

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Board of Trustees (Regular meeting)
Monday, October 27, 2014
Santiago Canyon College
8045 E. Chapman Ave., Room H-106
Orange, CA 92869

District Mission

The mission of the Rancho Santiago Community College District is to provide quality educational programs and services that address the needs of our diverse students and communities.

The mission of Santa Ana College is to be a leader and partner in meeting the intellectual, cultural, technological, and workforce development needs of our diverse community. Santa Ana College provides access and equity in a dynamic learning environment that prepares students for transfer, careers and lifelong intellectual pursuits in a global community.

Santiago Canyon College is an innovative learning community dedicated to intellectual and personal growth. Our purpose is to foster student success and to help students achieve these core outcomes: to learn, to act, to communicate and to think critically. We are committed to maintaining standards of excellence and providing accessible, transferable, and engaging education to a diverse community.

Americans with Disabilities Acts (ADA)

It is the intention of the Rancho Santiago Community College District to comply with the Americans with Disabilities Acts (ADA) in all respects. If, as an attendee or a participant at this meeting, you will need special assistance, the Rancho Santiago Community College District will attempt to accommodate you in every reasonable manner. Please contact the executive assistant to the board of trustees at 2323 N. Broadway, Suite 410-2, Santa Ana, California, 714-480-7452, on the Friday prior to the meeting to inform us of your particular needs so that appropriate accommodations may be made.

A G E N D A

1.0 PROCEDURAL MATTERS

4:30 p.m.

1.1 Call to Order

1.2 Pledge of Allegiance to the United States Flag

1.3 Approval of Additions or Corrections to Agenda

Action

1.4 Public Comment

At this time, members of the public have the opportunity to address the board of trustees on any item within the subject matter jurisdiction of the board. Members of the community and employees wishing to address the board of trustees are asked to complete a "Public Comment" form and submit it to the board's executive assistant prior to the start of open session. **Completion of the information on the form is voluntary.** Each speaker may speak up to three minutes; however, the president of the board may, in the exercise of discretion, extend additional time to a speaker if warranted, or expand or limit the number of individuals to be recognized for discussion on a particular matter.

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

1.5 Approval of Minutes – Regular meeting of October 13, 2014

Action

1.6 Approval of Consent Calendar

Action

Agenda items designated as part of the consent calendar are considered by the board of trustees to either be routine or sufficiently supported by back-up information so that additional discussion is not required. Therefore, there will be no separate discussion on these items before the board votes on them. The board retains the discretion to move any action item listed on the agenda into the Consent Calendar. **The consent calendar vote items will be enacted by one motion and are indicated with an asterisk (*).**

An exception to this procedure may occur if a board member requests a specific item be removed from the consent calendar consideration for separate discussion and a separate vote.

- 1.7 Presentation on College Assistance Migrant Program (CAMP)
- 1.8 Presentation on Affordable Care Act (ACA)

2.0 INFORMATIONAL ITEMS AND ORAL REPORTS

- 2.1 Report from the Chancellor
 - Accreditation
- 2.2 Reports from College Presidents
 - Accreditation
 - Enrollment
 - Facilities
 - College activities
 - Upcoming events
- 2.3 Report from Student Trustee
- 2.4 Reports from Student Presidents
 - Student activities
- 2.5 Reports from Academic Senate Presidents
 - Senate meetings

3.0 INSTRUCTION

- *3.1 Approval of Travel Tour Service Agreement with Good Times Travel Action
The administration recommends approval of the Travel Tour Service Agreement with Good Times Travel located in Fountain Valley, California, to provide educational travel tours including renewals as presented.
- *3.2 Approval of Governet Professional Services Agreement to Continue Support for Curricunet Curriculum Management System Action
The administration recommends approval of the five-year (November 1, 2014 to October 31, 2019) professional services agreement with Governet located in Idaho Falls, Idaho, to provide continued hosting and technical support for the Santa Ana College (SAC) Curricunet system.
- *3.3 Approval of Taller San Jose Instructional Services Agreement Action
The administration recommends approval of the instructional agreement with Taller San Jose located in Santa Ana, California, for program year 2014-2015.

4.0 BUSINESS OPERATIONS/FISCAL SERVICES

- *4.1 Approval of Payment of Bills Action
The administration recommends payment of bills as submitted.

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

- *4.2 Approval of Budget Increases/Decreases and Budget Transfers Action
The administration recommends approval of budget increases, decreases and transfers during the month of September 2014.
- *4.3 Approval of Quarterly Financial Status Report (CCFS-311Q) for Period Ended September 30, 2014 Action
The administration recommends approval of the CCFS-311Q report for the period ending September 30, 2014, as presented.
- 4.4 Quarterly Investment Report as of September 30, 2014 Information
The quarterly investment report as of September 30, 2014, is presented as information.
- *4.5 Approval of Consulting Services with Rose & Tuck Action
The administration recommends approval of the consulting services agreement with Rose & Tuck to provide position control project assessment services as presented.
- *4.6 Approval of Purchase Orders Action
The administration recommends approval of the purchase order listing for the period August 27, 2014, through October 11, 2014.

5.0 GENERAL

- *5.1 Approval of Resource Development Items Action
The administration recommends approval of budgets, acceptance of grants, and authorization for the Vice Chancellor of Business Operations/ Fiscal Services or his designee to enter into related contractual agreements on behalf of the district for the following:
- Basic Skills Initiative (SAC & SCC) \$863,720
 - Kaleidoscope Project II – *Augmentation* (SAC) \$ 11,250
 - California Community College Student Mental Health – Transition Aged Foster Youth Project (CCC SMHP-TAFY) (SAC) \$ 10,000
- 5.2 First Reading of Board Policy Information
Board Policy 6610 Opportunities for Local Hires and Local Businesses on District Capital Improvement and Construction Projects is presented for a first reading as an information item.
- 5.3 Adoption of Board Policy Action
It is recommended that the board adopt Board Policy 4026 Baccalaureate Degree Programs.

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

- 5.4 Review and Discussion of Self-Evaluation Responses from Community and Staff Information
The survey responses from community and staff are presented to the board for review and discussion.
- 5.5 Reports from Board Committees Information
- Board Policy Committee
 - Board Safety & Security Committee
 - Orange County Community Colleges Legislative Task Force
- 5.6 Board Member Comments Information

RECESS TO CLOSED SESSION

Conducted in accordance with applicable sections of California law. Closed sessions are not open to the public. (RSCCD)

Pursuant to Government Code Section 54957, the Board may adjourn to closed session at any time during the meeting to discuss staff/student personnel matters, negotiations, litigation, and/or the acquisition of land or facilities. (OCDE)

The following item(s) will be discussed in closed session:

1. Public Employment (pursuant to Government Code Section 54957[b][1])
 - a. Full-time Faculty
 - b. Part-time Faculty
 - c. Classified Staff
 - d. Student Workers
 - e. Professional Experts
2. Conference with Labor Negotiator (pursuant to Government Code Section 54957.6)
Agency Negotiator: Mr. John Didion, Executive Vice Chancellor of Human Resources & Educational Services
Employee Organizations: Faculty Association of Rancho Santiago Community College District
California School Employees Association, Chapter 579
California School Employees Association, Chapter 888
Continuing Education Faculty Association
3. Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])

RECONVENE

Issues discussed in Closed Session (Board Clerk)

Public Comment

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

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

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

6.0 HUMAN RESOURCES

6.1 Management/Academic Personnel Action

- Approval of Employment Agreements
- Approval of Leaves of Absence
- Approval of Final Placements
- Approval of Changes of Classification
- Ratification of Adjusted Effective Date of Resignations/Retirements
- Approval of Part-time Hourly New Hires/Rehires
- Approval of Non-paid Instructors of Record

6.2 Classified Personnel Action

- Approval of Hourly On Going to Contract Assignments
- Approval of Longevity Increments
- Approval of Out of Class Assignments
- Approval of Leaves of Absence
- Ratification of Resignations/Retirements
- Approval of New Appointments
- Approval of Changes in Position
- Approval of Temporary Assignments
- Approval of Corrections of Assignment
- Approval of Additional Hours for On Going Assignments
- Approval of Substitute Assignments
- Approval of Miscellaneous Positions
- Approval of Instructional Associates/Associate Assistants
- Approval of Community Service Presenters and Stipends
- Approval of Volunteers
- Approval of Student Assistant Lists

6.3 Authorization for Board Travel/Conferences Action

7.0 ADJOURNMENT - The next regular meeting of the Board of Trustees will be held on November 17, 2014.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

**Santa Ana College
1530 W. 17th Street, Room U-102
Santa Ana, California**

Board of Trustees (Regular meeting)

Monday, October 13, 2014

MINUTES

1.0 PROCEDURAL MATTERS

1.1 Call to Order

The meeting was called to order at 4:38 p.m. by Mr. Larry Labrado. Other members present were Ms. Claudia Alvarez, Mr. John Hanna, Mr. Phillip Yarbrough, and Ms. Alana Voechting. Ms. Arianna Barrios was absent due to family matters. Mr. Jose Solorio and Ms. Mendoza Yanez arrived at the time noted.

Administrators present during the regular meeting were Mr. John Didion, Mr. Peter Hardash, Dr. Erlinda Martinez, Dr. Raúl Rodríguez, and Dr. John Weispfenning. Ms. Anita Lucarelli was present as record keeper.

1.2 Pledge of Allegiance to the United States Flag

The Pledge of Allegiance was led by Ms. Claudia Alvarez, Clerk, Board of Trustees, Rancho Santiago Community College District (RSCCD) Board of Trustees.

1.3 Approval of Additions or Corrections to Agenda

It was moved by Mr. Yarbrough and seconded by Ms. Alvarez to approve a revised page and addendum for Item 6.1 (Management/Academic) and an addendum for Item 6.2 (Classified Personnel). The motion carried with the following vote: Aye – Ms. Alvarez, Mr. Hanna, Mr. Labrado, and Mr. Yarbrough. Student Trustee Voechting's advisory vote was aye.

1.4 Public Comment

Ms. Alejandra Colon welcomed board members and administrators to Santa Ana College.

Mr. Tom Landry spoke regarding the possibility of the Science, Technology, Engineering, and Math (STEM) program to include art; thereby, renaming it to STEAM.

Ms. Rosemarie Hirsch invited board members to visit Santa Ana College's (SAC) nursing clinical areas.

1.4 Public Comment – (cont.)

Mr. Nathan Underwood spoke regarding the possibility of having armed security guards on campus.

Mr. Shawn Thor and Ms. Lithia Williams spoke regarding the California School Employees Association, Chapter 579, contract proposal.

Ms. Mendoza Yanez arrived at this time.

1.5 Approval of Minutes

It was moved by Mr. Yarbrough and seconded by Ms. Alvarez to approve the minutes of the meeting held September 22, 2014. The motion carried with the following vote: Aye – Ms. Alvarez, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, and Mr. Yarbrough. Student Trustee Voechting's advisory vote was aye.

1.6 Approval of Consent Calendar

It was moved by Mr. Yarbrough and seconded by Ms. Alvarez to approve the recommended action on the following items (as indicated by an asterisk on the agenda) on the Consent Calendar. The motion carried with the following vote: Aye – Ms. Alvarez, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, and Mr. Yarbrough. Student Trustee Voechting's advisory vote was aye.

3.1 Approval of OTA Agreement Renewal – Alliance of Abilities (dba Lotus House and Integrity House)

The board approved the agreement with Alliance of Abilities (dba Lotus House and Integrity House) in Santa Ana, California.

3.2 Approval of CJA Agreement Renewal – California Narcotic Officer's Association (CNOA)

The board approved the agreement with CNOA in Valencia, California.

4.1 Approval of Payment of Bills

The board approved payment of bills as submitted.

4.2 Acceptance of 2013-2014 Measure E Citizens' Bond Oversight Committee Annual Report

The board accepted the Measure E Citizens' Bond Oversight Committee Annual Report to the Community for 2013-2014 as presented.

4.3 Approval of Agreement with Hammel, Green & Abrahamson, Inc. for Professional Design Services for Science, Technology, Engineering and Math (STEM) Building at Santa Ana College (SAC)

The board approved the agreement with Hammel, Green and Abrahamson, Inc. for the STEM building at SAC as presented.

1.6 Approval of Consent Calendar – (cont.)

- 4.4 Approval of Agreement with Leland Saylor Associates for Cost Estimating Consulting Services for Central Plant Project at Santa Ana College
The board approved the agreement with Leland Saylor Associates for cost estimating consulting services for the Central Plant project at SAC as presented.
- 4.5 Approval of Change Order #1 for Bid #1235 for Artesia Street Improvements at Santa Ana College
The board approved change order #1 for Bid #1235 for Artesia Street improvements at SAC as presented.
- 4.6 Approval of Change Order #1 for Bid #1238 for Football Field Turf Replacement Project at Santa Ana College
The board approved change order #1 for Bid #1238 for the football field turf replacement project at SAC as presented.
- 4.7 Approval of Notice of Completion with Silver Creek Industries for Portables of the Temporary Village at Santa Ana College
The board approved the Notice of Completion with Silver Creek Industries for purchase, delivery, installation and modification of portables for the Temporary Village at SAC as presented.
- 4.8 Approval of Notice of Completion for Bid #1238 for Football Field Turf Replacement Project at Santa Ana College
The board approved the Notice of Completion with So Cal Land Maintenance, Inc. for the football field turf replacement project at SAC as presented.
- 4.9 Rejection of All Bids of Bid #1246 – Hammond Hall (Building H) Painting and Windows Replacement at Santa Ana College
The board rejected all bids of Bid #1246 – Hammond Hall (Building H) Painting and Windows Replacement at SAC as presented.
- 4.10 Award of Bid #1244 – Purchase of Printing & Copier Paper
The board accepted the bids and approved awarding Bid #1244 – Purchase of Printing & Copier Paper to Spicer's Paper, Inc., Staples Contract & Commercial, Inc. (operating as Staples Advantage), and Unisource Worldwide, Inc. as presented.
- 4.11 Approval of Lease Agreement with MyGuard Systems
The board approved the lease agreement with MyGuard Systems and authorized the Vice Chancellor of Business Operations and Fiscal Services to execute the agreement on behalf of the district as presented.

1.6 Approval of Consent Calendar – (cont.)

5.1 Approval of Resource Development Items

The board approved budgets, accepted grants, and authorized the Vice Chancellor of Business/Fiscal Services or his designee to enter into related contractual agreements on behalf of the district for the following:

-Cooperative Agencies Resources for Education (CARE) (SAC/SCC)	\$ 78,259
-Equality Employment Opportunity (EEO) – Diversity Allocation Funds (District)	\$ 11,670
-Extended opportunity programs & Services (EOPS) (SAC/SCC)	\$1,543,040
-Retail/Hospitality/Tourism Sector Grant Boot Camps (District)	\$ 48,075
-Strengthening Transfer Education and Matriculation in STEM (STEM ²) – Year 4 (SCC)	\$ 120,699
-Student Success and Support Program (SSSP) – Credit (SAC/District)	\$3,538,029
-Student Success and Support Program (SSSP) – Credit (SCC/District)	\$1,318,136

5.2 Approval of Sub-Agreement between RSCCD and Orange Unified School District (OUSD)/El Modena High School for Business and Entrepreneurship Center

The board approved the sub-agreement and authorized the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign and enter into a related contractual agreement on behalf of the district.

5.3 Approval of Sub-Agreements between RSCCD and Orange County Superintendent of Schools/Central Orange County Career Technical Education Partnership, South Orange County Community College District/Irvine Valley College/Saddleback Community College, and Coast Community College/Golden West College for Small Business Deputy Sector Navigator Grant

The board approved the sub-agreements and authorized the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign and enter into a related contractual agreement on behalf of the district.

5.4 Approval of Sub-Agreements between RSCCD and North Orange County Community College District/Fullerton College, Orange Unified School District, and Project Tomorrow for California Career Pathways Trust Grant

The board approved the sub-agreements and authorized the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign and enter into a related contractual agreement on behalf of the district.

5.5 Approval of Agreement with Mishreki PR

The board approved the agreement with Mishreki PR for public affairs support services as presented.

1.7 Partnership Recognition with Santa Ana College

The board recognized Sims-Orange Welding Supply Inc. and Sheet Metal Workers International Association, Local Union 105 for their professional partnership and dedication in serving the students of Santa Ana College and the Rancho Santiago Community College District.

1.8 Presentation on Status of Measure E and Measure Q Projects

Ms. Carri Matsumoto, Assistant Vice Chancellor, Facility Planning & Campus Services, gave a presentation on the status of Measure E and Measure Q projects. Board members received clarification on items related to the presentation.

2.0 INFORMATIONAL ITEMS AND ORAL REPORTS

2.1 Report from the Chancellor

Dr. Rodríguez provided a report to the board which including thanking the college presidents for the hard work during the recent accreditation team visits. He commented that he anticipates both colleges did well.

2.2 Reports from College Presidents

The following college representatives provided reports to the board.

Dr. Erlinda Martinez, President, Santa Ana College
Dr. John Weispfenning, President, Santiago Canyon College (SCC)

Dr. Martinez and Dr. Weispfenning thanked the board, and faculty and staff at each college for assisting the accreditation team members during their respective visits from October 6-9, 2014.

Dr. Martinez shared that she was pleased with the exit report given by the accreditation team on October 9; the college received five commendations and four recommendations. During the accreditation team's visit, Dr. Martinez distributed daily updates on the activities related to the team's visit.

Dr. Martinez' report included a presentation by Phi Theta Kappa Honor Society students Ms. Briana Brennan, Ms. Eeve Hurtado, Ms. Karimi Ndwiga, and Mr. Jesus Torres.

Dr. Weispfenning reported that the accreditation team visit went well and the exit report included 8 commendations and 7 recommendations. He indicated the final report will most likely be received by the college in February 2015.

Mr. Hanna asked if the colleges had received any recommendations related to Accreditation Standard IV B.1 which relates to the board of trustees; both college presidents answered negatively.

2.3 Report from Student Trustee

Ms. Alana Voechting, Student Trustee, provided a report to the board.

2.4 Reports from Student Presidents

The following student representatives provided reports to the board on behalf of the Associated Student Government (ASG) organizations:

Ms. Raquel Manriquez, Student President, Santa Ana College
Ms. Snow Samão, ASG Senator of Academics, Santiago Canyon College

2.5 Reports from Academic Senate Presidents

The following academic senate representatives provided reports to the board:

Ms. Corinna Evett, Academic Senate President, Santiago Canyon College
Mr. John Zarske, Academic Senate President, Santa Ana College

3.0 INSTRUCTION

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

4.0 BUSINESS OPERATIONS/FISCAL SERVICES

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

5.0 GENERAL

Items 5.1 through 5.5 were approved as part of Item 1.6 (Consent Calendar).

5.6 Adoption of Board of Trustees Annual Self-Evaluation Instrument, List of Designated Recipients, and Self-Evaluation Timeline

It was moved by Mr. Yarbrough and seconded by Ms. Mendoza Yanez to adopt the self-evaluation survey instrument, the list of designated individuals who will receive the survey, and the self-evaluation timeline. The motion carried with the following vote: Aye – Ms. Alvarez, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, and Mr. Yarbrough. Student Trustee Voechting's advisory vote was aye.

5.7 Reports from Board Committees

Since Ms. Barrios was absent, there was no report provided on the October 8, 2014, Orange County Community College Legislative Task Force meeting.

5.8 Board Member Comments

Ms. Voechting indicated students expressed concern with the possibility of having armed guards on campus before she was elected to be the student trustee. She explained that students were asked their opinions on this subject so student representatives would be able to knowledgeably represent the students at the Board Safety and Security Committee meeting to be held on October 15, 2014. Since she is unable to attend this meeting, she indicated she has asked a student representative from SAC and SCC to attend in her place.

Ms. Voechting reported she plans to attend the California Community College Student Affairs Association conference in Los Angeles on October 17-19, 2014.

Ms. Voechting indicated she has accepted the request to fill a vacancy for the Director of Finance for the California Community College Association of Student Trustees.

Ms. Voechting and Mr. Yarbrough reported they plan to attend the Association of Community College Trustees (ACCT) Leadership Congress in Chicago, Illinois, on October 22-25, 2014, and provide a report at the next board meeting.

Board members expressed gratitude to students for hosting the reception prior to the board meeting and Dr. Martinez, faculty, and staff for hosting the meeting on campus.

Ms. Alvarez expressed appreciation for Governor Brown signing SB 850 and indicated the board received several articles regarding colleges state-wide that are planning to take advantage of offering baccalaureate degrees at community colleges.

After listening to the chancellor report on the dire situation with the budget, Ms. Alvarez asked trustees, staff, and students to be patient as budget modifications are made to address future budget deficits.

Ms. Mendoza Yanez thanked Phi Theta Kappa (PTK) students Mr. Juan Torres, Ms. Briana Brennan, Ms. Eeve Hurtado, and Ms. Karimi Ndwiga for their presentation during Dr. Martinez' report, and congratulated them on being the oldest PTK chapter in California.

Ms. Mendoza Yanez extended an invitation to attend the "Women Warriors: Past, Present, and Future" on October 17, 2014. She indicated she is honored to be the keynote speaker at the event.

Ms. Mendoza Yanez extended an invitation to attend the second anniversary of the Orange Education Center's Communicators Club meeting on October 24, 2014. She thanked Dr. Weispfenning for planning to attend the event.

5.8 Board Member Comments

Mr. Hanna asked that an item to hold a board meeting on each campus on an annual basis be placed on a future Board Policy Committee agenda.

Mr. Hanna indicated the Board Policy Committee meeting scheduled for October 14 will include discussion on a board policy relating to a pilot program for community colleges to offer baccalaureate degrees (SB 850).

Mr. Hanna thanked the chancellor for his report regarding the budget and agreeing to forward information relating to the bond ratings to the Faculty Association of RSCCD and California School Employee Association.

Mr. Hanna thanked Ms. Evett for reporting on the Equity and Diversity Committee and commented on the diversity displayed within the RSCCD board of trustees.

Board members commended the chancellor, college presidents, academic senate presidents, faculty, and staff for a job well done during the accreditation team's visit and the hard work accomplished before the team arrived.

RECESS TO CLOSED SESSION

The board convened into closed session at 7:03 p.m. to consider the following items:

1. Public Employment (pursuant to Government Code Section 54957[b][1])
 - a. Full-time Faculty
 - b. Part-time Faculty
 - c. Classified Staff
 - d. Student Workers
 - e. Professional Experts
 - f. Educational Administrator Appointments
 - (1) Assistant Vice Chancellor
 - (2) Vice President
2. Conference with Labor Negotiator (pursuant to Government Code Section 54957.6)
Agency Negotiator: Mr. John Didion, Executive Vice Chancellor of Human Resources & Educational Services
Employee Organizations: Faculty Association of Rancho Santiago Community College District
California School Employees Association, Chapter 579
California School Employees Association, Chapter 888
Continuing Education Faculty Association
3. Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])
4. Liability Claim (pursuant to Government Code Section 54956.95)
Rejection of Claim – File #14-16390 RV

Mr. Solorio arrived during closed session.

RECONVENE

The board reconvened at 7:56 p.m.

Closed Session Report

Ms. Alvarez reported the board discussed public employment, labor negotiations, public employee discipline/dismissal/release, and a liability claim during closed session. Ms. Alvarez reported that the board took action to suspend an Applications Specialist III for five days with the following vote: Aye – Ms. Alvarez, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, Mr. Solorio, and Mr. Yarbrough.

Public Comment

There were no public comments.

6.0 HUMAN RESOURCES

6.1 Management/Academic Personnel

It was moved by Mr. Yarbrough and seconded by Mr. Labrado to approve the following action on the management/academic personnel docket. The motion carried with the following vote: Aye – Ms. Alvarez, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, Mr. Solorio, and Mr. Yarbrough. Student Trustee Voechting's advisory vote was aye.

- Approve Appointments
- Approve Interim Assignments
- Approve Final Salary Placements
- Approve 2014-2015 Contract Extension Days
- Approve Leaves of Absence
- Ratify Resignations/Retirements
- Approve Stipends
- Approve Part-time Hourly New Hires/Rehires
- Approve Non-paid Instructors of Record
- Approve Non-paid Interns

6.2 Classified Personnel

It was moved by Mr. Yarbrough and seconded by Mr. Labrado to approve the following action on the classified personnel docket. The motion carried with the following vote: Aye – Ms. Alvarez, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, Mr. Solorio, and Mr. Yarbrough. Student Trustee Voechting's advisory vote was aye.

- Approve Hourly On Going to Contract Assignments
- Approve Longevity Increments
- Approve Out of Class Assignments

6.2 Classified Personnel – (cont.)

- Approve Changes in Position
- Approve Leaves of Absence
- Ratify Resignations/Retirements
- Approve New Appointments
- Approve Temporary Assignments
- Approve Changes in Temporary Assignment
- Approve Additional Hours for On Going Assignments
- Approve Substitute Assignments
- Approve Instructional Associates/Associate Assistants
- Approve Miscellaneous Positions
- Approve Community Service Presenters and Stipends
- Approve Volunteers
- Approve Student Assistant Lists

6.3 Rejection of Claim

It was moved by Mr. Yarbrough and seconded by Mr. Labrado to authorize the chancellor or his designee to reject claim #14-16390 RV. The motion carried with the following vote: Aye – Ms. Alvarez, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, Mr. Solorio, and Mr. Yarbrough. Student Trustee Voechting’s advisory vote was aye.

6.4 Authorization for Board Travel/Conferences

It was moved by Mr. Yarbrough and seconded by Mr. Labrado to approve the submitted conference and travel by a board member. The motion carried with the following vote: Aye – Ms. Alvarez, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, Mr. Solorio, and Mr. Yarbrough. Student Trustee Voechting’s advisory vote was aye.

7.0 ADJOURNMENT

The next regular meeting of the Board of Trustees will be held at Santiago Canyon College on October 27, 2014.

There being no further business, Mr. Solorio declared this meeting adjourned at 7:57 p.m.

Respectfully submitted,

Raúl Rodríguez, Ph.D.
Chancellor

Approved: _____
Clerk of the Board

Minutes approved: October 27, 2014

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

**Santa Ana College
Community Services Program**

To: Board of Trustees	Date: October 27, 2014
Re: Approval of Travel Tour Service Agreement with Good Times Travel	
Action: Request for Approval	

BACKGROUND

Santa Ana College (SAC) maintains a comprehensive educational Community Services Program that supports RSCCD’s vision of “providing comprehensive educational opportunities” and responds to the diverse needs of the community. As such, the SAC Community Services Program offers various educational and personal growth opportunities to the community through various courses and travel tours. The programs and courses offered are fee-based, non-apportionment, and provide another option for lifelong learning to community members.

An agreement is necessary to allow the continuation of these various educational tours; therefore, requiring Board approval.

ANALYSIS

This agreement will allow SAC’s Community Services Program to schedule educational travel tours with the current vendor, Good Times Travel on an as needed basis to meet community demand. The term of this agreement will be effective from the day of execution of the agreement through June 30, 2015 with an option to renew for four (4) additional one (1) year terms.

RECOMMENDATION

It is recommended that the Board of Trustees approve the Travel Tour Service Agreement with Good Times Travel located in Fountain Valley, California to provide educational travel tours including renewals as presented.

Fiscal Impact: \$4,500-\$5,000 of revenue per fiscal year	Board Date: October 27, 2014
Prepared by: Michael T. Collins, Ed. D, Vice President of Administration Services	
Submitted by: Erlinda J. Martinez, Ed. D., President, Santa Ana College	
Recommended by: Raúl Rodríguez, Ph.D., Chancellor, RSCCD	

**Rancho Santiago Community College District
TRAVEL TOUR SERVICE AGREEMENT**

This Agreement is entered into on the 28th day of October, 2014 by and between Rancho Santiago Community College District on behalf of Santa Ana College - Community Services, hereinafter referred to as "District", and Good Times Travel, hereinafter referred to as "Contractor".

The District and the Contractor, for the consideration hereinafter named, mutually agrees as follows:

1.0 SCOPE OF SERVICE

1.1 The Contractor shall furnish and maintain an established system to provide travel tour services for the District's Community Services Program at such times and places as may be specified by the District and on any day during the term of the Agreement.

Scope of Service to include but not limited to:

- Responsibility for recruiting, screening, hiring, training, and supervision of Contractor's staff (i.e. tour guides, bus drivers).
- Reserving all venues and handling all travel needs.
- Providing for all transportation required for each particular tour.
- Providing the District with confirmation information prior to each tour.
- Informing the District of any changes or updates related to tour details and scheduling.
- Returning tour rosters and signed waivers after each tour.
- Submitting an invoice after each tour.

2.0 TERM OF CONTRACT

2.1 The term of this Agreement will be effective from the day of execution of the agreement until June 30, 2015, with an option to renew for four (4) additional one (1) year terms. Renewal consideration will be contingent upon the Contractor's performance during the previous years of service on this Agreement, including conformance with all aspects of this Agreement and any amendments thereto.

3.0 VOLUME

3.1 The District does not guarantee Contractor any minimum or maximum amount of business during the term of this Agreement.

4.0 PAYMENT AND COST

4.1 The District and Contractor shall agree upon the cost of each tour and the District shall pay in full the Contractor at the completion of each tour and upon receipt of invoice in a timely manner.

5.0 TRIP CANCELLATION BY DISTRICT

5.1 The District reserves the right to cancel a tour by giving three (3) business days prior verbal or written notice without penalty charges should the following conditions arise: (a) the agreed minimum number or participants fail to register; (b) due to causes

beyond reasonable control including, but not limited to, acts of God, fire, flood, strikes, epidemics, war, riots, sabotage or any other circumstances of like character.

6.0 TARDINESS AND ADDITIONAL EXPENSES

- 6.1 Should Contractor arrive more than one (1) hour behind schedule, all charges connected with alternate arrangements, either made by DISTRICT personnel or Contractor, will be the responsibility of Contractor.
- 6.2 Contractor shall be responsible for any additional costs incurred by DISTRICT due to Contractor's failure to provide the services in accordance with this Agreement, including but not limited to, breach of any warranty or representation in Section 7 below, mechanical failure, or tardiness.

7.0 CONTRACTOR RESPONSIBILITIES AND REPRESENTATIONS

Contractor warrants the following:

- 7.1 That all buses are well maintained and cleaned inside and out as necessary including restrooms, all interior areas such as seats, storage areas etc. and repairs to visible body damage, inside and out shall be made immediately after such damage occurs. Regular preventive maintenance, as approved by the bus manufacturer shall be practiced on all buses. Contractor shall be responsible to furnish all equipment fuels and lubricants for such buses and all maintenance repairs. All equipment in the buses be fully operational at the time of service.
- 7.2 That all buses meet the safety specifications of the U.S. and California Department of Transportation, Department of Motor Vehicles and the Highway Patrol at all times during the term of the contract period.
- 7.3 If requested, Contractor shall provide an ADA (Americans with Disabilities Act) compliant wheelchair access vehicle.
- 7.4 The Contractor, his/her employees, agents and subcontractors shall secure and maintain valid certifications, permits and licenses that are required by law for the execution of this Agreement.
- 7.5 That all driving staff provided have been drug tested in compliance with any applicable laws, rules and regulations of any authority having jurisdiction.
- 7.6 That all driving staff provided conform to all applicable requirements for motor carrier drivers.
- 7.7 That all driving staff provided are prepared with accurate routing information.
- 7.8 That all driving staff must be thoroughly professional in both conduct and attire. Driving staff must be in good health at all times when driving buses in service for the District.
- 7.9 That all of the services to be performed by the Contractor under or pursuant to this Agreement shall be of the standard and quality which prevail among similar businesses and organizations of superior knowledge and skill engaged in providing similar services under the same or similar circumstances.

7.10 Contractor shall provide properly trained and certified tour guides and bus drivers on the agreed upon days and times.

7.11 That Contractor has all necessary corporate power and has received all necessary corporate approvals to execute and deliver this Agreement, and the individual executing the Agreement on behalf of Contractor has been duly authorized to act for and bind the company.

8.0 DISTRICT RESPONSIBILITIES

8.1 The District's Community Service Coordinators along with the Contractor will determine which tours will be offered each calendar year.

8.2 The District shall handle all registration aspects and pay the agreed portion to Contractor upon completion of the tour and upon receipt of invoice in a timely manner.

8.3 The District shall include tour information in their Community Services schedule of classes/programs and websites for each semester.

8.4 The District shall provide each tour guide with a roster of attendance, contact numbers, and release waivers to be completed and signed by all participants and returned to the District at the completion of each tour by the tour guide.

8.5 The District shall contact all participants of any changes or updates related to tour details and scheduling.

9.0 INDEPENDENT CONTRACTOR

9.1 Contractor recognizes that it is engaged as an independent contractor and covenants and agrees that it shall conduct itself consistent with such status, that it will neither hold itself out as nor claim to be an officer, partner, employee or agent of DISTRICT by reason hereof, and that it will not by reason hereof make any claim, demand or application to or for any right or privilege applicable to an officer, partner, employee or agent of DISTRICT.

10.0 TERMINATION

10.1 The District shall have the right to terminate the Agreement with or without cause without penalty, at any time giving thirty (30) days prior written notice to the Contractor. Upon notice of termination, Contractor shall be required to fulfill all outstanding obligations for scheduled tours. In the event of any such termination, the District shall secure the required services from another Contractor.

11.0 COMPLIANCE WITH LAW

11.1 Contractor warrants that all laws, rules and regulations of duly constituted authorities having jurisdiction over its activities shall be complied with by the Contractor and its drivers.

12.0 LIMITATION OF LIABILITIES

12.1 Except for the obligation of DISTRICT to pay Contractor pursuant to the terms of this contract, DISTRICT shall have no liability to Contractor or to anyone claiming through or under Contractor by reason of the execution or performance of this contract.

13.0 INDEMNIFICATION

13.1 To the fullest extent permitted by law, contractor shall and does hereby agree to indemnify, protect, defend, and hold harmless the District, its officers, agents, employees, and volunteers from and against all damages, losses, liens, causes of action, suits, judgments, expenses (including reasonable attorney's fees), and other claims of any natures, kind, or descriptions (collectively "claims") by any person or entity, arising out of, caused by, or resulting from contractor's performance under this Agreement and which are caused in whole or in part by any negligent act, negligent omission or willful misconduct of contractor, anyone directly or indirectly employed by contractor, or anyone for whose acts contractor may be liable. Contractor further agrees to waive all rights of subrogation against the District.

14.0 INSURANCE

14.1 Contractor, consistent with its status as an independent contractor will carry **and will cause its subcontractors to carry**, at least the following insurance from companies having an A.M. Best Rating of A-:IV or better, in the form and in the amounts as DISTRICT require:

- Workers' Compensation Insurance as required under California State Law.
- Commercial General Liability Insurance/Property Damage with limits of not less than a combined single limit of \$1,000,000 per occurrence for bodily injury, personal injury, and property damage and \$3,000,000 general aggregate.

Any bus companies hired by Contractor shall have the following insurance:

- Workers' Compensation Insurance as required under California State Law.
- Commercial General Liability Insurance/Property Damage with limits of not less than a combined single limit of \$2,000,000 per occurrence for bodily injury, personal injury, and property damage and \$3,000,000 general aggregate.
- Commercial Automobile Liability Insurance covering all owned, non-owned or hired automobiles, with coverage for at least \$5,000,000 Combined Single Limit Bodily Injury and Property Damage. Coverage shall not exclude passengers.

14.2 General and auto liability insurance policies shall be endorsed to name the District as an additional insured. The certificate must read as follows: "Rancho Santiago Community College District, its Board of Trustees, officers, agents, directors, and employees, are named as additional insured under this policy".

14.3 Contractor shall not commence work under this Agreement until it has obtained all the insurance required hereunder and delivered to DISTRICT satisfactory of all insurance required under this Agreement. Policies will not be cancelled until after thirty (30) days' unconditional written notice to District.

15.0 GENERAL PROVISIONS

15.1 ASSIGNMENT

This Agreement is a personal service contract for the services of Contractor, and Contractor's interest in this Agreement, duties hereunder and fees due hereunder may not be subcontracted, assigned or delegated to any party without the prior written approval of DISTRICT and any attempt to do so shall be void and of no effect.

15.2 ENTIRE AGREEMENT; MODIFICATIONS

This Agreement supersedes all prior agreements, written or oral, between Contractor and District and shall constitute the entire agreement and understanding between the parties with respect to the subject matter hereof. That this Agreement and each of its provisions shall be binding upon the parties and may not be waived, modified, amended or altered except by a writing signed by District and Contractor. In the event any form of Contractor's agreement is made a part of this Agreement, the terms and conditions of this Agreement shall prevail in the event of any inconsistency in terms.

15.3 FORCE MAJEURE

Neither party hereto shall be liable or responsible to the other for any loss or damage or for any delays or failure to perform due to causes beyond its reasonable control including, but not limited to, acts of God, strikes, epidemics, war, riots, flood, fire, sabotage, or any other circumstances of like character.

15.4 GOVERNING LAW

This Agreement and all of the rights and obligations of the parties hereto and all of the terms and conditions hereof shall be construed, interpreted and applied in accordance with and governed by and enforced under the laws of the State of California.

15.5. NON-DISCRIMINATION

Contractor agrees that, during activities described in this Agreement, no person will be excluded from participation in, denied the benefits of, or otherwise subject to discrimination on the basis of race, color, religion, national origin, age, sex, disabilities, marital status or any other basis forbidden by law.

15.6 BINDING EFFECT

This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective permitted assigns and successors.

15.7 SEVERABILITY

In case any provision hereof shall, for any reason, be held invalid or unenforceable in any respect, such invalidity or unenforceability shall not affect any other provision hereof, and this Agreement shall be construed as if such invalid or unenforceable provision had not been included herein.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed the day and year above written.

Company Name

Signature

Printed Name

Title

Date

Rancho Santiago Community College District
District Name

Signature

Peter J. Hardash
Printed Name

Vice Chancellor, Business Operations/Fiscal Svc
Title

Date

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

To:	Board of Trustees	Date:	October 27, 2014
Re:	Approval of Governet Professional Services Agreement to Continue Support for Curricunet Curriculum Management System		
Action:	Approval of Agreement		

BACKGROUND

Curricunet is the curriculum management system utilized by Santa Ana College since 2009. This agreement provides a five year extension for hosting, technical assistance and support through the Curricunet vendor Governet.

ANALYSIS

Curricunet is used to manage all curriculum related processes through an internet based application. This agreement provides technical support and hosting services for Santa Ana College by Governet for five years extending the original agreement reached in 2009.

RECOMMENDATION

It is recommended that the Board of Trustees approve the five-year professional services agreement with Governet located in Idaho Falls, Idaho to provide continued hosting and technical support for the Santa Ana College Curricunet system at the rates identified below.

Annual Maintenance, Support and Hosting Fee:

November 1, 2014 – October 31, 2015: \$ 11,000.00

November 1, 2015 – October 31, 2016: \$ 12,100.00

November 1, 2016 – October 31, 2017: \$ 13,310.00

November 1, 2017 – October 31, 2018: \$ 13,310.00

November 1, 2018 – October 31, 2019: \$ 13,310.00

Fiscal Impact:	\$63,030	Board Date:	October 27, 2014
Prepared by:	James Kennedy, Vice President, SAC School of Continuing Education		
Submitted by:	Erlinda J. Martinez, Ed.D., President, Santa Ana College		
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor, RSCCD		



EXTENSION AGREEMENT

THIS CONTRACT EXTENSION for **Professional Services Agreement** dated **September 1, 2009** (the “Master Agreement”) by and between Governet, a division of Nevada Contractors Registry, Inc. a Nevada Corporation, (“Governet”) and **Santa Ana College** (hereinafter referred to as “Client”) is entered into by mutual agreement of the undersigned parties for the continuation of support services for the CurricUNET System, as specified below. Governet and Client are collectively referred to herein as the “Parties”. The terms of this Extension Agreement shall control in the event of a conflict between the terms hereof and those of the Master Agreement.

1. **EXTENSION TERM:** The Parties agree that the Master Agreement is hereby extended for a **five (5)** year term beginning on **November 1, 2014** and ending on **October 31, 2019**. Further extensions of this term are subject to the mutual agreement of parties. After the expiration of the Extension Term, Governet shall be entitled to make adjustments to fees payable (Not To Exceed 10% for each renewal period).

2. **SERVICES:** Governet will continue to provide Client with ongoing system hosting, user support (via phone, instant messaging and email) ongoing system maintenance, and periodic future upgrades within the same major CurricUNET version (including custom software upgrades if custom web input forms and/or workflows are impacted) as required under the Master Agreement. Governet will provide up to a total of **120** hours of technical services (the “Annual Allowance”), for the costs as provided in Section 3, in each twelve (12) month period after the effective date of the contract for sytem hosting, maintenance and client support services. Any configuration or modification services exceeding the current version release features and said Annual Allowance shall be added to this Agreement through written addendum and billed to Client at Governet’s currently published Adhoc Professional Services rate or other rate as provided by addendum.

3. **FEES FOR SERVICE AND TERMS OF PAYMENT:** Client shall pay certain fees for the services specified in herein. These fees are set forth as follows:

- (a) Annual Maintenance, Support and Hosting Fee:
 - November 1, 2014 – October 31, 2015: \$ 11,000.00**
 - November 1, 2015 – October 31, 2016: \$ 12,100.00**
 - November 1, 2016 – October 31, 2017: \$ 13,310.00**
 - November 1, 2017 – October 31, 2018: \$ 13,310.00**
 - November 1, 2018 – October 31, 2019: \$ 13,310.00**

Fee payable for the services set forth in Paragraph 2.

Payment for this service shall be a single, non-refundable annual payment due on **November 1st** of each year for the Extension Term or Renewal Term. All payments are due within 30 days from the date of the invoice.

Initials: _____

4. OWNERSHIP OF INTELLECTUAL PROPERTY. To clarify and confirm the rights and responsibilities of the Parties relating to the CurricUNET system and the intellectual property therein, the Parties acknowledge and agree as follows:

(a) Intellectual Property Rights. Client acknowledges and agrees that Governet owns and has rights in and to those patents or patentable technologies, software designs and schematics, algorithms, source codes, source listings, specifications, copyrights and copyrightable materials, design documents and information, copies of source or object codes or other documentation of any type, which comprise the CurricUNET system. The foregoing is referred to collectively herein as “Governet Intellectual Property”. Client acknowledges and agrees that nothing in this Agreement or in the performance thereof, or that might otherwise be implied by law, shall operate to grant Client any right, title, or interest in or to Governet’s Intellectual Property. Furthermore, Client acknowledges and agrees that it will not in any way, directly or indirectly through any 3rd party, alter, modify, reverse engineer, or copy the Governet Intellectual Property, or any component thereof, without the express written consent of a duly authorized executive officer of Governet. Furthermore, the Parties acknowledge that during the course of performance of this Agreement, Governet will render services to Client that may result in the creation of new technologies, discoveries, concepts, ideas, inventions, innovations, improvements, developments, methods, designs, analyses, drawings, reports, patent applications, and copyrightable work (whether or not including any confidential information) which relate to Governet’s CurricUNET system or the services rendered to Client (the “Future IP”). The Parties acknowledge and agree that such Future IP shall be deemed developed by and owned exclusively by Governet, and shall be deemed licensed hereunder for use by Client. In the event it is determined for any reason that ownership of said Future IP resides with Client, then Client hereby grants to Governet an unrestricted, non-exclusive, perpetual license to use said Future IP at no cost to Governet.

(b) Use of Governet Marks. Client acknowledges that Governet owns and has rights in and to certain trademarks, logos, website materials, and marketing materials (the “Governet Marks”) that may be made available for use by Client under this Agreement. Client expressly acknowledges and agrees that nothing in this Agreement or in the performance thereof, or that might otherwise be implied by law, shall operate to grant Client any right, title, or interest in or to Governet’s Marks. Client further acknowledges that it has no right to use, distribute, or otherwise reproduce such Governet Marks without the express written consent of Governet.

(c) Use of Client Marks. Governet acknowledges that Client owns, and retains ownership of all Marks owned by Client, including any trademarks, logos, website materials, and marketing materials (the “Client Marks”). Governet further acknowledges that it has no right to use, distribute, or otherwise reproduce such Client Marks without the express written consent of the Client, except that Client expressly agrees that Governet may use the Client Marks in a manner which indicates that Client is a client of Governet. Nothing in this Agreement or in the performance thereof, or that might otherwise be implied by law, shall operate to grant Governet any right, title, or interest in or to Client’s Marks.

(d) Nondisclosure; Use of Confidential Information. For purposes of this Agreement, “Confidential Information” shall mean this Agreement and all proprietary information, data, trade secrets, business information and other information of any kind whatsoever which a Party (“Discloser”) discloses, in writing, orally or visually, to the other Party (“Recipient”) or to which Recipient obtains access in connection with the negotiation and performance of this Agreement, and which relates to (i) the Discloser; (ii) is designated by the Discloser to be proprietary or confidential in nature; and (iii) is not in the public domain. As used herein, the Parties acknowledge and agree that curriculum data, consisting of approved course outlines and program materials, voluntarily collected through or via the CurricUNET System shall not be deemed Confidential Information hereunder.

Rather each of the Parties shall be entitled to collate, summarize or otherwise use and distribute such curriculum data including to third parties. The Recipient of Confidential Information agrees not to use any such Confidential Information received from the Discloser thereof for its own use, directly or indirectly, or for any purpose other than as expressly allowed under this Agreement. The Recipient shall

Initials: _____

not disclose or permit disclosure of any Confidential Information to third parties without the prior consent of an authorized officer or director of the Discloser. The Recipient shall take reasonable measures to protect the secrecy of and avoid disclosure or use of Confidential Information in order to prevent it from falling into the public domain or the possession of persons other than those persons authorized under this Agreement to have any such information. Such measures shall include, but not be limited to, the highest degree of care that the Recipient utilizes to protect its own confidential information of a similar nature, which shall be no less than reasonable care. The Recipient shall notify the Discloser in writing of any actual or suspected misuse, misappropriation or unauthorized disclosure of Confidential Information which may come to the Recipient's attention.

IN WITNESS WHEREOF, the parties have caused this agreement to be executed in the names as of the date first written above.

Client

GOVERNET

By (Signature)

By (Signature)

Peter J. Hardash
Printed Name

Nancy Howard
Printed Name

Vice Chancellor, Business Operations/
Fiscal Services
Title

Chief Operating Officer
Title

2323 N. Broadway
Address

1000 River Walk Drive, Suite 350
Address

Santa Ana, CA 92706
City, State, Zip Code

Idaho Falls, Idaho 83402
City, State, Zip Code

Date

Date

Governet
1000 River Walk Drive, Suite 350
Idaho Falls, Idaho 83402
Tel: 208-522-1225 / Fax: 208-522-2896

Initials: _____

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**Santa Ana College School of Continuing Education**

To: Board of Trustees	Date: October 27, 2014
Re: Approval of Taller San Jose Instructional Services Agreement	
Action: Request for Approval	

BACKGROUND

Rancho Santiago Community College District contracts with Taller San Jose to operate Career Technical Education training. The District collects state funding on the attendance generated under this agreement and pays Taller San Jose an hourly rate per hour of attendance to provide the services. The Taller San Jose Instructional Services Agreement SAC-14-055, is effective October 27, 2014, to June 30, 2015.

ANALYSIS

For 2014-2015, Santa Ana College proposes to contract with Taller San Jose to provide 25,000 student attendance hours in Vocational Construction Technology at the rate of \$2.12 per attendance hour.

RECOMMENDATION

It is recommended that the Board of Trustees approve the instructional agreement with Taller San Jose located in Santa Ana, California for program year 2014-2015.

Fiscal Impact: \$53,000	Board Date: October 27, 2014
Prepared by: James Kennedy, Vice President, SAC School of Continuing Education Nilo Lipiz, Dean of Instruction and Student Services	
Submitted by: Erlinda J. Martinez, Ed.D., President, Santa Ana College	
Recommended by: Raúl Rodriguez, Ph.D., Chancellor, RSCCD	

TALLER SAN JOSE
INSTRUCTIONAL SERVICES AGREEMENT

THIS AGREEMENT, made and entered into on the 28th day of October 2014, between Rancho Santiago Community College District, County of Orange, State of California, on behalf of Santa Ana College, hereinafter called the "DISTRICT" and TALLER SAN JOSE, 801 North Broadway, Santa Ana, California 92701-3423, herein referred to as "TALLER SAN JOSE."

W I T N E S S E T H

WHEREAS, the Governing Board of the District has approved the contracting out of the vocational education program for Clerical/Office occupations pursuant to Education Code 78015; and

WHEREAS, through this Agreement with TALLER SAN JOSE, the DISTRICT intends to provide a vocational education program for the benefit of eligible students of the DISTRICT, under the State Plan for Vocational Education and the Federal Carl D. Perkins Vocational and Technology Education Act of 1998, in order to prepare such students for a vocation in Construction Technology occupations; and

WHEREAS, the DISTRICT also intends to limit the hours of instruction to a maximum of 25,000 student attendance hours for the Agreement. Other students may attend as private enrollees of TALLER SAN JOSE but such enrollment shall not exceed a number at which the DISTRICT funded program may operate effectively; and

WHEREAS, TALLER SAN JOSE represents that it is a non-public vocational school with extensive capabilities and experience in vocational instruction and training and holds Course Approval under the provisions of Section 94312 of the Education Code of the State of California; and

WHEREAS, DISTRICT represents that it has minimum qualifications for instructors teaching these courses and the qualifications are consistent with requirements in other similar courses given at the DISTRICT,

WHEREAS, TALLER SAN JOSE represents that each instructor of TALLER SAN JOSE in this program possesses valid minimum teaching qualifications to teach in the specific vocational subject area as determined by the DISTRICT; and

WHEREAS, TALLER SAN JOSE represents that its financial resources are adequate to insure operation for the duration of the student training period and that TALLER SAN JOSE operates on the basis of sound administrative policies and adheres to nondiscriminatory practices and does not and shall not discriminate on the basis of race, ethnic or national origin, sex, age, disability, sexual orientation, or prior educational status or any other unreasonable basis for discrimination; and

WHEREAS, TALLER SAN JOSE represents that its physical facilities meet requirements of state and local safety and health regulations and its equipment and instructional materials are adequate and suitable for the courses offered and the number of students in attendance; and

WHEREAS, TALLER SAN JOSE represents that it maintains current, accurate records of both student attendance (class attendance sheets) and progress (grade sheets). TALLER SAN JOSE consents to inspection of these records by authorized representatives of the

DISTRICT, California Community College Board of Governors, and other regulatory and administrative agencies, and such records shall be submitted by TALLER SAN JOSE on a schedule developed by DISTRICT; and

WHEREAS, TALLER SAN JOSE represents that it is free of any pending or existing proceedings against it or that of any of its instructors; or in the alternative, that it can show to the satisfaction to the DISTRICT by way of written evidence that such proceedings are without merit and will be disposed of in favor of TALLER SAN JOSE;

NOW, THEREFORE, in consideration of the conditions, covenants, terms, agreements and recitals contained herein, it is mutually agreed as follows:

All the above recitals are true and correct.

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1. TALLER SAN JOSE RESPONSIBILITIES

TALLER SAN JOSE shall provide vocational instruction, training, facility, equipment, supervision, and other services for all enrolled students not to exceed a maximum of 25,000 student hours during the 2014/2015 school year (10/28/2014 through 6/30/2015). The vocational instructional program will be offered through Santa Ana College School of Continuing Education CTE/Vocational Business Skills program. Instruction time shall be provided by TALLER SAN JOSE for all students who wish such instruction during school holidays (excluding legal holidays) and Christmas recess provided such instructional time does not exceed total hours stipulated within this Agreement.

- A. All students shall be under the direct supervision of instructors with a valid credential for community college services or meet minimum qualifications in the area to be taught, such credential to be registered with the Orange County Department of Education and the DISTRICT.
- B. Instruction to be claimed for apportionment under this contract is under the immediate supervision and control of an employee of DISTRICT (Title 5, Section 58058) who has met the minimum qualifications for instruction in vocational subjects in a California community college.
- C. Where the instructor is not a paid employee of DISTRICT, DISTRICT shall enter into a written agreement with each instructor who is conducting instruction for which FTES are to be reported. Instructors paid by TALLER SAN JOSE shall enter into individual instructor services agreements with DISTRICT. These

instructor agreements are included herein as APPENDIX A, and by this reference are incorporated into this Agreement.

- D. TALLER SAN JOSE shall provide all necessary instructional supplies and equipment for the students covered by the Agreement. All material and equipment supplied by TALLER SAN JOSE shall remain the property of TALLER SAN JOSE and shall not be removed from the premises without permission of TALLER SAN JOSE.
- E. Except as noted in this Agreement, TALLER SAN JOSE shall not charge students receiving instruction and training under this Agreement additional cost for tuition, supplies, and/or equipment for any instruction and/or training to be provided in accordance with this contract.
- F. TALLER SAN JOSE will provide those administrative functions essential for the operation of its facilities at its own expense.
- G. TALLER SAN JOSE shall provide all students who complete the program job placement services. Record of such placement services shall be kept and reported to the DISTRICT annually.
- H. TALLER SAN JOSE shall be in compliance with Title VI of the Civil Rights Act of 1964, Title IX of the Higher Education Act of 1972, Section 504 of the Rehabilitation Act of 1973, the U.S. Presidential Executive Order 11246, and subsequent amendments (if applicable) and the intent of the Board of Governors of the California Community Colleges affirmative action resolution adopted April 12, 1973, and all applicable local, state, and federal health and safety regulations.

- I. TALLER SAN JOSE's courses shall be held at facilities that are clearly identified as being open to the general public. Enrollment in the courses is open to any person who has been admitted to the college and has met any applicable prerequisites.

2. CURRICULUM

The curriculum shall be as described in the Santa Ana College catalog and the program and course outlines on file in the Instruction office as approved by the Curriculum Council, the Chancellor, the Board of Trustees of the DISTRICT, and Chancellor's Office of the California Community Colleges.

3. DISTRICT RESPONSIBILITIES

- A. DISTRICT is responsible for the education program conducted at this site.
- B. The DISTRICT shall provide the normal administrative functions including admissions, counseling, registration, achievement records, and awarding of completion Certificates comparable to those maintained for any student of the DISTRICT.
- C. Procedures, Terms, and Conditions. The enrollment period for these vocational classes, the student enrollment fees, the number of class hours sufficient to meet the stated performance objectives, the supervision and evaluation of students, and the withdrawal of students prior to completion of a course are determined by DISTRICT.
- D. Instruction to be claimed for apportionment under this contract is under the immediate supervision and control of an employee of DISTRICT who has met

the minimum qualifications for instruction in a vocational subject in a California community college.

- E. DISTRICT shall demonstrate control and direction of TALLER SAN JOSE instructors through such actions as providing the instructors, as appropriate, with an instructor's manual, course outlines, curriculum materials, testing and grading procedures, and any other materials and services that DISTRICT would provide to its hourly instructors on campus.
- F. The DISTRICT's policy on open enrollment shall be published in the college catalogue, schedule of classes, and any addenda to the schedule of classes, along with a description of the course. These courses offered by TALLER SAN JOSE are all noncredit.
- G. The courses of instruction specified in this Agreement and the outlines of record for such courses have been approved by college's curriculum committee as meeting Title 5 course standards and the courses have been approved by the DISTRICT's Board of Trustees.
- H. DISTRICT uses procedures to assure that instructors teaching different sections of the same course teach in a manner consistent with the approved outline of record for that course and those procedures are applied to courses and instructors covered under the Agreement and the students are held to a comparable level of rigor.

4. RESPONSIBILITIES OF TALLER SAN JOSE AND DISTRICT

TALLER SAN JOSE and the DISTRICT shall make available ancillary and support services as relating to counseling, guidance, and placement assistance for the students.

5. PAYMENT

The DISTRICT shall pay to TALLER SAN JOSE on a monthly basis within 30 days of receipt of invoice with accompanying attendance sheets at \$2.12 per hour for each student positive attendance hour certified to the DISTRICT for actual attendance during the preceding month at TALLER SAN JOSE's place of instruction for all properly enrolled students who are in good standing with the DISTRICT. Such payment to be considered in full payment to cover all contract cost of operating said instructional program. Total hours shall not exceed a maximum of 25,000 actual student hours of attendance under this contract.

- A. TALLER SAN JOSE states that 50% of the above hourly rate represents actual costs of instructors including all salary and related benefits and 50% of the above hourly rate represents other costs of operations.
- B. The DISTRICT shall pay to TALLER SAN JOSE for each student trainee throughout his or her enrollment the hourly rate in force at the time of the trainee's entry into the program or an amount not to exceed the rate charged.
- C. In the event a DISTRICT student withdraws from the program of instruction, or because of failure to attend scheduled instruction, is dropped from the program, the DISTRICT shall be responsible to TALLER SAN JOSE for payment for only the actual hours of authorized attendance of such students prior to the drop or withdrawal date.

6. COSTS PER STUDENT

Costs per student shall not exceed the total direct and indirect costs to provide the same training in public schools or the tuition the private post secondary school charges its private students, whichever is lower.

7. REIMBURSEMENT PER STUDENT

TALLER SAN JOSE shall not be reimbursed for more than 25,000 hours of instruction for any one student in Business Skills. Exceptions to these limits will only be allowed with the prior consultation and approval of the District.

8. NEW STUDENTS

TALLER SAN JOSE agrees to accept new students in programs during each enrollment period established by the DISTRICT and according to College enrollment procedures provided that 25,000 student attendance hours are not exceeded.

9. SUPERVISION

The 25,000 hours of approved instruction and training shall be given under the direct supervision of California licensed instructors holding valid California teaching credentials authorizing services in the area of clerical/office occupations in vocational programs in a community college or possessing equivalent qualifications established by the DISTRICT, and all DISTRICT students while engaged in such instruction and training shall be under the immediate supervision and control of such instructors.

10. BILLING

TALLER SAN JOSE shall submit and certify statements and billings monthly to:

Rancho Santiago Community College District, Santa Ana College School of Continuing Education, Centennial Education Center, 2900 W. Edinger, Santa Ana, CA 92704-3902.

Attention: Dean of Instruction and Student Services at the end of each month on the forms provided by the DISTRICT. Billings shall include evidence of positive attendance in accordance with State Regulations. All billings shall be accompanied by attendance sheets verifying the number of enrollees and number of actual hours of instruction given.

11. ATTENDANCE

Records of enrollee attendance shall be maintained by TALLER SAN JOSE for a period of five (5) years and shall be available for review by the DISTRICT, its staff, its auditor, the Office of Private Post Secondary Education, and the staff of the Vocational Support Unit of the Chancellor's Office, California Community Colleges.

12. RECORDS

TALLER SAN JOSE shall maintain accurate records of attendance and progress for each student and evaluations of each student at the request of the DISTRICT, and shall submit to the DISTRICT such information from such records as is requested by the authorized representative(s) of the DISTRICT.

13. REPORT

A report will be delivered regarding the accomplishment of the performance objectives for each instructional area at the end of the contract period.

14. TRANSFER STUDENTS

Should it become necessary for one or more DISTRICT students to transfer to the TALLER SAN JOSE from schools and colleges, both public and private, that are accredited and hold valid certificates of course approval and licenses as private, post-secondary, vocational schools for instruction and training in the clerical office occupations, TALLER SAN JOSE agrees to accredit each of such students with one hour

for each and every hour of approved instruction and/or training received by, or credited to, such student in the former program.

15. CERTIFICATION BY DISTRICT

DISTRICT hereby certifies that on all student attendance from classes offered through this Agreement which it reports for state apportionment, it does not, and will not, receive full compensation for the direct education costs of the courses from any public or private agency, individual, or group.

16. CERTIFICATION BY COUNTY

COUNTY hereby certifies that in receiving the compensation for attendance hours stipulated in this Agreement, it does not, and will not receive full compensation for the direct education costs of the courses from any other public or private agency, individual, or group.

17. INSURANCE

A. TALLER SAN JOSE shall obtain and maintain insurance, at the expense of TALLER SAN JOSE, all workers' compensation insurance required by law for its employees in the operation of this program. TALLER SAN JOSE will provide, when required by law, and at TALLER SAN JOSE's own expense, workers' compensation insurance coverage for the students in TALLER SAN JOSE's program.

B. TALLER SAN JOSE shall maintain during the entire term of this Agreement insurance for general liability in the amount of not less than ONE MILLION DOLLARS (\$1,000,000) each occurrence and THREE MILLION DOLLARS (\$3,000,000) aggregate. Said coverage shall expressly name the DISTRICT, the

BOARD OF GOVERNORS of the California Community Colleges, and the STATE OF CALIFORNIA and their agents, employees, and officers as Additional Insured. TALLER SAN JOSE shall provide to DISTRICT a certificate of insurance and the Additional Insured Endorsement covering the contract period and stating the required coverage.

- a. This coverage shall not be canceled or coverage reduced until notice has been mailed to the DISTRICT stating the date of cancellation or reduction. Coverage shall not be canceled until 30 days have passed from date of receipt of such notice.
- b. Such coverage as provided for the DISTRICT, the BOARD OF GOVERNORS of the California Community Colleges, the STATE OF CALIFORNIA, and their officers, agents, and employees shall be primary and any coverage carried by the DISTRICT, the BOARD OF GOVERNORS of the California Community Colleges, the STATE OF CALIFORNIA and their officers, agents, and employees shall be excess and non-contributory. Notice evidencing said coverage shall be at all times furnished to the DISTRICT.

18. INDEMNIFICATION

All parties to this Agreement shall agree to defend, indemnify, and hold harmless the other party, its officers, agents, employees, and volunteers, from and against all loss, cost, and expense arising out of any liability or claim of liability, sustained or claimed to have been sustained, arising out of the activities, or the performance or nonperformance of obligations under this Agreement, of the indemnifying party, or those or any of its

officers, agents, employees, or volunteers. The provisions of this article do not apply to any damage or loss caused solely by the negligence or intentional acts of the non-indemnifying party or any of its agents or employees.

19. EFFECTIVE DATE

This Agreement shall become effective October 28, 2014, and shall be reviewed periodically by the parties hereto. Any amendment or adjustments reasonably necessary shall be made from time to time by mutual agreement. TALLER SAN JOSE shall notify the DISTRICT of any change in facility location during the period of this Agreement. The DISTRICT reserves the right to terminate this Agreement due to a facility change that the DISTRICT determines to be inadequate for instructional purposes.

20. TERMINATION

The DISTRICT and TALLER SAN JOSE reserve the right to terminate this Agreement at the end of any semester or summer session by giving thirty (30) days prior written notice. In addition the DISTRICT may terminate this Agreement due to budgetary restraints identified by the Board of Trustees, thirty (30) days after giving written notice.

A. Should the DISTRICT exercise its right to terminate this Agreement, students currently enrolled shall have the option to complete the current training course at a cost not to exceed the rate per student instructional hour as set forth herein. Such fees shall to be paid directly to TALLER SAN JOSE by the student.

21. NOTICE

Any notice given under this Agreement shall be deemed given when personally served upon the Chancellor of the DISTRICT or upon the Chair of the Board of Directors of TALLER SAN JOSE, JOBS FOR PROGRESS, INC. or when a certified notice is deposited in the mail in Orange County in a sealed envelope with postage thereon fully prepaid from one party to the other addressed as follows, respectively:

TO DISTRICT: RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
 2323 North Broadway
 Santa Ana, CA 92706
 Attention: Vice Chancellor
 Business Operations/Fiscal Services

TO CONTRACTOR: TALLER SAN JOSE
 801 North Broadway
 Santa Ana, CA 92701-3423

22. EXPIRATION DATE

This Agreement shall expire on June 30, 2015.

23. APPROVAL

This Agreement is subject to the approval of the California Community Colleges Chancellor's Office.

IN WITNESS WHEREOF, said parties to this Agreement have executed these presentations and here unto set their hands on the day and year first written.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Signature:

Date:

Peter J. Hardash, Vice Chancellor
Business Operations/Fiscal Services
Rancho Santiago Community College District
2323 N. Broadway
Santa Ana, CA 92706
(714) 480-7340

TALLER SAN JOSE

Signature:

Date:

Shawna Smith, Executive Director
Taller San Jose
801 North Broadway
Santa Ana, CA 92701-3423
(714) 543-5105

APPENDIX A

INDIVIDUAL INSTRUCTOR SERVICES AGREEMENTS

Rancho Santiago Comm Coll District

Board Meeting of 10/27/14

AP0020

Bank Code: 92 District Funds

Check Registers Submitted for Approval

Page: 1

Checks Written for Period 10/01/14 Thru 10/15/14

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
60581	General Fund Unrestricted	7,176.96	0.00	7,176.96	92*0403625	92*0403632
60583	General Fund Unrestricted	12,307.75	0.00	12,307.75	92*0403645	92*0403647
60584	General Fund Unrestricted	1,217.03	0.00	1,217.03	92*0403651	92*0403655
60585	General Fund Unrestricted	2,050.44	0.00	2,050.44	92*0403658	92*0403664
60590	General Fund Unrestricted	2,426.01	0.00	2,426.01	92*0403677	92*0403679
60591	General Fund Unrestricted	6,401.18	0.00	6,401.18	92*0403680	92*0403684
60592	General Fund Unrestricted	1,150.42	0.00	1,150.42	92*0403686	92*0403686
60593	General Fund Unrestricted	12,240.00	0.00	12,240.00	92*0403689	92*0403689
60595	General Fund Unrestricted	56,432.41	0.00	56,432.41	92*0403700	92*0403702
60597	General Fund Unrestricted	5,603.90	0.00	5,603.90	92*0403704	92*0403713
60598	General Fund Unrestricted	2,213.70	0.00	2,213.70	92*0403714	92*0403724
60599	General Fund Unrestricted	119.86	0.00	119.86	92*0403733	92*0403733
60605	General Fund Unrestricted	70,451.41	0.00	70,451.41	92*0403746	92*0403845
60606	General Fund Unrestricted	76,799.00	0.00	76,799.00	92*0403846	92*0403945
60607	General Fund Unrestricted	78,540.20	0.00	78,540.20	92*0403946	92*0404045
60608	General Fund Unrestricted	25,808.04	0.00	25,808.04	92*0404046	92*0404080
60609	General Fund Unrestricted	64,143.70	0.00	64,143.70	92*0404081	92*0404180
60610	General Fund Unrestricted	61,187.00	0.00	61,187.00	92*0404181	92*0404280
60611	General Fund Unrestricted	64,517.00	0.00	64,517.00	92*0404281	92*0404380
60612	General Fund Unrestricted	58,958.80	0.00	58,958.80	92*0404381	92*0404480
60613	General Fund Unrestricted	68,253.00	0.00	68,253.00	92*0404481	92*0404580
60614	General Fund Unrestricted	56,463.00	0.00	56,463.00	92*0404581	92*0404680
60615	General Fund Unrestricted	72,101.67	0.00	72,101.67	92*0404681	92*0404780
60616	General Fund Unrestricted	75,953.27	0.00	75,953.27	92*0404781	92*0404883
60617	General Fund Unrestricted	71,290.69	0.00	71,290.69	92*0404884	92*0404983
60618	General Fund Unrestricted	68,401.00	0.00	68,401.00	92*0404984	92*0405083
60619	General Fund Unrestricted	88,681.53	0.00	88,681.53	92*0405084	92*0405183
60620	General Fund Unrestricted	87,662.84	0.00	87,662.84	92*0405184	92*0405283
60621	General Fund Unrestricted	54,498.50	0.00	54,498.50	92*0405284	92*0405334
60623	General Fund Unrestricted	4,076.75	0.00	4,076.75	92*0405341	92*0405349
60624	General Fund Unrestricted	768.24	0.00	768.24	92*0405353	92*0405355
60625	General Fund Unrestricted	8,212.46	0.00	8,212.46	92*0405356	92*0405362
60628	General Fund Unrestricted	7,789.61	0.00	7,789.61	92*0405372	92*0405379
60629	General Fund Unrestricted	2,202.30	0.00	2,202.30	92*0405380	92*0405387
60632	General Fund Unrestricted	3,037.17	0.00	3,037.17	92*0405390	92*0405394
60633	General Fund Unrestricted	2,972.66	0.00	2,972.66	92*0405395	92*0405401
60634	General Fund Unrestricted	1,864.32	0.00	1,864.32	92*0405402	92*0405408
60635	General Fund Unrestricted	3,074.00	0.00	3,074.00	92*0405409	92*0405411
60636	General Fund Unrestricted	6,915.57	0.00	6,915.57	92*0405412	92*0405423
60637	General Fund Unrestricted	1,995.27	0.00	1,995.27	92*0405424	92*0405425
60638	General Fund Unrestricted	22,536.29	0.00	22,536.29	92*0405438	92*0405448

Checks Written for Period 10/01/14 Thru 10/15/14

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
60639	General Fund Unrestricted	2,901.00	0.00	2,901.00	92*0405451	92*0405456
60640	General Fund Unrestricted	4,202.18	0.00	4,202.18	92*0405459	92*0405465
60641	General Fund Unrestricted	42,332.88	0.00	42,332.88	92*0405466	92*0405468
60642	General Fund Unrestricted	111,109.50	0.00	111,109.50	92*0405470	92*0405471
60643	General Fund Unrestricted	425.70	0.00	425.70	92*0405476	92*0405476
60644	General Fund Unrestricted	3,054.90	0.00	3,054.90	92*0405477	92*0405481
60646	General Fund Unrestricted	2,771.47	0.00	2,771.47	92*0405487	92*0405493
60648	General Fund Unrestricted	9,128.00	0.00	9,128.00	92*0405498	92*0405501
60649	General Fund Unrestricted	245,787.95	0.00	245,787.95	92*0405503	92*0405506
60650	General Fund Unrestricted	3,860.00	0.00	3,860.00	92*0405507	92*0405511
60651	General Fund Unrestricted	1,459.60	0.00	1,459.60	92*0405512	92*0405520
60652	General Fund Unrestricted	99.05	0.00	99.05	92*0405523	92*0405523
60653	General Fund Unrestricted	3,445.67	0.00	3,445.67	92*0405532	92*0405537
60660	General Fund Unrestricted	736.00	0.00	736.00	92*0405564	92*0405564
60661	General Fund Unrestricted	1,755.13	0.00	1,755.13	92*0405566	92*0405569
60662	General Fund Unrestricted	1,382.08	0.00	1,382.08	92*0405570	92*0405574
60663	General Fund Unrestricted	41,533.10	0.00	41,533.10	92*0405579	92*0405580
60664	General Fund Unrestricted	828.09	0.00	828.09	92*0405582	92*0405583
60665	General Fund Unrestricted	1,728.18	0.00	1,728.18	92*0405588	92*0405593
60666	General Fund Unrestricted	2,672.61	0.00	2,672.61	92*0405594	92*0405624
60669	General Fund Unrestricted	63.08	0.00	63.08	92*0405632	92*0405632
60672	General Fund Unrestricted	4,289.40	0.00	4,289.40	92*0405641	92*0405645
60673	General Fund Unrestricted	2,638.96	0.00	2,638.96	92*0405647	92*0405652
60674	General Fund Unrestricted	2,333.66	0.00	2,333.66	92*0405655	92*0405662
60675	General Fund Unrestricted	953.34	0.00	953.34	92*0405664	92*0405668
60677	General Fund Unrestricted	566.59	0.00	566.59	92*0405680	92*0405681
60678	General Fund Unrestricted	22,265.53	0.00	22,265.53	92*0405682	92*0405685
60682	General Fund Unrestricted	190.13	0.00	190.13	92*0405699	92*0405699
60683	General Fund Unrestricted	172,103.76	0.00	172,103.76	92*0405704	92*0405709
60685	General Fund Unrestricted	20.16	0.00	20.16	92*0405730	92*0405730
60686	General Fund Unrestricted	2,907.18	0.00	2,907.18	92*0405731	92*0405736
60687	General Fund Unrestricted	4,188.50	0.00	4,188.50	92*0405737	92*0405743
60689	General Fund Unrestricted	1,074.00	0.00	1,074.00	92*0405752	92*0405752
Total Fund 11 General Fund Unrestricted		<u>\$2,013,302.33</u>	<u>\$0.00</u>	<u>\$2,013,302.33</u>		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
60582	General Fund Restricted	2,633.76	0.00	2,633.76	92*0403633	92*0403644
60583	General Fund Restricted	2,932.87	0.00	2,932.87	92*0403648	92*0403649
60585	General Fund Restricted	1,008.64	0.00	1,008.64	92*0403656	92*0403661
60592	General Fund Restricted	3,388.00	0.00	3,388.00	92*0403685	92*0403687
60593	General Fund Restricted	45,697.63	0.00	45,697.63	92*0403688	92*0403690
60594	General Fund Restricted	3,799.48	0.00	3,799.48	92*0403691	92*0403699
60599	General Fund Restricted	746.78	0.00	746.78	92*0403725	92*0403734
60622	General Fund Restricted	9,420.75	0.00	9,420.75	92*0405335	92*0405340
60624	General Fund Restricted	768.63	0.00	768.63	92*0405350	92*0405351
60626	General Fund Restricted	1,885.28	0.00	1,885.28	92*0405363	92*0405370
60632	General Fund Restricted	964.88	0.00	964.88	92*0405391	92*0405391
60637	General Fund Restricted	2,146.51	0.00	2,146.51	92*0405426	92*0405437
60638	General Fund Restricted	10,536.39	0.00	10,536.39	92*0405440	92*0405446
60639	General Fund Restricted	1,029.96	0.00	1,029.96	92*0405449	92*0405458
60640	General Fund Restricted	229.09	0.00	229.09	92*0405460	92*0405460
60641	General Fund Restricted	2,490.00	0.00	2,490.00	92*0405469	92*0405469
60643	General Fund Restricted	3,295.98	0.00	3,295.98	92*0405472	92*0405475
60646	General Fund Restricted	243.46	0.00	243.46	92*0405488	92*0405490
60648	General Fund Restricted	12,488.02	0.00	12,488.02	92*0405495	92*0405502
60652	General Fund Restricted	1,569.84	0.00	1,569.84	92*0405521	92*0405530
60653	General Fund Restricted	171.14	0.00	171.14	92*0405531	92*0405531
60659	General Fund Restricted	3,105.00	0.00	3,105.00	92*0405557	92*0405557
60660	General Fund Restricted	441.40	0.00	441.40	92*0405558	92*0405563
60661	General Fund Restricted	1,546.90	0.00	1,546.90	92*0405565	92*0405565
60662	General Fund Restricted	2,162.04	0.00	2,162.04	92*0405572	92*0405578
60664	General Fund Restricted	2,333.33	0.00	2,333.33	92*0405581	92*0405586
60665	General Fund Restricted	9,594.00	0.00	9,594.00	92*0405587	92*0405592
60668	General Fund Restricted	300.00	0.00	300.00	92*0405627	92*0405627
60669	General Fund Restricted	1,555.28	0.00	1,555.28	92*0405628	92*0405631
60673	General Fund Restricted	1,134.53	0.00	1,134.53	92*0405646	92*0405654
60674	General Fund Restricted	739.02	0.00	739.02	92*0405663	92*0405663
60676	General Fund Restricted	689.46	0.00	689.46	92*0405669	92*0405678
60677	General Fund Restricted	938.56	0.00	938.56	92*0405679	92*0405679
60681	General Fund Restricted	2,536.73	0.00	2,536.73	92*0405690	92*0405697
60682	General Fund Restricted	6,436.21	0.00	6,436.21	92*0405698	92*0405703
60684	General Fund Restricted	1,491.80	0.00	1,491.80	92*0405710	92*0405722
60685	General Fund Restricted	1,262.80	0.00	1,262.80	92*0405723	92*0405729
Total Fund 12 General Fund Restricted		\$143,714.15	\$0.00	\$143,714.15		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
60583	GF Unrestricted One-Time Func	5,431.54	0.00	5,431.54	92*0403646	92*0403646
60584	GF Unrestricted One-Time Func	10.20	0.00	10.20	92*0403650	92*0403650
60596	GF Unrestricted One-Time Func	2,882.30	0.00	2,882.30	92*0403703	92*0403703
60624	GF Unrestricted One-Time Func	659.00	0.00	659.00	92*0405352	92*0405352
60627	GF Unrestricted One-Time Func	17,680.80	0.00	17,680.80	92*0405371	92*0405371
60628	GF Unrestricted One-Time Func	972.66	0.00	972.66	92*0405376	92*0405376
60647	GF Unrestricted One-Time Func	21,418.00	0.00	21,418.00	92*0405494	92*0405494
60680	GF Unrestricted One-Time Func	3,532.92	0.00	3,532.92	92*0405688	92*0405688
60681	GF Unrestricted One-Time Func	839.97	0.00	839.97	92*0405689	92*0405689
60683	GF Unrestricted One-Time Func	6,000.00	0.00	6,000.00	92*0405706	92*0405706
Total Fund 13 GF Unrestricted One-Time		<u>\$59,427.39</u>	<u>\$0.00</u>	<u>\$59,427.39</u>		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
60586	Child Development Fund	26,640.00	0.00	26,640.00	92*0403665	92*0403665
60603	Child Development Fund	2,545.77	0.00	2,545.77	92*0403741	92*0403743
60645	Child Development Fund	1,298.66	0.00	1,298.66	92*0405482	92*0405486
60654	Child Development Fund	3,944.28	0.00	3,944.28	92*0405538	92*0405547
60655	Child Development Fund	19,184.73	0.00	19,184.73	92*0405548	92*0405549
60670	Child Development Fund	752.03	0.00	752.03	92*0405633	92*0405639
60688	Child Development Fund	5,636.14	0.00	5,636.14	92*0405744	92*0405751
Total Fund 33 Child Development Fund		<u>\$60,001.61</u>	<u>\$0.00</u>	<u>\$60,001.61</u>		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
60589	Capital Outlay Projects Fund	11,058.75	0.00	11,058.75	92*0403674	92*0403676
60657	Capital Outlay Projects Fund	6,965.50	0.00	6,965.50	92*0405553	92*0405555
60671	Capital Outlay Projects Fund	3,393.25	0.00	3,393.25	92*0405640	92*0405640
Total Fund 41 Capital Outlay Projects Fu		<u>\$21,417.50</u>	<u>\$0.00</u>	<u>\$21,417.50</u>		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
60587	Bond Fund, Measure E	4,764.31	0.00	4,764.31	92*0403666	92*0403670
60588	Bond Fund, Measure E	53,272.65	0.00	53,272.65	92*0403671	92*0403673
60600	Bond Fund, Measure E	62,839.80	0.00	62,839.80	92*0403735	92*0403737
60602	Bond Fund, Measure E	46,017.15	0.00	46,017.15	92*0403740	92*0403740
60630	Bond Fund, Measure E	15,277.92	0.00	15,277.92	92*0405388	92*0405388
60631	Bond Fund, Measure E	397,407.45	0.00	397,407.45	92*0405389	92*0405389
60656	Bond Fund, Measure E	24,118.02	0.00	24,118.02	92*0405550	92*0405552
60667	Bond Fund, Measure E	20,338.25	0.00	20,338.25	92*0405625	92*0405626
60679	Bond Fund, Measure E	20,194.36	0.00	20,194.36	92*0405686	92*0405687
Total Fund 42 Bond Fund, Measure E		<u>\$644,229.91</u>	<u>\$0.00</u>	<u>\$644,229.91</u>		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
60604	Property and Liability Fund	1,434.25	0.00	1,434.25	92*0403744	92*0403745
60658	Property and Liability Fund	10,230.96	0.00	10,230.96	92*0405556	92*0405556
Total Fund 61 Property and Liability Fund		<u><u>\$11,665.21</u></u>	<u><u>\$0.00</u></u>	<u><u>\$11,665.21</u></u>		

Checks Written for Period 10/01/14 Thru 10/15/14

60601	Workers' Compensation Fund	754.12	0.00	754.12	92*0403738	92*0403739
Total Fund 62 Workers' Compensation Fu		<u><u>\$754.12</u></u>	<u><u>\$0.00</u></u>	<u><u>\$754.12</u></u>		

SUMMARY

Total Fund 11 General Fund Unrestricted	2,013,302.33
Total Fund 12 General Fund Restricted	143,714.15
Total Fund 13 GF Unrestricted One-Time Fund	59,427.39
Total Fund 33 Child Development Fund	60,001.61
Total Fund 41 Capital Outlay Projects Fund	21,417.50
Total Fund 42 Bond Fund, Measure E	644,229.91
Total Fund 61 Property and Liability Fund	11,665.21
Total Fund 62 Workers' Compensation Fund	754.12
Grand Total:	<u><u>\$2,954,512.22</u></u>

Checks Written for Period 09/27/14 Thru 10/10/14

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
311410104	Bookstore Fund	164,184.92	0.00	164,184.92	31*0104835	31*0104849
311410210	Bookstore Fund	197,974.70	0.00	197,974.70	31*0104850	31*0104875
Total Fund 31 Bookstore Fund		<u>\$362,159.62</u>	<u>\$0.00</u>	<u>\$362,159.62</u>		

Checks Written for Period 09/27/14 Thru 10/10/14

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
711409530	Associated Students Fund	2,223.48	0.00	2,223.48	71*0007271	71*0007276
711410210	Associated Students Fund	662.56	0.00	662.56	71*0007277	71*0007278
Total Fund 71 Associated Students Fund		<u>\$2,886.04</u>	<u>\$0.00</u>	<u>\$2,886.04</u>		

Checks Written for Period 09/27/14 Thru 10/10/14

<u>Register #</u>	<u>Fund Title</u>	<u>Amount</u>	<u>Voided Checks</u>	<u>Adjusted Amount</u>	<u>Beg Check #</u>	<u>End Check #</u>
721409530	Representation Fee Trust Fund	1,375.30	0.00	1,375.30	72*0000013	72*0000013
721410210	Representation Fee Trust Fund	175.00	0.00	175.00	72*0000014	72*0000014
Total Fund 72 Representation Fee Trust Fun		<u>\$1,550.30</u>	<u>\$0.00</u>	<u>\$1,550.30</u>		

Checks Written for Period 09/27/14 Thru 10/10/14

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
761410104	Community Education Fund	27,732.53	0.00	27,732.53	76*0006581	76*0006592
761410210	Community Education Fund	2,943.25	0.00	2,943.25	76*0006593	76*0006594
Total Fund 76 Community Education Fund		<u>\$30,675.78</u>	<u>\$0.00</u>	<u>\$30,675.78</u>		

Checks Written for Period 09/27/14 Thru 10/10/14

<u>Register #</u>	<u>Fund Title</u>	<u>Amount</u>	<u>Voided Checks</u>	<u>Adjusted Amount</u>	<u>Beg Check #</u>	<u>End Check #</u>
791410104	Diversified Trust Fund	7,079.67	0.00	7,079.67	79*0018789	79*0018801
791410210	Diversified Trust Fund	18,475.31	0.00	18,475.31	79*0018802	79*0018830
Total Fund 79 Diversified Trust Fund		<u><u>\$25,554.98</u></u>	<u><u>\$0.00</u></u>	<u><u>\$25,554.98</u></u>		

Checks Written for Period 09/27/14 Thru 10/10/14

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
811410104	Diversified Agency Fund	7,066.58	0.00	7,066.58	81*0044810	81*0044829
811410210	Diversified Agency Fund	18,740.65	0.00	18,740.65	79*0018814	81*0044853
Total Fund 81 Diversified Agency Fund		<u>\$25,807.23</u>	<u>\$0.00</u>	<u>\$25,807.23</u>		

SUMMARY

Total Fund 31 Bookstore Fund	362,159.62
Total Fund 71 Associated Students Fund	2,886.04
Total Fund 72 Representation Fee Trust Fund	1,550.30
Total Fund 76 Community Education Fund	30,675.78
Total Fund 79 Diversified Trust Fund	18,679.75
Total Fund 81 Diversified Agency Fund	56.33
Total Fund 79 Diversified Trust Fund	6,875.23
Total Fund 81 Diversified Agency Fund	25,750.90
Grand Total:	<u><u>\$448,633.95</u></u>

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
BUDGET BOARD REPORT**

From 09/09/2014 To 09/30/2014

Board Meeting on 10/27/2014

BACKGROUND

The California Administration Code, Title 5, §58307 requires Board approval of budget transfers between major objects and budget adjustments, increases and decreases by major object code, for each fund.

ANALYSIS

This listing, broken down by fund, provides by major object code the total of budget transfers/adjustments for the period and fund indicated. Each budget transfer/adjustment supporting these totals is kept on file in the Business Operations and Fiscal Services department. Additional information will be provided upon request.

		From	To
<u>Fund 11: General Fund Unrestricted</u>			
1000	ACADEMIC SALARIES		134,005
2000	CLASSIFIED SALARIES		60,592
3000	EMPLOYEE BENEFITS	146,812	
4000	SUPPLIES & MATERIALS	131,734	
5000	OTHER OPERATING EXP & SERVICES		78,884
6000	CAPITAL OUTLAY		5,065
Total Transfer Fund 11		\$278,546	\$278,546
<u>Fund 12: General Fund Restricted</u>			
1000	ACADEMIC SALARIES	54,230	
2000	CLASSIFIED SALARIES	16,266	
3000	EMPLOYEE BENEFITS	9,380	
4000	SUPPLIES & MATERIALS		9,081
5000	OTHER OPERATING EXP & SERVICES		109,519
6000	CAPITAL OUTLAY		1,983
7000	OTHER OUTGO		13,569
7900	RESERVE FOR CONTINGENCIES	54,276	
Total Transfer Fund 12		\$134,152	\$134,152
<u>Fund 13: GF Unrestricted One-Time Funds</u>			
1000	ACADEMIC SALARIES		334,938
2000	CLASSIFIED SALARIES	76,264	
3000	EMPLOYEE BENEFITS	4,109	
4000	SUPPLIES & MATERIALS		900
5000	OTHER OPERATING EXP & SERVICES		109,937
6000	CAPITAL OUTLAY		35,315
7900	RESERVE FOR CONTINGENCIES	400,717	
Total Transfer Fund 13		\$481,090	\$481,090
<u>Fund 61: Property and Liability Fund</u>			
5000	OTHER OPERATING EXP & SERVICES		7,500
7900	RESERVE FOR CONTINGENCIES	7,500	
Total Transfer Fund 61		\$7,500	\$7,500
<u>Fund 62: Workers' Compensation Fund</u>			
5000	OTHER OPERATING EXP & SERVICES		22,523
7900	RESERVE FOR CONTINGENCIES	22,523	
Total Transfer Fund 62		\$22,523	\$22,523

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
BUDGET BOARD REPORT**

From 09/09/2014 To 09/30/2014

Board Meeting on 10/27/2014

BUDGET INCREASES AND DECREASES		Revenue	Appropriation
<u>Fund 12: General Fund Restricted</u>			
8100	FEDERAL REVENUES	2,647,678	
8600	STATE REVENUES	(61,930)	
8800	LOCAL REVENUES	7,918	
1000	ACADEMIC SALARIES		556,015
2000	CLASSIFIED SALARIES		760,385
3000	EMPLOYEE BENEFITS		372,299
4000	SUPPLIES & MATERIALS		42,580
5000	OTHER OPERATING EXP & SERVICES		841,137
6000	CAPITAL OUTLAY		(29,304)
7000	OTHER OUTGO		50,554
Total Transfer Fund 12		\$2,593,666	\$2,593,666
<u>Fund 13: GF Unrestricted One-Time Funds</u>			
8800	LOCAL REVENUES	17,782	
2000	CLASSIFIED SALARIES		10,381
3000	EMPLOYEE BENEFITS		601
5000	OTHER OPERATING EXP & SERVICES		6,800
Total Transfer Fund 13		\$17,782	\$17,782
<u>Fund 33: Child Development Fund</u>			
8100	FEDERAL REVENUES	41,954	
8800	LOCAL REVENUES	(115,312)	
2000	CLASSIFIED SALARIES		8,022
3000	EMPLOYEE BENEFITS		2,063
5000	OTHER OPERATING EXP & SERVICES		1,614
7000	OTHER OUTGO		(85,057)
Total Transfer Fund 33		\$(73,358)	\$(73,358)
<u>Fund 74: Student Financial Aid Fund</u>			
8100	FEDERAL REVENUES	30,000	
7000	OTHER OUTGO		30,000
Total Transfer Fund 74		\$30,000	\$30,000

The attached listing provides detailed transfers between major object codes equal to or greater than \$25,000, and all transfers affecting 79XX object to establish new revenue and expense budgets. In each case, a brief explanation is stated.

RECOMMENDATION

It is recommended the Board approve the budget transfers/adjustments as presented.

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
BUDGET BOARD REPORT
From 09/09/2014 To 09/30/2014
Board Meeting on 10/27/2014**

This listing provides detailed transfers between major object codes equal to or greater than \$25,000, and all transfers affecting 79XX object to establish new revenue and expense budgets. In each case, a brief explanation is stated.

BUDGET TRANSFERS	From	To
<u>Fund 11: General Fund Unrestricted</u>		
B014365 09/09/14		
1000 ACADEMIC SALARIES	10,582	
2000 CLASSIFIED SALARIES		36,811
3000 EMPLOYEE BENEFITS	26,229	
	\$36,811	\$36,811
Total Reference B014365		
Reason: Special Project Adjustment		
Description: SCC Adm Svcs Apprenticeship PR		
B014411 09/10/14		
2000 CLASSIFIED SALARIES		62,262
3000 EMPLOYEE BENEFITS	62,262	
	\$62,262	\$62,262
Total Reference B014411		
Reason: Adjustment		
Description: SAC Research Analyst reorg#860		
B014419 09/11/14		
1000 ACADEMIC SALARIES		35,273
3000 EMPLOYEE BENEFITS	35,273	
	\$35,273	\$35,273
Total Reference B014419		
Reason: Adjustment		
Description: SAC Kinesiology LT teach sub		
B014482 09/19/14		
1000 ACADEMIC SALARIES		123,792
4000 SUPPLIES & MATERIALS	123,792	
	\$123,792	\$123,792
Total Reference B014482		
Reason: Adjustment		
Description: Fund PT acct for schedule investment		
B014504 09/24/14		
1000 ACADEMIC SALARIES	5,842	
2000 CLASSIFIED SALARIES	27,700	
3000 EMPLOYEE BENEFITS	1,936	
5000 OTHER OPERATING EXP & SERVICES		35,478
	\$35,478	\$35,478
Total Reference B014504		
Reason: Adjustment		
Description: SCC FD11 apprenticeship accts		

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
BUDGET BOARD REPORT**

From 09/09/2014 To 09/30/2014

Board Meeting on 10/27/2014

BUDGET TRANSFERS		From	To
<u>Fund 12: General Fund Restricted</u>			
B014373	09/09/14		
5000	OTHER OPERATING EXP & SERVICES		52,000
7900	RESERVE FOR CONTINGENCIES	52,000	
Total Reference B014373		\$52,000	\$52,000
Reason:	Special Project Adjustment		
Description:	SP3610 Safety consultant		
B014382	09/09/14		
1000	ACADEMIC SALARIES		2,000
3000	EMPLOYEE BENEFITS		276
7900	RESERVE FOR CONTINGENCIES	2,276	
Total Reference B014382		\$2,276	\$2,276
Reason:	Special Project Adjustment		
Description:	SP3610 Safety officer training		
B014542	09/30/14		
1000	ACADEMIC SALARIES	34,593	
2000	CLASSIFIED SALARIES		466
3000	EMPLOYEE BENEFITS	14,542	
4000	SUPPLIES & MATERIALS	32	
5000	OTHER OPERATING EXP & SERVICES		48,701
Total Reference B014542		\$49,167	\$49,167
Reason:	Special Project Adjustment		
Description:	SP2230 SAC DSPS Rev BGT		
<u>Fund 13: GF Unrestricted One-Time Funds</u>			
B014347	09/09/14		
4000	SUPPLIES & MATERIALS		900
5000	OTHER OPERATING EXP & SERVICES		73,519
6000	CAPITAL OUTLAY		35,315
7900	RESERVE FOR CONTINGENCIES	109,734	
Total Reference B014347		\$109,734	\$109,734
Reason:	Adjustment		
Description:	Alloc DO COB sustainblty/PA		
B014378	09/09/14		
5000	OTHER OPERATING EXP & SERVICES		15,000
7900	RESERVE FOR CONTINGENCIES	15,000	
Total Reference B014378		\$15,000	\$15,000
Reason:	Adjustment		
Description:	China travel/memberships alloc		

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
BUDGET BOARD REPORT**

From 09/09/2014 To 09/30/2014

Board Meeting on 10/27/2014

BUDGET TRANSFERS		From	To
B014481	09/19/14		
1000	ACADEMIC SALARIES		334,938
2000	CLASSIFIED SALARIES	76,264	
3000	EMPLOYEE BENEFITS	4,109	
7900	RESERVE FOR CONTINGENCIES	254,565	

Total Reference B014481		\$334,938	\$334,938
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Reason: Adjustment
Description: Cover PT acct schedule investment

B014522	09/29/14		
5000	OTHER OPERATING EXP & SERVICES		21,418
7900	RESERVE FOR CONTINGENCIES	21,418	

Total Reference B014522		\$21,418	\$21,418
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Reason: Adjustment
Description: OneCampus proj yr1 14/15

Fund 61: Property and Liability Fund

B014346	09/09/14		
5000	OTHER OPERATING EXP & SERVICES		7,500
7900	RESERVE FOR CONTINGENCIES	7,500	

Total Reference B014346		\$7,500	\$7,500
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Reason: Adjustment
Description: AON Medicare Part D 12/13 neg

Fund 62: Workers' Compensation Fund

B014471	09/18/14		
5000	OTHER OPERATING EXP & SERVICES		22,523
7900	RESERVE FOR CONTINGENCIES	22,523	

Total Reference B014471		\$22,523	\$22,523
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Reason: Adjustment
Description: Cover Workers' Comp. premium

BUDGET INCREASES AND DECREASES

Revenue Appropriation

Fund 12: General Fund Restricted

B014386	09/09/14		
8600	STATE REVENUES	(26,252)	
1000	ACADEMIC SALARIES		(3,458)
2000	CLASSIFIED SALARIES		(8,609)
3000	EMPLOYEE BENEFITS		(422)
4000	SUPPLIES & MATERIALS		(91)
5000	OTHER OPERATING EXP & SERVICES		(13,672)

Total Reference B014386		\$(26,252)	\$(26,252)
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Reason: Special Project Adjustment
Description: SP2209 CTE WIP SCC corr COB

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
BUDGET BOARD REPORT**

From 09/09/2014 To 09/30/2014

Board Meeting on 10/27/2014

BUDGET INCREASES AND DECREASES		Revenue	Appropriation
B014387	09/09/14		
8600	STATE REVENUES	(87,842)	
1000	ACADEMIC SALARIES		(49,904)
3000	EMPLOYEE BENEFITS		(6,562)
4000	SUPPLIES & MATERIALS		(31,376)
Total Reference B014387		\$(87,842)	\$(87,842)
Reason:	Special Project Adjustment		
Description:	SP2208 CTE CC V corr COB		
B014394	09/09/14		
8600	STATE REVENUES	25,000	
5000	OTHER OPERATING EXP & SERVICES		25,000
Total Reference B014394		\$25,000	\$25,000
Reason:	Special Project Adjustment		
Description:	SP2259 OEC AB86 to CEC		
B014395	09/10/14		
8600	STATE REVENUES	(25,000)	
2000	CLASSIFIED SALARIES		(25,000)
Total Reference B014395		\$(25,000)	\$(25,000)
Reason:	Special Project Adjustment		
Description:	SP2259 OEC AB86 income to CEC		
B014424	09/11/14		
8100	FEDERAL REVENUES	650,000	
1000	ACADEMIC SALARIES		254,852
2000	CLASSIFIED SALARIES		248,174
3000	EMPLOYEE BENEFITS		112,279
4000	SUPPLIES & MATERIALS		12,195
5000	OTHER OPERATING EXP & SERVICES		22,500
Total Reference B014424		\$650,000	\$650,000
Reason:	New Budget		
Description:	New SP1679 SCC TitleV HSI yr5		
B014446	09/15/14		
8100	FEDERAL REVENUES	291,663	
1000	ACADEMIC SALARIES		73,007
2000	CLASSIFIED SALARIES		76,948
3000	EMPLOYEE BENEFITS		34,909
4000	SUPPLIES & MATERIALS		4,000
5000	OTHER OPERATING EXP & SERVICES		95,799
7000	OTHER OUTGO		7,000
Total Reference B014446		\$291,663	\$291,663
Reason:	New Budget		
Description:	New SP1717 Upward Bound IV yr3		

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
BUDGET BOARD REPORT**

From 09/09/2014 To 09/30/2014

Board Meeting on 10/27/2014

BUDGET INCREASES AND DECREASES		Revenue	Appropriation
B014447	09/16/14		
8100	FEDERAL REVENUES	262,340	
1000	ACADEMIC SALARIES		53,313
2000	CLASSIFIED SALARIES		120,698
3000	EMPLOYEE BENEFITS		66,896
4000	SUPPLIES & MATERIALS		1,630
5000	OTHER OPERATING EXP & SERVICES		19,433
7000	OTHER OUTGO		370
Total Reference B014447		\$262,340	\$262,340
Reason:	New Budget		
Description:	14-15 NEWB SSS IV YR4		
B014449	09/16/14		
8100	FEDERAL REVENUES	320,832	
1000	ACADEMIC SALARIES		104,076
2000	CLASSIFIED SALARIES		99,961
3000	EMPLOYEE BENEFITS		72,224
4000	SUPPLIES & MATERIALS		2,346
5000	OTHER OPERATING EXP & SERVICES		41,041
7000	OTHER OUTGO		1,184
Total Reference B014449		\$320,832	\$320,832
Reason:	New Budget		
Description:	14-15 NEWB Talent Search IV y2		
B014450	09/16/14		
8600	STATE REVENUES	54,213	
1000	ACADEMIC SALARIES		7,577
2000	CLASSIFIED SALARIES		23,547
3000	EMPLOYEE BENEFITS		2,504
4000	SUPPLIES & MATERIALS		2,000
5000	OTHER OPERATING EXP & SERVICES		6,585
6000	CAPITAL OUTLAY		12,000
Total Reference B014450		\$54,213	\$54,213
Reason:	New Budget		
Description:	14-15 NEWB OCCPP - SCC		
B014451	09/16/14		
8100	FEDERAL REVENUES	50,000	
1000	ACADEMIC SALARIES		13,625
2000	CLASSIFIED SALARIES		(5,708)
3000	EMPLOYEE BENEFITS		(4,705)
4000	SUPPLIES & MATERIALS		8,833
5000	OTHER OPERATING EXP & SERVICES		37,955
Total Reference B014451		\$50,000	\$50,000
Reason:	Special Project Adjustment		
Description:	LAOC Reg'l Consortium 50K Augmentation		

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
BUDGET BOARD REPORT**

From 09/09/2014 To 09/30/2014

Board Meeting on 10/27/2014

BUDGET INCREASES AND DECREASES		Revenue	Appropriation
B014517	09/26/14		
8100	FEDERAL REVENUES	1,138,243	
1000	ACADEMIC SALARIES		69,300
2000	CLASSIFIED SALARIES		224,661
3000	EMPLOYEE BENEFITS		84,371
4000	SUPPLIES & MATERIALS		20,500
5000	OTHER OPERATING EXP & SERVICES		675,811
6000	CAPITAL OUTLAY		11,600
7000	OTHER OUTGO		52,000
Total Reference B014517		\$1,138,243	\$1,138,243
Reason:	Special Project Adjustment		
Description:	SP1668 Title III HSI STEM yr4		
B014528	09/29/14		
8600	STATE REVENUES	37,769	
4000	SUPPLIES & MATERIALS		72,769
5000	OTHER OPERATING EXP & SERVICES		(35,000)
Total Reference B014528		\$37,769	\$37,769
Reason:	Special Project Adjustment		
Description:	SP2435 SAC SSSP Matric Orientn		
B014530	09/29/14		
8600	STATE REVENUES	(108,092)	
1000	ACADEMIC SALARIES		12,609
3000	EMPLOYEE BENEFITS		1,993
4000	SUPPLIES & MATERIALS		(49,085)
6000	CAPITAL OUTLAY		(63,609)
7000	OTHER OUTGO		(10,000)
Total Reference B014530		\$(108,092)	\$(108,092)
Reason:	Special Project Adjustment		
Description:	SP2432 SAC SSSP Matr Adv/Cnsl		
B014531	09/29/14		
8600	STATE REVENUES	60,229	
6000	CAPITAL OUTLAY		60,229
Total Reference B014531		\$60,229	\$60,229
Reason:	Special Project Adjustment		
Description:	SP2431 SAC SSSP Admission PY		
B014537	09/29/14		
8100	FEDERAL REVENUES	(64,214)	
4000	SUPPLIES & MATERIALS		(7,062)
5000	OTHER OPERATING EXP & SERVICES		(1,750)
6000	CAPITAL OUTLAY		(55,402)
Total Reference B014537		\$(64,214)	\$(64,214)
Reason:	Delete Budget		
Description:	SP1830 CTE I-C VTEA zero out		

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
BUDGET BOARD REPORT
From 09/09/2014 To 09/30/2014
Board Meeting on 10/27/2014**

BUDGET INCREASES AND DECREASES **Revenue** **Appropriation**

Fund 33: Child Development Fund

B014515	09/25/14			
8100	FEDERAL REVENUES		41,954	
2000	CLASSIFIED SALARIES			8,022
3000	EMPLOYEE BENEFITS			2,063
5000	OTHER OPERATING EXP & SERVICES			1,614
7000	OTHER OUTGO			30,255

Total Reference B014515	\$41,954		\$41,954
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Reason: New Budget
Description: NEWB1219 CDC CCAMPIS yr2

B014535	09/29/14			
8800	LOCAL REVENUES		(115,312)	
7000	OTHER OUTGO			(115,312)

Total Reference B014535	\$(115,312)		\$(115,312)
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Reason: Special Project Adjustment
Description: SP1216 Corr Chld Care stu fees CCAMPIS Project

Fund 74: Student Financial Aid Fund

B014448	09/16/14			
8100	FEDERAL REVENUES		30,000	
7000	OTHER OUTGO			30,000

Total Reference B014448	\$30,000		\$30,000
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Reason: New Budget
Description: 14-15 NEWB SSS IV YR4

RECOMMENDATION

It is recommended the Board approve the budget transfers/adjustments as presented. 4.2 (9)

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

To: Board of Trustees	Date: October 27, 2014
Re: Approval of the Quarterly Financial Status Report (CCFS-311Q) for period ended September 30, 2014	
Action: Request for Approval	

BACKGROUND

Pursuant to Section 58310 of Title 5 of the California Code of Regulations, each California community college district shall submit a report showing the financial and budgetary conditions of the district, including outstanding obligations, to the governing board on a quarterly basis. The CCFS-311Q is the prescribed, routine report submitted to the System Office satisfying this requirement.

Attached is the California Community Colleges Quarterly Financial Status Report form CCFS-311Q for the first quarter in fiscal year 2014-15 ended September 30, 2014.

ANALYSIS

The quarterly report shows the projected unrestricted General Fund revenues and expenditures for this year as well as the actual amounts from the previous three fiscal years. For the three months covered in this report, the District has recognized 22.6% of budgeted revenues and other financing sources and 21.1% of budgeted expenditures and other outgo in the unrestricted General Fund.

RECOMMENDATION

It is recommended that the Board of Trustees approve the CCFS-311Q for the period ending September 30, 2014 as presented.

Fiscal Impact: Not Applicable	Board Date: October 27, 2014
Prepared by: Adam M. O'Connor, Assistant Vice Chancellor, Fiscal Services	
Submitted by: Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by: Raúl Rodríguez, Ph.D., Chancellor	

California Community Colleges
QUARTERLY FINANCIAL STATUS REPORT, CCFS-311Q
 Fiscal Year 2014-2015

District: (870) Rancho Santiago Community College

Quarter Ended: September 30, 2014

I. Unrestricted General Fund Revenue, Expenditure and Fund Balance:

As of June 30 for fiscal year specified.

	FY 2011-12 Actual	FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Projected
Revenues:				
Unrestricted General Fund Revenues (Objects 8100, 8600, and 8800)	135,465,745	137,225,065	143,325,250	146,099,140
Other Financing Sources (Objects 8900)	41,176	20,007	100,667	5,000
Total Unrestricted Revenues	135,506,921	137,245,072	143,425,917	146,104,140
Expenditures:				
(Objects 1000-6000)	136,106,907	139,499,629	144,496,127	154,234,538
Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	2,042,885	3,508,107	9,296,288	1,100,000
Total Unrestricted Expenditures	138,149,792	143,007,736	153,792,415	155,334,538
Revenues Over(Under)Expenditures	-2,642,871	-5,762,664	-10,366,498	-9,230,398
Fund Balance, Beginning	46,173,393	43,608,426	37,633,190	27,266,692
Prior Year Adjustments + (-)	77,904	-212,572	0	0
Adjusted Fund Balance, Beginning	46,251,297	43,395,854	37,633,190	27,266,692
Fund Balance, Ending	43,608,426	37,633,190	27,266,692	18,036,294
% of GF Balance to GF Expenditures	31.6%	26.3%	17.7%	11.6%

II. Annualized Attendance FTES:

Annualized FTES				
(Excluding apprentices and non-residents)	27,708	28,185	28,628	29,224

III. Total General Fund Cash Balance (Unrestricted and Restricted)

	As of the specified quarter ended for each fiscal year presented			
	2011-12	2012-13	2013-14	2014-15
General Fund Cash Balance (Excluding Borrowed Funds)	46,847,611	35,878,971	49,243,139	44,609,280

IV. Unrestricted General Fund Revenue, Expenditure and Fund Balance:

Description	Adopted Budget (Col. 1)	Annual Current Budget (Col. 2)	Year-to-Date Actuals (Col. 3)	Percentage (Col. 3/Col.2)
Revenues:				
Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	146,081,358	146,099,140	33,002,880	22.6%
Other Financing Sources (Objects 8900)	5,000	5,000	990	19.8%
Total Unrestricted Revenues	146,086,358	146,104,140	33,003,870	22.6%
Expenditures:				
Unrestricted General Fund Expenditures (Objects 1000-6000)	147,816,039	148,234,538	31,490,470	21.2%
Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	1,100,000	1,100,000	0	0.0%
Total Unrestricted Expenditures	148,916,039	149,334,538	31,490,470	21.1%
Revenues Over(Under) Expenditures	(2,829,681)	(3,230,398)	1,513,400	
Adjusted Fund Balance, Beginning	27,266,692	27,266,692	27,266,692	
Fund Balance, Ending	24,437,011	24,036,294	28,780,092	
% of UGF Fund Balance to UGF Expenditures	16.4%	16.1%		

V. Has the district settled any employee contracts during this quarter? YES NO

If yes, complete the following: (If multi-year settlement, provide information for all years covered.)

SALARIES

Contract Period Settled (Specify)	Management		Academic**		Classified/Confidential	
	*Total Salary /Cost Increase %		*Total Salary /Cost Increase %		*Total Salary /Cost Increase %	
Year 1						
Year 2						
Year 3						

*As specified in Collective Bargaining Agreement.

BENEFITS

Contract Period Settled (Specify)	Management		Academic		Classified/Confidential	
	Total Salary Cost Increase		Total Salary Cost Increase		Total Salary Cost Increase	
Year 1						
Year 2						
Year 3						

Include a statement regarding the source of revenues to pay salary and benefit increases, e.g., from the district's reserves from cost-of-living, etc.:

VI. Did the district have significant events for the quarter (include incidence of long-term debt, settlement of audit citations or legal suits, significant differences in budgeted revenues or expenditures, borrowing of funds (TRANS), issuance of COPs, etc.)?

YES NO

If yes, list events and their financial ramifications. (Include additional pages of explanation if needed.)

VII. Does the district have significant fiscal problems that must be addressed this year?

YES NO

Next Year?

YES NO

CERTIFICATION

Rancho Santiago Community College District

To the best of my knowledge, the data contained in this report are correct.

To the best of my knowledge, the data contained in this report are correct. I further certify that this report was/will be presented at the governing board meeting specified below, afforded the opportunity to be discussed and entered into the minutes of that meeting.

District Chief Business Officer Date

District Chief Executive Officer Date

Quarter Ended: September 30, 2014

Governing Board Meeting Date: October 27, 2014

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

To: Board of Trustees	Date: October 27, 2014
Re: Quarterly Investment Report as of September 30, 2014	
Action: For Information	

BACKGROUND

The Quarterly Investment Report for the quarter ended September 30, 2014 is submitted in accordance with Section 53646(b) of the Government Code. The District's funds are held and invested with the Orange County Treasurer and the State of California Local Agency Investment Fund (LAIF).

ANALYSIS

The District's investments and any areas of noncompliance are shown on the following included documents: (1) the Statement of Cash as of September 30, 2014 for all District funds; (2) excerpts from the Orange County Treasurer's Investment Report for the month ended September 30, 2014, and (3) a copy of the State of California Local Agency Investment Fund (LAIF) "Remittance Advice" for the period ending September 30, 2014.

All investments for the quarter ended September 30, 2014 are in accordance with Board Policy 6320, and there has been no change in the policy during this quarter.

RECOMMENDATION

The quarterly investment report as of September 30, 2014 is presented as information.


Fiscal Impact: Not Applicable	Board Date: October 27, 2014
Prepared by: Adam M. O'Connor, Assistant Vice Chancellor, Fiscal Services	
Submitted by: Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by: Raúl Rodríguez, Ph.D., Chancellor	



OFFICE OF THE TREASURER-TAX COLLECTOR
SHARI L. FREIDENRICH, CPA, CCMT, CPFA, ACPFIM



INTERDEPARTMENTAL COMMUNICATION

Date: October 15, 2014
To: Supervisor Shawn Nelson, Chair
Supervisor Patricia Bates, Vice-Chair
Supervisor John Moorlach
Supervisor Janet Nguyen
Supervisor Todd Spitzer
From: Shari L. Freidenrich, CPA, CCMT, CPFA, ACPFIM 
Subject: Treasurer's Investment Report for the Month Ended September 30, 2014

Attached, please find the Treasurer's Investment Report for the County of Orange for the month ended September 30, 2014. The County Treasurer provides this report in compliance with California Government Code Sections 53607, 53646, and 27134 and the County's Investment Policy Statement (IPS). We have included some charts and other data for your information including charts on fund composition and the top ten pool participants. This report is also publicly available on our website at ocgov.com/ocinvestments.

INVESTMENT POOL COMPOSITION

The investments contained within this report are as of September 30, 2014. The Investment Pool Statistics summary shows the total investment responsibility of the County Treasurer as delegated by the Board of Supervisors: the Orange County Investment Pool that includes the Voluntary participants' funds, the Orange County Educational Investment Pool, the John Wayne Airport Investment Pool, and various other small non-Pooled investment funds. The investment practices and policies of the Treasurer are based on compliance with State law and prudent money management. The primary goal is to invest public funds in a manner which will provide maximum security of principal invested with secondary emphasis on providing adequate liquidity to Pool Participants and lastly to achieve a market rate of return within the parameters of prudent risk management while conforming to all applicable statutes and resolutions governing the investment of public funds.

The County Treasurer established three Money Market Funds, the Orange County Money Market Fund, the Orange County Educational Money Market Fund, and the John Wayne Airport Investment Pool, which all are invested in cash-equivalent securities and provide liquidity for immediate cash needs. Standard & Poor's, on September 11, 2014, reaffirmed their highest rating of AAAM on the Orange County and the Educational Money Market Funds. The County Treasurer also established the Extended Fund that is for cash needs between one and five years. The Orange County Investment Pool is comprised of the Orange County Money Market Fund and portions of the Extended Fund. The Orange County Educational Investment Pool is comprised of the Orange County Educational Money Market Fund and portions of the Extended Fund.

The maximum maturity of investments for the County and Educational Money Market Funds is 13 months, with a maximum weighted average maturity (WAM) of 60 days, and they have a current WAM of 53 and 54 respectively. The maximum maturity of the Extended Fund is five years, with duration not to exceed the Merrill Lynch 1-3 Year index +25% (2.40). The duration is currently at 1.47. The investments in all of the funds are marked to market daily to determine the value of the funds. To further maintain safety, adherence to an investment strategy of only purchasing top-rated securities and diversification of instrument types and maturities is required.

ECONOMIC UPDATE

In September, the job market added 248,000 new jobs, and August's job numbers were revised upward by 38,000 to 180,000. The U.S. unemployment rate decreased to a six-year low of 5.9%, down from 6.1% in August. Second quarter U.S. gross domestic product (GDP) increased at a revised annualized rate of 4.6%, up from an earlier revision of 4.2%. Both the Empire State Manufacturing Index and the Philadelphia Fed Index continued to stay positive at 27.54 and 22.5 respectively. The Federal Reserve uses these indexes as regional economic gauges, and a reading above zero signals economic expansion. With respect to housing, S&P/CaseShiller reported that housing prices continue to show positive momentum as prices increased for the twenty-sixth consecutive month in July, up 6.8% from a year ago. However, the index for pending home sales dropped 4.1% on a year-over-year basis in August, the eleventh straight month of decline. At the Federal Open Market Committee (FOMC) meeting on September 17-18, 2014, the Federal Reserve voted to reduce its asset purchase program to \$15 billion from \$25 billion per month. Starting October 2014, the Federal Reserve will purchase \$5 billion per month in agency mortgage-backed securities and \$10 billion per month in longer-term Treasury securities, a reduction of \$5 billion in each. The 10-year Treasury rate increased 15 basis points in September to 2.49%.

The short-term 90-day T-bill ended the month at 0.02%, unchanged from August, and the rate on the two-year note was 0.57% at the end of September, up from 0.49% in August.

INVESTMENT INTEREST YIELDS AND FORECAST

The current gross interest yield year-to-date for fiscal year 2014/2015 is 0.41% for both the Orange County Investment Pool and the Orange County Educational Investment Pool. The forecasted gross yield for fiscal year 2014/2015 is 0.49% primarily due to continued low rates.

APPORTIONMENT OF COMMINGLED POOL INTEREST EARNINGS

Each month, the County Treasurer apportions the accrued interest earnings to each pool participant. As of the first business day of the following month accrued, but unpaid, interest earnings are added to pool participants' average balances in determining a participant's relative share of the pool's monthly earnings. The actual cash distribution will generally be paid in the months following. The September 2014 interest apportionment is expected to be paid by October 31, 2014.

The County Treasurer recently completed the review of the investment administration fee for fiscal year 2012/2013. The fiscal year fee was 8.0 basis points. The net refund due to pool participants was approximately \$97,000. As previously reported to you in June 2013, the County Treasurer completed the review of the fiscal year 2011/2012 fee and calculated a net refund of approximately \$46,000 based on an actual fee of 8.4 basis points. Based on the current policy, a refund to pool participants is processed once the amount exceeds \$100,000. Therefore, all pool participants received a refund based on their pool balances during each fiscal year this month. The investment administrative fee for fiscal year 2014/2015 is expected to be 7.6 basis points.

TEMPORARY TRANSFERS

The County Treasurer as required by California Constitution Article XVI, Section 6, and per the Board of Supervisor's Resolution 13-016 is authorized to make temporary transfers to school districts to address their short-term cash flow needs. The loans are secured by tax receipts to be received by the County Treasurer, as the banker for the school districts. Temporary transfers from the Educational Money Market Fund totaled \$12 million and will be repaid by December 31, 2014.

PORTFOLIO HOLDINGS OF DEBT ISSUED BY POOL PARTICIPANTS

Under guidelines outlined in the current IPS, the County Treasurer may invest in A or above rated securities issued by municipalities. Municipal debt issued by the County of Orange is exempt from this credit rating requirement. The Investment Pools may invest no more than 5% of pool assets in any one issuer, with the exception of the County of Orange which has a 10% limit. The Investment Pools have a total market value of \$314 million in AA- rated County of Orange debt, which represents approximately 4.8% of assets. Prior to purchasing any pool participant debt, a standardized credit analysis is performed.

COMPLIANCE SUMMARY

The investment portfolios had no compliance exceptions for the month of September 2014. The Auditor-Controller Report on Review of the Schedule of Assets Held by the County Treasury as of March 31, 2014 stated that no material modifications needed to be made to the financial statements prepared on a modified cash basis. The Auditor-Controller Initial Follow-up and Close-out of Management Letter on Audit of the Statement of Assets Held by the County Treasury as of December 15, 2013 noted the three recommendations made were fully implemented. The Internal Audit Department issued the Required Annual Examination of the Treasurer's Investment Compliance with Government Code and County Investment Policies for the Year Ended December 31, 2013, and found that the Treasurer-Tax Collector complied in all material respects with the noted California Government Code and Investment Policy Statement requirements. The audit did note the same finding as the Auditor-Controller Report on Continuous Compliance Auditing for December 2013 issued in June 2014, and that the finding was properly disclosed in the Treasurer's Monthly Investment report for December 2013 and corrected.

CREDIT UPDATE

During September, there was one change to the Treasurer's Approved Issuer List. As reported in August 2014, one issuer, Berkshire Hathaway Inc.'s Senior Unsecured debt rating of A+ was added. Due to this change, this issuer was put on hold in September pending a review by the Credit Investment Committee. An ongoing credit analysis of all issuers owned in the Investment Pools is reviewed on a daily, monthly, quarterly, and annual basis.

I certify that this report includes all pool and non-pooled investments as of September 30, 2014 and is in conformity with all State laws and the IPS approved by the Board of Supervisors on February 4, 2014. The investments herein shown provide adequate liquidity to meet the next six months of projected cash flow requirements. I am available if you have any questions on this Investment Report at (714) 834-7625.

Enclosures

cc: Distribution List

ORANGE COUNTY TREASURER-TAX COLLECTOR

SUMMARY OF INVESTMENT DATA

INVESTMENT TRENDS

	SEPTEMBER 2014	AUGUST 2014	INCREASE (DECREASE)	NET CHANGE %	SEPTEMBER 2013	INCREASE (DECREASE)	NET CHANGE %
Orange County Investment Pool (OCIP)							
End Of Month Market Value ¹	\$ 3,051,215,673	\$ 3,129,992,297	\$ (78,776,624)	-2.52%	\$ 2,877,037,498	\$ 174,178,175	6.05%
End Of Month Book Value	\$ 3,051,236,048	\$ 3,129,494,455	\$ (78,258,407)	-2.50%	\$ 2,876,671,951	\$ 174,564,097	6.07%
Monthly Average Balance	\$ 3,071,400,622	\$ 3,068,588,237	\$ 2,812,385	0.09%	\$ 2,887,736,584	\$ 183,664,038	6.36%
Year-To-Date Average Balance	\$ 3,100,325,515	\$ 3,114,787,962	\$ (14,462,447)	-0.46%	\$ 2,937,329,930	\$ 162,995,585	5.55%
Monthly Accrued Earnings ²	\$ 1,077,017	\$ 1,098,028	\$ (21,010)	-1.91%	\$ 837,733	\$ 239,284	28.56%
Monthly Net Yield ²	0.35%	0.35%	0.01%	1.54%	0.27%	0.08%	29.41%
Year-To-Date Net Yield ²	0.34%	0.33%	0.01%	1.75%	0.27%	0.07%	23.93%
Annual Estimated Gross Yield ³	0.49%	0.49%	0.00%	0.00%	0.37%	0.12%	32.43%
Weighted Average Maturity (WAM) ⁴	448	443	5	1.13%	400	48	12.00%
Orange County Educational Investment Pool (OCEIP)							
End Of Month Market Value ¹	\$ 3,440,929,376	\$ 3,418,069,541	\$ 22,859,835	0.67%	\$ 3,180,353,045	\$ 260,576,331	8.19%
End Of Month Book Value	\$ 3,440,943,983	\$ 3,417,514,969	\$ 23,429,014	0.69%	\$ 3,179,958,862	\$ 260,985,121	8.21%
Monthly Average Balance	\$ 3,417,417,696	\$ 3,476,593,935	\$ (59,176,239)	-1.70%	\$ 3,216,481,274	\$ 200,936,422	6.25%
Year-To-Date Average Balance	\$ 3,410,495,130	\$ 3,407,033,846	\$ 3,461,284	0.10%	\$ 3,252,775,177	\$ 157,719,953	4.85%
Monthly Accrued Earnings ²	\$ 1,117,111	\$ 1,225,315	\$ (108,205)	-8.83%	\$ 736,542	\$ 380,569	51.67%
Monthly Net Yield ²	0.32%	0.34%	-0.02%	-5.09%	0.20%	0.13%	63.64%
Year-To-Date Net Yield ²	0.34%	0.35%	-0.01%	-2.44%	0.22%	0.12%	55.71%
Annual Estimated Gross Yield ³	0.49%	0.49%	0.00%	0.00%	0.37%	0.12%	32.43%
Weighted Average Maturity (WAM) ⁴	409	432	(23)	-5.32%	306	103	33.66%

¹ Market values provided by Bloomberg and Northern Trust.

² In September 2014, OCIP and OCEIP monthly accrued earnings and monthly and year-to-date net yields were higher than September 2013, primarily due to increased investment in longer term, higher yielding securities and a slightly lower Treasury administrative fee from higher total pool participant balances.

³ Annual estimated gross yield for September 2013 is reported at the actual annual gross yield for FY 13/14.

⁴ In September 2014, OCIP and OCEIP WAMs were higher than September 2013, primarily due to investing in slightly longer maturities as part of a planned program to reduce significant excess liquidity.

**ORANGE COUNTY TREASURER-TAX COLLECTOR
INVESTMENT POOL STATISTICS
FOR THE MONTH AND QUARTER ENDED: SEPTEMBER 30, 2014**

INVESTMENT STATISTICS - By Investment Pool***

DESCRIPTION	CURRENT BALANCES	Average Days to Maturity	Daily Yield as of 09/30/14	MONTHLY Gross Yield	QUARTER Gross Yield	Current NAV
COMBINED POOL BALANCES (includes the Extended Fund)						
Orange County Investment Pool (OCIP)	MARKET Value \$ 3,051,215,673	448	0.43%	0.43%	0.41%	1.00
	COST (Capital) \$ 3,054,596,375					
	MONTHLY AVG Balance \$ 3,071,400,622					
	QUARTERLY AVG Balance \$ 3,100,325,515					
	BOOK Value \$ 3,051,236,048					
Orange County Educational Investment Pool (OCEIP)	MARKET Value \$ 3,440,929,376	409	0.40%	0.40%	0.41%	1.00
	COST (Capital) \$ 3,444,559,598					
	MONTHLY AVG Balance \$ 3,417,417,696					
	QUARTERLY AVG Balance \$ 3,410,495,130					
	BOOK Value \$ 3,440,943,983					

INVESTMENT STATISTICS - Non Pooled Investments **

DESCRIPTION	CURRENT BALANCE	BOOK BALANCE BY INVESTMENT TYPE
Specific Investment Funds: 100, 15B, 283, 505, 529	MARKET Value \$ 75,809,121	Refunded Municipal Bonds \$ 19,455,187
	COST (Capital) \$ 75,987,338	Money Market Mutual Funds 5,320,538
	MONTHLY AVG Balance \$ 73,555,738	Repurchase Agreement 1,081,500
	QUARTERLY AVG Balance \$ 67,595,686	John Wayne Airport Investment Pool 50,035,482
	BOOK Value \$ 75,909,154	GNMA Mortgage-Backed Securities 94,631
		\$ 75,987,338

MONTH END TOTALS

INVESTMENTS & CASH	FUND ACCOUNTING & SPECIFIC INVESTMENTS
COUNTY MONEY MARKET FUND (OCMMF)	
County Money Market Fund \$ 573,260,713	County Funds \$ 3,061,038,241
County Cash 6,441,866	Educational Funds 3,449,432,199
EXTENDED FUND 4,999,335,662	Specific Investment Funds 75,987,338
EDUCATIONAL MONEY MARKET FUND (OCEMMF)	
Educational Money Market Fund 926,559,598	
Educational Cash 4,872,601	
NON-POOLED INVESTMENTS	
Non Pooled Investments @ Cost 75,987,338	
\$ 6,586,457,778	\$ 6,586,457,778

KEY POOL STATISTICS

INTEREST RATE YIELD	WEIGHTED AVERAGE MATURITY (WAM)
OCMMF - MONTHLY GROSS YIELD 0.09%	OCMMF 53
OCEMMF - MONTHLY GROSS YIELD 0.07%	OCEMMF 54
JOHN WAYNE AIRPORT - MONTHLY GROSS YIELD 0.12%	JOHN WAYNE AIRPORT WAM 51
OCIP - YTD NET YIELD**** 0.34%	LGIP WAM (Standard & Poors) 45
OCEIP - YTD NET YIELD**** 0.34%	
90-DAY T-BILL YIELD - MONTHLY AVERAGE 0.02%	

**ORANGE COUNTY TREASURER-TAX COLLECTOR
INVESTMENT POOL STATISTICS
FOR THE MONTH AND QUARTER ENDED: SEPTEMBER 30, 2014**

INVESTMENT STATISTICS - By Investment Fund*

DESCRIPTION	CURRENT BALANCES	Average Days to Maturity	Daily Yield as of 09/30/14	MONTHLY Gross Yield	QUARTER Gross Yield	Current NAV
<u>County Money Market Fund (OCMMF)</u>	MARKET Value \$ 573,108,869	53	0.08%	0.09%	0.09%	1.00
	COST (Capital) \$ 573,260,713					
	MONTHLY AVG Balance \$ 594,263,916					
	QUARTERLY AVG Balance \$ 623,922,402					
	BOOK Value \$ 573,058,230					
<u>Educational Money Market Fund (OCEMMF)</u>	MARKET Value \$ 926,205,944	54	0.06%	0.07%	0.10%	1.00
	COST (Capital) \$ 926,559,598					
	MONTHLY AVG Balance \$ 859,830,696					
	QUARTERLY AVG Balance \$ 714,925,914					
	BOOK Value \$ 926,148,486					
<u>Extended Fund</u>	MARKET Value \$ 4,992,830,237	540	0.52%	0.51%	0.49%	1.00
	COST (Capital) \$ 4,999,335,662					
	MONTHLY AVG Balance \$ 5,034,723,706					
	QUARTERLY AVG Balance \$ 5,171,972,328					
	BOOK Value \$ 4,992,973,315					
ALLOCATION OF EXTENDED FUND						
<u>Extended Fund</u> <i>OCIP Share</i>	MARKET Value \$ 2,478,106,804	540	0.52%	0.51%	0.49%	1.00
	COST (Capital) \$ 2,481,335,662					
	MONTHLY AVG Balance \$ 2,477,136,706					
	QUARTERLY AVG Balance \$ 2,476,403,113					
	BOOK Value \$ 2,478,177,819					
<i>OCEIP Share</i>	MARKET Value \$ 2,514,723,433	540	0.52%	0.51%	0.50%	1.00
	COST (Capital) \$ 2,518,000,000					
	MONTHLY AVG Balance \$ 2,557,587,000					
	QUARTERLY AVG Balance \$ 2,695,569,215					
	BOOK Value \$ 2,514,795,496					
<i>Modified Duration</i>						1.47

* Book Value is computed as Cost reduced by amortization of premium and increased by the accretion of discount of the Investment Portfolio. Net Asset Value (NAV) is equal to Market Value divided by Book Value.

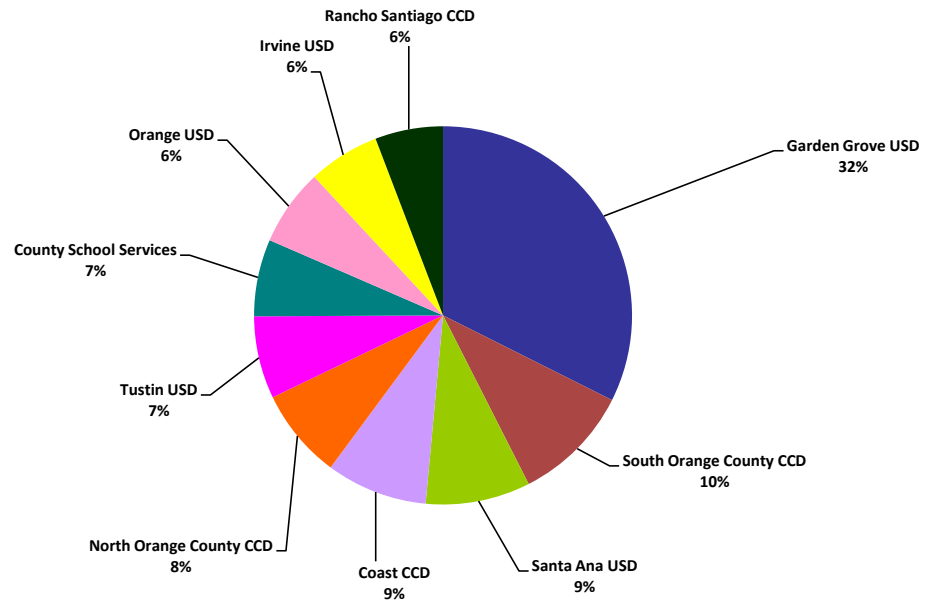
** Specific non pooled investments are reported in compliance with Government Code Section 53646 (b)(1). Detailed descriptions are included in the inventory listing in Section VII of this report.

*** The Combined Pool Balances include the County and Educational Money Market Funds and their respective portions of the Extended Fund.

**** The Net Yield differs from the monthly average yield as it includes the Treasury administration fees.

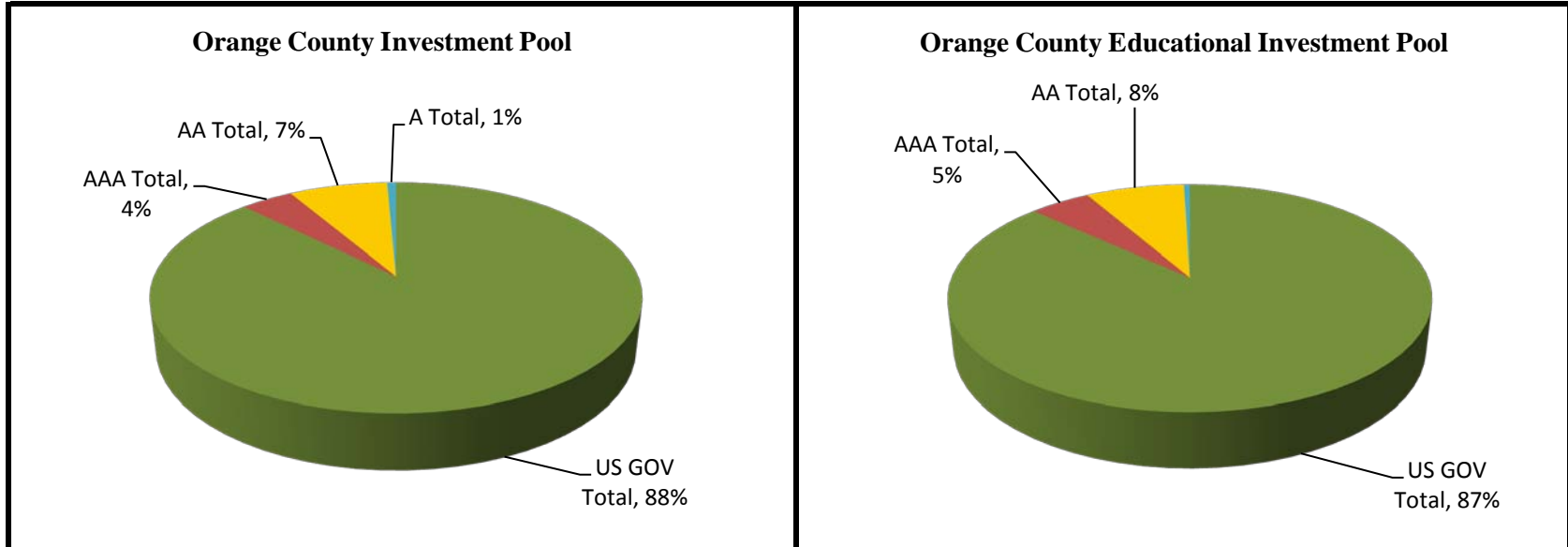
**ORANGE COUNTY EDUCATIONAL INVESTMENT POOL
TOP TEN POOL PARTICIPANTS
AS OF SEPTEMBER 30, 2014**

DISTRICT #	SCHOOL DISTRICT	BALANCE
72	Garden Grove USD	\$ 751,950,860
96	South Orange County CCD	234,963,631
84	Santa Ana USD	207,799,799
90	Coast CCD	201,093,503
88	North Orange County CCD	179,519,816
87	Tustin USD	163,705,235
94	County School Services	153,005,639
80	Orange USD	152,598,035
75	Irvine USD	141,762,215
92	Rancho Santiago CCD	134,772,494
TOTAL		<u>\$2,321,171,227</u>



4.4 (7)

ORANGE COUNTY TREASURER - TAX COLLECTOR
CREDIT QUALITY BY MARKET VALUE
 September 30, 2014



US GOV Includes Agency & Treasury Debt

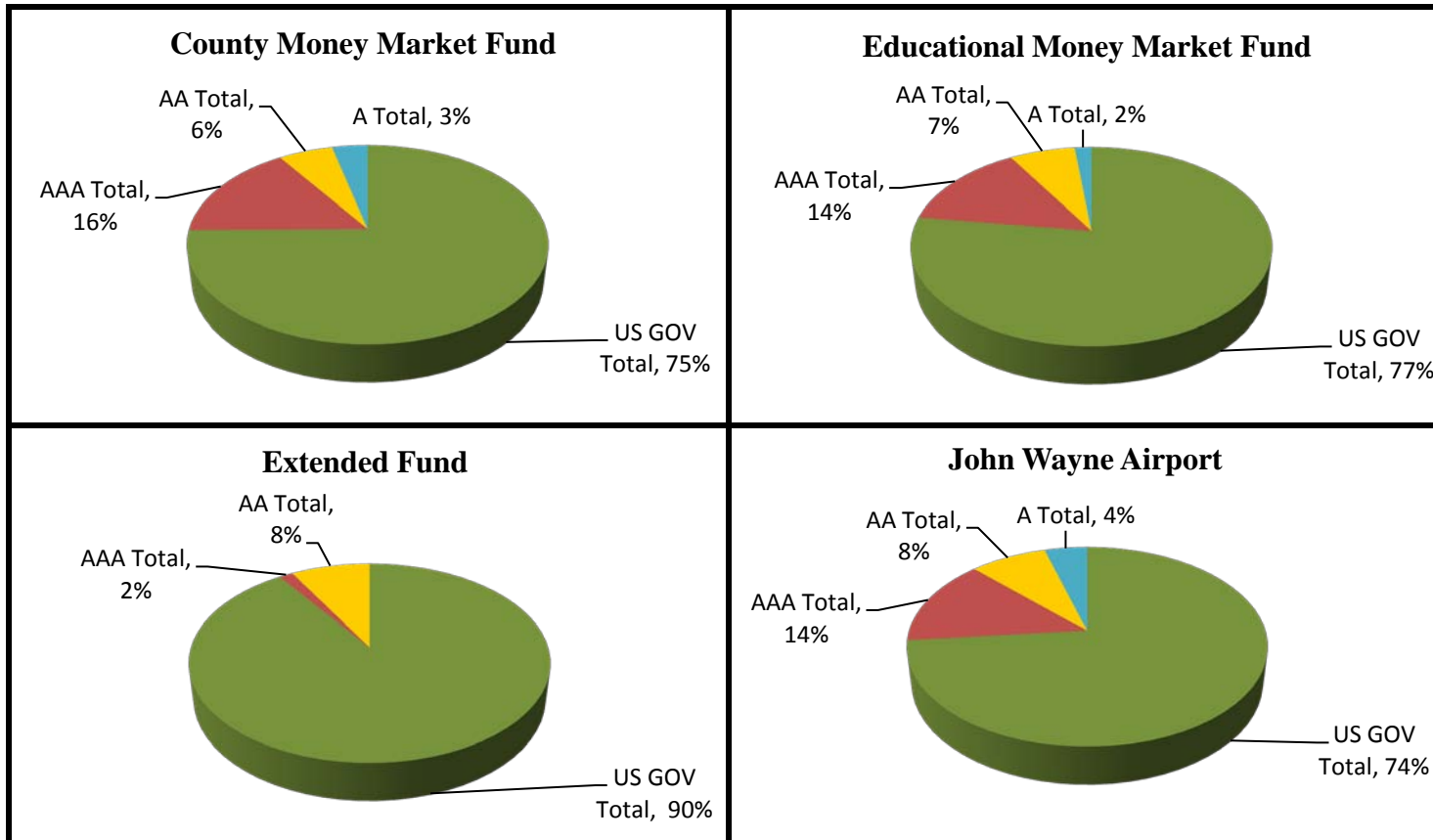
AA Includes AA+, AA- & AA

A Includes A+,A- & A

A-1 Includes A-1+, F-1+, P-1, A-1 & F-1

4.4 (8)

ORANGE COUNTY TREASURER - TAX COLLECTOR
CREDIT QUALITY BY MARKET VALUE
 September 30, 2014



4.4 (9)

US GOV Includes Agency & Treasury Debt

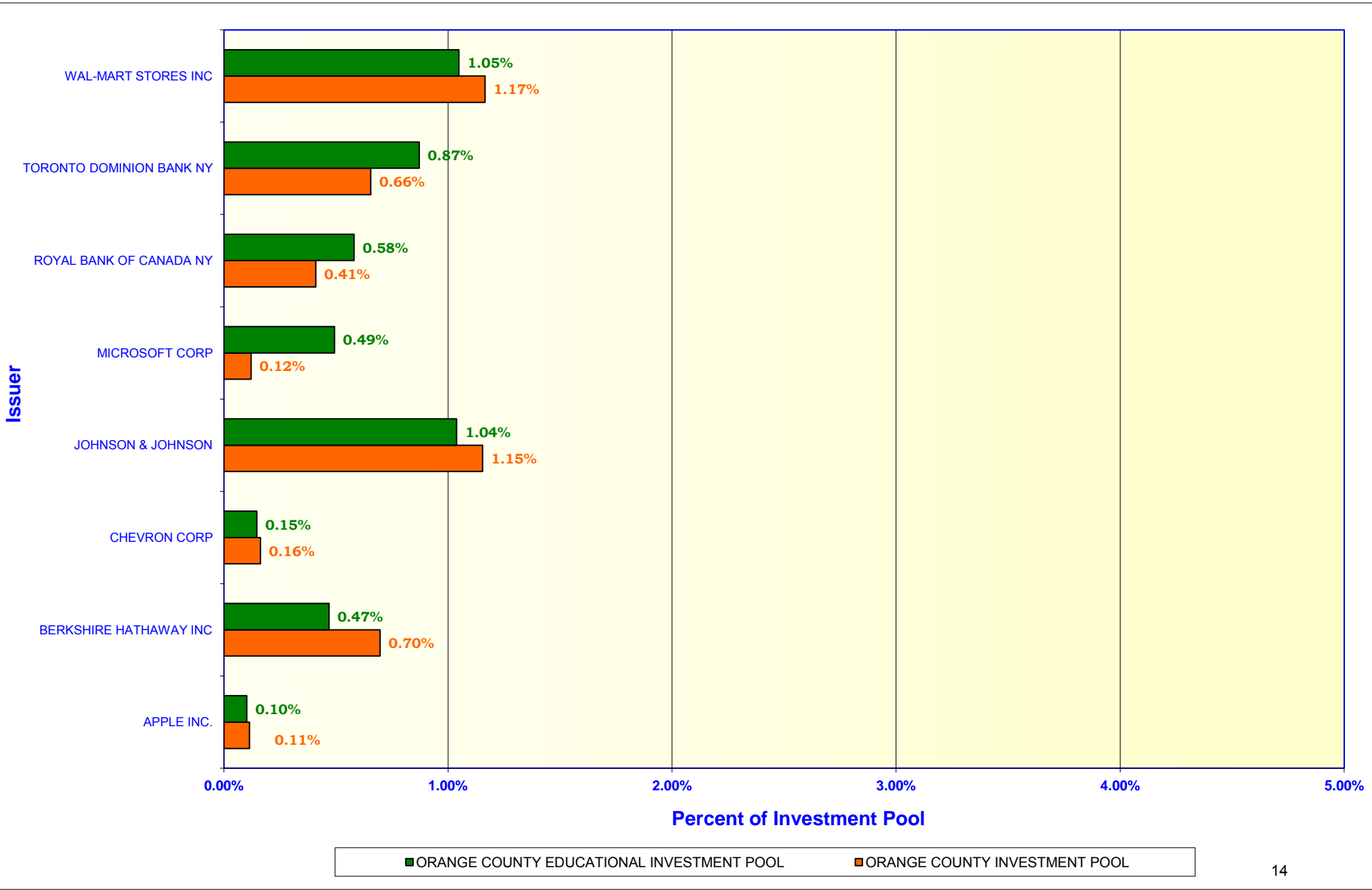
AA Includes AA+, AA- & AA

A Includes A+,A- & A

A-1 Includes A-1+, F-1+, P-1, A-1 & F-1

ORANGE COUNTY TREASURER - TAX COLLECTOR
ISSUER CONCENTRATION-By Investment Pool
 September 30, 2014

4.4 (10)



ORANGE COUNTY TREASURER-TAX COLLECTOR

APPROVED ISSUER LIST - OCIP, OCEIP, and JWA

September 30, 2014

ISSUER	S/T RATINGS			L/T RATINGS		
	S&P	Moody's	Fitch	S&P	Moody's	Fitch
U.S. TREASURY SECURITIES						
U.S. GOVERNMENT	A-1+	P-1	F1+	AA+	Aaa	AAA
U.S. GOVERNMENT AGENCY SECURITIES						
FEDERAL NATIONAL MORTGAGE ASSOCIATION	A-1+	P-1	F1+	AA+	Aaa	AAA
FEDERAL HOME LOAN MORTGAGE CORPORATION	A-1+	P-1	F1+	AA+	Aaa	AAA
FEDERAL HOME LOAN BANKS	A-1+	P-1	F1+	AA+	Aaa	AAA
FEDERAL FARM CREDIT BANKS	A-1+	P-1	F1+	AA+	Aaa	AAA
MEDIUM-TERM NOTES						
APPLE INC	A-1+	P-1	NR	AA+	Aa1	NR
CHEVRON CORPORATION	A-1+	P-1	NR	AA	Aa1	NR
JOHNSON & JOHNSON	A-1+	P-1	F1+	AAA	Aaa	AAA
MICROSOFT CORP	A-1+	P-1	F1+	AAA	Aaa	AA+
WAL-MART STORES INC	A-1+	P-1	F1+	AA	Aa2	AA
STATE OR NATIONALLY CHARTERED BANKS						
ROYAL BANK OF CANADA NY	A-1+	P-1	F1+	AA-	Aa3	AA
TORONTO DOMINION BANK NY	A-1+	P-1	F1+	AA-	Aa1	AA-
MUNICIPAL BONDS						
ORANGE CNTY CA PENSION OBLG 2014 A *	NR	NR	NR	AA-	NR	NR
ISSUERS ON HOLD **						
BERKSHIRE HATHAWAY INC	A-1+	P-1	NR	AA	Aa2	A+
<i>BERKSHIRE HATHAWAY FINANCE</i>	A-1+	P-1	NR	AA	Aa2	A+
MONEY MARKET MUTUAL FUNDS ***						
NAME OF FUND	S & P	Moody's	Fitch			
INVESCO GOVERNMENT & AGENCY SHORT-TERM INVESTMENTS TRUST (AIM)	AAAm	Aaa-mf	AAAmmf			
GOLDMAN SACHS FINANCIAL SQUARE GOVT FUND	AAAm	Aaa-mf	NR			
MORGAN STANLEY INSTITUTIONAL LIQUIDITY FUNDS - GOVT	AAAm	Aaa-mf	NR			
NORTHERN INSTITUTIONAL TREASURY PORTFOLIO	AAAm	NR	NR			

* Further purchase restrictions apply due to additional trading limits.

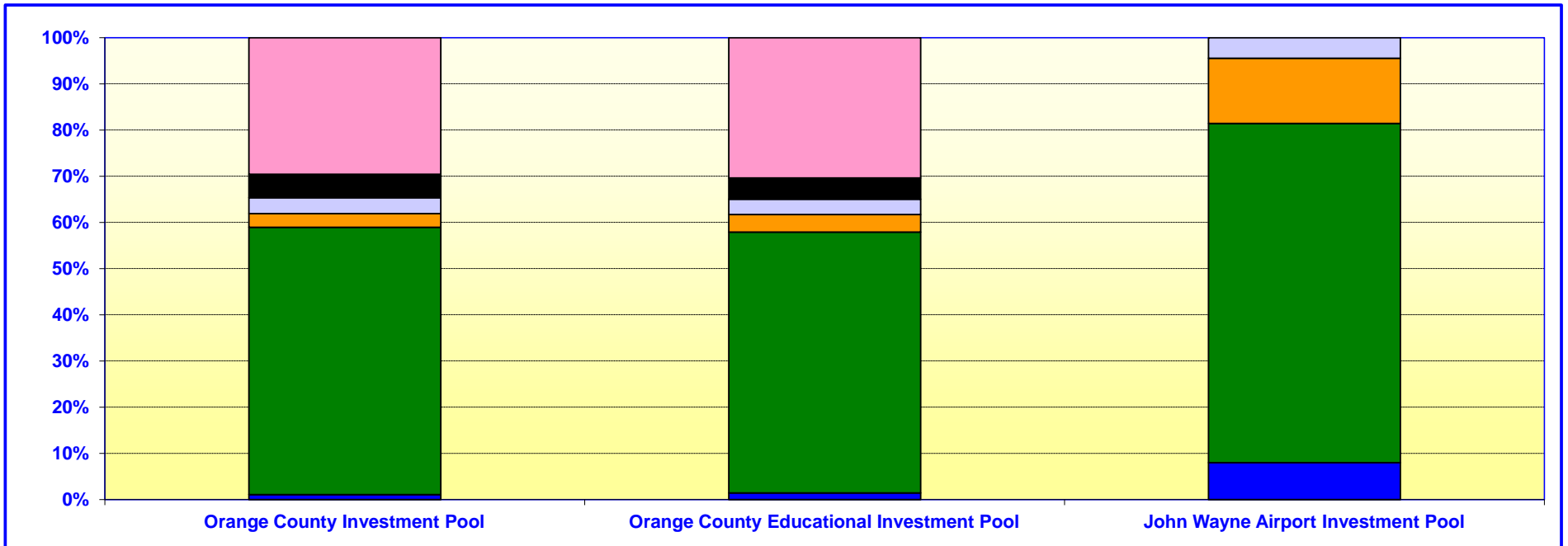
** Issuers whose debt is held by the Investment Pools, but are no longer on the Approved Issuer List. The Credit Investment Committee reviewed the issuer as per the investment policy and made the decision not to sell at this time.

*** All money market funds are institutional money market funds investing in debt issued or guaranteed by the U.S. Government and its agencies.

**Orange County Treasurer-Tax Collector
Changes in Approved Issuer's List
For the Month Ended September 30, 2014**

During September, there was one change to the Treasurer's Approved Issuer List. As reported in August 2014, Berkshire Hathaway, Inc's. Senior Unsecured Debt rating from Fitch of A+ had not been added to the Approved Issuer List. Therefore, in September, this issuer was put on hold pending a review of the updated rating information by the Credit Investment Committee.

ORANGE COUNTY TREASURER - TAX COLLECTOR
BY INVESTMENT TYPE - By Percentage Holdings
 September 30, 2014



Orange County Investment Pool		
	In Thousands	%
■ U.S. GOVERNMENT AGENCIES	\$ 1,766,557	57.90%
■ U.S. TREASURIES	901,574	29.55%
■ MUNICIPAL DEBT	155,947	5.11%
■ MONEY MARKET FUNDS	90,458	2.96%
■ MEDIUM - TERM NOTES	104,182	3.41%
■ CERTIFICATES OF DEPOSIT	32,498	1.07%
	<u>\$ 3,051,216</u>	<u>100.00%</u>

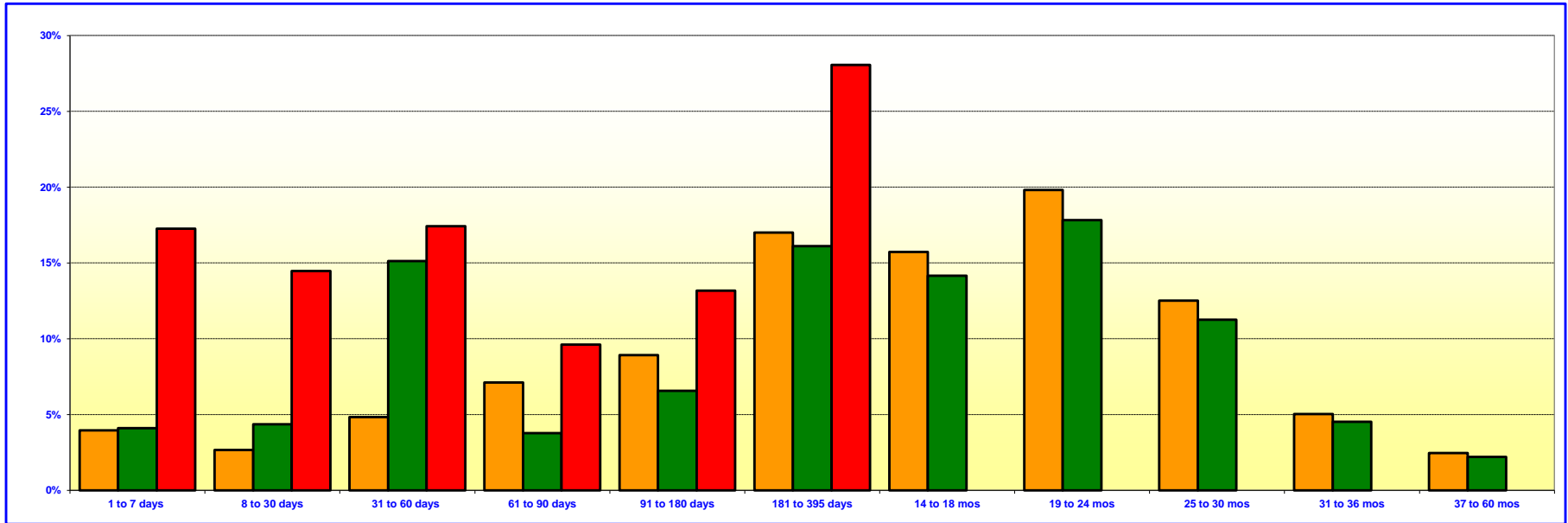
Orange County Educational Investment Pool		
	In Thousands	%
■ U.S. GOVERNMENT AGENCIES	\$ 1,942,876	56.47%
■ U.S. TREASURIES	1,045,092	30.37%
■ MUNICIPAL DEBT	158,251	4.60%
■ MEDIUM - TERM NOTES	113,536	3.30%
■ MONEY MARKET FUNDS	131,173	3.81%
■ CERTIFICATES OF DEPOSIT	50,001	1.45%
	<u>\$ 3,440,929</u>	<u>100.00%</u>

John Wayne Airport Investment Pool		
	In Thousands	%
■ U.S. GOVERNMENT AGENCIES	\$ 36,700	73.45%
■ CERTIFICATES OF DEPOSIT	4,001	8.00%
■ MONEY MARKET FUNDS	7,038	14.09%
■ MEDIUM - TERM NOTES	2,226	4.46%
■ U.S. TREASURIES	-	0.00%
	<u>\$ 49,965</u>	<u>100.00%</u>

Calculated Using Market Value at 9/30/2014

4.4 (13)

ORANGE COUNTY TREASURER - TAX COLLECTOR
MATURITIES DISTRIBUTION
 September 30, 2014



ORANGE COUNTY INVESTMENT POOL		
	In Thousands	%
1 TO 7 DAYS	\$ 120,558	3.96%
8 TO 30 DAYS	80,879	2.65%
31 TO 60 DAYS	147,409	4.84%
61 TO 90 DAYS	216,451	7.10%
91 TO 180 DAYS	271,518	8.91%
181 TO 395 DAYS	517,952	17.00%
14 TO 18 MONTHS	479,321	15.73%
19 TO 24 MONTHS	603,671	19.81%
25 TO 30 MONTHS	381,324	12.52%
31 TO 36 MONTHS	153,167	5.03%
37 TO 60 MONTHS	74,450	2.45%
TOTAL	\$ 3,046,700	100.00%

ORANGE COUNTY EDUCATIONAL INVESTMENT POOL		
	In Thousands	%
1 TO 7 DAYS	\$ 141,173	4.11%
8 TO 30 DAYS	149,721	4.36%
31 TO 60 DAYS	519,590	15.12%
61 TO 90 DAYS	129,725	3.78%
91 TO 180 DAYS	225,297	6.56%
181 TO 395 DAYS	553,510	16.11%
14 TO 18 MONTHS	486,404	14.16%
19 TO 24 MONTHS	612,590	17.83%
25 TO 30 MONTHS	386,958	11.26%
31 TO 36 MONTHS	155,430	4.51%
37 TO 60 MONTHS	75,550	2.20%
TOTAL	\$ 3,435,948	100.00%

JOHN WAYNE AIRPORT INVESTMENT POOL		
	In Thousands	%
1 TO 7 DAYS	\$ 8,608	17.25%
8 TO 30 DAYS	7,223	14.48%
31 TO 60 DAYS	8,693	17.42%
61 TO 90 DAYS	4,800	9.62%
91 TO 180 DAYS	6,570	13.17%
181 TO 395 DAYS	14,000	28.06%
TOTAL	\$ 49,894	100.00%

Maturity Limits Are In Compliance With The Orange County Treasurer's Investment Policy Statement

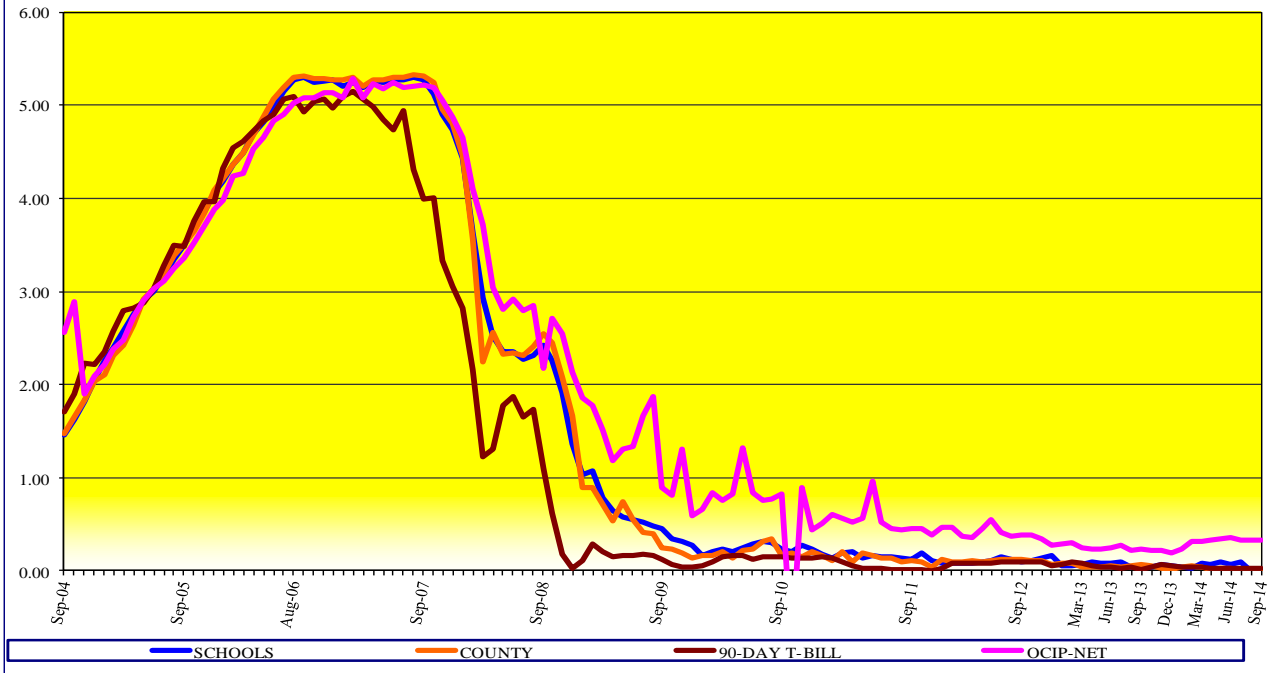
Floating Rate Notes are deemed to have a maturity date equal to their next interest reset date.

At 9/30/2014, Floating Rate Notes comprise 3.39%, 0.71%, and 24.05% of the Orange County Investment Pool, Orange County Educational Investment Pool, and JWA Investment Pool respectively.

4.4 (14)

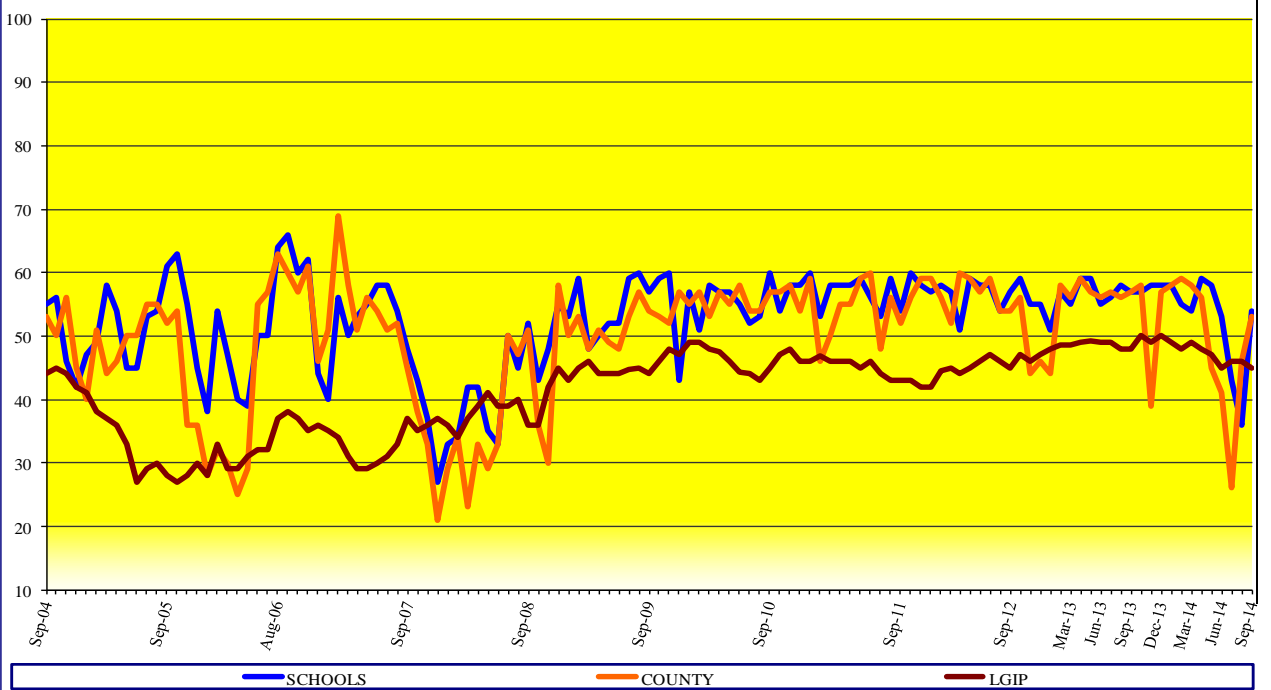
**ORANGE COUNTY MONEY MARKET POOLS vs SELECTED MONEY MARKET YIELDS
(INTEREST RATE YIELD)**

For The Period September 2004 to September 2014



**ORANGE COUNTY MONEY MARKET POOLS vs SELECTED AVERAGES
WEIGHTED AVERAGE MATURITY (WAM)**

For The Period September 2004 to September 2014



ORANGE COUNTY TREASURER-TAX COLLECTOR

INVESTMENT POOL YIELDS

October 1, 2013 - September 30, 2014

PERIOD ENDING - MONTH / YEAR	MONTH END MARKET VALUE	EARNINGS FOR MONTH	GROSS AVERAGE YIELD FOR MONTH	MONTH END WAM
<i>Current Month - September 2014</i>				
County Pool - Money Market Fund	\$ 573,108,869	\$ 44,545	0.09%	53
Educational Pool - Money Market Fund	\$ 926,205,944	\$ 51,587	0.07%	54
Extended Fund	\$ 4,992,830,237	\$ 2,097,995	0.51%	540
<i>August 2014</i>				
County Pool - Money Market Fund	\$ 597,887,269	\$ 49,813	0.09%	26
Educational Pool - Money Market Fund	\$ 781,468,497	\$ 72,096	0.16%	43
Extended Fund	\$ 5,248,133,847	\$ 2,116,726	0.47%	563
<i>July 2014</i>				
County Pool - Money Market Fund	\$ 597,887,269	\$ 49,813	0.09%	26
Educational Pool - Money Market Fund	\$ 781,468,497	\$ 72,096	0.16%	43
Extended Fund	\$ 5,248,133,847	\$ 2,116,726	0.47%	563
<i>June 2014</i>				
County Pool - Money Market Fund	\$ 741,112,313	\$ 60,483	0.09%	41
Educational Pool - Money Market Fund	\$ 438,475,385	\$ 65,546	0.14%	53
Extended Fund	\$ 5,287,010,654	\$ 2,137,875	0.49%	591
<i>May 2014</i>				
County Pool - Money Market Fund	\$ 981,914,365	\$ 91,537	0.10%	45
Educational Pool - Money Market Fund	\$ 588,180,732	\$ 118,242	0.17%	58
Extended Fund	\$ 5,289,207,825	\$ 2,255,088	0.50%	619
<i>April 2014</i>				
County Pool - Money Market Fund	\$ 1,267,656,725	\$ 132,791	0.08%	56
Educational Pool - Money Market Fund	\$ 1,000,325,961	\$ 103,374	0.14%	59
Extended Fund	\$ 5,284,339,856	\$ 2,162,548	0.53%	615
<i>March 2014</i>				
County Pool - Money Market Fund	\$ 1,504,893,583	\$ 124,598	0.11%	58
Educational Pool - Money Market Fund	\$ 862,975,773	\$ 127,998	0.15%	54
Extended Fund	\$ 4,523,381,423	\$ 1,964,144	0.52%	640
<i>February 2014</i>				
County Pool - Money Market Fund	\$ 1,234,361,723	\$ 112,104	0.12%	59
Educational Pool - Money Market Fund	\$ 1,116,059,047	\$ 124,738	0.10%	55
Extended Fund	\$ 4,386,466,666	\$ 1,617,800	0.52%	605
<i>January 2014</i>				
County Pool - Money Market Fund	\$ 1,163,918,642	\$ 161,333	0.13%	58
Educational Pool - Money Market Fund	\$ 1,731,030,127	\$ 190,322	0.12%	58
Extended Fund	\$ 4,026,199,146	\$ 1,518,018	0.46%	577
<i>December 2013</i>				
County Pool - Money Market Fund	\$ 2,072,049,497	\$ 184,296	0.09%	57
Educational Pool - Money Market Fund	\$ 1,978,638,884	\$ 219,931	0.14%	58
Extended Fund	\$ 3,696,727,752	\$ 1,293,803	0.45%	621
<i>November 2013</i>				
County Pool - Money Market Fund	\$ 1,819,042,131	\$ 153,214	0.12%	39
Educational Pool - Money Market Fund	\$ 1,638,204,004	\$ 213,523	0.15%	58
Extended Fund	\$ 3,026,493,454	\$ 1,213,102	0.49%	624
<i>October 2013</i>				
County Pool - Money Market Fund	\$ 1,486,030,115	\$ 139,691	0.13%	58
Educational Pool - Money Market Fund	\$ 1,702,755,698	\$ 186,370	0.12%	57
Extended Fund	\$ 3,026,539,250	\$ 1,242,521	0.48%	633
<i>Fiscal Year July 1, 2014 - June 30, 2015</i>	Average Month End Market Value Balance	YTD Interest Income	YTD Gross Yield	YTD Average
Orange County Investment Pool	\$ 3,084,084,561	\$ 3,216,502	0.41%	450
Orange County Educational Investment Pool	\$ 3,471,814,272	\$ 3,539,604	0.41%	21 430

**ORANGE COUNTY TREASURER-TAX COLLECTOR
CASH AVAILABILITY PROJECTION
FOR THE SIX MONTHS ENDING MARCH 31, 2015**

Government Code Section 53646 (b) (3), effective on January 1, 1996, requires the Treasurer-Tax Collector to include a statement in the investment report, denoting the ability of the Orange County Investment Pool (OCIP) and the Orange County Educational Investment Pool (OCEIP) to meet their expenditure requirements for the next six months.

The OCIP and OCEIP consist of funds in the treasury deposited by various entities required to do so by statute, as well as those entities voluntarily depositing monies in accordance with Government Code Section 53684.

The Treasurer-Tax Collector is required to disburse monies placed in the treasury as directed by the Auditor-Controller and the Department of Education, except for the making of legal investments, to the extent funds are transferred to one or more clearing funds in accordance with Government Code Section 29808.

The Treasurer-Tax Collector, in her projection of cash availability to disburse funds as directed by the Auditor-Controller and the Department of Education, is relying exclusively on historical activity involving deposits and disbursements and future cash flow projections. No representation is made as to an individual depositor's ability to meet their anticipated expenditures with anticipated revenues.

The Cash Availability Projection for the six months ending March 31, 2015, indicates the ability of the pools to meet projected cash flow requirements. However, there will usually be differences between projected and actual results because events and circumstances frequently do not occur as expected and those differences may be material.

ORANGE COUNTY INVESTMENT POOL				
Month	Investment Maturities	Projected Deposits	Projected Disbursements	Cumulative Available Cash
September 2014 - Ending Cash				\$ 6,441,866
October	\$ 209,708,075	\$ 635,036,665	\$ 416,666,381	434,520,226
November	144,794,807	876,180,268	557,430,685	898,064,616
December	215,348,353	2,204,019,124	2,011,790,302	1,305,641,791
January	30,378,964	379,889,490	1,032,429,003	683,481,241
February	168,744,915	380,292,177	266,170,546	966,347,788
March	67,751,990	896,011,980	499,050,625	1,431,061,133

ORANGE COUNTY EDUCATIONAL INVESTMENT POOL				
Month	Investment Maturities	Projected Deposits	Projected Disbursements	Cumulative Available Cash
September 2014 - Ending Cash				\$ 4,872,600
October	\$ 520,231,093	\$ 273,923,017	\$ 561,344,331	237,682,380
November	304,467,368	466,136,403	503,453,987	504,832,165
December	132,663,222	1,385,470,131	377,931,463	1,645,034,055
January	51,764,622	395,510,051	729,634,431	1,362,674,297
February	176,339,922	235,962,905	519,100,794	1,255,876,330
March	10,517,553	508,506,831	560,632,721	1,214,267,993



JOHN CHIANG

California State Controller

**LOCAL AGENCY INVESTMENT FUND
REMITTANCE ADVICE**

Agency Name	RANCHO SANTIAGO COMM COLL DST
Account Number	75-30-010

As of 10/15/2014, your Local Agency Investment Fund account has been directly credited with the interest earned on your deposits for the quarter ending 09/30/2014.

Earnings Ratio	.00000662348923179
Interest Rate	0.24%
Dollar Day Total	\$ 13,856,884.98
Quarter End Principal Balance	\$ 150,630.95
Quarterly Interest Earned	\$ 91.78

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

To:	Board of Trustees	Date: October 27, 2014
Re:	Approval of Consulting Services with Rose & Tuck	
Action:	Request for Approval	

BACKGROUND

In March 2011, the Board of Trustees approved consulting services from Rose & Tuck to review and define the requirements for implementing a position control and budgeting module for the District. Rose & Tuck delivered custom Datatel screens and files to store additional position information and create payroll encumbrance information. With Rose & Tuck's work implemented, ITS, Fiscal Services, and Human Resources have worked together to complete two areas of position control – encumbrances and position budgeting.

ANALYSIS

The work completed to date falls short of a complete Position Control System. The District is at the point where it will benefit from a return visit from Rose & Tuck to review the District's progress, identify issues, and determine key tasks to guide the District through the next phases for a complete Position Control system.

The District is requesting consulting services from Rose & Tuck to review District documentation and reports, and meet with executive stakeholders and the project team. After an onsite visit, meetings, and review, Rose & Tuck will develop an assessment report and provide a project plan for the next phase of the Position Control system.

This agreement is funded by the ITS consulting services account.

RECOMMENDATION

It is recommended that the Board of Trustees approve the consulting services agreement with Rose & Tuck to provide position control project assessment services as presented.

Fiscal Impact:	\$15,000.00	Board Date: October 27, 2014
Prepared by:	Douglas E. Johnson, Director of Information Systems	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor	



September 30, 2014

Peter Hardash
Vice Chancellor, Business Operations and Fiscal Services
Rancho Santiago Community College District
2323 N. Broadway, Suite 404-1
Santa Ana, CA 92706-1640

Dear Peter:

Rose & Tuck is pleased to have the opportunity to serve Rancho Santiago Community College District ("the District"). We propose to assist the District by providing consulting and technical services on an ad-hoc, as-requested basis beginning August 2014. Upon request, Statements of Work (SOW) will be prepared for individual projects to show scope of work and estimates of effort; we will await your or your designee's authorization before proceeding on any SOW. We propose to begin work immediately at the convenience of the District and Rose & Tuck.

Darren Rose will be assigned as your engagement manager and will be primarily responsible for coordinating the delivery of our services. Additional Rose & Tuck resources will be deployed as needed at the mutual convenience of the District and Rose & Tuck.

Rose & Tuck's current rate for professional services is \$250 per hour, or \$2000 per day. In addition to professional fees, we are reimbursed for expenses related to our work at the District; these expenses may include airfare, hotel, mileage, car rental, meals, and incidental expenses. Rose & Tuck will provide 90 days notice of any fee increases or changes in our expense reimbursement policy, and will not increase fees prior to July 2015. The District will be billed for the actual time and expenses incurred unless we are working under a firm-fixed-price statement of work. Bills will be sent on a monthly basis and are due and payable within 30 days of receipt.

Rose & Tuck's work for the District may require access to online Ellucian resources (e.g. application documentation, technical documentation); to the extent this access is needed to perform our work, we may request that the District add Rose & Tuck staff working on this engagement to the list of the District's authorized users at Ellucian (you may need to provide us with an email address at your institution to grant this access). We may also require direct access (via telnet or VPN) to your Ellucian or other systems as part of performing our responsibilities.

Rose & Tuck recognizes that the access referenced above or other parts of our work may expose us to information that Ellucian considers confidential. We will provide a signed confidentiality agreement to enable the District to provide such access.

Rose & Tuck's maximum liability associated with the performance of services will be limited to the amount of fees paid for the project in question during the calendar year in which the services were rendered. Your acceptance of this letter below is an acceptance of this limitation of our liability.

This engagement supersedes and replaces any previous engagement or agreement between the District and Rose & Tuck. The terms of this engagement will continue unless otherwise cancelled by either the District or Rose & Tuck, or modified in writing by both the District and Rose & Tuck. The District or Rose & Tuck may cancel this engagement by providing 30 days notice in writing or via email.

Prior to the cancellation of this engagement, and for a period of two years after cancellation, the District and Rose & Tuck mutually agree not to recruit, hire, or retain for employment or contracted services, whether directly or through a third party, any person employed, contracted, or subcontracted by the other, for services related to this engagement, whether directly or through a third party, during the timeframe of this engagement. This agreement will survive the cancellation of this engagement for a two year period following its cancellation.

If these terms meet with your satisfaction, please indicate your acceptance by signing below and returning a copy of this agreement directly to my attention. If you have any questions or require additional information, please contact me at drose@rosetuck.com or (508) 740-7501. We appreciate the opportunity to once again serve Rancho Santiago CCD.

Cordially,

Rose & Tuck



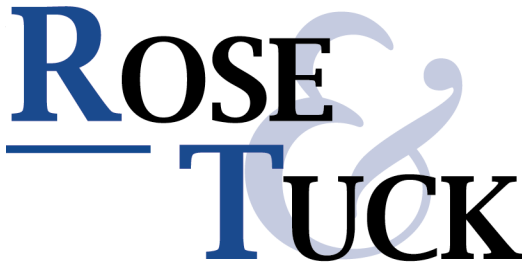
Darren Rose
President

Accepted by Rancho Santiago Community College District

Signature of Authorized Person

Title

Date



**Statement of Work
and Price Quote**

This statement of work is for a firm-fixed price quote.

Date: September 30, 2014

Client Name: Rancho Santiago Community College District

Client Contact(s): Peter Hardash hardash_peter@rsccd.edu
Doug Johnson johnson_doug@rsccd.edu

Project Description: Position Control – Project Assessment

Project Scope/Services: Rose & Tuck will review existing documentation and meet with representatives of the District to determine the current status of the Position Control project, identify obstacles and/or issues needing resolution for the project to move forward, and determine key tasks and task dependencies for the remaining work on the project. Our work will culminate in the development of an assessment report and project plan for the completion of the project, and a presentation of that report and plan to the project team and executive stakeholders.

We anticipate that our work will involve two onsite visits. Prior to our first visit, we will review existing materials related to the project. Our first visit will be from one to two days and will involve meetings with executive stakeholders and the project team, both as a group and individually. We will process the input from those meetings and prepare a draft report and project plan, which we will present to project stakeholders during our second visit. We will accept comments and reactions to our draft report and project plan during that second visit, and use that input to make refinements and prepare a final document.

We assume that the District will handle logistical arrangements related to compilation of existing project documents, meeting planning, participant and room scheduling, etc.

Project Cost: **\$ 15,000.00**

Statement of Work Accepted and Work Authorized by:

Name _____
Date

Title

Print Name

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
15-P0033067	1,555.20	ONE SOURCE PRINT SOLUTIONS	Reproduction/Printing Expenses	SP		8/27/2014
15-P0033068	13,875.00	RSCCD	Other Exp Paid for Students	SP		8/27/2014
15-P0033069	217.74	WESTMONT HOSPITALITY GROUP	Conference Expenses	SP		8/27/2014
15-P0033070	175.00	IMELDA PEREZ	Conference Expenses	SP		8/27/2014
15-P0033071	120.00	IMELDA PEREZ	Conference Expenses	SP		8/27/2014
15-P0033072	74,539.38	NINYO & MOORE	Bldg Impr - Spcl Ins/Mat Tes	SP	BOND	8/27/2014
15-P0033073	135,000.00	FREIGHT RODNEY DONALD	Building Improvements	SP		8/27/2014
15-P0033074	42,500.00	ERIC J MITTLESTEAD	Contracted Services	SP		8/27/2014
15-P0033075	4,000.00	ACADEMY ELECTRIC INC	Contracted Repair Services			8/27/2014
15-P0033076	22,500.00	AON CONSULTING INC	Contracted Services			8/27/2014
15-P0033077	550.00	SIGNATURE FLOORING INC	Contracted Repair Services			8/27/2014
15-P0033078	1,354.12	WEATHERITE CORP	Contracted Repair Services			8/27/2014
15-P0033079	1,478.00	FREEDOM COMMUNICATIONS, INC	Site Improv - Legal Expenses	SP	BOND	8/27/2014
15-P0033080	6,704.00	ACCT ASSOC OF COMMUNITY	Inst Dues & Memberships			8/27/2014
15-P0033081	1,135.48	KAI ATHLETIC	Instructional Supplies	SP		8/27/2014
15-P0033082	5,000.00	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		8/27/2014
15-P0033083	308.90	INLAND CUTTER SERVICE INC	Contracted Repair Services			8/27/2014
15-P0033084	7,000.00	ATKINSON ANDELSON LOYA RUUD ROMO	Legal Expenses			8/27/2014
15-P0033085	719.79	PYRO-COMM SYSTEMS INC	Contracted Repair Services			8/27/2014
15-P0033086	100.00	LIVESCAN N' MORE INC	Contracted Services	SP		8/27/2014
15-P0033087	713.20	AMERICAN EXPRESS	Conference Expenses	SP		8/28/2014
15-P0033088	7,856.00	ALTA ENVIRONMENTAL	Buildings - Construction Tests	SP	BOND	8/28/2014
15-P0033089	671.18	GOLDEN STAR TECHNOLOGY, INC.	Equip/Software - >\$200 <\$1,000	SP		8/28/2014
15-P0033090	411.73	RADIO NETWORK INC	Equip/Software - >\$200 <\$1,000			8/28/2014
15-P0033091	1,811.02	CONTROL AIR CONDITIONING CORP	Contracted Repair Services			8/28/2014
15-P0033092	581.74	WELLS FARGO BANK	Non-Instructional Supplies			8/28/2014
15-P0033093	279.06	SEHI COMPUTER PRODUCTS	Instructional Supplies	SP		8/28/2014
15-P0033094	1,696.45	EMBEE TECHNOLOGIES	Contracted Services	SP		8/28/2014
15-P0033095	3,000.00	COMPUCOM SYSTEMS INC	Contracted Repair Services			8/28/2014
15-P0033096	1,422.23	FISHER SCIENTIFIC	Equip/Software - >\$200 <\$1,000			8/28/2014
15-P0033097	200.00	SMART & FINAL	Food and Food Service Supplies	SP		8/28/2014
15-P0033098	15,000.00	AON CONSULTING INC	Contracted Services			8/28/2014
15-P0033099	1,000.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		8/28/2014
15-P0033100	200.00	AIRPORT VAN RENTAL INC	Transportation - Student	SP		8/28/2014

4.6 (1)

No. 4.6

Legend: * = Multiple Accounts for this P.O. SP = Special Project

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
15-P0033101	687.92	SCANTRON CORP	Instructional Supplies	SP		8/28/2014
15-P0033102	102,250.00	DEPT OF GENERAL SERVICES	Buildings - DSA Fees	SP	BOND	8/28/2014
15-P0033103	529.18	BALDWIN COOKE CO	Non-Instructional Supplies	SP		8/28/2014
15-P0033104	3,250.00	KURZWEILINTELLITOLS INC	Software License and Fees	SP		8/28/2014
15-P0033105	3,450.00	RSCCD	Contracted Services	SP		8/28/2014
15-P0033106	12,240.00	COAST ELECTRIC	Contracted Services			8/28/2014
15-P0033107	5,097.60	UNISOURCE PAPER CO	Instructional Supplies	SP		8/29/2014
15-P0033108	2,464.99	STAY SAFE SUPPLY INC	Non-Instructional Supplies			8/29/2014
15-P0033109	622.20	AMERICAN EXPRESS	Conference Expenses			8/29/2014
15-P0033110	30.62	CN SCHOOL AND OFFICE SOLUTIONS INC	Non-Instructional Supplies			8/29/2014
15-P0033111	1,641.60	SPICERS PAPER CO	Instructional Supplies	SP		8/29/2014
15-P0033113	90.72	FONTIS SOLUTIONS	Non-Instructional Supplies			8/29/2014
* 15-P0033114	1,351.55	CDW GOVERNMENT INC.	Non-Instructional Supplies	SP		8/29/2014
15-P0033115	3,929.04	SEHI COMPUTER PRODUCTS	Equip/Software - >\$200 <\$1,000	SP		8/29/2014
* 15-P0033116	1,031.78	SEHI COMPUTER PRODUCTS	Instructional Supplies	SP		8/29/2014
15-P0033117	139.62	FEDEX	Courier/Delivery Services			8/29/2014
15-P0033119	500.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies			9/2/2014
15-P0033120	340.48	KULI IMAGE INCÝKUSTOM IMPRINTS	Non-Instructional Supplies			9/2/2014
15-P0033121	5,000.00	MAINTEX INC	Contracted Repair Services			9/2/2014
15-P0033122	4,000.00	REGENCY LIGHTING	Non-Instructional Supplies			9/2/2014
15-P0033123	1,000.00	AAA ELECTRIC MOTOR SALES	Repair & Replacement Parts			9/2/2014
15-P0033124	4,098.17	GOLDEN STAR TECHNOLOGY, INC.	Instructional Supplies	SP		9/2/2014
15-P0033125	906.09	THYCOTIC SOFTWARE LTD	Software Support Service-Fixed			9/2/2014
* 15-P0033126	425.17	B & H PHOTO VIDEO INC	Non-Instructional Supplies	SP		9/2/2014
15-P0033127	19.99	APPLE COMPUTER INC	Non-Instructional Software			9/2/2014
15-P0033128	884.52	FINTIE LLC	Instructional Supplies	SP		9/2/2014
15-P0033129	1,000.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		9/3/2014
15-P0033130	1,000.00	DON BOOKSTORE	Books, Mags & Ref Mat, Non-Lib	SP		9/3/2014
15-P0033131	2,000.00	OFFICE DEPOT BUSINESS SVCS	Other Exp Paid for Students	SP		9/3/2014
15-P0033132	1,000.00	OFFICE DEPOT BUSINESS SVCS	Supplies Paid for Students	SP		9/3/2014
15-P0033133	14,158.12	EBSCO SUBSCRIPTION SVCS	Library Books - Periodicals			9/3/2014
15-P0033134	1,057.62	FITNESS REPAIR SHOP	Repair & Replacement Parts			9/3/2014
15-P0033135	200.00	CACCRAO CALIF ASSOC OF COMMUNITY	Inst Dues & Memberships			9/3/2014
15-P0033136	970.50	SEHI COMPUTER PRODUCTS	Instructional Supplies	SP		9/3/2014

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P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
15-P0033137	1,045.00	ACCT ASSOC OF COMMUNITY	Conference Expenses			9/3/2014
15-P0033138	1,300.00	ALANA V. VOECHTING	Conference Expenses			9/3/2014
15-P0033139	149.04	APPLE COMPUTER INC	Non-Instructional Supplies			9/3/2014
15-P0033140	1,000.00	SMART & FINAL	Food and Food Service Supplies	SP		9/3/2014
15-P0033141	247.31	AMAZON COM	Non-Instructional Supplies			9/3/2014
15-P0033142	95.00	CAL ST UNIVERSITY-LONG BEACH	Conference Expenses	SP		9/3/2014
15-P0033143	612.00	ACT	Non-Instructional Supplies	SP		9/3/2014
15-P0033144	85.00	COMMUNITY COLLEGE INTERNAL AUDITORS	Conference Expenses			9/3/2014
* 15-P0033145	19,738.97	DELL COMPUTER	Equipment - All Other > \$1,000			9/3/2014
15-P0033146	430.92	DELL COMPUTER	Equip/Software - >\$200 <\$1,000	SP		9/3/2014
15-P0033147	1,636.86	DELL COMPUTER	Equipment - All Other > \$1,000	SP		9/3/2014
15-P0033148	511.60	SALSBURY INDUSTRIES	Equip/Software - >\$200 <\$1,000			9/4/2014
15-P0033149	484.00	CN SCHOOL AND OFFICE SOLUTIONS INC	Equip/Software - >\$200 <\$1,000	SP	BOND	9/4/2014
15-P0033150	300.00	ASSOCIATION OF COUNSELING CENTER TRAINING	Inst Dues & Memberships	SP		9/4/2014
15-P0033151	1,860.30	FISHER SCIENTIFIC	Instructional Supplies	SP		9/4/2014
15-P0033152	27,809.14	NTH GENERATION COMPUTING INC	Equipment - All Other > \$1,000			9/4/2014
15-P0033153	867.35	D4 SOLUTIONS INC.	Contracted Services			9/4/2014
15-P0033154	4,518.42	D4 SOLUTIONS INC.	Contracted Services			9/4/2014
15-P0033155	400.00	RIDELINKS INC	Contracted Services	SP		9/4/2014
15-P0033156	7,991.67	OPEN TEXT	Software License and Fees			9/4/2014
15-P0033157	31.16	DEPT OF GENERAL SERVICES	Buildings - DSA Fees	SP		9/4/2014
15-P0033158	6,300.00	THE HARTFORD LIFE & ANNUITY	Self Insurance Claims			9/4/2014
15-P0033159	380.38	PORTACRAFT INC	Contracted Repair Services			9/4/2014
15-P0033160	2,460.14	DAY LITE MAINTENANCE CO INC	Contracted Repair Services			9/4/2014
15-P0033161	355.26	ACTION DOOR CONTROLS INC	Contracted Repair Services			9/4/2014
15-P0033162	1,000.00	GLASBY MAINTENANCE SUPPLY	Non-Instructional Supplies			9/4/2014
15-P0033163	6,685.74	WEATHERITE CORP	Contracted Repair Services			9/4/2014
15-P0033164	2,250.00	TROPICAL PLAZA NURSERY	Contracted Repair Services			9/4/2014
15-P0033165	500.00	AAA ELECTRIC MOTOR SALES	Repair & Replacement Parts			9/4/2014
15-P0033166	220.14	TRL SYSTEMS INC	Contracted Repair Services			9/4/2014
15-P0033167	800.00	UCSD	Software License and Fees	SP		9/4/2014
15-P0033168	6,000.00	BUSCHE DONALD	Contracted Services	SP		9/4/2014
15-P0033169	14,000.00	CIRKS CONSTRUCTION INC	Contracted Repair Services			9/4/2014
15-P0033170	768.58	4 IMPRINT	Non-Instructional Supplies	SP		9/4/2014

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P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
15-P0033171	300.00	SYRUS OLAMAI	Non-Instructional Supplies			9/4/2014
15-P0033172	700.00	QUIDSI RETAIL LLC	Non-Instructional Supplies	SP		9/4/2014
15-P0033173	535.55	CAROLINA BIOLOGICAL SUPPLY CO	Instructional Supplies	SP		9/4/2014
* 15-P0033174	1,500.00	ELLUCIAN INC.	Contracted Services	SP		9/4/2014
* 15-P0033175	6,000.00	ELLUCIAN INC.	Contracted Services	SP		9/4/2014
15-P0033176	296.59	MKH ELECTRONICS	Contracted Repair Services			9/5/2014
15-P0033177	750.00	DEPT OF GENERAL SERVICES	Buildings - DSA Fees	SP	BOND	9/5/2014
15-P0033178	1,278.00	FREEDOM COMMUNICATIONS, INC	Buildings - Construction Mgmt	SP		9/5/2014
15-P0033179	318.06	SOCCER CENTRAL	Instructional Supplies	SP		9/5/2014
15-P0033180	200.00	WELLS FARGO BANK	Books, Mags & Ref Mat, Non-Lib			9/5/2014
15-P0033181	600.00	AIRPORT VAN RENTAL INC	Transportation - Student			9/5/2014
15-P0033182	1,408.32	HERFF JONES INC.	Instructional Supplies	SP		9/5/2014
15-P0033183	10,460.32	DELL COMPUTER	Equipment - All Other > \$1,000	SP		9/5/2014
15-P0033184	612.00	CONSTANT CONTACT	Contracted Services	SP		9/8/2014
15-P0033185	3,150.00	DEPT OF GENERAL SERVICES	Buildings - DSA Fees	SP	BOND	9/8/2014
15-P0033186	7,000.00	DEPT OF GENERAL SERVICES	Buildings - DSA Fees	SP	BOND	9/8/2014
* 15-P0033187	308.20	AMERICAN EXPRESS	Conference Expenses	SP		9/9/2014
15-P0033188	2,800.00	SANDY BOYD INC	Building Improvements	SP		9/9/2014
15-P0033189	1,600.00	GMS ELEVATOR	Contracted Services			9/9/2014
15-P0033190	530.57	TOMARK SPORTS INC	Instructional Supplies	SP		9/9/2014
15-P0033191	2,000.00	MAR VAC ELECTRONICS	Instructional Supplies	SP		9/9/2014
15-P0033192	500.00	LYTTON PERRY	Instructional Supplies	SP		9/9/2014
15-P0033193	107.74	DOROTHY D. MALSACK	Instructional Supplies	SP		9/9/2014
15-P0033194	1,900.00	US SHOP TOOLS	Instructional Supplies	SP		9/9/2014
15-P0033195	3,500.00	DIX METALS	Instructional Supplies	SP		9/9/2014
15-P0033196	250.00	MCMASTER CARR SUPPLY CO	Instructional Supplies	SP		9/9/2014
15-P0033197	350.00	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		9/9/2014
15-P0033198	207.90	SCHICK RECORDS MGMT	Instructional Supplies	SP		9/9/2014
15-P0033199	274.32	ORANGE TREE DELI & CATERING	Food and Food Service Supplies	SP		9/9/2014
* 15-P0033200	3,616.35	SAMY'S CAMERA	Equip/Software - >\$200 <\$1,000			9/9/2014
15-P0033201	350.00	NUB GAMES, INC.	Internet Services	SP		9/9/2014
15-P0033202	248.34	B & H PHOTO VIDEO INC	Non-Instructional Supplies			9/9/2014
15-P0033203	1,200.00	GB HEULER	Rental - Facility (Short-term)			9/9/2014
15-P0033204	1,050.00	ORANGE COUNTY FIRE PROTECTION	Buildings - Spcl Ins/Mat Tes	SP	BOND	9/9/2014

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P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
15-P0033205	27.64	APPERSON	Instructional Supplies			9/9/2014
15-P0033206	263.00	MELANIE A. MOWRER	Conference Expenses	SP		9/9/2014
15-P0033207	1,000.00	FRANKLIN AIR CONDITIONING	Contracted Repair Services			9/9/2014
15-P0033208	1,256.78	WELLS FARGO BANK	Non-Instructional Supplies			9/9/2014
* 15-P0033209	323.17	WMK SACRAMENTO LLC	Conference Expenses	SP		9/10/2014
* 15-P0033210	375.00	CCCEOPSA CALIF COM COLL	Conference Expenses	SP		9/10/2014
15-P0033211	319.79	JC EXPRESS FOOD SERVICE INC	Food and Food Service Supplies	SP		9/10/2014
15-P0033212	357.20	AMERICAN EXPRESS	Conference Expenses			9/10/2014
15-P0033213	14,234.01	MOHAWK RESOURCE LTD	Equipment - Federal Progs >200	SP		9/10/2014
15-P0033214	4,630.00	DE LA TORRE COMMERCIAL	Site Improv - Contracted Svcs	SP		9/10/2014
15-P0033215	448.86	SO CAL LAND MAINTENANCE INC	Contracted Repair Services			9/10/2014
15-P0033216	2,958.00	VORTEX INDUSTRIES	Maint/Oper Service Agreements			9/10/2014
15-P0033217	300.00	SOUTHERN 30	Inst Dues & Memberships			9/11/2014
15-P0033218	500.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		9/11/2014
15-P0033219	64.26	SCHICK RECORDS MGMT	Non-Instructional Supplies	SP		9/11/2014
15-P0033220	990.00	SACNAS	Other Participant Travel Exp	SP		9/11/2014
15-P0033221	300.00	PHI THETA KAPPA	Fees Paid for Students	SP		9/11/2014
15-P0033222	196.02	SUPER ANTOJITO'S EXPRESS MEXICAN FOOD	Food and Food Service Supplies	SP		9/11/2014
15-P0033223	350.00	TROPICAL PLAZA NURSERY	Contracted Repair Services			9/11/2014
15-P0033224	72.00	WESTERN POWER SYSTEMS	Contracted Repair Services			9/11/2014
15-P0033225	5,500.00	ORANGE EMPIRE CONFERENCE	Inst Dues & Memberships			9/11/2014
15-P0033226	900.00	KUDER INC	Software License and Fees	SP		9/11/2014
* 15-P0033227	2,750.37	SEHI COMPUTER PRODUCTS	Non-Instructional Supplies			9/11/2014
15-P0033228	2,690.43	CORPORATE BUSINESS INTERIORS INC	Equipment - Modular Furniture	SP	BOND	9/12/2014
15-P0033229	14,500.00	RYAN'S EXPRESS MOTORCOACH	Transportation - Student			9/12/2014
15-P0033230	8,000.00	CERTIFIED TRANSPORTATIONS	Transportation - Student			9/12/2014
15-P0033231	368.90	FONTIS SOLUTIONS	Non-Instructional Supplies	SP		9/12/2014
15-P0033232	2,548.80	UNISOURCE PAPER CO	Instructional Supplies	SP		9/12/2014
15-P0033233	1,058.40	DEPT OF GENERAL SERVICES	Buildings - DSA Fees	SP	BOND	9/12/2014
15-P0033234	119.97	SEHI COMPUTER PRODUCTS	Instructional Supplies	SP		9/12/2014
15-P0033235	2,701.37	DELL COMPUTER	Equipment - All Other > \$1,000	SP		9/12/2014
15-P0033236	30,000.00	AON CONSULTING INC	Contracted Services			9/12/2014
15-P0033237	70.13	YOUNG PS ACQUISITIONS, LLC	Non-Instructional Supplies	SP		9/12/2014
15-P0033238	10,000.00	GLOBAL WORKS INC	Contracted Services	SP		9/12/2014

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P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
15-P0033239	224.64	COUNCIL FOR PROFESSIONAL RECOGNITION	Instructional Supplies	SP		9/12/2014
15-P0033240	13,997.62	IXO INC	Other Licenses & Fees	SP		9/12/2014
15-P0033241	900.00	CAPP ASSOCIATES INC	Software License and Fees	SP		9/12/2014
15-P0033242	560.70	MARCELINA R. NEVILS	Legal Expenses			9/15/2014
15-P0033243	36,000.00	QUICK CAPTION	Contracted Services	SP		9/16/2014
15-P0033244	15,277.92	DEPT OF GENERAL SERVICES	Site Improv - DSA Fees	SP	BOND	9/16/2014
15-P0033245	1,630.00	SOUTHWEST INSPECTION	Contracted Services			9/16/2014
15-P0033246	2,500.00	HIGH RISE GLASS & DOORS INC	Contracted Repair Services			9/16/2014
15-P0033247	503.80	W2007 MVP DENVER LLC	Conference Expenses			9/17/2014
15-P0033248	2,203.20	XEROX CORP	Non-Instructional Supplies			9/17/2014
15-P0033249	629.00	MAGNA PUB INC	Conference Expenses			9/17/2014
15-P0033250	384.50	NAT'L SPORTS APPAREL LLC	Instructional Supplies	SP		9/17/2014
15-P0033251	738.94	NAT'L SPORTS APPAREL LLC	Instructional Supplies	SP		9/17/2014
15-P0033252	20.77	WRESTLING MART.COM	Instructional Supplies	SP		9/17/2014
15-P0033253	1,588.68	XEROX CORP	Non-Instructional Supplies	SP		9/17/2014
15-P0033254	228.80	LOS ANGELES TIMES	Books, Mags & Ref Mat, Non-Lib			9/17/2014
15-P0033255	450.00	NCMPR NAT'L COUNCIL FOR MARKETING	Inst Dues & Memberships			9/17/2014
15-P0033256	2,000.00	AMAZON COM	Library Books	SP		9/17/2014
15-P0033257	162.86	FREEDOM COMMUNICATIONS, INC	Books, Mags & Ref Mat, Non-Lib			9/17/2014
15-P0033258	18.21	VALUEGENE INC	Instructional Supplies	SP		9/17/2014
15-P0033259	64.70	ALPHA TEKNOVA INC	Instructional Supplies	SP		9/17/2014
15-P0033260	387.60	NDS CORP	Instructional Supplies	SP		9/17/2014
15-P0033261	82.82	FISHER SCIENTIFIC	Instructional Supplies	SP		9/17/2014
15-P0033262	5,000.00	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		9/17/2014
15-P0033263	1,357.00	COLLEGESOURCE INC	Internet Services	SP		9/17/2014
15-P0033264	250.00	RSCCD	Mileage/Parking Expenses	SP		9/17/2014
15-P0033265	116.21	DOROTHY D. MALSACK	Instructional Supplies	SP		9/17/2014
15-P0033266	1,000.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		9/17/2014
15-P0033267	6,419.70	ACADEMIC SENATE FOR	Inst Dues & Memberships			9/17/2014
15-P0033268	1,683.00	PENNYVISION LLC	Food and Food Service Supplies	SP		9/17/2014
15-P0033269	1,000.00	VOYAGER FLEET SYSTEM INC	Gasoline			9/17/2014
15-P0033270	285.00	ASHP AMERICAN SOCIETY OF HEALTH SYSTEM	Inst Dues & Memberships			9/17/2014
15-P0033271	979.83	TOP HAT PRODUCTIONS	Food and Food Service Supplies			9/17/2014
15-P0033272	340.00	RSCCD	Other Exp Paid for Students	SP		9/17/2014

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P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
15-P0033273	516.22	AMAZON COM	Non-Instructional Supplies			9/17/2014
15-P0033274	2,488.32	XEROX CORP	Instructional Supplies	SP		9/17/2014
15-P0033275	400.00	CALPCAROCP FALL CONFERENCE	Conference Expenses	SP		9/17/2014
15-P0033276	31,578.00	US DEPT. OF EDUCATION	Other Operating Exp & Services	SP		9/17/2014
15-P0033277	6,000.00	SCAQMD	Buildings - Legal Expenses	SP		9/17/2014
15-P0033278	1,908.00	WELLS FARGO BANK	Internet Services			9/17/2014
15-P0033279	2,822.46	DELL COMPUTER	Equipment - All Other > \$1,000			9/17/2014
15-P0033280	845.00	CRD COUNCIL FOR RESOURCE DEV	Conference Expenses	SP		9/17/2014
15-P0033281	2,552.56	MEDIWARE INFORMATION SYSTEM INC	Software Support Service	SP		9/17/2014
15-P0033282	4,000.00	MIDDLE COLLEGE NATIONAL CONSORTIUM	Inst Dues & Memberships	SP		9/17/2014
15-P0033283	1,500.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies			9/17/2014
15-P0033284	300.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies			9/17/2014
15-P0033285	2,703.43	DENNIS JAMES CLEEK	Instructional Supplies	SP		9/17/2014
15-P0033286	150.00	HSACCC HEALTH SVCS ASSOC-	Inst Dues & Memberships	SP		9/17/2014
15-P0033287	138.80	AMERICAN THERMOFORM CORP	Instructional Supplies	SP		9/17/2014
15-P0033288	3,010.95	SVM LP	Other Exp Paid for Students	SP		9/17/2014
15-P0033289	1,199.34	WELLS FARGO BANK	Conference Expenses			9/17/2014
15-P0033290	120.00	CASBO CALIF ASSOC OF SCHOOL	Conference Expenses			9/18/2014
15-P0033291	300.00	WELLS FARGO BANK	Software License and Fees	SP		9/18/2014
15-P0033292	534.83	SCAQMD	Public Agencies' Assess & Fees	SP		9/18/2014
15-P0033293	328.20	AMERICAN EXPRESS	Conference Expenses	SP		9/18/2014
15-P0033294	723.40	EMBEE TECHNOLOGIES	Contracted Services			9/18/2014
15-P0033295	506.41	MENDTRONIX INC	Contracted Services	SP		9/18/2014
15-P0033296	25,000.00	THE FELDHAKA LAW FIRM	Legal Expenses			9/18/2014
15-P0033297	3,376.00	DEPT OF FORESTRY & FIRE PROTECTION	Instructional Agreements	SP		9/18/2014
15-P0033298	10,000.00	GLOBAL WORKS INC	Contracted Services	SP		9/18/2014
15-P0033299	950.00	FBM HOLDING LLC	Internet Services			9/19/2014
15-P0033300	162.71	CLUB CAR LLC	Repair & Replacement Parts			9/19/2014
15-P0033301	1,011.30	MICROTECH SCIENTIFIC	Instructional Supplies	SP		9/19/2014
15-P0033302	2,017.13	CRESTLINE CO INC	Advertising	SP		9/19/2014
15-P0033303	568.06	UNITED AUTOMOTIVE SVC INC	Contracted Repair Services			9/19/2014
15-P0033304	5,000.00	CINTAS CORP	Laundry & Dry Cleaning Service			9/19/2014
15-P0033306	1,200.00	ABEL TORRES	Advertising	SP		9/19/2014
* 15-P0033307	33,714.00	CCLC COMMUNITY COLLEGE LEAGUE	Internet Services	SP		9/19/2014

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P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
15-P0033308	200.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		9/19/2014
15-P0033309	150.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		9/19/2014
15-P0033310	500.00	NORTHSTAR ENTERPRISES INC	Contracted Repair Services			9/19/2014
15-P0033311	25,000.00	CRC INC	Contracted Services	SP		9/19/2014
15-P0033312	480.20	AMERICAN EXPRESS	Conference Expenses	SP		9/19/2014
* 15-P0033313	57,831.03	GOLDEN STAR TECHNOLOGY, INC.	Non-Instructional Supplies			9/19/2014
15-P0033314	621.00	WE DO GRAPHICS INC	Reproduction/Printing Expenses	SP		9/22/2014
* 15-P0033315	26,520.00	CSU FULLERTON	Software Support Service-Fixed	SP		9/22/2014
15-P0033316	11,448.40	D4 SOLUTIONS INC.	Contracted Services			9/22/2014
15-P0033317	1,375.00	FIELDTURF USA INC	Contracted Repair Services			9/22/2014
15-P0033318	330.00	WELLS FARGO BANK	Conference Expenses			9/22/2014
15-P0033319	1,498.78	DELL COMPUTER	Equipment - Federal Progs >200	SP		9/22/2014
15-P0033320	53.93	FEDEX	Courier/Delivery Services			9/22/2014
15-P0033321	608.67	CDW GOVERNMENT INC.	Non-Instructional Supplies			9/22/2014
15-P0033322	2,000.00	LOWE'S HOME IMPROVEMENT	Instructional Supplies	SP		9/22/2014
15-P0033323	459.00	COMMUNITY PLAYTHINGS	Non-Instructional Supplies	SP		9/22/2014
15-P0033324	463.76	AMAZON COM	Equip/Software - >\$200 <\$1,000			9/22/2014
15-P0033325	115.04	SEHI COMPUTER PRODUCTS	Non-Instructional Supplies	SP		9/22/2014
15-P0033326	195.00	CPP INC	Software License and Fees	SP		9/22/2014
15-P0033327	885.60	GLASBY MAINTENANCE SUPPLY	Equip/Software - >\$200 <\$1,000			9/22/2014
15-P0033328	910.00	GREAT SCOTT TREE SERVICE INC	Contracted Services			9/22/2014
15-P0033329	350.68	CHERYL COBBINA	Food and Food Service Supplies	SP		9/23/2014
15-P0033330	66.00	ACT	Non-Instructional Supplies	SP		9/23/2014
15-P0033331	52,000.00	MARGOLIS HEALY & ASSOCIATES LLC	Contracted Services	SP		9/23/2014
15-P0033332	2,105,735.00	THE HILL PARTNERSHIP INC	Buildings - AE Fee	SP	BOND	9/23/2014
15-P0033333	2,520.00	TEAM ONE MANAGEMENT	Site Improv - Contracted Svcs	SP	BOND	9/23/2014
15-P0033334	221.42	MOREA INC	Buildings - DSA Fees	SP	BOND	9/23/2014
15-P0033335	2,100.00	DEPT OF GENERAL SERVICES	Buildings - DSA Fees	SP	BOND	9/23/2014
15-P0033336	7,500.00	DEPT OF GENERAL SERVICES	Buildings - DSA Fees	SP	BOND	9/23/2014
15-P0033337	274.84	IMAGE PRINTING SOLUTIONS	Non-Instructional Supplies	SP		9/23/2014
15-P0033338	44.40	TOMARK SPORTS INC	Instructional Supplies	SP		9/23/2014
15-P0033339	1,799.70	WRESTLING MART.COM	Instructional Supplies	SP		9/23/2014
15-P0033340	1,188.00	SPORTS PAGE SOCCER WAREHOUSE	Instructional Supplies	SP		9/23/2014
15-P0033341	1,308.57	SPORTS PAGE SOCCER WAREHOUSE	Instructional Supplies	SP		9/23/2014

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P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
15-P0033342	135.65	WELLS FARGO BANK	Software License and Fees	SP		9/23/2014
15-P0033343	1,500.00	ZPIZZA	Food and Food Service Supplies			9/23/2014
15-P0033344	275.62	AJ PARENT COMPANY	Instructional Supplies	SP		9/23/2014
15-P0033345	6,000.00	WESTMINSTER MALL LLC	Rental - Facility (Short-term)	SP		9/23/2014
15-P0033346	511.06	WARNER MICHAEL R	Conference Expenses	SP		9/23/2014
15-P0033347	2,764.02	SUNSTONE CENTER CT LESSEE	Contracted Services	SP		9/23/2014
15-P0033348	576.00	SIMBIOTIC SOFTWARE	Instructional Supplies	SP		9/23/2014
15-P0033349	521.10	JAY'S CATERING	Food and Food Service Supplies	SP		9/23/2014
15-P0033350	100.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies			9/23/2014
15-P0033351	14,000.00	ALLSTAR FIRE EQUIPMENT	Instructional Supplies	SP		9/23/2014
15-P0033352	700.00	AMERICAN RED CROSS	Conference Expenses			9/23/2014
15-P0033353	1,277.99	WAXIE SANITARY SUPPLY	Non-Instructional Supplies			9/24/2014
15-P0033354	959.57	MICROTECH SCIENTIFIC	Instructional Supplies	SP		9/24/2014
15-P0033355	527.56	CSU FULLERTON	Food and Food Service Supplies	SP		9/24/2014
15-P0033356	3,980.82	GEORGIA HOLDINGS INC	Books, Mags & Ref Mat, Non-Lib	SP		9/24/2014
15-P0033357	335.34	BARNES & NOBLE INC	Books, Mags & Ref Mat, Non-Lib	SP		9/24/2014
15-P0033358	135.00	WE DO GRAPHICS INC	Non-Instructional Supplies			9/24/2014
15-P0033359	700.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies			9/24/2014
15-P0033360	352.36	XEROX CORP	Non-Instructional Supplies	SP		9/24/2014
* 15-P0033361	2,436.00	POSTMASTER	Postage			9/24/2014
15-P0033362	9,570.00	SACNAS	Other Exp Paid for Students	SP		9/25/2014
15-P0033363	5,521.94	CPP INC	Instructional Supplies	SP		9/25/2014
15-P0033364	500.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies			9/25/2014
15-P0033365	350.00	STATE OF CALIF	Maint/Oper Service Agreements			9/25/2014
15-P0033366	5,054.80	CONSOLIDATED ELECTRICAL DISTRIBUTORS	Repair & Replacement Parts			9/25/2014
15-P0033367	1,500.00	LARIOS JUAN PABLO	Contracted Services	SP		9/25/2014
15-P0033368	750.00	IVERSON TOOL GRINDING	Repair & Replacement Parts			9/25/2014
15-P0033369	500.00	MACHINING TIME SAVERS, INC.	Contracted Services			9/25/2014
15-P0033370	1,081.00	HAT WORLD INC	Instructional Supplies	SP		9/25/2014
15-P0033371	716.31	WELLS FARGO BANK	Conference Expenses			9/25/2014
15-P0033372	198.71	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		9/25/2014
15-P0033373	60.00	TROPICAL PLAZA NURSERY	Contracted Repair Services			9/26/2014
15-P0033374	647.00	WESTERN POWER SYSTEMS	Contracted Repair Services			9/26/2014
15-P0033375	794.33	WEATHERITE CORP	Contracted Repair Services			9/26/2014

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P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
15-P0033376	1,649.29	DAY LITE MAINTENANCE CO INC	Contracted Repair Services			9/26/2014
* 15-P0033377	1,270.09	SEHI COMPUTER PRODUCTS	Equip/Software - >\$200 <\$1,000			9/26/2014
* 15-P0033378	17,995.00	PEARSON ED	Software License and Fees	SP		9/26/2014
15-P0033379	8,290.00	SIDEPATH INC	Contracted Services			9/29/2014
15-P0033380	360.72	TROXELL COMM INC	Instructional Supplies	SP		9/29/2014
15-P0033381	1,000.00	BEARCOM	Repair & Replacement Parts			9/29/2014
15-P0033382	4,000.00	LAKESHORE LEARNING MATERIALS	Instructional Supplies	SP		9/29/2014
15-P0033383	10,274.00	NETOP	Software License and Fees	SP		9/30/2014
15-P0033384	435.00	REGION 9 HEAD START ASSOC.	Conference Expenses	SP		9/30/2014
15-P0033385	659.00	FROST, ALICIA A	Conference Expenses			9/30/2014
15-P0033386	435.00	REGION 9 HEAD START ASSOC.	Conference Expenses	SP		9/30/2014
15-P0033387	749.00	NACCE	Conference Expenses	SP		9/30/2014
15-P0033388	749.00	NACCE	Conference Expenses	SP		9/30/2014
15-P0033389	263.00	ALBERTSON'S	Food and Food Service Supplies	SP		9/30/2014
15-P0033390	50.00	SOUTH COAST HIGHER EDUCATION COUNCI	Inst Dues & Memberships			9/30/2014
15-P0033391	100.00	CALIF ORG OF ASSOC DEGREE NURSING PROGRAM	Inst Dues & Memberships			9/30/2014
15-P0033392	150.00	ORANGE COUNTY- LONG BEACH CONSORTIU	Inst Dues & Memberships			9/30/2014
15-P0033393	2,625.00	ACEN ACCREDITATION COMMISSION FOR EDUC IN	Other Licenses & Fees			9/30/2014
15-P0033394	52.75	PARADISE SPRINGS DRINKING WATER	Food and Food Service Supplies	SP		9/30/2014
15-P0033395	2,068.00	DE LA TORRE COMMERCIAL	Contracted Repair Services	SP		9/30/2014
15-P0033396	4,600.00	WEATHERITE CORP	Contracted Repair Services			9/30/2014
15-P0033397	488.32	LAURIE SALLINGER	Instructional Supplies	SP		9/30/2014
15-P0033398	461.24	PYRO-COMM SYSTEMS INC	Contracted Repair Services			9/30/2014
15-P0033399	1,101.04	PYRO-COMM SYSTEMS INC	Contracted Repair Services			9/30/2014
15-P0033400	3,083.44	TOMARK SPORTS INC	Instructional Supplies	SP		9/30/2014
15-P0033401	5,793.00	COLLEGESOURCE INC	Internet Services	SP		9/30/2014
15-P0033402	809.97	OFFICE DEPOT BUSINESS SVCS	Equipment - Federal Progs >200	SP		9/30/2014
15-P0033403	3,550.00	AOTA	Other Licenses & Fees			9/30/2014
15-P0033404	3,881.35	BENNER METALS CORP	Instructional Supplies	SP		9/30/2014
15-P0033405	325.00	CALIF SOCIETY OF HEALTH	Inst Dues & Memberships			9/30/2014
15-P0033406	400.00	SMART & FINAL	Food and Food Service Supplies	SP		9/30/2014
15-P0033407	826.29	AIRPORT VAN RENTAL INC	Transportation - Student	SP		9/30/2014
15-P0033408	1,126.46	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		9/30/2014
15-P0033409	799.07	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies			9/30/2014

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P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
15-P0033410	300.00	RALPH'S GROCERY CO	Food and Food Service Supplies	SP		9/30/2014
15-P0033411	388.80	HARTWIG DEBRA	Instructional Supplies	SP		9/30/2014
15-P0033412	31.10	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		9/30/2014
15-P0033413	500.00	AIRPORT VAN RENTAL INC	Transportation - Student			9/30/2014
15-P0033414	500.00	QUIDSI RETAIL LLC	Non-Instructional Supplies	SP		9/30/2014
15-P0033415	4,500.00	HERFF JONES INC.	Non-Instructional Supplies	SP		9/30/2014
15-P0033416	1,000.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		9/30/2014
15-P0033417	800.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		9/30/2014
15-P0033418	500.00	SWSH ARIZONA MFG INC	Non-Instructional Supplies	SP		9/30/2014
15-P0033419	79,920.00	ST PETER EVANGELICAL	Lease Agreement - Facility	SP		10/1/2014
15-P0033420	2,842.00	IN N OUT BURGER	Food and Food Service Supplies	SP		10/1/2014
15-P0033421	7,000.00	RYAN'S EXPRESS MOTORCOACH	Transportation - Athletics			10/1/2014
15-P0033422	3,673.30	DUMMIES UNLIMITED INC	Instructional Supplies	SP		10/1/2014
15-P0033423	378.32	VWR FUNDING INC	Instructional Supplies	SP		10/1/2014
15-P0033424	86.39	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		10/1/2014
15-P0033425	176.80	LOS ANGELES TIMES	Library Books - Periodicals			10/1/2014
15-P0033426	1,751.36	ALLIED REFRIGERATION INC	Repair & Replacement Parts			10/1/2014
* 15-P0033427	802.44	SEHI COMPUTER PRODUCTS	Equip/Software - >\$200 <\$1,000	SP		10/1/2014
15-P0033428	500.00	AARDVARK CLAY & SUPPLIES	Instructional Supplies	SP		10/1/2014
15-P0033429	500.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies			10/1/2014
15-P0033430	200.00	COMMUNITY COLLEGE ASSOC OF MESA DIRECTORS	Inst Dues & Memberships	SP		10/1/2014
15-P0033431	3,000.00	SARS SOFTWARE PRODUCTS INC	Software License and Fees	SP		10/1/2014
15-P0033432	400.00	TAB PRODUCTS CO	Non-Instructional Supplies	SP		10/1/2014
15-P0033433	2,330.00	MCT TECHNOLOGY INC.	Software Support Service	SP		10/1/2014
15-P0033434	625.00	THE RISK MANAGEMENT ASSOC	Software License and Fees	SP		10/1/2014
15-P0033435	5,431.54	DOUBLETREE HOTEL	Contracted Services	SP		10/1/2014
15-P0033436	500.00	MCKESSON GENERAL MEDICAL CORP	Non-Instructional Supplies	SP		10/1/2014
* 15-P0033437	5,760.00	ACCUVANT INC	Equip/Software - >\$200 <\$1,000			10/1/2014
15-P0033438	136.64	NAT'L SPORTS APPAREL LLC	Instructional Supplies	SP		10/1/2014
15-P0033439	916.97	IRVINE PIPE SUPPLY	Non-Instructional Supplies			10/1/2014
15-P0033440	321.84	HOME DEPOT	Non-Instructional Supplies	SP		10/1/2014
15-P0033441	1,200.00	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		10/1/2014
15-P0033442	600.00	DON BOOKSTORE	Non-Instructional Supplies	SP		10/1/2014
15-P0033443	300.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies			10/1/2014

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P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
15-P0033444	210.74	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies			10/2/2014
15-P0033445	783.70	AMERICAN EXPRESS	Conference Expenses	SP		10/2/2014
15-P0033446	763.20	AMERICAN EXPRESS	Conference Expenses	SP		10/2/2014
15-P0033447	21,418.00	RSMART	Contracted Services			10/2/2014
15-P0033448	7,700.00	SPROUTSBUZZ	Contracted Services	SP		10/2/2014
15-P0033449	17,355.16	FOUNDATION FOR CALIFORNIA	Software License and Fees			10/2/2014
15-P0033450	868.65	WEATHERITE CORP	Contracted Repair Services			10/2/2014
15-P0033451	225.00	THE NATL HEP/CAMP ASSOCIATION	Conference Expenses	SP		10/2/2014
15-P0033452	35,000.00	2000 CHAPMAN INC.	Electricity	SP		10/2/2014
15-P0033453	225.00	THE NATL HEP/CAMP ASSOCIATION	Conference Expenses	SP		10/2/2014
15-P0033454	174.00	CITY OF ORANGE	Public Agencies' Assess & Fees			10/2/2014
15-P0033455	7,000.00	COMPUCOM SYSTEMS INC	Contracted Repair Services			10/2/2014
15-P0033456	87.50	MONTGOMERY HARDWARE CO	Non-Instructional Supplies			10/3/2014
15-P0033457	72.00	WESTERN POWER SYSTEMS	Contracted Repair Services			10/3/2014
15-P0033458	1,393.20	SKYCREST SIGNS & GRAPHICS INC	Buildings - Contracted Svcs	SP	BOND	10/3/2014
15-P0033459	1,309.45	DELL COMPUTER	Equipment - Federal Progs >200	SP		10/3/2014
15-P0033460	45,307.79	DELL COMPUTER	Equipment - Federal Progs >200	SP		10/3/2014
15-P0033461	221.51	SEHI COMPUTER PRODUCTS	Instructional Supplies	SP		10/3/2014
15-P0033462	33,280.98	DELL COMPUTER	Equipment - All Other > \$1,000	SP		10/6/2014
15-P0033463	34,594.62	TURF STAR INC	Equipment - All Other > \$1,000	SP		10/6/2014
15-P0033464	1,500.00	NORTHSTAR ENTERPRISES INC	Contracted Repair Services			10/6/2014
15-P0033465	3,105.00	TPG EQUITY REIT TRS LLC	Other Exp Paid for Students	SP		10/6/2014
15-P0033466	332.64	RLJIII-EM TAMPA DT LESSEE LLC	Conference Expenses	SP		10/6/2014
15-P0033467	332.64	RLJIII-EM TAMPA DT LESSEE LLC	Conference Expenses	SP		10/6/2014
15-P0033468	495.00	RYAN'S EXPRESS MOTORCOACH	Transportation - Student	SP		10/6/2014
15-P0033469	8,358.00	COIN SECURITY SYSTEMS INC	Equipment - All Other > \$1,000	SP		10/6/2014
15-P0033470	600.00	JM SMITH CORP	Software Support Service	SP		10/6/2014
15-P0033471	3,000.00	SAMY'S CAMERA	Instructional Supplies	SP		10/6/2014
* 15-P0033472	1,597.70	APPLE COMPUTER INC	Equip/Software - >\$200 <\$1,000			10/6/2014
15-P0033473	453.90	NAT'L SPORTS APPAREL LLC	Instructional Supplies	SP		10/7/2014
15-P0033474	500.00	AARDVARK CLAY & SUPPLIES	Instructional Supplies	SP		10/7/2014
15-P0033475	40.50	SUSAN BLACKWOOD LEEDY	Non-Instructional Supplies	SP		10/7/2014
15-P0033476	486.00	WINKLER JESSE	Instructional Supplies	SP		10/7/2014
15-P0033477	923.53	UNITED AUTOMOTIVE SVC INC	Contracted Repair Services			10/7/2014

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P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
15-P0033478	712.80	DON BOOKSTORE	Books, Mags & Ref Mat, Non-Lib	SP		10/7/2014
15-P0033479	300.00	AUSTIN ORANGE COUNTY HARDWOODS INC	Instructional Supplies	SP		10/7/2014
15-P0033480	74.75	CHELSEA E. DUCLOS	Food and Food Service Supplies	SP		10/7/2014
15-P0033481	2,626.76	KULI IMAGE INCÝKUSTOM IMPRINTS	Non-Instructional Supplies			10/7/2014
15-P0033482	754.16	KULI IMAGE INCÝKUSTOM IMPRINTS	Non-Instructional Supplies			10/7/2014
15-P0033483	445.00	CCCAOE CALIF COM COLL ASSOC	Conference Expenses	SP		10/7/2014
15-P0033484	445.00	CCCAOE CALIF COM COLL ASSOC	Conference Expenses	SP		10/7/2014
15-P0033485	2,208.91	CHAPMAN UNIVERSITY	Contracted Services	SP		10/7/2014
15-P0033486	1,020.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies			10/7/2014
15-P0033487	1,000.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		10/7/2014
15-P0033488	200.00	KELLY PAPER	Non-Instructional Supplies			10/7/2014
15-P0033489	500.00	KUTTING EDGE DESIGN LLC	Instructional Supplies	SP		10/7/2014
15-P0033490	34.02	SCHICK RECORDS MGMT	Non-Instructional Supplies	SP		10/7/2014
15-P0033491	874.86	PEARSON ED	Books, Mags & Ref Mat, Non-Lib	SP		10/7/2014
15-P0033492	403.60	AMERICAN THERMOFORM CORP	Instructional Supplies	SP		10/7/2014
15-P0033493	4,240.00	WESTED	Conference Expenses	SP		10/7/2014
15-P0033494	613.44	TROXELL COMM INC	Equip/Software - >\$200 <\$1,000	SP		10/7/2014
15-P0033495	193.27	AMAZON COM	Non-Instructional Supplies	SP		10/8/2014
15-P0033496	826.29	AIRPORT VAN RENTAL INC	Transportation - Student	SP		10/8/2014
15-P0033497	500.00	A & W ELECTRIC MOTORS INC	Repair & Replacement Parts			10/8/2014
15-P0033498	1,000.00	GRAINGER	Non-Instructional Supplies			10/8/2014
15-P0033499	1,000.00	RSD REFRIGERATION SUPPLIES	Repair & Replacement Parts			10/8/2014
15-P0033500	500.00	HOME DEPOT	Instructional Supplies	SP		10/8/2014
* 15-P0033501	541.92	APPLE COMPUTER INC	Non-Instructional Supplies	SP		10/8/2014
15-P0033502	444.17	WEATHERITE CORP	Contracted Repair Services			10/8/2014
15-P0033503	807.54	SO CAL LAND MAINTENANCE INC	Contracted Repair Services			10/8/2014
15-P0033504	416.00	WEATHERITE CORP	Contracted Repair Services			10/8/2014
15-P0033505	420.75	DEPT OF GENERAL SERVICES	Buildings - DSA Fees	SP	BOND	10/8/2014
15-P0033506	551.25	RYAN'S EXPRESS MOTORCOACH	Transportation - Student	SP		10/8/2014
15-P0033507	583.14	SWEETWATER SOUND	Instructional Supplies	SP		10/8/2014
15-P0033508	500.00	COMPUTER SPORTS MEDICINE, INC.	Software License and Fees			10/8/2014
15-P0033509	5,000.00	INTER VALLEY POOL SUPPLY INC	Instructional Supplies	SP		10/8/2014
15-P0033510	109.08	CN SCHOOL AND OFFICE SOLUTIONS INC	Non-Instructional Supplies			10/9/2014
15-P0033511	300.00	CCCCSSAA CALIF COMMUNITY COLL	Inst Dues & Memberships	SP		10/9/2014

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P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
15-P0033512	375.00	AMERICAN COLLEGE HEALTH ASSOC	Inst Dues & Memberships	SP		10/9/2014
15-P0033513	1,244.16	DON BOOKSTORE	Books, Mags & Ref Mat, Non-Lib	SP		10/9/2014
15-P0033514	846.72	SCHOOL DATEBOOKS	Supplies Paid for Students	SP		10/9/2014
15-P0033515	2,000.00	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		10/9/2014
15-P0033516	1,929.20	DIVERSIFIED BUSINESS SVCS	Non-Instructional Supplies	SP		10/9/2014
15-P0033517	15.12	SCHICK RECORDS MGMT	Non-Instructional Supplies	SP		10/9/2014
15-P0033518	500.00	UNITED RENTALS	Rental-Equipment (Short-term)			10/9/2014
15-P0033519	5,918.40	QQN INC	Reproduction/Printing Expenses	SP		10/9/2014
15-P0033520	440.64	BARNES & NOBLE INC	Books, Mags & Ref Mat, Non-Lib	SP		10/9/2014
15-P0033521	1,560.60	CENGAGE LEARNING/ EDUC. TO GO	Books, Mags & Ref Mat, Non-Lib	SP		10/9/2014
15-P0033522	258.55	CENGAGE LEARNING/ EDUC. TO GO	Books, Mags & Ref Mat, Non-Lib	SP		10/9/2014
15-P0033523	1,787.53	HAGGARTY PRINTING INC	Reproduction/Printing Expenses	SP		10/10/2014
15-P0033524	770.40	ACERO	Contracted Repair Services			10/10/2014
15-P0033525	5,950.00	KOURY ENGINEERING & TESTING INC	Site Imp - Construction Tests	SP	BOND	10/10/2014
15-P0033526	910.00	WEATHERITE CORP	Reproduction/Printing Expenses			10/10/2014
15-P0033527	190.00	SANDY BOYD INC	Contracted Repair Services			10/10/2014
15-P0033528	409,000.00	DANNY LETNER INC	Bldg Impr - Contracted Svcs	SP		10/10/2014
15-P0033529	300.00	ORANGE COUNTY JUMPERS LLC	Contracted Services	SP		10/10/2014
15-P0033530	2,815.00	TROPICAL PLAZA NURSERY	Contracted Repair Services			10/10/2014
15-P0033531	1,420.00	DE LA TORRE COMMERCIAL	Site Improv - Contracted Svcs	SP		10/10/2014
15-P0033532	2,110.00	TROPICAL PLAZA NURSERY	Contracted Repair Services	SP		10/10/2014
15-P0033533	3,798.00	CERTIFIED TRANSPORTATIONS	Transportation - Student	SP		10/10/2014
15-P0033534	900.18	CN SCHOOL AND OFFICE SOLUTIONS INC	Non-Instructional Supplies	SP		10/10/2014
15-P0033535	125.00	PAPER DEPOT DOCUMENT	Contracted Services	SP		10/10/2014
15-P0033536	600.00	RIZUTO JOHN	Maint/Oper Service Agreements			10/10/2014
15-P0033537	1,998.00	FREEDOM COMMUNICATIONS, INC	Advertising	SP		10/10/2014
15-P0033538	620.00	WEATHERITE CORP	Contracted Repair Services			10/10/2014
15-P0033539	3,420.00	SCHOOL SVCS OF CALIF INC	Contracted Services			10/10/2014
15-P0033540	143,655.10	DELL COMPUTER	Equipment - All Other > \$1,000			10/10/2014
15-P0159217	10,000.00	GARDEN GROVE UNIFIED SCHOOL DIST	Contracted Services	SP		8/27/2014
* 15-P0159218	583.32	XEROX CORP	Excess/Copies Usage			8/27/2014
15-P0159219	708,887.00	SOUTHWEST CARPENTERS	Instructional Agrmt - Salary	SP		8/28/2014
15-P0159220	2,000.00	GRUBER POWER SERVICES	Software Support Service-Fixed			8/28/2014
* 15-P0159221	459.44	XEROX CORP	Excess/Copies Usage	SP		8/28/2014

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P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
* 15-P0159222	396.00	XEROX CORP	Excess/Copies Useage	SP		8/28/2014
15-P0159223	24,388.00	PYRO-COMM SYSTEMS INC	Maint/Oper Service Agreements			9/4/2014
15-P0159224	2,445.00	PYRO-COMM SYSTEMS INC	Maint/Oper Service Agreements			9/4/2014
15-P0159225	7,213.00	PYRO-COMM SYSTEMS INC	Maint/Oper Service Agreements			9/4/2014
15-P0159226	2,550.00	BLUERAY MANAGEMENT	Maint/Oper Service Agreements			9/4/2014
15-P0159227	30,000.00	REGENTS OF THE UNIV OF CALIF	Contracted Services	SP		9/9/2014
* 15-P0159228	2,709.68	XEROX CORP	Excess/Copies Useage			9/9/2014
15-P0159229	3,720.00	VIEJO SWEEPING SERVICES	Maint/Oper Service Agreements	SP		9/9/2014
15-P0159230	13,780.00	VIEJO SWEEPING SERVICES	Maint/Oper Service Agreements	SP		9/9/2014
15-P0159231	1,080.00	XEROX CORP	Excess/Copies Useage			9/10/2014
15-P0159232	102.60	XEROX CORP	Excess/Copies Useage			9/10/2014
15-P0159233	144,000.00	COUNTY OF ORANGE	Instructional Agrmt - Salary			9/11/2014
* 15-P0159235	10,656.92	SHI INTERNATIONAL CORP	Software License and Fees			9/12/2014
* 15-P0159236	377.64	XEROX CORP	Excess/Copies Useage			9/18/2014
* 15-P0159237	2,518.73	XEROX CORP	Excess/Copies Useage	SP		9/18/2014
* 15-P0159238	664.68	XEROX CORP	Excess/Copies Useage	SP		9/18/2014
15-P0159239	16,300.00	AD ASTRA INFORMATION SYSTEM LLC	Software Support Service-Fixed			9/18/2014
15-P0159240	1,822.50	STERIS CORP	Maint Contract - Other Equip			9/22/2014
15-P0159241	74,760.50	COMPUTERLAND OF SILICON VALLEY	Software Support Service-Fixed			9/23/2014
15-P0159242	36,349.00	COMPUTERLAND OF SILICON VALLEY	Software Support Service-Fixed			9/23/2014
* 15-P0159243	4,398.43	XEROX CORP	Excess/Copies Useage			9/25/2014
15-P0159244	30,000.00	COUNTY OF ORANGE	Instructional Agrmt - Salary	SP		9/25/2014
* 15-P0159245	848.32	XEROX CORP	Excess/Copies Useage			9/26/2014
* 15-P0159246	437.08	XEROX CORP	Excess/Copies Useage			9/29/2014
15-P0159247	800.00	CHEROKEE CHEMICAL CO INC	Maint/Oper Service Agreements			10/2/2014
15-P0159248	784.34	XEROX CORP	Maint Contract - Office Equip	SP		10/10/2014
* 15-P0159249	325.80	XEROX CORP	Excess/Copies Useage	SP		10/10/2014
15-P0159250	11,000.00	GOVERNMENT	Software Support Service-Fixed			10/10/2014
15-P0159251	11,000.00	GOVERNMENT	Software Support Service-Fixed			10/10/2014
		Grand Total:	\$5,649,320.09			

4.6 (15)

Legend: * = Multiple Accounts for this P.O. SP = Special Project

**PURCHASE ORDERS SUPPLEMENT
PURCHASE ORDERS OF \$15,000 AND OVER
FROM AUGUST 27, 2014 THROUGH OCTOBER 11, 2014
BOARD MEETING OF OCTOBER 27, 2014**

P.O. #	Amount	Description	Department	Comment
15-P0033072	\$74,539.38	Consulting services to provide geohazard, geotechnical, material testing & inspection services for Orange Education Center	DO-Facility Planning	RFP #1314-58 Board approved: August 18, 2014
15-P0033073	\$135,000.00	Consulting services to provide specialized services for door hardware key systems at Santa Ana College	DO-Facility Planning	RFP #1314-51 Board approved: August 18, 2014
15-P0033074	\$42,500.00	Consulting services to provide specialized consulting services for the State Chancellor's Fusion System	DO-Facility Planning	RFP #1314-62 Board approved: August 18, 2014
15-P0033076	\$22,500.00	Consulting services related to Medicare Part D including documents processing of District subsidy application	DO-Risk Management	Board approved: September 28, 2009
15-P0033098	\$15,000.00	Consulting services related to Medicare Part D including documents processing of District subsidy application	DO-Risk Management	Board approved: September 28, 2009
15-P0033102	\$102,250.00	DSA filing fee for plan/field review of Central Plant Building at Santa Ana College	DO-Facility Planning	
15-P0033145	\$19,738.97	Dell laptops, desktops, widescreen flat panel and related components	DO-ITS	Purchased from the Western States Contracting Alliance (WSCA) Master Price Agreement #B27160 Board approved: November 16, 2009
15-P0033152	\$27,809.14	HP memory module kits	DO-ITS	Purchased from the Western States Contracting Alliance (WSCA) Master Price Agreement #B27164 Board approved: November 16, 2009

**PURCHASE ORDERS SUPPLEMENT
PURCHASE ORDERS OF \$15,000 AND OVER
FROM AUGUST 27, 2014 THROUGH OCTOBER 11, 2014
BOARD MEETING OF OCTOBER 27, 2014**

P.O. #	Amount	Description	Department	Comment
15-P0033236	\$30,000.00	Consulting services related to Medicare Part D including documents processing of District subsidy application	DO-Risk Management	Board approved: September 28, 2009
15-P0033243	\$36,000.00	Real time captioning services for students in the Deaf and Hard of Hearing program at Santa Ana College	SAC-DSPS	Board approved: June 17, 2013
15-P0033244	\$15,277.92	DSA fee for Further/CCD for construction of site work, landscaping, parking lot as part of the Site Perimeter project at Santa Ana College	DO-Facility Planning	
15-P0033276	\$31,578.00	2011 CAMP grant reimbursement	SCC-Administrative Services	
15-P0033296	\$25,000.00	Specialized legal services related to labor, employer-employees relations, facilities and personnel matters	DO-Chancellor's Office	Board approved: October 15, 2007
15-P0033307	\$33,714.00	Electronic library resources to access a variety of subscription databases	SAC-Library	This is an annual database subscription fee under negotiated pricing for bundled databases for community colleges belonging to a consortium. Continued subscription to these databases provides students uninterrupted access and maintains necessary standards for academic credibility.
15-P0033311	\$25,000.00	Language interpreting services for students in the Deaf and Hard of Hearing program at Santa Ana College	SAC-DSPS	Board approved: June 17, 2013

**PURCHASE ORDERS SUPPLEMENT
PURCHASE ORDERS OF \$15,000 AND OVER
FROM AUGUST 27, 2014 THROUGH OCTOBER 11, 2014
BOARD MEETING OF OCTOBER 27, 2014**

P.O. #	Amount	Description	Department	Comment
15-P0033313	\$57,831.03	Indoor and outdoor network surveillance cameras	DO-ITS	Received Quotations: 1) * Golden Star Technology, Inc. 2) B&H Photo 3) D4 Solutions 4) American Security Group * Successful Bidder
15-P0033315	\$26,520.00	2014 Upward Bound Math and Science Summer Residential Program to provide educational services to academically at-risk students	SCC-Upward Bound	Board approved: June 9, 2014
15-P0033331	\$52,000.00	Professional service to assess the District's compliance with the Clery Act and Title IX program	DO-Safety & Security	Board approved: August 18, 2014
15-P0033332	\$2,105,735.00	Architectural/engineering services related to the demolition and construction of the new Johnson Student Center project at Santa Ana College	DO-Facility Planning	Board approved: September 8, 2014
15-P0033378	\$17,995.00	Real Nursing Skills 2.0 software/website/video streaming license	SAC-Nursing Department	Received Quotations: 1) * Pearson Ed 2) Medcom Trainex * Successful Bidder
15-P0033419	\$79,920.00	Facility lease located at 1511 North Parton, Santa Ana, CA used by Child Development Center	DO-CDS	Board approved: September 22, 2014
15-P0033447	\$21,418.00	Professional services to provide SaaS service level agreement to develop a OneCampus solution	DO-Chancellor's Office	Board approved: September 22, 2014

**PURCHASE ORDERS SUPPLEMENT
PURCHASE ORDERS OF \$15,000 AND OVER
FROM AUGUST 27, 2014 THROUGH OCTOBER 11, 2014
BOARD MEETING OF OCTOBER 27, 2014**

P.O. #	Amount	Description	Department	Comment
15-P0033449	\$17,355.16	Fusion software annual license fee	DO-Facility Planning	
15-P0033452	\$35,000.00	To cover monthly electricity usage for Orange Education Center - Chapman Site	OEC	
15-P0033460	\$45,307.79	Dell computers and related components	SCC-ITS	Purchased from the Western States Contracting Alliance (WSCA) Master Price Agreement #B27160 Board approved: November 16, 2009
15-P0033462	\$33,280.98	Dell computers and related components	SAC-Admissions	Purchased from the Western States Contracting Alliance (WSCA) Master Price Agreement #B27160 Board approved: November 16, 2009
15-P0033463	\$34,594.62	Reelmaster 3100 D riding mower	SAC-Maintenance & Operations	Received Quotations: 1) * Turf Star, Inc. 2) LL Johnson 3) Simpson Norton Corp. * Successful Bidder
15-P0033528	\$409,000.00	Roofing repair projects at Santa Ana College - Fine Arts Gallery, Music, Phillips Hall and Russell Hall Buildings	DO-Facility Planning	Board approved: September 8, 2014
15-P0033540	\$143,655.10	Dell Compellent storage system, license support and related components	DO-ITS	Purchased from the Western States Contracting Alliance (WSCA) Master Price Agreement #B27160 Board approved: November 16, 2009
15-P0159219	\$708,887.00	Supplemental instruction for carpentry apprentices	SCC-Career Technology Education	Board approved: August 18, 2014

**PURCHASE ORDERS SUPPLEMENT
PURCHASE ORDERS OF \$15,000 AND OVER
FROM AUGUST 27, 2014 THROUGH OCTOBER 11, 2014
BOARD MEETING OF OCTOBER 27, 2014**

P.O. #	Amount	Description	Department	Comment
15-P0159223	\$24,388.00	Annual renewal for inspection/testing, alarm equipment & panel monitoring and extended warranty services	SAC-Maintenance & Operations	Board approved: June 9, 2014
15-P0159227	\$30,000.00	SSTI Program residential cost for Summer 2014	SAC-Student Services	Board approved: May 10, 2011
15-P0159233	\$144,000.00	Instructional agreement for information processing technician and facilities maintenance specialist	CJTC	Board approved: July 21, 2014
15-P0159239	\$16,300.00	Annual maintenance and support for Astra Schedule software	DO-ITS	
15-P0159241	\$74,760.50	Microsoft Campus agreement licensing for Santa Ana College	DO-ITS	Board approved: September 22, 2014
15-P0159242	\$36,349.00	Microsoft Campus agreement licensing for Santiago Canyon College	DO-ITS	Board approved: September 22, 2014
15-P0159244	\$30,000.00	Instructional agreement for law enforcement training classes	CJTC	Board approved: August 18, 2014

P.O. #	Amount	Vendor Name	Classification	Date
GM-CAF000017	\$856.43	PEPSI COLA CO	General Merchandise	9/17/2014
GM-DON001863	\$159.50	TEAMWORK	General Merchandise	9/10/2014
GM-DON001872	\$2,492.16	PEPSI COLA CO	General Merchandise	9/28/2014
GM-DON001877	\$1,437.50	DR. INSTRUMENTS	General Merchandise	9/18/2014
GM-DON001882	\$208.80	DM MERCHANDISING, INC.	General Merchandise	9/24/2014
GM-DON001886	\$2,553.09	KENNEDY WHOLESale	General Merchandise	9/11/2014
GM-HAWK001508	\$315.82	C2F	General Merchandise	9/8/2014
GM-HAWK001509	\$639.03	KENNEDY WHOLESale	General Merchandise	9/8/2014
GM-HAWK001510	\$271.68	HAMILTON BELL CO	General Merchandise	9/8/2014
GM-HAWK001511	\$123.30	BARRY'S DISTRIBUTING	General Merchandise	9/10/2014
GM-HAWK001512	\$858.63	EL DORADO TRADING GROUP	General Merchandise	9/10/2014
GM-HAWK001513	\$386.61	BROWN BAG SANDWICH CO	General Merchandise	9/10/2014
GM-HAWK001514	\$492.73	BROWN BAG SANDWICH CO	General Merchandise	9/10/2014
GM-HAWK001515	\$375.59	BROWN BAG SANDWICH CO	General Merchandise	9/10/2014
GM-HAWK001516	\$1,050.24	PEPSI COLA CO	General Merchandise	9/11/2014
GM-HAWK001517	\$1,121.82	PEPSI COLA CO	General Merchandise	9/11/2014
GM-HAWK001518	\$465.00	4IMPRINT	General Merchandise	9/11/2014
GM-HAWK001519	\$126.00	LENNY & LARRY'S,INC	General Merchandise	9/11/2014
GM-HAWK001520	\$564.62	BROWN BAG SANDWICH CO	General Merchandise	9/15/2014
GM-HAWK001521	\$1,150.36	PENS ETC.	General Merchandise	9/15/2014
GM-HAWK001522	\$753.26	KENNEDY WHOLESale	General Merchandise	9/16/2014
GM-HAWK001523	\$71.04	BARRY'S DISTRIBUTING	General Merchandise	9/16/2014
GM-HAWK001524	\$159.12	NACSCORP	General Merchandise	9/16/2014
GM-HAWK001525	\$157.53	NACSCORP	General Merchandise	9/16/2014
GM-HAWK001526	\$448.68	BROWN BAG SANDWICH CO	General Merchandise	9/17/2014
GM-HAWK001527	\$1,102.35	PEPSI COLA CO	General Merchandise	9/17/2014
GM-HAWK001528	\$583.82	KENNEDY WHOLESale	General Merchandise	9/18/2014
GM-HAWK001529	\$345.84	PEPSI COLA CO	General Merchandise	9/18/2014
GM-HAWK001530	\$96.00	LENNY & LARRY'S,INC	General Merchandise	9/22/2014
GM-HAWK001531	\$720.68	BROWN BAG SANDWICH CO	General Merchandise	9/22/2014
GM-HAWK001532	\$122.40	BARRY'S DISTRIBUTING	General Merchandise	9/23/2014
GM-HAWK001533	\$713.41	DELL COMPUTERS	General Merchandise	9/26/2014
GM-HAWK001534	\$1,144.13	PENS ETC.	General Merchandise	9/30/2014
GM-HAWK001540	\$177.12	Hannahmax Baking	General Merchandise	10/8/2014
TX-CEC000244	\$999.80	PEARSON EDUCATION	Textbook	9/10/2014
TX-CEC000245	\$860.00	CENGAGE LEARNING	Textbook	9/18/2014
TX-DON002670	\$240.02	MBS TEXTBOOK EXCHANGE	Textbook	9/30/2014

P.O. #	Amount	Vendor Name	Classification	Date
TX-DON002728	\$550.00	NORTON, INC.	Textbook	9/8/2014
TX-DON002729	\$1,424.50	MONTEZUMA PUBLISHING	Textbook	9/9/2014
TX-DON002730	\$2,370.00	PEARSON EDUCATION	Textbook	9/9/2014
TX-DON002731	\$1,803.37	MCGRAW-HILL PUBLISHING CO	Textbook	9/9/2014
TX-DON002732	\$113.59	MBS TEXTBOOK EXCHANGE	Textbook	9/10/2014
TX-DON002734	\$449.41	PEARSON EDUCATION	Textbook	9/10/2014
TX-DON002735	\$895.08	NACSCORP	Textbook	9/11/2014
TX-DON002736	\$828.00	OXFORD UNIVERSITY PRESS,	Textbook	9/15/2014
TX-DON002737	\$1,040.00	ASHBURY PUBLISHING LLC	Textbook	9/15/2014
TX-DON002738	\$650.00	CENGAGE LEARNING	Textbook	9/16/2014
TX-DON002739	\$638.00	J.J. KELLER & ASSOCIATES	Textbook	9/16/2014
TX-DON002740	\$106.50	NEBRASKA BOOK COMPANY	Textbook	9/17/2014
TX-DON002741	\$71.00	NEBRASKA BOOK COMPANY	Textbook	9/17/2014
TX-DON002742	\$399.00	MCGRAW-HILL PUBLISHING CO	Textbook	9/18/2014
TX-DON002745	\$367.20	PEARSON EDUCATION	Textbook	9/18/2014
TX-DON002746	\$78.50	PEARSON EDUCATION	Textbook	9/19/2014
TX-DON002747	\$503.88	PEARSON EDUCATION	Textbook	9/23/2014
TX-DON002748	\$537.50	JOHN WILEY \$ SONS, INC	Textbook	9/23/2014
TX-DON002749	\$1,815.00	JOHN WILEY \$ SONS, INC	Textbook	9/23/2014
TX-DON002750	\$240.45	PEARSON EDUCATION	Textbook	9/24/2014
TX-DON002752	\$360.00	NEBRASKA BOOK COMPANY	Textbook	9/24/2014
TX-DON002753	\$240.00	MBS TEXTBOOK EXCHANGE	Textbook	9/24/2014
TX-DON002754	\$135.00	NACSCORP	Textbook	9/24/2014
TX-DON002756	\$395.20	IFSTA	Textbook	10/2/2014
TX-DON002757	\$448.00	SOUTHWEST ED ENTERPRISES	Textbook	10/2/2014
TX-DON002758	\$4,440.00	NORTON, INC.	Textbook	10/2/2014
TX-DON002759	\$332.74	MBS TEXTBOOK EXCHANGE	Textbook	10/2/2014
TX-DON002760	\$86.69	NEBRASKA BOOK COMPANY	Textbook	10/2/2014
TX-DON002761	\$2,621.05	PEARSON EDUCATION	Textbook	10/2/2014
TX-DON002762	\$525.00	CENGAGE LEARNING	Textbook	10/2/2014
TX-DON002763	\$645.00	CENGAGE LEARNING	Textbook	10/2/2014
TX-DON002764	\$1,018.91	NACSCORP	Textbook	10/2/2014
TX-DON002765	\$1,828.27	KENDALL PUBLISHING	Textbook	10/2/2014
TX-DON002766	\$1,935.00	MCGRAW-HILL PUBLISHING CO	Textbook	10/2/2014
TX-DON002767	\$400.00	NORTON, INC.	Textbook	10/2/2014
TX-DON002768	\$133.10	NEBRASKA BOOK COMPANY	Textbook	10/6/2014
TX-DON002769	\$84.70	MBS TEXTBOOK EXCHANGE	Textbook	10/6/2014

P.O. #	Amount	Vendor Name	Classification	Date
TX-DON002770	\$83.98	PEARSON EDUCATION	Textbook	10/7/2014
TX-DON002771	\$152.00	J.J. KELLER & ASSOCIATES	Textbook	10/8/2014
TX-DON002772	\$429.00	MBS TEXTBOOK EXCHANGE	Textbook	10/8/2014
TX-DON002773	\$550.00	MPS FORMERLY VHPS	Textbook	10/8/2014
TX-DON002774	\$915.74	MBS TEXTBOOK EXCHANGE	Textbook	10/9/2014
TX-DON002775	\$207.40	NEBRASKA BOOK COMPANY	Textbook	10/9/2014
TX-DON002776	\$165.92	MBS TEXTBOOK EXCHANGE	Textbook	10/9/2014
TX-HAWK002041	\$804.90	MCGRAW-HILL PUBLISHING CO	Textbook	9/8/2014
TX-HAWK002042	\$209.50	OXFORD UNIVERSITY PRESS,	Textbook	9/8/2014
TX-HAWK002043	\$304.00	NEBRASKA BOOK COMPANY	Textbook	9/10/2014
TX-HAWK002044	\$418.75	CENGAGE LEARNING	Textbook	9/10/2014
TX-HAWK002045	\$3,250.00	MPS FORMERLY VHPS	Textbook	9/10/2014
TX-HAWK002046	\$74.44	AMAZON	Textbook	9/11/2014
TX-HAWK002047	\$277.04	NEBRASKA BOOK COMPANY	Textbook	9/11/2014
TX-HAWK002048	\$192.39	NEBRASKA BOOK COMPANY	Textbook	9/11/2014
TX-HAWK002049	\$2,700.00	MPS FORMERLY VHPS	Textbook	9/11/2014
TX-HAWK002050	\$26.55	AMAZON	Textbook	9/12/2014
TX-HAWK002051	\$114.70	PEARSON EDUCATION	Textbook	9/12/2014
TX-HAWK002052	\$814.50	PEARSON EDUCATION	Textbook	9/15/2014
TX-HAWK002053	\$1,560.00	MCGRAW-HILL PUBLISHING CO	Textbook	9/15/2014
TX-HAWK002054	\$53.63	MBS TEXTBOOK EXCHANGE	Textbook	9/15/2014
TX-HAWK002055	\$9.25	AMAZON	Textbook	9/15/2014
TX-HAWK002056	\$217.50	CENGAGE LEARNING	Textbook	9/15/2014
TX-HAWK002057	\$7.50	AMAZON	Textbook	9/16/2014
TX-HAWK002058	\$53.63	NEBRASKA BOOK COMPANY	Textbook	9/16/2014
TX-HAWK002059	\$569.85	PEARSON EDUCATION	Textbook	9/16/2014
TX-HAWK002060	\$182.30	MORTON	Textbook	9/17/2014
TX-HAWK002061	\$26.71	AMAZON	Textbook	9/18/2014
TX-HAWK002062	\$1,055.00	MCGRAW-HILL PUBLISHING CO	Textbook	9/18/2014
TX-HAWK002063	\$124.80	NACSCORP	Textbook	9/18/2014
TX-HAWK002064	\$153.30	PEARSON EDUCATION	Textbook	9/18/2014
TX-HAWK002065	\$65.40	NACSCORP	Textbook	9/18/2014
TX-HAWK002066	\$79.92	NEBRASKA BOOK COMPANY	Textbook	9/18/2014
TX-HAWK002067	\$489.25	NEBRASKA BOOK COMPANY	Textbook	9/22/2014
TX-HAWK002068	\$1,395.00	JOHN WILEY & SONS, INC	Textbook	9/22/2014
TX-HAWK002069	\$4,114.00	CENGAGE LEARNING	Textbook	9/22/2014
TX-HAWK002070	\$1,075.00	MCGRAW-HILL PUBLISHING CO	Textbook	9/22/2014

P.O. #	Amount	Vendor Name	Classification	Date
TX-HAWK002071	\$1,340.00	MCGRAW-HILL CREATE (PRIMIS)	Textbook	9/22/2014
TX-HAWK002072	\$360.00	FLAT WORLD KNOWLEDGE	Textbook	9/22/2014
TX-HAWK002073	\$1,477.50	MPS FORMERLY VHPS	Textbook	9/22/2014
TX-HAWK002074	\$520.00	DEAF LIFE PRESS/HPO BOOK	Textbook	9/22/2014
TX-HAWK002075	\$599.40	NACSCORP	Textbook	9/22/2014
TX-HAWK002076	\$2,500.00	VISTA HIGHER LEARNING	Textbook	9/22/2014
TX-HAWK002077	\$1,015.00	PEARSON EDUCATION	Textbook	9/24/2014
TX-HAWK002078	\$115.00	CAMBRIDGE UNIVERSITY PRES	Textbook	9/24/2014
TX-HAWK002079	\$389.85	PEARSON EDUCATION	Textbook	9/25/2014
TX-HAWK002080	\$8.70	AMAZON	Textbook	9/26/2014
TX-HAWK002081	\$389.85	PEARSON EDUCATION	Textbook	10/1/2014
TX-HAWK002082	\$8.88	AMAZON	Textbook	10/3/2014
TX-HAWK002083	\$20.99	AMAZON	Textbook	10/6/2014
TX-HAWK002084	\$108.00	ACR PUBLICATIONS	Textbook	10/7/2014
TX-HAWK002085	\$200.00	CAMBRIDGE UNIVERSITY PRES	Textbook	10/7/2014
TX-HAWK002086	\$389.85	PEARSON EDUCATION	Textbook	10/8/2014
TX-HAWK002087	\$12.50	MBS TEXTBOOK EXCHANGE	Textbook	10/8/2014
TX-HAWK002088	\$10.13	AMAZON	Textbook	10/10/2014

Grand Total: \$87,242.25

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
15-B0000679	1,753.93	4 IMPRINT	Non-Instructional Supplies			9/11/2014
15-B0000680	731.27	4 IMPRINT	Non-Instructional Supplies			9/11/2014
15-B0000681	178.15	OFFICE DEPOT BUSINESS SVCS	Equipment - All Other > \$1,000			9/11/2014
15-B0000682	4,827.60	SEHI COMPUTER PRODUCTS	Equipment - All Other > \$1,000			9/16/2014
15-B0000683	4,402.00	SCRIP SAFE SECURITY PRODUCTS	Non-Instructional Supplies			9/23/2014
15-B0000684	86.39	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies			9/23/2014
15-B0000685	345.00	STITCH ABOVE	Non-Instructional Supplies			9/23/2014
15-B0000686	911.52	FONTIS SOLUTIONS	Non-Instructional Supplies			9/23/2014
15-B0000687	600.00	SPECTRUM GAS PRODUCTS	Other Operating Exp & Services			9/23/2014
15-B0000688	146.28	ORANGE TREE DELI & CATERING	Diversified Agency Fund Expens			9/23/2014
15-B0000689	150.00	PARADISE SPRINGS DRINKING WATER	Diversified Agency Fund Expens			9/23/2014
15-B0000690	710.00	EDUCATIONAL TESTING SVC	Other Operating Exp & Services			9/23/2014
* 15-B0000691	14,000.00	FEDEX	Freight Expense			9/24/2014
* 15-B0000692	14,000.00	FEDEX	Freight Expense			9/24/2014
* 15-B0000693	14,000.00	JET DELIVERY INC	Freight Expense			9/25/2014
15-B0000694	630.00	RYAN'S EXPRESS MOTORCOACH	Other Operating Exp & Services			9/26/2014
15-B0000695	857.98	SUNTWIST, INC.	Non-Instructional Supplies			9/26/2014
15-B0000696	771.16	THE FLAG SHOP	Diversified Agency Fund Expens			9/26/2014
15-B0000697	7,584.19	MATCO TOOLS	Diversified Agency Fund Expens			9/26/2014
15-B0000698	2,099.38	IDSC HOLDINGS LLC	Diversified Agency Fund Expens			9/30/2014
15-B0000699	1,510.06	D3 SPORTS INC.	Diversified Agency Fund Expens			9/30/2014
* 15-B0000700	14,000.00	STARBUCKS CORP	Purchases - General Merch			10/3/2014
15-B0000701	566.97	DON BOOKSTORE	Student Records/Transcripts			10/7/2014
* 15-B0000702	14,000.00	SAREEN INC.	Purchases - General Merch			10/7/2014
15-B0000703	14,000.00	BROWN BAG SANDWICH CO. INC.	Purchases - General Merch			10/8/2014
15-B0000704	22,465.28	DELL COMPUTER	Diversified Agency Fund Expens			10/10/2014
		Grand Total:	\$135,327.16			

4.6 (25)

Legend: * = Multiple Accounts for this P.O. SP = Special Project

PURCHASE ORDERS SUPPLEMENT
PURCHASE ORDERS OF \$15,000 AND OVER
FROM SEPTEMBER 6, 2014 THROUGH OCTOBER 10, 2014
BOARD MEETING OF OCTOBER 27, 2014

P.O. #	Amount	Description	Department	Comment
15-B0000704	\$22,465.28	25 Dell Laptops:SAC Diesel Tech	SAC Diesel Tech	Purchased from the Western States Contracting Alliance (WSCA) Master Price Agreement #B27160 Board Approved: November 16, 2009

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Educational Services

To:	Board of Trustees	Date: October 27, 2014
Re:	Approval of Resource Development Items	
Action:	Request for Approval	

ANALYSIS

Items for the following categorical programs have been developed:

	<u>Project Title</u>	<u>Award Date</u>	<u>Amount</u>
1.	Basic Skills Initiative (SAC & SCC) Funds from the California Community College Chancellor's Office to be used to implement program and curriculum development, professional development, articulation, assessment, counseling, tutoring, coordination, research and purchase of instructional materials directly related to the enhancement of basic skills in educational programs. (14/15). <i>No match required.</i> SAC \$703,315 SCC \$160,405	10/3/2014	\$863,720
2.	Kaleidoscope Project II – Augmentation (SAC) Award augmentation and project performance extension from the Cerritos College Foundation to Santa Ana College to create, assess, and scale high-enrollment courses to participate in improving the structure of existing courses to facilitate measure learning, and increasing the number of students impacted by Kaleidoscope within the college. (14/15). <i>No match required.</i>	09/16/2014	\$ 11,250
3.	California Community College Student Mental Health – Transition Aged Foster Youth Project (CCC SMHP-TAFY) (SAC) Funds from California Mental Health Service Authority "CalMHSA" for the California Community College Student Mental Health. The Foundation for California Community Colleges provides centralized fiscal and administrative services to community college districts by providing supplemental curriculum to help address the needs of transition age former foster youth students. SAC will provide curricula, assessment and mental health and wellness training for transition aged foster youth. (14/15). <i>SAC will leverage in-kind resources valued at \$4,350.</i>	09/30/2014	\$ 10,000

Fiscal Impact: \$884,970	Board Date: October 27, 2014
Item Prepared by: Pat Carpenter, Administrative Secretary, Resource Development	
Item Submitted by: Enrique Perez, J.D., Assistant Vice Chancellor, Educational Services	
Item Recommended by: Raúl Rodríguez, Ph.D., Chancellor	

RECOMMENDATION

It is recommended that the board approve these items and that the Vice Chancellor of Business Operations/Fiscal Services or his designee be authorized to enter into related contractual agreements on behalf of the district.

Fiscal Impact: \$884,970	Board Date: October 27, 2014
Item Prepared by: Pat Carpenter, Administrative Secretary, Resource Development	
Item Submitted by: Enrique Perez, J.D., Assistant Vice Chancellor, Educational Services	
Item Recommended by: Raúl Rodríguez, Ph.D., Chancellor	

SPECIAL PROJECT DETAILED BUDGET #2101, #2102, #2103, #2104, #2105 and #2106
NAME: BASIC SKILLS INITIATIVE 14/15 - SANTA ANA COLLEGE (Credit)
FISCAL YEAR: 2014/2015 and 2015/2016

CONTRACT PERIOD: 7/1/2014 - 6/30/2016

PRJ. ADMIN. Omar Torres

CONTRACT INCOME:

PRJ. DIR. Mary Huebsch

FY 2014-15 Adv. Apportionment \$253,194

Date: 10/15/2014

Recalculation (x 0.11111 factor) \$28,132

Total Allocation \$281,326

GL Account String	Description	New Budget	
		Debit	Credit
12-2101-000000-10000-8629	Other Gen Categorical Apport : Santa Ana College		88,526
12-2101-499900-15051-5999	Special Project Holding Acct : Academic Affairs Off	88,526	
	2101 - BSI 15-Prog/Curr Plan & Dev	88,526	88,526
12-2102-000000-10000-8629	Other Gen Categorical Apport : Santa Ana College		7,000
12-2102-499900-15051-5999	Special Project Holding Acct : SAC Continuing Ed-In	7,000	
	2102 - BSI 15-Student Assessment	7,000	7,000
12-2103-000000-10000-8629	Other Gen Categorical Apport : Santa Ana College		42,500
12-2103-499900-15051-5999	Special Project Holding Acct : Academic Affairs Off	42,500	
	2103 - BSI 15-Advisement/Counseling	42,500	42,500
12-2104-000000-10000-8629	Other Gen Categorical Apport : Santa Ana College		95,800
12-2104-499900-15051-5999	Special Project Holding Acct : Academic Affairs Off	95,800	
	2104 - BSI 15-Suppl Instr & Tutoring	95,800	95,800
12-2105-000000-10000-8629	Other Gen Categorical Apport : Santa Ana College		30,500
12-2105-499900-15051-5999	Special Project Holding Acct : Academic Affairs Off	30,500	
	2105 - BSI 15-Coordination/Research	30,500	30,500
12-2106-000000-10000-8629	Other Gen Categorical Apport : Santa Ana College		17,000
12-2106-499900-15051-5999	Special Project Holding Acct : Academic Affairs Off	17,000	
	2106 - BSI 15-Staff Development	17,000	17,000
	TOTAL - Basic Skills Initiative -2014/15 (SAC)	281,326	281,326

SPECIAL PROJECT DETAILED BUDGET #2101, #2102, #2103, #2104, #2105 and #2106
NAME: BASIC SKILLS INITIATIVE 14/15 - SANTA ANA COLLEGE (Non-Credit)
FISCAL YEAR: 2014/2015 and 2015/2016

CONTRACT PERIOD: 7/1/2014 - 6/30/2016

PRJ. ADMIN. James Kennedy

CONTRACT INCOME:

PRJ. DIR. Sergio Sotelo

FY 2014-15 Adv. Apportionment \$379,790

Date: 10/15/2014

Recalculation (x 0.11111 factor) \$42,199

Total Allocation \$421,989

GL Account String	Description	New Budget	
		Debit	Credit
12-2101-000000-10000-8629	Other Gen Categorical Apport : Santa Ana College		124,207
12-2101-499900-18200-5999	Special Project Holding Acct : SAC Continuing Ed-In	124,207	
	2101 - BSI 15-Prog/Curr Plan & Dev	124,207	124,207
12-2102-000000-10000-8629	Other Gen Categorical Apport : Santa Ana College		4,500
12-2102-499900-18200-5999	Special Project Holding Acct : SAC Continuing Ed-In	4,500	
	2102 - BSI 15-Student Assessment	4,500	4,500
12-2103-000000-10000-8629	Other Gen Categorical Apport : Santa Ana College		101,432
12-2103-499900-18200-5999	Special Project Holding Acct : SAC Continuing Ed-In	101,432	
	2103 - BSI 15-Advisement/Counseling	101,432	101,432
12-2104-000000-10000-8629	Other Gen Categorical Apport : Santa Ana College		72,000
12-2104-499900-18200-5999	Special Project Holding Acct : SAC Continuing Ed-In	72,000	
	2104 - BSI 15-Suppl Instr & Tutoring	72,000	72,000
12-2105-000000-10000-8629	Other Gen Categorical Apport : Santa Ana College		83,000
12-2105-499900-18200-5999	Special Project Holding Acct : SAC Continuing Ed-In	83,000	
	2105 - BSI 15-Coordination/Research	83,000	83,000
12-2106-000000-10000-8629	Other Gen Categorical Apport : Santa Ana College		36,850
12-2106-499900-18200-5999	Special Project Holding Acct : SAC Continuing Ed-In	36,850	
	2106 - BSI 15-Staff Development	36,850	36,850
	TOTAL - Basic Skills Initiative -2014/15 (CEC)	421,989	421,989

SPECIAL PROJECT DETAILED BUDGET #2101, #2102, #2103, #2104, and #2106
NAME: BASIC SKILLS INITIATIVE 14/15 - SANTIAGO CANYON COLLEGE
FISCAL YEAR: 2014/2015 and 2015/2016

CONTRACT PERIOD: 7/1/2014 - 6/30/2016

PRJ. ADMIN. Aracely Mora

CONTRACT INCOME:

PRJ. DIR. Maureen Roe

FY 2014-15 Adv. Apportionment \$144,365

Date: 10/15/2014

Recalculation (x 0.11111 factor) \$16,040

Total Allocation \$160,405

GL Account String	Description	New Budget	
		Debit	Credit
12-2101-000000-20000-8629	Other Gen Categorical Apport : Santiago Canyon Coll		86,205
12-2101-499900-25051-5999	Special Project Holding Acct : Academic Affairs Off	86,205	
	2101 - BSI 15-Prog/Curr Plan & Dev	86,205	86,205
12-2102-000000-20000-8629	Other Gen Categorical Apport : Santiago Canyon Coll		1,000
12-2102-499900-25051-5999	Special Project Holding Acct : Academic Affairs Off	1,000	
	2102 - BSI 15-Student Assessment	1,000	1,000
12-2103-000000-20000-8629	Other Gen Categorical Apport : Santiago Canyon Coll		25,200
12-2103-499900-25051-5999	Special Project Holding Acct : Academic Affairs Off	25,200	
	2103 - BSI 15-Advisement/Counseling	25,200	25,200
12-2104-000000-20000-8629	Other Gen Categorical Apport : Santiago Canyon Coll		45,000
12-2104-499900-25051-5999	Special Project Holding Acct : Academic Affairs Off	45,000	
	2104 - BSI 15-Suppl Instr & Tutoring	45,000	45,000
12-2106-000000-20000-8629	Other Gen Categorical Apport : Santiago Canyon Coll		3,000
12-2106-499900-25051-5999	Special Project Holding Acct : Academic Affairs Off	3,000	
	2106 - BSI 15-Staff Development	3,000	3,000
	TOTAL - Basic Skills Initiative -2014/15 (SCC)	160,405	160,405

SPECIAL PROJECT DETAILED BUDGET #3493
NAME: Kaleidoscope Project II - Santa Ana College
FISCAL YEAR: 2014/2015 (Carryover)

Interim Administrator: Bart Hoffman
 Project Director: Cherylee Kushida
 Revised Date: 10/14/2014
 MOU between RSCCD-SAC and Cerritos College Foundation

Contract Term: 10/12/2012 - 6/30/2015
 FY 12/13 Amount: \$11,500
 FY 12/13 Expenses: (\$251)
 FY 13/14 Carryover: \$11,249
 FY 13/14 Augmentation: \$22,500
 FY 13/14 Balance: \$33,749
 FY 13/14 Expenses: (\$24,397)
 FY 14/15 Carryover: \$9,352
 FY 14/15 Augmentation: \$11,250
 FY 14/15 Balance: \$20,602

GL Account String	Description	Existing Budget		Revised Budget		Budget Change (+/-)	
		Debit	Credit	Debit	Credit	Debit	Credit
12_3493_000000_10000_8891	Other Local Rev - Special Proj : Santa Ana Co		9,352		20,602		11,250
12_3493_602000_15054_1480	Part-Time Reassigned Time : Distance Educatio	0		1,100		1,100	
12_3493_602000_15054_1483	Beyond Contr - Reassigned Time : Distance Edu	0		8,790		8,790	
12_3493_602000_15054_3115	STRS - Non-Instructional : Distance Education	0		876		876	
12_3493_602000_15054_3325	Medicare - Non-Instructional : Distance Educa	0		143		143	
12_3493_602000_15054_3435	H & W - Retiree Fund Non-Inst : Distance Educ	0		99		99	
12_3493_602000_15054_3515	SUI - Non-Instructional : Distance Education	0		5		5	
12_3493_602000_15054_3615	WCI - Non-Instructional : Distance Education	0		237		237	
12_3493_675000_15054_1480	Part-Time Reassigned Time : Distance Educatio	3,090		3,100		10	
12_3493_675000_15054_1483	Beyond Contr - Reassigned Time : Distance Edu	4,145		4,285		140	
12_3493_675000_15054_3115	STRS - Non-Instructional : Distance Education	597		655		58	
12_3493_675000_15054_3325	Medicare - Non-Instructional : Distance Educa	105		107		2	
12_3493_675000_15054_3435	H & W - Retiree Fund Non-Inst : Distance Educ	73		74		1	
12_3493_675000_15054_3515	SUI - Non-Instructional : Distance Education	73		4		69	
12_3493_675000_15054_3615	WCI - Non-Instructional : Distance Education	319		177		142	
12_3493_675000_15054_4710	Food and Food Service Supplies : Distance Edu	120		120		0	
12_3493_675000_15054_5210	Conference Expenses : Distance Education	730		730		0	
12_3493_675000_15054_5220	Mileage/Parking Expenses : Distance Education	100		100		0	
	Total 3493 - Kaleidoscope II	9,352	9,352	20,602	20,602	11,461	11,461

SPECIAL PROJECT DETAILED BUDGET #2099
NAME: Student Mental Health Program - Transition Aged Foster Youth (CCC SMHP - TAFY)
FISCAL YEAR: 2014/2015

CONTRACT PERIOD: 7/1/14 - 6/30/15
 CONTRACT INCOME: \$10,000

PROJ ADMIN: Lilia Tanakeyowma
 PROJ DIR: Sylvia Sanchez
 Date: 10/16/14

Agreement #: MH-062-13 Amend. #2 (subgrant agreement from FCCC)

GL Account	Description	Debit	Credit
12-2099-000000-10000-8659	Other Reimb Categorical All		10,000
12-2099-631000-19310-1430	Part-Time Counselors : Fost	4,222	
12-2099-631000-19310-3115	STRS - Non-Instructional :	301	
12-2099-631000-19310-3325	Medicare - Non-Instructiona	61	
12-2099-631000-19310-3435	H & W - Retiree Fund Non-In	42	
12-2099-631000-19310-3515	SUI - Non-Instructional : F	2	
12-2099-631000-19310-3615	WCI - Non-Instructional : F	101	
12-2099-644000-19310-1460	Part-time Physician/Psych - Stipends for 3 Psychological Interns (trainers for the workshop)	600	
12-2099-649000-19310-4610	Non-Instructional Supplies - Supplies needed for the workshops	249	
12-2099-649000-19310-4710	Food and Food Service Suppl - Food for On Campus Modules 1 & 2 (\$200) - Food for Peer-to-Peer meetings (\$560)	760	
12-2099-649000-19310-5100	Contracted Services - Retreat @ Mile High Pines Camp (\$2,,525)	2,525	
12-2099-679000-10000-5865	Indirect Costs	697	
12-2099-732000-19310-7620	Fees Paid for Students - Extracurricular Activities (\$200) - Newport Aquatic Center on Peer Support Group Day (\$240)	440	
Totals for PROJECT: 2099	CCC SMHP-TAFY	10,000	10,000
IN-KIND MATCH (TOTAL \$4,350)			
Project Administrator - Lilia Tanakeyowma, Dean of Student Affairs (2%)			
Santa Ana Foundation - Transportation to retreat			
Newport Aquatic Center - meeting room			
Orangewood Children's Foundation - meeting room (2 sessions)			

5.1 (7)

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Human Resources and Educational Services

To: Board of Trustees	Date: October 27, 2014
Re: First Reading of Board Policy	
Action: Information	

BACKGROUND

The Board Policy Committee met on October 14, 2014 and reviewed a draft policy related to providing procurement opportunities for local firms and firms that hire local residents. This policy is now presented for first reading.

ANALYSIS

This policy was based on a similar policy adopted by the San Bernardino Community College District.

RECOMMENDATION

BP 6610 Opportunities for Local Hires and Local Businesses on District Capital Improvement and Construction Projects is presented for a first reading as an information item.

Fiscal Impact: None	Board Date: October 27, 2014
Prepared by: John Didion, Exec. Vice Chancellor, Human Res. & Educational Services	
Submitted by: John Didion, Exec. Vice Chancellor, Human Res. & Educational Services	
Recommended by: Dr. Raúl Rodríguez, Chancellor	

BP 6610 Opportunities for Local Hires and Local Businesses on District Capital Improvement and Construction Projects (NEW)

1. Definitions.

- A. "Bid" shall mean all capital improvement, construction and construction management bids and proposals (including pre-qualification processes) that are projected to be funded by the District that are first advertised after the effective date of this policy;
- B. "Local Hire" means individuals who reside in the cities of the Rancho Santiago Community College District, veterans and current/former students of RSCCD colleges and provide work on District construction projects.
- C. "Local Business" shall mean a business serving as a contractor or supplier that has its principal headquarters or permanently staffed regional office and that has held a business license with one of the cities within the Rancho Santiago Community College District for a minimum of 3 months;

2. Goals.

The Board establishes goals of fifty percent, (50%), participation of Local Hires and twenty-five percent, (25%), participation of Local Businesses in its District Bid projects awarded each fiscal year. These goals are reflective of the demographics of the community. It is the intent to not only meet the goals but to exceed them. Bid documents will be amended to include these responsiveness requirements on a project-by-project Bid basis, but the goal will be evaluated based on an entire fiscal year assessment. Where permitted, preference shall be given to local businesses as determined by the administration.

3. Bidding.

As a condition to be considered responsive, a Bid must include the following:

- A. Demonstrated participation of at least fifty percent, (50%), and twenty-five percent, (25%), of the total bid being performed by Local Hires and Local Businesses; or
- B. A demonstrated good faith effort to include Local Hires and Local Businesses, in accordance with regulations to be issued by the Chancellor; or,
- C. The bidder (including subcontractors) certifies that it intends to perform ninety-five percent (95%) of the work with its own employees.

4. Reporting.

The Chancellor or his or her designee shall make a report to the Board at least ~~quarterly~~ semi-annually regarding the District's performance towards these goals.

5. Implementation.

The Chancellor is responsible for the development of appropriate Administrative Regulations in order to implement this policy. The Chancellor is empowered to enter into negotiations that will accomplish the goals of this policy.

6. Exemption for Master Construction Agreements.

Master construction agreements entered into with regional labor organizations and which may contain specific local hiring goals shall take precedence over the local hiring goals in this policy.

Adopted _____

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
EDUCATIONAL SERVICES**

To: Board of Trustees	Date: October 27, 2014
Re: Adoption of Board Policy	
Action: Request for Approval	

BACKGROUND

The Board Policy Committee met on August 28, 2014 and reviewed a recommended new policy related to legislation authorizing California Community Colleges to offer baccalaureate degrees. This policy was presented to the Board for First Reading on September 8, 2014 and is now presented for adoption.

ANALYSIS

This policy was developed in response to recent legislation (SB 850) which was signed by Governor Brown on September 28, 2014.

RECOMMENDATION

It is recommended that the Board adopt BP 4026 Baccalaureate Degree Programs.

Fiscal Impact: None	Board Date: October 27, 2014
Prepared by: John Didion, Exec. Vice Chancellor, Human Res. & Educational Services	
Submitted by: John Didion, Exec. Vice Chancellor, Human Res. & Educational Services	
Recommended by: Raúl Rodríguez, Ph.D., Chancellor	

BP 4026 Baccalaureate Degree Programs

Reference: Education Code 78040 – 78042

In response to the State of California's need to produce one million more baccalaureate degrees in the coming decades, the Governing Board seeks to expand the academic offerings of the Rancho Santiago Community College District to include baccalaureate degree programs.

The Chancellor shall establish procedures to implement this policy. These procedures shall provide for appropriate Academic Senate involvement.

Adopted October 27, 2014

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

To: Board of Trustees	Date: October 27, 2014
Re: Review and Discussion of Self-Evaluation Responses from Community and Staff	
Action: Information	

BACKGROUND

Board Policy 2745 provides for the Board of Trustees to conduct an annual self-evaluation by November of each year.

ANALYSIS

An evaluation survey was approved by the Board on October 13, 2014 and was distributed to the individuals identified in Board Policy 2745. The survey responses are now presented to the board for review. The remaining steps in the evaluation process are as follows:

October 28, 2014 - Board members complete self-evaluation instrument.
November 10, 2014

November 17, 2014 Board reviews and discusses tabulated self-evaluation results.

RECOMMENDATION

The survey responses from community and staff are presented to the board for review and discussion.

Fiscal Impact: None	Board Date: October 27, 2017
Prepared by: John Didion, Exec. Vice Chancellor, Human Res. & Educational Services	
Submitted by: John Didion, Exec. Vice Chancellor, Human Res. & Educational Services	
Recommended by: Raúl Rodríguez, Ph.D., Chancellor	



Rancho Santiago Community College District (RSCCD) Student, Staff and Community Input Regarding RSCCD Board of Trustees' Self-Evaluations

October 2014

Background

In 2009, the RSCCD Board of Trustees implemented an annual review of its internal operations and performance. The Board invites community representatives, faculty/staff and students who interact with them on a regular basis to offer feedback. An online survey instrument is made available to individuals including (but not limited to) the associated student government officers, academic senates officers, the chancellor, vice chancellors, assistant vice chancellors, the college presidents, college vice presidents, representatives of the District's employee unions, college accreditation representatives and community members who serve on the District bond oversight committees or foundations.

The Board reviews the input prior to their own individual assessment using the same survey instrument. At the next meeting, the Board reviews its collective input and develops goals that members want to work toward during the year. The following year, the Board asks the community, staff and students to reassess them so they can evaluate the degree to which their goals have been met and to continue to refine the Board's internal operations and performance, if needed. On a regular basis, the Board Policy Committee also reviews the survey instrument, participant list and timelines and makes recommendations to the Board to ensure the established procedures are still appropriate for intended self-evaluation purposes.

The survey was disseminated to ninety-nine individuals; 30 surveys were completed (a 30% response rate): one student, 20 faculty/staff members, five community members, and four who did not report their affiliation with the District or its colleges.

Fifty-five percent of respondents reported that they regularly attend 11+ Board of Trustees meetings annually; 22% reported that they occasionally attend (6-10 meetings), 13% rarely (1-5 meetings), and 10% never attend.

This year's survey asked respondents how useful they think the questionnaire is to the Board's self-evaluation process; 37% find the survey very useful, and 43% reported that the survey is useful to some degree.

Summary of Findings

The Board is most highly rated (100% of respondents “agree” or “strongly agree”) for:

- Keeping the chancellor informed of community contacts (mean rating 1.33),
- Respecting each others’ opinions (mean rating of 1.48),
- Participating in trustee development activities (mean rating of 1.52).
- Having a positive, cooperative relationship with the chancellor (mean rating of 1.52),
- Sustaining a strong board/chancellor partnership and providing ongoing support for the chancellor to foster a strong partnership (mean rating of 1.55), and
- Working directly with community leaders and elected officials (local, state, national) to address issues/legislation that affect the college district (mean rating of 1.58).

The Board is rated lowest (less than 70% of respondents “agree” or “strongly agree”) for:

- Making decisions in the best interest of students, the colleges, and the entire district (mean rating of 2.00),
- Understanding the budget process (mean rating of 2.12),
- Understanding its role and that of the chancellor, presidents, faculty and staff (mean rating of 2.16),
- Understanding the colleges’ educational programs and services (mean rating of 2.20),
- Understanding the fiscal condition of the organization and providing fiscal oversight to assure the financial stability of the district (mean rating of 2.20), and
- Practicing appropriate collegial consultation (participatory governance) (mean rating of 2.29).

Respondents were very thoughtful when given the opportunity to voice their opinions on the Board’s greatest strengths, major accomplishments, and areas in which the Board could improve. There were many accolades, as well as suggestions for improvement, offered.

Comparisons with Prior Years’ Findings:

In making comparisons between 2014 responses and those of the prior year, it is important to note that the number of respondents from one survey year to the next varies greatly and that percentages may fluctuate widely due to the low sample count.

The most significant increases in ratings since the prior year’s survey includes:

- Board members act on behalf of the entire community (+12 percentage points),
- The board works to build a positive image of the district in the community and the board operates ethnically without conflict of interest following established board policies (+11 percentage points each), and
- Board members participate in trustee development activities (+10 percentage points).

The areas that experienced the most significant decreases in ratings, since 2013, involved budgeting, fiscal and strategic planning issues, community relations and standards of conducts, specifically:

- The board practices appropriate collegial consultation (participatory governance (-24 percentage points),
- The board understands the fiscal condition of the organization and provides fiscal oversight to assure the financial stability of the district (-21 percentage points),
- The board understands the budget process (-19 percentage points),
- The community and district employees are aware of who the elected trustees are and their role in district governance (-16 percentage points),
- The Board understands the financial audit and accepts responsibility for implementation of its recommendations (-12 percentage points), and
- Board meetings focus on policy issues that relate to board responsibilities (-12 percentage points).

Other Findings:

A significant proportion of survey respondents (over 30%) indicated “not applicable or don’t know” as their responses to some questions in the areas of “board relations with the chancellor, presidents, faculty, and staff.” Three of the five have shown an increase in awareness since 2013 and the remaining two items showed more respondents are not aware that the board’s work with community leaders and the chancellor. Attention may be needed to develop and/or promote a better understanding of these issues.

- Keeping the chancellor informed of community contacts (48%, a decrease of 15 percentage points),
- Completing the chancellor evaluation process and using the results to strengthen chancellor’s performance and relationships (45%, a 7 percentage point decrease),
- Following a procedure for annual evaluation of the chancellor (38%, a 3 percentage point decrease),
- Working directly with community leaders and elected officials (local, state, national) to address issues/legislation that affect the college district (35%, a 24 percentage point increase), and
- Sustaining strong board/chancellor partnership and provides ongoing support for the chancellor to foster a strong partnership (31%, an increase of one percentage point).

Detail of Findings

**2014 Results of the Community, Student and Staff's Evaluation of
Board of Trustees' Operations and Performance**

	Distribution of Valid Responses				Total # Respondents	Average Rating (excluding n/a)	Not applicable or don't know
	Strongly Agree	Agree	Disagree	Strongly Disagree			
	1	2	3	4			
Board Organization and Operation							
Board meetings are conducted in a manner in which the purposes are achieved effectively and efficiently.	54%	39%	7%	0%	26	1.54	10%
Board members respect each others' opinions.	52%	48%	0%	0%	25	1.48	11%
The board conducts its meetings in compliance with state laws, including The Brown Act.	63%	33%	4%	0%	24	1.42	14%
Board members understand that they have no legal authority beyond board meetings.	52%	35%	9%	4%	23	1.65	21%
Board members regularly seek the opinion of the student trustee.	42%	42%	16%	0%	24	1.75	17%
Policy Role							
Board meetings focus on policy issues that relate to board responsibilities.	28%	52%	20%	0%	25	1.92	14%
The board focuses on policy in board discussion, not administrative matters.	28%	52%	12%	8%	25	2.00	14%
The board is knowledgeable about the mission and purpose of the institution.	35%	62%	0%	3%	26	1.73	7%
The board clearly delegates the administration of the colleges to the chancellor.	38%	42%	16%	4%	24	1.88	14%
Through the chancellor, the board ensures compliance with federal and state laws and measures for emergency response.	42%	54%	4%	0%	24	1.63	17%
Strategic Planning							
The board understands the budget process.	23%	46%	27%	4%	26	2.12	10%
The board gives adequate attention to the mission, goals, and future planning of the district.	24%	52%	20%	4%	25	2.04	14%
The board regularly develops and reviews goals for continuous improvement.	30%	56%	10%	4%	27	1.89	7%
The board has adopted a planning and evaluation process which assures that the educational needs of students and the community are effectively and efficiently met.	32%	52%	16%	0%	25	1.84	14%
The board understands the colleges' educational programs and services.	24%	40%	28%	8%	25	2.20	7%
The board is appropriately involved in defining the vision and goals of the district.	32%	56%	12%	0%	25	1.80	11%
The board understands the financial audit and accepts responsibility for implementation of its recommendations.	32%	52%	8%	8%	25	1.92	14%
The board understands the fiscal condition of the organization and provides fiscal oversight to assure the financial stability of the district.	28%	36%	24%	12%	25	2.20	14%
The board understands the accreditation process and accepts responsibility for implementation of its recommendations.	31%	58%	7%	4%	26	1.85	10%

**2014 Results of the Community, Student and Staff's Evaluation of
Board of Trustees' Operations and Performance**

	Distribution of Valid Responses				Total # Respondents	Average Rating (excluding n/a)	Not applicable or don't know
	Strongly Agree	Agree	Disagree	Strongly Disagree			
	1	2	3	4			
Board Relations with the Chancellor, Presidents, Faculty, and Staff							
The board reaches decisions on the basis of the study of available background data and consideration of the recommendation of the chancellor.	35%	61%	4%	0%	23	1.70	21%
The board keeps the chancellor informed of community contacts.	67%	33%	0%	0%	15	1.33	48%
The board follows a procedure for annual evaluations of the chancellor.	50%	44%	6%	0%	18	1.56	38%
The board understands the difference between its policy and oversight roles and the roles of the chancellor and staff.	38%	38%	20%	4%	24	1.92	14%
The board and chancellor have a positive, cooperative relationship.	48%	52%	0%	0%	21	1.52	28%
The board understands its role and that of the chancellor, presidents, faculty, and staff.	24%	44%	24%	8%	25	2.16	14%
The board sustains a strong board/chancellor partnership and provides ongoing support for the chancellor to foster a strong partnership.	45%	55%	0%	0%	20	1.55	31%
The board completes the chancellor evaluation process and uses the results to strengthen the chancellor's performance and relationships.	50%	31%	19%	0%	16	1.69	45%
The board follows communication procedures with staff, ensuring the chancellor is informed of such communication.	38%	38%	19%	5%	21	1.90	27%
Trustees work directly with community leaders and elected officials (local, state, national) to address issues/legislation that affect the college district.	42%	58%	0%	0%	19	1.58	35%
Community Relations – Advocacy							
Board members are knowledgeable about community college and state-related issues.	25%	63%	13%	0%	24	1.88	11%
The board acts as an advocate for community colleges.	44%	52%	4%	0%	25	1.60	11%
Board members participate actively in community activities.	42%	54%	4%	0%	24	1.62	17%
Board agendas include legislative and state policy issues that will impact the district.	38%	58%	4%	0%	24	1.67	17%
Board members act on behalf of the entire community.	44%	30%	26%	0%	23	1.83	21%
The board recognizes and celebrates positive accomplishments of the district and colleges.	46%	39%	15%	0%	26	1.69	10%
The board works to build a positive image of the district in the community.	48%	48%	4%	0%	25	1.56	14%
Board members adhere to policies for dealing with college, community citizens, and the media.	41%	41%	13%	5%	22	1.82	24%
The community and district employees are aware of who the elected trustees are and their role in district governance.	29%	46%	17%	8%	24	2.04	17%

**2014 Results of the Community, Student and Staff's Evaluation of
Board of Trustees' Operations and Performance**

	Distribution of Valid Responses				Total # Respondents	Average Rating (excluding n/a)	Not applicable or don't know
	Strongly Agree	Agree	Disagree	Strongly Disagree			
	1	2	3	4			
Board Leadership, Ethics, and Standards of Conduct							
The board understands collective bargaining and its role in the process.	30%	52%	14%	4%	23	1.91	21%
The board practices appropriate collegial consultation (participatory governance).	21%	42%	24%	13%	24	2.29	17%
The board maintains confidentiality of privileged information.	46%	42%	12%	0%	24	1.67	17%
The board makes decisions in the best interest of students, the colleges, and the entire district.	38%	29%	29%	4%	24	2.00	17%
The board operates ethically without conflict of interest following established board policies.	46%	42%	12%	0%	24	1.67	17%
Board members participate in trustee development activities.	48%	52%	0%	0%	21	1.52	28%

**Results of the Community, Student and Staff's Evaluation of
Board of Trustees' Operations and Performance, 2009-2014**

	% "strongly agree" or "agree"						% change from 2013
	2014	2013	2012	2011	2010	2009	
	n=30	n=27	n=52	n=32	n=46	n=14	
Board Organization and Operation							
Board meetings are conducted in a manner in which the purposes are achieved effectively and efficiently.	93%	100%	80%	93%	89%	89%	-7%
Board members respect each others' opinions.	100%	92%	90%	96%	89%	78%	+8%
The board conducts its meetings in compliance with state laws, including The Brown Act.	96%	96%	88%	94%	81%	100%	0%
Board members understand that they have no legal authority beyond board meetings.	87%	77%	86%	87%	79%	55%	+10%
Board members regularly seek the opinion of the student trustee.	84%	84%	83%	82%	60%	57%	0%
Policy Role							
Board meetings focus on policy issues that relate to board responsibilities.	80%	92%	94%	97%	92%	77%	-12%
The board focuses on policy in board discussion, not administrative matters.	80%	78%	83%	80%	73%	55%	+2%
The board is knowledgeable about the mission and purpose of the institution.	97%	88%	87%	94%	92%	100%	+9%
The board clearly delegates the administration of the colleges to the chancellor.	80%	88%	91%	97%	79%	80%	-8%
The board ensures compliance with federal and state laws and measures for emergency response.	96%	100%	98%	100%	98%	89%	-4%
Strategic Planning							
The board understands the budget process.	69%	88%	76%	64%	87%	80%	-19%
The board gives adequate attention to the mission, goals, and future planning of the district.	76%	83%	78%	81%	87%	89%	-7%
The board regularly develops and reviews goals for continuous improvement.	86%	86%	80%	83%	75%	63%	0%
The board has adopted a planning and evaluation process which assures that the educational needs of students and the community are effectively and efficiently met.	84%	81%	75%	70%	77%	60%	+3%
The board understands the colleges' educational programs and services.	64%	68%	72%	77%	74%	60%	-4%
The board is appropriately involved in defining the vision and goals of the district.	88%	87%	82%	87%	86%	66%	+1%
The board understands the financial audit and accepts responsibility for implementation of its recommendations.	84%	96%	90%	93%	97%	89%	-12%
The board understands the fiscal condition of the organization and provides fiscal oversight to assure the financial stability of the district.	64%	85%	81%	78%	92%	89%	-21%
The board understands the accreditation process and accepts responsibility for implementation of its recommendations.	89%	88%	80%	83%	80%	70%	+1%

**Results of the Community, Student and Staff's Evaluation of
Board of Trustees' Operations and Performance, 2009-2014**

	% "strongly agree" or "agree"						% change from 2013
	2014	2013	2012	2011	2010	2009	
	n=30	n=27	n=52	n=32	n=46	n=14	
Board Relations with the Chancellor, Presidents, Faculty, and Staff							
The board reaches decisions on the basis of the study of available background data and consideration of the recommendation of the chancellor.	86%	81%	97%	96%	88%	70%	+5%
The board keeps the chancellor informed of community contacts.	100%	100%	100%	100%	100%	88%	0%
The board follows a procedure for annual evaluations of the chancellor.	94%	100%	100%	100%	88%	58%	-6%
The board understands the difference between its policy and oversight roles and the roles of the chancellor and staff.	76%	76%	86%	89%	76%	63%	0%
The board and chancellor have a positive, cooperative relationship.	100%	100%	98%	96%	100%	78%	0%
The board understands its role and that of the chancellor, presidents, faculty, and staff.	68%	74%	79%	93%	78%	70%	-6%
The board sustains a strong board/chancellor partnership and provides ongoing support for the chancellor to foster a strong partnership.	100%	100%	100%	100%	93%	78%	0%
The board completes the chancellor evaluation process and uses the results to strengthen the chancellor's performance and relationships.	81%	92%	92%	90%	85%	72%	-11%
The board follows communication procedures with staff.	76%	75%	89%	83%	67%	66%	+1%
Trustees work directly with community leaders and elected officials (local, state, national) to address issues/legislation that affect the college district.	100%	92%	92%	92%	88%	77%	+8%
Community Relations – Advocacy							
Board members are knowledgeable about community college and state-related issues.	88%	88%	89%	87%	91%	89%	0%
The board acts as an advocate for community colleges.	96%	92%	80%	97%	97%	87%	+4%
Board members participate actively in community activities.	96%	91%	94%	82%	79%	63%	+5%
Board agendas include legislative and state policy issues that will impact the district.	96%	88%	88%	93%	84%	78%	+8%
Board members act on behalf of the entire community.	74%	62%	78%	76%	74%	67%	+12%
The board recognizes and celebrates positive accomplishments of the district and colleges.	85%	88%	93%	96%	95%	88%	-3%
The board works to build a positive image of the district in the community.	96%	85%	89%	90%	91%	88%	+11%
Board members adhere to policies for dealing with college, community citizens, and the media.	82%	77%	89%	100%	86%	76%	+5%
The community and district employees are aware of who the elected trustees are and their role in district governance.	75%	91%	77%	69%	58%	56%	-16%
Board Leadership, Ethics, and Standards of Conduct							
The board understands collective bargaining and its role in the process.	82%	86%	88%	100%	74%	100%	-4%
The board practices appropriate collegial consultation (participatory governance).	63%	87%	81%	86%	82%	76%	-24%
The board maintains confidentiality of privileged information.	88%	92%	100%	97%	94%	67%	-4%
The board makes decisions in the best interest of students, the colleges, and the entire district.	67%	72%	76%	79%	70%	88%	-5%
The board operates ethically without conflict of interest following established board policies.	88%	77%	75%	91%	87%	67%	+11%
Board members participate in trustee development activities.	100%	90%	93%	96%	90%	84%	+10%

2014 Respondents' Comments

Board's greatest strengths:

- Following the Brown Act. Following ethical practices of identifying possible conflicts of interest. Maintaining a desire to make decisions that they believe to be in the best interest of the students. Celebrating outstanding students, classified staff, and faculty at the colleges.
- They are generally collegial with each other and they have a good relationship with the chancellor. They don't try to micro-manage.
- The board members appear to work well together and have a good relationship with the chancellor.
- Very involved in the community
- Communication
- They are politically correct.
- The Board demonstrates that it cares about the students, staff and community.
- Long-serving members bring institutional memory.
- Stop being political and get involved in the campus sites (all of them).
- The diversity of the Board and their knowledge of SAC and SCC communities and the two Continuing Education Centers and their needs.
- Professionalism and a commitment to students and the community
- They are politically savvy.
- There is a sincere interest in student success and achievement at both colleges. The interests of the community and overarching community college goals are understood. There is a collegial tone amongst the board members, and respect is shown toward the Chancellor, College Presidents, faculty and staff. Even if there are disagreements, respect is demonstrated.
- The District continues to benefit from having a very good BOT which acts thoughtfully and with integrity. The members appear to respect and value each other and there is a concerted effort to pull together and make decisions that are in the best interests of the colleges and the district as a whole. This is impressive in today's world and much appreciated by employees who work here. Thank you!
- The individuals and the diversity of the Board.

Major accomplishments of the Board in the past year:

- Reviewing and revising its policies. Reviewing and revising its evaluation process.
- The board finally revised many of their policies of the first time in years and put in place policies that the district has needed for some time.
- Renovations to the colleges
- Assisting with the self-evaluation process and actively participating with the accreditation team.
- Lobbying in Sacramento
- Getting the new buildings for SAC and SCC built.
- Successful completion of the accreditation process and implementation of Measure Q.
- This self-evaluation process has led to many excellent changes. The Comprehensive Master Plan, Mission of the District, and the shift from "Vision" to "Goals" in a serious Strategic Plan, which will be evaluated regularly, makes more sense from an assessment point of view. The Board has demonstrated that it is actively concerned about the accreditation status of the colleges, in that their actions can support or compromise a college's accreditation status. Although the district is not accredited, it is important to understand that the colleges are partners with the district--and the Board is the policy-making body that sets this tone. A tone of competition or imperious behavior does not serve this purpose--and it is evident that the Board has understood this clearly. A subtle shift has occurred in the last years, and this is why I mention this as an accomplishment. This accomplishment is not just for this year; however, I would be remiss not to mention it. Finally, please accept my gratitude for the support given related to the recent accreditation report and preparation for the external evaluation site visits.
- Fundraising activities

Areas in which the Board could improve:

- Adhering to its own board policies. Adhering to AB1725. Behaving in a collegial, respectful, and civil manner even when disagreeing with others. Following faculty recommendations on items upon which the board has agreed that faculty have primary advice, which includes curriculum and degrees. When rejecting faculty recommendations, following education code and providing a written rejection that includes compelling reasons for the rejection. Understanding collegial consultation and engaging it before creating board policy that deals with 10+1 items found in AB1725 and board policy. Learning more about how the RSCCD budget allocation model works as well as budgeting in general. Considering student, faculty, and college voices/input equally to district voices/input.
- The Board needs a clearer understanding of faculty, staff and student roles in shared governance; which includes an understanding of the "10+1," Title 5, Ed Code and our board policies. If faculty, staff or student leaders bring concerns to the Board, those concerns should be investigated and not ignored.
- The Board does not understand the collegial consultation process. Consultation does not involve inviting groups to meetings, it involves seeking them out to discuss issues before taking actions. When those groups voice concerns, the board should not ignore them and move forward without providing a written explanation for their actions. Proceeding against the recommendations of constituent groups undermines the governance process. The Board has legal authority over the budget, yet our yearly budget deficit has increased. How can they give the chancellor a positive evaluation with our current budget problems?
- participation, involvement
- I hope they will understand the budget better, understand it first before approving.
- I attended a Special Project meeting called by one of the board members to specifically look at SB850. It concerns me that the Board uses its heart to rush into some programs without using the mechanics of due diligence. For instance, Academic Senate on all levels-the campuses and the State chancellor's office- has passed resolutions asking for more information on the 4-year degree program. Those concerns appeared to be brushed aside. I have been at the District for approximately 16 years and have witnessed the Board rushing into securing the building for OEC without all the necessary safety measures. Now, we find ourselves having to pay out over \$20 million to renovate a building that should have been done correctly in the first place. The Board says it was lied to about the building. That tells me the Board did not use proper measures to oversee the OEC building completion. It concerns me when the Board ties the stabilization fund to deficit spending/budgeting. We knew when the fund was being created it would end. It was created for specific reasons. Much of classified, adjunct faculty and student programs helped build that fund. We want the Board to realize that it is our money and now when classified is in negotiations the stabilization created on classified layoffs should be shared with classified. The Board should be looking at ways with the Chancellor to increase revenue and to hear from the campuses so they know what is going on directly and not indirectly.
- Participatory governance
- The Board needs to pursue information relating to participatory governance. It is not fully aware of what goes on in other upper management meetings, only what they are told. Dig deeper, and get heads out of the sand. (ie: Classified was recently told by a board member that there is 'no discussion of RIF's', but the administration stated there has been discussion of RIF's). No one is perfect, however when things wind up in The Register, we need to take a step back and tighten the reins on more than rank and file employees. This provided a bad light on our district that many work hard to lift. BE MORE INFORMED
- Visiting the SCC Foundation Board meetings at least twice a year.
- Sometimes the Board seems to be playing to the audience than engaging with one another on issues.
- The Board seems to have a low opinion of faculty. The minutes don't capture all the discussions or reports. The Board understands that the colleges are operating under a structural deficit, yet they faulted the colleges for not agreeing to give more money to the Chancellor when he requested an augmentation.
- Collegial consultation with the faculty prior to taking a stand on academic issues would serve fact finding and clear and better decision making. While there is collegial consultation--no implication that the relationship is devoid of this--where curriculum and programmatic shifts are concerned, no public statement should be made without serious consultation. Once that consultation has occurred in earnest, there may be disagreement. If there is, it is appreciated that surprises be avoided at a public meeting.
- Don't listen to the crazy people. Unfortunately we have a few and they are in "leadership" positions.



**Rancho Santiago Community College District (RSCCD)
Student, Staff and Community Input Regarding
RSCCD Board of Trustees' Self-Evaluations
(*Respondents Who Regularly Attend BOT Meetings*)**

October 2014

Background

In 2009, the RSCCD Board of Trustees implemented an annual review of its internal operations and performance. On a regular basis, the Board Policy Committee also reviews the survey instrument, participant list and timelines and make recommendations to the Board to ensure the established procedures is still appropriate for intended self-evaluation purposes.

The Board invites community representatives, faculty/staff and students who interact with them on a regular basis to offer feedback. An online survey instrument is made available to individuals including (but not limited to) the associated student government officers, academic senates officers, the chancellor, vice chancellors, assistant vice chancellors, the college presidents, college vice presidents, representatives of the District's employee unions, college accreditation representatives and community members who serve on the District bond oversight committees or foundations.

The Board reviews the input prior to their own individual assessment using the same survey instrument. At the next meeting, the Board reviews its collective input and develops goals that members want to work on for the year. The following year, the Board asks the community, staff and students to reassess them so they can evaluate the degree to which their goals have been met and to continue to refine the Board's internal operations and performance, if needed.

The survey instrument was disseminated online to ninety-nine individuals; 30 surveys were completed (a 30% response rate). Fifty-five percent (n=17) of respondents reported that they regularly (11+ meetings annually) attend Board of Trustees meetings: 1 student, 14 faculty and staff, and 2 community members. **Those data are included in this report.**

Summary of Findings

The Board is unanimously rated as satisfactory (100% of respondents "agree" or "strongly agree") in seven of the forty-four areas rated by respondents, specifically board members:

- Respecting each others' opinions,
- Keeping the chancellor informed of community contacts,
- Having a positive, cooperative relationship with the chancellor,
- Sustaining a strong board/chancellor partnership and providing ongoing support for the chancellor to foster a strong partnership,
- Working directly with community leaders and elected officials to address issues/legislation that affect the college district,
- Working to build a positive image of the district in the community, and
- Participating in trustee development activities.

The Board is rated lowest (two-thirds of respondents “agree” or “strongly agree” on issues in the area of strategic planning, relationships with staff, and its leadership, specifically board members:

- Understanding its role and that of the chancellor, presidents, faculty and staff (63%),
- Community and district employees’ awareness of who the elected trustees are and their role in district governance (65%),
- Practicing appropriate collegial consultations (65%),
- Understanding the colleges’ educational programs and services (67%), and
- Completing the chancellor’s evaluation process and uses the results to strengthen the chancellor’s performance and relationships (67%).

Comparisons with Prior Years’ Findings:

In making comparisons between 2014 responses and those of prior years, it is important to note that the number of respondents from one survey year to the next varies greatly and that percentages may fluctuate widely due to the low response counts.

The most significant negative changes in ratings compared to the 2013 survey all related to policy roles:

- Community and district employees’ awareness of who the elected trustees are and their role in district governance (-35 percentage points),
- Giving adequate attention to the mission, goals, and future planning of the district (-31 percentage points),
- Understanding the difference between its policy and oversight roles and the roles of the chancellor and staff (-27 percentage points), and
- Practicing appropriate collegial consultation met (-26 percentage points).

Other Findings:

Attention may be needed to develop and/or promote a better understanding of issues pertaining to board relations with the chancellor, presidents, faculty and staff. While this core group of respondents who regularly attend Board meetings tended to respond to all items, a significant proportion indicated “not applicable or don’t know,” mainly:

- Keeping the chancellor informed of community contacts (53%),
- Completing the chancellor evaluation process and using the results to strengthen chancellor’s performance and relationships (47%).
- Following a procedure for annual evaluation of the chancellor (35%),
- Working directly with community leaders and elected official to address issues/legislation that affect the college district (35%), and
- Sustaining a strong board/chancellor partnership and providing ongoing support for the chancellor to foster a strong partnership (29%).

This year, to fully understand how respondents feel about the board’s self-evaluation process, a question about the usefulness of the survey instrument was added. More than one-third (35%) find the instrument “very useful,” more than half (53%) find it “somewhat useful,” 17% were neutral and the remaining 3% did not find it very useful.

Detail data follows.

Detail of Findings

**2014 Results of the Student, Staff and Community Input Regarding RSCCD
Board of Trustees' Self-Evaluations
(Respondents who Regularly Attend BOT Meetings)**

	Distribution of Valid Responses				Total # Respondents	Average Rating (excluding n/a)	Not applicable or don't know
	Strongly Agree	Agree	Disagree	Strongly Disagree			
	1	2	3	4			
Board Organization and Operation							
Board meetings are conducted in a manner in which the purposes are achieved effectively and efficiently.	59%	35%	6%	0%	17	1.47	0%
Board members respect each others' opinions.	63%	37%	0%	0%	16	1.38	0%
The board conducts its meetings in compliance with state laws, including The Brown Act.	63%	31%	6%	0%	16	1.44	6%
Board members understand that they have no legal authority beyond board meetings.	53%	33%	7%	7%	15	1.67	12%
Board members regularly seek the opinion of the student trustee.	44%	38%	18%	0%	16	1.75	6%
Policy Role							
Board meetings focus on policy issues that relate to board responsibilities.	25%	56%	19%	0%	16	1.94	6%
The board focuses on policy in board discussion, not administrative matters.	25%	56%	6%	13%	16	2.06	6%
The board is knowledgeable about the mission and purpose of the institution.	29%	65%	0%	6%	17	1.82	0%
The board clearly delegates the administration of the colleges to the chancellor.	29%	41%	24%	6%	17	2.06	0%
Through the chancellor, the board ensures compliance with federal and state laws and measures for emergency response.	38%	56%	6%	0%	16	1.69	6%
Strategic Planning							
The board understands the budget process.	18%	53%	23%	6%	17	2.18	0%
The board gives adequate attention to the mission, goals, and future planning of the district.	19%	50%	25%	6%	16	2.19	6%
The board regularly develops and reviews goals for continuous improvement.	29%	53%	12%	6%	17	1.94	0%
The board has adopted a planning and evaluation process which assures that the educational needs of students and the community are effectively and efficiently met.	31%	44%	25%	0%	16	1.94	6%
The board understands the colleges' educational programs and services.	20%	47%	20%	13%	15	2.27	0%
The board is appropriately involved in defining the vision and goals of the district.	31%	56%	13%	0%	16	1.81	0%
The board understands the financial audit and accepts responsibility for implementation of its recommendations.	29%	53%	6%	12%	17	2.00	0%
The board understands the fiscal condition of the organization and provides fiscal oversight to assure the financial stability of the district.	25%	44%	13%	18%	16	2.25	6%
The board understands the accreditation process and accepts responsibility for implementation of its recommendations.	25%	63%	6%	6%	16	1.94	6%

**2014 Results of the Student, Staff and Community Input Regarding RSCCD
Board of Trustees' Self-Evaluations
(Respondents who Regularly Attend BOT Meetings)**

	Distribution of Valid Responses				Total # Respondents	Average Rating (excluding n/a)	Not applicable or don't know
	Strongly Agree	Agree	Disagree	Strongly Disagree			
	1	2	3	4			
Board Relations with the Chancellor, Presidents, Faculty, and Staff							
The board reaches decisions on the basis of the study of available background data and consideration of the recommendation of the chancellor.	33%	61%	6%	0%	15	1.73	12%
The board keeps the chancellor informed of community contacts.	75%	25%	0%	0%	8	1.25	53%
The board follows a procedure for annual evaluations of the chancellor.	46%	46%	8%	0%	11	1.64	35%
The board understands the difference between its policy and oversight roles and the roles of the chancellor and staff.	33%	40%	20%	7%	15	2.00	6%
The board and chancellor have a positive, cooperative relationship.	50%	50%	0%	0%	14	1.50	18%
The board understands its role and that of the chancellor, presidents, faculty, and staff.	19%	44%	25%	12%	16	2.31	6%
The board sustains a strong board/chancellor partnership and provides ongoing support for the chancellor to foster a strong partnership.	42%	58%	0%	0%	12	1.58	29%
The board completes the chancellor evaluation process and uses the results to strengthen the chancellor's performance and relationships.	44%	23%	33%	0%	9	1.89	47%
The board follows communication procedures with staff ensuring the chancellor is informed of such communication.	31%	39%	22%	8%	13	2.08	24%
Trustees work directly with community leaders and elected officials (local, state, national) to address issues/legislation that affect the college district.	45%	55%	0%	0%	11	1.55	35%
Community Relations – Advocacy							
Board members are knowledgeable about community college and state-related issues.	20%	60%	20%	0%	15	2.00	6%
The board acts as an advocate for community colleges.	44%	50%	6%	0%	16	1.63	6%
Board members participate actively in community activities.	40%	53%	7%	0%	15	1.67	12%
Board agendas include legislative and state policy issues that will impact the district.	31%	63%	6%	0%	16	1.75	6%
Board members act on behalf of the entire community.	38%	31%	31%	0%	16	1.94	6%
The board recognizes and celebrates positive accomplishments of the district and colleges.	50%	31%	19%	0%	16	1.69	6%
The board works to build a positive image of the district in the community.	53%	47%	0%	0%	15	1.47	12%
Board members adhere to policies for dealing with college, community citizens, and the media.	36%	43%	14%	7%	14	1.93	18%
The community and district employees are aware of who the elected trustees are and their role in district governance.	21%	44%	21%	14%	14	2.29	18%

**2014 Results of the Student, Staff and Community Input Regarding RSCCD
Board of Trustees' Self-Evaluations
(Respondents who Regularly Attend BOT Meetings)**

	Distribution of Valid Responses				Total # Respondents	Average Rating (excluding n/a)	Not applicable or don't know
	Strongly Agree	Agree	Disagree	Strongly Disagree			
	1	2	3	4			
Board Leadership, Ethics, and Standards of Conduct							
The board understands collective bargaining and its role in the process.	25%	56%	13%	6%	16	2.00	6%
The board practices appropriate collegial consultation (participatory governance).	12%	53%	24%	12%	17	2.35	0%
The board maintains confidentiality of privileged information.	47%	33%	20%	0%	15	1.73	12%
The board makes decisions in the best interest of students, the colleges, and the entire district.	38%	31%	31%	0%	16	1.94	6%
The board operates ethically without conflict of interest following established board policies.	44%	44%	12%	0%	16	1.69	6%
Board members participate in trustee development activities.	40%	60%	0%	0%	15	1.60	12%

**Comparison of Results of the Student, Staff and Community Input Regarding RSCCD
Board of Trustees' Self-Evaluations, 2011-2014
(Respondents Who Regularly Attend Meetings)**

	% "strongly agree" or "agree"				% change from 2013
	2014 n=17	2013 n=12	2012 n=20	2011 n=17	
Board Organization and Operation					
Board meetings are conducted in a manner in which the purposes are achieved effectively and efficiently.	94%	100%	70%	93%	-6%
Board members respect each others' opinions.	100%	100%	75%	93%	0%
The board conducts its meetings in compliance with state laws, including The Brown Act.	94%	92%	85%	94%	2%
Board members understand that they have no legal authority beyond board meetings.	86%	80%	85%	86%	6%
Board members regularly seek the opinion of the student trustee.	82%	91%	79%	79%	-9%
Policy Roles					
Board meetings focus on policy issues that relate to board responsibilities.	81%	91%	90%	94%	-10%
The board focuses on policy in board discussion, not administrative matters.	81%	67%	75%	85%	14%
The board is knowledgeable about the mission and purpose of the institution.	94%	83%	80%	93%	11%
The board clearly delegates the administration of the colleges to the chancellor.	70%	82%	90%	94%	-12%
The board ensures compliance with federal and state laws and measures for emergency response.	94%	100%	94%	100%	-6%
Strategic Planning					
The board understands the budget process.	71%	83%	70%	66%	-12%
The board gives adequate attention to the mission, goals, and future planning of the district.	69%	100%	60%	80%	-31%
The board regularly develops and reviews goals for continuous improvement.	82%	100%	69%	78%	-18%
The board has adopted a planning and evaluation process which assures that the educational needs of students and the community are effectively and efficiently met.	75%	92%	60%	73%	-17%
The board understands the colleges' educational programs and services.	67%	64%	55%	80%	3%
The board is appropriately involved in defining the vision and goals of the district.	87%	100%	65%	93%	-13%
The board understands the financial audit and accepts responsibility for implementation of its recommendations.	82%	100%	90%	94%	-18%
The board understands the fiscal condition of the organization and provides fiscal oversight to assure the financial stability of the district.	69%	92%	80%	80%	-23%
The board understands the accreditation process and accepts responsibility for implementation of its recommendations.	88%	83%	65%	74%	5%

**Comparison of Results of the Student, Staff and Community Input Regarding RSCCD
Board of Trustees' Self-Evaluations, 2011-2014
(Respondents Who Regularly Attend Meetings)**

	% "strongly agree" or "agree"				% change from 2013
	2014	2013	2012	2011	
	n=17	n=12	n=20	n=17	
Board Relations with the Chancellor, Presidents, Faculty, and Staff					
The board reaches decisions on the basis of the study of available background data and consideration of the recommendation of the chancellor.	94%	100%	95%	100%	-6%
The board keeps the chancellor informed of community contacts.	100%	100%	100%	100%	0%
The board follows a procedure for annual evaluations of the chancellor.	92%	100%	100%	100%	-8%
The board understands the difference between its policy and oversight roles and the roles of the chancellor and staff.	73%	100%	73%	93%	-27%
The board and chancellor have a positive, cooperative relationship.	100%	100%	94%	100%	0%
The board understands its role and that of the chancellor, presidents, faculty, and staff.	63%	75%	63%	93%	-12%
The board sustains a strong board/chancellor partnership and provides ongoing support for the chancellor to foster a strong partnership.	100%	100%	100%	100%	0%
The board completes the chancellor evaluation process and uses the results to strengthen the chancellor's performance and relationships.	67%	88%	85%	92%	-21%
The board follows communication procedures with staff.	70%	63%	78%	89%	7%
Trustees work directly with community leaders and elected officials (local, state, national) to address issues/legislation that affect the college district.	100%	100%	88%	98%	0%
Community Relations – Advocacy					
Board members are knowledgeable about community college and state-related issues.	80%	100%	80%	94%	-20%
The board acts as an advocate for community colleges.	94%	91%	70%	100%	3%
Board members participate actively in community activities.	93%	92%	88%	86%	1%
Board agendas include legislative and state policy issues that will impact the district.	94%	100%	79%	93%	-6%
Board members act on behalf of the entire community.	69%	64%	63%	78%	5%
The board recognizes and celebrates positive accomplishments of the district and colleges.	81%	92%	85%	93%	-11%
The board works to build a positive image of the district in the community.	100%	92%	74%	85%	8%
Board members adhere to policies for dealing with college, community citizens, and the media.	79%	80%	90%	100%	-1%
The community and district employees are aware of who the elected trustees are and their role in district governance.	65%	100%	65%	71%	-35%
Board Leadership, Ethics, and Standards of Conduct					
The board understands collective bargaining and its role in the process.	81%	100%	78%	100%	-19%
The board practices appropriate collegial consultation (participatory governance).	65%	91%	74%	86%	-26%
The board maintains confidentiality of privileged information.	80%	90%	100%	97%	-10%
The board makes decisions in the best interest of students, the colleges, and the entire district	69%	83%	63%	79%	-14%
The board operates ethically without conflict of interest following established board policies.	88%	73%	61%	91%	15%
Board members participate in trustee development activities.	100%	100%	91%	96%	0%

2014 Respondents' Comments

Board's greatest strengths:

- Following the Brown Act. Following ethical practices of identifying possible conflicts of interest. Maintaining a desire to make decisions that they believe to be in the best interest of the students. Celebrating outstanding students, classified staff, and faculty at the colleges.
- They are generally collegial with each other and they have a good relationship with the chancellor. They don't try to micro-manage.
- The board members appear to work well together and have a good relationship with the chancellor.
- Very involved in the community
- Communication
- They are politically correct.
- Long-serving members bring institutional memory.
- Stop being political and get involved in the campus sites (all of them).
- Professionalism and a commitment to students and the community
- There is a sincere interest in student success and achievement at both colleges. The interests of the community and overarching community college goals are understood. There is a collegial tone amongst the board members, and respect is shown toward the Chancellor, College Presidents, faculty and staff. Even if there are disagreements, respect is demonstrated.
- The individuals and the diversity of the Board.

Major accomplishments of the Board in the past year:

- Reviewing and revising its policies. Reviewing and revising its evaluation process.
- The board finally revised many of their policies of the first time in years and put in place policies that the district has needed for some time.
- Renovations to the colleges
- Lobbying in Sacramento
- Successful completion of the accreditation process and implementation of Measure Q.
- This self-evaluation process has led to many excellent changes. The Comprehensive Master Plan, Mission of the District, and the shift from "Vision" to "Goals" in a serious Strategic Plan, which will be evaluated regularly, makes more sense from an assessment point of view. The Board has demonstrated that it is actively concerned about the accreditation status of the colleges, in that their actions can support or compromise a college's accreditation status. Although the district is not accredited, it is important to understand that the colleges are partners with the district--and the Board is the policy-making body that sets this tone. A tone of competition or imperious behavior does not serve this purpose--and it is evident that the Board has understood this clearly. A subtle shift has occurred in the last years, and this is why I mention this as an accomplishment. This accomplishment is not just for this year; however, I would be remiss not to mention it. Finally, please accept my gratitude for the support given related to the recent accreditation report and preparation for the external evaluation site visits.
- Fundraising activities

Areas in which the Board could improve:

- Adhering to its own board policies. Adhering to AB1725. Behaving in a collegial, respectful, and civil manner even when disagreeing with others. Following faculty recommendations on items upon which the board has agreed that faculty have primary advice, which includes curriculum and degrees. When rejecting faculty recommendations, following education code and providing a written rejection that includes compelling reasons for the rejection. Understanding collegial consultation and engaging it before creating board policy that deals with 10+1 items found in AB1725 and board policy. Learning more about how the RSCCD budget allocation model works as well as budgeting in general. Considering student, faculty, and college voices/input equally to district voices/input.
- The Board needs a clearer understanding of faculty, staff and student roles in shared governance; which includes an understanding of the "10+1," Title 5, Ed Code and our board policies. If faculty, staff or student leaders bring concerns to the Board, those concerns should be investigated and not ignored.
- The Board does not understand the collegial consultation process. Consultation does not involve inviting groups to meetings, it involves seeking them out to discuss issues before taking actions. When those groups voice concerns, the board should not ignore them and move forward without providing a written explanation for their actions. Proceeding against the recommendations of constituent groups undermines the governance process. The Board has legal authority over the budget, yet our yearly budget deficit has increased. How can they give the chancellor a positive evaluation with our current budget problems?
- participation, involvement
- I hope they will understand the budget better, understand it first before approving.
- The Board needs to pursue information relating to participatory governance. It is not fully aware of what goes on in other upper management meetings, only what they are told. Dig deeper, and get heads out of the sand. (ie: Classified was recently told by a board member that there is 'no discussion of RIFs', but the administration stated there has been discussion of RIF's). No one is perfect, however when things wind up in The Register, we need to take a step back and tighten the reins on more than rank and file employees. This provided a bad light on our district that many work hard to lift. BE MORE INFORMED
- Sometimes the Board seems to be playing to the audience than engaging with one another on issues.
- Collegial consultation with the faculty prior to taking a stand on academic issues would serve fact finding and clear and better decision making. While there is collegial consultation--no implication that the relationship is devoid of this--where curriculum and programmatic shifts are concerned, no public statement should be made without serious consultation. Once that consultation has occurred in earnest, there may be disagreement. If there is, it is appreciated that surprises be avoided at a public meeting.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

**HUMAN RESOURCES DOCKET
MANAGEMENT/ACADEMIC
October 27, 2014**

MANAGEMENT

Employment Agreements/Attachments #1-3

Krichmar, Lee
Assistant Vice Chancellor, Information
Technologies Services
District Office

Satele, Arleen
Vice President, Administrative
Services
Santiago Canyon College

Torres, Omar
Vice President, Academic Affairs
Santa Ana College

Leave of Absence

Lyle, Phillip
Director, Network & Communications
Information Technologies Services
District Office

Effective: October 20, 2014 – November 17, 2014
Reason: Family & Medical Leave

FACULTY

Final Placement

Rudd, James
Assistant Professor, Auto Technology/Engine
Human Services & Technology Division
Santa Ana College

Effective: August 18, 2014
Salary Placement: II-11 \$77,282.94/Year

Change of Classification

Salinas, Keo
Master Teacher
SAC Early Childhood Education Center
Child Development Services
District Office

Effective: January 5, 2015
Salary Placement: MT/MA-5 \$43,688.61/Year

FACULTY (CONT'D)

Leave of Absence

Hovanitz, Eric
Professor, Geology
Mathematics & Sciences Division
Santiago Canyon College

Effective: February 2, 2015 – June 6, 2015
Reason: Sabbatical Leave (Professional Growth/Travel)
(12 LHE or 80%)

Hovanitz, Eric
Professor, Geology
Mathematics & Sciences Division
Santiago Canyon College

Effective: February 2, 2015 – June 6, 2015
Reason: Banking Leave (Concurrent with Sabbatical)
(3 LHE or 20%)

Motokane, Carolyn
Counselor/Professor
Counseling & Student Support
Services Division
Santiago Canyon College

Effective: February 2, 2015 - June 30, 2015
Reason: Banked Leave (15 LHE or 100%)

Ratification Of Adjusted Effective Date of Resignation/Retirement

Varela, Anita
Librarian/Associate Professor
Arts, Humanities & Social Sciences
Division/Library
Santiago Canyon College

Effective: February 3, 2015
(Last Day in Paid Status)
Reason: Retirement

Part-time Hourly New Hires/Rehires

Cramer, Joseph W
Instructor, Art
Fine & Performing Arts Division
Santa Ana College

Effective: February 5, 2015
Hourly Lecture/Lab Rates: III-3 \$59.12/\$50.26

Elizalde-Henson, Susan A
Instructor, Art
Fine & Performing Arts Division
Santa Ana College

Effective: February 5, 2015
Hourly Lecture/Lab Rates: III-3 \$59.12/\$50.26

Liang, Mark C
Instructor, Business/Paralegal
Business Division
Santa Ana College

Effective: February 2, 2015
Hourly Lecture/Lab Rates: III-3 \$59.12/\$50.26

FACULTY (CONT'D)

Part-time Hourly New Hires/Rehires

Page, James Samuel
Instructor, Philosophy
Humanities & Social Sciences Division
Santa Ana College

Effective: October 20, 2014
Hourly Lecture Rate: III-3 \$59.12

Reiter, Michael P
Instructor, Public Works/Code Enforcement
Business & Career Technical Education
Santiago Canyon College

Effective: October 23, 2014
Hourly Lecture Rate: III-3 \$59.12

Rico, Juliana
Instructor, Art/Photography
Fine & Performing Arts Division
Santa Ana College

Effective: February 5, 2015
Hourly Lecture/Lab Rates: II-3 \$56.31/\$47.86

Saba, Michael
Instructor, Biology
Mathematics & Sciences Division
Santiago Canyon College

Effective: February 2, 2015
Hourly Lecture/Lab Rates: II-3 \$56.31/\$47.86

Non-paid Instructor of Record

Benavente, Larry
Instructor, Apprenticeship/Carpentry (equivalency)
Business & Career Technical Education
Santiago Canyon College

Effective: November 3, 2014

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

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

2. **Position.** District hereby employs Administrator in the position of **Assistant Vice Chancellor, Information Technologies Services** (“Position”). Administrator is a “classified employee” as defined in sub-section “b” of Section 87001.5 of the *Education Code*, is a “classified administrator” as defined in sub-section “c” of Section 87002 of the *Education Code*, and is a “management employee” as defined in sub-section “g” of Section 3540.1 of the *Government Code*.

3. **Term.** District agrees to employ Administrator, and Administrator agrees to serve in the Position, for the period commencing **October 28, 2014** and ending **June 30, 2016**. If, prior to June 30 of any other year other than the last year of this Agreement the District does not send or deliver a written notice to Administrator that this Agreement shall not be extended for an additional year, then this Agreement automatically shall be extended for one more year. Any notice of non-reemployment in the position must be given by the District at least six (6) months in advance of the date of termination of this Agreement. If notice of non-reemployment is not given by the District at least six (6) months in advance of the date of termination of this Agreement, then the Agreement shall be extended for one (1) additional year pursuant to Education Code Section 72411(c).

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

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

6. **Transfer, Reassignment, or Title Change.** The Chancellor, with the approval of the Board of Trustees, may transfer or reassign Administrator to any position within the District for which Administrator is qualified, and may change the title of the Position, during the term of this Agreement, but there shall be no loss of compensation by Administrator due to such discretionary transfer, reassignment, or title change.

7. **Salary.** District shall pay an annual salary to Administrator in the amount of \$165,600.09 per academic year (July 1 through June 30), pro-rated if less than a full academic year, paid on a monthly basis. District reserves the right to increase the salary of Administrator during the term of this Agreement, but any such increase shall not be construed as an indication that this Agreement will be renewed or extended. Administrator agrees that District also reserves the right to decrease the salary of Administrator during the term of this Agreement as long as such decrease, on a percentage basis, is no more than what is implemented on a general basis for regular, full-time faculty of the District.

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

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

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

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

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

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

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

15. **Retreat Rights.** Administrator has no retreat rights to any faculty or classified position, except as provided by law.

16. **Dismissal or Imposition of Penalties During the Term of this Agreement.** Pursuant to Section 72411.5 of the *Education Code*, then the grounds for dismissal or for imposition of penalties on Administrator during the term of this Agreement shall be dishonesty, insubordination, incompetence, unsatisfactory performance, unprofessional conduct, inability to perform, persistent or serious violation of law or of Board Policy or procedures, or any material and substantial breach of this Agreement. Administrator shall be entitled to due process protections as required by law.

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

18. **Buy-Out of Agreement.** Pursuant to Section 53260 of the *Government Code*, except if District terminates this Agreement pursuant to Section 16 of this Agreement, the maximum cash settlement that Administrator may receive shall be an amount equal to the monthly salary of Administrator multiplied by the number of months left on the unexpired term of this Agreement. However, if the unexpired term of this Agreement is greater than 18 months, the maximum cash settlement shall be an amount equal to the monthly salary of Administrator multiplied by 18. Any cash settlement shall not include any other non-cash items except health benefits which may be continued for the same duration of time as covered in the settlement or until Administrator finds other employment, whichever comes first. If the unexpired term is greater than 18 months, then the maximum time for continued health benefits paid for by District shall be 18 months.

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

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

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

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

23. **Mandatory Mediation and Arbitration.** Except as otherwise prohibited by law, the Parties agree that any dispute, claim, or controversy arising out of the Parties' employment relationship, including, but not limited to, alleged violations of federal, state, or local statutes, including those prohibiting harassment and discrimination, and any other claims, including alleged violations of any provisions of the *Education Code*, which cannot be resolved through informal and confidential discussions, shall be submitted to mediation, and if mediation is unsuccessful, to binding arbitration before a neutral Arbitrator. The mediator and any necessary

Arbitrator shall be selected through Judicial Arbitration & Mediation Services/Endispute (JAMS). Attachment "A" to this Agreement sets forth the procedures to be utilized and is hereby incorporated by reference into this Agreement as if fully set forth within. The Parties agree that they have carefully read Attachment "A," knowingly agree to all of its contents, and knowingly agree to the covenant to mediate and arbitrate all employment disputes contained in Attachment "A".

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

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

For District

Date

Administrator

Date

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

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

2. **Position.** District hereby employs Administrator in the position of **Vice President, Administrative Services** (“Position”). Administrator is a “classified employee” as defined in sub-section “b” of Section 87001.5 of the *Education Code*, is a “classified administrator” as defined in sub-section “c” of Section 87002 of the *Education Code*, and is a “management employee” as defined in sub-section “g” of Section 3540.1 of the *Government Code*.

3. **Term.** District agrees to employ Administrator, and Administrator agrees to serve in the Position, for the period commencing **November 12, 2014** and ending **June 30, 2016**. If, prior to June 30 of any other year other than the last year of this Agreement the District does not send or deliver a written notice to Administrator that this Agreement shall not be extended for an additional year, then this Agreement automatically shall be extended for one more year. Any notice of non-reemployment in the position must be given by the District at least six (6) months in advance of the date of termination of this Agreement. If notice of non-reemployment is not given by the District at least six (6) months in advance of the date of termination of this Agreement, then the Agreement shall be extended for one (1) additional year pursuant to Education Code Section 72411(c).

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

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

6. **Transfer, Reassignment, or Title Change.** The Chancellor, with the approval of the Board of Trustees, may transfer or reassign Administrator to any position within the District for which Administrator is qualified, and may change the title of the Position, during the term of this Agreement, but there shall be no loss of compensation by Administrator due to such discretionary transfer, reassignment, or title change.

7. **Salary.** District shall pay an annual salary to Administrator in the amount of **\$153,097.98** per academic year (July 1 through June 30), pro-rated if less than a full academic year, paid on a monthly basis. District reserves the right to increase the salary of Administrator during the term of this Agreement, but any such increase shall not be construed as an indication that this Agreement will be renewed or extended. Administrator agrees that District also reserves the right to decrease the salary of Administrator during the term of this Agreement as long as such decrease, on a percentage basis, is no more than what is implemented on a general basis for regular, full-time faculty of the District.

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

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

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

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

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

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

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

15. **Retreat Rights.** Administrator has no retreat rights to any faculty or classified position, except as provided by law.

16. **Dismissal or Imposition of Penalties During the Term of this Agreement.**

Pursuant to Section 72411.5 of the *Education Code*, then the grounds for dismissal or for imposition of penalties on Administrator during the term of this Agreement shall be dishonesty, insubordination, incompetence, unsatisfactory performance, unprofessional conduct, inability to perform, persistent or serious violation of law or of Board Policy or procedures, or any material and substantial breach of this Agreement. Administrator shall be entitled to due process protections as required by law.

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

18. **Buy-Out of Agreement.** Pursuant to Section 53260 of the *Government Code*, except if District terminates this Agreement pursuant to Section 16 of this Agreement, the maximum cash settlement that Administrator may receive shall be an amount equal to the monthly salary of Administrator multiplied by the number of months left on the unexpired term of this Agreement. However, if the unexpired term of this Agreement is greater than 18 months, the maximum cash settlement shall be an amount equal to the monthly salary of Administrator multiplied by 18. Any cash settlement shall not include any other non-cash items except health benefits which may be continued for the same duration of time as covered in the settlement or until Administrator finds other employment, whichever comes first. If the unexpired term is greater than 18 months, then the maximum time for continued health benefits paid for by District shall be 18 months.

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

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

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

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

23. **Mandatory Mediation and Arbitration.** Except as otherwise prohibited by law, the Parties agree that any dispute, claim, or controversy arising out of the Parties' employment relationship, including, but not limited to, alleged violations of federal, state, or local statutes, including those prohibiting harassment and discrimination, and any other claims, including alleged violations of any provisions of the *Education Code*, which cannot be resolved through informal and confidential discussions, shall be submitted to mediation, and if mediation is unsuccessful, to binding arbitration before a neutral Arbitrator. The mediator and any necessary

Arbitrator shall be selected through Judicial Arbitration & Mediation Services/Endispute (JAMS). Attachment "A" to this Agreement sets forth the procedures to be utilized and is hereby incorporated by reference into this Agreement as if fully set forth within. The Parties agree that they have carefully read Attachment "A," knowingly agree to all of its contents, and knowingly agree to the covenant to mediate and arbitrate all employment disputes contained in Attachment "A".

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

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

For District

Date

Administrator

Date

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

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

2. **Position.** District hereby employs Administrator in the position of **Vice President, Academic Affairs** (“Position”). Administrator is a “classified employee” as defined in sub-section “b” of Section 87001.5 of the *Education Code*, is a “classified administrator” as defined in sub-section “c” of Section 87002 of the *Education Code*, and is a “management employee” as defined in sub-section “g” of Section 3540.1 of the *Government Code*.

3. **Term.** District agrees to employ Administrator, and Administrator agrees to serve in the Position, for the period commencing **October 29, 2014** and ending **June 30, 2016**. If, prior to June 30 of any other year other than the last year of this Agreement the District does not send or deliver a written notice to Administrator that this Agreement shall not be extended for an additional year, then this Agreement automatically shall be extended for one more year. Any notice of non-reemployment in the position must be given by the District at least six (6) months in advance of the date of termination of this Agreement. If notice of non-reemployment is not given by the District at least six (6) months in advance of the date of termination of this Agreement, then the Agreement shall be extended for one (1) additional year pursuant to Education Code Section 72411(c).

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

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

6. **Transfer, Reassignment, or Title Change.** The Chancellor, with the approval of the Board of Trustees, may transfer or reassign Administrator to any position within the District for which Administrator is qualified, and may change the title of the Position, during the term of this Agreement, but there shall be no loss of compensation by Administrator due to such discretionary transfer, reassignment, or title change.

7. **Salary.** District shall pay an annual salary to Administrator in the amount of **\$153,097.98** per academic year (July 1 through June 30), pro-rated if less than a full academic year, paid on a monthly basis. District reserves the right to increase the salary of Administrator during the term of this Agreement, but any such increase shall not be construed as an indication that this Agreement will be renewed or extended. Administrator agrees that District also reserves the right to decrease the salary of Administrator during the term of this Agreement as long as such decrease, on a percentage basis, is no more than what is implemented on a general basis for regular, full-time faculty of the District.

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

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

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

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

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

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

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

15. **Retreat Rights.** Administrator has no retreat rights to any faculty or classified position, except as provided by law.

16. **Dismissal or Imposition of Penalties During the Term of this Agreement.** Pursuant to Section 72411.5 of the *Education Code*, then the grounds for dismissal or for imposition of penalties on Administrator during the term of this Agreement shall be dishonesty, insubordination, incompetence, unsatisfactory performance, unprofessional conduct, inability to perform, persistent or serious violation of law or of Board Policy or procedures, or any material and substantial breach of this Agreement. Administrator shall be entitled to due process protections as required by law.

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

18. **Buy-Out of Agreement.** Pursuant to Section 53260 of the *Government Code*, except if District terminates this Agreement pursuant to Section 16 of this Agreement, the maximum cash settlement that Administrator may receive shall be an amount equal to the monthly salary of Administrator multiplied by the number of months left on the unexpired term of this Agreement. However, if the unexpired term of this Agreement is greater than 18 months, the maximum cash settlement shall be an amount equal to the monthly salary of Administrator multiplied by 18. Any cash settlement shall not include any other non-cash items except health benefits which may be continued for the same duration of time as covered in the settlement or until Administrator finds other employment, whichever comes first. If the unexpired term is greater than 18 months, then the maximum time for continued health benefits paid for by District shall be 18 months.

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

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

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

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

23. **Mandatory Mediation and Arbitration.** Except as otherwise prohibited by law, the Parties agree that any dispute, claim, or controversy arising out of the Parties' employment relationship, including, but not limited to, alleged violations of federal, state, or local statutes, including those prohibiting harassment and discrimination, and any other claims, including alleged violations of any provisions of the *Education Code*, which cannot be resolved through informal and confidential discussions, shall be submitted to mediation, and if mediation if unsuccessful, to binding arbitration before a neutral Arbitrator. The mediator and any necessary

Arbitrator shall be selected through Judicial Arbitration & Mediation Services/Endispute (JAMS). Attachment "A" to this Agreement sets forth the procedures to be utilized and is hereby incorporated by reference into this Agreement as if fully set forth within. The Parties agree that they have carefully read Attachment "A," knowingly agree to all of its contents, and knowingly agree to the covenant to mediate and arbitrate all employment disputes contained in Attachment "A".

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

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

For District

Date

Administrator

Date

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

**HUMAN RESOURCES DOCKET
CLASSIFIED
OCTOBER 27, 2014**

CLASSIFIEDHourly On Going to Contract

Romero, Isadora Intermediate Clerk From: School of Continuing Education/SAC To: Student Services/ SAC (Reorg 843)	Effective: October 6, 2014 Grade 5, Step 1 \$33, 861.44
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Longevity Increments

Basham, Sherri Payroll Specialist/ Payroll/ District	Effective: December 1, 2014 Grade 11, Step 6 + 2.5%L \$56,524.77
Berganza, Levy High School & Comm. Outreach Spec./ Orange Education Center	Effective: November 1, 2014 Grade 13, Step 6 + 2.5%Bil + 6PG(1500) + 5%L \$67,174.33
Cervantes, Guadalupe Admissions & Records Spec. I/ Admissions/ SCC	Effective: October 1, 2014 Grade 6, Step 6 + 2.5%L \$45,941.53
Davis, Wendy Auxiliary Services Specialist/ Auxiliary Services/ SCC	Effective: November 1, 2014 Grade 10, Step 6 + 5%L \$55,408.61
Dhaliwal, Kamaljeet Admissions & Records Spec. II/ Admissions/ SAC	Effective: November 1, 2014 Grade 8, Step 6 + 5%L \$50,941.43
Easter, Candi Sr. Account Clerk/ Fiscal Services/ District	Effective: November 1, 2014 Grade 10, Step 6 + 1PG (500) + 2.5%L \$54,589.35
Garcia, Jesus Athletic Field Grounds Worker/ Admin. Services/ SAC	Effective: December 1, 2014 Grade 9, Step 6 + 7.5%L \$54,347.50

Longevity Increments cont'd

Glomba, Irene Executive Secretary/ School of Continuing Education/SAC	Effective: October 1, 2014 Grade 14, Step 6 + 2PG(1000) + 5%L \$68,621.49
Herrera, Melven Custodian/ Admin. Services/ SAC	Effective: November 1, 2014 Grade 4, Step 1 + 7.5% GY + 7.5%L \$37,710.34
Jusay, Modesto Custodian/ Admin. Services/ SAC	Effective: December 1, 2014 Grade 4, Step 6 + 5%SW + 7.5%L \$47,092.84
Maa, Ray Network Specialist III/ ITS/ District	Effective: October 1, 2014 Grade 19, Step 6 + 5%L \$90,793.31
Morrow, Linda Program Specialist/ Student Services/ SAC	Effective: October 1, 2014 Grade 10, Step 6 + 7.5%L \$56,727.86
Nguyen, Tuan Anh Student Services Coord./ Counseling/ SAC	Effective: October 1, 2014 Grade 16, Step 6 + 5%L \$75,706.81
Ortega, Richard District Safety Officer/ District	Effective: October 1, 2014 Grade 9, Step 6 + 5%SW + 6PG(3000) + 7.5%L \$59,875.29
Palomares, Jose Skilled Maintenance Worker/ Admin. Services/ SAC	Effective: December 1, 2014 Grade 11, Step 6 + 2.5%L \$56,524.77
Palomares, Maria Custodian/ Admin. Services/ SAC	Effective: December 1, 2014 Grade 4, Step 6 + 2.5%L \$42,906.81
Sartin Vincent, Diane Administrative Secretary/ Student Services/ SCC	Effective: November 1, 2014 Grade 12, Step 6 + 5%L \$60,959.92

Longevity Increments

Barbery, Monika Counseling Assistant/ School of Continuing Education/SAC	Effective: November 1, 2014 Grade 5, Step A + 2.5%Bil + 5%L \$17.43/ Hour
Connaker, William Learning Assistant/ Tutorial Learning Ctr./ SCC	Effective: December 1, 2014 Grade 10, Step A + 2PG (500) + 5%L \$20.80/hour + \$41.67/Mo. PG
Flores, Maria Instructional Assistant/ Orange Education Center	Effective: November 1, 2014 Grade 5, Step A + 5%L \$17.02/ Hour
Serratos, Manuel Test Proctor/ Orange Education Center	Effective: October 1, 2014 Grade 3, Step A + 4PG (1000) + 2.5% Bil + 5%L \$16.35/Hour + \$83.33/Mo. PG
Shah, Sumitra Learning Assistant/ Tutorial Learning Ctr./ SCC	Effective: December 1, 2014 Grade 10, Step A + 5%L \$20.80/Hour
Silva, Nancy Instructional Assistant/ School of Continuing Education/SAC	Effective: November 1, 2014 Grade 5, Step A + 2.5%L \$16.62/Hour

Leave of Absence

Butler, Aaron Athletic Field Grounds Worker/ Admin. Services/ SAC	Effective: 07/01/14 – 07/31/14 05/01/15 – 05/31/15 Reason: Non Work Days 10 Month Contract
Tran, Vien Publications Assistant/ Human Services & Tech./ SAC	Effective: 12/01/14 – 12/05/14 12/29/14 – 01/02/15 02/02/15 – 02/06/15 03/02/15 – 03/13/15 04/27/15 – 05/08/15 06/01/15 – 06/12/15 Reason: Non Work Days 10 Month Contract

Substitute Assignment

Flores, Rodrigo Custodian/ Admin. Services/ SAC	Effective: 10/16/14 – 12/31/14
Garcia, Celia Custodian/ Admin. Services/ SAC	Effective: 10/01/14 – 12/31/14
Godoy, Giovanni Custodian/ Admin. Services/ SAC	Effective: 10/01/14 – 12/31/14
Hernandez, Blanca Custodian/ Admin. Services/ SAC	Effective: 10/01/14 – 12/31/14
Lamar, Tony Custodian/ Admin. Services/ SAC	Effective: 10/01/14 – 12/31/14
Panotes, Jose Custodian/ School of Continuing Education/SAC	Effective: 10/01/14 – 06/30/15
Siebert, Kurt Skilled Maintenance Worker/ Admin. Services/ SAC	Effective: 10/16/14 – 06/30/15
Torres De Camino, Teresa Custodian/ Admin. Services/ SAC	Effective: 10/01/14 – 12/31/14
Vasquez, SanJuana Custodian/ Admin. Services/ SAC	Effective: 10/01/14 – 12/31/14
Vazquez, Alexis Sr. Clerk/ Student Dev./ SCC	Effective: 10/16/14 – 12/19/14

MISCELLANEOUS POSITIONS

Bozarjian, Thomas Community Services Presenter I/ Student Affairs SAC	Effective: 10/06/14
Moebes, Martha Community Services Presenter/ SCC	Effective: 11/15/14

Instructional Associates/Associate Assistants

Criminal Justice

Avalos, Phillip	Effective: 10/28/14
Balicki, John	Effective: 10/28/14
Brio, Stephen	Effective: 09/23/14
Pequeno, Roberto	Effective: 10/28/14
Yoshimoto, Lauren	Effective: 10/28/14
White, Amber	Effective: 10/28/14

COMMUNITY SERVICE PRESENTERS

Stipends Effective September 10 – October 10, 2014

Bradley, Sabrina	Amount: \$ 479.40
Diebolt Pierce	Amount: \$ 60.03
Dutton, Donald	Amount: \$ 715.00
Eyre, John	Amount: \$ 48.72
Fischer Militaru, Mariana	Amount: \$ 860.00
Goldman, Deborah	Amount: \$ 271.44
Gonzalez, Sylvia	Amount: \$ 54.52
Hardy, Kamillia	Amount: \$ 647.28
Kibbe, Joe	Amount: \$ 480.00
Krusemark, LeeAnne	Amount: \$ 181.31
Larsen, JoEllen	Amount: \$ 177.47
Montelone, Sue	Amount: \$ 54.29
Moran, Elaine	Amount: \$ 141.98
Munoz, Jayne	Amount: \$ 240.00

COMMUNITY SERVICE PRESENTERS cont'd
Stipends Effective September 10 – October 10, 2014

Nolasco, Jeffrey	Amount: \$ 435.00
O-Connell, Jalon	Amount: \$ 197.40
Rivera, Rodrigo	Amount: \$ 155.29
Vallot, Lothar	Amount: \$ 60.90
Watson, Katherine	Amount: \$ 266.92
Williams, Ronald	Amount: \$ 383.52
Zimmerman, Kathy	Amount: \$ 57.15

VOLUNTEERS

Michail, Ramez Student Driver/ Kinesiology/ SAC	Effective: 10/28/14 – 06/30/15
Young, Robert Kinesiology/ SAC	Effective: 10/28/14 – 06/30/15

**SANTA ANA COLLEGE
STUDENT ASSISTANT LIST**

Archer, Hede May	Effective: 09/25/14-06/30/15
Casing, Matthew David	Effective: 09/30/14-06/30/15
Cruz, Mathew Aaron	Effective: 09/25/14-06/30/15
Diaz, Steve	Effective: 09/24/14-06/30/15
Dietz, Kimberly Brenda	Effective: 09/29/14-06/30/15
Dinh, Brian	Effective: 09/29/14-06/30/15
Hernandez Gonzalez, Martha	Effective: 09/30/14-06/30/15
Hua, Linh Tran Khanh	Effective: 09/24/14-06/30/15
Lam, Huong Ngoc	Effective: 09/30/14-06/30/15
Le, Thanh Ngoc Hoang	Effective: 10/01/14-06/30/15
Lira, Edwin	Effective: 09/24/14-06/30/15
Martin, Joel Douglas	Effective: 09/29/14-06/30/15
Martinez, Briana Arlene	Effective: 09/24/14-06/30/15
Mejia, Maria D	Effective: 09/23/14-06/30/15
Mendez, Bradley Jay	Effective: 10/01/14-06/30/15
Miresghi, Touba	Effective: 09/30/14-06/30/15
Nguyen, Hanh Thi	Effective: 10/01/14-06/30/15
Nguyen, Na Lyn	Effective: 09/25/14-06/30/15

**SANTA ANA COLLEGE cont'd
STUDENT ASSISTANT LIST**

Nguyen, Thinh Quoc	Effective: 09/24/14-06/30/15
Pham, Thuy T	Effective: 09/22/14-06/30/15
Phi, Huong	Effective: 10/01/14-06/30/15
Pho, Beula Thanh	Effective: 10/01/14-06/30/15
Rambo, Jensene Jennifer Kim	Effective: 09/29/14-06/30/15
Rios, Denise	Effective: 09/26/14-06/30/15
Roman, Angeles Edith	Effective: 10/01/14-06/30/15
Salgado, Roxana Guadalupe	Effective: 09/22/14-06/30/15
Sandoval, Edith	Effective: 09/25/14-06/30/15
Santacruz, Lizeth	Effective: 10/01/14-06/30/15
Tan, Hue Nu Dieu	Effective: 09/25/14-06/30/15
Thai, Jimmy	Effective: 10/01/14-06/30/15
Tran, Tai Anh	Effective: 09/26/14-06/30/15
Vasquez, Vanessa Yvette	Effective: 09/24/14-06/30/15
Vuong, Ngoc Trinh To	Effective: 09/29/14-06/30/15

**Santiago Canyon College
STUDENT ASSISTANT NEW HIRE LIST**

Alvarado, Jessica	Effective Date: 10/10/14 – 06/30/15
Carter, Shannon	Effective Date: 10/08/14 – 06/30/15
Mahmoud, Pegah	Effective Date: 10/15/14 – 06/30/15
McKim, Catherine	Effective Date: 10/07/14 – 06/30/15
Riestra, Elia	Effective Date: 10/07/14 – 06/30/15
Rivera, Patricia	Effective Date: 10/13/14 – 06/30/15
Vasquez, Yajaira	Effective Date: 10/08/14 – 06/30/15

AUTHORIZATION FOR BOARD TRAVEL/CONFERENCES (with actual and necessary expenses and cash advances as requested)

BOARD MEMBERS (to be approved)

Community College League of California 2014 Annual
Convention
Rancho Mirage, California – November 19-22, 2014

1 Board Members
(Alana Voechting)