)	d
Mid-Year Requests	-	-	-	
Scholarships	75,000	75,000	-	
Student Support	48,400	42,364	(6,036)	d
Emergency Reserve	21,829	22,000	171	
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a/ Bookstore revenue reduced				
b/ ASG decided to increase Student Activities Fees revenue due to an increase in sales				
c/ Total sources of funds reduced due to reduced bookstore revenue				
d/ Due to reduction in revenue many of the "Uses of Funds" were slightly reduced				

SADDLEBACK





# BUDGET HIGHLIGHTS

- A) Beginning Fund Balance: ASG used an estimate based on the 2014-2015 beginning balance as a placeholder for the this year's tentative budget.
- B) Gaucho Stamp Revenue: In line with our prediction for fundraising success this past year, we have estimated our Gaucho Stamp Revenue will increase to \$80,000 for the upcoming fiscal year.
- C) Reserve for Mid-Year Allocations: ASG has decided to re-allocate the Mid-Year Allocation funds to establish the Crunch Time and Special Topic Grant programs as permanent ASG funded programs to promote student success on campus.
- D) Emergency Reserve: ASG, to be most prudent has once again decided to leave the Emergency Reserve at about 7.5% of **subtotal projected revenue**, a figure that is easy to use and maintain for the long term.

# 2014-2015 ASG ACCOMPLISHMENTS

- The **Crunch Time** program provides snacks and coffee for students in high density areas such as the Learning Resource Center and SM lounge. During “Crunch Time” library hours and tutoring are extended to give students a chance to study extra for finals.
- Through multiple “**Club Rushes**” we enable clubs to reach out to students and encourage new students to get involved on campus. Providing food during club rush increases traffic and allows more clubs to gain exposure.
- Development of **educational workshops** for students and clubs to learn about budgeting, event planning, parliamentary procedures, team building, and leaving behind a legacy for future generations of Saddleback College Students.
- **Games, seating, and other activities** outside the student services center give students a chance to take a break during their hectic schedules, raise awareness about the Gaucho Stamp, and ultimately stay on campus which research shows leads to student success..
- The **Veterans Student Council** works hard to provide social events and resources for veterans both on and off campus. The Veteran Student Council has also held a number of fundraisers to fund excursions to veteran’s events.





# Associated Students of Irvine Valley College 2015–16 Budget Presentation

SOCCCD Board of Trustees  
June 22, 2015

Presented by: Adam Totounji, ASIVC President

# 2015–16 ASIVC Tentative Budget

Sources and Uses of Funds	FY 2014–2015 Adopted Budget	FY 2015–2016 Tentative Budget	Change	Note
<b>Sources of Funds</b>				
Beginning Fund Balance	110,537	110,000	(537)	a
<b>Revenue</b>				
Bookstore/Cafeteria Vending	410,000	410,000	–	
ASB Activity Sticker Sales	55,000	55,000	–	
<b>Total Sources of Funds</b>	<b>575,537</b>	<b>575,000</b>	<b>(537)</b>	
<b>Uses of Funds</b>				
Campus Life	56,500	59,500	3,000	b
Co-Curricular Programs	235,000	233,000	(2,000)	c
ASIVC Operations	32,337	32,337	–	
ASIVC Operations (Personnel, Non-Discretionary)	81,500	81,500	–	
Mid-Year Requests	10,000	10,000	–	
Scholarships	30,000	30,000	–	
Student Support	72,600	70,500	(2,100)	d
Emergency Reserve	57,600	58,163	563	e
<b>Total Uses of Funds</b>	<b>575,537</b>	<b>575,000</b>	<b>(537)</b>	

- a. Estimate that carryforward will be similar as prior year.
- b. Increase in support of Student Ambassadors Program.
- c. Maintained funding for all co-curricular programs, however, one area had a decrease in their request.
- d. Some areas did not make a request for funding, which enabled increases in some areas and new funding of student clubs.
- e. Slight increase in reserve to 10.1% of Total Sources of Funds.

# 2015–16 Budget Highlights



- ▶ **Campus Life: \$59,500**
  - Campus Life supports programs sponsored by ASIVC including Welcome Back Days, Club Day, Fear Fest, President's Cup, Homecoming, and Cram Week. Additionally, it supports campus wide programs including the IVC Student Ambassador Program, Annual Scholarship Award Ceremony, and Commencement.
- ▶ **Co-Curricular Programs: \$233,000**
  - Co-curricular funds support the competitive academic programs that enhance student success, contribute to student retention, offer national and state academic experience, promote involvement on campus and fulfill Accreditation requirements.
- ▶ **ASIVC Operations: \$113,837**
  - ASIVC funding covers operational costs of the student government offices, contract maintenance agreements for printers, copiers and repairs of equipment in the cafeteria and bookstore.
- ▶ **Scholarships: \$30,000**
  - ASIVC provides an annual funding amount for IVC student scholarships.
- ▶ **Student Support: \$70,500**
  - ASIVC grant funding for student programs that serve all IVC students and promote student success. Additionally, this provides funding for campus events sponsored by departments and student clubs.
- ▶ **Contingency and Mid-Year requests: \$68,163**
  - ASIVC provides an amount for any contingencies and/or mid-year needs.

# Accomplishments from 2014-15

- ▶ Increased student life and engagement on campus
  - Hosted trainings for leadership, Welcome Back Days, Club Days, Fear Fest, & Cram Week
  - Supported the development of the **IVC Student Ambassador Program**. 15 students who participated in the program participated in a 20 hour leadership program and they were involved in various outreach and community activities throughout the year.
  - Instituted a new ICC Workshop this May to prepare all new student club leadership (70 students attended!)
  - Supported an extremely successful year of co-curricular programs (details to follow)
- ▶ Enhanced operational effectiveness of ASIVC
  - Conducted a review of ASIVC committees and commissions resulting in the streamlining of our organization. Reduced 60% of positions and reduced committees from 11 to five.
  - Conducted a review of ASIVC Constitution & Bylaws and revised Election Code
- ▶ Actively engaged in campus governance
  - Students were appointed to campus wide committee, work groups, and taskforces, and regularly participated. Established regular practice of reporting updates at ASG meetings.
- ▶ Participated in state and national student government dialog and advocacy
  - Hosted Region 8 California Community College Student Association meeting in the fall
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# Support of Co-Curricular Programs Contribute to IVC's Winning Tradition



## IVC Speech & Debate Team

Won gold awards in Debate and Overall Sweepstakes points at the 2015 Phi Rho Pi Nat'l Tournament. Fifth consecutive year that IVC Forensic students have won both sweepstakes trophies in their division.

## IVC Wind Symphony

Sina Karachiani won 1st prize in the MACCC State Composition Contest and performed his work at the MACC State Conference. 17th consecutive year we have sent students to either the Regional CBDNA or National CBDNA.



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4th consecutive Outstanding Delegation award at the National Conference. IVC is once again the most decorated college at National Model United Nations conferences this year. In addition, IVC's fifteen overall awards at NMUN-NY sets a new NMUN Record for the most awards ever won at the NMUN - NY conference.



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IRVINE VALLEY  
COLLEGE



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**TO:** Board of Trustees

**FROM:** Gary L. Poertner, Chancellor

**RE:** SOCCCD: Saddleback College Technology & Applied Sciences (TAS) Building Swing Space Project, Architectural Services Agreement, Amendment No. 6, R2A Architecture

**ACTION:** Approval

---

**BACKGROUND**

On April 30, 2012, the Board of Trustees approved hiring R2A Architecture for the Saddleback College Technology & Applied Sciences Building (TAS) Swing Space project for \$485,000. The original agreement provided for additional services, if necessary. On 9/23/2013, 1/27/2014, 5/19/2014, 12/15/2014 and 01/26/2015 the Board of Trustees approved amendments No.1 through 5 for a total of \$254,390 and a revised contract amount of \$739,390.

**STATUS**

Additional architectural services are required to assist the district with providing access control/hardware changes in accordance with the new Saddleback College standard. R2A Architecture has agreed to provide the additional architectural services for a fee of \$7,890.

Staff recommends approval of Amendment No. 6 (EXHIBIT A) for \$7,890 for a new contract total equaling \$747,280.

Basic aid funds for this amendment are available within the approved project budget of \$9,520,687.

**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve Amendment No. 6 (EXHIBIT A) in the amount of \$7,890 with R2A Architecture for the Saddleback College Technology & Applied Sciences Building Swing Space project for a total fee of \$747,280.

**AMENDMENT No. 6  
TO ARCHITECTURAL SERVICES AGREEMENT  
FOR  
TECHNOLOGY & APPLIED SCIENCES BUILDING SWING SPACE PROJECT  
SADDLEBACK COLLEGE**

**June 22, 2015**

**THIS AMENDMENT** shall modify the original agreement dated May 16, 2012, by and between the South Orange County Community College District, hereinafter referred to as "DISTRICT", and R2A Architecture, 2900 Bristol St., Suite E-205, Costa Mesa, California, 92626, hereinafter referred to as "CONSULTANT".

**WHEREAS**, Article X, paragraph 15 of the original agreement establishes that it may be amended in writing by mutual consent of both parties; and

**WHEREAS**, Article VIII, paragraph 1, establishes the compensation of the agreement at \$460,000 with a reimbursable allowance of \$25,000; and

**WHEREAS**, the Swing Space project requires additional architectural/engineering services to incorporate a new college standard for access controls which are outside the original agreement; and

**WHEREAS**, Article III, paragraph 2 establishes that the contract amount for additional services may be adjusted by mutual written agreement.

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

Original Contract Amount:	\$485,000.00
Amendment No. 1	\$ 46,000.00
Amendment No. 2	\$163,420.00
Amendment No. 3	\$ 28,800.00
Amendment No. 4	\$ 6,170.00
Amendment No. 5	\$ 10,000.00
<b>Amendment No. 6</b>	<b><u>\$ 7,890.00</u></b>
Revised Contract Amount:	<b>\$747,280.00</b>

**IN WITNESS HEREOF**, the Parties have executed this Amendment No. 6 as of the date set forth above.

"DISTRICT"  
South Orange County Community College District

"CONSULTANT"  
R2A Architecture

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

By: \_\_\_\_\_  
Etienne Runge  
CEO

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

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

**TO:** Board of Trustees

**FROM:** Gary L. Poertner, Chancellor

**RE:** SOCCCD: Saddleback College Technology and Applied Sciences  
Swing Space Project, Change Order No. 1, Solpac Construction (dba  
Soltek Pacific)

**ACTION:** Approval

---

### **BACKGROUND**

On February 23, 2015, the board approved a lease/leaseback (L-LB) contract with Solpac Construction (dba Soltek Pacific) for the Saddleback College Technology & Applied Sciences (TAS) Building Swing Space project with a Guaranteed Maximum Price (GMP) of \$6,817,083. L-LB contract services agreement allows change orders to the GMP for additional work outside of the GMP original scope of work.

Saddleback College has adopted a new standard for key card entry and requested access controls be provided to the new auto technology building.

### **STATUS**

Solpac Construction has provided a cost proposal for \$102,070, which has been reviewed and accepted by the college.

The required modification is contained in Change Order Request No. 1. Approval of Board Change Order No. 1 (EXHIBIT A) will increase the Solpac Construction contract amount by \$102,070 for a revised contract amount of \$6,919,153.

Funds for this change are available within the Saddleback College general fund.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve Board Change Order No. 1 (EXHIBIT A) in the amount of \$102,070 with Solpac Construction (dba Soltek Pacific) for the Saddleback College Technology & Applied Sciences Building Swing Space project for a total contract amount of \$6,919,153.

Technology and Applied Sciences Swing Space Project

Saddleback College

Board Change Order No.1

June 22, 2015

<b>SOCCCD Bid #</b>	<b>DESCRIPTION</b>	<b>CONTRACTOR</b>		<b>GMP* CONTRACT AMOUNT</b>	<b>PREVIOUSLY APPROVED Approved CORs</b>	<b>BCO Total</b>	<b>REVISED GMP CONTRACT AMOUNT</b>
2022	ATAS SS	Solpac Construction (dba Soltek Pacific)		\$6,817,083.00	0.00	102,070.00	\$6,919,153.00
		2424 Congress St. 200 San Diego, Ca., 92110	<b>TOTAL</b>	\$6,817,083.00	0.00	102,070.00	\$6,919,153.00

\*GMP = Guaranteed Maximum Price

<b>BCO No.1 ITEMS</b>	<b>Date</b>	<b>Description</b>	<b>Requested By</b>	<b>Status</b>	<b>Amount</b>	<b>Time Extension</b>
1		Provide access control at Auto Tech Building	College	Approved	102,070.00	0

**TO:** Board of Trustees  
**FROM:** Gary L. Poertner, Chancellor  
**RE:** SOCCCD: Saddleback College Photo/Radio/Television Renovation Project, Change Order No. 1, Harbor Construction, Inc.  
**ACTION:** Approval

---

**BACKGROUND**

On April 28, 2014, the Board of Trustees approved the contract with Harbor Construction, Inc. for the Saddleback College Photo/Radio/Television Renovation project for a total amount of \$1,608,000.

**STATUS**

The required modifications contained in Change Order Request No. 1 are described in EXHIBIT A. Approval of Board Change Order No. 1 will result in an increase of \$39,223 and 67 additional days to the project schedule, for a revised contract completion date of March 17, 2015, and a revised contract amount of \$1,647,223.

Basic aid funds are available in the approved project budget of \$2,622,000.

**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve Board Change Order No. 1 (EXHIBIT A) for the Saddleback College Photo/Radio/Television Renovation project and authorize staff to execute Board Change Order No. 1 with Harbor Construction, Inc., resulting in a \$39,223 increase and 67 additional days to the project schedule, for a revised contract completion date of March 17, 2015, and a revised contract amount of \$1,647,223.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT  
 Photo/Radio/Television Renovation Project at Saddleback College  
 Board Change Order No. 1  
 June 22, 2015

Bid #	DESCRIPTION	CONTRACTOR		CONTRACT AMOUNT	Previously Approved CORs	BCO # 1 Amount	REVISED CONTRACT AMOUNT
2014	General Contractor	Harbor Construction, Inc.		\$1,608,000.00	0	\$39,223.00	\$1,647,223.00
		15520 Rockfield Blvd, B Irvine, CA 92618	<b>TOTAL</b>	<b>\$1,608,000.00</b>	<b>0</b>	<b>\$39,223.00</b>	<b>\$1,647,223.00</b>

Change No.	Date	Description	Requested	Status	Amount	Added Days
1	5/8/2015	Mitigate concrete slab moisture.	By District	Reviewed	\$39,223.00	0
2	5/8/2015	Slab moisture mitigation, HVAC subcontractor replacement, and HAZMAT abatement.	By District	Reviewed	\$0	67
		<b>Total</b>			<b>\$39,223.00</b>	<b>67</b>

**TO:** Board of Trustees

**FROM:** Gary L. Poertner, Chancellor

**RE:** SOCCCD: Saddleback College Photo/Radio/Television Project, Notice of Completion, Harbor Construction, Inc.

**ACTION:** Approval

---

**BACKGROUND**

On April 28, 2014, the Board of Trustees approved the contract with Harbor Construction, Inc. for the Saddleback College Photo/Radio/Television Renovation project for a total amount of \$1,608,000.

Pending board approval at this June 2015 meeting for the recommended Board Change Order No. 1 of \$39,223, the final contract amount equals \$1,647,223.

**STATUS**

Contract work is complete. Legal counsel and staff recommend that a Notice of Completion (EXHIBIT A) be filed for the Saddleback College Photo/Radio/Television Renovation project.

Basic aid funds are available in the approved budget for the Photo/Radio/Television Renovation project which is \$2,622,000.

**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees authorize the filing of the Notice of Completion (EXHIBIT A) for the Saddleback College Photo/Radio/Television project to Harbor Construction, Inc. for a final contract total of \$1,647,223. It is also recommended that the board authorize the release of retention 35 days after filing.

Recording Requested  
By and Mail to:

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT  
28000 Marguerite Parkway  
Mission Viejo, California 92692  
Attn: Purchasing & Facilities Planning

EXEMPT PER GOVERNMENT CODE 6103

**NOTICE OF COMPLETION**

NOTICE IS HEREBY GIVEN, that the SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT of Orange County, California, as Owner with vested title in the property hereinafter described, caused improvements to be made to said property to wit: PHOTO/RADIO/TELEVISION RENOVATION PROJECT, SADDLEBACK COLLEGE, the contract for the doing of which was heretofore entered into the 28<sup>th</sup> DAY OF APRIL, 2014, which contract was made with HARBOR CONSTRUCTION, INC. as Contractor; that said improvements were completed and accepted by formal action of the governing board of said District on the 22<sup>nd</sup> DAY OF JUNE, 2015, that title to said property is vested in the SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT of Orange County, California; that the surety for the above-named Contractor is LIBERTY MUTUAL OF CALIFORNIA; that the property hereinafter referred to and on which said improvements were made is described as follows:

SADDLEBACK COLLEGE  
28000 MARGUERITE PARKWAY  
MISSION VIEJO, CA 92692

\_\_\_\_\_  
SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT OF ORANGE COUNTY, CA

By \_\_\_\_\_ Dated \_\_\_\_\_  
Gary L. Poertner  
Chancellor

A notary public or other office completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA]  
] ss.  
COUNTY OF ORANGE ]

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

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

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

By \_\_\_\_\_ Dated \_\_\_\_\_  
Gary L. Poertner  
Chancellor

State of California  
County of Orange

Subscribed and sworn to (or affirmed) before me on  
this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_  
by Gary L. Poertner  
be the person who appeared before me.

\_\_\_\_\_  
Signature

(Seal)



**TO:** Board of Trustees

**FROM:** Gary L. Poertner, Chancellor

**RE:** Irvine Valley College: Dean, Social and Behavioral Sciences and Reorganization of Liberal Arts

**ACTION:** Approval

---

## **BACKGROUND**

The instructional area of Irvine Valley College (IVC) has 13 distinct units of instructional services. Ten of the units are clusters of instructional programs (e.g. history, mathematics, *et al.*) called "schools" that schedule sections of courses and staff them and three (CTE, ATEP, and Academic Programs) that provide support services. IVC is not yet sufficiently large to have one dean for each of these units; instead, the smaller units are clustered in pairs or trios to create an appropriate-sized assignment for a dean.

IVC's enrollment has grown significantly over the past few years, but this growth has not been evenly spread across all deans. Since Fall 2007, IVC has experienced a 32% growth in full-time equivalent students (FTES), the number of sections has grown by 26%, and the number of full-time faculty has risen by 30%. A significant and growing part of this growth are services provided to nonresident (i.e. international and U.S. out-of-state) students whose tuition covers the full cost of instruction. Nonresident FTES has grown 54.6% in the past five years, from 591 to 913, realizing revenue growth of approximately \$1,034,000. Nonresident FTES grew by 16.1% in Fall 2014, resulting in more than \$175,000 in additional revenues in that term alone. Due to faster-paced growth in humanities, languages, and social sciences, the Dean of Liberal Arts now administers the largest instructional unit, consisting of 46% of all sections and 38% of all full-time faculty. Her peers have a smaller workload by comparison. Periodically, to correct imbalances in deans' workloads, the assignments are reorganized to achieve a more equitable workload balance. For example, at the April 2015 Board meeting, the Board approved splitting the assignment of the Dean, Fine Arts and Business Sciences so that the School of the Arts and the School of Business Science would each have its own dean.

In addition to enrollment growth, IVC assumed the administration of the ATEP site in 2010-2011, an important and growing administrative function. Despite these added responsibilities and workloads, the number of deans and managers in the instructional unit has fallen by 14% since 2013. In 2012-2013, IVC had seven instructional deans and managers as described in Exhibit A. Today, the college has only six. This reduction resulted from the elimination of one Classified Manager (Director, Extended Education) in 2012-2013 whose workload was transferred to the Dean, Online and Extended Education. In addition, the position of Dean, Academic

Programs was eliminated in 2013 with the Academic Programs load transferring to the Dean, Online and Extended Education. This reduction was planned and was to be temporary.

## **STATUS**

Compared to similar-sized colleges in Orange County, IVC's administrative structure is relatively smaller. In a recent study that compared the number of administrators at eight community colleges in Orange County, IVC ranked seventh out of eight colleges with 11 administrators (2013 data). For example, Cypress College and Golden West College are similar in size to IVC and have 14 and 15 administrators respectively. Because of this continuing workload and enrollment growth, the seventh instructional administrative position that was eliminated in 2012-2013 needs to be restored to IVC's instructional area at this time. By creating the position of Dean, Social and Behavioral Sciences, and shifting the administration of this school and Academic Programs to the new dean, the deans' workloads are more equally distributed. The current and proposed administrative charts for the affected instructional units are presented in Exhibit B.

Creation of this position has been reviewed and approved by the faculty of the School of Social and Behavioral Sciences, the Academic Senate, and the Strategic Planning and Accreditation Council (SPAC), IVC's primary participatory governance council.

The net budgetary impact in 2015-2016 will be the cost of one new dean-level position (\$127,332 salary plus \$47,000 benefits). The comparative cost of administration in the instructional area from 2012-2013 to 2015-2016, however, is a much smaller amount (approximately \$58,000) due to the savings that resulted from the elimination of the Director, Extended Education position in 2012-2013. These costs will be offset by already realized revenues generated by resident and nonresident FTES. No additional costs are anticipated as a result of this reorganization.

## **RECOMMENDATION**

The Chancellor recommends that effective July 1, 2015: (1) the new position of Dean, Social and Behavioral Sciences be approved and (2) the new Dean position will assume responsibility for the administration of the School of Social and Behavioral Sciences and Academic Programs. Recruitment to fill the position will commence following Board approval.

**Instructional Administrators and Managers at IVC 2011-2016**

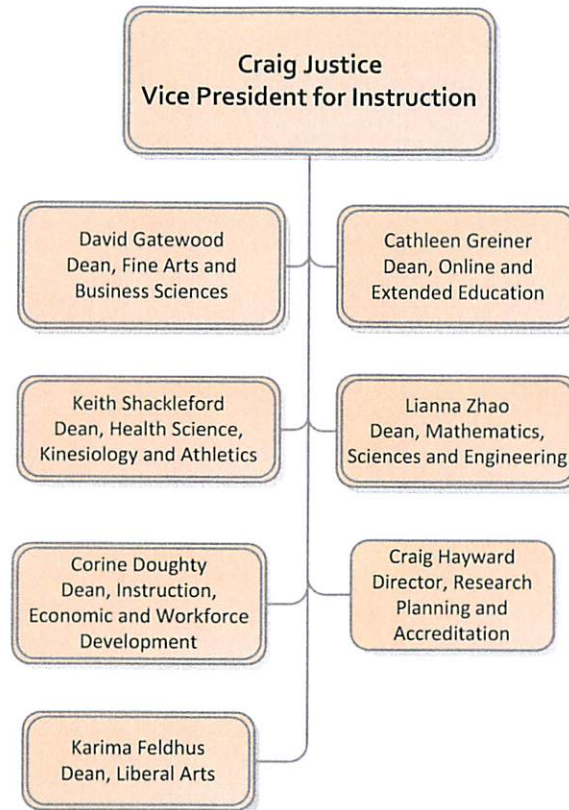
**EXHIBIT A**

	<b>Instructional Schools/Units</b>	<b>2011-2012</b>	<b>2012-2013</b>	<b>2013-2014</b>	<b>2014-2015</b>	<b>2015-2016</b>
1.	<b>Kinesiology, Health and Athletics</b>	Keith Shackelford	Keith Shackelford	Keith Shackelford	Keith Shackelford	Keith Shackelford
2.	<b>Career Technical Education (CTE)</b>	David Gatewood	David Gatewood	Barbara Blanchard	Corine Doughty	Corine Doughty
3.	<b>ATEP</b>	David Gatewood	Kathy Werle	Barbara Blanchard	Corine Doughty	Corine Doughty
4.	<b>The Arts</b>	Roger Owens	David Gatewood	David Gatewood	David Gatewood	Vacant (Currently Being Filled)
5.	<b>Business Sciences</b>	Roger Owens	David Gatewood	David Gatewood	David Gatewood	Cathleen Greiner
6.	<b>Extended &amp; Online Education*</b>	David Anderson	David Anderson Sharon Louie	Cathleen Greiner	Cathleen Greiner	Cathleen Greiner
7.	<b>Mathematics, Computer Science and Engineering</b>	Lianna Zhao	Lianna Zhao	Lianna Zhao	Lianna Zhao	Lianna Zhao
8.	<b>Life Sciences</b>	Lianna Zhao	Lianna Zhao	Lianna Zhao	Lianna Zhao	Lianna Zhao
9.	<b>Physical Sciences</b>	Lianna Zhao	Lianna Zhao	Lianna Zhao	Lianna Zhao	Lianna Zhao
10.	<b>Humanities</b>	Karima Feldhus	Karima Feldhus	Karima Feldhus	Karima Feldhus	Karima Feldhus
11.	<b>Languages and Learning Resources</b>	Karima Feldhus	Karima Feldhus	Karima Feldhus	Karima Feldhus	Karima Feldhus
12.	<b>Social and Behavioral Sciences</b>	Karima Feldhus	Karima Feldhus	Karima Feldhus	Karima Feldhus	<b>Proposed Dean's Assignment</b>
13.	<b>Academic Programs**</b>	Kathy Werle	Kathy Werle	Cathleen Greiner	Cathleen Greiner	<b>Proposed Dean's Assignment</b>
	<b>TOTALS</b>	<b>7 Administrators</b>	<b>7 Administrators</b>	<b>6 Administrators</b>	<b>6 Administrators</b>	<b>7 Administrators</b>

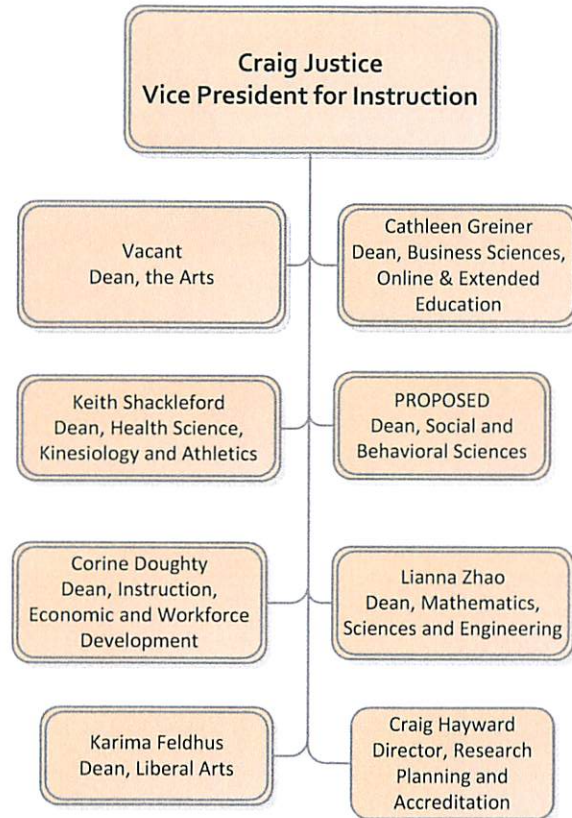
\*Position of Director, Extended Education was eliminated in 2013. Scope of work transferred to Dean, Online and Extended Education.

\*\*Position of Dean, Academic Programs was eliminated in 2013. Scope of work transferred to Dean, Online and Extended Education.

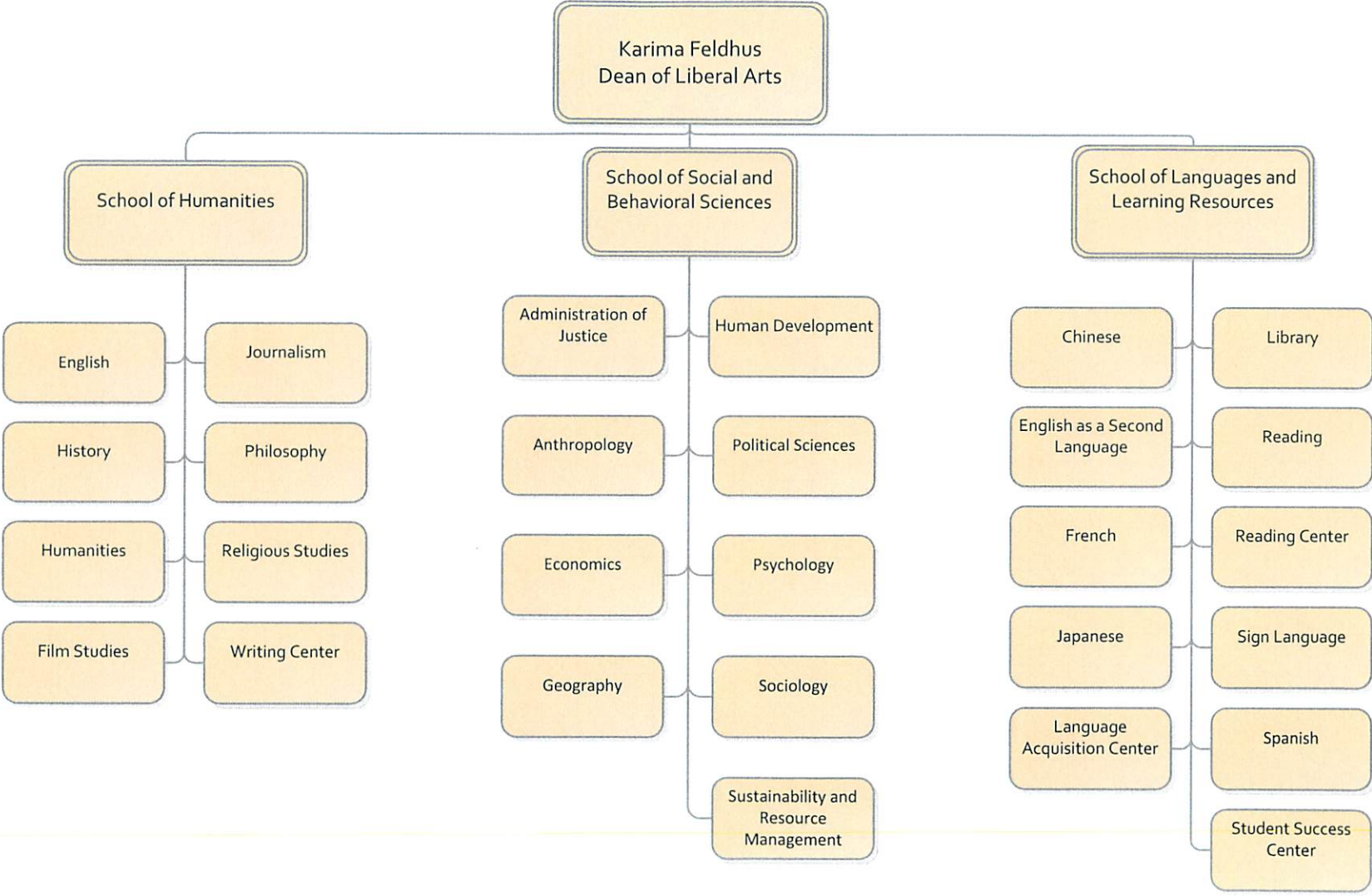
Office of Instruction  
(Current)



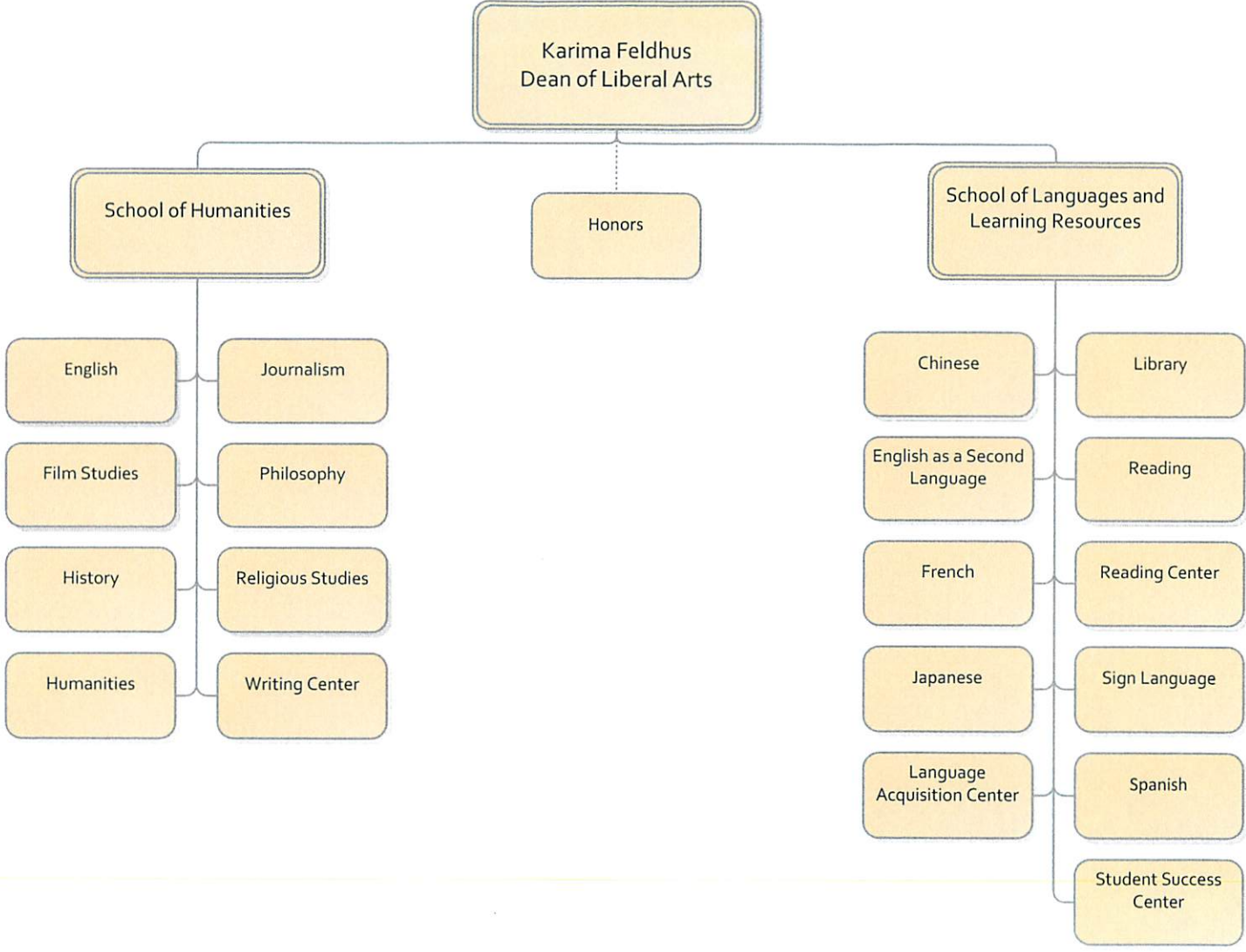
Office of Instruction  
(Proposed)



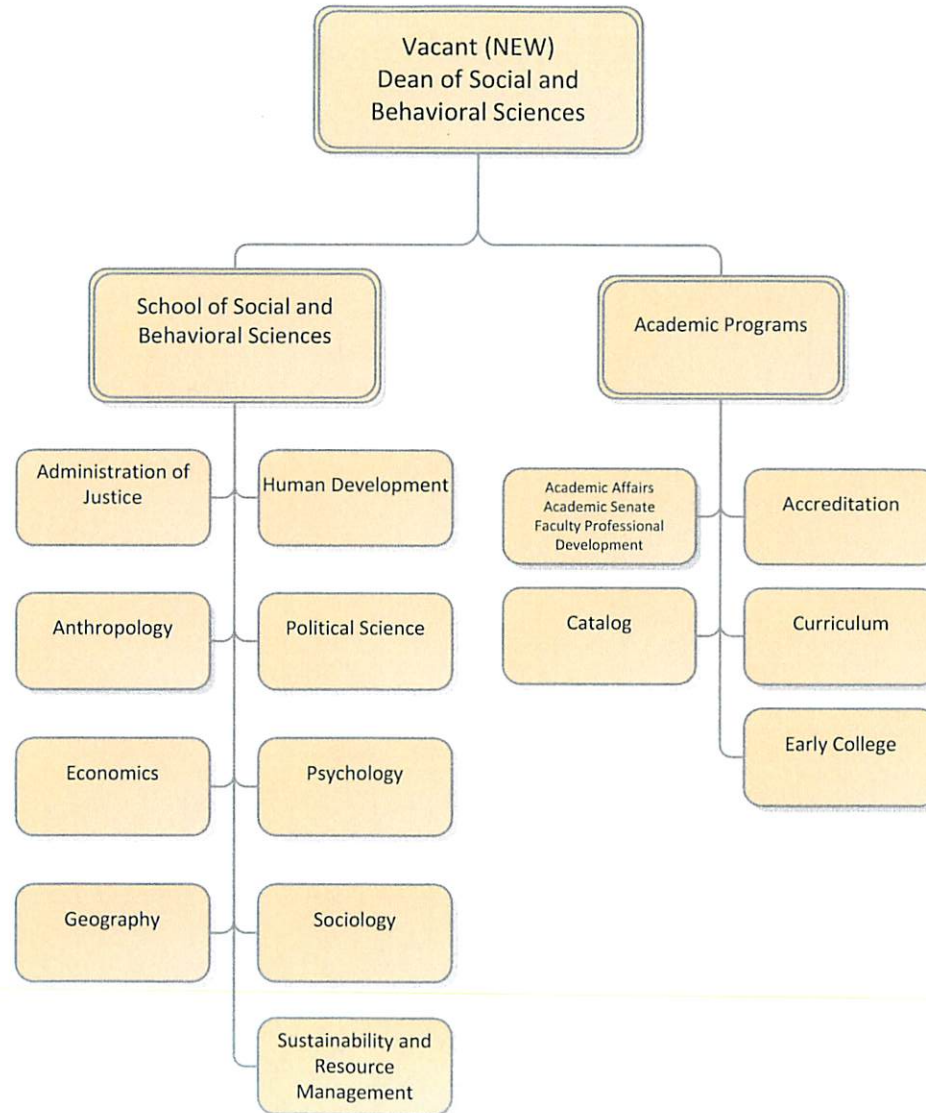
Dean of Liberal Arts  
(Current)



Dean of Liberal Arts  
(Proposed)



School of Social and Behavioral  
Sciences  
(Proposed)





**TO:** Board of Trustees  
**FROM:** Gary L. Poertner, Chancellor  
**RE:** Irvine Valley College: Renaming of the A400 Building  
**ACTION:** Approval

---

**BACKGROUND**

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

**STATUS**

The A400 Renovation and Expansion project is expected to finish by August 2015 and open for classes beginning Spring 2016. Under the current naming convention, the building is listed as A400. Renaming the building to Liberal Arts building will improve clarity within the class schedule listings as well as improve campus way-finding. The proposed naming convention is consistent with the recently constructed Life Sciences Building.

**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve the renaming of the A400 building to Liberal Arts building.

**TO:** Board of Trustees

**FROM:** Gary L. Poertner, Chancellor

**RE:** SOCCCD: Irvine Valley College A400 Design-Build Project, Board Change Order No. 4, Swinerton Builders

**ACTION:** Approval

---

### **BACKGROUND**

On April 30, 2012, the Board of Trustees adopted Resolution 12-17 authorizing design-build procurement for the Irvine Valley College A400 Design-build project. On January 22, 2013, a design-build contract was approved with Swinerton Builders with a Maximum Allowable Price of \$8,850,000. On January 27, 2014, July 21, 2014 and May 18, 2015, the Board of Trustees approved Board Change Order No. 1, No. 2, and No. 3 for no additional cost, \$300,000, and \$25,851 respectively for a revised contract value of \$9,175,851.

### **STATUS**

Project additions and deletions are reflected in the recommended Board Change Order No. 4 (EXHIBIT A) for a recommended increase of \$57,501 for a revised contract total of \$9,233,352. Board Change Order No. 4 increases the project duration by 49 calendar days.

Basic aid funds are available within the approved project budget of \$13,012,895.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve Board Change Order No. 4 (EXHIBIT A) to the agreement with Swinerton Builders for the Irvine Valley College A400 Design-build project and authorize staff to execute the corresponding change order, which will result in an increase of \$57,501, for a revised contract total of \$9,233,352, with an increase to the project duration by 49 calendar days.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT  
A400 Design-Build Project at Irvine Valley College  
Board Change Order No. 4  
June 22, 2015

Bid #	DESCRIPTION	CONTRACTOR		CONTRACT AMOUNT	Previously Approved CORs	BCO # 4 COR Total	REVISED CONTRACT AMOUNT
307	Design-build	Swinerton Builders		\$8,850,000	325,851	57,501	\$9,233,352
			<b>TOTAL</b>	<b>\$8,850,000</b>	<b>325,851</b>	<b>57,501</b>	<b>\$9,233,352</b>

Field Order No.	Date	Description	Requested	Status	Amount	Added Days
09	5/21/2015	Provide credit for half of partnering meeting expense	District	Reviewed	-3,950	0
18	5/01/2015	Replace aluminum with copper lines to power house 1	District	Reviewed	42,396	0
21	5/21/2015	Upgrade toilet partitions	District	Reviewed	4,592	0
22	6/1/2015	Add 40 days for DSA impact	District	Reviewed	0	40
24	6/1/2015	Add two days for holiday breaks	District	Reviewed	0	2
25	6/1/2015	Provide credit for brick buyout savings	District	Reviewed	-350	0
26	6/1/2015	Provide credit to delete bookcases	District	Reviewed	-13,638	0
27	6/1/2015	Add shelving in room 102A	District	Reviewed	4,601	0
28	6/1/2015	Add electrical modifications in rooms 103 & 210	District	Reviewed	4,600	0
29	6/1/2015	Add seven compensable days at \$2,750/day for environmental testing	District	Reviewed	19,250	7
		<b>Total</b>			<b>57,501</b>	<b>49</b>

**TO:** Board of Trustees

**FROM:** Gary L. Poertner, Chancellor

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

**ACTION:** Approval

---

**BACKGROUND**

Education Code Section 72024 (d) was amended to read “A member (of the Board of Trustees) may be paid for any meeting when absent if the board by resolution duly adopted and included in its minutes finds that at the time of the meeting he or she is performing services outside the meeting for the community college district, he or she was ill or on jury duty, or the absence was due to a hardship deemed acceptable by the board. This compensation shall be a charge against the funds of the district.”

**STATUS**

Trustee Nancy Padberg was absent from the May 18, 2015 board meeting due to medical reasons.

**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees adopt resolution 15-25 (Exhibit A) authorizing payment to Trustee Padberg who was absent from the May 18, 2015 meeting of the Board of Trustees.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES

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

**RESOLUTION 15-25**

Section 72024 (d) provides that "A member (of the Board of Trustees) may be paid for any meeting when absent if the board by resolution duly adopted and included in its minutes finds that at the time of the meeting he or she is performing services outside the meeting for the community college district, he or she was ill or on jury duty, or the absence was due to a hardship deemed acceptable by the board. This compensation shall be a charge against the funds of the district;" and

WHEREAS, on May 18, 2015, the Board of Trustees of the South Orange County Community College District held a meeting; and

WHEREAS, Trustee Nancy Padberg could not be present at the meeting; and  
WHEREAS, it was determined that Trustee Padbergs' absence was due to a hardship;

NOW, THEREFORE, BE IT RESOLVED that Trustee Nancy Padberg shall be paid at the regular rate of compensation for the meeting of the Board of Trustees held on Monday, May 18, 2015.

**TO:** Board of Trustees

**FROM:** Gary L. Poertner, Chancellor

**RE:** SOCCCD: Contract with Neudesic LLC for Software Development

**ACTION:** Approval

---

### **BACKGROUND**

The Student Information System (SIS) is a core mission critical system, providing direct services to students and faculty as well as administrators, managers, and staff at the colleges.

In order to support SIS related software projects for this fiscal year, the District is in need of expertise in the area of software development and project management. Neudesic LLC provides these services and is familiar with SOCCCD's systems and development approach.

### **STATUS**

The following SIS related project was prioritized by the District-wide Technology Committee (DTC) and approved by the Basic Aid Allocation Recommendation Committee (BAARC) for funding and development during FY 2015-2016:

- User identified and prioritized SIS enhancements

District IT is proposing that Neudesic LLC assist by providing software development and project management services for these projects.

Funding for these software development services are provided by the FY 2015-2016 basic aid allocation subject to the board's approval at the June 2015 board meeting.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve the work order with Neudesic LLC, (EXHIBIT A) for an amount not to exceed \$1,209,600 for the term of July 1, 2015 through June 30, 2016.

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

**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT  
WORK ORDER FOR INFORMATION TECHNOLOGY CONSULTANT SERVICES**

---

To:

Neudesic, LLC  
8105 Irvine Center Drive, Suite 1200  
Irvine, CA 92618

PO Number:

A contract between IT Consultant and South Orange County Community College District for IT Services was approved on November 17th, 2014. Based on that contract, IT Consultant shall complete the following projects, at the rates specified in the contract as described below:

Item	Description	Start Date	End Date	Not to Exceed Amt.
1	Develop Student Information System (SIS) changes and enhancements as identified and prioritized by appropriate college staff and facilitated by the Directors of Administrative/Academic Systems.  Services will consist of: project management, business analysis, database management, software development, and testing/quality assurance.	7/1/15	6/30/16	\$1,209,600.00

Work order approved by:  
DISTRICT

South Orange County Community College District

Accepted by:  
IT CONSULTANT

Neudesic, LLC

\_\_\_\_\_  
Dr. Debra L. Fitzsimons  
Vice Chancellor, Business Services

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
Parsa Rohani  
Chief Executive Officer

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
Dr. Robert Bramucci  
Vice Chancellor, Technology and Learning Services

\_\_\_\_\_  
(Date)

**TO:** Board of Trustees

**FROM:** Gary L. Poertner, Chancellor

**RE:** SOCCCD: Contracts with Blackboard

**ACTION:** Approval

---

### **BACKGROUND**

Blackboard provides several critical services to the colleges including the Blackboard LMS (Learning Management System – used to support distance education classes and a supplement to traditional classes), Blackboard Mobile (college mobile apps and mobile access to the LMS server), Blackboard Community Engagement (expands core functionality of the LMS), Hosting Infrastructure (hosting of multiple servers and technical support), and Blackboard Student Services (a 7x24 help desk for students).

The Blackboard LMS and Student Services contracts are negotiated through the Foundation for California Community Colleges which provides the district a discount.

### **STATUS**

These services require a regular renewal. The FY 2015-2016 district-wide cost for each service is as follows:

Service	Exhibit	Contract Term	Annual Contract Cost
Blackboard LMS License & Hosting (board approved in June 2014)	A	year 2 of 2	\$ 176,027.00
Blackboard Mobile , Community Engagement and Hosting Infrastructure	B	1 year	\$ 392,522.36
Blackboard Connect	C	1 year	\$ 68,000.00
Blackboard Student Services	D	1 year	\$ 63,876.48

Funding for these services will be provided by the college budgets using the standard FTES ratio.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve the agreements with Blackboard for a total amount not to exceed \$700,425.84.

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





## Blackboard Renewal Form 2014-16

College Name: South Orange County Community College District

**Primary Contact:**

**Secondary Contact (optional):**

Name: Jim Gaston

Name: Jeff Dorsz

Title: Director, IT - Academic Systems

Title: Director, IT - Infrastructure & Security

Phone: 949-582-4336

Phone: 949-582-4308

Fax: 949-347-1284

Fax: 949-347-1284

E-mail: jgaston@socccd.edu

E-mail: jdorsz@socccd.edu

New discounts are now available with Blackboard to include 24/7 IT Help Desk Services,  
Connect 2-way SMS and Mobile Solutions.

For more information, please contact Brad Mauro [brad.mauro@blackboard.com](mailto:brad.mauro@blackboard.com)

### 2014-2016 Blackboard License Renewal Pricing Summary

Product Type	Price with FCCC Discount
COURSE DELIV HENA 15-25K	\$69,045
CUSTOM AUTHENT ICM -MH	\$2,500
DATA INTEGRATION ICM -MH	\$4,500
HOSTING CD HENA < 8K	\$52,560
HST STAGING SERVER	\$34,691
HOSTING RMAN BACKUP	\$12,731
License Total Due 14-15	\$176,027
Product Type	Price with FCCC Discount
COURSE DELIV HENA 15-25K	\$69,045
CUSTOM AUTHENT ICM -MH	\$2,500
DATA INTEGRATION ICM -MH	\$4,500
HOSTING CD HENA < 8K	\$52,560
HST STAGING SERVER	\$34,691
HOSTING RMAN BACKUP	\$12,731
License Total Due 15-16	\$176,027

Please Enter your FTE Band:

Blackboard and the Foundation for California Community Colleges will continue to offer an agreement that will allow California Community Colleges to take advantage of discounts off current pricing and have visibility into costs over the next two years. By signing below you certify that you have read and agree to the Terms and Conditions contained in the Blackboard Software License Agreement and are making a **TWO (2)** year commitment to your Blackboard License renewal. In addition, your signature serves as purchase commitment for your institution.

**PO Attached:**    Yes / No  X

**PO #:** RQ15-00610

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

Print Name: Dr. Debra Fitzsimons, Vice Chancellor, Business Services, SOCCCD

Return to: Foundation for California Community Colleges - CollegeBuys, 1102 Q Street, Suite 3500,  
Sacramento, CA 95811 or Fax: 916-325-0844

Contact: Johanna Dizon / 916-325-0122 / [jdizon@foundationccc.org](mailto:jdizon@foundationccc.org)

**Renewal Notice**  
THIS IS NOT AN INVOICE, DO NOT PAY



**Blackboard**

Blackboard Inc.  
650 Massachusetts Ave., NW  
6th Floor  
Washington DC 20001  
USA

Phone: (202) 463-4860 X2721  
Fax : (202) 318-2619  
Federal ID # 52-2081178

**Send Purchase Order to**

Blackboard Finance Operations  
650 Massachusetts Avenue NW, 6th Floor  
Washington, DC 20001 USA  
Fax: (202) 318-2619  
FinanceOps@blackboard.com

Unless otherwise notified, invoice will be sent to the address below.

**Client Contact Information**

South Orange County Community College District  
28000 Marguerite Parkway  
Mission Viejo CA 92692-3635  
USA

**Client ID:** 100980

**Renewal Notice Date:** April 15, 2015

The renewal pricing listed below is based on your contract with Blackboard and is provided to facilitate generation of purchase orders for your upcoming renewal item. The amounts listed below **do not** include applicable taxes, which will be assessed and included at the time of invoice.

**Renewal ID:** Bb-108599

<u>Qty</u>	<u>Product Name</u>	<u>Product Description</u>	<u>Start Date</u>	<u>End Date</u>	<u>Price (USD)</u>
1	MOBILE CENTRAL	Blackboard Mobile Central	07/01/2015	06/30/2016	42,413.78
1	MOBILE LEARN	Blackboard Mobile Learn	07/01/2015	06/30/2016	29,437.46
1	ADDL HOSTING SERVICE UNIT	Blackboard Managed Hosting Additional Service Unit	07/01/2015	06/30/2016	38,700.00
1	ADDL HOSTING SERVICE UNIT	Blackboard Managed Hosting Additional Service Unit	07/01/2015	06/30/2016	35,500.00
1	ICM DATA MANAGER TOOL	ICM For Data Manager Tool	07/01/2015	06/30/2016	3,200.00
1	HOSTING ADDL STORAGE 500GB	Blackboard Managed Hosting Storage 500GB	07/01/2015	06/30/2016	7,560.00
1	COMMUNITY ENGAGEMENT	Blackboard Community Engagement	07/01/2015	06/30/2016	47,070.12
1	HOSTING ADDL BANDWIDTH 1 MBPS	Blackboard Managed Hosting Bandwidth 1 MBPS	07/01/2015	06/30/2016	0.00

<u>Qty</u>	<u>Product Name</u>	<u>Product Description</u>	<u>Start Date</u>	<u>End Date</u>	<u>Price (USD)</u>
1	HOSTING ADDL BANDWIDTH 1 MBPS	Blackboard Managed Hosting Bandwidth 1 MBPS	07/01/2015	06/30/2016	0.00
1	HOSTING ADDL BANDWIDTH 1 MBPS	Blackboard Managed Hosting Bandwidth 1 MBPS	07/01/2015	06/30/2016	0.00
1	HOSTING ADDL STORAGE 500GB	Blackboard Managed Hosting Storage 500GB	07/01/2015	06/30/2016	28,600.00
1	HOSTING ADDL BANDWIDTH 1 MBPS	Blackboard Managed Hosting Bandwidth 1 MBPS	07/01/2015	06/30/2016	0.00
1	HOSTING ADDL STORAGE 1TB	Blackboard Managed Hosting Storage 1TB	07/01/2015	06/30/2016	10,023.00
1	HOSTED TEST ENVIRONMENT	Blackboard Managed Hosting Test Environment	07/01/2015	06/30/2016	13,800.00
1	HOSTED STAGING ENVIRONMENT	Blackboard Managed Hosting Staging Environment	07/01/2015	06/30/2016	13,398.00
1	HOSTING ADDL BANDWIDTH 1 MBPS	Blackboard Managed Hosting Bandwidth 1 MBPS	07/01/2015	06/30/2016	0.00
1	ADDL HOSTING SERVICE UNIT	Blackboard Managed Hosting Additional Service Unit	07/01/2015	06/30/2016	29,560.00
1	HOSTING COMPLEX HOSTING MGR	Blackboard Managed Hosting Complex Hosting Manager	07/01/2015	06/30/2016	63,700.00
1	ADDL HOSTING SERVICE UNIT	Blackboard Managed Hosting Additional Service Unit	07/01/2015	06/30/2016	29,560.00
1	HOSTING ADDL BANDWIDTH 1 MBPS	Blackboard Managed Hosting Bandwidth 1 MBPS	07/01/2015	06/30/2016	0.00
1	HOSTING ADDL BANDWIDTH 1 MBPS	Blackboard Managed Hosting Bandwidth 1 MBPS	07/01/2015	06/30/2016	0.00

<u>Qty</u>	<u>Product Name</u>	<u>Product Description</u>	<u>Start Date</u>	<u>End Date</u>	<u>Price (USD)</u>
1	HOSTING ADDL BANDWIDTH 1 MBPS	Blackboard Managed Hosting Bandwidth 1 MBPS	07/01/2015	06/30/2016	0.00
<b><u>Renewal Amount (USD)</u></b>					392,522.36

**Renewal Notice**

THIS IS NOT AN INVOICE, DO NOT PAY

Exhibit C



**Blackboard**

Blackboard Inc.  
650 Massachusetts Ave., NW  
6th Floor  
Washington DC 20001  
USA

Phone: (202) 463-4860 X2721  
Fax : (202) 318-2619  
Federal ID # 52-2081178

**Send Purchase Order to**

Blackboard Finance Operations  
650 Massachusetts Avenue NW, 6th Floor  
Washington, DC 20001 USA  
Fax: (202) 318-2619  
FinanceOps@blackboard.com

Unless otherwise notified, invoice will be sent to the address below.

**Client Contact Information**

South Orange County Community College District  
28000 Marguerite Parkway  
Mission Viejo CA 92692-3635  
USA

**Client ID:** 100980

**Renewal Notice Date:** March 02, 2015

The renewal pricing listed below is based on your contract with Blackboard and is provided to facilitate generation of purchase orders for your upcoming renewal item. The amounts listed below **do not** include applicable taxes, which will be assessed and included at the time of invoice.

**Renewal ID:** Bb-122913

<u>Qty</u>	<u>Product Name</u>	<u>Product Description</u>	<u>Start Date</u>	<u>End Date</u>	<u>Price (USD)</u>
40000	CONNECT STND UNLTD -RUC	Blackboard Connect Unlimited Emergency and Outreach Messaging Service Per Recipient License Fee	07/01/2015	06/30/2016	68,000.00
<b><u>Renewal Amount (USD)</u></b>					68,000.00

# Blackboard Student Services

California Community Colleges Consortium  
Brought to you by the Foundation for California Community Colleges

<b>College Name</b>	South Orange CCD		
<b>Primary Contact</b>		<b>Secondary Contact</b>	
Name	Jeff Dorsz	Name	
Title	Director of IT and Security	Title	
Email	jdorsz@socccd.edu	Email	
Phone		Phone	
<b>Foundation Information</b>			
Quoted By	Ryan Rivera	Quote Date	May 27, 2015
Title	Program Assistant	Phone	916-325-0121
Email	<a href="mailto:rivera@foundationccc.org">rivera@foundationccc.org</a>		

Blackboard Student Services Managed Contact Center Solutions for Customer will include:

### Support Portal and Knowledge Base:

Offering a fully hosted, web-based knowledge base designed to encourage self-service and empower users to maximize the value of their Blackboard Student Services teaching and learning environment.

- The Blackboard Student Services Knowledge Base allows for customized branding and generally integrates within and throughout commercial and open source Learning Management Systems
- Link directly to the Blackboard Student Services Knowledge Base from the login page, or directly from a course by clicking on the “help” icon
- The Blackboard Student Services knowledge base is searchable, customizable, and fully managed by a dedicated Blackboard Student Services account manager
- Includes knowledge base articles, tip sheets, and animated tutorials
- For purposes of this Agreement, minimal customizations in 4 areas will be made available: and additional customizations are available for an additional set fee.  
Password Reset Procedures\ Branding of the portal  
Other areas to be determined by customer and Blackboard Student Services

### Realtime eChat:

- The realtime eChat provides a direct, chat-based messaging link to a certified Blackboard Student Services support representative; through the real time chat engine users may interact directly with a support representative 24/7/365.
- Provide users with a detailed chat transcript after each session
- Integrated with ticket tracking Support Applications to ensure comprehensive reporting of both chat-based and phone-based inquiries.

### Toll Free Phone-based Support:

- The operation will be fully staffed and available for both campus-based and distance learners 24/7/365.
- Customized Branding - Privately Branded scripting and messaging will provide a seamless experience for users and administrators
- Strict Service Level Management Approach

### Please sign this form, and submit with your Purchase Order (PO)

Electronically by email to Ryan Rivera, [rivera@foundationccc.org](mailto:rivera@foundationccc.org) OR

By Mail: Foundation for California Community Colleges, Attn: CollegeBuys, Ryan Rivera, 1102 Q Street, Suite 3500  
Sacramento CA 95811

- Detailed monthly reports providing number and type of service requests, as well as depth of usage within each of the application subsystems (i.e., gradebook, assessments, virtual classroom)
- Based on type and nature of inbound calls, Blackboard Student Services will make recommended approaches for managing the Customer Knowledge Base
- Platinum level support and Tier 1 interaction level

**2. Additional Upgrade Options** Colleges will have the option to upgrade their services provided by Blackboard Student Services.

**Course Management System Upgrade Options: Privately Branded Fully Customizable Portal Seats in a shared ticketing System**

**Additional Support Upgrade Option** Should a participating college request Blackboard Student Services to provide support for additional information technology applications. Blackboard Student Services and the college will determine the volume associated with supporting the application. A schedule will be completed with the volume and applications to be supported.

- Platinum Level Support - add

**3. Methods of Accessing Support**

The Support Service will include knowledge base, chat-based and phone-based support for all named students and faculty members. It is expected that international users will rely on chat-based support and knowledge-base tools.

**4. Support Availability**

Support will be available to faculty and students 24/7/365. **NOTE:** Blackboard Student Services shall use best efforts to make the Support Applications and Support Solutions available to Customer. Notwithstanding, however, from time to time, it may be necessary to provide scheduled maintenance and upgrades to various components of the Support Applications and other technologies used in providing the Support Solutions. In such circumstances, there may be periodic downtime which Blackboard Student Services will use its best efforts to schedule during non-busy time periods.

**5. Monthly Reporting**

Included in the support package are monthly reports outlining all incidents received during the period categorized by severity and affected application area. This information will be useful in adjusting certain program aspects to reduce the number of end-user problems in future months.

**6. Service Level Agreement & Pricing Assumptions:**

Blackboard Student Services' Managed Contact Center solutions include a service level warranty to ensure timely resolution of issues and response times, as follows:

Live Phone Average Speed to Answer Guarantee: under 3 Minutes, measured on a quarterly basis.

Upon notice to Customer or by Customer of Blackboard Student Services' failure to perform against stated service levels, Blackboard Student Services will have ten (10) days to remedy such failure(s). Upon the second notification for failure to perform for a stated monthly term, Blackboard Student Services shall have 3 business days to remedy and will apply a 10% credit of the call center operations fees for the current quarterly term to the Client's next invoice, if any.

**Please sign this form, and submit with your Purchase Order (PO)**

Electronically by email to Ryan Rivera, [riversa@foundationccc.org](mailto:riversa@foundationccc.org) OR

By Mail: Foundation for California Community Colleges, Attn: CollegeBuys, Ryan Rivera, 1102 Q Street, Suite 3500  
Sacramento CA 95811

**South Orange CCD (Quote)**  
**Term: July 1, 2015 – June 30, 2016**

Project/Account Management	\$ 9,455.40
Service Desk Infrastructure	\$ 11,346.48
Service Desk Operations	\$ 22,062.60
Self Service Portal	\$ 10,506.00
Customized SVCS - FTE	\$ 10,506.00
<b>TOTAL</b>	<b>\$ 63,876.48</b>

By signing below, you certify that you have read and agree to the Terms and Conditions contained in the Blackboard Student Services License Agreement. In addition, your signature serves as the purchase commitment for your institution.

<b>Signature:</b>
<b>Print Name:</b>
<b>Date:</b>

Please submit Purchase Order (PO) electronically to Ryan Rivera, via email: [rrivera@foundationccc.org](mailto:rrivera@foundationccc.org)

OR

By mail, to the address below:

Foundation for California Community  
Colleges Attn: CollegeBuys, Ryan Rivera  
1102 Q Street, Suite 3500  
Sacramento CA 95811



**TO:** Board of Trustees

**FROM:** Gary L. Poertner, Chancellor

**RE:** SOCCCD: ATEP Utilities and Infrastructure Project, Phase I, Design-Build Delivery Method, Adopt Resolution No. 15-27

**ACTION:** Approval

---

### **BACKGROUND**

On March 26, 2012, the Board of Trustees adopted a resolution authorizing the use of design-build procurement. On July 21, 2014, the board approved construction of the ATEP IVC First Building project using the design-build procurement method.

California Education Code section 81700, et seq., authorizes California community college districts to use the design-build delivery method on public works of improvement costing in excess of \$2.5 million. The district's use of the design-build delivery method shall either (1) reduce comparable costs of the projects, (2) expedite completion of the project, or (3) provide features and benefits unavailable through the traditional design-bid-build process.

### **STATUS**

The ATEP Utilities and Infrastructure Project, Phase I, will provide improvements for pedestrian and vehicular circulation and the utility infrastructure required to support the ATEP IVC First Building project, future site development and will provide parking to support the ATEP IVC First Building project.

Staff is recommending the board authorize the use of design-build for the ATEP Utilities and Infrastructure Project, Phase I. California Education Code section 81702(a) requires the Governing Board adopt a resolution (EXHIBIT A) authorizing the use of design-build prior to entering into a design-build contract.

Funding for this project is submitted for Board of Trustee approval in the FY 2015-2016 basic aid recommendation at this June 22, 2015 meeting and equals a total of \$7,000,000 for ATEP Site Utilities and Infrastructure Project, Phase I, and \$3,100,000 for ATEP IVC First Building parking.

### **RECOMMENDATION**

The Chancellor recommends the Board of Trustees adopt Resolution No. 15-27 (EXHIBIT A) to authorize the use of design-build for the ATEP Utilities and Infrastructure Project, Phase I.

RESOLUTION NO. 15-27

RESOLUTION OF THE BOARD OF TRUSTEES  
OF THE  
SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT AUTHORIZING DESIGN-BUILD  
PROCUREMENT AT ATEP UTILITIES AND INFRASTRUCTURE PROJECT, PHASE I

June 22, 2015

**WHEREAS**, California Education Code section 81700, *et seq.*, authorizes California community college districts such as South Orange County Community College District (the "District"), to use the Design-build delivery method on public works of improvement costing in excess of \$2.5 million; and,

**WHEREAS**, California Education Code section 81702(a) requires the Governing Board to adopt a resolution approving the use of the Design-build delivery method prior to entering into a Design-build contract; and,

**WHEREAS**, pursuant to California Education Code section 81702(a), the Governing Board has reviewed the guidelines developed pursuant to former Education Code section 81706; and,

**WHEREAS**, the Governing Board finds that use of the Design-build delivery method for public works should either (1) reduce comparable costs of the projects, or (2) expedite completion of the project, or (3) provide features and benefits unavailable through the traditional Design-Bid-Build process; and,

**WHEREAS**, the Request for Proposal ("RFP") package for Design-build procurement will conform to State Law and provide the minimum performance criteria and design standards for the Project; and

**WHEREAS**, the RFP will also identify the basic scope, concept drawings and needs of the Project, the expected cost range, and other information deemed necessary to inform interested parties of the contracting opportunity; and

**WHEREAS**, the RFP will define the factors and sub-factors that the District reasonably expects to consider in evaluating proposals, including cost or price and all non-price related factors and sub-factors, the methodology and rating or weighting scheme that will be used in evaluating competitive proposals; and

**WHEREAS**, to the extent the District wishes to reserve the right to hold discussions or negotiations with responsive bidders, the RFP will define the applicable rules and procedures to ensure that any discussions or negotiations are conducted in a fair and impartial manner.

**NOW, THEREFORE, BE IT RESOLVED**, that the South Orange County Community College District Board of Trustees hereby declares its intention to commence the process for Design-build for the ATEP Utilities and IVC Infrastructure Project, Phase I, in accordance with applicable State Law, guidelines, processes, and on terms and conditions set forth therein;

**PASSED AND ADOPTED**, by the Board of Trustees of the South Orange County Community College District, Orange County, State of California, on June 22, 2015.

---

T.J. Prendergast, III, President

---

Timothy Jemal, Vice President

---

James R. Wright, Clerk

---

Barbara J. Jay, Member

---

David B. Lang, Member

---

Marcia Milchiker, Member

---

Nancy M. Padberg, Member

---

Gary L. Poertner, Chancellor  
And Secretary to the Governing Board

**TO:** Board of Trustees

**FROM:** Gary L. Poertner, Chancellor

**RE:** SOCCCD: Approve FY 2017-2018 Five Year Plan Revision for Submittal to the State Chancellor's Office

**ACTION:** Approval

---

### **BACKGROUND**

Each year in June, the district is required to submit a Five Year Plan to the State Chancellor's office. On February 23, 2015, the Board of Trustees approved the District's Five Year Plan which was referenced for this year's capital improvement basic aid funding requests.

### **STATUS**

As a result of the planning process outcomes and in preparation for the state submittal, staff has modified the board approved Five Year Plan from February (EXHIBIT A) with the following changes:

- The Saddleback College Learning Resource Center (LRC) has been added back to the list as priority one because the State required this project be listed until state accounting was complete. As a result, all of the projects in the 2015 column have increased by one number. For instance in the February submittal, the Sciences Building was previously identified as priority one and is now priority two. Accounting for the LRC is now complete and it will come off next year's list.
- A name change occurred for item 14. It is now titled "Health Center / Concessions" project.
- Item 24: B-300 Renovation, 2nd floor and item 30: B-300 Renovation, 1st floor are combined into one project, B-300 Renovation, with a priority ranking of 25.

Staff recommends the Board of Trustees approve the FY 2017-2018 Five Year Plan for signature and submittal to the State Chancellor's Office (EXHIBIT B). Copies of the full 124-page Five Year Plan report are available in the district's Facilities Planning Department.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve the changes to the FY 2017-2018 Five Year Construction Plan (EXHIBIT A) and approve the plan for signature and submittal to the State Chancellor's Office.

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

FY 2017-18 Five Year Plan (Revised)  
 South Orange County Community College District  
 June 22, 2015

2014 Priority	2015 Priority	Project Title	Campus	Occupy Date	Status
1	1	<b>LEARNING RESOURCE CENTER-Reprioritized to Close out at State, Now complete</b>	<b>Saddleback College</b>	<b>2012/2013</b>	<b>FPP Approved/Funding Approved</b>
2	-	LIFE SCIENCES BUILDING-Occupied	Irvine Valley College	2013/2014	FPP-Approved/ Funding Approved
3	2	SCIENCES BUILDING-Under Construction	Saddleback College	2015/2016	Locally Funded or Future
4	3	ATEP- DEMOLITION OF SELECTED BUILDINGS-Phased demolition	Irvine Valley College	2015-2016	Locally Funded or Future
5	4	NEW BARRANCA ENTRANCE-In Design Review	Irvine Valley College	2015-2016	Locally Funded or Future
6	5	RENOVATE TAS BUILDING in design; Including Swing Space, under construction	Saddleback College	2017-2018	Locally Funded or Future
7	6	SITE IMPROVEMENTS-Criteria Architect Underway	Saddleback College	2016-2017	Locally Funded or Future
8	7	A-400 RENOVATION & EXPANSION-In Construction	Irvine Valley College	2015/2016	Locally Funded or Future
14	8	NEW ATEP BUILDING-Criteria Architect Underway	Irvine Valley College	2017-2018	Locally Funded or Future
9	9	NEW SURFACE PARKING LOT - PHASE I	Irvine Valley College	2016/2017	Locally Funded or Future
10	10	GATEWAY BUILDING	Saddleback College	2019-2020	FPP-Submitted
12	11	A-200 RENOVATION: SUCCESS CENTER	Irvine Valley College	2018-2019	IPP-Submitted/Revert to Local
11	12	FINE ARTS BUILDING	Irvine Valley College	2019-2020	FPP-Submitted
15	13	ATHLETICS STADIUM RENOVATION-Criteria Architect Underway	Saddleback College	2019/2020	Locally Funded or Future
<b>31</b>	<b>14</b>	<b>HEALTH CENTER/CONCESSIONS</b>	<b>Irvine Valley College</b>	<b>2020-2021</b>	<b>Locally Funded or Future</b>
16	15	NEW ATEP BUILDING	Saddleback College	2020-2021	Locally Funded or Future
27	16	REPAIR & REMODEL M/S/E BUILDING	Saddleback College	2021-2022	Locally Funded or Future to IPP Preparing
-	17	DISTRICT SERVICES RELOCATION	District Services	2021-2022	Locally Funded or Future
17	18	CAMPUS VILLAGE (Interim Space) OFFLINE	Saddleback College	2016/2017	Locally Funded or Future
19	19	RENOVATE SOCCER & PRACTICE FIELDS	Irvine Valley College	2020-2021	Locally Funded or Future
20	20	STUDENT SERVICES RENOVATION	Saddleback College	2021-2022	IPP-Submitted
21	21	NEW SURFACE PARKING LOT - PHASE II	Irvine Valley College	2020-2021	Locally Funded or Future
22	22	FINE ARTS BUILDING RENOVATION	Saddleback College	2021-2022	Locally Funded or Future
23	23	A-QUAD LANDSCAPE/HARDSCAPE RENOVATION	Irvine Valley College	2021-2022	Locally Funded or Future
24	24	QUAD LANDSCAPE/HARDSCAPE RENOVATION	Saddleback College	2020/2021	Locally Funded or Future
<b>25</b>	<b>25</b>	<b>B-300 RENOVATION</b>	<b>Irvine Valley College</b>	<b>2022-2023</b>	<b>IPP-Preparing</b>
26	26	FINE ARTS PROMENADE LANDSCAPE/HARDSCAPE	Irvine Valley College	2021-2022	Locally Funded or Future
18	27	GATEWAY BUILDING TRANSIT ENTRANCE PLAZA	Saddleback College	2020-2021	Locally Funded or Future
28	28	SCIENCE MATH PLAZA RENOVATION	Saddleback College	2022-2023	Locally Funded or Future
29	29	CAMPUS ENTRANCE PLAZA RENOVATION	Irvine Valley College	2022-2023	Locally Funded or Future
30	30	HEALTH SCIENCES BUILDING RENOVATION	Saddleback College	2023-2024	Locally Funded or Future
32	31	RENOVATE CAMPUS PEDESTRIAN PATHWAYS-ARBORETUM TRAIL	Saddleback College	2022-2023	Locally Funded of Future
33	32	AUXILIARY GYMNASIUM	Irvine Valley College	2023-2024	Locally Funded or Future

2015-2016 Five Year Plan  
 South Orange County Community College District  
 February 23, 2015

2014 Priority	2015 Priority	Project Title	Campus	Occupy Date	Status
1	-	LIFE SCIENCES BUILDING-Occupied	Irvine Valley College	2013/2014	FPP-Approved/ Funding Approved
2	1	SCIENCES BUILDING-Under Construction	Saddleback College	2015/2016	Locally Funded or Future
3	2	ATEP- DEMOLITION OF SELECTED BUILDINGS-Phased demolition	Irvine Valley College	2015-2016	Locally Funded or Future
4	3	NEW BARRANCA ENTRANCE-In design Review	Irvine Valley College	2015-2016	Locally Funded or Future
5	4	RENOVATE TAS BUILDING (Including Swing Space, in design)	Saddleback College	2017-2018	Locally Funded or Future
6	5	SITE IMPROVEMENTS-Criteria Architect Underway	Saddleback College	2016-2017	Locally Funded or Future
7	6	A-400 RENOVATION & EXPANSION-In Construction	Irvine Valley College	2015/2016	Locally Funded or Future
14	7	NEW ATEP BUILDING-Criteria Architect Underway	Irvine Valley College	2017-2018	Locally Funded or Future
9	8	NEW SURFACE PARKING LOT - PHASE I	Irvine Valley College	2016/2017	Locally Funded or Future
10	9	GATEWAY BUILDING	Saddleback College	2019-2020	FPP-Submitted
12	10	A-200 RENOVATION: SUCCESS CENTER	Irvine Valley College	2018-2019	IPP-Submitted/Revert to Local
11	11	FINE ARTS BUILDING	Irvine Valley College	2019-2020	FPP-Submitted
18	12	ATHLETICS STADIUM RENOVATION	Saddleback College	2019/2020	Locally Funded or Future
8	13	NEW BASEBALL RESTROOM/ BLEACHERS/ CONCESSIONS-STUDENT SERVICES ANNEX PHASE I	Irvine Valley College	2020-2021	Locally Funded or Future
15	14	NEW ATEP BUILDING	Saddleback College	2020-2021	Locally Funded or Future
27	15	REPAIR & REMODEL M/S/E BUILDING	Saddleback College	2022-2023	Locally Funded or Future
16	16	CAMPUS VILLAGE (Interim Space) OFFLINE	Saddleback College	2016/2017	Locally Funded or Future
19	17	RENOVATE SOCCER & PRACTICE FIELDS	Irvine Valley College	2020-2021	Locally Funded or Future
20	18	STUDENT SERVICES RENOVATION	Saddleback College	2021-2022	IPP-Submitted
21	19	NEW SURFACE PARKING LOT - PHASE II	Irvine Valley College	2020-2021	Locally Funded or Future
22	20	FINE ARTS BUILDING RENOVATION	Saddleback College	2021-2022	Locally Funded or Future
23	21	A-QUAD LANDSCAPE/HARDSCAPE RENOVATION	Irvine Valley College	2021-2022	Locally Funded or Future
24	22	QUAD LANDSCAPE/HARDSCAPE RENOVATION	Saddleback College	2020/2021	Locally Funded or Future
13	23	B-300 RENOVATION (2ND FLOOR)	Irvine Valley College	2021-2022	IPP-Submittal
26	24	FINE ARTS PROMENADE LANDSCAPE/HARDSCAPE	Irvine Valley College	2021-2022	Locally Funded or Future
17	25	GATEWAY BUILDING TRANSIT ENTRANCE PLAZA	Saddleback College	2020-2021	Locally Funded or Future
28	26	SCIENCE MATH PLAZA RENOVATION	Saddleback College	2022-2023	Locally Funded or Future
29	27	CAMPUS ENTRANCE PLAZA RENOVATION	Irvine Valley College	2022-2023	Locally Funded or Future
30	28	HEALTH SCIENCES BUILDING RENOVATION	Saddleback College	2023-2024	Locally Funded or Future
25	29	B-300 RENOVATION (1ST FLOOR)	Irvine Valley College	2022-2023	Locally Funded or Future
32	30	RENOVATE CAMPUS PEDESTRIAN PATHWAYS- ARBORETUM TRAIL	Saddleback College	2022-2023	Locally Funded of Future
33	31	AUXILIARY GYMNASIUM	Irvine Valley College	2023-2024	Locally Funded or Future

Print Date: 5/27/2015

2017-21 FIVE YEAR CAPITAL OUTLAY PLAN  
(2017-18 FIRST FUNDING YEAR)

**South Orange County CCD**

Prepared in reference to the Community College Construction Act of 1980  
and  
approved on behalf of the local governing board for submission to  
the office of the Chancellor, California Community Colleges

*Signed* \_\_\_\_\_  
Gary Poertner  
(Chief Executive Officer  
or their designee)

*Title* \_\_\_\_\_ Chancellor \_\_\_\_\_

*Date* \_\_\_\_\_

*Contact Person* Brandye D'Lena \_\_\_\_\_

*Telephone* (949) 582-4678 \_\_\_\_\_

---

Date Received at  
Chancellor's Office

Chancellor's Office  
reviewed by

Notice of Approval

**TO:** Board of Trustees

**FROM:** Gary L. Poertner, Chancellor

**RE:** SOCCCD: Approve Final Project Plan (FPP) Submittals to the State Chancellor's Office for Saddleback College and Irvine Valley College

**ACTION:** Approval

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### **BACKGROUND**

The district submits Initial and Final Project Proposals (IPP and FPP) annually for state funding considerations. State funds result from state bond measures with the last bond approved in 2006.

The State Chancellor's office announced the FY 2016-2017 FPP projects that are recommended for funding in the first of a two-year funding cycle if a bond passes. These projects were selected using a points system. Saddleback College Gateway project and the Irvine Valley College Fine Arts Project were submitted for consideration but did not have enough points to be selected.

### **STATUS**

Staff worked with a consultant to maximize competitiveness for this year's FPP submittals and after discussion and concurrence with District-wide planning committees, added twenty points to each of the two projects by increasing the district funding match portion of the project from 30% to 50%.

Staff recommends approval to submit the revised Saddleback College Gateway Building project (EXHIBIT A) and Irvine Valley College Fine Arts Building project (EXHIBIT B) for state funding consideration in FY 2017-2018 in accordance with the Project Terms and Conditions.

Copies of the complete FPP submittals are available for review in the district's Facilities Planning department.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve submittal of the revised Saddleback College Gateway Building project (EXHIBIT A) and Irvine Valley College Fine Arts Building project (EXHIBIT B) for state funding consideration in FY 2017-2018 in accordance with the Project Terms and Conditions and execute the approval page for each of the two projects.



# Final Project Proposal

## 2017-18

Community College Construction Act of 1980  
Capital Outlay Budget Change Proposal

Gateway Building  
Proposal Name

South Orange County Community College District  
Community College District

Saddleback College  
College or Center

June 30, 2015  
Date

**APPROVAL PAGE**  
**Final Project Proposal**  
Budget Year 2017-18

**District:** South Orange County Community College District

**Project Location:** Saddleback College  
*(College or Center)*

**Project:** Gateway Building

The district proposes funds for inclusion in the state capital outlay budget (check items):  
preliminary plans , working drawings , construction , equipment

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**District Certification**

**Contact Person:** Brandye D'Lena **Telephone:** (949) 582-4840  
*(Facilities, Planning and Development)*

**E-Mail Address:** [bdlena@socccd.edu](mailto:bdlena@socccd.edu) **Fax:** (949) 365-2726

**Approved for submission:** \_\_\_\_\_ **Date:** June 30, 2015  
*(Chancellor/President/Superintendent Signature)*

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**District Board of Trustees Certification**

The Governing Board of the District approves the submission of this application to the Board of Governors of the California Community Colleges and promises to fulfill the succeeding list of Project Terms and Conditions.

\_\_\_\_\_  
*(President of the Board of Trustees Signature and Date)*

\_\_\_\_\_  
*(Secretary of the Board of Trustees Signature and Date)*

Attach a copy of the Board Resolution that substantiates approval of the application and promises to fulfill the Project Terms and Conditions.

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Submit proposal to:  
Facilities Planning and Utilization  
Chancellor's Office  
California Community Colleges  
1102 Q Street, 4th Floor (Ste. 6549)  
Sacramento, CA 95811-6549

**Chancellor's Office Certification**

Reviewed by \_\_\_\_\_

Date Completed \_\_\_\_\_

## PROJECT TERMS AND CONDITIONS

**District:** South Orange County Community College District

**College/Center:** Saddleback College

**Project:** Gateway Building

**Budget Year:** 2017-18

1. The applicant hereby requests state funds in the amount prescribed by law for the project named herein. All parts and exhibits contained in or referred to in this application are submitted with and made part of this application.
2. The applicant hereby assures the Board of Governors of the California Community Colleges that:
  - a. Pursuant to the provisions of Section 57001.5 of Title 5 no part of this application includes a request for funding the planning or construction of dormitories, stadia, the improvement of sites for student or staff parking, single-purpose auditoriums or student centers other than cafeterias. The facilities included in the proposed project will be used for one or more of the purposes authorized in 57001.5 of Title 5.
  - b. Any state funds received pursuant to this application shall be used solely for defraying the development costs of the proposed project.

If the application is approved, the construction covered by the application shall be undertaken in an economical manner and will not be of elaborate or extravagant design or materials.
  - c. Pursuant to the provisions of Section 81837 of the *Education Code*, approval of the final plans and specifications for construction will be obtained from the Board of Governors of the California Community Colleges before any contract is let for the construction.
  - d. No changes in construction plans or specifications made after approval of final plans which would alter the scope of work, function assignable and/or gross areas, utilities, or safety of the facility will be made without prior approval of the Chancellor's Office of the California Community Colleges and the Department of General Services, Division of the State Architects.
  - e. Pursuant to the provisions of Section 57011 of Title 5, upon completion of a project the governing board shall submit to the Chancellor's Office, within 30 days after the closure of the current fiscal year, a final report on all expenditures in connection with the sources of the funds expended. The district shall be subject to a state post-audit review of fund claims for all such projects.
  - f. Architectural or engineering supervision and inspection will be provided at the construction site to ensure that the work was completed in compliance with the provisions of Section 81130 of the *Education Code* and that it conforms to the approved plans and specifications.
  - g. Pursuant to the provisions of Section 8 of the *Budget Act*, no contract will be awarded prior to the allocation of funds to the Board of Governors by the Public Works Board.

**Project Terms and Conditions (Continued)**

3. It is understood by the applicant that:
  - a. No claim against any funds awarded on this application shall be approved which is for work or materials not a part of the project presented in this application as it will be finally allocated by the Public Works Board.
  - b. The failure to abide by each of the assurances made herein entitles the Board of Governors of the California Community Colleges to withhold all or some portion of any funds awarded on this application.
  - c. Any fraudulent statement which materially affects any substantial portion of the project presented in this application, as it may be finally approved, entitles the Board of Governors of the California Community Colleges to terminate this application or payment of any funds awarded on the project presented in this application.
  
4. It is further understood that:
  - a. The appropriation which may be made for the project presented in this application does not make an absolute grant of that amount to the applicant.
  - b. The appropriation is made only to fund the project presented in this application, as it is finally approved, regardless of whether the actual cost is less than or equals the appropriation.
  - c. A reduction in the scope of the project or assignable areas shall result in a proportionate reduction in the funds available from the appropriation.

# Final Project Proposal

## 2017-18

Community College Construction Act of 1980  
Capital Outlay Budget Change Proposal

Fine Arts Building  
\_\_\_\_\_  
Proposal Name

South Orange County Community College District  
\_\_\_\_\_  
Community College District

Irvine Valley College  
\_\_\_\_\_  
College or Center

June 30, 2015  
\_\_\_\_\_  
Date

**APPROVAL PAGE**  
**Final Project Proposal**  
Budget Year 2017-18

**District:** South Orange County Community College District

**Project Location:** Irvine Valley College  
*(College or Center)*

**Project:** Fine Arts Building

The district proposes funds for inclusion in the state capital outlay budget (check items):  
preliminary plans , working drawings , construction , equipment

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**District Certification**

**Contact Person:** Brandy D'Lena **Telephone:** (949) 582-4840  
*(Facilities, Planning and Development)*

**E-Mail Address:** [bdlena@socccd.edu](mailto:bdlena@socccd.edu) **Fax:** (949) 365-2726

**Approved for submission:** \_\_\_\_\_ **Date:** June 30, 2015  
*(Chancellor/President/Superintendent Signature)*

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**District Board of Trustees Certification**

The Governing Board of the District approves the submission of this application to the Board of Governors of the California Community Colleges and promises to fulfill the succeeding list of Project Terms and Conditions.

\_\_\_\_\_  
*(President of the Board of Trustees Signature and Date)*

\_\_\_\_\_  
*(Secretary of the Board of Trustees Signature and Date)*

Attach a copy of the Board Resolution that substantiates approval of the application and promises to fulfill the Project Terms and Conditions.

---

Submit proposal to:  
Facilities Planning and Utilization  
Chancellor's Office  
California Community Colleges  
1102 Q Street, 4th Floor (Ste. 6549)  
Sacramento, CA 95811-6549

**Chancellor's Office Certification**

Reviewed by \_\_\_\_\_

Date Completed \_\_\_\_\_

## PROJECT TERMS AND CONDITIONS

**District:** South Orange County Community College District      **College/Center:** Irvine Valley College  
**Project:** Fine Arts Building      **Budget Year:** 2017-18

1. The applicant hereby requests state funds in the amount prescribed by law for the project named herein. All parts and exhibits contained in or referred to in this application are submitted with and made part of this application.
2. The applicant hereby assures the Board of Governors of the California Community Colleges that:
  - a. Pursuant to the provisions of Section 57001.5 of Title 5 no part of this application includes a request for funding the planning or construction of dormitories, stadia, the improvement of sites for student or staff parking, single-purpose auditoriums or student centers other than cafeterias. The facilities included in the proposed project will be used for one or more of the purposes authorized in 57001.5 of Title 5.
  - b. Any state funds received pursuant to this application shall be used solely for defraying the development costs of the proposed project.

If the application is approved, the construction covered by the application shall be undertaken in an economical manner and will not be of elaborate or extravagant design or materials.
  - c. Pursuant to the provisions of Section 81837 of the *Education Code*, approval of the final plans and specifications for construction will be obtained from the Board of Governors of the California Community Colleges before any contract is let for the construction.
  - d. No changes in construction plans or specifications made after approval of final plans which would alter the scope of work, function assignable and/or gross areas, utilities, or safety of the facility will be made without prior approval of the Chancellor's Office of the California Community Colleges and the Department of General Services, Division of the State Architects.
  - e. Pursuant to the provisions of Section 57011 of Title 5, upon completion of a project the governing board shall submit to the Chancellor's Office, within 30 days after the closure of the current fiscal year, a final report on all expenditures in connection with the sources of the funds expended. The district shall be subject to a state post-audit review of fund claims for all such projects.
  - f. Architectural or engineering supervision and inspection will be provided at the construction site to ensure that the work was completed in compliance with the provisions of Section 81130 of the *Education Code* and that it conforms to the approved plans and specifications.
  - g. Pursuant to the provisions of Section 8 of the *Budget Act*, no contract will be awarded prior to the allocation of funds to the Board of Governors by the Public Works Board.

**Project Terms and Conditions (Continued)**

3. It is understood by the applicant that:
  - a. No claim against any funds awarded on this application shall be approved which is for work or materials not a part of the project presented in this application as it will be finally allocated by the Public Works Board.
  - b. The failure to abide by each of the assurances made herein entitles the Board of Governors of the California Community Colleges to withhold all or some portion of any funds awarded on this application.
  - c. Any fraudulent statement which materially affects any substantial portion of the project presented in this application, as it may be finally approved, entitles the Board of Governors of the California Community Colleges to terminate this application or payment of any funds awarded on the project presented in this application.
  
4. It is further understood that:
  - a. The appropriation which may be made for the project presented in this application does not make an absolute grant of that amount to the applicant.
  - b. The appropriation is made only to fund the project presented in this application, as it is finally approved, regardless of whether the actual cost is less than or equals the appropriation.
  - c. A reduction in the scope of the project or assignable areas shall result in a proportionate reduction in the funds available from the appropriation.



**TO:** Board of Trustees

**FROM:** Gary L. Poertner, Chancellor

**RE:** SOCCCD: Board Policy Revision: BP-4077.2 Personal Leave Without Pay

**ACTION:** Review / Study

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

Legal counsel has been involved throughout the review process. The proposed policy was presented to the Chancellor's Council on June 11, 2015 for review and recommendation to the Chancellor.

**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees accept for review and study the board policy, as shown in EXHIBIT A.

# BOARD POLICY

# 4077.2

SOUTH ORANGE COUNTY  
COMMUNITY COLLEGE DISTRICT

PERSONNEL HUMAN RESOURCES

## PERSONAL LEAVE (Without Pay ~~Loss of Pay~~)

A personal absence without pay for up to five (5) days annually shall require the approval of the immediate supervisor. ~~President for college personnel and the Chancellor for district personnel.~~  
An absence of more than five (5) days must also be approved by the president or designee, for their respective college, and the chancellor or designee for district services. ~~Board of Trustees.~~

If an absence of more than thirty (30) days without pay is requested or if an absence of more than thirty (30) days without pay is requested with benefits, the board of trustees' approval is required.

Adopted: 4-13-70

Revised: 4-10-89

Revised: 2-28-94

Technical Update: 4-26-99

**TO:** Board of Trustees

**FROM:** Gary L. Poertner, Chancellor

**RE:** SOCCCD: Recess to Public Hearing – District Initial Proposal to the California School Employees Association (CSEA) Chapter 586

**ACTION:** Public Hearing

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### **BACKGROUND**

On May 18, 2015, the Board of Trustees received and accepted the initial proposal from the District to the California School Employees Association (CSEA) Chapter 586 for review and study.

### **STATUS**

The Board will conduct a public hearing to provide an opportunity for the public to comment on the District's initial proposal to the SOCCCD Faculty Association (Exhibit A).



## **Initial Proposal to Amend and Modify the Agreement between the District and Chapter 586 of the California School Employees Association**

### **Article 5 EVALUATIONS**

The District is interested in modifying the existing evaluation process and related forms.

### **Article 9 HEALTH AND WELFARE BENEFITS**

The District is interested in discussing retiree health benefits.

### **Article 11 VACATIONS**

The District is interested in discussing alternative notice for vacation accrual.

### **Article 12 LEAVES**

The District is interested discussing personal necessity leave.

### **Article 14 GRIEVANCE PROCEDURE**

The District is interested in discussing a district-initiated grievance procedure.

### **Article 19 SEVERABILITY**

The District is interested in discussing the “hold harmless” clause.

### **Article 21 NEGOTIATIONS**

The District is interested in discussing the notification for commencement of negotiations.

### **Article 22 DURATION**

The District is interested in extending the term of the classified collective bargaining agreement.

### **Appendix C Memorandum of Understanding – Banked Holiday Leave**

The District is interested in the elimination of banked holiday leave.

**TO:** Board of Trustees

**FROM:** Gary L. Poertner, Chancellor

**RE:** SOCCCD: Academic Personnel Actions – Regular Items

**ACTION:** Approval/Ratification

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**BACKGROUND**

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

**STATUS**

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

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

**RECOMMENDATION**

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

**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT**

**ACADEMIC PERSONNEL ACTIONS/RATIFICATIONS**

**A. NEW PERSONNEL APPOINTMENTS**

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

- a. GUY, GEORGINA, ID #16030, is to be employed as Interim Dean of Counseling Services (In-house, Promotional), Pos #5215, Division of Counseling Services and Special Programs, Saddleback College, Academic & Classified Administrators/Classified Managers Salary Range 22, Step 3, effective June 18, 2015. Georgina Guy is on leave from her full-time EOPS Coordinator position, Division of Counseling Services and Special Programs, Saddleback College. This is a temporary, interim replacement position for Jerilyn Chuman, who retired.

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

- a. BOONE, RICK, is to be employed as Business/Real Estate Instructor, Pos #4901, School of Business Sciences, Irvine Valley College, effective August 10, 2015. Approximate Salary Placement: Class IV, Step 1. This is a new position approved by the Board of Trustees on October 27, 2014. (Exhibit B, Attachment 1)
- b. CASEY, HOLLIS, is to be employed as Counselor (Generalist), Pos #4896, Division of Counseling Services and Special Programs, Saddleback College, effective July 27, 2015. Approximate Salary Placement: Class III, Step 1. This is a new position approved by the Board of Trustees on October 27, 2014. (Exhibit B, Attachment 2)
- c. CHRISTENSEN, SHERYL, is to be employed as Counselor (Generalist), Pos #5118, Division of Counseling Services and Special Programs, Saddleback College, effective July 27, 2015. Approximate Salary Placement: Class II, Step 4. This is a new position approved by the Board of Trustees on October 27, 2014. (Exhibit B, Attachment 3)
- d. MAJOR, NICOLE, is to be employed as Gerontology/Sociology Instructor, Pos #5101, Division of Social and Behavioral Sciences, Saddleback College, effective August 10, 2015. Approximate Salary Placement: Class II, Step 1. This is a new position approved by the Board of Trustees on October 27, 2014. (Exhibit B, Attachment 4)
- e. MURRAY, PETE, is to be employed as Humanities Instructor, Pos #5137, Division of Liberal Arts, Saddleback College, effective August 10, 2015. Approximate Salary Placement: Class V, Step 1. This is a new position approved by the Board of Trustees on October 27, 2014. (Exhibit B, Attachment 5)
- f. SALVIANI, MICHAEL, is to be employed as Computer Information Management Instructor, Pos #2583, School of Business Sciences, Irvine Valley College, effective August 10, 2015. Approximate Salary Placement: Class II, Step 1. This is a replacement position for Marly Bergerud, who resigned. (Exhibit B, Attachment 6)
- g. WRIGHT, JUSTIN, is to be employed as Biology Instructor, Pos #5131, School of Life Sciences and Technologies, Irvine Valley College, effective August 10, 2015. Approximate Salary Placement: Class II, Step 1. This is a new position approved by the Board of Trustees on October 27, 2014. (Exhibit B, Attachment 7)

3. **ACADEMIC TEMPORARY PART-TIME/SUBSTITUTE STAFF**

<u>Applicant</u>	<u>Highest Degree</u>	<u>Assignment</u>	<u>Approx. Salary Placement</u>	<u>Start Date</u>
Ramirez-Mooney, M.	MA/Psych. MFT	Counseling/IVC	II/1	07/13/15
Salimi, Layla	MA/Educ'l Couns.	Counseling/IVC	II/1	07/13/15
Sevcik, Stacie	MA/Guidance Couns.	Counseling/IVC	II/1	07/13/15

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

<u>Applicant</u>	<u>Highest Degree</u>	<u>Assignment</u>	<u>Approx. Salary Placement</u>	<u>Start Date</u>
Alexander, Tamara	BA/Bus Finance	Sign Language I	I/1	06/15/15
Gardner, Daniel	PHD/English	Learning Center-SC	V/1	06/01/15
Gates, Alana	BA/Bus Admin	Real Estate-IVC	I/1	05/26/15
Keropian, Ani	MA/Music Perform.	Fine Arts-SC	II/1	06/15/15
Mahayni, Suha	MA/Anthropology	Anthropology/SC	II/1	06/01/15
Tyrl, Craig	MA/Acting	Theatre Arts/SC	II/1	06/22/15

**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>
Hughes, Brian	BS-Liberal Studies	PE/Kinesiology/SC	I/1	5/26/15

Equivalency is based on a Bachelor's Degree in Liberal Studies from Arizona State University-Tempe, and the completion of his Master's Degree in Coaching and Athletic Administration from Concordia University in May 2015. Mr. Hughes' experience includes over sixteen years of coaching volleyball for Irvine and Orange Unified School Districts, Momentous Volleyball Club, Mission Viejo Volleyball Club, SCVC Los Cab, South Coast Volleyball Club, and Performance Volleyball Academy. He currently works for Santa Ana College as a Recruiting Coordinator and Assistant Head Coach for their indoor and outdoor volleyball teams.

**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 2014/2015 fiscal years.

<u>Name</u>	<u>Activity</u>	<u>Not to Exceed Amount (\$)</u>	<u>Effective Date</u>
Barrows, Morgan	Chair, Env, Studies, Eco, MST/SC	834.00	05/26/15-08/07/15
Beckham, Jack	Co-Chair, English/SC	2,780.00	05/26/15-08/07/15
Bennett, Michael	Chair, Adapted Kinesiology/SC	556.00	05/26/15-08/07/15
Bowman, Donald	Chair, Accounting/SC	834.00	05/26/15-08/07/15
Bradley, Devon	Outdoor Learning Ctr Coord./IVC	2,085.00	05/26/15-08/07/15
Brady, Kenneth	Acad. Senate Secretary/SC	2,780.00	05/26/15-08/07/15
Branch-Stewart, K.	Chair, Human Services/SC	556.00	05/26/15-08/07/15
Camelot, Allison	Chair, Sociology/SC	1,112.00	05/26/15-08/07/15
Cesareo, Claire	President, SOCCCD FA/SC & IVC	1,390.00	05/26/15-08/07/15
Cesareo, Claire	Chair, Anthro/Ethnic Studies/SC	1,112.00	05/26/15-08/07/15
Chan, Carlo	Academic Senate Recorder/IVC	1,390.00	05/26/15-08/07/15
Chang, Sarah	Avid Higher Education/SC	1,390.00	05/26/15-08/07/15
Choo, Brooke	Facilitator, Stud. Success Ctr/IVC	3,475.00	05/26/15-08/07/15
Cox, Barbara	EPA Coordinator/SC	2,780.00	05/26/15-08/07/15
Cox, Barbara	Chair, Business/SC	1,668.00	05/26/15-08/07/15
Crabb, Kerry	Chair, Intercollegiate Athletics/SC	1,390.00	05/26/15-08/07/15
Cubbage-Vega, A.	Chair, Women/Gender Studies/SC	556.00	05/26/15-08/07/15
Daniels, Stevie	Chair, ESL/SC	1,668.00	05/26/15-08/07/15
D'Arcy, Kim	Acad. Senate President Elect/SC	2,780.00	05/26/15-08/07/15
Delson, Cheryl	Accreditation/IVC	2,085.00	05/26/15-08/07/15
DeSaracho, Mariana	Avid Higher Education/SC	4,170.00	05/26/15-08/07/15
Duffy, Michelle	Avid Higher Education/SC	4,170.00	05/26/15-08/07/15
Duffy, Michelle	Curriculum Team/SC	2,085.00	05/26/15-08/07/15
Duffy, Michelle	Co-Chair, Reading/SC	834.00	05/26/15-08/07/15
Duquette, Jan	Chair, Kinesiology/Recreation/SC	1,390.00	05/26/15-08/07/15
Engels, Michael	Avid Higher Education/SC	2,780.00	05/26/15-08/07/15
Fahimi, Traci	Coordinator, Academic Pgrms/IVC	4,170.00	05/26/15-08/07/15
Farnsworth, Robert	Chair, Horticulture/LD/SC	556.00	05/26/15-08/07/15
Fier, Scott	Chair, Chemistry/SC	697.00	05/26/15-08/07/15
Forouzesh, Jennifer	Chair, Nursing Program/SC	1,668.00	05/26/15-08/07/15
Garant, Dorothy	Chair, Dance/SC	556.00	05/26/15-08/07/15
Garcia, Renee	Anthropology Lab Coord./SC	1,741.50	01/12/15-05/21/15
Haeri, Mitchell	Co-Chair, Astro/Physics/Engin/SC	348.50	05/26/15-08/07/15
Hardick, Robert	Chair, EMS/SC	2,780.00	05/26/15-08/07/15
Hernandez-Bravo, C	Chair, Int'l Languages/SC	2,780.00	05/26/15-08/07/15
Hoggatt, Michael	Chair, Special Services/SC	556.00	05/26/15-08/07/15
Hoolihan, Lori	Co-Chair, FCS & Foods/Nutrit./SC	556.00	05/26/15-08/07/15
Horlings, Jane	Flex Week Coordinator/SC	4,170.00	05/26/15-08/07/15
Huntley, Tony	Co-Chair, Biology/SC	697.00	05/26/15-08/07/15
Hurlbut, Diana	Chair, Curriculum Committee/IVC	4,170.00	05/26/15-08/07/15
Klammer, Karen	Econ/Workforce Dev. Plan/SC	3,000.00	03/01/15-04/30/15
Lam, Chin	ESL Dept. Chair Supp. Duties/SC	3,483.00	01/20/15-05/21/15
Langrell, Jennie	Library Coordinator/SC	1,390.00	05/26/15-08/07/15
Lee, Kenneth	Curriculum Team/SC	2,085.00	05/26/15-08/07/15



**B. ADDITIONAL COMPENSATION: GENERAL FUND - Continued**

1. It is recommended that the following Irvine Valley College/Saddleback College faculty members be compensated as indicated below for the 2014/2015 fiscal years.

<u>Name</u>	<u>Activity</u>	<u>Not to Exceed Amount (\$)</u>	<u>Effective Date</u>
Levin, Patricia	Online Education Coordinator/SC	6,950.00	05/26/15-08/07/15
Levin, Patricia	Online Education Coordinator/SC	1,161.00	05/01/15-05/22/15
Long, Lewis	Faculty Assn Chief Negotiator/IVC	1,390.00	05/26/15-08/07/15
Lovett, Margot	Chair, History/SC	2,224.00	05/26/15-08/07/15
Lowe, Lesley	Chair, Health/SC	4,448.00	05/26/15-08/07/15
Magrann, Tracey	Chair, MLT/SC	556.00	05/26/15-08/07/15
Mathur, Roopa	DE Coordinator/IVC	8,340.00	05/26/15-08/07/15
McKim, Brett	Acad. Senate Flex Officer /IVC	2,780.00	05/26/15-08/07/15
Meyer, Clifford	Chair, Automotive Technology/SC	556.00	05/26/15-08/07/15
Meyer-Canales, K.	Co-Chair, Astro/Physics/Engin/SC	348.50	05/26/15-08/07/15
Millovich, June	Chair, Curriculum/SC	8,340.00	05/26/15-08/07/15
Myers, Charles	Acad. Senate Vice President/SC	2,780.00	05/26/15-08/07/15
Obermeyer, V.	Acad. Senate Vice President/SC	2,780.00	05/26/15-08/07/15
Obermeyer, V.	Curriculum Team/SC	2,085.00	05/26/15-08/07/15
Ochoa, Heidi	Pgrm Review AUR Coordinator/SC	1,390.00	05/26/15-08/07/15
Posada, Timothy	Chair, Journalism/SC	556.00	05/26/15-08/07/15
Quade, Joyce	Chair, CIM/SC	2,224.00	05/26/15-08/07/15
Quinlan, Emily	Avid Higher Education/SC	2,780.00	05/26/15-08/07/15
Repka, James	Chair, Geology/Oceanography/SC	464.00	05/26/15-08/07/15
Rosenberg, Alannah	Chair, Honors Program/SC	4,170.00	05/26/15-08/07/15
Rosenberg, Alannah	Chair, Economics/SC	556.00	05/26/15-08/07/15
Rousseau, Michele	Chair, Computer Science/SC	800.00	05/26/15-08/07/15
Ryals, Kay	Director, Honors Program/IVC	2,780.00	05/26/15-08/07/15
<sup>1</sup> Schermerhorn, B.	Co-Chair, Real Estate/SC	278.00	05/26/15-08/07/15
Schmeidler, Kathy	Academic Senate President/IVC	4170.00	05/26/15-08/07/15
Schmeidler, Kathy	Accreditation/IVC	2,085.00	05/26/15-08/07/15
Serpas, Summer	Facilitator, Writing Center/IVC	3,475.00	05/26/15-08/07/15
Sheldon, Joel	Facilitator, Math Lab/IVC	3,475.00	05/26/15-08/07/15
Silveira, Lisa	Co-Chair, Mathematics/SC	887.04	05/26/15-08/07/15
Smith, Basil	Chair, Humanities/Philosophy/SC	834.00	05/26/15-08/07/15
Smith, Christina	Chair, Educational Studies/SC	556.00	05/26/15-08/07/15
Smith, Jeanne	Co-Chair, Mathematics/SC	887.04	05/26/15-08/07/15
Smith, Maureen	Chair, Geography/GIS/SC	1,112.00	05/26/15-08/07/15
Stankovich, K.	Curriculum Team/SC	2,085.00	05/26/15-08/07/15
Stankovich, K.	SLO Coordinator/SC	1,390.00	05/26/15-08/07/15
Steinriede, Lindsay	Chair, Health/SC	556.00	05/26/15-08/07/15
Stephens, Blake	Academic Senate President/SC	4,170.00	05/26/15-08/07/15
Stephens, Blake	Chair, Architect./Drafting/Mfg/SC	834.00	05/26/15-08/07/15
Stevenson, R. Glen	Chair, Rapid Manufacturing/SC	556.00	05/26/15-08/07/15
Stevenson, William	Co-Chair, English/SC	2,780.00	05/26/15-08/07/15
Stinson, Amy	DE Compliance/IVC	8,340.00	05/26/15-08/07/15
Tamer, Rita	Chair, Sign Language/SC	1,742.00	05/26/15-08/07/15
Tamialis, Barbara	Chair, Child Development/SC	1,112.00	05/26/15-08/07/15

<sup>1</sup> Son-in-law of Martin Welc, Real Estate Instructor, SC

**B. ADDITIONAL COMPENSATION: GENERAL FUND** - Continued

1. It is recommended that the following Irvine Valley College/Saddleback College faculty members be compensated as indicated below for the 2014/2015 fiscal years.

<u>Name</u>	<u>Activity</u>	<u>Not to Exceed</u>	
		<u>Amount (\$)</u>	<u>Effective Date</u>
Taylor, Karen	Chair, Graphic Comm./Design/SC	1,112.00	05/26/15-08/07/15
Tchaikovsky, Bennet	Facilitator, Acct'ing 2+2 CSUF/IVC	2,085.00	05/26/15-08/07/15
Teh, Steve	Co-Chair, Biology/SC	697.00	05/26/15-08/07/15
Twicken, Lawrence	Co-Chair, Political Science/SC	834.00	05/26/15-08/07/15
Urell, Robert	Acad. Senate Vice President /IVC	2,780.00	05/26/15-08/07/15
Vogel, Jeff	Co-Chair, Reading/SC	834.00	05/26/15-08/07/15
Wadley, Jonathan	Professional Dev. With OEI/SC	500.00	05/26/15-08/07/15
Walsh, Daniel	Academic Senate Past President/SC	2,780.00	05/26/15-08/07/15
Wegenek, Amira	Chair, Psychology/SC	2,224.00	05/26/15-08/07/15
<sup>2</sup> Welc, Martin	Co-Chair, Real Estate/SC	278.00	05/26/15-08/07/15
White-Alcover, S.	Chair, Medical Assistant/SC	556.00	05/26/15-08/07/15

**C. ADDITIONAL COMPENSATION: GENERAL FUND – RETRO PAY OWED**

1. It is recommended that the following Irvine Valley College/Saddleback College faculty members be given additional retroactive compensation for Fall 2013 and Spring 2014 due to 2013-2014 COLA increase. (Exhibit C, Attachment 1)

**D. 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 2014/2015 fiscal years.

<u>Name</u>	<u>Activity</u>	<u>Not to Exceed</u>	
		<u>Amount (\$)</u>	<u>Effective Date</u>
Alemansour, Gita	Math Refresh Workshop/SC	1,468.32	06/22/15-07/06/15
Alvarez, Lisa	Writing Sample Reader (SSSP)/IVC	5,000.00	05/26/15-08/07/15
Aminy, Marina	Refresh Workshops Curriculum/SC	1,048.80	05/01/15-05/22/15
Arellano-Duenas, C.	Latino Workshops/SEP/IVC	350.00	05/02/15-05/02/15
Beckham, Jack	Refresh English Workshops/SC	1,468.32	06/06/15-06/20/15
Bloink, Jacqueline	HIT Accreditation/SC	2,930.90	05/26/15-06/30/15
Borron, Brenda	Writing Sample Coord, (SSSP)/IVC	2,500.00	05/26/15-08/07/15
Borron, Brenda	Writing Sample Reader (SSSP)/IVC	5,000.00	05/26/15-08/07/15
Brewington, E.	Lab Workbook Update/SC	2,512.20	05/26/15-06/30/15
Cox, Barbara	Lean Start-up Workshops/SC	419.52	03/02/15-04/30/15
Cozean, Kim	Math Refresh Workshop/SC	1,468.32	06/15/15-06/26/15
Danko, Carolyn	Online Pharm. Course Dev./SC	3,349.60	05/26/15-06/30/15
De Roulet, Daniel	Project Director English/SEP/IVC	5,380.00	05/30/15-08/07/15
De Roulet, Daniel	Writing Sample Coord. (SSSP)/IVC	2,500.00	05/26/15-08/07/15
De Roulet, Daniel	Writing Sample Reader (SSSP)/IVC	5,000.00	05/26/15-08/07/15
Evans, Julie	Writing Sample Reader (SSSP)/IVC	5,000.00	05/26/15-08/07/15
Eychaner, Tiffani	Faculty Advisor, N. Calif. Trip/IVC	857.00	04/16/15-04/19/15
Fitz-Maurice, Terri	Refresh English Workshops/SC	1,468.32	06/06/15-06/20/15

<sup>2</sup> Father-in-law of Brockton Schermerhorn, Real Estate Instructor, SC

**D. ADDITIONAL COMPENSATION: CATEGORICAL/NON-GENERAL FUND** - Continued

1. It is recommended that the following Irvine Valley College/Saddleback College faculty members be compensated as indicated below for 2014/2015 fiscal years.

<u>Name</u>	<u>Activity</u>	<u>Not to Exceed Amount (\$)</u>	<u>Effective Date</u>
Fredrickson, Scott	Lean Start-up Workshops/SC	349.60	03/02/15-04/30/15
George, Sarah	Refresh English Workshops/SC	1,468.32	05/02/15-05/16/15
Gonzalez, Carly	Math Refresh Workshop/SC	1,468.32	06/22/15-07/06/15
Gonzalez, Frank	S-STEM Pgrm Co-PI/Math Lead/SC	5,004.00	05/26/15-08/07/15
Gonzalez, Frank	B2E Pgrm Math Lead/SC	3,403.00	05/26/15-08/07/15
Gross, Cynthia	Online Gerontology Course Dev./SC	2,797.60	05/01/15-05/22/15
Gustafson, Michelle	MBTI/Strong Training/SC	559.36	04/02/15-04/03/15
Gutierrez, Isabel	Latino Workshops, SEP/IVC	350.00	05/02/15-05/02/15
Hoggatt, Michael	Research Tutor Asst. Pgrm./SC	2,500.00	01/22/15-05/22/15
Hopkins, Loma	DSPS Career Project Research/SC	2,000.00	04/01/15-05/22/15
Huber, Kenn	Math Wkshop Instr./Facilitator/IVC	5,000.00	05/26/15-08/07/15
Huber, Kenn	Math Refresh Pgrm Dev./IVC	2,000.00	03/06/15-05/22/15
Hurt, Nicholas	Refresh Math Workshops/SC	1,468.32	06/15/15-06/26/15
Khosrowpour, Iman	Guest Performer/IVC	300.00	04/18/15-04/18/15
Knapp, Rebecca	Lean Start-up Workshop/SC	279.68	03/02/15-04/30/15
Knapp, Rebecca	Project Dir. Entrepr. Pgrm/SC	1,367.00	02/20/15-05/21/15
Mammon, Safiah	HIT Accreditation/SC	2,930.90	05/26/15-06/30/15
Matsuura, Gary	Music Juror/IVC	50.00	04/18/15-04/18/15
Meyer, Clifford	Women in Green Transp./Perkins/SC	1,000.00	04/01/15-05/14/15
Meyer, Kurt	Writing Sample Reader (SSSP)/IVC	5,000.00	05/26/15-08/07/15
Miller, Robin	English Refresh Workshop/SC	1,468.32	05/02/15-05/16/15
Miller, Robin	English Refresh Workshop/SC	1,468.32	06/13/15-06/27/15
Munz, Kristina	Refresh English Workshops/SC	1,468.32	06/13/15-06/27/15
Nin, Orlantha	TPP/STEM/CTE Project Dir./SC	3,017.00	01/20/15-05/21/15
Perez, Larry	Refresh Math Workshops/SC	1,468.32	05/27/15-06/08/15
Perez, Larry	Workshops Faculty Coord./SC	1,573.20	05/26/15-08/07/15
Pham, Lan	Math Refresh Pgrm Dev./IVC	2,000.00	03/06/15-05/22/15
Ochi, Shellie	Coordinator, Faculty Wkshops/SC	1,573.20	05/26/15-08/07/15
Quinlan, Emily	Faculty Entrepr. Champion/SC	300.00	02/21/15-05/21/15
Posada, Timothy	Middle School Entrep. Pgrm/SC	253.46	02/20/15-05/21/15
Robbins, Jared	Refresh English Workshops/SC	1,468.32	04/25/15-05/09/15
Robbins, Jared	Refresh English Workshops/SC	1,468.32	05/30/15-06/13/15
Robles, Delores	Academic Reading Practicum/SC	139.84	01/20/15-05/15/15
Rousseau, Michele	Project Dir. NSF iUSE Grant/SC	13,200.00	05/26/15-08/07/15
Schantz, Doris	Math Refresh Workshops/SC	1,468.32	06/01/15-06/12/15
Scharf, Michelle	Faculty Advisor, N. Calif. Trip/IVC	857.00	04/16/15-04/19/15
Seddighzadeh, N.	Math Refresh Workshops/SC	1,468.32	05/04/15-05/15/15
Serpas, Summer	Writing Sample Reader (SSSP)/IVC	5,000.00	05/26/15-08/07/15
Shafe, Kia	Refresh Math Workshops/SC	3,146.40	05/01/15-05/31/15
Sheldon, Joel	Math Refresh Pgrm Dev./IVC	2,000.00	03/06/15-05/22/15
Shelton, Alison	Refresh Math Workshops/SC	1,468.32	05/27/15-06/08/15
Shults, Maryanne	Faculty Entrepr. Champion/SC	300.00	02/21/15-05/21/15
Smith, Christina	TPP/STEM/CTE Grant Partner/SC	750.00	01/20/15-05/21/15
Stephens, Blake	Middle School Entrepr, Pgrm/SC	253.46	02/20/15-05/21/15

**D. ADDITIONAL COMPENSATION: CATEGORICAL/NON-GENERAL FUND** - Continued

1. It is recommended that the following Irvine Valley College/Saddleback College faculty members be compensated as indicated below for 2014/2015 fiscal years.

<u>Name</u>	<u>Activity</u>	<u>Not to Exceed</u>	
		<u>Amount (\$)</u>	<u>Effective Date</u>
St. Marseille, Dan	Music Juror/IVC	50.00	04/18/15-04/18/15
Sullivan, Pat	Online Classroom Dev./Perkins/SC	2,868.50	08/20/14-12/20/14
Sullivan, Pat	Online Classroom Dev./Perkins/SC	2,868.50	01/20/15-04/30/15
Sussman, Caryn	Faculty Advisor, N. Calif. Trip/IVC	857.00	04/16/15-04/19/15
Torabi, Hassan	Refresh Math Workshops/SC	1,468.32	06/01/15-06/12/15
Toscano, Laura	MBTI/Strong Training/SC	559.36	04/02/15-04/03/15
Valdez, Deanna	Refresh Math Workshops/SC	1,468.32	05/04/15-05/15/15
Valdez, Deanna	Refr. Math Wkshops Curriculum/SC	1,573.20	05/01/15-05/31/15
Valdez, Deanna	Refresh Math Workshops/SC	1,468.32	06/29/15-07/13/15
Vogel, Jeff	Refr, Engl. Wkshops Curriculum/SC	1,048.80	05/01/15-05/31/15
Watt, Deborah	MBTI Strong Training/SC	268.00	04/02/15-04/03/15
Woods, Wind	Refresh English Workshops/SC	1,468.32	05/30/15-06/13/15
Zoval, Jim	S-STEM Pgrm Co-PI/Sci. Lead/SC	2,502.00	05/26/15-08/07/15
Zoval, Jim	B2E Pgrm/Science Lead/SC	3,403.00	05/26/15-08/07/15

**E. EXTENSION OF ADMINISTRATIVE TEMPORARY ASSIGNMENT** (Ratified – Pursuant to Board Policy 4002.1)

1. KELLY, WILLIAM, ID #1233, Acting Board Policies and Administrative Regulations Program Director, Pos #4649, Office of Administrative and Business Services, District, Integrated Academic/Classified Administrators/Managers Salary 19, Step 6, 30 percent of full time (12 hours per week), temporary assignment is to be extended effective July 1, 2015 through December 31, 2015 or sooner.

**F. REORGANIZATION OF ACADEMIC ADMINISTRATIVE POSITIONS**

1. **IRVINE VALLEY COLLEGE**, Office of Instruction, seeks authorization to reorganize the duties for the following Academic Administrator positions within their organization as defined in Title 5 Education Regulation, Section (c), Recruitment 53021.
  - a. **CREATE AND ANNOUNCE DEAN OF SOCIAL AND BEHAVIORAL SCIENCES**, Office of Instruction, Irvine Valley College, Academic & Classified Administrators/Classified Managers Salary Range 22, seeks authorization to establish this full-time position to its staff complement, pursuant to a reorganization as defined in Title 5 Education Regulation, Section (c), Recruitment 53021, effective July 1, 2015. (Exhibit B, Attachment 8)
  - b. **REVISE DEAN OF LIBERAL ARTS**, Pos #4745, Office of Instruction, Irvine Valley College, Academic & Classified Administrators/Classified Managers Salary Range 22, by removing School of Social and Behavioral Sciences from its reporting structure and changing the reporting structure for the faculty and staff affected by this revision. (Position #4745 was approved by the Board of Trustees on February 25, 2013) (Exhibit B, Attachment 9)

**G. AUTHORIZATION TO ESTABLISH ADMINISTRATIVE POSITION**

1. RISK MANAGEMENT POLICY AND REGULATION PROGRAM DIRECTOR (TEMPORARY), Office of Administrative and Business Services, District, seeks authorization to establish a temporary Academic Administrator position to its complement, Academic & Classified Administrators/Classified Managers Salary Range 17, effective July 1, 2015. (Exhibit B, Attachment 10)

**H. AUTHORIZATION TO ELIMINATE ACADEMIC ADMINISTRATIVE POSITIONS AND/OR POSITION NUMBERS**

1. DEAN OF BUSINESS SCIENCE AND ECONOMIC AND WORKFORCE DEVELOPMENT, Pos #4624, Academic Administrative position, Division of Business Science and Economic and Workforce Development, Saddleback College, seeks authorization to eliminate this full-time position from its staff complement, effective May 17, 2015. This position was replaced with Dean of Economic and Workforce Development and Business Science, Pos #5158, which was approved by the Board of Trustees on February 23, 2015.

**I. RESIGNATION/RETIREMENT/CONCLUSION OF EMPLOYMENT**

1. ALFARO, SHANNON, ID #19478, Computer Science Instructor, Division of Mathematics, Science, and Engineering, Saddleback College, Pos #1499, resignation effective August 7, 2015. Payment is authorized for any compensated time off. (Start date: August 11, 2014)
2. CHUMAN, JERILYN, ID #1141, Dean of Counseling Services, Division of Counseling and Special Programs, Saddleback College, Pos #4606, resignation effective September 1, 2015 and retirement effective, September 2, 2015. Payment is authorized for any compensated time off. (Start date: December 8, 1980)
3. <sup>3</sup>RESIGNATION DATE CORRECTION: DO, TAM, ID #7799, Counselor, School of Guidance and Counseling, Irvine Valley College, Pos #1646, resignation effective May 22, 2015, and retirement effective June 30, 2015. Payment is authorized for any compensated time off. (Start date: August 1, 2005)

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<sup>3</sup> Correction to resignation effective date: Approved by the Board of Trustees on May 18, 2015 as May 21, 2015; should be May 22, 2015.

**ATTACHMENT 1**

NAME: BOONE, RICK

POSITION: BUSINESS/REAL ESTATE INSTRUCTOR  
Business Sciences  
Irvine Valley College  
Full-time, Tenure Track

EDUCATION:

M.B.A. Business Administration  
California State University  
Fullerton, CA

B.A. Christian Education  
Biola University  
La Mirada, CA

EXPERIENCE:

Mr. Boone has been teaching part-time since 2007 in both public and private institutions from Orange Coast to West Los Angeles Colleges. He has taught online and on-ground real estate and business classes and developed the inaugural online offering of Real Estate Finance at Orange Coast College in 2008. He has worked administratively to build and launch transfer pathways for community college students and has taught preparatory classes for students taking the California Bureau of Real Estate Salesperson Exam.

Mr. Boone has real estate, business ownership, and management experiences that bring practical instruction to his students, connecting theory to application in the classroom. After earning his MBA from California State University Fullerton, Mr. Boone has furthered his own education, presently completing doctoral coursework in Organizational Leadership and researching the barriers to community college student transfer.

LICENSES AND CERTIFICATES:

- California Bureau of Real Estate Salesperson License, since 2002

PROFESSIONAL AFFILIATIONS:

- Member of the Association of California Community College Administrators

HONORS/AWARDS:

- Californian Real Estate Finance, 9<sup>th</sup> ed., Cengage Learning, Co-Author and Technical Editor

**ATTACHMENT 2**

NAME: HOLLIS CASEY

POSITION: COUNSELOR (GENERALIST)  
Counseling Services and Special Programs  
Saddleback College  
Full-Time, Tenure Track

EDUCATION:

M.S. Counseling  
California State University, Fullerton  
Fullerton, CA

B.A. Psychology  
The College of New Jersey  
Ewing, NJ

EXPERIENCE:

Born and raised in The Saddleback Valley, Ms. Casey began her time at Saddleback College as a student. She received her Associates Degree in General Studies at Saddleback College before transferring to The College of New Jersey and receiving a Bachelor's Degree in Psychology. Returning home to California, she received her Master's degree in Counseling at Cal State Fullerton. During her time at Cal State Fullerton, Ms. Casey completed a Marriage and Family Therapy Internship at Mariposa Women and Family Center in Orange, California where she continued as a Substance Abuse Prevention Counselor and mentor for underprivileged youth. Simultaneously, she completed an internship in the Counseling Department at Saddleback College that provided training in General, EOPS, and DSPS counseling.

Ms. Casey has been a part-time Generalist, CalWORKs, and EOPS Counselor at Saddleback College for the past five years. She has taught a variety of Saddleback College courses including: Counseling 1, 140, 160, 161A and 189. She has participated in the High School Partnership and Freshman Advantage Programs. Currently, she is the Core Team Lead for the Course Completion Group of the Student Equity Plan.

HONORS/AWARDS:

- Chi Sigma Iota (Counseling Honor Society)

LICENSES AND CERTIFICATES:

- Occupational Skills Award – Online Educator
- Forty-hour training in Domestic Abuse Counseling
- Certificate in Bereavement Counseling

PROFESSIONAL AFFILIATIONS:

- Member of ACA (The American Counseling Association).
- Member of CTA (The California Teachers Association).

**ATTACHMENT 3**

NAME: SHERYL CHRISTENSEN

POSITION: COUNSELOR (GENERALIST)  
Counseling Services and Special Programs  
Saddleback College  
Full-Time, Tenure Track

EDUCATION:

M.S. Counseling  
California State University, Fullerton  
Fullerton, CA

B.A. Psychology  
University of Arizona  
Tucson, AZ

EXPERIENCE:

Ms. Christensen has been an adjunct Counselor/Instructor for the South Orange County Community College District for the past twenty years, working in the Counseling Departments at both Saddleback College and Irvine Valley College. She has utilized her counseling skills as a counselor for student-athletes, international students, and general counseling. She has taught a wide variety of counseling courses, on-line and in the classroom, while creating course curriculum, student learning outcomes, and maintaining an equal learning environment for all of her student populations.

Ms. Christensen has also compiled a wealth of experience for the past twenty-five years with experience at Santiago Canyon College, Orange Coast College, Citrus College, and Rio Hondo College. At these institutions she has served as a vital part of the counseling team while counseling, teaching, participating on committees, and serving the college communities with outreach and program development. She has developed programs for the re-entry, student-athlete, and recently, the foster youth populations.

Additionally, Ms. Christensen has launched two successful businesses: The Competitive Edge, a school for private softball lessons in pitching and hitting, and Future Focus, Inc., where she consulted with high school student-athletes transferring to universities.

PROFESSIONAL AFFILIATIONS:

- California Community College Association of Academic Advisors for Athletes (3C4A)
- National Association of Academic Advisors for Athletes (N4A)



**ATTACHMENT 4**

NAME: NICOLE MAJOR

POSITION: GERONTOLOGY/SOCIOLOGY INSTRUCTOR  
Social and Behavioral Sciences  
Saddleback College  
Full-Time, Tenure Track

EDUCATION:

M.A. Sociology  
California State University, Fullerton  
Fullerton, CA

B.A. Sociology  
University of California, Los Angeles  
Los Angeles, CA

EXPERIENCE:

Nicole Major began her teaching career at Saddleback Community College in 2007 and has also taught at Palomar Community College and Argosy University. She joined Coastline Community College in January 2015 as a new full-time faculty member in Sociology/Human Services. After serving a semester there, she is excited to return as a full-time faculty at Saddleback to teach and coordinate the Gerontology program. Nicole's teaching responsibilities have included Introduction to Sociology, Marriage and the Family, Social Problems, Class, Ethnicity, and Gender, Death and Dying, and Sociology of Aging. As adjunct faculty at Saddleback College, she was a member of the Distance Education, Gerontology, Associate Faculty Support, Women's and Gender Studies, and Foster and Kinship Care Education Committees. Nicole also assisted with the development and coordination of the Gerontology Certificate Program at Saddleback since 2010. In addition, she was actively involved in Service Learning and was the co-faculty advisor for the Sociology Club. Her teaching and research interests include aging/gerontology, marriage and family, human services, sports, and health.

In addition to her teaching, Nicole was the Program Director for the Saddleback College Foster and Kinship Care Education (FKCE) Program from 2009 to 2014. The FKCE program is a part of the California Community Colleges Chancellor's Office and provides education and support opportunities for current or prospective foster parents and relative caregivers in Orange County to meet state licensing requirements.

HONORS/AWARDS:

- Carrier and Bryant Distributors' Education Foundation Scholarship: 2007-2008
- Olaf H. Tegner Endowed Scholarship: 2006-2007
- Summa Cum Laude Honors, UCLA and CSUF

LICENSES AND CERTIFICATES:

- Teaching and Learning Academy Certificate, CSU Fullerton Faculty Development: May 2007

PROFESSIONAL AFFILIATIONS:

- Pacific Sociological Association

**ATTACHMENT 5**

NAME: PETE MURRAY

POSITION: HUMANITIES INSTRUCTOR  
Liberal Arts  
Saddleback College  
Full-Time, Tenure Track

EDUCATION:

Ph.D. Political Philosophy  
University of Albany, SUNY  
Albany, NY

B.A. Philosophy  
Cleveland State University  
Cleveland, OH

EXPERIENCE:

Dr. Pete Murray has been a full-time instructor at Siena College for one year, and a three-quarter time instructor at Siena for the four years before that, where he has taught in the First-Year Seminar program. This program is a multi-disciplinary, two-semester program designed to teach incoming first year students to be successful college students, and focuses on developing the skills of critical reading, writing, and thinking. Since 2011, Dr. Murray has been an advisor with the PEEPs, a student group that focuses on reducing violence in the Siena community. He has also been a member of the Anti-Violence Task Force at Siena. Prior to his work at Siena, Dr. Murray taught a variety of philosophy courses at Union College and at the University at Albany. While completing his PhD at the University at Albany, Dr. Murray was a teaching assistant in a wide variety of philosophy courses, from Philosophy of Mind to Ethics. Dr. Murray has more than 7 years of teaching experience, and has made use of many educational technologies, including Blackboard and Turnitin.

HONORS/AWARDS:

- Siena College Vice President's Special Recognition Award for Leadership and Involvement

PROFESSIONAL AFFILIATIONS:

- Member of the American Philosophical Association.

**ATTACHMENT 6**

NAME: MICHAEL SALVIANI

POSITION: COMPUTER INFORMATION MANAGEMENT INSTRUCTOR  
Business Sciences  
Irvine Valley College  
Full-Time, Tenure Track

EDUCATION:

M.B.A. Business Administration  
California State University, Fresno  
Fresno, CA

B.S. Computer Science  
Hawaii Pacific University  
Honolulu, HI

EXPERIENCE:

Mr. Michael Salviani is a 12-year United States Air Force veteran. His assignments in the Air Force included Network Administrator, Project Manager, Network Operations Manager, and Assistant Professor of Aerospace Studies. During his assignment at the California State University, Fresno Air Force ROTC unit, he also served as Commandant of Cadets, Admissions Officer (head of recruiting), and Education Officer (head of curriculum). He was selected the best ROTC Instructor in the Southwest in 2009 and the department won best ROTC unit in the nation an unprecedented two consecutive years (2009 & 10). He has also been a Drill Instructor and Executive Officer, as well as attending both Enlisted Basic Training and Officer Training School. He has also worked for the City of Beverly Hills as Business Information Systems Administrator. His team managed the City's website, mobile apps, geographic information systems and city-wide databases.

HONORS/AWARDS:

- Air Force Commendation Medal

LICENSES AND CERTIFICATES:

- Assistant Professor of Aerospace Studies Academic Instructor Certificate, Air University, USAF

PROFESSIONAL AFFILIATIONS:

- Member of American Mensa Society

**ATTACHMENT 7**

NAME: JUSTIN WRIGHT

POSITION: BIOLOGY INSTRUCTOR  
Life Sciences and Technologies  
Irvine Valley College  
Full-Time, Tenure Track

EDUCATION:

M.S. Biology  
University of Central Arkansas  
Conway, AR

B.S. Biology  
University of Central Arkansas  
Conway, AR

EXPERIENCE:

Mr. Justin Wright has been a part-time instructor in the Biology Department at Irvine Valley College and Orange Coast College since fall of 2014 and has taught a wide variety of introductory and majors level Biology and Environmental Science courses. While completing his M.S. Biology at the University of Central Arkansas (UCA), he was a teaching assistant in a variety of molecular and organismal Biology courses and worked as a community liaison for the Jewel Moore Nature Reserve in Conway, AR. After earning his M.S. in 2010, Mr. Wright taught multiple majors level biology and ecology courses at UCA and eventually moved to California to work as a biological consultant on multiple alternative energy sector projects in the Mojave and Sonoran deserts. Since coming to Irvine Valley College, he has taken on the role of co-advisor for the BEES (Biology, Ecology, Environmental, Science) club and has begun collaborating with a research team from CalPoly San Luis Obispo to engage IVC students in state-wide wildlife conservation efforts and introduce them to the process of scientific research.

HONORS/AWARDS:

- 2010 Graduate Assistant Teaching Excellence Award

LICENSES AND CERTIFICATES:

- Leopold Outdoor Educator Certified

PROFESSIONAL AFFILIATIONS:

- Member of CNPS (California Native Plants Society).
- Member of PCES (Pacific Coast Entomology Society).
- Member of NABA (North American Butterfly Association)

**ATTACHMENT 8**

South Orange County Community College District

**DEAN OF SOCIAL AND BEHAVIORAL SCIENCES**

Irvine Valley College, Integrated Academic/Classified Administrators/Managers Salary Schedule Range 22 (Academic Administrator)

DEFINITION

To serve as administrator and supervisor of the Social and Behavioral Sciences instructional unit, provide leadership to develop, organize and implement the goals and objectives of assigned programs and services; serve as administrator of the Model United Nations (M.U.N.) program and the newly-emerging student success initiatives; provide leadership to plan, develop, organize, implement, schedule, direct, improve and evaluate assigned programs, curriculum and related student support services in consultation with Academic Chairs, faculty and classified staff; provide leadership in enrollment management, strategic planning and budget development, Administrative Unit Review, Accreditation, curriculum development and new program and course feasibility analyses, catalog production, staff development, support the Office of the Academic Senate and supervise its staff, liaison to Academic Affairs and the Curriculum Committee, supervise the curriculum coordinator, coordination of evening administrator assignments, high school relations including Early College Planning, Early Start to College Planning, contract education courses for private high schools, among other instructional support duties.

To foster a culture of collaboration, mutual respect, innovation, and continuous improvement throughout the District; lead by example; actively participate in and support District-wide participatory governance components and activities and other collaborative processes; encourage professional excellence among the staff and promote an organizational culture of customer service, innovation, and quality services.

SUPERVISION RECEIVED AND EXERCISED

Receives general direction from the Vice President for Instruction.

Exercises functional and technical supervision over academic, professional and classified staff as assigned.

EXAMPLES OF DUTIES - Duties may include, but are not limited to, the following:

Provide leadership in the administration of the schools of Social and Behavioral Sciences, including personnel management, in accordance with laws, regulations, District policy and collective bargaining agreements; direct and evaluate the programs and departments assigned to Social and Behavioral Sciences, which currently include: Administration of Justice, Anthropology, Early Childhood Education, Economics, Geography (with field trips), Human Development, Political Science (including Model UN), Psychology, Sociology and Sustainability and Resource Management.

Provide college-wide leadership in distance education delivery of courses, certificates, and degrees.

Analyze, interpret and monitor the student success rates of assigned education programs and student preparedness and recommend change as needed.

Participate in the development of the College's strategic plan, communicating the needs, goals, plans and overall role of areas of assignment.

Support and encourage online education as a modality to extend courses, certificates, and degrees.

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Lead, direct and approve the planning, development, organizing, scheduling, direction, performance and evaluation of the curriculum, instructional programs and services of assigned area of instruction

Lead the instructional area in planning, program development and performance of the mission and in carrying out the College's mission, goals and objectives.

Formulate and develop long and short-range goals and strategic plans, including staffing, facilities, curriculum and educational philosophy; assure consistency of plans with other college and District plans; prepare long-range plans and statements of goals and objectives.

In consultation with the VPI and the other deans, develop course offerings, schedule, and budget for Irvine Valley College's summer term and weekend offerings, including the fall and spring terms' "Weekend College" offerings.

Coordinate ongoing faculty training in current pedagogy and effective practices in education, through flex workshops, unit and department meetings, and individual sessions with support from Technology Services.

Serve as the instructional administration's representative to the Curriculum Committee, the Academic Affairs Committee, and the strategic planning committees of the college; represent Instruction in coordinating, assembling, and preparing Accreditation self-study documents and evidence, Accreditation follow-up reviews, Substantial Change applications, and other Accreditation materials.

Communicate with College, District, State, and federal personnel to coordinate instructional needs, programs, services and activities; resolve conflicts and issues and develop new and effective certificate and degree programs; provide leadership in delivery of courses, certificates, and degrees for assigned instructional area.

Develop, prepare, submit, administer, monitor and review annual program budgets for assigned areas, including annual budget requests for equipment, supplies and personnel; direct the acquisition, maintenance and use of both instructional and non-instructional equipment; and maintain an equipment-replacement plan; direct the maintenance of adequate records and controls to assure instructional area expenditures and operations remain within established budget limitations; monitor and approve purchase requisitions and prepare agenda items for Board approval as needed.

Direct fundraising and financial development for assigned instructional area; disseminate information about the availability of external funding; communicate with faculty members and administrators regarding grants relevant to their academic field; provide information concerning specific funding sources; coordinate timelines and protocol for grants.

Direct the preparation and maintenance of detailed and comprehensive reports, records and files regarding instructional area personnel, facilities, and activities.

Train, supervise and evaluate the performance of assigned probationary and regular academic and classified staff in keeping with the policies of the Board of Trustees and administrative procedures; visit classroom/work sites and observe and evaluate methods and effectiveness.

Participate in the selection of new faculty and classified staff and temporary professional staff in accordance with various District policies and legal requirements.

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Interface with the community and external agencies in all matters of community relations and academic affairs associated with the area of instruction.

Organize, attend or chair a variety of administrative and staff meetings related to strategic planning, budget, curriculum, advisory committees and other activities; participate in collegial consultation, shared governance and appropriate advisory committee meetings.

Supervise the planning, organization and arranging of appropriate staff development programs and activities for faculty and staff; orient new employees and direct the implementation of flex time procedures.

Develop the schedule of classes; promote and coordinate a variety of programs and services and arrange for the development of promotional materials and college publications; manage assigned facilities and approve all Fine Arts and Media Technology facilities usage.

Attend workshops, professional conferences, and trade shows for program planning and development; serve on a variety of campus, District, community, and State committees; and meet with representatives of business, industry, and local government.

Maintain current knowledge of instructional methods and new technologies pertinent to areas of assignment; monitor legislation, new State Education Code regulations and other State guidelines to determine instructional program impact.

Provide leadership and advocacy to enhance innovation and participation in issues related to areas of assignment to ensure student success; communicate the changing expectations, trends and needs of educational preparation effectively to College personnel.

Assist the Vice President for Instruction in the resolution of student and faculty concerns related to assigned areas of instruction.

Create a positive campus climate that fosters innovation in curriculum development for instruction and services in assigned areas; work with the community, business, industry and other educational institutions to promote assigned areas of instruction; contribute to the development and implementation of a coordinated outreach, marketing and public relations process and plan for assigned instructional programs and services.

Provide direction for the development of new programs, including contribution to the development or redesign of curriculum, and coordinate program approvals as appropriate.

Review and approve proposed course outlines, program changes, textbook recommendations, field trip requests, credit-by-exam, articulation, and other curriculum matters to ensure compliance, feasibility, and appropriateness to the community college mission.

Review instructional and other programs for compliance with applicable state and federal laws, regulations and guidelines, district policy and procedures.

Work collaboratively and develop partnerships/agreements with advisory boards, professional associations, K-12 and transfer institutions, business and industry; cultivate and promote positive and substantive relationships with local business and industry; serve as a leader of and advocate for the College within the business community.

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

Perform related duties as assigned.

### QUALIFICATIONS

#### Education and Experience Guidelines:

Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

#### Education:

A Master's degree from an accredited college or university with emphasis in a discipline within the instructional unit. An earned doctorate from an accredited college or university is preferred.

#### Experience:

At least of three years of successful faculty experience at the postsecondary level, in at least one of the instructional areas of this assignment; at least one year of successful postsecondary administrative/supervisory experience, with a preferred emphasis in one of the areas of assignment; and evidence of a sensitivity to and understanding of the diverse academic, socioeconomic, cultural, physically challenged, and ethnic backgrounds of community college students.

#### Desirable Experience:

Administrative leadership experience in the development, organization, and management of two or more instructional programs, including at least one program area related to this assignment.

A minimum of two years of experience in applied analytical analysis or research, including (but not limited to): Institutional Research, Economic Research, Psychological Research, Social Research, Business/Market research, or facilities utilization research.

Experience in course scheduling and instructional facilities utilization.

#### Licenses and other Certification:

Valid California driver's license.

#### Knowledge of:

A community college system.

All instructional areas and their inter-relationships; a thorough knowledge of the various student support services required to enhance instruction.

Applicable District policies and local, State and federal laws, codes and regulations, including Title 5 and California Education Code.

Basic data collection and analysis related to student learning outcomes, retention, and success.

California Community Colleges basic skills initiative.

Community relations and external resource development.

Computer systems and software applications related to area of assignment.

Curriculum development.

District safety policies and procedures.

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.



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Interpersonal skills including tact, patience and diplomacy.  
Management techniques that encourage creativity, improve efficiency and increase productivity.  
Oral and written communication skills.  
Organizational and management practices as applied to area of assignment.  
Participatory governance process and venue fostering open communication among instructional areas, programs and services.  
Principles and practices of budget preparation and management.  
Principles and practices of training and supervision.  
Principles of program evaluation, student assessment, and organizational development.  
Role and purpose of technological systems in providing online instruction and instructional support.  
Team-oriented leadership style.  
Web page design, Blackboard and/or other course management systems, and other instructional software.

Ability to:

Advocate for the instructional area's programs and needs.  
Analyze problems, identify alternative solutions, project consequences of proposed actions and implement recommendations in support of goals.  
Assess, manage, implement, use and apply technology in the management and delivery of instructional or training programs.  
Assist in forecasting current and future needs and costs affecting area of assignment.  
Collect, compile and analyze data.  
Communicate clearly, concisely and effectively, both orally and in writing, with diverse constituencies within and outside of the District.  
Demonstrate commitment to academic and professional excellence.  
Demonstrate flexibility and adaptability.  
Develop markets and promotional strategies for courses, services and projects related to foundational skills that will promote enrollment growth, retention and student success.  
Develop, prepare and administer project budgets.  
Embrace and work effectively within a system of participatory governance.  
Encourage professional excellence among the staff and promote an organizational culture of customer service, innovation, and quality services.  
Establish and maintain effective, harmonious, and collaborative relationships with a diverse population of students, staff and community.  
Exercise initiative and work independently.  
Exercise judgment or choice among possible actions, sometimes without clear precedents and often with concern for the consequences of the action.  
Interact effectively with diverse students, staff, faculty and administrators.  
Interpret, analyze, apply and explain applicable local, State and federal laws and regulations.  
Interpret, apply and explain applicable District policies and procedures.  
Lead, train, supervise, and evaluate assigned staff.  
Learn District and College organization, operations and objectives.  
Manage complex budgets including grants.  
Operate computer/applications software, including database management, spreadsheet, word processing and software related to area of assignment.  
Operate modern office equipment such as computer, printer, calculator, copier and facsimile machine.  
Perform with tact, patience and sensitivity.  
Plan and organize work.  
Plan, evaluate and supervise delivery of instructional programs and strategies.

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- Plan, organize, coordinate, manage and expedite assigned projects and activities related to assignment in a manner conducive to full performance and high morale.
- Prepare oral and written reports and recommendations.
- Provide leadership, training, and support for faculty who wish to explore innovative approaches to student learning using instructional technology.
- Read, interpret, and explain laws, rules and regulations, and develop and implement personnel policies and procedures.
- Relate effectively to people of varied academic, cultural and socio-economic background using tact, diplomacy and courtesy.
- Represent the college at the community, State and national levels.
- Resolve conflicts and solve problems.
- Serve as an effective management team member.
- Train and provide supervision and work direction to others as assigned.
- Understand and effectively and collaboratively work in a complicated multi-college environment, as well as within a system of community college districts.
- Use independent judgment in the interpretation and application of rules, regulations, policies and procedures.
- Work collaboratively with administration, classified management, faculty, staff and students.
- Work effectively in a fast paced environment with numerous interruptions.

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 on March 13, 2015

**ATTACHMENT 9**

South Orange County Community College District

**DEAN OF LIBERAL ARTS**

Irvine Valley College, Academic & Classified Administrators/Classified Managers Salary Schedule Range 22 (Academic Administrator)

DEFINITION

To serve as administrator and supervisor of Liberal Arts and Learning Resources, including a library, a learning center, a reading center, a writing center and a language acquisition center; provide leadership to develop, organize and implement the goals and objectives of assigned programs and services; serve as administrator of the honors program and the newly-emerging student success initiatives; provide leadership to plan, develop, organize, implement, schedule, direct, improve and evaluate assigned programs, curriculum and related student support services in consultation with Academic Chairs, faculty and classified staff.

To foster a culture of collaboration, mutual respect, innovation, and continuous improvement throughout the District; lead by example; actively participate in and support District-wide participatory governance components and activities and other collaborative processes; encourage professional excellence among the staff and promote an organizational culture of customer service, innovation, and quality services.

SUPERVISION RECEIVED AND EXERCISED

Receives general direction from the Vice President for Instruction.

Exercises functional and technical supervision over academic, professional and classified staff as assigned.

EXAMPLES OF DUTIES - Duties may include, but are not limited to, the following:

Provide leadership in the administration of the school of Humanities and the school of Languages and Learning Resources (which consists of Library Services and Student Success Center), including personnel management, in accordance with laws, regulations, District policy and collective bargaining agreements; direct and evaluate the programs and departments assigned to Liberal Arts, which currently include: Languages (including Chinese, French, Japanese, Sign Language and Spanish), English as a Second Language (ESL), English Writing, Literature, Film Studies, History, Humanities, Journalism, Philosophy, Religious Studies, as well as a reading center, a writing center, and a language acquisition center.

Provide college-wide leadership in distance education delivery of courses, certificates, and degrees.

Analyze, interpret and monitor the student success rates of assigned education programs and student preparedness and recommend change as needed.

Participate in the development of the College's strategic plan, communicating the needs, goals, plans and overall role of areas of assignment.

Support and encourage online education as a modality to extend courses, certificates, and degrees.

Lead, direct and approve the planning, development, organizing, scheduling, direction, performance and evaluation of the curriculum, instructional programs and services of assigned area of instruction.

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Page 2 – Dean of Liberal Arts

Lead the instructional area in planning, program development and performance of the mission and in carrying out the College's mission, goals and objectives.

Formulate and develop long and short-range goals and strategic plans, including staffing, facilities, curriculum and educational philosophy; assure consistency of plans with other college and District plans; prepare long-range plans and statements of goals and objectives.

Communicate with College, District, State, and federal personnel to coordinate instructional needs, programs, services and activities; resolve conflicts and issues and develop new and effective certificate and degree programs; provide leadership in delivery of courses, certificates, and degrees for assigned instructional area.

Develop, prepare, submit, administer, monitor and review annual program budgets for assigned areas, including annual budget requests for equipment, supplies and personnel; direct the acquisition, maintenance and use of both instructional and non-instructional equipment; and maintain an equipment-replacement plan; direct the maintenance of adequate records and controls to assure instructional area expenditures and operations remain within established budget limitations; monitor and approve purchase requisitions and prepare agenda items for Board approval as needed.

Direct fundraising and financial development for assigned instructional area; disseminate information about the availability of external funding; communicate with faculty members and administrators regarding grants relevant to their academic field; provide information concerning specific funding sources; coordinate timelines and protocol for grants.

Direct the preparation and maintenance of detailed and comprehensive reports, records and files regarding instructional area personnel, facilities, and activities.

Train, supervise and evaluate the performance of assigned probationary and regular academic and classified staff in keeping with the policies of the Board of Trustees and administrative procedures; visit classroom/work sites and observe and evaluate methods and effectiveness.

Participate in the selection of new faculty and classified staff and temporary professional staff in accordance with various District policies and legal requirements.

Interface with the community and external agencies in all matters of community relations and academic affairs associated with the area of instruction.

Organize, attend or chair a variety of administrative and staff meetings related to strategic planning, budget, curriculum, advisory committees and other activities; participate in collegial consultation, shared governance and appropriate advisory committee meetings.

Supervise the planning, organization and arranging of appropriate staff development programs and activities for faculty and staff; orient new employees and direct the implementation of flex time procedures.

Develop the schedule of classes; promote and coordinate a variety of programs and services and arrange for the development of promotional materials and college publications; manage assigned facilities and approve all Performing Arts and Media Technology facilities usage.

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Attend workshops, professional conferences, and trade shows for program planning and development; serve on a variety of campus, District, community, and State committees; and meet with representatives of business, industry, and local government.

Maintain current knowledge of instructional methods and new technologies pertinent to areas of assignment; monitor legislation, new State Education Code regulations and other State guidelines to determine instructional program impact.

Provide leadership and advocacy to enhance innovation and participation in issues related to areas of assignment to ensure student success; communicate the changing expectations, trends and needs of educational preparation effectively to College personnel.

Assist the Vice President for Instruction in the resolution of student and faculty concerns related to assigned areas of instruction.

Create a positive campus climate that fosters innovation in curriculum development for instruction and services in assigned areas; work with the community, business, industry and other educational institutions to promote assigned areas of instruction; contribute to the development and implementation of a coordinated outreach, marketing and public relations process and plan for assigned instructional programs and services.

Provide direction for the development of new programs, including contribution to the development or redesign of curriculum, and coordinate program approvals as appropriate.

Review and approve proposed course outlines, program changes, textbook recommendations, field trip requests, credit-by-exam, articulation, and other curriculum matters to ensure compliance, feasibility and appropriateness to the community college mission.

Review instructional and other programs for compliance with applicable state and federal laws, regulations and guidelines, district policy and procedures.

Work collaboratively and develop partnerships/agreements with advisory boards, professional associations, K-12 and transfer institutions, business and industry; cultivate and promote positive and substantive relationships with local business and industry; serve as a leader of, and advocate for the College within the business community.

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

Perform related duties as assigned.

### QUALIFICATIONS

#### Education and Experience Guidelines:

Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

#### Education:

A Master's degree from an accredited college or university with emphasis in a discipline within the division. An earned doctorate from an accredited college or university is preferred.

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Experience:

At least of three years of successful faculty experience at the postsecondary level, in at least one of the areas of this assignment; at least one year of successful postsecondary administrative/supervisory experience, with a preferred emphasis in one of the areas of assignment; and evidence of a sensitivity to and understanding of the diverse academic, socioeconomic, cultural, physically challenged, and ethnic backgrounds of community college students.

Desirable Experience:

Administrative leadership experience in the development, organization, and management of two or more instructional programs, including at least one program area related to this assignment.

Licenses and other Certification:

Valid California driver's license.

Knowledge of:

A community college system.

All instructional areas and their inter-relationships; a thorough knowledge of the various student support services required to enhance instruction.

Applicable District policies and local, State and federal laws, codes and regulations, including Title 5 and California Education Code.

Basic data collection and analysis related to student learning outcomes, retention, and success.

California Community Colleges basic skills initiative.

Community relations and external resource development.

Computer systems and software applications related to area of assignment.

Curriculum development.

District safety policies and procedures.

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.

Interpersonal skills including tact, patience and diplomacy.

Management techniques that encourage creativity, improve efficiency and increase productivity.

Oral and written communication skills.

Organizational and management practices as applied to area of assignment.

Participatory governance process and venue fostering open communication among instructional areas, programs and services.

Principles and practices of budget preparation and management.

Principles and practices of training and supervision.

Principles of program evaluation, student assessment, and organizational development.

Role and purpose of technological systems in providing online instruction and instructional support.

Team-oriented leadership style.

Web page design, Blackboard and/or other course management systems, and other instructional software.

Ability to:

Advocate for the instructional area's programs and needs.

Analyze problems, identify alternative solutions, project consequences of proposed actions and implement recommendations in support of goals.

Assess, manage, implement, use and apply technology in the management and delivery of instructional or training programs.

Assist in forecasting current and future needs and costs affecting area of assignment.

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Page 5 – Dean of Liberal Arts

- Collect, compile and analyze data.
- Communicate clearly, concisely and effectively, both orally and in writing, with diverse constituencies within and outside of the District.
- Demonstrate flexibility and adaptability.
- Develop markets and promotional strategies for courses, services and projects related to foundational skills that will promote enrollment growth, retention and student success.
- Develop, prepare and administer project budgets.
- Embrace and work effectively within a system of participatory governance.
- Encourage professional excellence among the staff and promote an organizational culture of customer service, innovation, and quality services.
- Establish and maintain effective, harmonious, and collaborative relationships with a diverse population of students, staff and community.
- Exercise initiative and work independently.
- Exercise judgment or choice among possible actions, sometimes without clear precedents and often with concern for the consequences of the action.
- Interact effectively with diverse students, staff, faculty and administrators.
- Interpret, analyze, apply and explain applicable local, State and federal laws and regulations.
- Interpret, apply and explain applicable District policies and procedures.
- Lead, train, supervise, and evaluate assigned staff.
- Learn District and College organization, operations and objectives.
- Manage complex budgets including grants.
- Operate computer/applications software, including database management, spreadsheet, word processing and software related to area of assignment.
- Operate modern office equipment such as computer, printer, calculator, copier and facsimile machine.
- Perform with tact, patience and sensitivity.
- Plan and organize work.
- Plan, evaluate and supervise delivery of instructional programs and strategies.
- Plan, organize, coordinate, manage and expedite assigned projects and activities related to assignment in a manner conducive to full performance and high morale.
- Prepare oral and written reports and recommendations.
- Provide leadership, training, and support for faculty who wish to explore innovative approaches to student learning using instructional technology.
- Read, interpret, and explain laws, rules and regulations, and develop and implement personnel policies and procedures.
- Relate effectively to people of varied academic, cultural and socio-economic backgrounds using tact, diplomacy and courtesy.
- Represent the college at the community, State and national levels.
- Resolve conflicts and solve problems.
- Serve as an effective management team member.
- Train and provide supervision and work direction to others as assigned.
- Understand and effectively and collaboratively work in a complicated multi-college environment, as well as within a system of community college districts.
- Demonstrate commitment to academic and professional excellence.
- Use independent judgment in the interpretation and application of rules, regulations, policies and procedures.
- Work collaboratively with administration, classified management, faculty, staff and students.
- Work effectively in a fast paced environment with numerous interruptions.

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WORK ENVIRONMENT AND PHYSICAL DEMANDS

The work environment and physical demands described here are representative of those required by an employee to perform the essential functions of this job successfully. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Work Environment

Standard office setting. Typically, duties are performed in an office environment while sitting at a desk or computer workstation. An incumbent also visits instructional sites and is subject to contact with others, frequent interruptions, noise from talking or office equipment and demanding legal timelines. At least minimal environmental controls to assure health and comfort.

Physical Demands

The incumbent regularly sits for long periods, walks short distances on a regular basis, travels to various locations to visit instructional sites, attend meetings and conduct work; uses hands and fingers to operate 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 on March 11, 2015



**ATTACHMENT 10**

South Orange County Community College District

**RISK MANAGEMENT POLICY AND REGULATION PROGRAM DIRECTOR (TEMPORARY)**  
District Part-time Contract Position, Academic & Classified Administrators/Classified Managers Salary  
Schedule Range 17 (Academic Administrator)

DEFINITION

Working with the Office of Risk Management and the Board Policy and Administrative Regulation Council (BPARC), lead a work group, consisting of the Risk Manager and faculty, staff and student representatives, to identify, review, monitor, develop, revise, modify, delete, combine, consolidate, update, coordinate, disseminate and maintain a variety of Board policies, administrative regulations, district procedures and forms related to risk management and loss prevention and control to ensure compliance with and adherence to legal requirements and timelines.

To foster a culture of collaboration, mutual respect, innovation, and continuous improvement throughout the district; lead by example; actively participate in and support district-wide participatory governance components and activities and other collaborative processes; encourage professional excellence among the staff and promote an organizational culture of customer service, innovation, and quality services.

SUPERVISION RECEIVED AND EXERCISED

Receives direction from the Vice Chancellor of Business Services or designee of the Chancellor.

Provides functional supervision over support personnel if assigned.

DISTINGUISHING CHARACTERISTICS

This is a temporary, part-time, contract classification assigned to the Office of Business Services. The incumbent works closely and collaboratively with the Office of Risk Management, District and college administrators, and the BPARC, in an environment of shared governance and collective bargaining to identify, develop, review, revise, modify, delete, combine, consolidate, update, coordinate, disseminate and maintain a variety of Board policies, administrative regulations, district procedures and forms related to risk management and loss prevention and control, ensuring compliance and adherence to legal requirements and timelines.

EXAMPLES OF DUTIES - Duties may include, but are not limited to, the following:

Work with the District's Office of Risk Management to provide leadership in the development, review, revision, coordination, dissemination and maintenance of Board policies, administrative regulations, district procedures and forms related to risk management and loss prevention and control, ensuring compliance and adherence to legal requirements and timelines.

Develop and implement a plan to ensure that all such risk management-related Board policies, administrative regulations, district-wide procedures and forms conform to current legal requirements and timelines; and recommend changes as appropriate.

Lead a work group (consisting of the Risk Manager and faculty, staff and student representatives), under the Board Policy and Administrative Regulation Council (BPARC), to identify, develop, review, revise, modify, delete, combine, consolidate, update, coordinate, disseminate and maintain a variety of Board Policies and Administrative Regulations, related to risk management and loss prevention and control, including (but not limited to):

South Orange County Community College District  
Page 2 – Risk Management Policy and Regulation Program Director (Temporary)

-BP 3205 Insurance and AR 3205 (a) District Property and Liability Program, (b) Workers' Compensation Benefit, and (c) Student Participation in College Athletic Programs; AR 3205 series (specifically 3205 (d) District Driver, 3205 (e) Employee use of district motor vehicles, 3205 (f) Guidelines for use of privately owned vehicles, and 3205 (g) Student use of voluntary transportation to and from District Sponsored Activities)

-BP 3451 Safety

-BP 3517 Student Organizations at Off Campus Locations

-BP 4009 Drivers for College Sponsored Activities

-AR 4084 Employee Use of District Vehicles

-BP 5510 Student Accident Insurance

-BP 6125 and AR 6125 Student Field Trips and Excursions

-BP and AR 6150 Study Abroad Programs

Report workgroup progress at every BPARC meeting and bring workgroup final recommendations to BPARC for its review and approval; coordinate and attend other meetings and workshops related to assignment; represent the Vice Chancellor of Business Services, as assigned, to provide leadership and information related to risk management and loss prevention and control; and serve on other committees, task forces and work groups as needed.

Provide technical expertise, information and assistance regarding assigned functions; research and resolve problems; ensure compliance with established legal requirements, timelines, policies, regulations, procedures, goals and objectives; and review and certify the accuracy of data concerning program development.

Establish goals and objectives; develop and administer annual budgets for area of assignment if assigned; prepare recommendations and justifications regarding budget requests; authorize, monitor and control expenditures within adopted budget according to District policies and applicable regulations.

Maintain current and ongoing knowledge of legislation related to risk management and related information systems and programs, as well as changes in concepts, principles, methods, legal requirements and timelines related to policies, regulations, procedures and forms.

Develop, implement and maintain appropriate methods and procedures to optimize efficient and effective delivery of services related to assigned functions; monitor and evaluate operations and activities and take corrective actions as necessary.

Compile and analyze data related to area of assignment; develop work processes and schedules that facilitate attainment of established goals and objectives.

Guide, assist, motivate and support staff in ensuring that Board policies and administrative regulations related to risk management are developed, updated and maintained in a timely manner; delegate and

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Page 3 – Risk Management Policy and Regulation Program Director (Temporary)

review assignments and projects; evaluate work products and results; establish and monitor timelines and prioritize work; and resolve conflicts as necessary.

Communicate with District and college administrators and others as necessary to develop and coordinate services and activities.

Direct the timely and accurate preparation and submission of a variety of reports, proposals, recommendations, agenda items and other materials, as needed or requested, including progress reports; coordinate and respond to periodic program audits or studies.

Perform other related duties as assigned.

### QUALIFICATIONS

#### Experience and Training Guidelines:

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 in education or closely-related field from an accredited college or university.

#### Experience:

Three years of increasingly responsible experience in providing administrative leadership in an institution of higher education.

#### Knowledge of:

Advanced statistical procedures and research methods including those related to sampling, projections, significance, and distributions.

Board policies and administrative regulations in a community college district.

Collective bargaining, contract negotiation and administration.

Community college organization and operations.

Computer systems and software applications related to area of assignment.

Concepts, methods and current practices related to the development, revision and/or updating of community college district policies and administrative regulation.

Data collection and coding methods.

District and college organization, operations and objectives.

District policies, organization, operations and objectives.

Interpersonal skills including tact, patience, diplomacy and courtesy.

Local, State and federal laws, codes and regulations related to Board policies and administrative regulations at a community college district.

Modern office practices, procedures, methods, and equipment.

Modern principles, practices, methods and techniques of administrative leadership, management and supervision.

Oral and written communication skills.

Principles and practices of leadership and administration, including organization, budget preparation and report writing.

Principles and practices of training and supervision.

Purpose, mission and goals of a community college district.

State-of-the-art information technology systems, hardware and software applications used in administrative support programs.

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Strong oral and written communication skills, including giving presentations to small as well as large groups.

Ability to:

Analyze problems, identify alternative solutions, project consequences of proposed actions and implement recommendations in support of goals.

Collect, compile and analyze data.

Communicate clearly, concisely and effectively, both orally and in writing, with diverse constituencies within and outside of the District.

Compile data and prepare and present administrative, analytical, and technical reports and recommendations.

Demonstrate leadership, management, supervisory, and team-building skills.

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

Demonstrate sensitivity to ethnically and culturally changing student populations.

Demonstrate strong and effective writing, editing and verbal communication skills.

Develop, prepare and administer program and project budgets.

Encourage professional excellence among the staff and promote an organizational culture of customer service, innovation, and quality services.

Establish and maintain cooperative and effective relationships with others contacted in the course of work, including District and college administrators.

Exercise initiative and work independently with minimum administrative direction.

Exercise judgment or choice among possible actions, sometimes without clear precedents and often with concern for the consequences of the action.

Facilitate and coordinate the activities of groups for the purpose of developing, updating or revising Board policies and/or administrative regulations.

Forecast current and future policies and regulations at a community college.

Interpret, apply and explain applicable district policies and procedures and local, state and federal laws and regulations.

Maintain current knowledge of trends and technological advancements in assigned areas of responsibility.

May select, train, lead, direct, supervise and evaluate the performance of assigned personnel if assigned.

Operate computer/applications software, including database management, spreadsheet, word processing and software related to area of assignment.

Operate computers, peripherals and assigned office equipment.

Perform work of a specialized nature involving the use of independent judgment and personal initiative.

Plan and organize work to meet deadlines.

Plan, organize and coordinate assigned activities in a manner conducive to full performance and high morale.

Relate effectively to people of varied academic, cultural and socio-economic background using tact, diplomacy and courtesy.

Train and provide supervision and work direction to others as assigned.

Understand and effectively and collaboratively work in a complicated multi-college environment, as well as within a system of community college districts.

Work cooperatively in an environment of shared governance and collective bargaining.

Work independently with minimal supervision.

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Other Requirements:

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

Typically, duties are performed in an office environment while sitting at a desk or computer workstation or at meetings with others. The incumbent is subject to frequent contact in person and on the telephone with District or college administrators, faculty and representatives of outside public or private agencies. Frequently must travel to other offices or locations to attend meetings or conduct work. At least minimal environmental controls to assure health and comfort.

Physical Demands

The incumbent typically must regularly sit for long periods, walk short distances on a regular basis, travel to various locations to attend meetings and conduct work, use hands and fingers to operate an electronic keyboard or other office machines, reach with hands and arms, speak clearly and distinctly to provide information in person and on the telephone; see clearly with or without correction to read normal and fine print and operate computer; hear with or without correction to understand voices over telephone and in person and regularly lift, carry, and/or move objects weighing up to 10 pounds. Must be able to remember key information and concentrate for long periods of time.

Prepared by Marlys Grodt and Associates on June 9, 2015

ATTACHMENT 1

**A. IRVINE VALLEY COLLEGE – ADDITIONAL RETROACTIVE CHAIR AND CO-CHAIR STIPEND COMPENSATION FOR FALL 2013 AND SPRING 2014 DUE TO 2013-2014 COLA INCREASE: GENERAL FUND**

1. It is recommended that the following Irvine Valley College faculty members be compensated as indicated below for **additional** retroactive stipend owed for Fall 2013.

<u>Name</u>	<u>Activity</u>	<u>Not to Exceed Amount (\$)</u>	<u>Effective Semester</u>
Alvarez, Lisa	Co-Chair, English	61.02	Fall 2013
Brass, Monique	Facilitator, Life Fitness Center	45.00	Fall 2013
Castroconde, M.	Chair, Mathematics	94.86	Fall 2013
Chen, Joanne	Facilitator, Lang. Acquisition Ctr	36.00	Fall 2013
Crammer, Cale	Co-Facilitator, MUN	18.00	Fall 2013
Davis-Allen, Lisa	Chair, Visual Arts	55.81	Fall 2013
Delson, Cheryl	Facilitator, SLOs	31.50	Fall 2013
DeRoulet, Dan	Co-Chair, English	63.79	Fall 2013
Evans, Julie	Facilitator, SLOs	72.00	Fall 2013
Fesler, Susan	Chair, Language	95.04	Fall 2013
Frame, Stewart	Co-Facilitator, MUN	18.00	Fall 2013
Haeri, Melanie	Chair, Reading	27.33	Fall 2013
Hochwald, Seth	Co-Chair, Computer Science	6.62	Fall 2013
Kaufmann, Jeff	Co-Chair, Life Sciences & Tech.	30.24	Fall 2013
Loke, Chan	Co-Chair, Computer Science	6.62	Fall 2013
Manuel-Ellison, R.	Chair, Theatre Arts	70.81	Fall 2013
McCaughy, Colin	Chair, Administration of Justice	3.06	Fall 2013
Rodriguez, Roland	Co-Chair, Life Sciences & Tech.	30.24	Fall 2013
Rybold, Gary	Chair, Communication Studies	113.69	Fall 2013
Titus, Jodi	Chair, Geography	12.75	Fall 2013
Tresler, Matthew	Chair, Music	44.20	Fall 2013
Tucker, Kari	Chair, Psychology	26.97	Fall 2013
Urell, Bob	Chair, Business Sciences	89.73	Fall 2013
Weatherford, Ted	Chair, Dance	53.90	Fall 2013
Wolken, Matt	Chair, Drafting & Engineering	48.19	Fall 2013

2. It is recommended that the following Irvine Valley College faculty members be compensated as indicated below for **additional** retroactive stipend owed for Spring 2014 due to 2013-2014 COLA increase.

<u>Name</u>	<u>Activity</u>	<u>Not to Exceed Amount (\$)</u>	<u>Effective Semester</u>
Alvarez, Lisa	Co-Chair, English	61.02	Spring 2014
Brass, Monique	Facilitator, Life Fitness Center	45.00	Spring 2014
Castroconde, M.	Chair, Mathematics	94.86	Spring 2014
Chen, Joanne	Facilitator, Lang. Acquisition Ctr	36.00	Spring 2014
Crammer, Cale	Co-Facilitator, MUN	18.00	Spring 2014
Davis-Allen, Lisa	Chair, Visual Arts	55.81	Spring 2014
DeRoulet, Dan	Co-Chair, English	63.79	Spring 2014

**B. IRVINE VALLEY COLLEGE – ADDITIONAL RETROACTIVE CHAIR AND CO-CHAIR STIPEND COMPENSATION FOR FALL 2013 AND SPRING 2014 DUE TO 2013-2014 COLA INCREASE: GENERAL FUND** - Continued

2. It is recommended that the following Irvine Valley College faculty members be compensated as indicated below for **additional** retroactive stipend owed for Spring 2014 due to 2013-2014 COLA increase.

<u>Name</u>	<u>Activity</u>	<u>Not to Exceed Amount (\$)</u>	<u>Effective Semester</u>
Evans, Julie	Facilitator, Writing Center	45.00	Spring 2014
Fesler, Susan	Chair, Language	95.04	Spring 2014
Frame, Stewart	Co-Facilitator, MUN	18.00	Spring 2014
Haeri, Melanie	Chair, Reading	27.33	Spring 2014
Hochwald, Seth	Co-Chair, Computer Science	6.62	Spring 2014
Kaufmann, Jeff	Co-Chair, Life Sciences & Tech.	30.24	Spring 2014
Loke, Chan	Co-Chair, Computer Science	6.62	Spring 2014
Manuel-Ellison, R.	Chair, Theatre Arts	70.81	Spring 2014
McCaughy, Colin	Chair, Administration of Justice	3.06	Spring 2014
Rodriguez, Roland	Co-Chair, Life Sciences & Tech.	30.24	Spring 2014
Rybold, Gary	Chair, Communication Studies	113.69	Spring 2014
Titus, Jodi	Chair, Geography	12.75	Spring 2014
Tresler, Matthew	Chair, Music	44.20	Spring 2014
Tucker, Kari	Chair, Psychology	26.97	Spring 2014
Urell, Bob	Chair, Business Sciences	89.73	Spring 2014
Weatherford, Ted	Chair, Dance	53.90	Spring 2014
Wolken, Matt	Chair, Drafting & Engineering	48.19	Spring 2014

**C. SADDLEBACK COLLEGE – ADDITIONAL RETROACTIVE CHAIR AND CO-CHAIR STIPEND COMPENSATION FOR FALL 2013 AND SPRING 2014 DUE TO 2013-2014 COLA INCREASE: GENERAL FUND**

1. It is recommended that the following Saddleback College faculty members be compensated as indicated below for **additional** retroactive stipend owed for Fall 2013 due to 2013-2014 COLA increase.

<u>Name</u>	<u>Activity</u>	<u>Not to Exceed Amount (\$)</u>	<u>Effective Semester</u>
Deerheart, Andrea	Co-Chair Emeritus	63.39	Fall 2013
Messenger, Lisa	Co-Chair Emeritus	63.39	Fall 2013
Smith, Jeanne	Chair, Mathematics	113.25	Fall 2013

2. It is recommended that the following Saddleback College faculty members be compensated as indicated below for **additional** retroactive stipend owed for Spring 2014 due to 2013-2014 COLA increase.

<u>Name</u>	<u>Activity</u>	<u>Not to Exceed Amount (\$)</u>	<u>Effective Semester</u>
Deerheart, Andrea	Co-Chair Emeritus	8.89	Spring 2014
Messenger, Lisa	Co-Chair Emeritus	8.89	Spring 2014
Lowe, Lesley	Co-Chair Emeritus	36.41	Spring 2014
Turner, Pam	Co-Chair Emeritus	36.41	Spring 2014
Kiernan, Maria	Co-Chair Emeritus	36.41	Spring 2014
Smith, Jeanne	Chair, Mathematics	113.25	Spring 2014

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

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**BACKGROUND**

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

**STATUS**

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

**RECOMMENDATION**

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



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

**A. NEW PERSONNEL APPOINTMENTS**

1. CLASSIFIED EMPLOYMENT (Information Items – Pursuant to Board Policy 4002.1)
  - a. DY-RAGOS, THERESA, is to be employed as Alternate Media Specialist, Pos. #5123, Innovation Technology Center, Irvine Valley College, Classified Bargaining Unit Salary Schedule Range 140, Step 2, 40 hours per week, 12 months per year, effective June 9, 2015. This position was approved by the Board of Trustees on December 15, 2014.
  - b. GARCIA, GLORIA, is to be employed as Human Resources Specialist, Pos. #3293, Office of Human Resources, District, Classified Bargaining Unit Salary Schedule Range 127, Step 1, 40 hours per week, 12 months per year, effective June 29, 2015. This position is a replacement position for Vianney Gonzalez Delgado, who resigned.
  - c. KUMASAKA, SARA is to be employed as Director of Outreach and Recruitment, Categorical, Pos. #5119, Outreach, Office of Student Services, Irvine Valley College, Academic and Classified Administrator and Manager Salary Schedule Range 8, Step 6, 40 hours per week, 12 months per year, effective June 22, 2015. This position was approved by the Board of Trustees on December 15, 2014. Employment in this specially funded position is contingent upon funding by Student Equity.
  - d. SCHOEPPNER, MARK is to be employed as Construction Manager, Categorical, Pos. #4977, Facilities, Planning and Purchasing, Office of Business Services, District, Classified Administrator and Manager Salary Schedule Range 16, Step 6, 40 hours per week, 12 months per year, effective June 8, 2015. This position was approved by the Board of Trustees on March 31, 2014. Employment in this specially funded position is contingent upon funding by Major Capital Improvement, Projects Specific.
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/</u> <u>Step</u>	<u>Start Date</u>
Burns, Jeffrey	Senior Laboratory Technician, Auto/SC	130/1	05/18/15
Chance, Max	Police Officer/IVC	2/1	05/18/15
Cubillos Bezanilla, Sandra	Administrative Assistant/SC	121/1	05/11/15
Evans, Tiffany	Human Resources Assistant/Dist.	121/1	04/20/15
Ramos, Diana	Program Assistant, Cat.	118/1	05/01/15
Simpson, Pearl	Administrative Assistant /IVC	121/1	04/15/15

A. NEW PERSONNEL APPOINTMENTS – Continued

3. The following individuals are to be employed as **Short-Term (Temporary)** positions for the **2014/2015** 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>
Ahl, Jessie	Project Specialist/SC	12.50	05/01/15-06/30/15
Aldrich, David	TMD Aide/IVC	20.00	06/01/15-06/30/15
<sup>1</sup> Araiza, Alberto	Project Specialist/SC	20.00	05/18/15-06/30/15
Arce, Giovanni	Project Specialist/SC	15.00	05/26/15-06/30/15
Arreola, Michael	Project Specialist/SC	20.00	05/19/15-06/30/15
Braner, Ronald	Project Specialist/Dist.	11.50	06/01/15-06/30/15
Butorac, Terrie	Project Specialist/SC	24.00	04/28/15-06/30/15
Cargo, Jamie	Project Specialist/IVC	30.00	04/27/15-06/30/15
Carr, Delores Megan	Project Specialist/Dist.	18.00	05/06/15-06/30/15
Christman, Tyler	TMD Aide/IVC	20.00	04/15/15-06/30/15
Corrales, Javier	Project Specialist/SC	50.00	05/26/15-06/30/15
Corrente, Matthew	Project Specialist/Dist.	20.00	05/07/15-06/30/15
Crete, Jessica	Project Specialist/IVC	20.00	05/27/15-06/30/15
Cubillos Bezanilla, Sandra	Project Specialist/SC	12.50	04/07/15-06/30/15
Duran, Cindy	Project Specialist/IVC	9.50	05/14/15-06/30/15
Frey, Connie	Clerk, Short-Term/IVC	16.00	04/08/15-06/30/15
Garcia Carmona, Javier	Project Specialist/SC	16.00	04/01/15-06/30/15
Gil, Chantelle	Project Specialist/SC	20.00	05/10/15-06/30/15
Gittelsohn, Ilya	Project Specialist/SC	20.00	05/26/15-06/30/15
Greene, Alexander	Project Specialist/IVC	15.00	05/26/15-06/30/15
Hasen, Farrah	Project Specialist/Dist.	12.00	05/26/15-06/30/15
Hensley, Kersti	Clerk, Short-Term/SC	13.00	04/15/15-06/30/15
Hernandez Sanchez, Alexis	Outreach Aide/SC	11.50	04/20/15-06/30/15
Hillenbrand, Nicholas	TMD Aide/IVC	20.00	06/01/15-06/30/15
Joslyn, Briana	Project Specialist/IVC	9.50	05/14/15-06/30/15
Khabovets, Kristina	Project Specialist/SC	20.00	05/19/15-06/30/15
Kwong, Eleanor	Clerk, Short-Term/IVC	9.50	05/01/15-06/30/15
Lindstrom, Peter	Project Specialist/SC	20.00	04/07/15-06/30/15
<sup>2</sup> Lipold, Anthony	Coaching Aide/SC	25.00	05/15/15-06/30/15
Lloyd, Diana	Project Specialist/SC	20.00	04/25/15-06/30/15
Loenker, Priscilla	Clerk, Short-Term/SC	15.00	04/15/15-06/30/15
Lupardo, Kevin	TMD Aide/IVC	20.00	04/15/15-06/30/15
Madariaga, Marco	Project Specialist/SC	16.00	02/09/15-06/30/15
Madison, Miles	Project Specialist/IVC	10.50	04/21/15-06/30/15
Martin, Oliver	Coaching Aide/SC	25.00	05/19/15-06/30/15
Martin, Rebecca	Project Specialist/SC	16.00	05/18/15-06/30/15
Mathis, Ryan	Project Specialist/Dist.	20.00	05/01/15-06/30/15
Meeks, Adam	Project Specialist/SC	9.50	06/01/15-06/30/15

<sup>1</sup> Son of Jose Araiza, Groundskeeper, Office of Physical Plant, Saddleback College.

<sup>2</sup> Son of Tony Lipold, Dean, Kinesiology and Athletics, Saddleback College.

**A. NEW PERSONNEL APPOINTMENTS - Continued**

3. The following individuals are to be employed as **Short-Term (Temporary)** positions for the **2014/2015** 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>
Mendoza, Sabrina	Project Specialist/IVC	12.00	05/26/15-06/30/15
Milani, Narges	Clerk, Short-Term/IVC	12.00	04/06/15-06/30/15
Newboles, Alec	Project Specialist/SC	20.00	05/12/15-06/30/15
Nixon-June, Conor	Adapted Kines. Aide/IVC	20.00	05/21/15-06/30/15
Parker, Tracy	Project Specialist/SC	40.00	05/27/15-06/30/15
Parrilla, Edward	Adapted Kines. Aide/SC	20.00	05/19/15-06/30/15
Pearson, Jennifer	Project Specialist/SC	24.00	04/15/15-06/30/15
Petrosian, Anna	Project Specialist/IVC	60.00	04/22/15-06/30/15
Picard, Amanda	TMD Aide/IVC	20.00	04/15/15-06/30/15
Purkins, Jeffrey	TMD Aide/IVC	20.00	04/21/15-06/30/15
Rodriguez, Elizabeth	TMD Aide/IVC	20.00	06/01/15-06/30/15
Rojas, Diane	Clerk, Short-Term/IVC	16.00	04/08/15-06/30/15
Salaguinto, Pamela	CDC Aide/SC	20.00	05/01/15-06/30/15
Sanchez, Phillip	Project Specialist/SC	14.00	02/15/15-06/30/15
Taghipour, Arian	ST Clerk/IVC	14.00	04/15/15-06/30/15
To, Tho	Project Specialist/IVC	10.50	05/15/15-06/30/15
Toroptseva, Anastasiya	Project Specialist/Dist.	20.00	04/16/15-06/30/15
Trumble, Michaela	TMD Aide/SC	16.00	04/09/15-06/30/15
Williams, Amanda	Project Specialist/Dist.	20.00	04/15/15-06/30/15
Williams, Kiersten	Project Specialist/SC	20.00	04/21/15-06/30/15
Woods, Rachael	Project Specialist/SC	12.00	05/28/15-06/30/15
Yazdanfar, Sara	Outreach Aide/SC	16.00	05/26/15-06/30/15

4. The following individuals are to be employed as **Short-Term (Temporary)** positions for the **2015/2016** 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>
Macaya, Bernard	Project Specialist/SC	15.00	07/01/15-12/31/15
Madariaga Benavide, Marco	Project Specialist/SC	16.00	07/01/15-12/31/15
Madison, Miles	Project Specialist/IVC	10.50	07/01/15-12/31/15
Magyar, Tracey	Child Dev. Center Aide/SC	20.00	07/01/15-12/31/15
Malec, Christopher	Coaching Aide/SC	15.00	07/01/15-12/31/15
Manzo, Tony	Clinical Specialist/SC	20.00	07/01/15-12/31/15
Martin, Brian	Project Specialist/SC	15.00	07/01/15-12/31/15
Martin, Mary	Clerk - Short Term/SC	16.00	07/01/15-12/31/15
Martinez, Jacqueline	Coaching Aide/IVC	25.00	07/01/15-12/31/15
Martinez, Michael	Coaching Aide/IVC	25.00	07/01/15-12/31/15
Martinez, Paul	Project Specialist/SC	15.00	07/01/15-12/31/15
Mathews, Marcus	TMD Aide/SC	9.50	07/01/15-12/31/15

**A. NEW PERSONNEL APPOINTMENTS - Continued**

4. The following individuals are to be employed as **Short-Term (Temporary)** positions for the **2015/2016** 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>
Matos, Arsenio	Project Specialist/SC	20.00	07/01/15-12/31/15
Matter, Nolan	Project Specialist/SC	12.50	07/01/15-12/31/15
May, Robert	Coaching Aide/IVC	25.00	07/01/15-12/31/15
Mayville, Joseph	Adapt. Kines. Aide/SC	9.50	07/01/15-12/31/15
McClure, Tyne	Coaching Aide/IVC	25.00	07/01/15-12/31/15
<sup>3</sup> McFann, Steven	TMD Aide/SC	9.50	07/01/15-12/31/15
McGinley, Shaun	Coaching Aide/SC	15.00	07/01/15-12/31/15
McLain, Heather	TMD Aide/SC	14.00	07/01/15-12/31/15
McNulty, Karen	TMD Aide/SC	20.00	07/01/15-12/31/15
Medina Santillan, Paola	Project Specialist/SC	12.50	07/01/15-12/31/15
Melekhova, Valentina	Project Specialist/SC	15.00	07/01/15-12/31/15
Melendez, Steven	Coaching Aide/SC	15.00	07/01/15-12/31/15
Mellado, Timothy	Coaching Aide/SC	15.00	07/01/15-12/31/15
Mentz, Garrett	Project Specialist/SC	12.50	07/01/15-12/31/15
Metcalf, Andria	Project Specialist/SC	16.00	07/01/15-12/31/15
Millard, William	Project Specialist/SC	13.00	07/01/15-12/31/15
Mirahmadi, Hanah	Project Specialist/SC	12.50	07/01/15-12/31/15
Mobedshahi, Noushin	TMD Aide/IVC	20.00	07/01/15-12/31/15
Modrynski, Jason	Coaching Aide/SC	15.00	07/01/15-12/31/15
Moghaddam, Ehsan	Coaching Aide/SC	15.00	07/01/15-12/31/15
Moghtaderi, Kian	Project Specialist/Dist.	12.00	07/01/15-12/31/15
Molina Gallardo, Karen	Outreach Aide/SC	11.50	07/01/15-12/31/15
Montanari, Christine	Adapt. Kines. Aide/SC	12.50	07/01/15-12/31/15
Monterola, Miguel	Coaching Aide/IVC	25.00	07/01/15-12/31/15
Moock, Marlee	Child Dev. Center Aide/SC	12.00	07/01/15-12/31/15
Morales, Jamee	Coaching Aide/SC	25.00	07/01/15-12/31/15
<sup>4</sup> Moreno, Deisy	Project Specialist/SC	10.50	07/01/15-12/31/15
<sup>4</sup> Moreno, Mariana	Project Specialist/SC	16.00	07/01/15-12/31/15
Mortensen, Tina	Coaching Aide/IVC	25.00	07/01/15-12/31/15
Muldez, Brahma Mae	Project Specialist/SC	10.50	07/01/15-12/31/15
Murillo, Ariel	TMD Aide/IVC	9.50	07/01/15-12/31/15
Murtaugh, David	Coaching Aide/SC	15.00	07/01/15-12/31/15
Namiranian, Armita	TMD Aide/IVC	12.50	07/01/15-12/31/15
Neal, Judith	Project Specialist/Dist.	50.00	07/01/15-12/31/15
Newell, Daniel	Project Specialist/SC	12.50	07/01/15-12/31/15
Nguyen, Dolly	Project Specialist/SC	20.00	07/01/15-12/31/15
Nguyen, Dominique	Project Specialist/IVC	9.50	07/01/15-12/31/15
Nguyen, Vinh	Adapt. Kines. Aide/IVC	12.50	07/01/15-12/31/15
Niederecker, Andriana	TMD Aide/SC	9.50	07/01/15-12/31/15

<sup>3</sup> Son of Kent McFann, Theatre Arts Instructor, Division of Fine Arts and Media Technology, Saddleback College.

<sup>4</sup> Deisy and Mariana are sisters. Both work in Counseling Services, Saddleback College.

**A. NEW PERSONNEL APPOINTMENTS - Continued**

4. The following individuals are to be employed as **Short-Term (Temporary)** positions for the **2015/2016** 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>
Norlin, Kacy	Project Specialist/IVC	22.00	07/01/15-12/31/15
Norris, Brenna	Project Specialist/IVC	18.00	07/01/15-12/31/15
Nur, Arian	Project Specialist/Dist.	12.00	07/01/15-12/31/15
Oatman, Geniffer	TMD Aide/SC	9.50	07/01/15-12/31/15
Ochiai, Alan	Coaching Aide/IVC	25.00	07/01/15-12/31/15
Ochoa, Erica	TMD Aide/SC	9.50	07/01/15-12/31/15
Okeefe, Wendi	Child Dev. Center Aide/SC	12.00	07/01/15-12/31/15
O'Neill, Chelsea	TMD Aide/IVC	15.00	07/01/15-12/31/15
Ortiz, Maria	Child Dev. Center Aide/SC	12.00	07/01/15-12/31/15
Ortiz-Burgos, Liz	TMD Aide/SC	9.50	07/01/15-12/31/15
Ott, Joseph	TMD Aide/IVC	10.50	07/01/15-12/31/15
Paegert, Kina	Project Specialist/IVC	20.00	07/01/15-12/31/15
Palmer, James	Project Specialist/IVC	20.00	07/01/15-12/31/15
Parra, Antonio	Adapt. Kines. Aide/SC	12.50	07/01/15-12/31/15
<sup>5</sup> Parra, Cristina	Clerk - Short Term/SC	14.00	07/01/15-12/31/15
<sup>6</sup> Patterson, Amber	Adapt. Kines. Aide/SC	12.50	07/01/15-12/31/15
Pearson, Jennifer	Project Specialist/SC	24.00	07/01/15-12/31/15
Peeler, Danielle	Coaching Aide/SC	15.00	07/01/15-12/31/15
Perez-Perez, Diana	Project Specialist/SC	10.50	07/01/15-12/31/15
Petrossian, Anna	Project Specialist/IVC	60.00	07/01/15-12/31/15
Petrovich, Alexis	Project Specialist/SC	14.00	07/01/15-12/31/15
Phan, Quang Anh	Project Specialist/SC	15.00	07/01/15-12/31/15
Picard, Amanda	TMD Aide/IVC	10.50	07/01/15-12/31/15
Pinilla, Camilo	Project Specialist/SC	15.00	07/01/15-12/31/15
Pizana, Lizbet	Project Specialist/IVC	10.50	07/01/15-12/31/15
Poon, Liting	Project Specialist/SC	10.50	07/01/15-12/31/15
Pouresfandiari, Pouyan	Project Specialist/IVC	15.00	07/01/15-12/31/15
Preston, Lynn	Project Specialist/SC	15.00	07/01/15-12/31/15
Qader, Sheila	Project Specialist/IVC	9.50	07/01/15-12/31/15
Quinn, Johnathan	Coaching Aide/SC	15.00	07/01/15-12/31/15
Quiroz, Laura	TMD Aide/IVC	20.00	07/01/15-12/31/15
Racino, Christopher	Project Specialist/SC	15.00	07/01/15-12/31/15
Racino, Heather	Project Specialist/SC	12.50	07/01/15-12/31/15
Ramires, Enrique	Coaching Aide/SC	15.00	07/01/15-12/31/15
Ramirez, Jessica	Project Specialist/SC	16.00	07/01/15-12/31/15
Ramirez, Rachel	Project Specialist/SC	16.00	07/01/15-12/31/15
Rand, Amy	TMD Aide/SC	9.50	07/01/15-12/31/15
Rangel, Adrianna	Project Specialist/SC	15.00	07/01/15-12/31/15

<sup>5</sup> Daughter of Lori Parra, Extended Opportunity Program Specialist-Bilingual, Office of Enrollment Services, Saddleback College.

<sup>6</sup> Niece of Pamela Patterson, Part-time Faculty, Division of Counseling Services, Saddleback College.

**A. NEW PERSONNEL APPOINTMENTS - Continued**

4. The following individuals are to be employed as **Short-Term (Temporary)** positions for the **2015/2016** 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>
Ratanapratum, Suthi	Project Specialist/SC	15.00	07/01/15-12/31/15
Reitsema Pretorius, Catharine	TMD Aide/SC	15.00	07/01/15-12/31/15
Rey, Adam	Project Specialist/SC	9.50	07/01/15-12/31/15
Reyes Vital, Fredi	Outreach Aide/SC	11.50	07/01/15-12/31/15
Richards, Ryan	Coaching Aide/SC	15.00	07/01/15-12/31/15
Roach, Dana	Coaching Aide/SC	15.00	07/01/15-12/31/15
Robinson, Joshua	Adapt. Kines. Aide/SC	15.00	07/01/15-12/31/15
Robinson, Terrill	Project Specialist/SC	65.00	07/01/15-12/31/15
Rodriguez, Daniela	TMD Aide/SC	9.50	07/01/15-12/31/15
Rodriguez, Elizabeth	TMD Aide/IVC	14.00	07/01/15-12/31/15
Rojas, Diane	Clerk - Short Term/IVC	9.50	07/01/15-12/31/15
Rooklidge, Matthew	Project Specialist/SC	15.00	07/01/15-12/31/15
Rostami, Fatemeh	Project Specialist/IVC	13.00	07/01/15-12/31/15
Ruffino Moore, Andrea	Project Specialist/SC	15.00	07/01/15-12/31/15
Sack, Tammy	Project Specialist/IVC	20.00	07/01/15-12/31/15
Sanchez, Bridget	Project Specialist/SC	20.00	07/01/15-12/31/15
Sanchez, Phillip	Project Specialist/SC	14.00	07/01/15-12/31/15
Santos, Clara	Project Specialist/SC	12.50	07/01/15-12/31/15
Santoso, Jennifer	Project Specialist/SC	10.50	07/01/15-12/31/15
Saunders, Michael	ST Campus Sec. Off./SC	12.00	07/01/15-12/31/15
Saur, Barbara	Project Specialist/SC	30.00	07/01/15-12/31/15
Savage, Christina	Child Dev. Center Aide/SC	20.00	07/01/15-12/31/15
Schaefer, Riley	Project Specialist/SC	15.00	07/01/15-12/31/15
Schick, Kevin	Coaching Aide/SC	15.00	07/01/15-12/31/15
Schlenker, Kenneth	Project Specialist/SC	80.00	07/01/15-12/31/15
Schlesinger, David	Project Specialist/SC	16.00	07/01/15-12/31/15
Seany, Alec	TMD Aide/IVC	9.50	07/01/15-12/31/15
Sebold, Margaret	Clerk - Short Term/SC	16.00	07/01/15-12/31/15
Seitz, Kyle	TMD Aide/IVC	14.00	07/01/15-12/31/15
Selberis, Anastasia	Project Specialist/ Dist.	12.00	07/01/15-12/31/15
Serna Laris, Nancy	Project Specialist/SC	16.00	07/01/15-12/31/15
Sevcik, Stacie	Project Specialist/IVC	25.00	07/01/15-12/31/15
Severin, Lynn	Project Specialist/SC	24.00	07/01/15-12/31/15
Shadia, Marwa	Project Specialist/IVC	14.00	07/01/15-12/31/15
Shadid, Bryan	Coaching Aide/SC	15.00	07/01/15-12/31/15
Shibata, Anjelica	Project Specialist/IVC	9.50	07/01/15-12/31/15
Shiple, John	Project Specialist/SC	12.50	07/01/15-12/31/15
Shomph, Crystal	TMD Aide/IVC	20.00	07/01/15-12/31/15
Sierra, Sergio	Project Specialist/SC	10.50	07/01/15-12/31/15
Simpson, Michael	Project Specialist/IVC	12.50	07/01/15-12/31/15
Simpson, Pearl	Project Specialist/IVC	20.00	07/01/15-12/31/15
Siriwardena, Yenuka	Project Specialist/SC	10.50	07/01/15-12/31/15

**A. NEW PERSONNEL APPOINTMENTS - Continued**

4. The following individuals are to be employed as **Short-Term (Temporary)** positions for the **2015/2016** 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>
Skidmore, Brian	ST Campus Sec. Off./SC	12.00	07/01/15-12/31/15
Small, George	Project Specialist/IVC	20.00	07/01/15-12/31/15
Solorio, Annette	Project Specialist/SC	18.00	07/01/15-12/31/15
Sparkuhl, Julie	Project Specialist/SC	12.50	07/01/15-12/31/15
Stapchuk, Kirstina	Project Specialist/SC	16.00	07/01/15-12/31/15
Stinson, Felicia	Project Specialist/IVC	30.00	07/01/15-12/31/15
Strother, Beverly	Project Specialist/SC	20.00	07/01/15-12/31/15
Sunico, Anton	Project Specialist/SC	10.50	07/01/15-12/31/15
Susnjara, Anthony	Coaching Aide/IVC	25.00	07/01/15-12/31/15
Sussman, Diane	TMD Aide/SC	9.50	07/01/15-12/31/15
Tabarzadi, Vahideh	Project Specialist/SC	12.50	07/01/15-12/31/15
Taghipour, Arian	Clerk - Short Term/IVC	9.50	07/01/15-12/31/15
Takorian, Kaitlin	TMD Aide/IVC	9.50	07/01/15-12/31/15
Tate, Dion	Project Specialist/SC	12.50	07/01/15-12/31/15
Tejeda, Guillermo	Project Specialist/IVC	16.00	07/01/15-12/31/15
<sup>7</sup> Teng, Marisa	Outreach Aide/SC	11.50	07/01/15-12/31/15
Terzoli, Michelle	Project Specialist/IVC	16.00	07/01/15-12/31/15
Tesch, Gregory	Project Specialist/Dist.	50.00	07/01/15-12/31/15
Thompson, Michael	Coaching Aide/SC	15.00	07/01/15-12/31/15
Tomlinson, Warren	Project Specialist/SC	16.00	07/01/15-12/31/15
Torcivia, Thomas	Outreach Aide/SC	12.50	07/01/15-12/31/15
Trabattoni, Claudio	Coaching Aide/SC	25.00	07/01/15-12/31/15
Tran, Kevin	Project Specialist/SC	24.00	07/01/15-12/31/15
Trapani, Peter	Clinical Specialist/SC	20.00	07/01/15-12/31/15
Trumble, Michaela	TMD Aide/SC	9.50	07/01/15-12/31/15
Trumble, Phillip	Coaching Aide/SC	15.00	07/01/15-12/31/15
Tung, Haiyun	Coaching Aide/IVC	25.00	07/01/15-12/31/15
Vann, Amber	Coaching Aide/IVC	25.00	07/01/15-12/31/15
Villalpando, James	Project Specialist/SC	12.50	07/01/15-12/31/15
Viray, Jeffrey	Clerk - Short Term/IVC	9.50	07/01/15-12/31/15
Vitale, Linda	Project Specialist/Dist.	20.00	07/01/15-12/31/15
Wallace, Kyle	ST Campus Sec. Off./SC	12.00	07/01/15-12/31/15
<sup>8</sup> Watt, Deborah	Project Specialist/SC	16.00	07/01/15-12/31/15
<sup>9</sup> Webster, Perry	Coaching Aide/SC	25.00	07/01/15-12/31/15
Weiss, Elizabeth	Project Specialist/SC	40.00	07/01/15-12/31/15
Wells, Douglas	Adapt. Kines. Aide/SC	16.00	07/01/15-12/31/15

<sup>7</sup> Daughter of Anthony Teng, Dean, Advanced Technology and Applied Sciences, Saddleback College.

<sup>8</sup> Mother of Sara Watt, Substitute Administrative Assistant, Office of Online and Extended Education, Irvine Valley College, and James Watt, Recreation Aide, Community Education, Saddleback College.

<sup>9</sup> Brother of Patrick Webster, Counseling Office Assistant, Division of Transfer, Career and Special Programs, Saddleback College.

**A. NEW PERSONNEL APPOINTMENTS - Continued**

4. The following individuals are to be employed as **Short-Term (Temporary)** positions for the **2015/2016** 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>
White, Matthew	Coaching Aide/SC	15.00	07/01/15-12/31/15
Williams, Christopher	Project Specialist/SC	16.00	07/01/15-12/31/15
Williamson, Jehann	TMD Aide/IVC	20.00	07/01/15-12/31/15
Willis, Heather	TMD Aide/IVC	20.00	07/01/15-12/31/15
Wilson, Curtis	Coaching Aide/SC	15.00	07/01/15-12/31/15
Wolvin, Barry	Project Specialist/SC	15.00	07/01/15-12/31/15
Wong, Jacqueline	Project Specialist/IVC	10.50	07/01/15-12/31/15
<sup>10</sup> Wyche, Sonja	Project Specialist/ Dist.	30.00	07/01/15-12/31/15
Yasukochi, Donal	Coaching Aide/SC	15.00	07/01/15-12/31/15
Yazdanie, Haider	Clerk - Short Term/IVC	10.00	07/01/15-12/31/15
Yell, Lacey	Coaching Aide/SC	15.00	07/01/15-12/31/15
Yi, Ki	Coaching Aide/IVC	25.00	07/01/15-12/31/15
Yip, Vienna	Project Specialist/SC	15.00	07/01/15-12/31/15
Yonan, Kirsten	Coaching Aide/SC	15.00	07/01/15-12/31/15
Zane, Lauren	Child Dev. Center Aide/SC	12.00	07/01/15-12/31/15
Zevon, Sarah	Project Specialist/IVC	9.50	07/01/15-12/31/15

5. The following individuals are to be employed as **Student Help (Temporary)**, Irvine Valley College and Saddleback College, on an if-and-as-needed-basis, for the **2014/2015** academic year.

<u>Name</u>	<u>Start/End Date</u>
Brito-Barriga, Andrea	05/15/15-06/30/15
Daryaei, Delara	05/15/15-06/30/15
Hwang, Alexander	05/18/15-06/30/15
Karzai, Malai	05/15/15-06/30/15
Martinez-Perez, Wendy	05/18/15-06/30/15
Mendoza, Sabrina	05/26/15-06/30/15
Pilioglos, Daniel	05/21/15-06/30/15
Valencia-Espino, Lisa	05/15/15-06/30/15
Woods, Rachael	05/28/15-06/30/15

6. The following individuals are to be employed as **Student Help (Temporary)**, Irvine Valley College and Saddleback College, on an if-and-as-needed-basis, for the **2015/2016** academic year.

<u>Name</u>	<u>Start/End Date</u>
Masline, Rebecca	07/01/15-12/31/15
Massaro, Michael	07/01/15-12/31/15

<sup>10</sup> Daughter of Dennis Wyche, Substitute, Irrigation Systems Specialist, Office of Physical Plant, Saddleback College.



**A. NEW PERSONNEL APPOINTMENTS - Continued**

6. The following individuals are to be employed as **Student Help (Temporary)**, Irvine Valley College and Saddleback College, on an if-and-as-needed-basis, for the **2015/2016** academic year.

<u>Name</u>	<u>Start/End Date</u>
Mattocks, Joseph	07/01/15-12/31/15
Mehta, Niki	07/01/15-12/31/15
Mekonnen, Haben	07/01/15-12/31/15
Miramontes, Marissa	07/01/15-12/31/15
Mirgati, Seyed	07/01/15-12/31/15
Moore, Cailon	07/01/15-12/31/15
Morgan, Daniel	07/01/15-12/31/15
Natoolo, Lydia	07/01/15-12/31/15
Noceda, Dylan	07/01/15-12/31/15
Nofal, Rana	07/01/15-12/31/15
Norfleet, Shelley	07/01/15-12/31/15
Opel, Lauren	07/01/15-12/31/15
Paff, Joy	07/01/15-12/31/15
Pagani, Stephanie	07/01/15-12/31/15
Pahlavan, Sarvenaz	07/01/15-12/31/15
Patel, Anish	07/01/15-12/31/15
Paulsen, Krysta	07/01/15-12/31/15
Pham, Emily	07/01/15-12/31/15
Phan, Benjamin	07/01/15-12/31/15
<sup>11</sup> Potter, Nicklas	07/01/15-12/31/15
Province, Chad	07/01/15-12/31/15
Quijano, Carolyn	07/01/15-12/31/15
Ramirez, Anthony	07/01/15-12/31/15
Ranjbar, Somayeh	07/01/15-12/31/15
Rhine, Leah	07/01/15-12/31/15
Sabet, Donna	07/01/15-12/31/15
Safavi, Leela	07/01/15-12/31/15
Sarvi, Anahita	07/01/15-12/31/15
Saydman, Rivka	07/01/15-12/31/15
Schleicher, Andrew	07/01/15-12/31/15
Sephen, Monika	07/01/15-12/31/15
Sharifrazi, Nariman	07/01/15-12/31/15
Stafford, Alexis	07/01/15-12/31/15
<sup>12</sup> Strong, Margarete	07/01/15-12/31/15
<sup>12</sup> Strong, Mark	07/01/15-12/31/15
Taghdiri, Behrad	07/01/15-12/31/15
Tang, Rachel	07/01/15-12/31/15
Trujillo, Alex	07/01/15-12/31/15
Vaday, Austin	07/01/15-12/31/15
Van De Mortel, Kurt	07/01/15-12/31/15
Wang, Austin	07/01/15-12/31/15

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<sup>11</sup> Son of Lance Potter, Senior Laboratory Technician, Mathematics, Sciences & Engineering, Saddleback College.

<sup>12</sup> Margarete and Mark are siblings.

**A. NEW PERSONNEL APPOINTMENTS - Continued**

6. The following individuals are to be employed as **Student Help (Temporary)**, Irvine Valley College and Saddleback College, on an if-and-as-needed-basis, for the **2015/2016** academic year.

<u>Name</u>	<u>Start/End Date</u>
Willmore, Lovell	07/01/15-12/31/15
Yang, Peter	07/01/15-12/31/15
Yearwood, Drew	07/01/15-12/31/15
Yim, Grace	07/01/15-12/31/15

7. The following individuals are to be employed on a temporary basis, as **Professional Expert, Community and Contract Education**, Irvine Valley College and Saddleback College, as defined in the California Education Code 88003, for the **2014/2015** 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>
Arman, Carolee	Comm. Ed./SC	2500.00/cs	05/26/15-06/30/15
Avalos, Anna	Rec. Aide/SC	10.00/hr	05/26/15-06/30/15
Aziz, Mohammad	Tutor/IVC	15.00/hr	03/02/15-06/30/15
Bermane, Shinda	Tutor/IVC	10.00/hr	04/27/15-06/30/15
Bovich, Claudine	Comm. Ed./SC	2500.00/cs	05/26/15-06/30/15
<sup>13</sup> Burrows, Virginia	Comm. Ed./SC	2500.00/cs	05/18/15-06/30/15
Chiang, Nikki	Tutor/IVC	10.00/hr	06/15/15-06/30/15
Craib, Jennifer	Clinical Skills Spec./SC	30.00/hr	05/19/15-06/30/15
Davidson, Kelsey	Sr. Lifeguard/SC	16.00/hr	05/26/15-06/30/15
DeJesus, Lucky	Tutor/SC	15.00/hr	05/28/15-06/30/15
Ensor, Anja	Tutor/SC	15.00/hr	05/21/15-06/30/15
Garcia, Alexandra	Tutor/IVC	12.00/hr	05/07/15-06/30/15
Hadley, Jamie	Comm. Ed./SC	2500.00/cs	05/26/15-06/30/15
Hwang, Alexander	Tutor/SC	15.00/hr	05/12/15-06/30/15
Hwang, Kristy	Tutor/IVC	13.00/hr	06/15/15-06/30/15
Le, Katherine	Tutor/IVC	10.00/hr	06/15/15-06/30/15
Mahdi, Furat	Tutor/IVC	12.00/hr	05/11/15-06/30/15
<sup>14</sup> Mangels, Amanda	Recreation Aide/SC	10.00/hr	05/12/15-06/30/15
Marsh, Shelly	Sr. Lifeguard/SC	16.00/hr	05/21/15-06/30/15
Martinez-Perez, Wendy	Tutor/SC	15.00/hr	05/18/15-06/30/15
Naghibi, Seyed	Tutor/SC	15.00/hr	05/01/15-06/30/15
Parks, Kristina	Rec. Aide/SC	10.00/hr	05/21/15-06/30/15
Patin-Allred, Mary Denise	Tutor/SC	15.00/hr	04/30/15-06/30/15
Phi, Nguyen	Tutor/IVC	10.00/hr	06/15/15-06/30/15
Sakurada, Melanie	Rec. Aide/SC	10.00/hr	05/19/15-06/30/15
Salamati, Siamak	Tutor/IVC	12.00/hr	04/27/15-06/30/15
Salman, Dawn	Community Ed./SC	2500.00/cs	04/24/15-06/30/15
Saygan, Louis	Tutor/SC	15.00/hr	05/18/15-06/30/15

<sup>13</sup> Wife of Thomas Burrows, Senior Laboratory Technician, Mathematics, Sciences & Engineering, Saddleback College.

<sup>14</sup> Daughter of Lori Mangels, Human Resources Specialist, Office of Human Resources, District.

**A. NEW PERSONNEL APPOINTMENTS - Continued**

7. The following individuals are to be employed on a temporary basis, as **Professional Expert, Community and Contract Education**, Irvine Valley College and Saddleback College, as defined in the California Education Code 88003, for the **2014/2015** 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>
Seghatoleslami, Sogol	Tutor/SC	15.00/hr	05/01/15-06/30/15
Shepherd, Jessica	Tutor/IVC	10.00/hr	02/15/15-06/30/15
Shifman, Stacy	Med. Prof./IVC	100.00/hr	05/18/15-06/30/15
Visentin, Alexandra	Tutor/SC	15.00/hr	04/29/15-06/30/15
Walton, Renee	Rec. Aide./SC	10.00/hr	05/07/15-06/30/15
Young, Justin	Tutor/IVC	15.00/hr	05/06/15-06/30/15

8. The following individuals are to be employed on a temporary basis, as **Professional Expert, Community and Contract Education**, Irvine Valley College and Saddleback College, as defined in the California Education Code 88003, for the **2015/2016** 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>
Mackey, Sierralynn	Senior Lifeguard/SC	15.00	07/01/15-12/31/15
Marandola, Alessandra	Senior Lifeguard/SC	15.00	07/01/15-12/31/15
Marangi, Kent	Medical Professional/SC	100.00	07/01/15-12/31/15
Marino, Valerie	Comm. Ed. Presenter/SC	2500.00/cs	07/01/15-12/31/15
Martin, Kristi	Comm. Ed. Presenter/SC	2500.00/cs	07/01/15-12/31/15
Martin, Paul-Dean	Comm. Ed. Presenter/SC	2500.00/cs	07/01/15-12/31/15
Matthews, Duane	Comm. Ed. Presenter/SC	2500.00/cs	07/01/15-12/31/15
Mayani, Homa	Tutor/SC	15.00	07/01/15-12/31/15
McCrorry, Mark	Interpreter V/IVC	45.00	07/01/15-12/31/15
McGinley, Patricia	Clinical Specialist/SC	30.00	07/01/15-12/31/15
McKim, Brett	Comm. Ed. Presenter/IVC	2500.00/cs	07/01/15-12/31/15
Meach, Neil	Clinical Specialist/SC	30.00	07/01/15-12/31/15
Medellin, Jaselle	Tutor/SC	15.00	07/01/15-12/31/15
Mendoza, Felipe	Senior Lifeguard/SC	15.00	07/01/15-12/31/15
Merda, Megan	Recreation Aide/SC	10.00	07/01/15-12/31/15
Messenger, Lisa	Comm. Ed. Presenter/IVC	2500.00/cs	07/01/15-12/31/15
Meyer, Grant	Recreation Aide/SC	10.00	07/01/15-12/31/15
Meyer, Tara	Comm. Ed. Presenter/SC	2500.00/cs	07/01/15-12/31/15
Michel, Loren	Senior Lifeguard/SC	15.00	07/01/15-12/31/15
Michele, Mikki	Comm. Ed. Presenter/IVC	2500.00/cs	07/01/15-12/31/15
Miller, Nancy	Comm. Ed. Presenter/SC	2500.00/cs	07/01/15-12/31/15
Milostan Egus, Kathryn	Comm. Ed. Presenter/SC	2500.00/cs	07/01/15-12/31/15
Molina, Victoria	Interpreter IV/IVC	30.00	07/01/15-12/31/15
Monacelli, Brian	Workforce Trainer/IVC	72.00	07/01/15-12/31/15
Monjazez, Nelly	Recreation Leader/SC	15.00	07/01/15-12/31/15
Montano, Sophia	Tutor/IVC	15.00	07/01/15-12/31/15

**A. NEW PERSONNEL APPOINTMENTS - Continued**

8. The following individuals are to be employed on a temporary basis, as **Professional Expert, Community and Contract Education**, Irvine Valley College and Saddleback College, as defined in the California Education Code 88003, for the **2015/2016** 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>
Montgomery, Edie	Tutor/SC	15.00	07/01/15-12/31/15
Mooney, Susan	Comm. Ed. Presenter/SC	2500.00/cs	07/01/15-12/31/15
Moran, Elaine	Comm. Ed. Presenter/SC	2500.00/cs	07/01/15-12/31/15
Morefield, Michael	Interpreter IV/IVC	35.00	07/01/15-12/31/15
Morton, Alexander	Clinical Specialist/SC	30.00	07/01/15-12/31/15
Moscarello Merritt, Michele	Medical Professional/IVC	70.00	07/01/15-12/31/15
Mousa, Zeina	Tutor/IVC	15.00	07/01/15-12/31/15
Murphy, William	Firearms Trainer/IVC	70.00	07/01/15-12/31/15
Murphy-Klein, Laurie	Comm. Ed. Presenter/SC	2500.00/cs	07/01/15-12/31/15
Murtz, Albert	Comm. Ed. Presenter/IVC	2500.00/cs	07/01/15-12/31/15
Napoli, William	Comm. Ed. Presenter/SC	2500.00/cs	07/01/15-12/31/15
Nelson, Candy	Clinical Specialist/SC	30.00	07/01/15-12/31/15
Nelson, Christy	Comm. Ed. Presenter/SC	2500.00/cs	07/01/15-12/31/15
Nguyen, Katie	Clinical Specialist/SC	30.00	07/01/15-12/31/15
Nguyen, Linda	Comm. Ed. Presenter/SC	2500.00/cs	07/01/15-12/31/15
Nguyen, Michael	Tutor/SC	15.00	07/01/15-12/31/15
Niggemann, Richard	Clinical Specialist/SC	30.00	07/01/15-12/31/15
Nissenson, Lenard	Model, Professional/SC	22.00	07/01/15-12/31/15
Noel, Kindel	Tutor/SC	15.00	07/01/15-12/31/15
Nourmohamadian, Gina	Clinical Specialist/SC	30.00	07/01/15-12/31/15
Novak, Jacqueline	Clinical Specialist/SC	30.00	07/01/15-12/31/15
Noyes, Jo Ann	Workforce Trainer/IVC	72.00	07/01/15-12/31/15
O'Connell, Jalon	Comm. Ed. Presenter/SC	2500.00/cs	07/01/15-12/31/15
Orlinsky, Kayla	Tutor/IVC	15.00	07/01/15-12/31/15
Orozco Pacheco, Reina	Tutor/SC	15.00	07/01/15-12/31/15
Oshiro, Gail	Interpreter IV/IVC	35.00	07/01/15-12/31/15
Ostergaard, Dawn	Tutor/SC	15.00	07/01/15-12/31/15
Ostgaard, Polly	Interpreter IV/IVC	35.00	07/01/15-12/31/15
Ovadia, Nargues	Comm. Ed. Presenter/IVC	2500.00/cs	07/01/15-12/31/15
Oye, Bradley	Clinical Specialist/SC	30.00	07/01/15-12/31/15
Padden, Thomas	Clinical Specialist/SC	30.00	07/01/15-12/31/15
Palmer, Tyler	Tutor/SC	15.00	07/01/15-12/31/15
Park, Eunjin	Tutor/IVC	15.00	07/01/15-12/31/15
Park, Wan	Tutor/IVC	15.00	07/01/15-12/31/15
Parker, Kelsie	Model, Professional/SC	22.00	07/01/15-12/31/15
Parks, Timothy	Model, Professional/SC	22.00	07/01/15-12/31/15
Pats, Viktoryia	Tutor/SC	15.00	07/01/15-12/31/15
<sup>15</sup> Patterson, Pamela	Comm. Ed. Presenter/SC	2500.00/cs	07/01/15-12/31/15

<sup>15</sup> Aunt of Amber Patterson, Adapted Kinesiology Aide, Division of Transfer, Career and Special Programs, Saddleback College.

**A. NEW PERSONNEL APPOINTMENTS - Continued**

8. The following individuals are to be employed on a temporary basis, as **Professional Expert, Community and Contract Education**, Irvine Valley College and Saddleback College, as defined in the California Education Code 88003, for the **2015/2016** 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>
Pender, Max	Tutor/SC	15.00	07/01/15-12/31/15
Perez, Lawrence	Comm. Ed. Presenter/SC	2500.00/cs	07/01/15-12/31/15
Peterson, Edward	Comm. Ed. Presenter/IVC	2500.00/cs	07/01/15-12/31/15
Phan, Diana Gabriela	Tutor/IVC	15.00	07/01/15-12/31/15
Pierce, Philip	Clinical Specialist/SC	30.00	07/01/15-12/31/15
Pinto, Andrew	Certified Test Proctor/IVC	12.50	07/01/15-12/31/15
Pouresfandiari, Shahram	Tutor/IVC	15.00	07/01/15-12/31/15
Purcell, Darren	Clinical Specialist/SC	30.00	07/01/15-12/31/15
Quade, Joyce	Comm. Ed. Presenter/SC	2500.00/cs	07/01/15-12/31/15
Rakowitz, Stephanie	Clinical Specialist/SC	30.00	07/01/15-12/31/15
Ramirez, Michael	Comm. Ed. Presenter/IVC	2500.00/cs	07/01/15-12/31/15
Ramos, David	Interpreter V/IVC	45.00	07/01/15-12/31/15
Realmuto, Brandon	Clinical Specialist/SC	30.00	07/01/15-12/31/15
Records, Louise	Comm. Ed. Presenter/IVC	2500.00/cs	07/01/15-12/31/15
Renteria, David	Clinical Specialist/SC	30.00	07/01/15-12/31/15
Revelle, Rebecca	Model, Professional/SC	22.00	07/01/15-12/31/15
Rigali, Rebecca	Comm. Ed. Presenter/IVC	2500.00/cs	07/01/15-12/31/15
Robinson, Jack	Clinical Specialist/SC	30.00	07/01/15-12/31/15
Rodriguez, Jubilee	Tutor/IVC	15.00	07/01/15-12/31/15
Rolfe, Matthew	Clinical Specialist/SC	30.00	07/01/15-12/31/15
Romero, Yvette	Captionist/IVC	30.00	07/01/15-12/31/15
Rosas, Tammra	Interpreter IV/IVC	42.00	07/01/15-12/31/15
Rosen, Anne	Tutor/SC	15.00	07/01/15-12/31/15
Rosendale, Steven	Clinical Specialist/SC	30.00	07/01/15-12/31/15
Rounds, Michael	Comm. Ed. Presenter/SC	2500.00/cs	07/01/15-12/31/15
Rudmann, Brent	Comm. Ed. Presenter/IVC	2500.00/cs	07/01/15-12/31/15
Ruffino, Michael	Model, Professional/SC	22.00	07/01/15-12/31/15
Ruppert, Beverly	Clinical Specialist/SC	30.00	07/01/15-12/31/15
Rush, Deane	Clinical Specialist/SC	30.00	07/01/15-12/31/15
Saalberg, Christopher	Comm. Ed. Presenter/SC	2500.00/cs	07/01/15-12/31/15
Saintignon, Angelica	Tutor/SC	15.00	07/01/15-12/31/15
Schaefer, Nicholas	Clinical Specialist/SC	30.00	07/01/15-12/31/15
Schantz, Doris	Tutor/SC	15.00	07/01/15-12/31/15
Schiff, Maureen	Interpreter V/SC	45.00	07/01/15-12/31/15
Schoon, JoAnna	Comm. Ed. Presenter/IVC	2500.00/cs	07/01/15-12/31/15
Schultz, Dolores	Tutor/SC	15.00	07/01/15-12/31/15
Schwied, Emma	Tutor/SC	15.00	07/01/15-12/31/15
Scott, Allison	Interpreter III/SC	25.00	07/01/15-12/31/15
<sup>16</sup> Searcy, Carly	Recreation Leader/SC	15.00	07/01/15-12/31/15

<sup>16</sup> Daughter and Son of Arronlea Searcy, Student Help, Office of Community Education, Saddleback College.  
June 22, 2015

**A. NEW PERSONNEL APPOINTMENTS - Continued**

8. The following individuals are to be employed on a temporary basis, as **Professional Expert, Community and Contract Education**, Irvine Valley College and Saddleback College, as defined in the California Education Code 88003, for the **2015/2016** 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>
<sup>16</sup> Searcy, Nathan	Recreation Leader/SC	15.00	07/01/15-12/31/15
<sup>17</sup> Sessler, Madison	Recreation Aide/SC	10.00	07/01/15-12/31/15
Shaw-Kingery, Youlin	Tutor/IVC	15.00	07/01/15-12/31/15
Shedd, Kaitlin	Recreation Aide/SC	10.00	07/01/15-12/31/15
Shepherd, Jessica	Tutor/IVC	15.00	07/01/15-12/31/15
Sherwood, Alexandra	Model, Professional/SC	22.00	07/01/15-12/31/15
Shields, Judith	Comm. Ed. Presenter/IVC	2500.00/cs	07/01/15-12/31/15
Shirazi, Dorsa	Tutor/IVC	15.00	07/01/15-12/31/15
Shumate, Jacob	Clinical Specialist/SC	30.00	07/01/15-12/31/15
Siglock, Kylie	Comm. Ed. Presenter/SC	2500.00/cs	07/01/15-12/31/15
Sipes, Jessica	Interpreter IV/SC	38.00	07/01/15-12/31/15
Skelding, Benjamin	Senior Lifeguard/SC	15.00	07/01/15-12/31/15
Skinner, Diane	Interpreter IV/SC	30.00	07/01/15-12/31/15
Slattery, Ethan	Tutor/SC	15.00	07/01/15-12/31/15
Smith, Clayton	Clinical Specialist/SC	30.00	07/01/15-12/31/15
Smith, Elizabeth	Comm. Ed. Presenter/IVC	2500.00/cs	07/01/15-12/31/15
Smith, Jordan	Clinical Specialist/SC	30.00	07/01/15-12/31/15
Smith, Kascy	Clinical Specialist/SC	30.00	07/01/15-12/31/15
Smith, Ronald	Clinical Specialist/SC	30.00	07/01/15-12/31/15
Soewono, Nicholas	Clinical Specialist/SC	30.00	07/01/15-12/31/15
Sonoyama, Yoshie	Tutor/IVC	15.00	07/01/15-12/31/15
Sposato, Rebecca	Interpreter V/SC	45.00	07/01/15-12/31/15
Stahler, John	Comm. Ed. Presenter/IVC	2500.00/cs	07/01/15-12/31/15
Stamen, Barbara	Comm. Ed. Presenter/SC	2500.00/cs	07/01/15-12/31/15
Stanley, Barak	Recreation Leader/SC	15.00	07/01/15-12/31/15
Stickel, Karl	Workforce Trainer/IVC	72.00	07/01/15-12/31/15
Stockler, Barbara	Comm. Ed. Presenter/IVC	2500.00/cs	07/01/15-12/31/15
Stuart, Idamae	Comm. Ed. Presenter/IVC	2500.00/cs	07/01/15-12/31/15
Suryajaya, Kevin	Tutor/IVC	15.00	07/01/15-12/31/15
Swansen, Jacob	Senior Lifeguard/SC	15.00	07/01/15-12/31/15
Sweet, Shane	Aquatics Aide/SC	9.50	07/01/15-12/31/15
Ta, Ryan	Tutor/SC	15.00	07/01/15-12/31/15
Taheri, Hossein	Tutor/SC	15.00	07/01/15-12/31/15
Takemoto, Jack	Firearms Trainer/IVC	70.00	07/01/15-12/31/15
Tamanaha, Robyn	Certified Test Proctor/IVC	12.50	07/01/15-12/31/15
Tamariz, Santiago	Tutor/SC	15.00	07/01/15-12/31/15
Taylor, Karen	Comm. Ed. Presenter/SC	2500.00/cs	07/01/15-12/31/15
Taylor, Tracey	Model, Professional/IVC	22.00	07/01/15-12/31/15

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<sup>17</sup> Daughter of Louis Sessler, Facilities Maintenance and Energy Project Manager, Office of Physical Plant, Saddleback College.

**A. NEW PERSONNEL APPOINTMENTS - Continued**

8. The following individuals are to be employed on a temporary basis, as **Professional Expert, Community and Contract Education**, Irvine Valley College and Saddleback College, as defined in the California Education Code 88003, for the **2015/2016** 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>
Thompson, Christine	Tutor/IVC	15.00	07/01/15-12/31/15
Thompson, Jonathan	Model, Professional/SC	22.00	07/01/15-12/31/15
Tidrick, Brian	Firearms Trainer/IVC	70.00	07/01/15-12/31/15
Torabi, Farkhondeh	Tutor/IVC	15.00	07/01/15-12/31/15
Torabi, Shadi	Tutor/IVC	15.00	07/01/15-12/31/15
Torche, Teri	Clinical Specialist/SC	30.00	07/01/15-12/31/15
Trani, Nicholas	Comm. Ed. Presenter/SC	2500.00/cs	07/01/15-12/31/15
Trumbo, Dawn	Comm. Ed. Presenter/SC	2500.00/cs	07/01/15-12/31/15
Tupper, Linda	Clinical Specialist/SC	30.00	07/01/15-12/31/15
Turney, Jason	Comm. Ed. Presenter/SC	2500.00/cs	07/01/15-12/31/15
Uesugi, Guy	Comm. Ed. Presenter/SC	2500.00/cs	07/01/15-12/31/15
<sup>18</sup> Uhlman, Jennifer	Tutor/IVC	15.00	07/01/15-12/31/15
<sup>18</sup> Uhlman, John	Comm. Ed. Presenter/SC	2500.00/cs	07/01/15-12/31/15
Vanderwal, Crystal	Interpreter IV/IVC	30.00	07/01/15-12/31/15
Veerabahu, Abhinand	Tutor/SC	15.00	07/01/15-12/31/15
Vitello, Anthony	Clinical Specialist/SC	30.00	07/01/15-12/31/15
Vogel, Jeff	Comm. Ed. Presenter/SC	2500.00/cs	07/01/15-12/31/15
Voisard, Norbert	Tutor/IVC	15.00	07/01/15-12/31/15
Vonraabe, Janice	Comm. Ed. Presenter/IVC	2500.00/cs	07/01/15-12/31/15
Walker, Lori	Comm. Ed. Presenter/SC	2500.00/cs	07/01/15-12/31/15
Walker, Stacy	Model, Professional/IVC	22.00	07/01/15-12/31/15
Walther, Kenneth	Clinical Specialist/SC	30.00	07/01/15-12/31/15
Wang, You-Sui	Comm. Ed. Presenter/IVC	2500.00/cs	07/01/15-12/31/15
<sup>19</sup> Watt, James	Recreation Aide/SC	10.00	07/01/15-12/31/15
Weller, Debra	Comm. Ed. Presenter/SC	2500.00/cs	07/01/15-12/31/15
Whidden, Pamela	Model, Professional/SC	22.00	07/01/15-12/31/15
Williams, Gregory	Clinical Specialist/SC	30.00	07/01/15-12/31/15
Williamson, Bryce	Tutor/IVC	15.00	07/01/15-12/31/15
Winters, Rachel	Captionist/IVC	35.00	07/01/15-12/31/15
Wojaczynski, Scott	Recreation Aide/SC	10.00	07/01/15-12/31/15
Wolken, Matthew	Workforce Trainer/IVC	72.00	07/01/15-12/31/15
Wood Harris, Jan	Comm. Ed. Presenter/SC	2500.00/cs	07/01/15-12/31/15
Woodward, Wenying	Model, Professional/SC	22.00	07/01/15-12/31/15
<sup>20</sup> Woolard, Abigail	Lead Interpreter/IVC	50.00	07/01/15-12/31/15
<sup>20</sup> Woolard, Caleb	Interpreter V/SC	45.00	07/01/15-12/31/15
Yang, Chih	Tutor/IVC	15.00	07/01/15-12/31/15

<sup>18</sup> Daughter and Father.

<sup>19</sup> Son of Deborah Watt, Project Specialist, Division of Counseling Services, Saddleback College.

<sup>20</sup> Spouses. Both work at Special Programs and Services, Irvine Valley College.

**A. NEW PERSONNEL APPOINTMENTS - Continued**

8. The following individuals are to be employed on a temporary basis, as **Professional Expert, Community and Contract Education**, Irvine Valley College and Saddleback College, as defined in the California Education Code 88003, for the **2015/2016** 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>
Yazdi-Nejad, Katayune	Tutor/IVC	15.00	07/01/15-12/31/15
Young, Jennifer	Medical Professional/SC	70.00	07/01/15-12/31/15
Zamanian, Ali	Tutor/IVC	15.00	07/01/15-12/31/15

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

1. ACCOUNTING SPECIALIST, CATEGORICAL, Pos. #5042, Classified Bargaining Unit Salary Schedule Range 127, Grants and Contracts Office of College Administrative Services, Saddleback College seeks authorization to eliminate this full-time, 40 hours per week, 12 months per year position from its staff complement, effective June 22, 2015. (Position approved: October 24, 2011)

**C. AUTHORIZATION TO ESTABLISH AND ANNOUNCE A CLASSIFIED POSITION**

1. PROGRAM ASSISTANT, CATEGORICAL, Classified Bargaining Unit Salary Schedule Range 118, Division of Health Sciences and Human Services, Saddleback College seeks authorization to establish and announce a full-time, 24 hours per week, 12 months per year position to its complement, effective July 1, 2015 through June 30, 2016. Employment in this grant funded position is contingent upon funding by the Enrollment Growth Grant for Associate Degree Nursing, Project 296.
2. PROGRAM DIRECTOR, CATEGORICAL (DOL/TACCCT, COMMON ASSESSMENT INITIATIVE AND PERKINS GRANTS), a classified manager, Academic and Classified Administrator and Managers Salary Schedule Range 13, Division of Mathematics, Sciences and Engineering, Saddleback College seeks authorization to establish and announce a full-time, 40 hours per week, 12 months per year position to its complement, effective June 23, 2015. Employment in this grants funded position is contingent upon funding by the DOL/TACCCT, Common Assessment Initiative and Perkins Grants. (Exhibit B, Attachment 1)
3. PROGRAM COORDINATOR, CATEGORICAL (BRIDGE 2 ENGINEERING), Classified Bargaining Unit Salary Schedule Range 134, Division of Mathematics, Science, and Engineering, Saddleback College seeks authorization to establish and announce a full-time, 40 hours per week, 12 months per year position to its complement, effective July 1, 2015. Employment in this grant funded position is contingent upon funding by the Bridge 2 Engineering Program.
4. PROGRAM SENIOR ACCOUNTING SPECIALIST, CATEGORICAL, classified Bargaining Unit Salary Schedule Range 131, Office of Grants and Contracts, Saddleback College, seeks authorization to establish and announce a full time, 40 hours per week, 12 months per year position to its complement, effective June 23, 2015. Employment in this categorical/grant funded position is contingent upon funding by 50% College grants and 50% District specially funded program. Exhibit B, Attachment 2)



**D. TEMPORARY INCREASE IN HOURS**

1. SANCHEZ, RUBI, 20489, Community Education Program Specialist, Pos. #4853, Classified Bargaining Unit Salary Schedule Range 127, Step 1, 24 hours per week, 12 months per year, Community Education, Division of Community Education, Emeritus Institute, and K-12 Programs, Saddleback College, has been given a temporary increase in hours to 40 hours per week, effective May 28, 2015.

**E. CHANGE OF STATUS**

1. **CLASSIFIED EMPLOYMENT** (Information Items – Pursuant to Board Policy 4002.1)
  - a. ANDERSON, LAREE, ID #20643, Accounting Specialist, Categorical, Pos. #5042, Classified Bargaining Unit Salary Schedule Range 127, Step 2, 40 hours per week, 12 months per year, Office of Administrative and Business Services, District, is to be employed as Accounting Specialist, Pos. #4076, Classified Bargaining Unit Salary Schedule Range 127, Step 2, 40 hours per week, 12 months per year, Office of Administrative and Business Services, District, effective June 15, 2015. This is a replacement position for Delores Irwin, who retired.
  - b. OLVERA, ALICIA, ID #11723, Admissions and Records Specialist I – Bilingual Preferred, Pos. #3946, Classified Bargaining Unit Salary Schedule Range 116, Step 6, plus 2% bilingual stipend, 40 hours per week, 12 months per year, Division of Admissions, Records and Enrollment Services, Saddleback College, is to be employed as Admissions and Records Specialist II, Pos. #3228, Classified Bargaining Unit Salary Schedule Range 120, Step 5, 40 hours per week, 12 months per year, Division of Admissions, Records, and Enrollment Services, Saddleback College, effective June 15, 2015. This is a replacement for Grisel Heredia, who received a change in status. This assignment will not necessitate bilingual abilities as a regular and routine component of assigned duties.
  - c. ORANSKY, ELISSA, ID #19402, Director of Annual Giving and Development, Pos. #4737, Academic and Classified Administrator and Managers Salary Schedule Range 18, Step 5, 40 hours per week, 12 months per year, College Foundation, Office of the President, Saddleback College, is to be employed as Executive Director of College Foundation, Pos. #4887, Academic and Classified Administrator and Managers Salary Schedule Range 22, Step 2, 40 hours per week, 12 months per year, College Foundation, Office of the President, Irvine Valley College, effective June 9, 2015. This is a replacement for Richard Morley.

**F. CLASSIFIED BILINGUAL STIPEND, ADDITIONAL COMPENSATION**

1. MONTIEL, RAMON, ID #14787, Maintenance Coordinator, Pos. #4366, Classified Bargaining Unit Salary Schedule Range 135, Step 3, 40 hours per week, 12 months per year, Office of Physical Plant, Irvine Valley 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 June 1, 2015.
2. MUNOZ, MARINA, ID #18983, Program Assistant, Categorical, Pos. #4946, Classified Bargaining Unit Salary Schedule Range 118, Step 2, 29 hours per week, 12 months per year, Extended Opportunity Program and Services, School of Guidance and Counseling, Irvine Valley 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 June 1, 2015.

### **G. OUT OF CLASS ASSIGNMENTS**

1. BERMUDEZ, ALFRED, ID #6093, Lead Custodian, Pos. #3306, a temporary assignment, Classified Bargaining Unit Salary Schedule Range 119, Step 5, 40 hours per week, Office of Physical Plant, Saddleback College, temporary assignment extended from May 1, 2015 through May 15, 2015, and returned to permanent assignment as Custodian, Pos. #1829, Classified Bargaining Unit Salary Schedule Range 113, Step 6, 40 hours per week, 12 months per year, Office of Physical Plant, Saddleback College, effective May 18, 2015.
2. BANES, SHERRI, ID #12881, Senior Administrative Assistant, Pos. #3541, Classified Bargaining Unit Salary Schedule Range 127, Step 6, 40 hours per week, 12 months per year, Office of the President, Saddleback College, has been given a temporary change in assignment to Program Coordinator, Categorical, Pos. #5855, Classified Bargaining Unit Salary Schedule Range 134, Step 4, 40 hours per week, Division of Health Sciences, Human Service, Saddleback College, effective May 26, 2015. This is a temporary reassignment for a vacant position. This position is funded by the TACCCT grant, with employment contingent upon these funds.
3. KIM, BRIAN, ID #17698, Accounting Specialist, Pos. #4242, Classified Bargaining Unit Salary Schedule Range 127, Step 6, 40 hours per week, 12 months per year, Bursar, Office of College Administrative Services, Irvine Valley College, has been given a temporary change in assignment to Senior Accounting Specialist, Pos. #5216, Classified Bargaining Unit Salary Schedule Range 131, Step 5, 40 hours per week, Bursar, Office of College Administrative Services, Irvine Valley College, effective May 1, 2015. This is a temporary reassignment for Dennis Gordon, who has been temporarily reassigned.
4. VYRAK, VIKYRA, ID #19013, Public Safety Assistant, Pos. #5003, Classified Bargaining Unit Salary Schedule Range 113, Step 4, 40 hours per week, 12 months per year, Campus Safety and Security, Irvine Valley College, has been given a temporary change in assignment to Police Services Specialist, Pos. #5213, Classified Bargaining Unit Salary Schedule Range 132, Step 1, 40 hours per week, Campus Safety and Security, Irvine Valley College, effective May 4, 2015. This is a temporary replacement for Mark Zandonella, who resigned.

### **H. ADMINISTRATIVE LEAVE**

1. MILLER, TED, ID #001522, Lead Warehouse Worker, Pos. #3460, Classified Bargaining Unit Salary Schedule Range 126, Step 6, 40 hours per week, 12 months per year, Facilities, Planning and Purchasing, Office of Business Services, District, has been placed on paid administrative leave, with paid benefits, effective May 19, 2015.

### **I. RESIGNATION/RETIREMENT/CONCLUSION OF EMPLOYMENT**

1. CONRAD, BRAD, ID #020415, Transfer Center Specialist, Pos. #3351, Classified Bargaining Unit Salary Schedule Range 123, Step 2, 40 hours per week, 12 months per year, School of Guidance and Counseling, Irvine Valley College, resignation effective July 10, 2015. Payment is authorized for any compensated time off. (Permanent Start date: August 28, 2014)
2. GARCIA, ERIKA, ID #019484, Athletic Equipment Specialist/Driver, Pos. #4215, Classified Bargaining Unit Salary Schedule Range 121, Step 3, 20 hours per week, 10 months per year, School of Kinesiology, Health and Athletics, Irvine Valley College, resignation effective May 29, 2015. Payment is authorized for any compensated time off. (Permanent Start date: August 5, 2013)

**I. RESIGNATION/RETIREMENT/CONCLUSION OF EMPLOYMENT - Continued**

3. KAFFER, JANA, ID #019155, Health Center Nurse, Pos. #4110, Classified Bargaining Unit Salary Schedule Range 136, Step 5, 40 hours per week, 12 months per year, Student Health Center, Office of Student Services, Saddleback College, resignation effective June 5, 2015. Payment is authorized for any compensated time off. (Permanent Start date: August 26, 2013)
4. MURAKAMI, KRISTINE, ID #9183, Library Assistant III, Pos. #2798, Classified Bargaining Unit Salary Schedule Range 121, Step 6, 40 hours per week, 12 months per year, Library Services, Office of Library Services, Irvine Valley College, resignation effective July 1, 2015 and retirement effective July 2, 2015. Payment is authorized for any compensated time off. (Permanent Start Date: March 24, 1998)
5. PAGAL, EARL, ID #005546, Risk Manager, Pos. #4599, a classified manager, Academic and Classified Administrator and Manager Salary Schedule Range 12, Step 8, 40 hours per week, 12 months per year, Risk Management, Office of Business Services, District, resignation effective May 18, 2015. Payment is authorized for any compensated time off. (Start date: February 1, 1993)
6. PRINCE, PAMELA, ID #017217, Program Specialist, Categorical, Pos. #4399, Classified Bargaining Unit Salary Schedule Range 130, Step 5, 40 hours per week, 12 months per year, Office of Academic Programs, Irvine Valley College, conclusion of employment effective May 29, 2015. Employee has been placed on a 39 month re-employment list in accordance with Education Code 88017 and 88117. Payment is authorized for any compensated time off. (Start date: November 24, 2010)

**J. VOLUNTEERS**

1. The following individuals are to be approved as Volunteers for the 2014/2015 and 2015/2016 academic year.

Business Sciences, and Economic and Workforce Development, Saddleback College  
Medling, Scott

Fine Arts and Media Technology, Saddleback College

Albano, Rizelle	Berkson, Brianna	Berkson, Nancy
Berkson, Soleil	Bright, Elizabeth	Burns, Nicki
Cummings, Anne	Donaldson, Diana	Elmzadeh, Ava
Hoole, Raynie	Lewis, Terry	McCoy, Karen
McFadden, Shauna	Miranda, Genevieve	Myong, Sorah
Roe, Annika	Roe, Carla	Selzer, Jessica
Shzewski, Aimee	Song, Yoon	Syguia, Ramer
Vitro, Blythe		

Social and Behavioral Sciences, Saddleback College  
Jordan, Viviana

Guidance and Counseling, Irvine Valley College  
Audick, Patrick                      Oberoi, Bani

Humanities and Languages, Irvine Valley College  
Nakayama, Kokoro                      Sudo, Daiki

**J. VOLUNTEERS - Continued**

1. The following individuals are to be approved as Volunteers for the 2014/2015 and 2015/2016 academic year.

Health, Kinesiology and Athletics, Irvine Valley College  
Sanchez, Marcos

Health, Kinesiology and Athletics, Irvine Valley College  
Bhathal, Surjit

Life Sciences and Technologies, Irvine Valley College  
Wong, Jacqueline

Physical Sciences, Irvine Valley College  
Longobardi, M.                      Vanderwal, Crystal  
Vanderwal, Justin

Technology Services, Irvine Valley College  
Ghavami, Fedra

## ATTACHMENT 1

South Orange County Community College District

**PROGRAM DIRECTOR, CATEGORICAL (DOL/TAACCCT, COMMON ASSESSMENT INITIATIVE and PERKINS GRANTS) – JC #\_\_**, Classified Management - Academic and Classified Administrator and Manager Salary Schedule Range 13

### DEFINITION

To plan, develop, organize, coordinate and oversee the programs, services, operations and activities of the Department of Labor (DOL) Trade Adjustment Assistance Community College and Career Training (TAACCCT) grant and the Common Assessment Initiative (CAI), according to the terms of the SOCCCD Board-approved federal and State grant programs operating at Saddleback College; and to provide direction and assistance for project implementation for the Perkins grant operating at Saddleback College.

To establish and maintain high-level relationships among a wide range of technology vendors; to plan, develop, and manage the three grants' budgets; to prepare and distribute invoices and periodic quarterly and annual reports as required; to ensure compliance with applicable State and federal laws and regulations, district, college, DOL TAACCCT, California Common Assessment Initiative and Perkins policies and procedures; to train, assign, supervise and evaluate the work of staff as assigned; to coordinate federal grant activities with the Orange County business community and State grant activities with education partners.

To foster a culture of collaboration, mutual respect, innovation, and continuous improvement throughout the District, lead by example, actively participate in and support District-wide participatory governance components and activities and other collaborative processes; encourage professional excellence among staff and promote an organizational culture of customer service and quality services.

### DISTINGUISHING CHARACTERISTICS

TAACCCT is a DOL-funded, four-year grant, with a focus on preparing participants for high-skill high-wage jobs in the healthcare field by enhancing and streamlining existing allied health training programs and developing new programs to respond to emerging career opportunities resulting from the Affordable Care Act.

The Common Assessment Initiative contract was awarded by the state's Chancellor's Office in November 2013 to a broad partnership of members (California community college districts) to address needs, test delivery, test administration, professional development and the creation of a data warehouse, with course placement information and tools based on using multiple measures. Saddleback College is charged with creating the professional development content for all stakeholders and will also serve as a pilot school for both the new assessment and multiple measures implementation.

The federal Carl D. Perkins Career and Technical Education Improvement Act (Perkins IV / CTEA) of 2006 provides funds to postsecondary institutions to prepare students to be more competitive in the world economy. These funds improve the academic performance of students, especially special population students, who are enrolled in career and technical education programs. These allocations are a part of the California Vocational Education Basic Grant Award from the U.S. Department of Education.

This classification is distinguished from other district classifications in that the position assigned to this classification is funded by categorical, not district, funds. The incumbent assigned to this position does not accrue seniority with the District and is hired only for the duration of the grants.

South Orange County Community College District  
Page 2 – Program Director, Categorical (DOL TAACCCT, Common Assessment Initiative and Perkins Grants)

SUPERVISION RECEIVED AND EXERCISED

Receives direction from the responsible grant administrators, or other administrator assigned by the President of Saddleback College.

Exercises functional and technical supervision over grant development, assigned administrative support and contractual personnel, including research analysts, project specialists, project coordinators, student workers, contractors, and consultants.

EXAMPLES OF DUTIES - Duties may include, but are not limited to, the following:

Serve as operations and or fiscal director for the TAACCCT, CAI, and Perkins grant operations; plan, organize, coordinate, and direct across-program operations and activities including, but not limited to, bi-annual program assessment and review by advisory groups and third party evaluators; develop and implement appropriate methods and procedures to optimize efficient and effective delivery of services; direct, monitor, and evaluate grant activities and operations regularly to ensure that grant objectives are met on a timely basis.

Plan, organize, and direct administrative processes including human resources, budgeting and accounting, purchasing, printing and other support for the grants; select, hire, evaluate and train TAACCCT grant consultants to coordinate grant activities and programs; participate in evaluating CAI grant consultants; approve timesheets and stipends, respond to inquiries and concerns from the various stakeholders, including faculty, researchers and staff.

Compile and analyze data related to grant participation and evaluation; develop organizational structures and work processes which facilitate attainment of established goals and objectives; and ensure the timely and accurate preparation and submission of required reports and statistics.

Coordinate grant activities and services with representatives of DOL, California state CAI stakeholders, 4-year institutions, business & industry, WIB One-Stops, and other community agencies; serve on committees, task forces, and other work groups as needed.

Prepare and administer grant budgets; authorize expenditures according to District and grant policies and applicable regulations; act on budget requests, recommendations and justifications; forecast funding for staffing, equipment, materials and supplies; implement fiscal year budget adjustments as appropriate.

Train, schedule, supervise and evaluate the performance of assigned grant development and administrative support personnel; delegate and review assignments, evaluate work products and results, establish and monitor timelines and prioritize work.

Serve on relevant education and business advisory committees, taskforce and other work groups; attend meetings to maintain current knowledge of grant issues and program trends; provide technical expertise concerning outreach and development.

Ensure compliance with District policies and federal laws related to assigned projects, review and certify the accuracy of data concerning program participation; ensure the timely and accurate preparation and submission of periodic and annual grant reports and other documentation as required.

South Orange County Community College District  
Page 3 – Program Director, Categorical (DOL TAACCCT, Common Assessment Initiative and Perkins Grants)

Communicate with District personnel, representatives of State and federal agencies, educational institutions, business organizations, counselors and others to coordinate operations and activities; provide information to relevant stakeholders regarding grant operations.

Maintain current knowledge of the regulations, policies and application requirements and eligibility criteria for the grant's projects' programs, including computer hardware and software requirements.

Direct, monitor and ensure the timely maintenance and updating of the grants' websites; provide information regularly to assigned webmaster.

Prepare and submit a variety of statistical and narrative reports; prepare budget reports, annual recap data and special reports, proposals, recommendations and other materials as requested; coordinate and respond to periodic audits.

Serve as staff to the advisory committees for the grants, attend each meeting and make presentations as required.

Make oral presentations to counselors, stakeholders, business partners, and professional colleagues at various gatherings; conduct workshops to provide specialize information regarding grant related programs and services.

Collaborate and consult with related personnel and services in SOCCCD District HR to resolve questions and needs over classifications, job descriptions and needs of personnel.

Plan and direct the distribution of information, schedules, brochures, flyers and other materials to publicize the grants' opportunities.

Perform related duties as assigned.

## QUALIFICATIONS

### EDUCATION AND EXPERIENCE GUIDELINES:

Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

#### Education:

Equivalent to a Bachelor's degree from an accredited college or university with major course work in education, business or public administration or equivalent industry experience.

#### Experience:

Five years of increasingly responsible management experience in State or federal grant administration, at least one of which involved responsibilities for program planning and implementation; or an equivalent combination of training and experience in a field related to major project management and direction.

### LICENSES AND OTHER REQUIREMENTS:

A valid California driver's license.

South Orange County Community College District  
Page 4 – Program Director, Categorical (DOL TAACCCT, Common Assessment Initiative and Perkins Grants)

Knowledge of:

Applicable District policies and local, State and federal laws, codes and regulations.  
Budget preparation and administration.  
Computer systems and software applications related to area of assignment, including capabilities and limitations.  
Correct English composition, grammar, spelling, and vocabulary.  
Grant compliance issues at the college, State of California, and federal levels.  
Interpersonal skills using tact, patience, diplomacy and courtesy.  
Marketing, promotion and public relations techniques.  
Modern office practices, procedures, methods, and equipment, including business letter writing.  
Modern principles, practices, methods and techniques of management.  
Operation of computers, peripherals and software programs, including student information systems, database management, spreadsheet, word processing, and specialized software  
Oral and written communication skills.  
Pertinent federal, State and local laws, codes, and regulations.  
Planning and organizational skills.  
Preparation, publication and distribution of informational and promotional materials.  
Principles and practices of financial record keeping and reporting.  
Principles and practices of project development, administration, and review.  
Principles and practices of training, work direction, supervision and performance evaluation.  
Statistical procedures and mathematical concepts.

Ability to:

Adapt to changing technologies and learn functionality of new equipment and systems.  
Analyze problems, identify alternative solutions, project consequences of proposed actions, and implement recommendations.  
Collect, compile, and analyze data.  
Communicate clearly, concisely and effectively, both orally and in writing, with diverse constituencies within and outside of the District.  
Develop and implement appropriate methods and procedures to optimize efficient and effective delivery of services and activities to stakeholder, governmental, and educational institutions.  
Encourage professional excellence among the staff and promote an organizational culture of customer service and quality services.  
Establish and maintain cooperative working relationships with those contacted in the course of work.  
Interpret, apply, and explain State and federal laws and regulations related to assigned programs.  
Learn and implement District and college policies and procedures.  
Learn and understand the content and requirements of assigned grant projects quickly to assume assigned responsibilities.  
Learn District and college organization, operations, and objectives.  
Maintain current knowledge of the grants.  
Maintain the security of confidential materials.  
Operate computer applications software including database management, spreadsheet, word processing and software related to area of assignment.  
Operate office equipment such as computer, printer, scanner, and copier machines.  
Plan and organize work  
Plan, organize, coordinate, and direct the programs, services, operations and activities of assigned grants.  
Prepare and administer budgets for assigned grants.  
Prepare effective letters and promotional materials.



South Orange County Community College District  
Page 5 – Program Director, Categorical (DOL TAACCCT, Common Assessment Initiative and Perkins Grants)

Ability to:

Prepare oral and written reports and recommendations.

Provide specialized information and assistance to students, staff, and the general public.

Relate effectively to people of varied academic, cultural and socio-economic background, using tact, diplomacy and courtesy.

Respond to requests and inquiries from the public.

Select, train, lead, direct, supervise, and evaluate the performance of assigned personnel.

Understand and effectively and collaboratively work in a complicated multi-college environment, as well as within a system of community college districts.

Use sound judgment in recognizing scope of authority.

Work effectively with administrators, faculty, support staff as well as representatives of business and governmental institutions.

Work effectively with others to achieve common goals.

Work independently with little direction.

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. Duties are performed primarily in an office environment while sitting at a desk or computer workstation. Work also requires travel to various community, state, or national locations to communicate with grant partners, attend meetings, or otherwise conduct work. Incumbents are subject to contact with partners, students, and staff; frequent interruptions; noise from talking or office equipment and demanding legal timelines; at least minimal environmental controls to assure health and comfort.

Physical Demands

Incumbents regularly sit for long periods, walk short distances on a regular basis, use hands and fingers to operate an electronic keyboard or other office machines, reach with hands and arms, stoop or kneel or crouch to file, speak clearly and distinctly to answer telephones and to provide information; see to read fine print and operate computer; hear and understand voices over telephone and in person; and lift, carry, and/or move objects weighing up to 10 pounds.

Finalized by Marlys Grodt & Associates, May 27, 2015.

Approved by the Board of Trustees,

Evaluative Criteria: Education 30%; Experience 40%; Knowledge 30%

**ATTACHMENT 2**

South Orange County Community College District

**PROGRAM SENIOR ACCOUNTING SPECIALIST, CATEGORICAL FUNDED – ID #XXX, -  
Classified Bargaining Unit Salary Range 131**

Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are not intended to reflect all duties performed within the job.

**SUMMARY DESCRIPTION**

Under direction from higher level supervisory or management staff, performs technical and complex accounting duties in the preparation, maintenance and review of financial records, accounts and reports; interprets accounting policies and procedures to assure accuracy and compliance; and may have functional or technical supervisory responsibility over clerical and technical employees.

**DISTINGUISHING CHARACTERISTICS**

This classification is distinguished from similar classifications in that positions assigned to this class are specially funded, not financed by District funds, and are therefore dependent on availability of special funds. This an advanced journey level classification that performs complex clerical accounting functions at the paraprofessional level. Duties require distinct knowledge of the principles of accounting and bookkeeping as obtained through formal training/education and significant directly related and progressive experience.. Employees at this level are required to be fully trained in all procedures related to assigned area of responsibility.

**REPRESENTATIVE DUTIES**

*The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.*

1. Perform technical and complex accounting and auditing work in the preparation, maintenance and review of financial records, accounts and reports; monitor, reconcile and balance assigned accounts, budgets and bank statements.
2. Analyze accounts receivable balances to determine and ensure ability to collect funds; process all accounts receivable checks and prepare receipts and reports for deposit.
3. Interpret and assure assigned functions are in compliance with applicable rules, regulations, policies and procedures.
4. Prepare and maintain a variety of difficult and complex financial and accounting records, ledgers and reports; audit accounts as necessary to assure proper internal controls; prepare and post adjusting journal entries; reconcile District accounts for accuracy.
5. Prepare and process various documents involved in financial transactions, including invoices, requisitions and purchase orders.
6. Review financial documents to assure accuracy, completeness and compliance with applicable regulations, requirements and established procedures.

South Orange County Community College District  
Page 7 – Program Senior Accounting Specialist, Categorical Funded

7. Review financial reports and computer print-outs to assure accuracy and completeness; make corrections and adjustments as necessary.
8. Review and reconcile fund balances; compile data and assist in the preparation of regular and special reports; perform related duties as assigned.
9. Assist in the preparation and monitoring of operating budgets as assigned; prepare and review budget and account transfers; assist in the annual financial audit.
10. Coordinate accounting activities with other college/district department management and staff, governmental and private agencies and vendors.
11. Provide information to district/college management and staff regarding various records, budgets, accounts and programs; answer questions and resolve problems related to assigned program or accounting function.
12. Assist assigned supervisor in the coordination of workflow, and resolving and troubleshooting problems; may act as lead in the absence of assigned supervisor.
13. Perform related duties as required.

**QUALIFICATIONS**

*The following generally describes the knowledge and ability required to enter the job and/or be learned within a short period of time in order to successfully perform the assigned duties.*

Knowledge of:

Principles, practices and procedures of accounting, auditing and bookkeeping.

Methods and techniques of financial and statistical recordkeeping and reporting.

Interpersonal skills using tact, patience and courtesy.

Office procedures, methods, and equipment including computers and applicable software applications such as word processing, spreadsheets, and databases.

Mathematical principles.

English usage, spelling, grammar, and punctuation.

Pertinent federal, state, and local codes, laws, and regulations.

Ability to:

Perform technical and complex accounting and auditing work in the preparation, maintenance and review of District or campus financial records, accounts and reports.

Audit, review, analyze and reconcile accounting and fiscal reports.

Assure compliance with applicable rules, regulations, policies and procedures.

Apply auditing and financial recordkeeping principles to assigned work.

Interpret, apply and explain rules, regulations, policies and procedures.

Operate office equipment including computers and supporting word processing, spreadsheet, and database applications.

Make arithmetic calculations quickly and accurately.

Plan and organize work to meet changing priorities and deadlines.

Work independently with little direction.

Understand and follow oral and written directions.

Communicate clearly and concisely, both orally and in writing.

Establish and maintain effective working relationships with those contacted in the course of work.

South Orange County Community College District  
Page 8 – Program Senior Accounting Specialist, Categorical Funded

EDUCATION AND EXPERIENCE GUIDELINES - *Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:*

Education/Training:

Equivalent to two years of college level course work in accounting, finance, business administration or a related field.

Experience:

Three years of responsible bookkeeping or clerical accounting experience.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT

*The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.*

Environment: Work is performed primarily in a standard office setting. Duties are typically performed at a desk or computer terminal; subject to noise from office equipment operation; frequent interruptions and contact in person and on the telephone with students, academic and classified staff and others. At least minimal environmental controls are in place to assure health and comfort.

Physical: Primary functions require sufficient physical ability and mobility to work in an office setting; to stand or sit for prolonged periods of time; to occasionally stoop, bend, kneel, crouch, reach, and twist; to lift, carry, push, and/or pull light to moderate amounts of weight; to operate office equipment requiring repetitive hand movement and fine coordination including use of a computer keyboard; and to verbally communicate to exchange information.

Vision: See in the normal visual range with or without correction.

Hearing: Hear in the normal audio range with or without correction.

Prepared by: Forsberg Consulting Services, 06-08-2015

Approved by the Board of Trustees

Evaluative Criteria: Knowledge - 50%; Education - 25%; Experience - 25%

**TO:** Board of Trustees  
**FROM:** Gary L. Poertner, Chancellor  
**RE:** SOCCCD: Sabbatical Revision and Rescind  
**ACTION:** Approval

---

### **BACKGROUND**

Annually, the SOCCCD Board of Trustees reviews the recommendations of the Sabbatical Committee for 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 26, 2015, the Board of Trustees approved the sabbatical projects of 24 faculty members during the 2015-2016 academic year, including Michael Bennett, Adapted Kinesiology Instructor, DSPS, Transfer Career and Special Programs, Saddleback College; and Kay Ryals, English Instructor, School of Humanities, Irvine Valley College.

### **STATUS**

For personal reasons, Professor Bennett submitted a revised sabbatical proposal to limit his leave to the Fall 2015 semester and modify the project activities accordingly. Exhibit A describes the revised proposal. The District-wide Sabbatical Committee has reviewed the revised proposal and supports the modified sabbatical project.

For professional reasons, Dr. Ryals requests that approval of her leave for Fall 2015 be rescinded.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve revision to Michael Bennett's sabbatical proposal as shown on Exhibit A, and rescind approval of sabbatical leave for Kay Ryals for Fall 2015.

**MIKE BENNETT**

KNEA/Transfer, Career & Special Programs  
Saddleback College  
Fall 2015

**TITLE: Exercise with Special Populations Curriculum**

**GOALS and OBJECTIVES:**

1. Write curriculum for “Exercise with Special Populations” course that will prepare students to sit for ACSM’s Fitness Inclusive Trainer Certificate.
2. Create skills checklist that will be used by Saddleback College students enrolled in above course, Intro to Therapy and Rehab, Adapted Kinesiology Assisting, and CWE course.
3. Establish exercise protocols, including precautions and contraindications, that students with disabilities enrolled in KNEA courses can use to improve their exercise regimens and progress toward personal fitness goals.

**ACTIVITIES:**

- Take ACSM personal trainer and Fitness Inclusive Trainer certificate exams.
- Write curriculum for Exercise with Special Populations course that will prepare students for CIFT exam.
- Develop partnerships (both internal and external to SOCCCD) to maximize benefits to students enrolled in Exercise with Special Populations course.
- Create skills checklist and exercise protocols that can be used by students exploring pre-professional allied health programs and activity courses in KNEA class at Saddleback College.

**PRODUCTS:**

1. American College of Sports Medicine Certified Inclusive Fitness Trainer Certificate
2. Curriculum for Exercise with Special Populations Course including articulation to CSU system, collaboration with IVC’s fitness certificate
3. Skills checklist and exercise protocols for students enrolled in Introduction to Therapy and Rehab, Adapted Kinesiology Assisting, Exercise for Special Populations and KNEA 1-6 courses

**TO:** Board of Trustees  
**FROM:** Gary L. Poertner, Chancellor  
**RE:** SOCCCD: List of Board Requested Reports  
**ACTION:** Information

---

### **BACKGROUND**

At a prior board meeting, members of the Board of Trustees asked for a listing of reports requested by the board every six months. To ensure that follow up and tracking takes place regarding the board requested reports, this item includes a table providing status and includes date report is requested by the board, report topic, name of trustee requesting report, requested due date, person responsible for preparing the report and the date the report is scheduled to be submitted to the board for their review. This report is intended to be a standing item on every board agenda, when appropriate, with old information dropped off and new requests added.

### **STATUS**

The Board report listing (EXHIBIT A) is coordinated and prepared by the Office of the Chancellor and Trustee Services.

This report is intended to provide status of board requested reports of the South Orange County Community College District Board of Trustees. In the event additional information would be useful or desired by the board, supplemental information will be provided.

**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT  
LISTING OF BOARD REPORTS REQUESTED**

<b>Date Report Requested</b>	<b>Report Topic</b>	<b>Board Member Requesting Report</b>	<b>Report Due Date</b>	<b>Report to be Submitted By:</b>	<b>Date Submitted to the Board of Trustees</b>
5/19/14	50% Law, Faculty Obligation Number (FON)	All board members	December 2014	Debra Fitzsimons	12/15/14
11/17/14	Grants Proposal Process	David Lang	January 2015	Tod Burnett and Glenn Roquemore	1/26/15
5/19/14	Replacement of FT Classified Employees with PT Employees	All board members	January 2015	David Bugay, Tod Burnett and Glenn Roquemore	1/26/15
5/19/14	Process for Developing the Academic Calendar	All board members	February 2015	Tod Burnett and Glenn Roquemore	2/23/15
5/19/14	Review of DRAC Funding Model	All board members	February 2015	Debra Fitzsimons	2/23/15
7/21/14	CTE Certificate Programs	Tim Jemal	March 2015	Tod Burnett and Glenn Roquemore	3/30/15
5/19/14	Regulations and Policy for Hiring Administrators and Managers	All board members	March 2015	David Bugay	3/30/15
5/19/14	Service Area Conflicts between Saddleback College and Irvine Valley College	All board members	April 2015	Tod Burnett and Glenn Roquemore	4/27/15
5/19/14	BP 4011.1 Process for Hiring Faculty	All board members	April 2015	David Bugay	4/27/15



**TO:** Board of Trustees

**FROM:** Gary L. Poertner, Chancellor

**RE:** Saddleback College and Irvine Valley College: Annual Accreditation Reports

**ACTION:** Information

---

### **BACKGROUND**

In accordance with the normal accreditation process, the colleges are required to submit an annual report to the Accrediting Commission for Community and Junior Colleges.

### **STATUS**

Both Saddleback College and Irvine Valley College have prepared their Annual Accreditation Reports, which were submitted to the Accrediting Commission for Community and Junior Colleges by the March 31 deadline. The Saddleback College Annual Report is provided as Exhibit A. The Irvine Valley College Annual Report is provided as Exhibit B.



Western Association of Schools and Colleges

Accrediting Commission for Community and Junior Colleges

| Help | Logout

**2015 Annual Report  
Final Submission  
05/20/2015**

Saddleback College  
28000 Marguerite Parkway  
Mission Viejo, CA 92692

**General Information**

#	Question	Answer
1.	Confirm logged into the correct institution's report	Confirmed
2.	Name of individual preparing report:	Juan Avalos
3.	Phone number of person preparing report:	949-582-4566
4.	E-mail of person preparing report:	javalos@saddleback.edu
5a.	Provide the URL (link) from the college website to the section of the college catalog which states the accredited status with ACCJC:	<a href="http://www.saddleback.edu/uploads/cc/14-15/intro.pdf">http://www.saddleback.edu/uploads/cc/14-15/intro.pdf</a>
5b.	Provide the URL (link) from the college website to the colleges online statement of accredited status with ACCJC:	<a href="http://www.saddleback.edu/accreditation">http://www.saddleback.edu/accreditation</a>
6.	Total unduplicated headcount enrollment:	Fall 2014: 25,594 Fall 2013: 26,410 Fall 2012: 27,287
7.	Total unduplicated headcount enrollment in degree applicable credit courses for fall 2014:	19,612
8.	Headcount enrollment in pre-collegiate credit courses (which do not count toward degree requirements) for fall 2014:	1,641
9.	Number of courses offered via distance education:	Fall 2014: 199 Fall 2013: 192 Fall 2012: 175
10.	Number of programs which may be completed via distance education:	6
11.	Total unduplicated headcount enrollment in all types of Distance Education:	Fall 2014: 8,129 Fall 2013: 8,041 Fall 2012: 7,306
12.	Total unduplicated headcount enrollment in all types of Correspondence Education:	Fall 2014: 0 Fall 2013: 0 Fall 2012: 0
13.	Were all correspondence courses for which students enrolled in fall 2014 part of a	n/a

program which leads to an associate degree?
---

**Student Achievement Data**

#	Question	Answer	
14a.	What is your Institution-set standard for successful student course completion?	70.85%	
14b.	Successful student course completion rate for the fall 2014 semester:	71.48%	
15.	Institution Set Standards for program completion: While institutions may determine the measures for which they will set standards, most institutions will utilize this measure as it is core to their mission. For purposes of definition, certificates include those certificate programs which qualify for financial aid, principally those which lead to gainful employment. Completion of degrees and certificates is to be presented in terms of total numbers. Each student who receives one or more certificates or degrees in the specified year may be counted once.		
	a.	If you have an institution-set standard for student completion of degrees and certificates combined, per year, what is it?	2258
	b.	If you have separate institution-set standards for degrees, what is your institution-set standard for the number of student completion of degrees, per year?	1110
	c.	If you have separate institution-set standards for certificates, what is your institution-set standard for the number of student completion of certificates, per year?	2056
16a.	Number of students (unduplicated) who received a certificate or degree in the 2013-2014 academic year:	2,273	
16b.	Number of students who received a degree in the 2013-2014 academic year:	1,130	
16c.	Number of students who received a certificate in the 2013-2014 academic year:	2,107	
17a.	If your college has an institution-set standard for the number of students who transfer each year to 4-year colleges/universities, what is it?	3,378	
17b.	Number of students who transferred to 4-year colleges/universities in 2013-2014:	3,424	
18a.	Does the college have any certificate programs which are not career-technical education (CTE) certificates?	Yes	
18b.	If yes, please identify them:	3 Certificates of Completion in ESL 1 GE Transfer Certificate of Achievement	
19a.	Number of career-technical education (CTE) certificates and degrees:	160	
19b.	Number of CTE certificates and degrees which have identified technical and professional competencies that meet employment standards and other standards, including those for licensure and certification:	131	
19c.	Number of CTE certificates and degrees for which the institution has set a standard for licensure passage rates:	n/a	
19d.	Number of CTE certificates and degrees for which the institution has set a standard for graduate employment rates:	n/a	

20.	2011-2012 examination pass rates in programs for which students must pass a licensure examination in order to work in their field of study:				
	Program	CIP Code 4 digits (##.##)	Examination	Institution set standard (%)	Pass Rate (%)
	Nursing	51.38	national	0 %	96.4 %
	Paramedic	51.09	national	0 %	99 %
	Phlebotomy	51.10	national	0 %	91 %
	Cosmetology	12.04	state	0 %	80 %
	Emergency Medical Technician	51.08	national	0 %	75 %
21.	2011-2012 job placement rates for students completing certificate programs and CTE (career-technology education) degrees:				
	Program	CIP Code 4 digits (##.##)	Institution set standard (%)	Job Placement Rate (%)	
	n/a		0 %	0 %	
22.	Please list any other institution set standards at your college:				
	Criteria Measured (i.e. persistence, starting salary, etc.)	Definition	Institution set standard		
	n/a				
23.	Effective practice to share with the field: Describe examples of effective and/or innovative practices at your college for setting institution-set standards, evaluating college or programmatic performance related to student achievement, and changes that have happened in response to analyzing college or program performance (1,250 character limit, approximately 250 words).				
	<p>The office of Planning, Research and Accreditation developed three methodologies to identify and adopt standards. These methods included using national and state level databases to identify a set of peer institutions and using historical institutional performance. Three approaches to standard development were presented and discussed by the Academic Senate, the college Educational Planning and Assessment Committee, the VPI Council (consisting of instructional deans and academic and classified administrators), the broader college management team, and the Consultation Council (main planning and decision making body at the college). Ultimately the college was able to examine its performance in comparison to other statistically similar colleges as well as examine its performance over time. This dialogue led to the adoption of the standards presented in this report. The report was used as a tool to stimulate dialogue and discussion surrounding college performance in specific areas.</p>				

**Student Learning Outcomes and Assessment**

#	Question	Answer	
24.	Courses		
	a.	Total number of college courses:	1738
	b.	Number of college courses with ongoing assessment of learning outcomes	1738
		Auto-calculated field: percentage of total:	100
25.	Courses		
	a.	Total number of college programs (all certificates and degrees, and other programs as defined by college):	250

	b.	Number of college programs with ongoing assessment of learning outcomes	247
		Auto-calculated field: percentage of total:	98.8
Courses			
26.	a.	Total number of student and learning support activities (as college has identified or grouped them for SLO implementation):	17
	b.	Number of student and learning support activities with ongoing assessment of learning outcomes:	15
		Auto-calculated field: percentage of total:	88.2
27.	URL(s) from the college website where prospective students can find SLO assessment results for instructional programs:		<a href="http://www.saddleback.edu/epa/student-learning-outcomes-and-administrative-unit-outcomes">http://www.saddleback.edu/epa/student-learning-outcomes-and-administrative-unit-outcomes</a>
28.	Number of courses identified as part of the general education (GE) program:		305
29.	Percent of GE courses with ongoing assessment of GE learning outcomes:		100%
30.	Do your institution's GE outcomes include all areas identified in the Accreditation Standards?		Yes
31.	Number of GE courses with Student Learning Outcomes mapped to GE <i>program Student Learning Outcomes</i> :		263
32.	Number of Institutional Student Learning Outcomes defined:		16
33.	Percentage of college instructional programs and student and learning support activities which have Institutional Student Learning Outcomes mapped to those programs (courses) and activities (student and learning support activities).		100%
34.	Percent of institutional outcomes (ILOs) with ongoing assessment of learning outcomes:		100%
35.	Effective practice to share with the field: Describe effective and/or innovative practices at your college for measuring ILOs, documenting accomplishment of ILOs in non-instructional areas of the college, informing college faculty, staff, students, and the public about ILOs, or other aspects of your ILO practice (1,250 character limit, approximately 250 words).		
	<p>Saddleback College currently approaches assessment of ILOs from three directions. (1) SLOs (Courses) are mapped to PSLOs (Programs), which are mapped to ISLOs (Institution). (2) Saddleback College is instituting an evaluation of ISLOs by way of ePortfolios. An ePortfolio is a student's web site used to document his or her experiences and accomplishments. Students report on assignments that relate to one or more ISLOs. They report on accomplishment of ISLOs that they have attained through non-classroom experiences. Some post their online resumes in their ePortfolio to share their learning experiences with others. The professional development provided to faculty related to ePortfolios increases their awareness of their teaching contributions to ISLOs. (3) Saddleback will pilot CLA+ for external validation of student attainment of ISLOs. Previously the Educational Planning and Assessment Committee assessed ISLOs through the Degree Qualifications Profile Project (DQPP). Then some faculty created assignments that mapped to SLOs, PSLOs, and ISLOs. The results were shared with the college community.</p>		
<p><b>Each of the following narrative responses is limited to 250 words. As you develop your responses, please be mindful of success stories that can be reported in the last question of this section. We look forward to including this information from colleges in our report to the Commission and the field in June.</b></p>			

<p>36.</p>	<p>Please discuss alignment of student learning outcomes at your institution, from institutional and course to program level. Describe your activities beyond crosswalking or charting all outcomes to courses in a program (often called "mapping"), to analysis and implementation of alignment in the planning of curriculum and delivery of instruction. Discuss how the alignment effort has resulted in changes of expected outcomes and/or how students' programs of study have been clarified. Note whether the described practices apply to all instructional programs at the college (1,250 character limit, approximately 250 words).</p> <p>Alignment of course to program to institutional level content and goals occurs at several points in the curriculum and delivery of instruction processes. For example, during the course idea generation and course proposal process, and in addition to analysis of academic and market labor shifts, emerging fields and industries, advisory board recommendations, and a host of other information sources, the fit of the course, its content, methods, and outcomes is reviewed in the context of program and institutional outcomes/goals. This happens in the department/program level of curriculum development, as well as during the College's curriculum review process. A major component of this process occurs during Program Review. Here, the program planning and implementation teams review and report on the effectiveness of their courses and how the courses contribute to the institution's mission. All programs are required to complete Program Review. The role of this alignment in the delivery of instruction is becoming more visible as the College unfolds its work on ePortfolios. (See question 36, above.) As professional development on ePortfolios and ISLOs increases, the awareness of the direct alignment of student learning, program completion, and institutional goals also increases. This will be a college-wide communication effort.</p>
<p>37.</p>	<p>Describe the various communication strategies at your college to share SLO assessment results for usage by internal and external audiences. Explain how communications take into account how the information is expected to influence the behavior or decisions of particular audiences. Discuss how communication of student learning outcomes assessment information and results impacts student behavior and achievement (1,250 character limit, approximately 250 words).</p> <p>The communication of the SLO results begins within each department. Faculty review the SLO results for courses. Discussion is held regarding the obtainment of results and the potential or recommended use of results. Examples include revision of course assignments; revision of course assessments; revision of the SLO; revision of the SLO assessment method; revision of the SLO criteria; revision of the course's role as required or optional in the program; revision of day and/or time schedule; revision of frequency of scheduling. Each semester the Professional Development Week includes SLO topics and accommodates levels of understanding and implementation that vary due to addition of new faculty, increasing part-time faculty assignments, and improvements in SLO reporting. Topics for the upcoming Professional Development Week include ISLOs, ePortfolios. A Showcase of Program Reviews will be presented, highlighting useful approaches or topics in outstanding Program Reviews, important outcomes resulting from Program Reviews. An SLO Attainment Narrative Report for 2014-2015 will be developed during Summer 2015. This involves examination of Program Reviews and TracDat SLO data to identify common outcomes and to determine some contributors to the outcomes that will help guide SLO development and assessment.</p>
<p>38.</p>	<p>Explain how dialog and reporting of SLO assessment results takes place at the departmental and institutional levels. Note whether practices involve all programs at the college. Illustrate how dialog and reporting impact program review, institutional planning, resource allocation, and institutional effectiveness (1,250 character limit, approximately 250 words).</p> <p>Reporting of SLO assessment results informs department and institutional decisions, including: curriculum design, maintenance of facilities, technological and marketing needs, student success and re-organization of college governance, goals, values, and strategic directions. Dialogs about SLO assessment results, at the course, program, and institutional level facilitates campus collaborations, such as our ePortfolio pilot, Student Success Initiative, Online Educator Program, the expansion of our Curriculum Team, mentorship and tutoring groups. The SLOs that the department chairs collect, documents and shares are then incorporated into Saddleback's decision making by way of our SLO, PR, and Resource Allocation processes. Each department chair documents SLOs, results, and use of results in Tracdat, the software we use to store SLOs and AUOs, PRs and AURs, Objectives and Action Steps and Resource Allocations Requests. This data correlates with the Objectives and Action Steps that each department uses for PRs and Resource Allocation Requests. PR and AUR authors develop narrative that includes examples of SLO results. The EPA team presents SLO narratives during Professional Development Week to promote SLO pedagogy. All PRs and AURs are shared and approved by Academic Senate and posted to Tracdat and SharePoint.</p>
	<p>Please share with us two or three success stories about the impacts of SLO practices on student</p>

learning, achievement, and institutional effectiveness. Describe the practices which led to the success (1,250 character limit, approximately 250 words).

39.

The following describes two examples that represent SLO uses at the college. First, the English faculty measured four SLOs that led to a better understanding of student learning. For instance, the faculty revised an SLO that "contained too many internal outcomes, and made the assessment difficult for norming and measuring" and revised a method of evaluation. SLO results also revealed the need to rewrite three of their core courses. English Department co-chair, Dr. Marina Aminy, is currently designing an Associate Faculty Mentorship Program for adjunct or new English faculty to teach them the skill sets needed in the courses. The mentorship program will increase the consistency of student learning achievement across the program. Second, Chemistry faculty create and measure SLOs to innovate teaching and determine equipment needs. Dr. Jim Zoval used three years of SLO data to organize and initiate his flipped classroom strategy that "has shown gains in student learning" in Chemistry 108. In Chemistry 12B, "Dr. Bill Alston has used SLO data to measure student skills in interpreting NMR and FTIR spectra. Discussions of the SLO's have led to conclusion that student interaction with the instruments in the laboratory lead to an increase in student learning, and the purchasing of an NMR should be a high department priority."

**Substantive Change Items**

#	Question	Answer
40.	Number of submitted substantive change requests:	2013-14: 0 2012-13: 0 2011-12: 0
41a.	Is the institution anticipating a proposal for a substantive change in any of the following change categories? (Check all that apply)	Courses and/or Programs (additions and deletions) No changes planned
41b.	Explain the change(s) for which you will be submitting a substantive change proposal:	n/a

**Other Information**

#	Question	Answer
42a.	Identify site additions and deletions since the submission of the 2013 Annual Report:	n/a
42b.	List all instructional sites other than the home campus where 50% or more of a program, certificate, or degree is offered:	n/a
43.	List all of the institutions instructional sites out of state and outside the United States:	n/a

The data included in this report are certified as a complete and accurate representation of the reporting institution.

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### 2015 Annual Report REVIEW

Irvine Valley College  
5500 Irvine Center Drive  
Irvine, CA 92618

#### General Information

#	Question	Answer
1.	Confirm logged into the correct institution's report	Confirmed
2.	Name of individual preparing report:	Craig Hayward
3.	Phone number of person preparing report:	949.451.5788
4.	E-mail of person preparing report:	chayward@ivc.edu
5a.	Provide the URL (link) from the college website to the section of the college catalog which states the accredited status with ACCJC:	<a href="http://www.ivc.edu/catalog/Documents/catalog2014/intro.pdf">http://www.ivc.edu/catalog/Documents/catalog2014/intro.pdf</a>
5b.	Provide the URL (link) from the college website to the colleges online statement of accredited status with ACCJC:	<a href="http://www.ivc.edu/resources/administration/accreditation/Pages/default.aspx">http://www.ivc.edu/resources/administration/accreditation/Pages/default.aspx</a>
6.	Total unduplicated headcount enrollment:	Fall 2014: 14,384 Fall 2013: 14,964 Fall 2012: 15,162
7.	Total unduplicated headcount enrollment in degree applicable credit courses for fall 2014:	11,689
8.	Headcount enrollment in pre-collegiate credit courses (which do not count toward degree requirements) for fall 2014:	2,696
9.	Number of courses offered via distance education:	Fall 2014: 109 Fall 2013: 98 Fall 2012: 102
10.	Number of programs which may be completed via distance education:	18



11.	Total unduplicated headcount enrollment in all types of Distance Education:	Fall 2014: 3,537 Fall 2013: 3,278 Fall 2012: 3,316
12.	Total unduplicated headcount enrollment in all types of Correspondence Education:	Fall 2014: 0 Fall 2013: 0 Fall 2012: 0
13.	Were all correspondence courses for which students enrolled in fall 2014 part of a program which leads to an associate degree?	n/a

**Student Achievement Data**

#	Question	Answer	
14a.	What is your Institution-set standard for successful student course completion?	72 %	
14b.	Successful student course completion rate for the fall 2014 semester:	73.3 %	
15.	Institution Set Standards for program completion: While institutions may determine the measures for which they will set standards, most institutions will utilize this measure as it is core to their mission. For purposes of definition, certificates include those certificate programs which qualify for financial aid, principally those which lead to gainful employment. <i>Completion of degrees and certificates is to be presented in terms of total numbers. Each student who receives one or more certificates or degrees in the specified year may be counted once.</i>		
	a.	If you have an institution-set standard for student completion of degrees and certificates combined, per year, what is it?	2433
	b.	If you have separate institution-set standards for degrees, what is your institution-set standard for the number of student completion of degrees, per year?	583
	c.	If you have separate institution-set standards for certificates, what is your institution-set standard for the number of student completion of certificates, per year?	1850
16a.	Number of students (unduplicated) who received a certificate or degree in the 2013-2014 academic year:	3,035	
16b.	Number of students who received a degree in the 2013-2014 academic year:	871	
16c.	Number of students who received a certificate in the 2013-2014 academic year:	2,164	
17a.	If your college has an institution-set standard for the number of students who transfer each year to 4-year colleges/universities, what is it?	1,850	
17b.	Number of students who transferred to 4-year colleges/universities in 2013-2014:	2,271	
18a.	Does the college have any certificate programs which are not career-technical education (CTE) certificates?	Yes	
18b.	If yes, please identify them:	IGETC Certificate & CSU Breadth Certificate	
19a.	Number of career-technical education (CTE) certificates and degrees:	47	
19b.		0	

	Number of CTE certificates and degrees which have identified technical and professional competencies that meet employment standards and other standards, including those for licensure and certification:																																																																																																																	
19c.	Number of CTE certificates and degrees for which the institution has set a standard for licensure passage rates:	0																																																																																																																
19d.	Number of CTE certificates and degrees for which the institution has set a standard for graduate employment rates:	46																																																																																																																
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Fitness Professional, Certificate of Achievement	35.05	40 %	50 %																																																																																																															
Administration Of Justice: Law Enforcement Emphasis, AS	43.01	70 %	100 %																																																																																																															

	Administration Of Justice: Law Enforcement Emphasis, Certificate of Achievement	43.01	70 %	100 %
	Administration Of Justice: Supervision, AS	43.01	70 %	100 %
	Design, Model-making and Rapid Prototyping, Certificate of Achievement	48.99	40 %	0 %
	Digital Media Art, Certificate of Achievement	50.04	70 %	88 %
	Business Leadership, Certificate of Achievement	52.02	70 %	100 %
	Business Management, AS	52.02	70 %	100 %
	Business Management, Certificate of Achievement	52.02	70 %	100 %
	Business Marketing, Certificate of Achievement	52.02	70 %	100 %
	Accounting, AS	52.03	70 %	70 %
	Accounting, Certificate of Achievement	52.03	70 %	77 %
	Computerized Accounting, Certificate of Proficiency	52.03	70 %	91 %
	Financial Accounting, Certificate of Proficiency	52.03	70 %	83 %
	Financial/Managerial Accounting, Certificate of Proficiency	52.03	70 %	81 %
	Payroll, Certificate of Proficiency	52.03	70 %	75 %
	Computer Information Management: Administrative Assistant/Word Processing Emphasis, Certificate of Achievement	52.04	70 %	100 %
	Global Business, Certificate of Achievement	52.07	70 %	100 %
	Real Estate, AS	52.15	70 %	100 %
	Real Estate, Certificate of Achievement	52.15	70 %	100 %
	Income Tax, Certificate of Proficiency	52.15	70 %	88 %
22.	Please list any other institution set standards at your college:			
	<b>Criteria Measured (i.e. persistence, starting salary, etc.)</b>	<b>Definition</b>	<b>Institution set standard</b>	
23.	Effective practice to share with the field: Describe examples of effective and/or innovative practices at your college for setting institution-set standards, evaluating college or programmatic performance related to student achievement, and changes that have happened in response to analyzing college or program performance (1,350 character limit, approximately 250 words).			
	Irvine Valley College has been collecting data on employment outcomes via the CTE Outcomes Survey since 2013. The information that we collect from this survey is used to evaluate employment outcomes for our programs and to set institutional standards for employment. Although it is based solely on the 25% to 30% of the survey sample that respond, employment information is precious. It is particularly valuable to CTE programs in evaluating the extent to which they are aligned with the labor market and employer demand. We are now able to use employment information by program to inform CTE program review.			

**Student Learning Outcomes and Assessment**

Note: Colleges were expected to achieve the proficiency level of Student Learning Outcomes assessment by fall 2012. At this time, colleges are expected to be in full compliance with the Accreditation Standards related to student learning outcomes and assessment. All courses, programs, and student and learning support activities of the college are expected to have student learning outcomes defined, so that ongoing assessment and other requirements of Accreditation Standards are met across the institution. In preparation for the 2016 reporting, please refer to the revised Accreditation Standards adopted June 2014.

#	Question	Answer
24.	Courses	
	a. Total number of college courses:	944
	b. Number of college courses with ongoing assessment of learning outcomes	819

		Auto-calculated field: percentage of total:	86.8
Programs			
25.	a.	Total number of college programs (all certificates and degrees, and other programs as defined by college):	87
	b.	Number of college programs with ongoing assessment of learning outcomes	86
	Auto-calculated field: percentage of total:		98.9
Student and Learning Support Activities			
26.	a.	Total number of student and learning support activities (as college has identified or grouped them for SLO implementation):	14
	b.	Number of student and learning support activities with ongoing assessment of learning outcomes:	14
	Auto-calculated field: percentage of total:		100
27.	URL(s) from the college website where prospective students can find SLO assessment results for instructional programs:	<a href="http://academics.ivc.edu/slo/Pages/default.aspx">http://academics.ivc.edu/slo/Pages/default.aspx</a>	
28.	Number of courses identified as part of the general education (GE) program:	375	
29.	Percent of GE courses with ongoing assessment of GE learning outcomes:	100 %	
30.	Do your institution's GE outcomes include all areas identified in the Accreditation Standards?	Yes	
31.	Number of GE courses with Student Learning Outcomes mapped to GE program Student Learning Outcomes:	375	
32.	Number of Institutional Student Learning Outcomes defined:	14	
33.	Percentage of college instructional programs and student and learning support activities which have Institutional Student Learning Outcomes mapped to those programs (courses) and activities (student and learning support activities).	96 %	
34.	Percent of institutional outcomes (ILOs) with ongoing assessment of learning outcomes:	100 %	
35.	Effective practice to share with the field: Describe effective and/or innovative practices at your college for measuring ILOs, documenting accomplishment of ILOs in non-instructional areas of the college, informing college faculty, staff, students, and the public about ILOs, or other aspects of your ILO practice (1,350 character limit, approximately 250 words).		
	<p>Irvine Valley College has been working on engaging students in the Institutional Outcomes of the college. The Student Learning Outcomes Committee (SLOC) has engaged with the student association at IVC to bring in two student representatives to serve on the SLOC; we have recognized that students at IVC are interested in the Learning outcomes of the college at all levels. Additionally, the ILOs are published on page seven (7) of the IVC course catalog each year and a link is provided to this page from the Student Learning Outcomes Website. The SLO coordinator attends departmental meetings annually to discuss the progress of the ILOs, their assessment methods and communication channels available in order to open a dialogue on current practices at IVC and elsewhere. IVC is currently using TracDat to link (or map) courses and programs to the ISLOs as part of our assessment tool, addition a biannual survey of students attending IVC is sent out to all students in order to assess their learning of the ILOs. However, the SLOC and the Department of Research, Planning and Accreditation are working together to find a more authentic measure of assessment for students at IVC who have achieved a certificate or degree, such as the CLA+ assessment tool.</p>		
<p><b>Each of the following narrative responses is limited to 250 words. As you develop your responses, please be mindful of success stories that can be reported in the last question of this section. We</b></p>			

<p><b>look forward to including this information from colleges in our report to the Commission and the field in June.</b></p>	
36.	<p>Please discuss alignment of student learning outcomes at your institution, from institutional and course to program level. Describe your activities beyond crosswalking or charting all outcomes to courses in a program (often called "mapping"), to analysis and implementation of alignment in the planning of curriculum and delivery of instruction. Discuss how the alignment effort has resulted in changes of expected outcomes and/or how students' programs of study have been clarified. Note whether the described practices apply to all instructional programs at the college (1,350 character limit, approximately 250 words).</p> <p>The English department at Irvine Valley College has created a process by which they use the same rubric to measure SLOs for each of their courses to help track the development of students through the program, as well as providing a consistent method of assessment across this large department. In order to ensure that this rubric is used consistently, they meet every semester to discuss assessment results, teaching strategies and modifications. One way that they used this information was in the creation of a new course combining the basic skills English course and the pre-college English course together, so that students who have tested two levels below college English will only need to take one semester to reach college English rather than the typical two semesters. By using the rubrics, they are able to see if these students were as prepared for college English as those who took the two courses separately. Additionally, the English department has used the results from the new combined course to add new instructional techniques to their college English and pre-college English classes; most notably the use of the computer lab for essay critiques and submission. This is not a common practice across campus as there are many departments and/or programs that are run by a single full-time faculty member.</p>
37.	<p>Describe the various communication strategies at your college to share SLO assessment results for usage by internal and external audiences. Explain how communications take into account how the information is expected to influence the behavior or decisions of particular audiences. Discuss how communication of student learning outcomes assessment information and results impacts student behavior and achievement (1,350 character limit, approximately 250 words).</p> <p>SLOs are communicated at IVC through a variety of means. Externally, the college provides a web page for students with information about program assessment results. Additionally, IVC has encouraged the student government to provide representatives for the SLO Committee in order to share information and bring concerns from the student body. Also, the SLOs are listed on the syllabus for each course taught at IVC and are discussed by faculty with the students at the start of the course. This has led to conversations with students about the expectations for the class in terms of student learning. The SLO coordinator participated in the Student Success Summit at IVC and presented to an open audience on various SLO topics, such as the connection to Program Review. These presentations are then posted on the college's YouTube page. Internally, IVC utilizes the SLO coordinator to facilitate information flow among departments and various governing bodies. The SLO Coordinator is a member of the Institutional Effectiveness Committee, the Curriculum Committee, the Instructional Council and the Academic Senate. Faculty SLO liaisons facilitate the SLO cycle within their departments and represent their schools at the SLOC meetings.</p>
38.	<p>Explain how dialog and reporting of SLO assessment results takes place at the departmental and institutional levels. Note whether practices involve all programs at the college. Illustrate how dialog and reporting impact program review, institutional planning, resource allocation, and institutional effectiveness (1,350 character limit, approximately 250 words).</p> <p>SLO assessment results are included on the agenda for all departmental/school meetings. Additional meetings are held for those departments that are too large to discuss the results within the timeframe of the departmental meeting; specifically math and English. The SLO coordinator meets with every school annually to discuss SLOs, PSLOs and ILOs. These discussions on SLO results and use of results are then stored into our SLO database, TracDat, for that department or program. Additionally, every school and program must complete an ongoing Program Review using the TracDat database that includes SLO assessment results, student learning and success objectives and strategies. These are then linked to the college's resource request procedure. Resource requests that reference SLO assessment result data are given higher priority. Each department/program must show the connection between their request for funds and their intend use to improve student achievement which includes the use SLOs at the course and program level. The College's planning groups are able report out on the connection of resource requests to strategic objectives, program review objectives and SLO assessment results as part of our ongoing assessment of institutional effectiveness.</p>
39.	<p>Please share with us two or three success stories about the impacts of SLO practices on student learning, achievement, and institutional effectiveness. Describe the practices which led to the success (1,350 character limit, approximately 250 words).</p>

Irvine Valley College has been working on developing a culture of utilizing SLO assessment results to identify student-learning needs for resource requests through their program reviews. The college is using accurate information provided from course assessments to provide resources that are coordinated with efforts to improve student learning. The SLO coordinator used the student success summit to open a discussion about the use of SLO assessment results for program reviews and resource requests; a way to identify the needs of the students that prevent them from learning and progressing through their program. This presentation was recorded and posted on YouTube with the PowerPoint display for faculty to refer to at a later date. This past year, the resource request process has been more efficient in providing departments and programs with the funds needed to improve their student's learning and achievement. For example, the library was able to provide evidence, through an annual survey, that students would benefit from having an online reference chat system for both distance education and on campus students. The IVC Library used an existing goal in their program review to link their resource request and SLO assessment results together to obtain the approval for the chat software, which was then purchased within the year.

**Substantive Change Items**

**NOTE: These questions are for monitoring purposes only and do not replace the ACCJC substantive change approval process. Please refer to the Substantive Change Manual regarding communication with the Commission.**

#	Question	Answer
40.	Number of submitted substantive change requests:	2013-14: 0 2012-13: 0 2011-12: 0
41a.	Is the institution anticipating a proposal for a substantive change in any of the following change categories? (Check all that apply)	Courses and/or Programs (additions and deletions)
41b.	Explain the change(s) for which you will be submitting a substantive change proposal:	Course revisions and updates per Title 5 changes, e.g., repeatability.

**Other Information**

#	Question	Answer
42a.	Identify site additions and deletions since the submission of the 2013 Annual Report:	n/a
42b.	List all instructional sites other than the home campus where 50% or more of a program, certificate, or degree is offered:	ATEP
43.	List all of the institutions instructional sites out of state and outside the United States:	n/a

Go To Question #:

The Annual Report must be certified as complete and accurate by the CEO (Dr. Glenn Roquemore). Once you have answered all the questions, you may send an e-mail notification to the CEO that the report is ready for certification.

Only the CEO may submit the final Annual Report.

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

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**BACKGROUND**

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

**STATUS**

Administrative Regulation 6140 requires that the Board of Trustees be notified, at each board meeting, of speakers who have been invited to speak and/or who have spoken at the colleges since the last board meeting. Exhibit A lists invited speakers and other pertinent information.

## SPEAKERS APPROVED BY CHANCELLOR/COLLEGE PRESIDENT

**SADDLEBACK COLLEGE**

<b><i>Presentation Date/Time</i></b>	<b><i>Location</i></b>	<b><i>Faculty Member</i></b>	<b><i>Course Title/Activity</i></b>	<b><i>Speaker</i></b>	<b><i>Topic</i></b>
May 2, 2015 10:00 AM	BGS 235	Cathleen Pryor	RE Practice 172	Jennifer Castaneda	Mentors in a Brokers Office

**IRVINE VALLEY COLLEGE**

<b><i>Presentation Date/Time</i></b>	<b><i>Location</i></b>	<b><i>Faculty Member</i></b>	<b><i>Course Title/Activity</i></b>	<b><i>Speaker</i></b>	<b><i>Topic</i></b>
August 25, 2015 12:30 – 1:30 PM	PAC Auditorium	Bennet Tchaikovsky	Accounting Society, ASIVC Student Club	John Chiang	Lessons Learned from the 2008 California Debt Crisis



**TO:** Board of Trustees  
**FROM:** Gary L. Poertner, Chancellor  
**RE:** SOCCCD: Basic Aid Report  
**ACTION:** Information

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### **BACKGROUND**

The District returned to Basic Aid status in FY 1999-2000. The Board of Trustees has requested regular information reports (EXHIBIT A) about projected basic aid receipts and approved projects.

### **STATUS**

As of May 31, 2015, total estimated Basic Aid receipts are \$565.4M and total approved projects are \$550.6M. The balance of \$14.8M includes the reserve of \$8.3M and unallocated funds of \$6.5M.

It should be noted that some of the approved projects are for state funded project match. Although approved, these funds will not be needed until the projects are approved by the State for funding.

There were no changes for the FY 2014-2015 Basic Aid allocation from the May 2015 Board report. Revenue and allocations for FY 2015-2016 will be reflected in the August 2015 Board Report after the close of FY 2014-2015.

**South Orange County Community College District  
Expenditure History for Approved Basic Aid Projects  
June 22, 2015**

<i>Project Description</i>	<i>Approved Amount</i>	<i>1999/10 Actual</i>	<i>2010/11 Actual</i>	<i>2011/12 Actual</i>	<i>2012/13 Actual</i>	<i>2013/14 Actual</i>	<i>Balance Remaining for 2014/15</i>
<b>CLOSED PROJECTS</b>							
<b>CLOSED PROJECTS TOTAL</b>	182,875,608	166,155,668	7,076,418	5,156,232	1,487,537	2,938,771	60,982
<b>CAPITAL PROJECTS</b>							
Campus Appearance Improvement IVC & SC (2009)	1,000,000	594,149	144,365	738	140,555	29,330	90,863
ATEP Building Demolition (2007)	13,700,000	73,885	1,439,404	781,124	109,025	1,744,947	9,551,614
ATEP First Building Phase 3A (2011)	21,450,000					761	21,449,239
ATEP Operating Budget* (2006)	12,706,616	8,599,864	1,798,762	507,119	564,290	579,960	656,621
ATEP Site Development (2013)	6,000,000				693,427	681,207	4,625,365
ATEP Staffing, Equipment, Program Development (2007)	891,611	191,974	346,066	291,119	7,785	14,204	40,463
IVC A200 Success Center (2014)	505,005						505,005
IVC A400 Bldg Remodel (2011)	13,013,000			28,153	608,333	953,102	11,423,412
IVC B200 Classroom Wing & Labs (2015)	400,000						400,000
IVC B400 Labs and Entrance Controls (2015)	410,000						410,000
IVC Defects Performing Arts Center (2014)	1,400,000					2,611	1,397,389
IVC Design and Install Entrance from Barranca (2003)	2,850,000	51,526	45,644	143,803	25,074	67,052	2,516,900
IVC Fine Arts Building (2008) - State Delay, Future Project request	856,278	61,278					795,000
IVC Life Sciences Project (2004)	13,490,000	875,136	448,231	(1,169,892)	693,544	2,416,169	10,226,813
IVC New Parking Lot (2013)	3,010,000						3,010,000
IVC Performing Arts Center Waterproofing (2013)	470,000						470,000
IVC SSC HVAC System (2010)	800,000	1,346	19,668	732	12,124	635,534	130,597
IVC Upgrade Exterior & Entries to B300 (2013)	680,000						680,000
SC Athletic Stadium (2015)	950,000						950,000
SC Building Repairs - Library Remodel (2003)	7,869,899	589,404	745,863	1,817,215	(630,004)	4,864,713	482,708
SC Building Repairs - LRC Comm Arts Renovation (2013)	2,622,000			-	12,320	14,990	2,594,689
SC Building Repairs - ATAS Building (2003)	17,435,313	153,424	13,800	94,380	167,292	405,643	16,600,774
SC Building Repairs - ATAS Swing Space Renov (2013)	10,249,687				124,917	519,146	9,605,624
SC Central Plant/CoGen Upgrade (2015)	750,000						750,000
SC Demolition and Upper Quad Remodel (2008)	1,000,000						1,000,000
SC Digital Security Access (2015)	650,000						650,000
SC Fine Arts HVAC Renovation (2013)	4,950,000				2,754	76,091	4,871,155
SC Fire Alarm System (2015)	500,000						500,000
SC Golf Driving Range Net Replacement (2005)	300,000	101,800	4,950	19,300	42,520		131,430
SC Health Sciences/DS Waterproofing (2013)	1,000,000					5,209	994,791
SC LRC Defects (2015)	750,000						750,000
SC New Gateway Building (2013) (Match)	890,000						890,000
SC Sciences Building (M/S/E annex) (2003)	67,358,346	29,595	258,563	1,840,003	295,740	7,324,533	57,609,911
SC Site Improvements (2008)	12,580,000	5,740	212,701	-	1,464	107,278	12,252,816
SC PE 200 and 300 Interior Renovation (2014)	1,000,000						1,000,000
SC PE 400 and 500 Renovation (2014)	800,000						800,000
SC Water Damages/Storm Drainage Issues (2013)	750,000				10,710	3,495	735,795
<b>CAPITAL PROJECTS TOTAL</b>	<b>226,037,755</b>	<b>11,329,120</b>	<b>5,478,017</b>	<b>4,353,794</b>	<b>2,881,872</b>	<b>20,445,975</b>	<b>181,548,976</b>

**South Orange County Community College District  
Expenditure History for Approved Basic Aid Projects  
June 22, 2015**

<b>Project Description</b>	<b>Approved Amount</b>	<b>1999/10 Actual</b>	<b>2010/11 Actual</b>	<b>2011/12 Actual</b>	<b>2012/13 Actual</b>	<b>2013/14 Actual</b>	<b>Balance Remaining for 2014/15</b>
<b>SCHEDULED MAINTENANCE</b>							
IVC Library Exterior (2013)	275,000					1,830	273,171
IVC Lighting & Walkways (2013)	795,055					332,278	462,777
IVC SM B100 Roof & HVAC (2015)	493,350						493,350
IVC Sports Facilities (2012)	342,600				702	43,312	298,586
SC 12KV Elec Distr Repair (2014)	200,000						200,000
SC Central Plant (2013)	750,000				61,780	23,875	664,345
SC HVAC PE 100 (2014)	800,000						800,000
SC PE 200 Bleacher Repairs (2014)	725,000						725,000
SC PE Complex (2013)	500,000						500,000
<b>SCHEDULED MAINTENANCE PROJECTS TOTAL</b>	<b>4,881,005</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>62,482</b>	<b>401,295</b>	<b>4,417,228</b>
<b>IT PROJECTS</b>							
Campus Desktop Refresh (2013)	4,249,334				648,198	843,987	2,757,148
SOCCCD Automate Electronic Transcript Receiving (2015)	453,600						453,600
SOCCCD Automated Password Reset & Single Sign-On Assess (2015)	115,600						115,600
SOCCCD Awards Management System (2013)	500,000				303,641	154,230	42,129
SOCCCD Blackboard Plug-ins (2013)	150,000				2,000		148,000
SOCCCD Class Schedule Upgrade & Recommendation (2015)	735,000						735,000
SOCCCD Degree Audit/MAP Upgrade (2013)	1,332,640				230,118	396,373	706,149
SOCCCD Document Management Solution (2011)	659,202			622,823	18,731		17,648
SOCCCD District-wide Automatic Email Archive (2015)	165,000						165,000
SOCCCD District-wide Hardware Refresh (2014)	505,000					484,919	20,081
SOCCCD District-wide Network Security (2015)	369,895						369,895
SOCCCD District-wide Server/Storage Maintenance (2015)	950,000						950,000
SOCCCD End-of-Life Core Network/Tech Refresh (2013)	6,984,658				446,032	3,496,228	3,042,398
SOCCCD Enterprise Backup Solution (2014)	150,000					24,933	125,067
SOCCCD Enterprise Content Mgmt Expansion (2013)	150,000				31,386		118,614
SOCCCD HR/Bus Svcs Integrated Software (2013)	11,500,000			16,131	150,433	1,971,236	9,362,199
SOCCCD Intl and Student Scholar Mgmt (2014)	54,500						54,500
HRIS Data Migration	20,000				15,000		5,000
IT Governance - TeamDymanixHE Software	50,000				14,400		35,600
TracDat Integration with SharePoint	36,000				35,964		37
DW Infrastructure Inventory System	75,000						75,000
MySite Help System	20,000				420	5,946	13,635
Unified Communications System	50,000				28,928		21,072
IT Contingency	361,855				31,800	32,800	297,255
SOCCCD IT Basic Aid Projects (2013)	612,855				126,511	38,746	447,599
SOCCCD IT Projects SC/IVC/AATEP Instruct & Student Svc (2010)	8,744,770	2,906,089	2,665,868	1,745,944	888,629	136,099	402,141
SOCCCD Master Calendar Integration (2014)	300,000					58,500	241,500
SOCCCD Matriculation SEP System (2013)	100,000				332		99,668
SOCCCD MySite Message Customization (2014)	150,000						150,000
SOCCCD MySite Security (2014)	302,000					47,280	254,720
SOCCCD New Library System (2014)	100,000					21,909	78,091
SOCCCD Online Catalog (2014)	125,000						125,000
SOCCCD Predictive Analytics (2013)	250,000				54,052		195,948
SOCCCD Student Conduct & Incident Reporting (2015)	13,060						13,060
SOCCCD Student Info Sys AR Enhancement/Electronic Refunds (2015)	600,000						600,000
SOCCCD Student Information System Enhancement (2013-2015)	4,512,000				1,047,013	1,720,024	1,744,963
SOCCCD Student Information System Upgrade-Phase I/Phase II (2006)	14,102,260	14,031,285	4,250	22,466	1,350	6,531	36,378
SOCCCD Student Success Dashboard (2014)	550,000					52,324	497,676

**South Orange County Community College District  
Expenditure History for Approved Basic Aid Projects  
June 22, 2015**

<i>Project Description</i>	<i>Approved Amount</i>	<i>1999/10 Actual</i>	<i>2010/11 Actual</i>	<i>2011/12 Actual</i>	<i>2012/13 Actual</i>	<i>2013/14 Actual</i>	<i>Balance Remaining for 2014/15</i>
SOCCCD Support Multiple Prerequisites (2015)	302,400						302,400
SOCCCD Technology Needs 2007/08 (2008)	8,036,477	6,680,995	923,579	392,177	28,547	2,020	9,159
SOCCCD Virtual Desktop (2014)	50,000					13,050	36,950
SOCCCD Waitlist Modification (2014)	250,000					249,920	81
SOCCCD Wireless Coverage Expansion (2015)	738,000						738,000
<b>IT PROJECTS TOTAL</b>	<b>68,863,251</b>	<b>23,618,369</b>	<b>3,593,697</b>	<b>2,799,541</b>	<b>3,976,974</b>	<b>9,718,309</b>	<b>25,156,361</b>

<b>OTHER ALLOCATIONS</b>							
SOCCCD Design/Build Specialty Consultant (2013)	525,000			13,300	91,725		419,975
SOCCCD Dist Union Offices (2014)	100,000						100,000
SOCCCD District-wide Mapping (2015)	400,000						400,000
SOCCCD DSA Inspec, Engineer, and PM Svcs (2014)	350,000					145,830	204,170
SOCCCD DSA Project Close Out (2013)	340,000				12,256	14,334	313,409
SOCCCD Facilities Software System (2013)	1,129,000				309,248	65,550	754,202
SOCCCD FPP, IPP, 5 Year Plans (2013)	210,000					3,040	206,960
SOCCCD Insurance Deductibles (2014)	200,000					100,000	100,000
SOCCCD Lease/Leaseback Consultant (2013)	425,000				8,531	9,265	407,204
SOCCCD Legislative Advocacy Services - Basic Aid (2004 - present)	585,000	149,494		117,900	100,578	110,074	106,953
SOCCCD Legal Counsel Facility Related Issues (2013)	900,000				35,073	2,804	862,123
SOCCCD Pre-Planning and Investigation (2015)	200,000						200,000
SOCCCD Trustee Election/General Election Expense (2004 - present)	2,598,988	981,697	417,291	-	354,083	-	845,917
SOCCCD Retiree Benefits (2001 - present)	60,027,683	27,417,938	8,000,000	2,600,000	18,489,745	3,520,000	-
<b>OTHER ALLOCATIONS TOTAL</b>	<b>67,990,671</b>	<b>28,549,129</b>	<b>8,417,291</b>	<b>2,731,200</b>	<b>19,401,240</b>	<b>3,970,898</b>	<b>4,920,913</b>

<b>BASIC AID PROJECT TOTALS</b>	<b>550,648,290</b>	<b>229,652,287</b>	<b>24,565,423</b>	<b>15,040,767</b>	<b>27,810,106</b>	<b>37,475,247</b>	<b>216,104,460</b>
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Commitments	349,516,741	41,176,493	(9,951,045)	70,406,108	54,193,413	45,278,188
Cumulative Commitments	349,516,741	390,693,234	380,742,189	451,148,297	505,341,710	550,619,898
Receipts	355,217,605	38,737,963	39,301,044	46,888,399	43,788,270	41,457,317
Cumulative Receipts	355,217,605	393,955,568	433,256,612	480,145,011	523,933,281	565,390,598
Cumulative Expenses	229,652,287	254,217,711	269,258,477	297,068,583	334,543,830	550,648,290
Uncommitted Basic Aid Funds	125,565,318	139,737,857	163,998,135	183,076,428	189,389,451	14,742,308

	<i>Approved Amount</i>					<i>Commitment Change</i>
<b>Change from May 2015 Report</b>	-	-	-	-	-	-

**TO:** Board of Trustees  
**FROM:** Gary L. Poertner, Chancellor  
**RE:** SOCCCD: Facilities Plan Status Report  
**ACTION:** Information

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**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  
June 22, 2015

**SADDLEBACK COLLEGE**

**1. SCIENCES BUILDING**

	Original	Revision	Total
Project Budget:	\$52,234,000	\$8,308,000	\$67,358,000
State Match:	\$36,564,000	(\$36,564,000)	-
Basic Aid Allocation:	\$3,867,000	\$63,491,000	\$67,358,000

Budget Narrative: Budget reflects Board agenda action on 8/26/08, 10/27/08, 4/27/09, 6/22/09, 5/24/10, 2/28/2011 and 8/24/2012. On February 28, 2011, the Board reassigned \$14,789,346 from other Saddleback College projects and applied \$29,000,000 from basic aid dollars to partially fund the Sciences building after three years running with no state funding. On August 27, 2012, the Board approved \$11,179,000 to fund the remainder of the project budget. In August, the state chancellor's office has escalated the project budget to \$59,050,000 resulting in the unassigned amount of \$215,000. On October 28, 2013, the Board approved reassignment of funds from existing encumbered funding from the ATAS renovation project for an amount of \$8,523,000 for a new project budget equaling \$67,358,000.

Status: Structural steel installation complete at primary building. Observatory construction underway. Central Plant modifications are complete.

In Progress: Retaining wall installation continues. Bridge abutment construction continues with two abutments completed. The Furniture, Fixture & Equipment (FF&E) committee is developing furniture procurement plan. Finalizing building structure, priority interior wall framing, MEP hangers and routing, deck concrete, observatory dome and interior. Framing of walls at the exterior, all three floors. *Plaster at exterior, interior wall framing and drywall, all three floors.*

Recently Completed: Structural building steel is placed and welding and punch list continues. Underground utilities foundation and building slab at the observatory are complete. Observatory grub and grading is complete. Masonry wall construction at the observatory. Observatory dome was delivered and assembled. Exterior concrete and pedestal base plates for telescopes at observatory outdoor area. *Interior stairways, roofing at the lower deck, concrete walkways and bridges to campus.*

Focus: *Priority wall framing, MEP routing and supports. HVAC fabrication and factory certification, and roofing. Windows and Curtin-wall water testing.* Coordination trades meetings for roofing, HVAC fabrication and testing visit and report.

Project Start: March 2011	Scheduled Finish: December 2015
Projected Finish: February 2016	DSA Close Out: Pending

## 2. SITE IMPROVEMENTS

	Original	Revision	Total
Project Budget:	\$11,697,000	\$1,883,000	\$13,580,000
State Match:	-	-	-
Basic Aid Allocation:	\$3,442,000	\$10,138,000	\$13,580,000

Budget Narrative: Budget reflects Board agenda action on 3/24/08. Several previously budgeted projects are integrated into a single project budget: Upper Quad (2008 - \$1M) incorporated into work scope with isolated budget, Loop Road (2008 - \$3,442,000), Storm Drain Repairs (2013 - \$1,500,000) and Storm Drain, Parking, Practice Fields (2014 - \$7,638,000) for a total project budget of \$13,580,000.

Status: Project is on hold while college considers approach to address scope over budget. *Additional project funds are included in the FY 2015-2016 Basic Aid Allocation Recommendation being submitted for June Board Approval.*

In Progress: Project is on hold while college considers approach for moving forward.

Recently Completed: Presentation of probable cost by Criteria Architect.

Focus: Work with college, stakeholders and Criteria Architect to address the project scope relative to the allowable budget.

Project Start: Phase I-Feb 2010	Scheduled Finish: June 2016
Projected Finish: On Hold	DSA Close Out: On Hold

## 3. TECHNOLOGY AND APPLIED SCIENCE (TAS) RENOVATION PROJECT

	Original	Revision	Total
Project Budget:	\$8,755,055	\$8,679,945	\$17,435,000
State Match:	-	-	-
Basic Aid Allocation:	\$1,956,000	\$15,479,000	\$17,435,000

Budget Narrative: Budget reflects Board agenda action on 2/28/11, 8/27/2012, 10/25/2013, and 6/23/2014. The original basic aid assignment of \$1,956,000 met design costs. The scope was revised to include both the North and South wing with a new budget estimated at \$14,733,000. On August 27, 2012, the Board approved \$12,777,000 to fully fund the project budget. On October 25, 2013, the Board approved reassignment of funds for an amount of \$8,523,000 for the Saddleback College Sciences Building project for a reduced budget equaling \$6,210,000. On June 23, 2014 the Board approved restored funding of \$8,523,000 and an additional \$2,702,000 to fully fund the project.

Status: DSA has approved documents. Construction start is anticipated April 2016 after completion of the TAS Auto Tech Swing Space project. Value engineering in process for cost reduction.

In Progress RFQ&P for Lease –Leaseback in process.

Recently Completed: Validation of construction costs at \$10.6 million. Board authorized the Lease-Leaseback delivery method.

Focus Issue RFQ&P for Lease-Leaseback.

Project Start: September 2011	Scheduled Finish: March 2015
Projected Finish: October 2017	DSA Close Out: Pending

#### 4. TECHNOLOGY AND APPLIED SCIENCE (TAS) SWING SPACE PROJECT

	Original	Revision	Total
Project Budget:	\$5,807,000	\$4,443,000	\$10,250,000
State Match:	-	-	-
Basic Aid Allocation:	\$5,807,000	\$4,443,000	\$10,250,000

Budget Narrative: Budget reflects Board agenda action on 8/27/2012, 6/17/13 and 6/23/2014. On August 27, 2012, the Board approved \$5,807,000 to fund the original project budget. On June 17, 2013, and June 23, 2014 the Board approved additional funding of \$3,714,000 and \$729,000 respectively.

Status: Initial demolition and grading complete.

In Progress: Auto tech building slab on grade preparation for pour.

Recently Completed: *Building underground utilities and slab on grade preparation.*

Focus: Install building *slab on grade and CMU walls.*

Project Start: May 2012	Scheduled Finish: December 2014
Projected Finish: January 2016	DSA Close Out: Pending

#### 5. FINE ARTS HVAC UPGRADES AND INTERIOR RENOVATION PROJECT

	Original	Revision	Total
Project Budget:	\$1,000,000	\$3,950,000	\$4,950,000
State Match:	-	-	-
Basic Aid Allocation:	\$1,000,000	\$3,950,000	\$4,950,000



Budget Narrative: Budget reflects Board agenda action on 5/21/2012 and 6/17/13. On May 21, 2012, the Board approved \$1,000,000 to fund the original project budget. On June 17, 2013, the Board approved additional funding of \$3,950,000.

Status: Canopy outside ceramics area and several out buildings adjacent to the Fine Arts under review; DSA certification required prior to approving the initial design documents submitted to DSA. *gkkworks provided proposal to design a new canopy.*

In Progress: Submission to the Board for approval of amendment to gkk contract for additional design fees.

Recently Completed: *gkkworks review of structure and proposal to provide design services for new canopy*

Focus: DSA review and response to obtain DSA approval. Identify requirements necessary for adjacent structures to be DSA certified.

Project Start: July 2012	Scheduled Finish: September 2015
Projected Finish: September 2016	DSA Close Out: Pending

## 6. ATHLETICS STADIUM PROJECT

	Original	Revision	Total
Project Budget:	\$18,800,000	-	\$18,800,000
State Match:	-	-	-
Basic Aid Allocation:	\$950,000	-	\$950,000
Unallocated Amount:	\$17,850,000		\$17,850,000

Budget Narrative: Budget reflects Board action on 6/23/2014.

Status: Development of Project program by Criteria Architect with stakeholders.

In Progress: Development of Project program.

Recently Completed: *Fourth* meeting with Criteria Architect and Project Stakeholders.

Focus: Project programming *and preliminary estimate.*

Project Start: July 2014	Scheduled Finish: Pending
Projected Finish: Pending	DSA Close Out: Pending

## 7. GATEWAY PROJECT

	Original	Revision	Total
Project Budget:	\$42,867,000	\$1,612,000	\$44,479,000

<b>Anticipated State Match:</b>	\$30,053,000	\$1,129,000	\$31,182,000
Basic Aid Allocation:	\$1,545,115	\$(655,115)	\$890,000
Unallocated Amount:	\$41,321,885		\$43,589,000

Budget Narrative: Budget reflects Board action on 6/17/2013 and 6/23/2014.

Status: On Hold. *A Revised Final Project Plan is submitted to the Board of Trustees at the June 22, 2015 meeting for approval to submit to the state for funding consideration.*

In Progress: The project is awaiting funding.

Recently Completed: On Hold.

Focus: On Hold.

Project Start: Pending	Scheduled Finish: Pending
Projected Finish: Pending	DSA Close Out: Pending

## 8. PHOTO RADIO TELEVISION RENOVATION PROJECT

	Original	Revision	Total
Project Budget:	\$2,622,000	\$0	\$2,622,000
State Match:	\$0	\$0	\$0
Basic Aid Allocation:	\$2,622,000	\$0	\$2,622,000

Budget Narrative: Budget reflects Board action on 8/27/2012.

Status: Final finishes, punch list completed. Addressing contractual issues around project delays.

In Progress: Furniture, fixture and equipment procurement.

Recently Completed: Contract work is completed.

Focus: Close out and DSA certification. FF&E. *Board Agenda Notice of Completion filing.*

Project Start: January 2012	Scheduled Finish: November 2014
Projected Finish: March 2015	DSA Close Out: Pending

## IRVINE VALLEY COLLEGE

### 1. PERFORMING ARTS CENTER AND PARKING LOT 5 EXTENSION

	Original	Revision	Total
Project Budget:	\$16,304,000	\$17,309,000	\$33,613,000

State Match:	\$14,472,000	-	\$14,472,000
Basic Aid Allocation:	\$1,832,000	\$17,309,000	\$19,141,000

Budget Narrative: Budget reflects Board agenda action on 4/30/2001, 10/28/2002, 1/20/2004, 2/23/2004, 12/13/2004, and 1/31/2006. Budget also reflects reporting as shown on State Chancellor’s Office FUSION report fiscal year 03-04 and 07-08.

Status: The final Notice of Completion was filed on September 24, 2007. DSA advises close out via alternate engineer assistance. No enforcement available to obtain project architect response.

In Progress: Six change orders remain in “Pending” status and must be closed to arrive at DSA close out. Requesting Architect provide all open status items to district to close project using alternate architectural firm. Project Architect is leaving firm. Has provided addendum information with promise of change orders before exit.

Recently Completed: Obtained addendum information which is needed for DSA close out paperwork.

Focus: Change order close-out. DSA Close-Out Consultant is engaged to work with the architect to complete this effort.

Project Start: October 2003	Scheduled Finish:
Finish: Complete: July 2007	DSA Close Out: Underway

## 2. LIFE SCIENCES PROJECT

	Original	Revisions	Total
Project Budget:	\$24,861,000	(\$4,371,000)	\$20,490,000
State Match:	\$17,393,000	(\$3,825,000)	\$13,568,000
Basic Aid Allocation:	\$1,113,000	\$1,780,000	\$13,490,000

Budget Narrative: Budget reflects Board agenda action on 6/22/2004, 5/23/2005, 3/24/2008, 4/27/2009, 5/24/2010 and 6/17/2013. The original project budget totaled \$24,861,000. The project budget was reduced to \$20,490,000 when a lower-than-estimated bid was received and the state reduced their match to \$13,568,000. When the state indicated they may not have funds for their match, the Board allocated a portion of the state’s short fall using basic aid funding for a funded total of \$17,410,000. The state has reimbursed the district \$13,568,000 resulting in no need for additional basic aid funding. \$5,700,000 of the state reimbursement has been returned to basic aid project funds.

Status: Mediation completed and final agreement reached with Surety Company. Final warranty items to be completed over the summer.

In Progress: Warranty closeout of project.

Recently Completed: Drawings received from architect for outstanding warranty items.

Focus: Bid documents for warranty scope of work and final closeout of project.

Project Start: December 2008	Scheduled Finish: July 2012
Projected Finish: February 28, 2014	DSA Close Out: May 8, 2014

### 3. BARRANCA ENTRANCE

	Original	Revision	Total
Project Budget:	\$2,850,000	-	\$2,850,000
State Match:	-	-	-
Basic Aid Allocation:	\$2,850,000	-	\$2,850,000

Budget Narrative: Budget reflects Board agenda action on 4/27/2009. The current basic aid assignment of \$2,850,000 is considered sufficient to meet project costs.

Status: Construction documents *have been approved by the City of Irvine and upon execution of easement and purchase of sale agreement will be released to proceed with construction.*

In Progress: Legal review and negotiation with ~~the City of Irvine and~~ Southern California Edison for required Easement Deed and Agreements.

Recently Completed: *Completion of easement agreement with City of Irvine.*

Focus: Conclude agency negotiations for easements with Southern California Edison and *issue* documents to bid.

Project Start: March 2010	Scheduled Finish: Summer/Fall 2015
Projected Finish: Early 2016	DSA Close Out: Pending

### 4. A400 RENOVATION AND EXPANSION PROJECT

	Original	Revision	Total
Project Budget:	\$3,004,051	\$10,008,949	\$13,013,000
State Match:	-	-	-
Basic Aid Allocation:	\$1,000,000	\$12,013,000	\$13,013,000

Budget Narrative: Budget reflects Board agenda action on 2/28/2011, 8/27/2012 and 6/17/2013. On 8/27/2012, the Board approved \$11,463,000 additional to fund the project budget. Staff analyzed the budget identified in the Education and Facilities Master Plan and determined there was no allowance for equipment. On 6/17/13 the Board approved \$1,550,000 for furniture, fixtures and equipment.

Status: Interior and exterior framing 99% complete, Roofing 99% complete, exterior wall plaster *installed*. Contractor water testing exterior walls for water intrusion.

In Progress: Mechanical, electrical and plumbing rough-ins, roofing, drywall, exterior water testing, window system test report.

Recently Completed: exterior plaster *installation*

Focus: Furniture, fixture and equipment procurement. Drywall, and continue window *evaluation and* install after submission of window test report.

Project Start: December 2012	Scheduled Finish: May 2015
Projected Finish: August 2015	DSA Close Out: Pending

## 5. FINE ARTS PROJECT

	Original	Revision	Total
Project Budget:	\$35,703,000	\$2,053,000	\$37,756,000
<b>Anticipated</b> State Match:	\$25,141,000	\$1,447,000	\$26,588,000
Basic Aid Allocation:	\$795,000	-	\$795,000
Unallocated Amount:	\$34,908,000		\$36,961,000

Budget Narrative: Budget reflects Board action on 6/23/2014.

Status: On Hold.

In Progress: The project is waiting funding.

Recently Completed: On Hold.

Focus: On Hold.

Project Start: Pending	Scheduled Finish: Pending
Projected Finish: Pending	DSA Close Out: Pending

## ATEP

### 1. ATEP DEMOLITION

	Original	Revision	Total
Project Budget:	\$7,000,000	\$6,700,000	\$13,700,000
State Match:	-	-	-
Basic Aid Allocation:	\$7,000,000	\$6,700,000	\$13,700,000

Budget Narrative: Budget reflects Board action on 4/22/2004 and 6/17/2013.

Status: Six demolition projects, which include removal of all ATEP building foundations, roads, parking lots and utility infrastructure, are complete.

In Progress: Monitoring of the site to ensure the recently seeded areas germinate, ensuring compliance with the Water Quality Management Plan in place for the ATEP site.

Recently Completed: The demolition project phase started in December 2014 is complete.

Focus: Adhere to various regulatory requirements specific to ATEP site.

Project Start: September 2010	Scheduled Finish: March 2013
Projected Finish: On-going	DSA Close Out: N/A

## 2. ATEP - IVC FIRST BUILDING

	Original	Revision	Total
Project Budget:	\$23,000,000	-	\$23,000,000
State Match:	-	-	-
Basic Aid Allocation:	\$12,500,000	8,950,000	\$21,450,000

Budget Narrative: Budget reflects Board action on 2/28/2011 and 6/23/2014. \$12,500,000 was originally allocated to the Phase 3A project budget and transferred to the IVC ATEP First Building budget of \$12,500,000 with \$8,950,000 additional funds approved on 6/23/14.

Status: Design-Build Request for Proposal *evaluation complete and recommendation for award submitted at this June 2015 Board meeting for approval.*

In Progress: *Design-Build contract approval, execution and collection of insurance documentation.*

Recently Completed: *Final interviewers with proposers and recommendation of selection by evaluation committee.*

Focus: *Project design kick-off meeting scheduled for early July.*

Project Start: July 2014	Scheduled Finish: February 2018
Projected Finish: December 2017	DSA Close Out: Pending

## DISTRICT WIDE

**1. 20 YEAR FACILITIES, RENOVATION AND SCHEDULED MAINTENANCE FACILITIES SYSTEM**

	Original	Revision	Total
Project Budget:	\$704,000	\$425,000	\$1,129,000
State Match:	-	-	-
Basic Aid Allocation:	\$704,000	\$425,000	\$1,129,000

Budget Narrative: Budget reflects Board action on 6/25/2012, 6/17/2013 and 6/23/2014.

Status: Irvine Valley College is employing the Maintenance Direct portion of the software modules.

In Progress: Contract for infrastructure condition assessment *recommendation for award submitted at this June 2015 board meeting for approval.*

Recently Completed: *Contract negotiation for infrastructure conditions assessment.*

Focus: Perform infrastructure condition assessment.

Project Start: July 2012	Scheduled Finish: June 2013
Projected Finish: September 2014	DSA Close Out: N/A

Project updates for active projects may be viewed at:  
<http://www.socccd.edu/businessservices/ProjectUpdates.html>.

**Definitions:**

Project Start:	Month Architect/Consultant(s) are brought on board for design of project
Scheduled Finish:	Assumed duration of project depending on variables, such as agency review, etc. outside District and consultant control
Projected Finish:	Identified finish at the time of the report
DSA Close Out:	The process of sending required documents to DSA to obtain project certification.

Note: When state matches are identified, the project budgets reflect the allocated state match as reported in FUSION for the latest planning year 2016-2017. (FUSION is the State Chancellor’s Office database for Capital Outlay.) The word “Anticipated” is included in project budget table when money has not yet been allocated but the amount has been identified by the state.

The “Revisions” column for the State Match category includes changes due to escalation and changes that may have occurred to the state’s percentage (i.e. going

from an 80% match down to a 70% match and so on as the economy changes) from the original project approvals to current date. The “Revisions” column for the Basic Aid Allocation will show a total variation to date taking into account both increased and decreased basic aid allocations.

The Unassigned category identifies an underfunded budget.

The Budget Narrative paragraph for each project discusses the history of change to all category amounts over the life of the project.



**TO:** Board of Trustees  
**FROM:** Gary L. Poertner, Chancellor  
**RE:** SOCCCD: Monthly Financial Status Report  
**ACTION:** Information

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**BACKGROUND**

Monthly General Fund financial reports (EXHIBIT A) 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. These reports provide district-wide and college financial information.

**STATUS**

The reports display the adopted budget, revised budget and transactions through May 31, 2015 (EXHIBIT A). A review of current revenues and expenditures for FY 2014-2015 show they are in line with the budget.

**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT**  
General Fund Income and Expenditure Summary  
As of May 31, 2015

REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE		Adopted Budget	Revised Budget	Actual Beg Bal & Receipts/ Expenditures	% Actual to Revised
<b>SOURCES OF FUNDS</b>					
BEGINNING FUND BALANCE:		\$ 44,236,531	44,236,531	44,236,531	100.00%
REVENUES:					
Federal Sources	8100-8199	\$ 4,402,878	4,831,953	1,053,805	21.81%
State Sources	8600-8699	25,690,086	30,227,676	23,387,552	77.37%
Local Sources	8800-8899	195,166,457	195,154,395	200,979,941	102.99%
Other Financing Sources	8900-8912			12,805	
Total Revenue		225,259,421	230,214,024	225,434,103	97.92%
INCOMING TRANSFERS	8980-8989	0	0	0	
<b>TOTAL SOURCES OF FUNDS</b>		<b>\$ 269,495,952</b>	<b>274,450,555</b>	<b>269,670,634</b>	<b>98.26%</b>
<b>USES OF FUNDS</b>					
EXPENDITURES:					
Academic Salaries	1000-1999	\$ 70,886,553	72,046,302	64,287,508	89.23%
Other Staff Salaries	2000-2999	46,086,852	46,179,584	35,390,466	76.64%
Employee Benefits	3000-3999	39,578,000	40,168,286	33,348,528	83.02%
Supplies & Materials	4000-4999	5,637,251	5,832,943	2,688,077	46.08%
Services & Other Operating	5000-5999	23,397,149	25,374,624	15,510,764	61.13%
Capital Outlay	6000-6999	11,856,016	12,664,147	4,910,016	38.77%
Payments to Students	7500-7699	756,776	792,314	514,413	64.93%
Total Expenditures		\$ 198,198,597	203,058,200	156,649,772	77.15%
OTHER FINANCING USES:					
Debt Service	7100-7199	0	0	0	
Inter Fund Transfers Out	7300-7399	\$ 1,197,350	1,292,350	1,964,865	152.04%
Basic Aid Transfers Out	7300-7399	43,861,973	43,861,973	43,861,973	100.00%
Intra Fund Transfers Out	7400-7499	0	0	12,805	0.00%
Total Other Uses		45,059,323	45,154,323	45,839,643	101.52%
<b>TOTAL USES OF FUNDS</b>		<b>243,257,920</b>	<b>248,212,523</b>	<b>202,489,415</b>	<b>81.58%</b>
<b>ENDING FUND BALANCE</b>		<b>\$ 26,238,032</b>	<b>26,238,032</b>	<b>67,181,219</b>	
<b>RESERVES</b>					
Reserve for Unrealized Tax Collections (Basic Aid)		\$ 12,785,498	12,785,498		
Reserve for Economic Uncertainties		11,452,534	11,452,534		
College Reserves for Economic Uncertainties		2,000,000	2,000,000		
<b>TOTAL RESERVES</b>		<b>\$ 26,238,032</b>	<b>26,238,032</b>		

NOTE: As of May 31, 2014 actual revenues to date were **96.28%** and actual expenditures to date were **81.94%** of the revised budget to date.

**SADDLEBACK COLLEGE**

General Fund Income and Expenditure Summary  
As of May 31, 2015

REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE	Adopted Budget	Revised Budget	Beg Bal & Receipts/ Expenditures	% Actual to Revised
<b>SOURCES OF FUNDS</b>				
LOCATION BEGINNING BALANCE	\$ 10,154,792	10,154,792	10,154,792	100.00%
REVENUES:				
Unrestricted Budget Allocation	\$ 86,859,848	86,859,848	83,219,651	95.81%
Restricted Budget Allocation	18,987,615	21,193,557	13,358,624	63.03%
Total Revenue	<u>105,847,463</u>	<u>108,053,405</u>	<u>96,578,275</u>	89.38%
INCOMING TRANSFERS                      8980-8989	0	0	0	
<b>TOTAL SOURCES OF FUNDS</b>	<u>\$ 116,002,255</u>	<u>118,208,197</u>	<u>106,733,067</u>	90.29%
<b>USES OF FUNDS</b>				
EXPENDITURES:				
Academic Salaries                      1000-1999	\$ 45,603,021	45,799,171	40,064,545	87.48%
Other Staff Salaries                    2000-2999	24,053,664	23,990,858	17,540,403	73.11%
Employee Benefits                      3000-3999	22,371,315	22,653,734	18,715,415	82.62%
Supplies & Materials                    4000-4999	3,794,239	4,059,079	1,678,456	41.35%
Services & Other Operating            5000-5999	10,802,761	11,584,392	7,048,291	60.84%
Capital Outlay                          6000-6999	7,540,065	8,229,124	3,488,327	42.39%
Payments to Students                  7500-7699	487,190	541,839	315,324	58.20%
Total Expenditures	<u>\$ 114,652,255</u>	<u>116,858,197</u>	<u>88,850,761</u>	76.03%
OTHER FINANCING SOURCES/(USES):				
Debt Service                            7100-7199	0	0	0	
Transfers Out                           7300-7399	\$ 350,000	350,000	398,600	113.89%
Other Transfers                        7400-7499	0	0	0	
Total Other Uses	<u>350,000</u>	<u>350,000</u>	<u>398,600</u>	113.89%
<b>TOTAL USES OF FUNDS</b>	<u>115,002,255</u>	<u>117,208,197</u>	<u>89,249,361</u>	76.15%
<b>LOCATION OPERATING BALANCE</b>	<u>\$ 1,000,000</u>	<u>1,000,000</u>	<u>17,483,706</u>	
<b>RESERVES</b>				
Reserve for Economic Uncertainties	<u>\$ 1,000,000</u>	<u>1,000,000</u>		

NOTE: As of May 31, 2014, actual revenues to date were **92.19%** and actual expenditures to date were **77.68%** of the revised budget to date.

Restricted revenue Budget to Actual is at **63.03%** as some large grants like TAACCCT, CA Career Pathways Trust (CCPT), WIA and STEM have been budgeted at amounts that cross multiple years. Funds will be received over the next few years as the work is done.

**IRVINE VALLEY COLLEGE**  
General Fund Income and Expenditure Summary  
As of May 31, 2015

REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE		Adopted Budget	Revised Budget	Beg Bal & Receipts/ Expenditures	% Actual to Revised
<b>SOURCES OF FUNDS</b>					
LOCATION BEGINNING BALANCE		4,172,110	4,172,110	4,172,110	100.00%
REVENUES:					
Unrestricted Budget Allocation		\$ 50,657,293	50,657,293	49,219,980	97.16%
Restricted Budget Allocation		9,005,144	11,734,696	9,037,335	77.01%
Total Revenue		59,662,437	62,391,989	58,257,315	93.37%
INCOMING TRANSFERS 8980-8989		0	0	0	
<b>TOTAL SOURCES OF FUNDS</b>		<u>63,834,547</u>	<u>66,564,099</u>	<u>62,429,425</u>	93.79%
<b>USES OF FUNDS</b>					
EXPENDITURES:					
Academic Salaries 1000-1999		23,650,937	24,614,536	23,172,074	94.14%
Other Staff Salaries 2000-2999		13,942,833	14,183,371	11,470,552	80.87%
Employee Benefits 3000-3999		13,012,792	13,320,659	11,469,421	86.10%
Supplies & Materials 4000-4999		1,651,169	1,639,142	923,488	56.34%
Services & Other Operating 5000-5999		5,691,449	6,817,989	3,949,716	57.93%
Capital Outlay 6000-6999		3,968,431	3,995,577	1,285,669	32.18%
Payments to Students 7500-7699		269,586	250,475	199,089	79.48%
Total Expenditures		62,187,197	64,821,749	52,470,009	80.95%
OTHER FINANCING SOURCES/(USES):					
Debt Service 7100-7199		0	0	0	
Transfers Out 7300-7399		647,350	742,350	766,265	103.22%
Other Transfers 7400-7499		0	0	12,805	
Total Other Uses		647,350	742,350	779,070	104.95%
<b>TOTAL USES OF FUNDS</b>		<u>62,834,547</u>	<u>65,564,099</u>	<u>53,249,079</u>	81.22%
<b>LOCATION OPERATING BALANCE</b>		<u>1,000,000</u>	<u>1,000,000</u>	<u>9,180,346</u>	
<b>RESERVES</b>					
Reserve for Economic Uncertainties		<u>1,000,000</u>	<u>1,000,000</u>		

NOTE: As of May 31, 2014, actual revenues to date were **96.57%** and actual expenditures to date were **81.51%** of the revised budget to date.

**TO:** Board of Trustees  
**FROM:** Gary L. Poertner, Chancellor  
**RE:** SOCCCD: Retiree (OPEB) Trust Fund  
**ACTION:** Information

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### **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.

### **STATUS**

This report is for the periods ending April 30, 2015, and May 31, 2015 (EXHIBIT A).

For April, the portfolio was comprised of 48.6% Fixed Funds (Bonds) and 51.4% Common Stocks (Domestic and International). The portfolio's performance increased 0.93%, ending with a fair market value of \$94,125,319, and an annualized return of 6.28%.

For the period ending May, the portfolio was comprised of 50.2% Fixed Funds (Bonds) and 49.8% Common Stocks (Domestic and International). The portfolio's performance increased 0.06%, ending with a fair market value of \$94,358,288, and an annualized return of 6.21% which is consistent with the market.

May 7, 2015

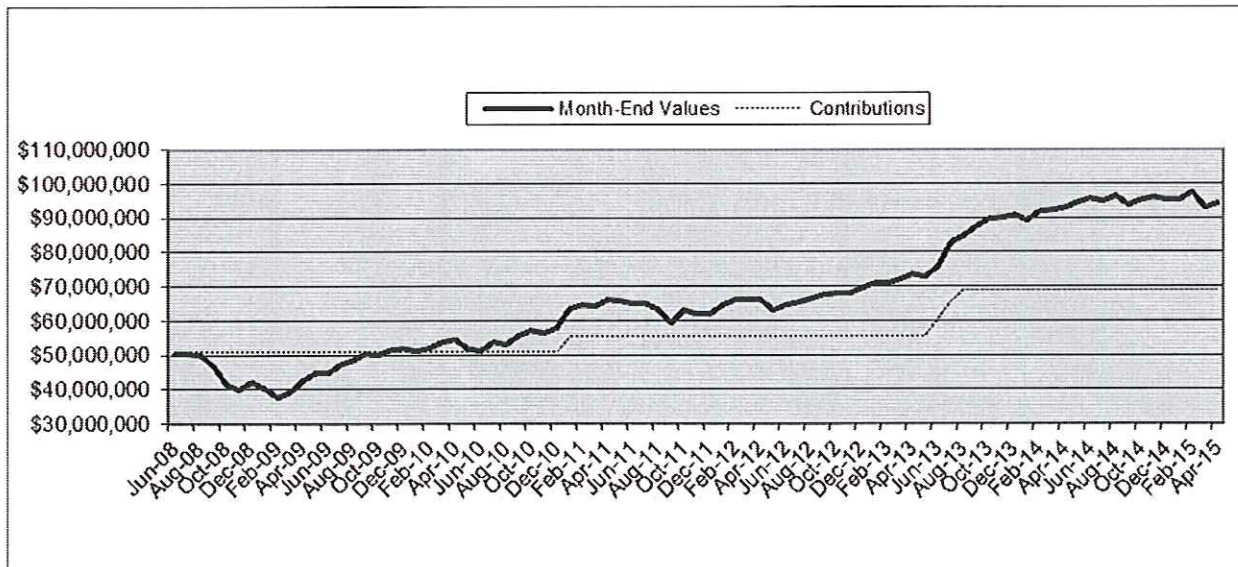
South Orange County Community College District  
28000 Marguerite Parkway  
Mission Viejo, CA 92692

Re: South Orange County CCD Retiree (OPEB) Irrevocable Trust

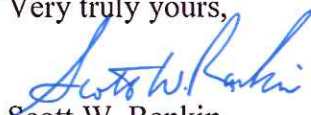
With a fair market value on April 30th of \$94,125,319.45 your portfolio's performance was up 0.93% for the month and up 6.28% on an annualized basis since the June 24<sup>th</sup>, 2008 inception date net of program fees.

Your portfolio ended the month as a diversified mix of bond funds (48.6%), and common stock funds (51.4%). It was designed to be invested over a long time frame. Deposits included the initial contribution of \$50,791,103 in June 2008, and additional contributions of \$4,618,708 on January 10, 2011, \$5,000,000 on June 17, 2013, \$5,000,000 on July 31, 2013 and \$3,389,912.76 on August 20, 2013 for a total of \$68,799,723.76. \$4,000,000 was withdrawn from the trust on March 19, 2015. Below is the performance of your portfolio for various time frames since inception.

<u>Performance</u>	<u>April 2015</u>	<u>Year-To-Date</u>	<u>Annualized Since Inception</u>
South Orange CCCD	0.93%	3.30%	6.28% annualized return
S&P 500	0.96%	1.93%	9.77% (Domestic Stocks)
MSCI EAFE	4.08%	9.16%	2.53% (International stocks)
Barclays Aggregate	-0.36%	1.24%	4.92% (Domestic Bonds)
Barclays Global	1.06%	-0.88%	2.97% (Global Bonds)



Very truly yours,



Scott W. Rankin  
Senior Vice President

June 8, 2015

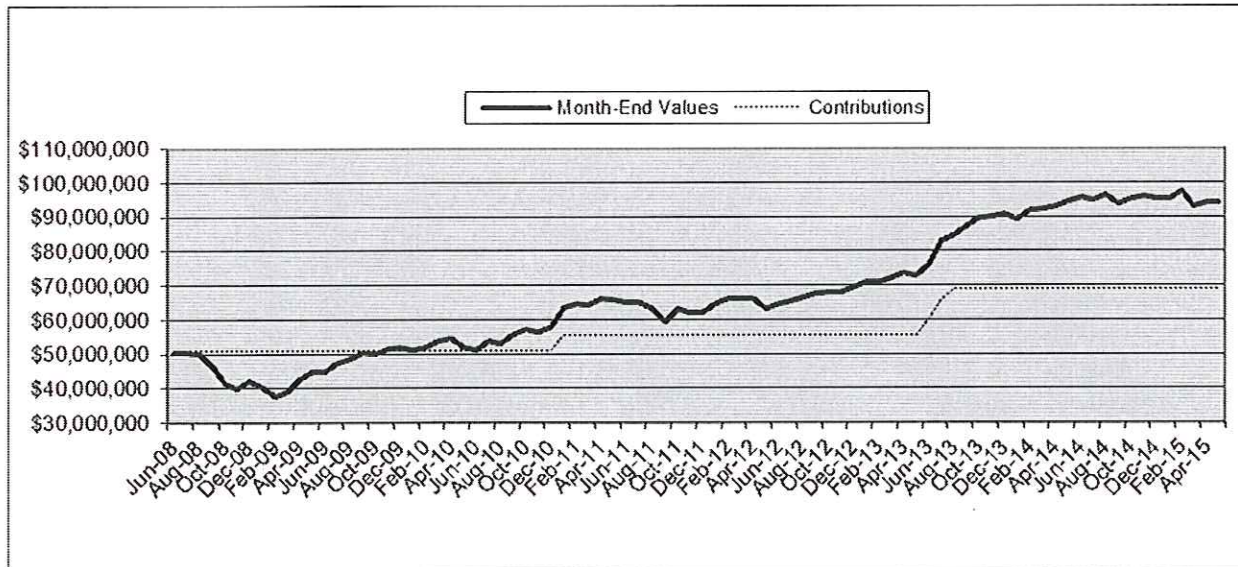
South Orange County Community College District  
28000 Marguerite Parkway  
Mission Viejo, CA 92692

Re: South Orange County CCD Retiree (OPEB) Irrevocable Trust

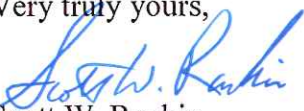
With a fair market value on May 31st of \$94,358,287.51 your portfolio's performance was up 0.06% for the month and up 6.21% on an annualized basis since the June 24<sup>th</sup>, 2008 inception date net of program fees.

Your portfolio ended the month as a diversified mix of bond funds (50.2%), and common stock funds (49.8%). It was designed to be invested over a long time frame. Deposits included the initial contribution of \$50,791,103 in June 2008, and additional contributions of \$4,618,708 on January 10, 2011, \$5,000,000 on June 17, 2013, \$5,000,000 on July 31, 2013 and \$3,389,912.76 on August 20, 2013 for a total of \$68,799,723.76. \$4,000,000 was withdrawn from the trust on March 19, 2015. Below is the performance of your portfolio for various time frames since inception.

<u>Performance</u>	<u>May 2015</u>	<u>Year-To-Date</u>	<u>Annualized Since Inception</u>
South Orange CCCD	0.06%	3.38%	6.21% annualized return
S&P 500	1.29%	3.24%	9.85% (Domestic Stocks)
MSCI EAFE	-0.51%	8.60%	2.42% (International stocks)
Barclays Aggregate	-0.24%	1.00%	4.82% (Domestic Bonds)
Barclays Global	-1.79%	-2.65%	2.67% (Global Bonds)



Very truly yours,

  
Scott W. Rankin  
Senior Vice President

Benefit Trust - Retiree (OPEB) Trust

Month - Year	Contributions	Contribution Balance	Month-End Investment Values
June-08	\$ 50,791,103	\$ 50,791,103	\$ 50,589,708
June-09	\$ -	\$ 50,791,103	\$ 44,706,214
June-10	\$ -	\$ 50,791,103	\$ 51,342,419
June-11	\$ 4,618,708	\$ 55,409,811	\$ 65,060,898
June-12	\$ -	\$ 55,409,811	\$ 64,788,984
July-12	\$ -	\$ 55,409,811	\$ 65,563,930
August-12	\$ -	\$ 55,409,811	\$ 66,464,346
September-12	\$ -	\$ 55,409,811	\$ 67,752,206
October-12	\$ -	\$ 55,409,811	\$ 67,885,330
November-12	\$ -	\$ 55,409,811	\$ 68,138,640
December-12	\$ -	\$ 55,409,811	\$ 69,357,729
January-13	\$ -	\$ 55,409,811	\$ 70,991,112
February-13	\$ -	\$ 55,409,811	\$ 70,937,479
March-13	\$ -	\$ 55,409,811	\$ 71,945,351
April-13	\$ -	\$ 55,409,811	\$ 73,452,895
May-13	\$ -	\$ 55,409,811	\$ 72,940,697
June-13	\$ 5,000,000	\$ 60,409,811	\$ 76,038,439
July-13	\$ 5,000,000	\$ 65,409,811	\$ 82,877,790
August-13	\$ 3,389,913	\$ 68,799,724	\$ 84,697,024
September-13	\$ -	\$ 68,799,724	\$ 87,424,231
October-13	\$ -	\$ 68,799,724	\$ 89,609,089
November-13	\$ -	\$ 68,799,724	\$ 89,951,634
December-13	\$ -	\$ 68,799,724	\$ 90,697,726
January-14	\$ -	\$ 68,799,724	\$ 89,457,863
February-14	\$ -	\$ 68,799,724	\$ 92,015,106
March-14	\$ -	\$ 68,799,724	\$ 92,418,028
April-14	\$ -	\$ 68,799,724	\$ 93,035,180
May-14	\$ -	\$ 68,799,724	\$ 94,606,053
June-14	\$ -	\$ 68,799,724	\$ 95,689,395
July-14	\$ -	\$ 68,799,724	\$ 94,769,733
August-14	\$ -	\$ 68,799,724	\$ 96,479,698
September-14	\$ -	\$ 68,799,724	\$ 94,002,753
October-14	\$ -	\$ 68,799,724	\$ 95,339,341
November-14	\$ -	\$ 68,799,724	\$ 96,004,369
December-14	\$ -	\$ 68,799,724	\$ 95,241,531
January-15	\$ -	\$ 68,799,724	\$ 95,202,573
February-15	\$ -	\$ 68,799,724	\$ 97,642,721
March-15	\$ (4,000,000)	\$ 64,799,724	\$ 93,188,823
April-15	\$ -	\$ 64,799,724	\$ 94,125,319
May-15	\$ -	\$ 64,799,724	\$ 94,358,288
	<b>\$ 64,799,724</b>		





# IRVINE VALLEY COLLEGE

5500 Irvine Center Drive, Irvine, CA 92618 | T 949-451-5100 | www.ivc.edu

**TO:** Gary L. Poertner, Chancellor, and Members of the Board of Trustees

**FROM:** Glenn R. Roquemore, PhD, President

**DATE:** June 11, 2015

**SUBJECT: President's Report for the June 22, 2015 Board of Trustees Meeting**

## **IVC Holds Spring Forums**

Two IVC Spring Forums were held in the A100 Lobby on April 29, from 12:00 to 1:30 p.m. and from 5:00 to 6:30 p.m. Brief opening comments were provided by President Dr. Glenn Roquemore. Comments were offered by: Dr. Craig Justice, Vice President for Instruction; Dr. Linda Fontanilla, Vice President for Student Services; Davit Khachatryan, Vice President for Administrative Services; Dr. Kathleen Schmeidler, Academic Senate President; Vincent Cooper, Classified Senate President; and Safar H. Mahmadv, ASIVC President. Both forums provided the audience the opportunity to participate in a Q&A and an open dialogue. Topics discussed at the forum included: the instructional area reorganization; spring and summer enrollments; campus safety; the governor's budget; Student Equity Plan (SEP) that aims to target underserved populations within our overall student population; the Student Success and Support Program (SSSP) which includes review of matriculation, improving core services, advisement, counseling and steps that incoming students must now complete; a review of efforts made by the no smoking working group and plans for the rollout of IVC's smoke-free communication; and A400 construction.

## **Presidential Scholarship Winners**

This year's IVC Presidential Scholarship was awarded to two students from Beckman High School. Huiru Chen and Alfred Ton will be attending IVC this fall. Chen was born and raised in China and moved to the United States three years ago. She takes part in school activities, volunteers to feed the homeless and also serves as a teaching assistant at the Cerritos Chinese School. Chen plans to study business at IVC. Ton participates in various clubs at his high school, including the Animaniam (Japanese culture) and Strategy Club (board games). He enjoys building toys out of recyclable materials and plans to major in industrial design.

## **Alumni News**

Anthony Gilleland, 2014 IVC music alumnus, 2012 alumnus of Woodbridge High School and current music major at Cal State University, Fullerton (CSUF), recently placed in three categories at the Central California Day of Percussion. These include: first place in the timpani category; second place snare drum category; and fourth place ensemble (as part of the CSUF Ensemble).

### **IVC Holds 30<sup>th</sup> Commencement**

On Friday, May 22, IVC held its 30<sup>th</sup> Commencement outdoors at the Live Oak Terraces next to the Performing Arts Center. Dr. Gregory Washington, Dean of the Henry Samueli School of Engineering at the University of California, Irvine (UCI), delivered the commencement address. Leslie Alvarado, who served as one of IVC's student ambassadors, delivered the student address. Her goal is to become a college counselor and work in education. In fall 2015, she will transfer to UCI where she plans to continue studying her major of psychology. IVC awarded 2,582 degrees and certificates. This year, IVC conferred 829 Associate in Arts Degrees; 148 Associate in Arts for Transfer Degrees, 108 Associate in Science Degrees; 235 Associate in Science for Transfer Degrees; and 1,262 Certificates of Achievement. This year the oldest graduate was 62 years old and the youngest graduate was 17 years old. Among IVC's students, 1,320 were graduating with degrees, 508 students were women, and 500 students were men. Among the graduates, IVC conferred degrees to 201 honor students; of these, 102 students graduated cum laude with an average of 3.5-3.74; 72 students graduated magna cum laude with a grade point average of 3.74-3.99; and 27 students graduated summa cum laude with a grade point average of 4.0. IVC's 2014 graduates have been accepted at each of the nine campuses of the University of California, including 502 students admitted to UCLA.

### **Early College Students Attend Commencement at IVC**

At IVC's commencement ceremony on May 22, thirty-three students from El Toro High School and twenty-four students from Beckman High School were among the ranks of graduates. As part of IVC's Early College program, these students earned dual college credit while still in high school, completing a series of courses known as the Inter-segmental General Education Transfer Curriculum (IGETC) by the time they finished their senior year. Community college students use IGETC to complete their lower-division general education requirements for both University of California and Cal State University schools, as well as many private and out-of-state schools. These students plan to transfer directly to schools including Universities of California Berkeley, Los Angeles, Irvine, Davis and Riverside, University of Southern California, Chapman University, Cal State Fullerton, Cal State Long Beach, Cal Poly Pomona, Columbia University, and many more. The Early College program began in 2007 at Beckman; El Toro students began participating in 2009.

### **CERT Training**

The City of Irvine Police Department hosted training at IVC for its Community Emergency Response Team (CERT) Program. The campus community was invited to participate in this volunteer program. The training focused on learning how to respond in disaster and emergency situations in an effort to save lives and protect property. IVC participants for CERT Class 49 included: Erlyne Ballo, senior matriculation specialist; Sylvia Carmona, financial aid specialist; Michael Chan, project specialist; Brad Conrad, transfer center specialist; Tiffani Eychaner, associate faculty; Sandy Jeffries, manager, office of the president; Mitchell Khong, associate faculty; Dean LeBeau, locksmith; Diana McCullough, counselor; Kaye McDonald, career placement officer; Marina Munoz, program assistant; Jeanette Murillo, library technician; Mina Nawabi, administrative assistant; Dawn Pickering, senior administrative assistant; Gizelle Ponzillo, associate faculty; Todd Schmaltz, acting police operations lieutenant; Matthew Suarez, instructional site supervisor; and Jorge Vargas, warehouse worker.



## **SADDLEBACK COLLEGE**

28000 Marguerite Parkway • Mission Viejo, CA 92692  
949.582.4500 • [www.saddleback.edu](http://www.saddleback.edu)

**TO:** Members of the Board of Trustees  
Gary L. Poertner, Chancellor

**FROM:** Dr. Tod A. Burnett, President

**SUBJECT:** Report for June 22, 2015 Board of Trustees Meeting

### **Schools.com Ranks Saddleback First of 112 California Community Colleges**

Saddleback College was ranked first among California's 112 community colleges in an article recently released by Schools.com, which praised Saddleback's high graduation rates, affordability, and student distance education participation. Ranked second and third were Santa Monica College and Cypress College, respectively.

The report covers California's community colleges specifically because of their importance not just to the state, but to the nation as a whole: One in every five community college students in the United States is enrolled in a California community college. As such, the economic success of the state and nation relies heavily on the success of California's community college students.

Schools.com, a resource for career-minded students, features information about growing careers and different educational programs — both online and on-campus. The site helps job-seekers and students alike identify potential pathways to success.

### **Saddleback College Hosts STEM Core Consortium**

On June 3<sup>rd</sup> Saddleback College partnered with The Aspen Institute and Growth Sector to host "Developing California's Technical Workforce: Advancing a STEM Core Curriculum," a colloquium to deepen the understanding of a science, technology, engineering, and math (STEM) core program at California's community colleges to meet industry employment needs. The day-long session welcomed community colleges in all stages of implementing a STEM core model that would help students acquire increased math and advanced technical skills, proficiency in English and communication skills, foundation-level programming, and industry work experience through internship opportunities.

Participants included representatives from STEM employers, including Lawrence Berkeley National Laboratory, Lawrence Livermore National Laboratory, Jet Propulsion Laboratory, Swift Engineering, Precision Optical, and OpTerra. In addition to The Aspen Institute and Growth Sector, foundation/industry support included JP Morgan Chase and Network Kinecton, LLC. Representatives were also in attendance from 11 other community colleges and districts in the state: Fullerton College, Golden West College, Irvine Valley College, Las Positas College, Ohlone College, Palomar College, Pasadena City College, San Jose City College, San Jose Evergreen Community College District, Santa Ana College, and Victor Valley College.

## **Office of Instruction**

### *Fine Arts and Media Technology*

At their June 8<sup>th</sup> meeting, the Angels for the Arts received a grant from the National Charity League in the amount of \$2,400 to purchase portable and flexible display signage. At the same meeting, the Angels Board committed one-third of its entire annual budget to support faculty grants for the 2015/16 year.

## **Office of Student Services**

The Transfer Center conducted the following workshops: Two CSU Application Workshops for Winter 2016 Admission, four My Academic Plan (MAP) Workshops, two UC TAG (Transfer Admission Guarantee) Information Workshops for Fall 2016, Honors Program Workshop, and All Aboard the Transfer Express Workshop.

The following colleges/universities visited the Transfer Center: Two Vanguard University – School for Graduate and Professional Studies (Quad visits), Two New School of Architecture (Quad visits), University of Massachusetts Lowell (Quad visit), and Grand Canyon University (Quad visit).