

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**Board of Trustees (Regular meeting)**  
**Monday, November 16, 2009**  
**2323 North Broadway, #107**  
**Santa Ana, CA 92706**

**Vision Statement (Board of Trustees)**

Rancho Santiago Community College District is a learning community. The college district and its colleges are committed to ensuring access and equity and to planning comprehensive educational opportunities throughout our communities. We will be global leaders in many fields, delivering cost-effective, innovative programs and services that are responsive to the diverse needs and interests of all students. We will be exceptionally sensitive and responsive to the economic and educational needs of our students and communities. The environment will be collegial and supportive for students, staff, and the communities we serve.

We will promote and extensively participate in partnerships with other educational providers, business, industry, and community groups. We will enhance our communities' cultural, educational, and economic well-being.

We will be a leader in the state in student success outcomes. Students who complete programs will be prepared for success in business, industry, careers, and all future educational endeavors. We will prepare students to embrace and engage the diversity of our global community and to assume leadership roles in their work and public lives.

**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 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.

1.4 Approval of Minutes – Regular meeting of October 26, 2009

**Action**

1.5 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.

**2.0 INFORMATIONAL ITEMS AND ORAL REPORTS**

- 2.1 Report from the Chancellor
- 2.2 Reports from College Presidents
  - 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

### **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. Part-time Faculty
  - b. Classified Staff
  - c. Student Workers
  - d. Professional Experts
  - e. Educational and Classified Administrators
2. Personnel (pursuant to Government Code Section 54957.6)
  - a. Evaluation of the Chancellor

### **RECONVENE**

#### **Issues discussed in Closed Session (Board Clerk)**

##### **Public Comment**

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**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.

### **3.0 HUMAN RESOURCES**

- 3.1 Management/Academic Personnel Action
- Approval of Cabinet and Management Salary Schedules
  - Approval of Employment Agreement
  - Ratification of Resignations/Retirements
  - Approval of Full-time and Part-time Faculty Salary Schedules
  - Approval of Additional Faculty Service Areas
  - Approval of Stipends
  - Approval of Leaves of Absence
  - Approval of Changes of Assignment
  - Approval of Part-time/Hourly Hires/Rehires
  - Approval of Non-paid Intern Services
- 3.2 Classified Personnel Action
- Approval of CSEA Salary Schedule
  - Approval of Voluntary Furloughs
  - Approval of Hourly On Going to Full Time
  - Approval of Changes in Positions
  - Approval of Out of Class Assignments
  - Approval of Leaves of Absence
  - Ratification of Resignations/Retirements
  - Approval of New Appointments
  - Approval of Temporary to Hourly On Going
  - Approval of Temporary Assignments
  - Approval of Instructional Associates/Associate Assistants
  - Approval of Community Service Presenters
  - Approval of Volunteers
  - Approval of Lists of Student Assistants
- 3.3 Approval of Search Consultant and Timeline for Chancellor Search Action
- It is recommended the board 1) engage Community College Search Services to assist in the recruitment and selection process of a new chancellor, and 2) approve the timeline for the chancellor search process and authorize the Executive Vice Chancellor of Human Resources and Educational Services to chair the screening committee and coordinate the recruitment and selection process with the selected search firm.
- 3.4 Authorization for Board Travel/Conferences Action

#### **4.0 INSTRUCTION**

- \*4.1 Ratification of Recipients of Associate Degrees and Certificates for Summer 2009 at Santa Ana College (SAC) Action  
The administration recommends ratification of the recipients of associate degrees and certificates for Summer 2009 at Santa Ana College.
- \*4.2 Ratification of Recipients of Associate Degrees and Certificates for Summer 2009 at Santiago Canyon College (SCC) Action  
The administration recommends ratification of the recipients of associate degrees and certificates for Summer 2009 at Santiago Canyon College.
- \*4.3 Approval of Community Services Program at Santa Ana College for Spring 2010 Action  
The administration recommends approval of the list attached to the agenda for the proposed Community Services program at Santa Ana College for Spring 2010.
- \*4.4 Approval of Community Services Program at Santiago Canyon College for Spring 2010 Action  
The administration recommends approval of the list attached to the agenda for the proposed Community Services program at Santiago Canyon College for Spring 2010.
- \*4.5 Approval of Memorandum of Understanding with Our Lady of Pilar Church Action  
The administration recommends approval of this memorandum of understanding on behalf of Santa Ana College School of Continuing Education with Our Lady of Pilar Church in Santa Ana, California.
- \*4.6 Approval of New OTA Agreement – Head To Toe Therapy Action  
The administration recommends approval of this new OTA agreement with Head To Toe Therapy in Santa Ana, California.
- 4.7 Approval to Name the Santa Ana College Baseball Field Action  
The administration recommends approval of the naming of the Santa Ana College baseball field to *Sneddon Field*.
- \*4.8 Approval of Apprenticeship Barbering Lease Agreement Action  
The administration recommends approval of this contract with Creation Salon for 2009-2010 as presented.

\* Item is included on the Consent Calendar, Item 1.5.

- \*4.9 Authorization of Student Representation Fee at Santiago Canyon College Action  
The administration recommends support of the ASG referendum and authorization for implementation of the student representation fee at Santiago Canyon College in Spring 2010.

## **5.0 BUSINESS OPERATIONS/FISCAL SERVICES**

- \*5.1 Approval of Payment of Bills Action  
The administration recommends payment of bills as submitted.
- \*5.2 Approval of Budget Transfers and Budget Increases/Decreases Action  
The administration recommends approval of budget transfers, increases, and decreases during the month of October 2009.
- \*5.3 Approval of Quarterly Financial Status Report (CCFS-311Q) for Period Ended September 30, 2009 Action  
The administration recommends approval of the CCFS-311Q for the period ending September 30, 2009, as presented.
- 5.4 Quarterly Investment Report as of September 30, 2009 Information  
The administration presents the quarterly investment report as of September 30, 2009 as information.
- 5.5 Approval of Change Order #1 - Bid #1065 – HVAC for the New Science Building (State Portion) at Santiago Canyon College Action  
The administration recommends approval of change order #1, Athena Engineering, Inc., for Bid #1065, HVAC for the SCC science building as presented.
- \*5.6 Approval of Change Order #3 - Bid #1064 – Electrical for the New Science Building (State Portion) at Santiago Canyon College Action  
The administration recommends approval of change order #3, Baker Electric for Bid #1064 for electrical in the SCC science building as presented.
- \*5.7 Approval of Change Order #1 - Bid #1076 – Glass/Glazing for the New Science Building (State Portion) at Santiago Canyon College Action  
The administration recommends approval of change order #1, Best Contracting Services for Bid #1076 for glass and glazing for the SCC Science building as presented.

- \*5.8 Approval of Change Order #1 - Bid #1076 – Glass/Glazing for the New Science Building (Bond Portion) at Santiago Canyon College Action  
The administration recommends approval of change order #1, Best Contracting Services for Bid #1076, glass and glazing for SCC science building as presented.
- \*5.9 Approval of Change Order #4 – Bid #1063 – Plumbing for the New Science Building (State Portion) at Santiago Canyon College Action  
The administration recommends approval of change order #4, J.M. Farnan Company, Inc. for Bid #1063, plumbing in the SCC science building as presented.
- \*5.10 Approval of Change Order #3 – Bid #1116 – Gym Restroom Addition, Gym Floor Replacement and Fire Sprinkler Installation at Santa Ana College Action  
The administration recommends approval of change order #3, General Consolidated Constructors, Inc. for Bid #1116, construction of the gym restroom addition, gym floor replacement, and fire sprinkler installation at SAC as presented.
- \*5.11 Approval of Change Order #1 – Bid #1099 – Earthwork, Demolition, and Paving for the New Child Development Center at Santa Ana College Action  
The administration recommends approval of change order #1, Triangle Enterprises, Inc. for Bid #1099, earthwork, demolition, and paving for the SAC child development center as presented.
- \*5.12 Approval of Architectural Contract: Miscellaneous SAC and SCC Projects Action  
The administration recommends approval of the request for additional services provided by LPA, Inc. in the amount of \$170,030 as presented.
- 5.13 Award of Bid #1131 – Relocation of Portable Classrooms at Santiago Canyon College Action  
The administration recommends awarding Bid #1131 to DLG Electric and Construction for the relocation of portable classrooms at SCC as presented.
- \*5.14 Approval of Construction Management Services for various Santiago Canyon College Projects Action  
The administration recommends the chancellor or his designee be authorized to enter into an agreement with Seville Construction Management Services in the amount of \$3,031,485 for the various SCC projects as presented.

- \*5.15 Approval of Surplus Property Action  
The administration recommends the list of equipment attached to the agenda be declared as surplus property and utilize The Liquidation Company to conduct an auction as presented.
- \*5.16 Approval of Donation of Surplus Items Action  
The administration recommends approval of the donations to Tustin Unified School District, Santa Ana Unified School District, Irvine Unified School District, and Orange Unified School District as presented.
- \*5.17 Approval of Bid #1125 – Santiago Canyon College Audio Visual Equipment and Installation Action  
The administration recommends acceptance of the bid and approval of awarding the bid to Troxell Communications, Inc. for Bid #1125 – SCC audio visual equipment and installation as presented.
- \*5.18 Approval of Contracts with Dell Marketing L.P. and Hewlett Packard Company Action  
The administration recommends approval of a contract with Dell Marketing L.P. pursuant to the Master Price Agreement #B27160 and approval of the contract with Hewlett Packard Company pursuant to the Master Price Agreement #B27164, awarded by the State of Minnesota on behalf of the National Association of State Procurement Officials/Western States Contracting Alliance (NASPO/WSCA) and approved for usage by the State of California pursuant to California Participating Addendums, for the purchase of computer equipment, software, peripherals, and related services, and any future renewals, extensions, and addendums as presented.
- \*5.19 Approval of Purchase Orders Action  
The administration recommends approval of the purchase order listing for the period October 11, 2009, through October 31, 2009.

## **6.0 GENERAL**

- \*6.1 Approval of Resource Development Items Action  
The administration recommends approval of budgets, acceptance of grants, and authorization of the chancellor or his designee to enter into related contractual agreements on behalf of the district for the following:
- AB1725 – Equality Employment Opportunity (EEO) \$ 13,958
    - Diversity Allocation Funds (District)
  - Board Financial Assistance Program (BFAP) (SCC) \$322,142
  - Taller San Jose – Medical Career Academy (CEC) \$ 4,000
  - Teachers Assisting Students to Excel in Mathematics (TASEL-M) – Year 1 (SAC) \$ 15,440

\* Item is included on the Consent Calendar, Item 1.5.

\*6.2 Approval of Resolution #09-27 Authorizing Payment to Trustee Absent from Board Meetings Action

This resolution requests authorization of payment to R. David Chapel for his absence on October 12, 2009, due to illness and October 26, 2009, due to a family emergency.

\*6.3 Approval of Resolution #09-28 Authorizing Payment to Trustee Absent from Board Meeting Action

This resolution requests authorization of payment to Brian Conley for his absence on October 26, 2009, due to illness.

6.4 Board Member Comments Information

**7.0 ADJOURNMENT** - The next regular meeting of the Board of Trustees will be held on December 7, 2009.

\* Item is included on the Consent Calendar, Item 1.5.

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**2323 North Broadway, #107**  
**Santa Ana, CA 92706**

**Board of Trustees (Regular meeting)**

**Monday, October 26, 2009**

**MINUTES**

**1.0 PROCEDURAL MATTERS**

1.1 Call to Order

The meeting was called to order at 4:34 p.m. by Mr. Larry Labrado. Other members present were Mr. John Hanna, Ms. Gloria Holguin, Ms. Lisa Woolery and Mr. Phillip Yarbrough. Mr. Mark McLoughlin arrived at the time noted. Dr. David Chapel was not in attendance due to a family emergency; Mr. Brian Conley was not in attendance due to illness.

Administrators present during the regular meeting were Mr. John Didion, Dr. Edward Hernandez, Jr., Dr. Erlinda Martinez, and Mr. Juan Vázquez. 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. Tina Lam, Student President at Santiago Canyon College.

1.3 Public Comment

There were no public comments.

1.4 Approval of Minutes

It was moved by Mr. Yarbrough, seconded by Ms. Woolery, and carried unanimously to approve the minutes of the regular meeting held October 12, 2009, with the following correction (underlined) read into the record by Mr. John Hanna:

*After meeting with the RSCCD Foundation, Mr. Hanna reported the foundation members present supported sponsoring a Chancellor's Ball in spring 2010.*

1.5 Approval of Consent Calendar

It was moved by Mr. Yarbrough, seconded by Mr. Hanna, and carried unanimously to approve the recommended action on the following items as listed on the Consent Calendar:

1.5 Approval of Consent Calendar – (cont.)

4.1 Approval of Renewal of Criminal Justice Academy (CJA) Agreement:  
California Narcotics Association (CNOA)

The board approved this CJA Agreement with the California Narcotics Officers Association (CNOA) in Valencia, California.

5.1 Approval of Payment of Bills

The board approved payment of bills as submitted.

5.2 Approval of Amendment No. One (1) – Santa Ana College Sprint/Nextel Lease

The board approved the Sprint/Nextel Amendment No. One (1) at Santa Ana College as presented.

5.4 Approval of CMAS Contract to Accuvant, Inc.

The board approved the use of California Multiple Award Schedule Contract #3-09-70-2428M and all future contract extensions, supplements, and modifications offered by Accuvant, Inc., as presented.

5.5 Approval of Purchase Orders

The board approved the purchase order listing for the period September 13, 2009, through October 10, 2009.

6.1 Approval of Resource Development Items

The board approved budgets, accepted grants, and authorized the chancellor or his designee to enter into related contractual agreements on behalf of the district for the following:

- ARRA Cooperative Contract – Workability III (SAC)	\$ 85,451
- Student Support Services – Year 4 – Augmentation (SAC)	\$ 2,722
- WIA II – Adult Basic Education Programs (CEC/OEC)	\$2,620,426

6.2 Adoption of Resolution No. 09-25 – California Department of Education  
(CRPM-7127)

The board adopted the resolution agreement with the California Department of Education that authorizes the chancellor or his designee(s) to sign the contract documents for the 2009-2010 fiscal year.

6.3 Adoption of Resolution No. 09-26 – California Department of Rehabilitation  
(27499A)

The board adopted the resolution agreement that authorizes the Vice Chancellor, Business Operations and Fiscal Services, and identified designee(s) to sign the contract, associated amendments, and clauses.

## **2.0 INFORMATIONAL ITEMS AND ORAL REPORTS**

### **2.1 Report from Chancellor**

Dr. Edward Hernandez, Jr. provided a report to the board.

### **2.2 Reports from College Presidents**

The following college presidents provided reports to the board:

Dr. Erlinda Martinez, President, Santa Ana College (SAC)  
Mr. Juan Vázquez, President, Santiago Canyon College (SCC)

### **2.3 Report from Student Trustee**

Ms. Gloria Holguin provided a report to the board.

### **2.4 Reports from Student Presidents**

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

Mr. Alejandro Flores, Student President, Santa Ana College  
Ms. Tina Lam, Student President, Santiago Canyon College

### **2.5 Reports from Academic Senate Presidents**

The following academic senate presidents provided reports to the board:

Mr. Morrie Barembaum, Academic Senate President, Santiago Canyon College  
Mr. John Zarske, Academic Senate President, Santa Ana College

## **RECESS TO CLOSED SESSION**

The board convened into closed session at 5:42 p.m. to consider the following items:

1. Public Employment (pursuant to Section 54957[b][1])
  - a. Full-time Faculty
  - b. Part-time Faculty
  - c. Classified Staff
  - d. Student Workers
  - e. Professional Experts
  - f. Educational and Classified Administrators

2. Conference with Labor Negotiator (pursuant to 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  
Continuing Education Faculty Association
3. Conference with Legal Counsel: Existing Litigation (pursuant to Government Code, Section 54956.9[a])

*Rodriguez v. Rancho Santiago Community College District et al, Orange County Superior Court Case No. 30-2008-00114370*

Mr. McLoughlin arrived at this time.

### **RECONVENE**

The board reconvened at 6:25 p.m.

#### **Closed Session Report**

Mr. Labrado reported the board discussed the aforementioned items, and there was no action taken during closed session.

#### **Public Comment**

There were no public comments.

### **3.0 HUMAN RESOURCES**

#### **3.1 Management/Academic Personnel**

It was moved by Mr. Yarbrough, seconded by Ms. Woolery, and carried unanimously to approve the following action on the management/academic personnel docket:

- Approve New Job Description
- Approve Permanent 2009-10 Salary Schedule for CEFA
- Approve Rehiring Temporary Non-tenure Track Employees
- Approve Non-renewal of Temporary Non-tenure Track Employees
- Approve End of Interim Assignments/Return to Regular Assignments
- Approve Leaves of Absence
- Approve Stipends
- Approve Part-time/Hourly Hires/Rehires

### 3.2 Classified Personnel

It was moved by Mr. Yarbrough, seconded by Ms. Woolery, and carried unanimously to approve the following action on the classified personnel docket:

- Approve Reduction in Force Lay Offs
- Approve Professional Growth Increments
- Approve Out of Class Assignments
- Approve Changes in Positions
- Approve Leaves of Absence
- Ratify Resignations/Retirements
- Approve New Assignments due to Reinstatement
- Approve Temporary Assignments
- Approve Additional Hours for On Going Assignments
- Approve Substitute Assignments
- Approve Instructional Associates/Associate Assistants
- Approve Student Assistants

### 3.3 Approval of Public Disclosure of Collective Bargaining Agreement Between Rancho Santiago Community College District and California School Employees Association, Chapter 579

It was moved by Mr. Yarbrough, seconded by Ms. Woolery, and carried unanimously to approve modifications to the current three-year agreement with California School Employees Association, Chapter 579, for the period of July 1, 2007, through June 30, 2010.

### 3.4 Adoption of Modifications to PARS Retirement Plan and Agreement

It was moved by Mr. Yarbrough, seconded by Ms. Woolery, and carried unanimously to authorize the chancellor or his designee to execute the amended plan agreement with Public Agency Retirement Services for the district's alternate retirement plan.

### 3.5 Approval of Search Consultant and Timeline for Chancellor Search

It was moved by Mr. Yarbrough and seconded by Ms. Woolery to 1) select an executive search firm to assist in the recruitment and selection process of a new chancellor; 2) approve the timeline for the chancellor search process; and 3) authorize the Executive Vice Chancellor of Human Resources and Educational Services to chair the screening committee and coordinate the recruitment and selection process with the selected search firm.

Discussion ensued. It was moved by Ms. Woolery and seconded by Mr. Yarbrough to amend the original motion to 1) postpone selection of an executive search firm to

assist in the recruitment and selection process of a new chancellor until the November 16<sup>th</sup> board meeting (when the full board would be in attendance); 2) approve the timeline for the chancellor search process, and 3) authorize the Executive Vice Chancellor of Human Resources and Educational Services to chair the screening committee and coordinate the recruitment and selection process with the selected search firm.

Discussion ensued. The amendment to the original motion carried with the following vote: Aye – Mr. Hanna, Mr. Labrado, Ms. Woolery, and Mr. Yarbrough; Nay – Mr. McLoughlin. Student trustee Holguin’s advisory vote was nay.

Discussion ensued. The amended motion failed with the following vote: Aye – Mr. Labrado, Ms. Woolery, and Mr. Yarbrough; Nay – Mr. Hanna and Mr. McLoughlin. Student trustee Holguin’s advisory vote was nay.

It was moved by Mr. Hanna, seconded by Mr. Yarbrough, and carried unanimously to reconsider the amended motion.

It was moved by Mr. Hanna, seconded by Mr. Yarbrough, and carried unanimously to receive a recommendation on an executive search firm to assist in the recruitment and selection process of a new chancellor from the Chancellor or Vice Chancellor of Human Resources & Educational Services at the November 16<sup>th</sup> board meeting.

### 3.6 Authorization for Board Travel/Conferences

It was moved by Mr. Yarbrough, seconded by Ms. Woolery, and carried unanimously to approve to approve the submitted conference and travel by a board member.

## 4.0 INSTRUCTION

Item 4.1 was approved as part of Item 1.5: Consent Calendar.

## 5.0 BUSINESS OPERATIONS/FISCAL SERVICES

Items 5.1, 5.2, 5.4, and 5.5 were approved as part of Item 1.5: Consent Calendar.

### 5.3 Approval of Southern California Edison Company Electrical Facilities at SCC Maintenance & Operations Building

It was moved by Mr. Yarbrough, seconded by Ms. Woolery, and carried unanimously to approve the request for additional electrical services at the SCC Maintenance & Operations building as presented.

## **6.0 GENERAL**

Items 6.1, 6.2, and 6.3 were approved as part of Item 1.5: Consent Calendar.

### **6.4 Board Member Comments**

Ms. Holguin thanked the board for considering the students' views on delaying selection of a search firm to assist in the recruitment and selection process of a new chancellor.

Mr. Yarbrough thanked Ms. Laurie Weidner for her work with elected officials during this time of economic difficulty.

## **7.0 ADJOURNMENT**

The next regular meeting of the Board of Trustees will be held on November 16, 2009, at the District Office, 2323 N. Broadway, Santa Ana, California.

There being no further business, Mr. Labrado declared this meeting adjourned at 6:44 p.m.

Respectfully submitted,

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Eddie Hernandez, Jr., Ed.D.  
Chancellor

Approved: \_\_\_\_\_  
Clerk of the Board

Minutes approved: November 16, 2009

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

HUMAN RESOURCES DOCKET  
MANAGEMENT/ACADEMIC

November 16, 2009

**MANAGEMENT**

Permanent 2009/2010 Cabinet Salary Schedule/Attachment #1

Permanent 2009/2010 Management Salary Schedule/Attachment #2

New Job Description/Attachment #3

Director, Early Head Start  
Academic Supervisor  
Grade Level J

Employment Agreement/Attachment #4

Soltis, Kenneth

Ratification of Resignation/Retirement

Villarraga, Gina  
Family Services Manager  
Child Development Services  
District

Effective: November 1, 2009  
Reason: Resignation

**FACULTY**

Permanent 2009/2010 FARSCCD 175 Day Contract Salary Schedule/Attachment #5

Permanent 2009/2010 FARSCCD 192 Day Contract Salary Schedule/Attachment #6

Permanent 2009/2010 FARSCCD 225 Day Contract Salary Schedule/Attachment #7

Permanent 2009/2010 FARSCCD Part-time/Beyond Contract Salary Schedule B/Attachment #8

Permanent 2009/2010 FARSCCD Summer Credit Salary Schedule A/Attachment #9

Permanent 2009/2010 FARSCCD Summer Non-credit Salary Schedule C/Attachment #10

**FACULTY (CONT'D)**

Additional Faculty Service Areas (FSA)

Coffman, Jodi  
Professor/Head Coach, Exercise Science  
Exercise Science, Health and Athletics Division  
Santa Ana College

Effective: August 24, 2009  
FSA: Counseling, and Study Skills

Stipends

Cipolla, Matt  
Assistant Coach Women's Track and Field  
Business, Math & Sciences Division  
Santiago Canyon College

Effective: February 1, 2010 to May 31, 2010  
Amount: \$2,250.00  
Reason: Athletic Coaching

Sakamoto, Scott  
Associate Professor, Math  
Business, Math and Sciences Division  
Santiago Canyon College

Effective: December 8, 2009  
Amount: \$1,000.00  
Reason: Learning Communities  
(Grant)

Staengel, William  
Assistant Coach Women's Track and Field  
Business, Math & Sciences Division  
Santiago Canyon College

Effective: February 1, 2010 to May 31, 2010  
Amount: \$2,250.00  
Reason: Athletic Coaching

Leaves of Absence

Dela Cusack, Lisa  
Associate Professor, English  
Arts, Humanities and Social Sciences Division  
Santiago Canyon College

Effective: October 31 – December 19, 2009  
Reason: Maternity Leave

Dela Cusack, Lisa  
Associate Professor, English  
Arts, Humanities and Social Sciences Division  
Santiago Canyon College

Effective: February 1 – June 4, 2010  
Reason: Banking Leave (15 LHE)

**FACULTY (CONT'D)**

*Change of Assignment*

Sergio, Tiffany  
Instructor, Vocational  
Continuing Education Division/CEC  
Santa Ana College

Effective: January 11, 2010  
Reason: Returning to Part Time Status  
Hourly Lecture Rate: II-2 \$41.97

*Part-time/Hourly Hires/Rehires*

Cohen, Laura  
Instructor, Criminal Justice Academy  
Human Services and Technology Division  
Santa Ana College

Effective: November 17, 2009  
Hourly Lecture/Lab Rate: II-3 \$54.32/\$46.17

Campos, Claudia  
Instructor, High School Subjects/ABE/GED  
Continuing Education Division/OEC  
Santiago Canyon College

Effective: November 9, 2009  
Hourly Lecture Rate: I-2 \$40.97

De Leon, Jessica  
Instructor, Biology (equivalency)  
Sciences & Mathematics Division  
Santa Ana College

Effective: February 1, 2010  
Hourly Lecture/Lab Rate: I-3 \$51.73/\$43.97

Manning, James  
Instructor, Career Education/Tech Prep  
Human Services & Technology Division  
Santa Ana College

Effective: November 11, 2009  
Hourly Non-Instructional Rate: III-4 \$29.94

Scott, Robert  
Instructor, Public Works  
Instructional Services and Career Education Division  
Santiago Canyon College

Effective: November 2, 2009  
Hourly Lecture Rate: I-3 \$51.73

Sternshein, Sanford  
Instructor, Television/Video  
Instructional Services and Career Education Division  
Santiago Canyon College

Effective: October 28, 2009  
Hourly Lecture Rate: II-3 \$54.32

**FACULTY (CONT'D)**

**Part-time/Hourly Hires/Rehires (cont'd)**

Wallace, James  
Instructor, Theatre  
Fine and Performing Arts Division  
Santa Ana College

Effective: November 3, 2009  
Hourly Lecture Rate: II-3 \$54.32

**Non-paid Intern Service**

Martello, Jacqueline  
Teaching Internship  
American College English  
Arts, Humanities and Social Sciences Division  
Santiago Canyon College

Effective: November 17 – December 18, 2009  
College Affiliation: Azusa Pacific

**2009/2010 Cabinet Salary Schedule**

<b>TITLE</b>	<b>STEP 1</b>	<b>STEP 2</b>	<b>STEP 3</b>	<b>STEP 4</b>	<b>STEP 5</b>	<b>STEP 6</b>	<b>STEP 7</b>
<b>Executive Vice Chancellor, Human Resources and Educational Services</b>	\$13,390	\$13,925	\$14,481	\$15,061	\$15,664	\$16,291	\$ 16,943
<b>Vice Chancellor, Business Operations and Fiscal Services</b>	\$13,390	\$13,925	\$14,481	\$15,061	\$15,664	\$16,291	\$ 16,943
<b>President, Santa Ana College</b>	\$13,390	\$13,925	\$14,481	\$15,061	\$15,664	\$16,291	\$ 16,943
<b>President, Santiago Canyon College</b>	\$13,390	\$13,925	\$14,481	\$15,061	\$15,664	\$16,291	\$ 16,943
<b>Executive Director, Public Affairs and Governmental Relations</b>	\$10,521	\$10,942	\$11,380	\$11,836	\$12,308	\$12,801	\$13,313

**ADDITIONAL COMPENSATION****All Cabinet Members**

**Professional Expense Allowance:** \$ 325 per month

**Vice Chancellors & College Presidents**

**Tax Sheltered Annuity** \$ 525 per month

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT  
MANAGEMENT SALARY SCHEDULE  
Effective July 1, 2009**

<b>GRADE</b>	<b>STEP 1</b>	<b>STEP 2</b>	<b>STEP 3</b>	<b>STEP 4</b>	<b>STEP 5</b>	<b>STEP 6</b>	<b>STEP 7</b>
<b>A</b>	<b>10521</b>	<b>10941</b>	<b>11380</b>	<b>11835</b>	<b>12307</b>	<b>12800</b>	<b>13312</b>
<b>B</b>	<b>9849</b>	<b>10242</b>	<b>10652</b>	<b>11077</b>	<b>11520</b>	<b>11981</b>	<b>12461</b>
<b>C</b>	<b>9175</b>	<b>9541</b>	<b>9922</b>	<b>10319</b>	<b>10732</b>	<b>11161</b>	<b>11608</b>
<b>D</b>	<b>8497</b>	<b>8837</b>	<b>9191</b>	<b>9558</b>	<b>9941</b>	<b>10338</b>	<b>10752</b>
<b>E</b>	<b>7651</b>	<b>8034</b>	<b>8436</b>	<b>8858</b>	<b>9300</b>	<b>9766</b>	<b>10254</b>
<b>F</b>	<b>7109</b>	<b>7466</b>	<b>7839</b>	<b>8231</b>	<b>8643</b>	<b>9075</b>	<b>9528</b>
<b>G</b>	<b>6694</b>	<b>7029</b>	<b>7380</b>	<b>7749</b>	<b>8136</b>	<b>8544</b>	<b>8971</b>
<b>H</b>	<b>6313</b>	<b>6629</b>	<b>6961</b>	<b>7309</b>	<b>7674</b>	<b>8058</b>	<b>8461</b>
<b>I</b>	<b>5966</b>	<b>6264</b>	<b>6578</b>	<b>6906</b>	<b>7251</b>	<b>7615</b>	<b>7995</b>
<b>J</b>	<b>5659</b>	<b>5941</b>	<b>6239</b>	<b>6550</b>	<b>6878</b>	<b>7222</b>	<b>7583</b>
<b>K</b>	<b>5371</b>	<b>5640</b>	<b>5920</b>	<b>6216</b>	<b>6527</b>	<b>6855</b>	<b>7198</b>
<b>L</b>	<b>5112</b>	<b>5367</b>	<b>5636</b>	<b>5917</b>	<b>6212</b>	<b>6523</b>	<b>6850</b>
<b>M</b>	<b>4874</b>	<b>5119</b>	<b>5374</b>	<b>5643</b>	<b>5925</b>	<b>6221</b>	<b>6532</b>
<b>N</b>	<b>4668</b>	<b>4902</b>	<b>5146</b>	<b>5404</b>	<b>5674</b>	<b>5958</b>	<b>6256</b>
<b>O</b>	<b>4470</b>	<b>4693</b>	<b>4928</b>	<b>5173</b>	<b>5432</b>	<b>5705</b>	<b>5990</b>
<b>P</b>	<b>4297</b>	<b>4512</b>	<b>4738</b>	<b>4974</b>	<b>5223</b>	<b>5485</b>	<b>5760</b>
<b>Q</b>	<b>4141</b>	<b>4347</b>	<b>4564</b>	<b>4794</b>	<b>5034</b>	<b>5285</b>	<b>5550</b>
<b>R</b>	<b>3992</b>	<b>4192</b>	<b>4401</b>	<b>4621</b>	<b>4850</b>	<b>5094</b>	<b>5348</b>

Board Approved: November 16, 2009

Title	Grade	Position	Designation	Title	Grade	Position	Designation
Accounting Manager - Accounts Payable	G	Classified	Supervisory	Director of Grants	F	Classified	Supervisory
Accounting Manager - Payroll	G	Classified	Supervisory	Director, Academic Support	D	Classified	Supervisory
Assistant Director, CO Small Business Development Center	L	Classified	Supervisory	Director, Administrative Services	C	Classified	Administrative
Assistant Dean, Fire Technology	F	Academic	Administrative	Director, Apprenticeship Programs	H	Classified	Supervisory
Assistant Dean, Student Services	E	Academic	Administrative	Director, Auxiliary Services	F	Classified	Supervisory
Assistant to the Executive Vice Chancellor	M	Classified	Confidential	Director, Center of Excellence	F	Classified	Supervisory
Assistant to the President	M	Classified	Confidential	Director, Child Development Center I	L	Academic	Supervisory
Assistant to the Vice Chancellor	M	Classified	Confidential	Director, Child Development Center II	J	Academic	Supervisory
Assistant Vice Chancellor, Educational Services	B	Classified	Administrative	Director, College Advancement	G	Classified	Supervisory
Assistant Vice Chancellor, Facility Planning & District Support Services	B	Classified	Administrative	Director, Communications & Internal Affairs	F	Classified	Supervisory
Assistant Vice Chancellor, Fiscal Services	B	Classified	Administrative	Director, Community Relations & External Affairs	F	Classified	Supervisory
Assistant Vice Chancellor, Human Resources	B	Academic	Administrative	Director, Data Center Operations	D	Classified	Supervisory
Assistant Vice Chancellor, Information Technologies Services	B	Classified	Administrative	Director, Digital Media Center	E	Classified	Supervisory
Associate Dean, Admissions & Records	D	Academic	Administrative	Director, District Construction & Support Services	C	Classified	Administrative
Associate Dean, Disabled Student Programs & Services	E	Academic	Administrative	Director, District Relations	G	Classified	Supervisory
Associate Dean, EQPB	E	Academic	Administrative	Director, District Safety/Security	G	Classified	Supervisory
Associate Dean, Exercise Science	D	Academic	Administrative	Director, Information Systems	D	Classified	Supervisory
Associate Dean, Financial Aid	E	Academic	Administrative	Director, Institutional Services	E	Classified	Administrative
Associate Dean, Fine & Performing Arts	D	Academic	Administrative	Director, National Hispanic Business Womens Assoc	L	Classified	Supervisory
Associate Dean, Fire Technology	D	Academic	Administrative	Director, Orange County Women's Business Center	F	Classified	Supervisory
Associate Dean, Health Science & Nursing	D	Academic	Administrative	Director, Programming & Operations	D	Classified	Supervisory
Associate Dean, Information & Learning Resources	E	Academic	Administrative	Director, Purchasing Services	F	Classified	Supervisory
Associate Dean, Instructional & Student Services	D	Academic	Administrative	Director, Research	F	Classified	Supervisory
Associate Dean, Student Development	D	Academic	Administrative	Director, Small Business Development Center	E	Classified	Supervisory
Associate Dean, Student Services	D	Academic	Administrative	Director, Special Programs	H	Classified	Supervisory
Associate Director, Child Development Center	C	Academic	Supervisory	Director, Workforce Education	C	Academic	Administrative
Associate Registrar	K	Classified	Supervisory	Director, Workplace Learning Resource Center	F	Classified	Supervisory
Bookstore Coordinator	L	Classified	Supervisory	District Safety & Security Supervisor	M	Classified	Supervisory
Bookstore Manager	J	Classified	Supervisory	Employment Services Manager	H	Classified	Supervisory
Budget Analyst	K	Classified	Confidential	Environment Reporting Manager	G	Classified	Supervisory
Chief Engineer/Structural Operations Manager	H	Classified	Supervisory	Environmental Safety & Emergency Services Manager	L	Classified	Supervisory
Construction Supervisor	I	Classified	Supervisory	Executive Assistant to the Board of Trustees	K	Classified	Confidential
Contracts Manager	I	Classified	Supervisory	Executive Assistant to the Chancellor	J	Classified	Confidential
Custodial Supervisor	O	Classified	Supervisory	Executive Director, Child Development Services	E	Academic	Administrative
Dean, Business	B	Academic	Administrative	Executive Director, Business Development	D	Classified	Supervisory
Dean, Career Education & Workforce Development	B	Academic	Administrative	Family Services Manager	M	Academic	Supervisory
Dean, Counseling	B	Academic	Administrative	Human Resources Analyst	L	Classified	Confidential
Dean, Counseling & Student Support Services	B	Academic	Administrative	Graphic Communications Manager	H	Classified	Supervisory
Dean, Exercise Science, Health & Athletics	B	Academic	Administrative	Internal Auditor	H	Classified	Supervisory
Dean, Fine & Performing Arts	B	Academic	Administrative	Inventory, Delivery & Storage Supervisor	L	Classified	Supervisory
Dean, Human Services & Technology	B	Academic	Administrative	Media Systems Manager	H	Classified	Supervisory
Dean, Humanities & Social Sciences	B	Academic	Administrative	Plant Manager	I	Classified	Supervisory
Dean, Instruction & Student Services	B	Academic	Administrative	Project Manager	E	Classified	Supervisory
Dean, Instructional Services	B	Academic	Administrative	Public Information Officer	I	Classified	Supervisory
Dean, Instructional Services & Career Education	B	Academic	Administrative	Registrar	G	Classified	Supervisory
Dean, Science & Mathematics	B	Academic	Administrative	Risk Manager	H	Classified	Supervisory
Dean, Special Services	B	Academic	Administrative	Vice President, Academic Affairs	A	Academic	Administrative
Dean, Student Affairs	B	Academic	Administrative	Vice President, Administrative Services	A	Classified	Administrative
Director of Accounting	E	Classified	Supervisory	Vice President, Continuing Education	A	Academic	Administrative
				Vice President, Student Services	A	Academic	Administrative

Revised November 16, 2009

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT  
SANTA ANA, CALIFORNIA

CLASS SPECIFICATION  
November 2009

**DIRECTOR, EARLY HEAD START**

**CLASS SUMMARY**

Under general direction, plans, organizes, directs and oversees all classroom and support activities of the Early Head Start program; assumes and performs related duties and responsibilities as required.

**REPRESENTATIVE DUTIES**

Plans, coordinates, directs and evaluates classroom and support activities of Early Head Start program; selects, trains, supervises and evaluates staff, teachers, aides and volunteers; participates in identifying program needs and objectives and resulting procedures and activities; participates in developing budgets; evaluates methods, procedures and program activities and recommends changes; enrolls children in center according to governmental guidelines and district policies through interview and evaluation of applications; orients child and parents to center; prepares special and regular reports; maintains budgets for the project; plans and implements parent participation program; conducts staff meetings and parent conferences; writes monthly newsletter; directs the purchasing of supplies; coordinates with project partners; seeks and coordinates community involvement in programs such as hearing and vision screening; provides referrals to appropriate community services.

**ORGANIZATIONAL RELATIONSHIPS**

This class reports to the Executive Director of Child Development Services. This class supervises coordinators, master teachers, teachers, child development interns, child development aides, food service workers, custodians, administrative clerks, and account clerks. This class works with consultants and partner agencies. This class works with parents and community agencies.

**DESIRABLE QUALIFICATION GUIDE**

**Training and Experience**

MA in early childhood education, child development or a closely related field, OR an equivalent combination of training and experience including a BA in early childhood education, child development or a closely related field

Head Start, Early Head Start. Title 22, and Title 5 CDE experience and knowledge preferable

**DIRECTOR, EARLY HEAD START (continued)**  
**(Academic)**

**Knowledge and Abilities**

Thorough knowledge of: philosophy, concepts, methods, terminology, and techniques for the development of preschool age children; methods and practices for selecting, training, and supervising staff and volunteers.

Good knowledge of: college and governmental policies and regulations; nutritional, health and safety needs of children; principles and practices of management and budgeting.

Knowledge of: community resources; special needs of children from diverse backgrounds.

Ability to: plan, organize and supervise all activities of a child development center and special project; train, motivate and evaluate personnel and volunteers; identify and assess developmental needs of preschool age children; counsel parents and children; establish and maintain effective relationships with personnel, children, parents, volunteers, and the community; be sensitive to children from diverse backgrounds.

License: Child Development Program Director permit.

**AGREEMENT FOR EMPLOYMENT OF ACADEMIC ADMINISTRATOR  
BETWEEN THE GOVERNING BOARD OF THE RANCHO SANTIAGO COMMUNITY  
COLLEGE DISTRICT OF ORANGE COUNTY AND KENNETH SOLTIS**

This EMPLOYMENT AGREEMENT (hereinafter "Agreement") is entered into by and between the GOVERNING BOARD of and on behalf of the RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT (hereinafter "District") and Kenneth Soltis (hereinafter "Employee"). The District and the Employee hereby agree to this contract of employment with the following terms and conditions:

1. POSITION. The District hereby employs the Employee as Associate Dean of Fire Technology and Public Safety at Santa Ana College for the District. The Employee is an academic employee as defined by Education Code section 87001(a), an administrator as defined by Education Code section 87002(a), and a management employee as defined by Government Code section 3540.1(g).

2. STATUTORY AUTHORIZATION FOR AGREEMENT. This Agreement is a contract of employment entered into pursuant to Education Code section 72411. Any notice of non-reemployment in the position must be given by the District by March 15 of the year in which this Agreement terminates.

3. TERM. The District hereby employs the Employee as Associate Dean of Fire Technology and Public Safety at Santa Ana College for a period of two (2) years, commencing on October 1, 2009, and terminating on June 30, 2011. If, prior to June 30 of any year other than the last year of this Agreement the District does not send or deliver a written notice to the Employee that this Agreement shall not be extended for an additional year, then this Agreement automatically shall be extended for one more year. This provision shall not be interpreted in any way to authorize any extended Agreement to be for a term of more than two (2) years.

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\_\_\_\_\_

**4. MAXIMUM CASH SETTLEMENT UPON ANY TERMINATION OF THIS AGREEMENT.**

Regardless of the term of this Agreement, if it is terminated by the Governing Board prior to the date on which the term of this Agreement would have otherwise expired, the maximum cash settlement that the Employee may receive shall be an amount equal to the monthly salary of the Employee multiplied by the number of months remaining on the unexpired term of this Agreement. However, if the unexpired term is greater than eighteen (18) months, the maximum cash settlement shall be an amount equal to the monthly salary of the employee multiplied by eighteen (18). Any cash settlement shall not include any other noncash items except health benefits, which may be continued for the same duration of time as covered in the settlement, or until the Employee finds other employment, whichever comes first. Again, however, if the unexpired term is greater than eighteen (18) months, the maximum time for continued health benefits paid for by the District shall be eighteen (18) months. The intent of this provision is to satisfy the requirements in Government Code sections 53260-53264, and shall be interpreted consistently with those statutes.

**5. SALARY.** The salary of the Employee shall be \$114,696 per school year (July 1 through June 30).

The salary shall be paid in twelve (12) equal monthly installments. The District reserves the right to increase the annual salary of the Employee for any or all years of this Agreement. However, any action to increase the salary of the Employee shall not be interpreted as any new contract of employment or any extension thereto. The District also reserves the right to decrease the annual salary of the Employee for any future year(s) 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. Any action to decrease the salary of the Employee shall not be interpreted as any new contract of employment or any extension thereto.

**6. DUTIES.** The Employee shall have such duties, which are listed in any Job Description for the Employee's position and those that are delegated to the Employee by the Chancellor or other supervisor. The Governing Board may adopt or amend at any time a Job Description for the Employee's position, which is

not inconsistent with the terms of this Agreement. The Chancellor, with the approval of the Governing Board, may transfer or reassign the Employee to any administrative position in the District during the term of this Agreement but there shall be no loss of compensation solely due to such discretionary transfer or reassignment. The Chancellor with the approval of the Governing Board may change the title of the Employee's position during the term of this Agreement but there shall be no loss of compensation solely due to such discretionary action.

7. LENGTH OF WORK YEAR AND VACATION BENEFITS. The Employee is a full-time administrator with a work year of twelve months per year. The Employee is an exempt employee and is ineligible for overtime pay and ineligible for compensatory time off. The Employee is expected to devote full efforts and energies to the position, although the Employee may be absent for holidays designated by the District and shall be entitled to accrue two and one-quarter (2 ¼) vacation days for each month of service. The Employee may not accumulate more than fifty-four (54) days of unused vacation as of July 1<sup>st</sup> of any given year. The Employee may be an instructor in no more than one class per semester for additional compensation, but such additional work must not tend to impair the effectiveness of the Employee or interfere with the Employee's duties. The Employee also on an infrequent basis may be assigned to an extra pay assignment of a temporary nature for additional compensation but such assignment must be approved in writing by the Governing Board prior to the commencement of the assignment.

8. PROFESSIONAL MEETINGS AND ACTIVITIES. Prior approval by the Chancellor shall be obtained for the Employee to attend any function or meeting related to the Employee's employment with the District. The reasonable and necessary expenses of attendance by the Employee at such a function or meeting shall be paid by the District only if there is approval by the Chancellor. The Employee may undertake outside professional activities including consulting, speaking and writing, either with or without compensation provided such activities do not tend to impair the effectiveness of the Employee or interfere

with the Employee's duties. In those cases in which the Employee engages in outside professional activities which generate a fee for services, the Employee shall utilize vacation days as provided for under the terms of this Agreement. This requirement to utilize vacation days shall not apply to the possible infrequent occasion where the Employee engages in such professional activities early in the morning, at lunchtime or late in the day and still works a full workday for the District.

9. **EVALUATION PROCEDURE.** The Employee may be evaluated in writing at any time pursuant to any policies or procedures adopted by the Governing Board. The immediate supervisor shall evaluate the Employee in writing utilizing any goals and objectives, any self-assessment, the Employee's Job Description, input of other employees, and/or other duties of the Employee. No evaluation is required prior to any notice of non-reemployment in provision two or any notice of non-extension in provision three. Such notices are within the sole discretion of the District.

10. **TERMINATION OF THIS AGREEMENT DURING ITS TERM.** The Governing Board may terminate this Agreement during its term if there is a material and substantial breach of this Agreement or for just cause. The Governing Board, prior to terminating this Agreement under this provision, must give the Employee thirty (30) days prior written notice which shall contain a reasonably detailed statement of the charges and materials upon which the proposed termination is based. The Governing Board also must give the Employee the right to respond either orally or in writing prior to the proposed effective date of the termination, and also must give the Employee a right to an evidentiary hearing before the Governing Board before the proposed termination is made final.

11. **ANY RIGHT TO OTHER EMPLOYMENT WITH THE DISTRICT.** In the event the term of this Agreement is not extended or another Agreement entered into, or in the event that this Agreement is terminated during its term, the Employee has retreat rights to a faculty position in the following faculty service area(s): Fire Science/Fire Technology. The Employee has the responsibility to present the necessary

transcripts and materials to the District pursuant to current policies and procedures in order to maintain any current faculty service area or acquire faculty service areas. This provision shall not be interpreted to mean that the Governing Board may not terminate all employment rights of the Employee pursuant to applicable law.

12. RESIGNATION. The Employee may resign from employment at any time during the term of this Agreement upon ninety (90) days prior written notice to the Governing Board or upon a shorter period of time as may be approved by the Governing Board.

13. MEDICAL EXAMINATION. Upon request of the Governing Board or the Chancellor, the Employee agrees to undergo a comprehensive physical and/or psychiatric examination to determine if the Employee is able, with or without reasonable accommodation, to perform the essential functions of the Employee's position. The costs of any such examination shall be paid for by the District. A confidential written report regarding any such examination shall be filed with the Governing Board or the Chancellor indicating whether the Employee is able, with or without reasonable accommodation, to perform the essential functions of the Employee's position.

14. HEALTH BENEFITS. The Employee shall be provided with all health benefits generally provided to all other administrators in the District on the same terms and conditions.

15. SEVERABILITY. If any provision of this Agreement is held to be contrary to law by a court of competent jurisdiction, such provision shall be deemed invalid, but all other provisions shall continue in full force and effect.

16. This Agreement supersedes all Board Policies, rules, regulations, handbooks and practices inconsistent with or in conflict with this Agreement.

17. MANDATORY MEDIATION AND ARBITRATION OF ANY EMPLOYMENT DISPUTE. The Employee and the District hereby agree that any dispute, claim or controversy arising out of the

employment relationship, including, but not limited to, alleged violation(s) of federal, state and/or local statutes, including those prohibiting harassment and discrimination, and any other claims, including alleged violations of any provisions in 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 the Judicial Arbitration & Mediation Services/Endispute (J.A.M.S.). 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 Employee and the District hereby agree that they have carefully read Attachment "A" and knowingly agree to all of its contents, and knowingly agree to the covenant to mediate and arbitrate all employment disputes contained in Attachment "A".

18. The Employee and the District agree that this Agreement is not binding or enforceable unless it is ratified by the Governing Board at a meeting of the Governing Board.

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EMPLOYEE

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DATE

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FOR THE DISTRICT

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DATE

DATE AGREEMENT APPROVED/RATIFIED BY THE BOARD: NOVEMBER 16, 2009

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT  
**2009/2010 PERMANENT FARSCCD SALARY SCHEDULE**  
**175 Day Contract Faculty**  
 EFFECTIVE JULY 1, 2009

STEP	CLASS I	CLASS II	CLASS III	CLASS IV	CLASS V	CLASS VI	CLASS VII
1							
2							
3	\$51,661	\$55,506	\$58,052	\$60,597	\$63,142	\$65,687	\$68,341
4	\$54,044	\$57,888	\$60,437	\$62,978	\$65,525	\$68,059	\$70,716
5	\$56,418	\$60,269	\$62,813	\$65,361	\$67,893	\$70,442	\$73,098
6	\$58,798	\$62,648	\$65,193	\$67,734	\$70,278	\$72,824	\$75,477
7	\$61,175	\$65,028	\$67,576	\$70,127	\$72,662	\$75,209	\$77,856
8	\$63,558	\$67,404	\$69,952	\$72,493	\$75,040	\$77,587	\$80,235
9	\$65,939	\$69,788	\$72,339	\$74,874	\$77,423	\$79,962	\$82,613
10	\$68,319	\$72,171	\$74,715	\$77,253	\$79,799	\$82,342	\$84,994
11	\$70,699	\$74,550	\$77,088	\$79,637	\$82,181	\$84,723	\$87,376
12	\$73,079	\$76,931	\$79,472	\$82,014	\$84,555	\$87,102	\$89,754
13		\$79,309	\$81,850	\$84,397	\$86,941	\$89,484	\$92,134
14		\$81,689	\$84,231	\$86,777	\$89,321	\$91,867	\$94,515
15		\$84,069	\$86,612	\$89,159	\$91,699	\$94,245	\$96,894
16				\$91,540	\$94,076	\$96,624	\$99,274
A						\$99,001	\$101,653
B						\$101,383	\$104,032
C						\$103,764	\$106,411

**CLASS PLACEMENT REQUIREMENTS FOR INITIAL PLACEMENT AND/OR CLASS CHANGES**

- CLASS I**
- a) Bachelor's degree
  - b) Vocational placement - appropriate minimum qualifications

- CLASS II**
- a) Master's degree
  - b) Bachelor's degree plus 45 approved semester units earned after award of the degree
  - c) Vocational placement - appropriate minimum qualifications plus one of the following:
    - 1. Associate degree or 65 approved semester units plus six years approved work experience credit
    - 2. Bachelor's degree plus three years approved work experience credit

- CLASS III**
- a) Master's degree plus 15 approved semester units earned after award of the degree
  - b) Bachelor's degree plus 49 approved semester units including a master's degree
  - c) Vocational placement - appropriate minimum qualifications plus one of the following:
    - 1. Associate degree plus 30 approved semester units or 95 approved semester units plus nine years approved work experience credit
    - 2. Bachelor's degree plus six years approved work experience credit
    - 3. Completion of 15 approved semester units after initial placement on Class II

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**2009/2010 PERMANENT FARSCCD SALARY SCHEDULE**  
**175 Day Contract Faculty**  
**EFFECTIVE JULY 1, 2009**

Attachment #5

- CLASS IV**
- a) Master's degree plus 30 approved semester units earned after award of the degree
  - b) Bachelor's degree plus 64 approved semester units including a master's degree
  - c) Vocational placement - appropriate minimum qualifications plus one of the following:
    - 1. Bachelor's degree plus nine years approved work experience credit
    - 2. Completion of 15 approved semester units after initial placement on Class III
- CLASS V**
- a) Master's degree plus 45 approved semester units earned after award of the degree
  - b) Bachelor's degree plus 79 approved semester units including a master's degree
  - c) Vocational placement - appropriate minimum qualifications plus one of the following:
    - 1. Bachelor's degree plus 45 approved semester units plus nine years approved work experience credit
    - 2. Master's degree plus nine years approved work experience credit
    - 3. Completion of 15 approved semester units after initial placement on Class IV
- CLASS VI**
- a) Master's degree plus 60 approved semester units earned after award of the degree
  - b) Bachelor's degree plus 94 approved semester units including a master's degree
  - c) Vocational placement - appropriate minimum qualifications plus one of the following:
    - 1. Master's degree plus 15 approved semester units plus nine years
    - 2. Completion of 15 approved semester units or nine years approved work experience credit after placement on Class V
- CLASS VII**
- a) Doctorate degree

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT  
**2009/2010 PERMANENT FARSCCD SALARY SCHEDULE**  
**192 Day Contract Faculty**  
 EFFECTIVE JULY 1, 2009

Attachment #6

STEP	CLASS I	CLASS II	CLASS III	CLASS IV	CLASS V	CLASS VI	CLASS VII
1							
2							
3	\$56,680	\$60,899	\$63,692	\$66,484	\$69,276	\$72,067	\$74,980
4	\$59,293	\$63,512	\$66,307	\$69,095	\$71,891	\$74,671	\$77,585
5	\$61,899	\$66,123	\$68,915	\$71,710	\$74,488	\$77,286	\$80,198
6	\$64,510	\$68,734	\$71,526	\$74,314	\$77,105	\$79,899	\$82,810
7	\$67,117	\$71,345	\$74,141	\$76,940	\$79,720	\$82,516	\$85,419
8	\$69,732	\$73,953	\$76,748	\$79,536	\$82,330	\$85,123	\$88,030
9	\$72,344	\$76,568	\$79,367	\$82,147	\$84,945	\$87,731	\$90,637
10	\$74,955	\$79,183	\$81,972	\$84,758	\$87,550	\$90,342	\$93,251
11	\$77,566	\$81,792	\$84,576	\$87,373	\$90,165	\$92,953	\$95,864
12	\$80,177	\$84,405	\$87,193	\$89,981	\$92,769	\$95,564	\$98,473
13		\$87,012	\$89,800	\$92,596	\$95,388	\$98,177	\$101,084
14		\$89,624	\$92,413	\$95,207	\$97,999	\$100,790	\$103,697
15		\$92,235	\$95,027	\$97,820	\$100,606	\$103,400	\$106,307
16				\$100,433	\$103,215	\$106,011	\$108,918
A						\$108,618	\$111,527
B						\$111,231	\$114,138
C						\$113,844	\$116,748

**CLASS PLACEMENT REQUIREMENTS FOR INITIAL PLACEMENT AND/OR CLASS CHANGES**

- CLASS I**
- a) Bachelor's degree
  - b) Vocational placement - appropriate minimum qualifications

- CLASS II**
- a) Master's degree
  - b) Bachelor's degree plus 45 approved semester units earned after award of the degree
  - c) Vocational placement - appropriate minimum qualifications plus one of the following:
    1. Associate degree or 65 approved semester units plus six years approved work experience credit
    2. Bachelor's degree plus three years approved work experience credit

- CLASS III**
- a) Master's degree plus 15 approved semester units earned after award of the degree
  - b) Bachelor's degree plus 49 approved semester units including a master's degree
  - c) Vocational placement - appropriate minimum qualifications plus one of the following:
    1. Associate degree plus 30 approved semester units, or 95 approved semester units plus nine years approved work experience credit
    2. Bachelor's degree plus six years approved work experience credit
    3. Completion of 15 approved semester units after initial placement on Class II

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT  
**2009/2010 PERMANENT FARSCCD SALARY SCHEDULE**  
**192 Day Contract Faculty**  
EFFECTIVE JULY 1, 2009

Attachment #6

- CLASS IV**
- a) Master's degree plus 30 approved semester units earned after award of the degree
  - b) Bachelor's degree plus 64 approved semester units including a master's degree
  - c) Vocational placement - appropriate minimum qualifications plus one of the following:
    - 1. Bachelor's degree plus nine years approved work experience credit
    - 2. Completion of 15 approved semester units after initial placement on Class III

- CLASS V**
- a) Master's degree plus 45 approved semester units earned after award of the degree
  - b) Bachelor's degree plus 79 approved semester units including a master's degree
  - c) Vocational placement - appropriate minimum qualifications plus one of the following:
    - 1. Bachelor's degree plus 45 approved semester units plus nine years approved work experience credit
    - 2. Master's degree plus nine years approved work experience credit
    - 3. Completion of 15 approved semester units after initial placement on Class IV

- CLASS VI**
- a) Master's degree plus 60 approved semester units earned after award of the degree
  - b) Bachelor's degree plus 94 approved semester units including a master's degree
  - c) Vocational placement - appropriate minimum qualifications plus one of the following:
    - 1. Master's degree plus 15 approved semester units plus nine years
    - 2. Completion of 15 approved semester units or nine years approved work experience credit after placement on Class V

- CLASS VII**
- a) Doctorate degree

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT  
**2009/2010 PERMANENT FARSCCD SALARY SCHEDULE**  
**225 Day Contract Faculty**  
 EFFECTIVE JULY 1, 2009

Attachment #7

STEP	CLASS I	CLASS II	CLASS III	CLASS IV	CLASS V	CLASS VI	CLASS VII
1							
2							
3	\$66,422	\$71,366	\$74,639	\$77,911	\$81,182	\$84,454	\$87,867
4	\$69,485	\$74,428	\$77,704	\$80,971	\$84,247	\$87,505	\$90,920
5	\$72,538	\$77,488	\$80,759	\$84,035	\$87,291	\$90,569	\$93,983
6	\$75,598	\$80,548	\$83,819	\$87,086	\$90,358	\$93,632	\$97,043
7	\$78,653	\$83,608	\$86,884	\$90,164	\$93,422	\$96,698	\$100,100
8	\$81,718	\$86,663	\$89,939	\$93,206	\$96,480	\$99,755	\$103,160
9	\$84,778	\$89,728	\$93,008	\$96,266	\$99,545	\$102,809	\$106,216
10	\$87,838	\$92,792	\$96,062	\$99,326	\$102,598	\$105,869	\$109,278
11	\$90,898	\$95,850	\$99,113	\$102,391	\$105,662	\$108,929	\$112,340
12	\$93,958	\$98,912	\$102,179	\$105,446	\$108,713	\$111,989	\$115,398
13		\$101,968	\$105,235	\$108,511	\$111,782	\$115,052	\$118,458
14		\$105,028	\$108,297	\$111,571	\$114,842	\$118,114	\$121,520
15		\$108,088	\$111,359	\$114,633	\$117,898	\$121,172	\$124,578
16				\$117,695	\$120,956	\$124,232	\$127,638
A						\$127,287	\$130,696
B						\$130,349	\$133,756
C						\$133,412	\$136,814

**CLASS PLACEMENT REQUIREMENTS FOR INITIAL PLACEMENT AND/OR CLASS CHANGES**

- CLASS I**
- a) Bachelor's degree
  - b) Vocational placement - appropriate minimum qualifications

- CLASS II**
- a) Master's degree
  - b) Bachelor's degree plus 45 approved semester units earned after award of the degree
  - c) Vocational placement - appropriate minimum qualifications plus one of the following:
    1. Associate degree or 65 approved semester units plus six years approved work experience credit
    2. Bachelor's degree plus three years approved work experience credit

- CLASS III**
- a) Master's degree plus 15 approved semester units earned after award of the degree
  - b) Bachelor's degree plus 49 approved semester units including a master's degree
  - c) Vocational placement - appropriate minimum qualifications plus one of the following:
    1. Associate degree plus 30 approved semester units, or 95 approved semester units plus nine years approved work experience credit
    2. Bachelor's degree plus six years approved work experience credit
    3. Completion of 15 approved semester units after initial placement on Class II

3.1 (20)

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT  
**2009/2010 PERMANENT FARSCCD SALARY SCHEDULE**  
**225 Day Contract Faculty**  
EFFECTIVE JULY 1 , 2009

Attachment #7

- CLASS IV**
- a) Master's degree plus 30 approved semester units earned after award of the degree
  - b) Bachelor's degree plus 64 approved semester units including a master's degree
  - c) Vocational placement - appropriate minimum qualifications plus one of the following:
    - 1. Bachelor's degree plus nine years approved work experience credit
    - 2. Completion of 15 approved semester units after initial placement on Class III

- CLASS V**
- a) Master's degree plus 45 approved semester units earned after award of the degree
  - b) Bachelor's degree plus 79 approved semester units including a master's degree
  - c) Vocational placement - appropriate minimum qualifications plus one of the following:
    - 1. Bachelor's degree plus 45 approved semester units plus nine years approved work experience credit
    - 2. Master's degree plus nine years approved work experience credit
    - 3. Completion of 15 approved semester units after initial placement on Class IV

- CLASS VI**
- a) Master's degree plus 60 approved semester units earned after award of the degree
  - b) Bachelor's degree plus 94 approved semester units including a master's degree
  - c) Vocational placement - appropriate minimum qualifications plus one of the following:
    - 1. Master's degree plus 15 approved semester units plus nine years
    - 2. Completion of 15 approved semester units or nine years approved work experience credit after placement on Class V

- CLASS VII**
- a) Doctorate degree

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT  
**2009/2010 PERMANENT FARSCCD SALARY SCHEDULE "B"**  
**PART-TIME/BEYOND CONTRACT**  
 EFFECTIVE JULY 1, 2009

3.1 (22)

	Column I	Column II	Column III
<b>TEACHING</b>	(Lecture Hour Equivalent [LHE] = 18 times the hourly rate)		
<b>STEP</b>	<b>LESS THAN MASTER'S</b>	<b>MASTER'S</b>	<b>MASTER'S + 15</b>
1			
2			
3	\$51.73	\$54.32	\$57.03
4	\$54.32	\$57.03	\$59.88
<b>LAB/COUNSELING/LIBRARIAN/NURSING</b>	(equivalent to 0.85 of a lecture hour)		
<b>STEP</b>	<b>LESS THAN MASTER'S</b>	<b>MASTER'S</b>	<b>MASTER'S + 15</b>
1			
2			
3	\$43.97	\$46.17	48.48
4	\$46.17	\$48.48	50.90
<b>NON-TEACHING</b>	(equivalent to 0.5 of a lecture hour)		
<b>STEP</b>	<b>LESS THAN MASTER'S</b>	<b>MASTER'S</b>	<b>MASTER'S + 15</b>
1			
2			
3	\$25.87	\$27.16	\$28.52
4	\$27.16	\$28.52	\$29.94

Schedule B applies to all non-contract college credit academic employees. Extra pay assignments beyond the regular contract load during the fall and spring semesters shall be paid at the established lecture hour equivalent (LHE) or fraction thereof. Part-time assignments in library, health services, and counseling shall be paid at 0.85 of the LHE rate shown.

The hourly pay rate for part-time psychologists who are college counselors assigned specifically to provide psychological services through the Health Centers will be \$70.00.

Initial placement for faculty is at step 3, with advancement occurring every two (2) semesters of part-time/beyond contract work.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT  
**2009/2010 FARSCCD SUMMER SALARY SCHEDULE "A"**  
 EFFECTIVE JUNE 7, 2010

**TEACHING**

(Multiply by 18 for LHE rate.)

STEP	CLASS I	CLASS II	CLASS III	CLASS IV	CLASS V	CLASS VI	CLASS VII
1							
2							
3	\$71.75	\$77.09	\$80.63	\$84.16	\$87.70	\$91.23	\$94.92
4	\$75.06	\$80.40	\$83.94	\$87.47	\$91.01	\$94.53	\$98.22
5	\$78.36	\$83.71	\$87.24	\$90.78	\$94.30	\$97.84	\$101.53

**LAB/COUNSELOR/LIBRARIAN/NURSING**

(equivalent to 0.85 of a lecture hour)

STEP	CLASS I	CLASS II	CLASS III	CLASS IV	CLASS V	CLASS VI	CLASS VII
1							
2							
3	\$60.99	\$65.53	\$68.54	\$71.54	\$74.55	\$77.55	\$80.68
4	\$63.80	\$68.34	\$71.35	\$74.35	\$77.36	\$80.35	\$83.49
5	\$66.61	\$71.15	\$74.15	\$77.16	\$80.16	\$83.16	\$86.30

**NON-TEACHING**

(equivalent to 0.5 of a lecture hour)

STEP	CLASS I	CLASS II	CLASS III	CLASS IV	CLASS V	CLASS VI	CLASS VII
1							
2							
3	\$35.88	\$38.55	\$40.32	\$42.08	\$43.85	\$45.62	\$47.46
4	\$37.53	\$40.20	\$41.97	\$43.74	\$45.51	\$47.27	\$49.11
5	\$39.18	\$41.86	\$43.62	\$45.39	\$47.15	\$48.92	\$50.77

Schedule A applies to all academic college credit employees who were employed on contract during the preceding academic year. Compensation for health services faculty, counselors, librarians, and laboratory assignments will be computed at 0.85 of a lecture hour.

Placement on Schedule A is according to class and step placement as of the spring semester immediately preceding summer school.

A maximum assignment of 1.5 LHE per week will be allowed for all instructors, up to a maximum of 12 LHE for the summer program. This is a weekly assigned maximum, not an average or aggregate of total weeks taught during a summer session.

A maximum of twenty seven (27) hours per week will be allowed for all counselors. Combined counseling and instructional assignments shall be subject to the 27 hour limit. Assignments during the summer session shall be 100% student contact unless modified by mutual agreement with the appropriate administrator.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT  
**2009/2010 FARSCCD SUMMER SALARY SCHEDULE "C"**  
**NON-CREDIT CONTINUING EDUCATION PROGRAM FACULTY**  
 EFFECTIVE JUNE 7, 2010

Attachment #10

3.1 (24)

STEP	CLASS I	CLASS II	CLASS III	CLASS IV	CLASS V	CLASS VI	CLASS VII
1							
2							
3	\$80.72	\$86.73	\$90.71	\$94.68	\$98.66	\$102.64	\$106.78
4	\$84.44	\$90.45	\$94.43	\$98.40	\$102.38	\$106.34	\$110.49
5	\$88.15	\$94.17	\$98.15	\$102.13	\$106.08	\$110.07	\$114.22

Schedule C applies to all college non-credit full-time employees who were employed on contract during the preceding academic year and are continuing on contract for the ensuing academic year.

Placement on Schedule C is according to class and step placement as of the spring semester immediately preceding summer school.

Full-time instructors assigned to teach the course, Learning Disabilities Laboratory, shall be paid at 0.85 of the appropriate rate on this schedule.

A summer session assignment shall not exceed a total of 170 hours.

## RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

## HUMAN RESOURCES DOCKET

## CLASSIFIED

November 16, 2009

**CLASSIFIED***2009/2010 CSEA Salary Schedule**Attachment #1*Voluntary Furloughs

Blake, Sherri Student Services Coordinator/ Counseling/ SAC	Effective: 11/01/09 – 06/30/10 Grade 16, Step 5 + 1PG @ 75% FTE \$4182.42
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Hourly On Going to Full Time

Aguirre, Rosa From: Instructional Assistant/ Orange Education Center To: Administrative Clerk/ Public Affairs/ District (Reinstate from 39 Month List)	Effective: November 3, 2009 Grade 10, Step 1 + 2.5%Bil \$3406
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Change in Position

Ericson, Cherie From: Special Projects Specialist To: Sr. Resource Development Coordinator (CL09-0205)	Effective: November 10, 2009 Grade 18, Step 1 + 4PG \$5272.67
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Nguyen, Huong From: Special Projects Specialist To: Resource Development Coordinator (CL09-0206)	Effective: November 10, 2009 Grade 16, Step 3 + 7.5%L + 6PG \$5609.17
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Out of Class Assignment

LaBossiere, Adrienne Administrative Secretary/ Educational Services/ District	Effective: 07/01/09 – 09/07/09 Grade 12, Step 5 \$4447
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Palomares, Maria Administrative Clerk/ Admin. Services/ SAC	Effective: 10/12/09 – 10/19/09 Grade 10, Step 1 \$3323
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*Out of Class Assignment cont'd*

Sanchez, Natividad  
Sr. Custodian Utility Worker/ School of  
Continuing Educ./ SAC

Effective: 10/15/09 – 10/23/09  
Grade 7, Step 6 + 10% L + 5%SW \$4308  
*Temporary Swing Shift*

Vega, Gerardo  
Sr. Custodian Utility Worker/ School of  
Continuing Educ./ SAC

Effective: 10/05/09 – 10/14/09  
Grade 7, Step 3 + 5% SW \$3396  
*Temporary Swing Shift*

*Leave of Absence*

Ceniceros, Carmella  
Admissions & Records Spec I/ School of  
Continuing Educ./ SAC

Effective: 09/29/09 – 10/18/09  
Reason: FMLA

*Ratification of Resignation/Retirement*

Roy, Linda  
Sr. Accountant/ Auxiliary Services/ District

Effective: November 30, 2009  
Reason: Retirement

Sanchez, Natividad  
Sr. Custodian Utility Worker/ School of  
Continuing Educ./ SAC

Effective: December 30, 2009  
Reason: Retirement

**CLASSIFIED HOURLY**

*New Appointment*

Huerta, Nicolas  
Instructional Assistant-Business Skills/  
Orange Education Center (Reinstate from  
39 Month List)

Effective: November 5, 2009  
Up to 19 Hours/Week School Session  
Grade 5, Step A \$15.64/Hour

*Temporary to Hourly On Going*

Vu, Anh  
Accompanist/ Fine & Performing Arts/  
SAC (Reinstate from 39 Month List)

Effective: November 5, 2009  
Up to 19 Hours/Week School Session  
Grade 10, Step A \$19.10/Hour

**Leave of Absence**

Huyen, Thu  
Instructional Assistant/ School of  
Continuing Educ./ SAC

Effective: 09/16/09 – 11/11/09  
Reason: Maternity Leave

**Ratification of Resignation/Retirement**

Cuellar, Estela  
Instructional Assistant-Business Skills/  
Orange Education Center

Effective: November 6, 2009  
Reason: Resignation

Nojima, Junko  
Accompanist/ Fine & Performing Arts/  
SAC

Effective: October 28, 2009  
Reason: Resignation

**TEMPORARY ASSIGNMENT**

Le, Kim  
Accompanist/ Fine & Performing Arts/  
SAC

Effective: 11/17/09 – 06/30/10

Nguyen, Thuc  
Library Systems Specialist/ SCC

Effective: 12/07/09 – 12/17/09

Schnaible, Khara  
Athletic Trainer/Therapist/ SAC

Effective: 11/27/09 – 11/28/09

**MISCELLANEOUS POSITIONS**

**Instructional Associates/Associate Assistants**

**Criminal Justice**

Felix, Laureen

Effective: 11/17/09

Inouye, Gene

Effective: 11/17/09

Koontz, Joseph

Effective: 09/22/09

Laske, Ginell

Effective: 11/17/09

McElwain, David

Effective: 11/17/09

**Instructional Associates/Associate Assistants cont'd**

**Criminal Justice**

McInnis, Ryan	Effective: 11/17/09
McLain, Daniel	Effective: 11/17/09
Severin, Thomas	Effective: 11/17/09
Steinkraus, Michael	Effective: 10/22/09
Vuong, The Q.	Effective: 11/17/09

**COMMUNITY SERVICE PRESENTERS**

**Stipends Effective September 11 – October 10, 2009**

Bradley, Sabrina	Amount: \$ 69.60
Bradley, Sabrina	Amount: \$ 424.56
Burns, Brigitte	Amount: \$ 121.10
Crowley, Debra	Amount: \$ 210.00
Diaz, Darlene	Amount: \$ 260.00
Dumon, Dori	Amount: \$ 697.50
Eyre, John	Amount: \$ 91.87
Frelly, Robert	Amount: \$ 875.00
Gorman, Ron	Amount: \$ 348.44
Harriger, James	Amount: \$ 135.72
Harris, Karen	Amount: \$ 260.00
Hogue, Tom	Amount: \$ 1,052.80
Holley, Lauren	Amount: \$ 270.00
Manuel, Robert	Amount: \$ 409.25
Moran, Elaine	Amount: \$ 81.43

**COMMUNITY SERVICE PRESENTERS cont'd**  
*Stipends Effective September 11 – October 10, 2009*

Moran, Elaine	Amount: \$ 190.01
Munoz, Jayne	Amount: \$ 260.00
Oyenoki, Sharla	Amount: \$ 151.38
Pratt, Allison	Amount: \$ 569.85
Sheldon, Joel	Amount: \$ 210.00
Vallot, Lothar	Amount: \$ 34.45
Watson, Katherine	Amount: \$ 164.26

**VOLUNTEERS**

Blackburn, Karen  
Non Student/ EOPS/ SAC

Effective: 11/17/09 – 06/30/10

**SANTA ANA COLLEGE  
STUDENT ASSISTANT LIST**

Acosta Calderon, Jacqueline	Effective: 10/12/09-06/30/10
Aing, Phalla	Effective: 10/27/09-06/30/10
Amigon, Mayra	Effective: 10/19/09-06/30/10
Brizuela, Jamie Rose	Effective: 10/20/09-06/30/10
Dam, Linh Duy	Effective: 10/22/09-06/30/10
Dang, Alice	Effective: 10/26/09-06/30/10
Garcia, Cindy	Effective: 10/28/09-06/30/10
Garcia, Senia Marlene	Effective: 10/19/09-06/30/10
Hoang, Kimkhoa Thi	Effective: 10/15/09-06/30/10
Hoang, Phat Dinh	Effective: 10/21/09-06/30/10
Huynh, Loc Thien	Effective: 10/15/09-06/30/10
Ibarra, Angela	Effective: 10/20/09-06/30/10
Lavini, Claudia Patricia	Effective: 10/19/09-06/30/10
Le, Long	Effective: 10/14/09-06/30/10
Luu, Catlin	Effective: 10/13/09-06/30/10
Majano, Gabriela Molina	Effective: 10/12/09-06/30/10
Marta de Ulloa, Felipa I.	Effective: 10/19/09-06/30/10
Meas, Sokennrey	Effective: 10/20/09-06/30/10
Medina Ramirez, Luis Alberto	Effective: 10/19/09-06/30/10
Michaca, Maribel Cristina	Effective: 10/22/09-06/30/10
Nava Teodoro, Alexis	Effective: 10/15/09-06/30/10
Nelson, Michael Marvin	Effective: 10/12/09-06/30/10
Nguyen, Benedict Tai	Effective: 10/19/09-06/30/10
Nguyen, Hoa Thai	Effective: 10/12/09-06/30/10
Nguyen, Kacy Khuyen	Effective: 10/12/09-06/30/10
Nguyen, Nghiem Minh	Effective: 10/20/09-06/30/10
Nguyen, Thinh Huu	Effective: 10/12/09-06/30/10
Ordaz, Jasmine	Effective: 10/12/09-06/30/10
Perez, Maria Antonieta	Effective: 10/26/09-06/30/10
Pantoja Ledesma, Maria G.	Effective: 10/12/09-06/30/10
Pulido, Karissa Marie	Effective: 10/12/09-06/30/10
Ramirez, Liliana Jeannette	Effective: 10/19/09-06/30/10
Ramirez, Sandra Luz	Effective: 10/19/09-06/30/10
Roberts, Sierra Elyse	Effective: 10/26/09-06/30/10
Rodriguez, Angelica	Effective: 10/12/09-06/30/10
Schultz, Brittany Ann	Effective: 10/22/09-06/30/10
Taa, Daniel Kakala	Effective: 10/19/09-06/30/10
Tran, Hoa Thi Lien	Effective: 10/12/09-06/30/10
Tran, Nguyen Phuc	Effective: 10/12/09-06/30/10
Vargas, Annabel	Effective: 10/23/09-06/30/10
Vargas, Isabel	Effective: 10/19/09-06/30/10
Vo, Dung Tran	Effective: 10/13/09-06/30/10

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

Aguilar, Berenice	Effective: 10/22/09-06/30/10
Aguilar, Maria	Effective: 10/22/09-06/30/10
Hoang, Thanh Nga	Effective: 10/21/09-06/30/10
Hoffman, Eric	Effective: 10/27/09-06/30/10
Sanchez, Sarah	Effective: 10/21/09-06/30/10

Attachment #1

**Rancho Santiago Community College District  
CALIFORNIA SCHOOL EMPLOYEE'S ASSOCIATION  
CONTRACT SALARY SCHEDULE  
Effective: July 1, 2009**

<b>GRADE</b>	<b>Step 1</b>	<b>Step 2</b>	<b>Step 3</b>	<b>Step 4</b>	<b>Step 5</b>	<b>Step 6</b>
1	2,413	2,536	2,663	2,797	2,937	3,085
2	2,482	2,605	2,736	2,874	3,019	3,172
3	2,552	2,676	2,813	2,956	3,105	3,261
4	2,636	2,766	2,904	3,051	3,205	3,365
5	2,722	2,859	3,002	3,152	3,310	3,476
6	2,818	2,961	3,111	3,267	3,432	3,603
7	2,932	3,080	3,234	3,398	3,570	3,747
8	3,051	3,205	3,365	3,537	3,714	3,900
9	3,179	3,340	3,509	3,686	3,870	4,064
10	3,323	3,491	3,666	3,849	4,040	4,242
11	3,471	3,644	3,826	4,020	4,222	4,433
12	3,653	3,839	4,031	4,232	4,447	4,667
13	3,845	4,036	4,238	4,453	4,675	4,911
14	4,052	4,255	4,469	4,692	4,930	5,177
15	4,280	4,493	4,719	4,953	5,204	5,463
16	4,541	4,769	5,005	5,257	5,521	5,796
17	4,810	5,051	5,304	5,570	5,850	6,145
18	5,106	5,363	5,633	5,915	6,212	6,522
19	5,442	5,714	6,002	6,304	6,618	6,951
20	5,813	6,104	6,409	6,728	7,069	7,421
21	6,215	6,526	6,854	7,199	7,556	7,935
22	6,744	7,080	7,435	7,809	8,198	8,609

**SERVICE RECOGNITION:**

10 Years	2.50%
15 Years	5.00%
18 Years	7.50%
30 Years	10.00%

**DIFFERENTIAL PAY:**

Bilingual Requirement	2.50%
Swing Shift:	5%
Graveyard Shift:	7.50%

Board Approved: November 16, 2009

**Rancho Santiago Community College District  
CALIFORNIA SCHOOL EMPLOYEE'S ASSOCIATION  
HOURLY SALARY SCHEDULE**

**Effective: July 1, 2009**

GRADE	STEP A	*10 Year Longevity 1.025 Step A + 2.5%	*15 Year Longevity 1.05 Step A + 5%	*18 Year Longevity 1.075 Step A + 7.5%	*30 Year Longevity 1.100 Step A + 10.0%
		C	8.77	\$8.99	\$9.21
B	11.71	\$12.00	\$12.30	\$12.59	\$12.88
A	13.44	\$13.78	\$14.11	\$14.45	\$14.78
1	\$13.87	\$14.22	\$14.56	\$14.91	\$15.26
2	\$14.26	\$14.62	\$14.97	\$15.33	\$15.69
3	\$14.67	\$15.04	\$15.40	\$15.77	\$16.14
4	\$15.15	\$15.53	\$15.91	\$16.29	\$16.67
5	\$15.64	\$16.03	\$16.42	\$16.81	\$17.20
6	\$16.20	\$16.61	\$17.01	\$17.42	\$17.82
7	\$16.85	\$17.27	\$17.69	\$18.11	\$18.54
8	\$17.53	\$17.97	\$18.41	\$18.85	\$19.28
9	\$18.27	\$18.73	\$19.18	\$19.64	\$20.10
10	\$19.10	\$19.58	\$20.06	\$20.53	\$21.01
11	\$19.95	\$20.45	\$20.95	\$21.45	\$21.95
12	\$20.99	\$21.52	\$22.04	\$22.56	\$23.09
13	\$22.10	\$22.65	\$23.21	\$23.76	\$24.31
14	\$23.29	\$23.87	\$24.46	\$25.04	\$25.62
15	\$24.60	\$25.22	\$25.83	\$26.45	\$27.06
16	\$26.10	\$26.75	\$27.41	\$28.06	\$28.71
17	\$27.64	\$28.33	\$29.02	\$29.71	\$30.40
18	\$29.34	\$30.07	\$30.81	\$31.54	\$32.27
19	\$31.28	\$32.06	\$32.84	\$33.63	\$34.41
20	\$33.41	\$34.25	\$35.08	\$35.92	\$36.75
21	\$35.72	\$36.61	\$37.51	\$38.40	\$39.29
22	\$38.76	\$39.73	\$40.70	\$41.67	\$42.64

**SERVICE RECOGNITION:**

- 10 Years
- 15 Years
- 18 Years
- 30 Years

**DIFFERENTIAL PAY:**

Bilingual Requirement 2.50%

\* Longevity granted to on-going employees only.

Board Approved: November 16, 2009

- 10 Accompanist
- 13 Accountant
- 4 Account Clerk
- 10 Administrative Clerk
- 12 Administrative Secretary
- 3 Admissions Assistant
- 6 Admissions/Records Specialist I
- 8 Admissions/Records Specialist II
- 10 Admissions/Records Specialist III
- 15 Admissions & Records Technology Specialist
- 13 Alternate Media Specialist
- 13 Applications Specialist I
- 15 Applications Specialist II
- 19 Applications Specialist III
- 22 Applications Specialist IV
- 11 Art Gallery Coordinator
- 5 Assessment Assistant
- 15 Assistant Athletic Trainer/Therapist
- 9 Athletic Field Grounds Worker
- 3 Athletic/PE Equipment Assistant
- 12 Athletic Equipment Coordinator
- 15 Athletic Trainer/Therapist
- 11 Automotive Mechanic
- 10 Auxiliary Services Specialist
- 10 Bookstore Buyer
- 13 Bookstore Operations Specialist
- 8 Bookstore Storekeeper
- 13 Business Services Coordinator
- 14 Buyer
- 11 CARE Program Coordinator
- 13 Career Guidance Coordinator
- 11 Career Guidance Specialist
- 10 Career Technician
- 3 Cashier/Bookstore
- C Child Development Aide
- 6 Child Development Center Cook/Nutrition Specialist
- 15 Communications Specialist
- 12 Community Services Coordinator I
- 15 Community Services Coordinator II
- 8 Community Services Field Coordinator
- 9 Community Services Program Developer
- 8 Community Services Technician
- 10 Computer Lab Technician
- 16 Computer Operations Coordinator
- 15 Computer Operations Specialist
- 13 Computer Programmer
- 13 Contract Education Coordinator
- 15 Contracts Specialist
- 14 Coordinator of Community Relations
- 4 Costume Technician
- 5 Counseling Assistant
- 4 Custodian
- 5 Data Entry Clerk
- 12 Desktop Publishing Technician
- 7 Disabled Student Center Specialist
- 15 Distance Education Services Specialist
- 9 District Safety Officer
- 10 District Scheduling Coordinator
- 11 DSPS Specialist
- 11 Electronic & Computer Technician I
- 13 Electronic & Computer Technician II
- 15 Electronic Media Specialist
- 8 Electronics Storekeeper/Repair Technician
- 11 Electronic Technician
- 6 EOPS Specialist
- 14 Executive Secretary
- 8 Expeditor
- 11 Facilities Coordinator
- 12 Facility Planning Specialist
- 17 Facility Systems Engineer
- 13 Financial Aid Computer Analyst
- 10 Financial Aid Computer Technician
- 15 Financial Aid Coordinator
- 11 Financial Aid Analyst
- 11 Financial Aid Senior Account Clerk
- 8 Financial Aid Technician
- A Fine & Performing Arts Technician
- C Food Service Aide
- 3 Food Service Worker
- 8 Gardener/Utility Worker
- 3 General Office Clerk
- 11 Graduation Specialist
- 9 Grants Assistant
- 14 Graphic Designer
- 13 Help Desk Analyst
- 13 High School & Community Outreach Specialist
- 11 Human Resources Technician
- 13 HVAC Mechanic
- 11 Information Systems Specialist
- 5 Instructional Assistant
- 6 Instructional Assistant/DSPS
- 12 Instructional Center Specialist
- 7 Instructional Center Technician
- 13 Instructional Coordinator/Analyst
- 9 Instructional Equipment Coordinator
- 15 Instructional Media Producer
- 6 Intermediate Account Clerk
- 5 Intermediate Clerk
- 10 Intermediate District Safety Officer
- 16 International Student Coordinator
- 11 International Student Program Specialist
- 14 Interpreter/Beginning
- 16 Interpreter/Intermediate
- 20 Interpreter/Senior
- 12 Job Developer
- 13 Job Placement Coordinator
- 8 Lead Custodian
- 10 Lead Gardener
- 14 Lead Maintenance Worker
- 6 Lead Publications Assistant
- 10 Learning Assistant
- 8 Learning Center Specialist
- 8 Learning Facilitator
- 14 Learning Resources Specialist
- 7 Learning Specialist
- 6 Library Clerk
- 13 Library Systems Specialist
- 9 Library Technician
- 12 Library Technician II
- 5 Lifeguard
- 4 Mail & Delivery Clerk
- 8 Mail/Warehouse Assistant
- 5 Maintenance Assistant
- 8 Maintenance/Utility Worker
- 12 Marketing Specialist
- 8 Media Systems Assistant
- 13 Media Systems Electronic Technician
- 8 Media Systems Technical Assistant
- 15 Network Specialist I
- 17 Network Specialist II
- 19 Network Specialist III
- 20 Network Specialist IV
- 9 Offset Lithographer
- 4 Parking Attendant
- 11 Payroll Specialist
- 8 Phototypesetting Technician I
- 11 Phototypesetting Technician II
- 12 Placement Specialist
- 8 Printing/Reprographics/Bindery Technician
- 8 Program Specialist
- 10 Property Facilitator
- 13 Public Access Television Coordinator
- 5 Publications Assistant
- 14 Publications Specialist
- 11 Purchasing Assistant
- 5 Purchasing Clerk
- 5 Receptionist/President's Office
- 9 Reprographics Technician
- 16 Research Analyst
- 12 Research Assistant
- 17 Research Coordinator
- 13 Research Specialist
- 16 Resource Development Coordinator
- 14 Scholarship Coordinator
- 13 Science Laboratory Coordinator
- 7 Science Storekeeper/Lab Technician
- 10 Senior Account Clerk
- 15 Senior Accountant
- 11 Senior Admissions/Records Specialist
- 6 Senior Cashier
- 8 Senior Clerk
- 8 Senior Clerk/Communications Ctr. Dispatcher
- 7 Senior Custodian/Utility Worker
- 11 Senior District Safety Officer
- 10 Senior EOPS Specialist
- 5 Senior Food Service Worker
- 9 Senior Mailroom Clerk
- 12 Senior Media Systems Electronic Tech
- 12 Senior Payroll Specialist
- 8 Senior Purchasing Clerk
- 18 Senior Resource Development Coord.
- 11 Skilled Maintenance Worker
- 19 Small Business Specialist
- 11 Special Projects Specialist
- 13 Sports Information Coordinator
- 13 Stage Manager/Master Carpenter
- 6 Student Activities Assistant
- 13 Student Activities Coordinator
- 8 Student Activities Specialist
- 10 Student Program Specialist
- 10 Student Services Specialist
- 15 Student Services Coordinator
- 13 Student Support Services Program Specialist
- 11 Support Services Assistant
- 10 Success Center Specialist
- 20 Technical Specialist IV
- 13 Technical Specialist I
- 15 Technical Specialist II
- 17 Technical Specialist III
- 7 Technology Storekeeper
- B Television Playback Operator
- 5 Telephone Operator/Receptionist
- 3 Test Proctor
- 7 Theatre Facilities Technician
- 11 Transfer Center Specialist
- 12 Veterans Affairs Coordinator
- 8 Video Technician
- 5 Warehouse Delivery Driver
- 8 Warehouse Storekeeper

Revised: 4/13/09

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT  
HUMAN RESOURCES DOCKET  
CLASSIFIED  
November 16, 2009  
ADDENDUM**

**CLASSIFIED**

**Ratification of Resignation/Retirement**

**Meininger, Lynn  
Applications Specialist IV/ ITS/ District**

**Effective: December 30, 2009  
Reason: Retirement**

**Ryan, Olivia  
Human Resources Technician/ District**

**Effective: November 18, 2009  
Reason: Retirement**

**MISCELLANEOUS POSITIONS**

**Cole, John  
Model/ Fine & Performing Arts/ SCC**

**Effective: 11/17/09 – 06/06/10**

**Libal, Angela  
Model/ Fine & Performing Arts/ SCC**

**Effective: 11/17/09 – 06/06/10**

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
(Human Resources)

To: Board of Trustees	Date: November 16, 2009
Re: Approval of Search Consultant and Timeline for Chancellor Search	
Action: Request for Action	

**BACKGROUND**

On July 27, 2009, Chancellor Hernandez advised the Board of Trustees of his retirement on June 30, 2010. The Board ratified the Chancellor's retirement at the August 24, 2009 meeting. Board action on the commencement of a search process was postponed until the October 26, 2009 meeting and subsequently to the November 16, 2009 meeting.

**ANALYSIS**

Although the academic senates and student leadership have expressed concerns about the cost of a search, the majority of the expenses related to the search can be charged to categorical funds and will not impact the general fund. Five executive search firms submitted proposals to assist in the search. Staff is recommending that Community College Search Services (CCSS) be selected based upon price and familiarity with the District. CCSS conducted the search in 1997 when Chancellor Hernandez was selected and has also conducted the searches for both college presidents. The use of a search consultant will enable the District to conduct an effective, nationwide search for a new Chancellor. The search consultant will also conduct in-depth reference checks on the finalists for the position. The Chancellor's Cabinet is unanimously recommending that the Board begin the search process in accordance with the attached timeline, which is designed to have a new Chancellor in place by July 1, 2010.

**RECOMMENDATIONS**

- 1) It is recommended that the Board of Trustees engage Community College Search Services to assist in the recruitment and selection process for a new Chancellor.
- 2) It is recommended that the Board of Trustees approve the timeline for the Chancellor search process and authorize the Executive Vice Chancellor of Human Resources and Educational Services to chair the screening committee and coordinate the recruitment and selection process with the search firm.

Fiscal Impact: \$28,000	Board Date: November 16, 2009
Prepared by: John Didion, Exec. Vice Chancellor, Human Res. & Educational Services	
Submitted by: John Didion, Exec. Vice Chancellor, Human Res. & Educational Services	
Recommended by: John Didion, Exec. Vice Chancellor, Human Res. & Educational Services	

### **Chancellor Search Timeline**

A thorough search process will take approximately six months. If it is the board's interest to have the new chancellor start on July 1, 2010, the process would need to commence in November and conclude by May 1 in order to allow time for the successful candidate to conclude his/her current assignment and, if necessary, relocate to Orange County.

Using a July 1 start date, the following steps and target dates are recommended:

- **Retain Services of Search Consultant (November)**  
The Human Resources office will refine the scope of work and finalize an agreement with the search consultant.
- **Develop Position Announcement (November – December)**  
Input will be solicited from campus and community constituencies on the characteristics needed in the next chancellor. A position announcement will be drafted and approved by the board. The Human Resources department will work with the employee groups to appoint the screening committee, which should have balanced representation from both colleges and all campus constituencies.
- **Recruitment (January – May)**  
The position will be advertized nationally and nominations will be solicited from community college leaders. It is recommended that applications be accepted until the position is filled, which will provide the screening committee and Board of Trustees with maximum flexibility.
- **Screening and Selection (March – April)**  
The applications will be reviewed by the screening committee. Interviews will be conducted with the top candidates, and finalists will be selected and recommended to the board of trustees.
- **Board Interviews and Selection (April – May)**  
The board will interview the finalists and select the new chancellor.
- **Transition (May – June)**  
After the board selects the chancellor, the Human Resources department will assist in the finalization of the employment contract and any additional transition and relocation issues.

CONFERENCES (with actual and necessary expenses and cash advances as requested)

BOARD MEMBERS (to be approved)

ADVISORY COMMITTEE ON LEGISLATION  
Sacramento, CA – January 23, 2010

1 Board Member  
(John Hanna)

COMMUNITY COLLEGE LEAGUE OF CALIFORNIA  
LEGISLATIVE CONFERENCE  
Sacramento, California – January 24-25, 2010  
(Dr. Chapel attending this conference at no expense to  
the district.)

5 Board Members  
(R. David Chapel)  
(Brian Conley)  
(John Hanna)  
(Larry Labrado)  
(Mark McLoughlin)

ASSOCIATION OF COMMUNITY COLLEGE TRUSTEES  
Washington, D.C. – February 8-10, 2010

4 Board Members  
(Brian Conley)  
(John Hanna)  
(Larry Labrado)  
(Gloria Holguin)

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT****SANTA ANA COLLEGE – STUDENT SERVICES**

To:	Board of Trustees	Date: November 16, 2009
Re:	Ratification of Recipients of Associate Degrees and Certificates Awarded Summer 2009 at Santa Ana College	
Action:	Request for Ratification	

**BACKGROUND**

Attached is a list of students who have successfully completed the required coursework leading to the awarding of an Associate Degree and/or Certificate from Santa Ana College for Summer 2009.

**ANALYSIS**

At the conclusion of Summer 2009, 174 students completed the requirements for an Associate Degree, 11 more than the 163 awarded at the conclusion of the Summer 2008.

Santa Ana College awarded 137 Certificates at the conclusion of the Summer 2009, 48 more than the 89 awarded in the Summer 2008. The most notable increase occurred in the number of Associate Degrees issued in Liberal Arts where collectively 53 additional degrees were issued over last year.

**RECOMMENDATION**

It is recommended that the Board of Trustees ratify the recipients of Associate Degrees and Certificates awarded Summer 2009 at Santa Ana College.

Fiscal Impact:	None	Board Date: November 16, 2009
Prepared by:	Mark C. Liang, J.D., Associate Dean, Admissions & Records Sara W. Lundquist, Ph.D., Vice President, Student Services SAC	
Submitted by:	Erlinda J. Martinez, Ed.D., President, Santa Ana College	
Recommended by:	Edward Hernandez, Jr., Ed.D., Chancellor	

Santa Ana College  
Degrees Awarded  
Summer 2008 and Summer 2009

MAJOR	2008	2009
Accounting	1	2
Art - Graphic Design	0	2
Business Administration	16	11
Business - Management	1	0
Biological Science	0	2
Chemistry	2	3
Computer Information Systems	0	1
Economics	1	0
Electronics -		
- Industrial/Communication System	1	0
- Service and Installation	1	0
- Telecommunications Systems	1	0
Elementary Education	0	1
Engineering	2	0
- Computer Aided Drafting & Design	1	1
Fire Administration	0	3
Fire Technology		
- Chief Officer	3	2
- Public Fire Service	10	13
- Medical Services Officer	1	1
- Prevention Officer	0	1
Human Development		
- Infant/Toddler	0	2
- Preschool	1	1
Liberal Arts	58	95
Liberal Arts - University Transfer Studies	46	10
Management	0	1
Mathematics	1	0
Nursing - Registered Nursing	4	3
Occupational Therapy Assistant	1	5
Paralegal	3	1
Pharmacy Technology	0	1
Physics	0	1
Political Science	0	1
Psychology	3	2
Science	2	3
Sociology	1	1
Speech Language Pathology Assistant	0	3
Television/Video Communications	2	1
<b>TOTAL</b>	<b>163</b>	<b>174</b>
Male	81	94
Female	82	80
Associate of Arts	131	135
Associate of Science	32	39
Double Majors	7	11
Three or more majors	2	1

Santa Ana College  
Degrees Awarded  
Summer 2009

<b>MAJOR</b>	<b>2009</b>
Accounting	2
Art - Graphic Design	2
Business Administration	11
Biological Science	2
Chemistry	3
Computer Information Systems	1
Elementary Education	1
Engineering	
- Computer Aided Drafting & Design	1
Fire Technology	
- Fire Administration	3
- Chief Officer	2
- Public Fire Service	13
- Medical Services Officer	1
- Prevention Officer	1
Human Development	
- Infant/Toddler	2
- Preschool Child	1
Liberal Arts	95
Liberal Arts - University Transfer Studies	10
Management	1
Nursing - Reg. Nursing	3
Occupational Therapy Assistant	5
Paralegal	1
Pharmacy Technology	1
Physics	1
Political Science	1
Psychology	2
Speech Language Pathology Assistant	3
Science	3
Sociology	1
Television/Video Communications	1
<b>TOTAL</b>	<b>174</b>
Male	94
Female	80
Associate of Arts	135
Associate of Science	39
Double Majors	11
Three or more majors	1

Santa Ana College  
Certificates Awarded  
Summer 2009

<b>MAJOR</b>	<b>2009</b>
Accounting	1
Art	
- <i>Digital Media Post-Production *</i>	1
Business Applications & Technology	1
- <i>Bilingual Option *</i>	1
CIS	
- <i>Database *</i>	1
- <i>Help Desk *</i>	2
<i>Corrections Officer *</i>	2
CSU General Education	59
Diesel & Heavy Equipment Technology	1
- Mid-Range Engine	1
- <i>Transport Refrigeration/Temperature Control *</i>	1
Engineering -	
- Opt II-Architectural/Civil Eng/Construction	1
- Civil Technology	1
Fashion Merchandising	1
Fire Technology -	
- Chief Officer	1
- Public Fire Service	6
- <i>Medical Services Officer *</i>	1
Human Development	
- Infant/Toddler	1
- Preschool Child	3
International Business	1
IGETC General Education	13
Management	
- <i>Human Resources *</i>	1
- <i>Supervision *</i>	2
Manufacturing Technology	
- CAD/CAM	3
- CNC Lathe Set Up	1
- CNC Milling Set Up	2
- CNC Machine Set Up	3
- Programmer Mastercam	2
- <i>Solidworks 3D *</i>	4
Medical Assistant - Administrative / Clinical	3
Paralegal	2
Pharmacy Technology	
- Advanced	3
- <i>Basic *</i>	10
Welding Technology	1
<b>TOTAL</b>	<b>137</b>
Male	71
Female	66
Certificates of Achievement	112
<i>Certificates *</i>	25
Double Majors	2
Three or more majors	5

Santa Ana College  
 Certificates Awarded  
 Summer 2008 Summer 2009

MAJOR	2008	2009
Accounting	0	1
Art		
- 3D Animation Art Emphasis	1	0
- <i>Digital Media Post-Production *</i>	0	1
Business Applications & Technology	0	1
- <i>Bilingual *</i>	0	1
Computer Information Systems		
- <i>Database *</i>	0	1
- <i>Help Desk *</i>	0	2
- Web Page Designer	1	0
<i>Corrections Officer *</i>	0	2
CSU General Education	0	59
Diesel & Heavy Equipment Technology	0	1
- <i>Mid-Range Engine</i>	0	1
- <i>Transport Refrigeration/Temperature Control *</i>	0	1
Engineering		
- <i>Civil Technology</i>	0	1
- Computer Aided Drafting & Design	1	0
- Opt II-Architectural/Civil Eng/Construction	0	1
Fashion Merchandising	0	1
Fire Administration	1	0
Fire Technology		
- Chief Officer	2	1
- <i>Medical Services Officer *</i>	1	1
- Public Fire Service	40	6
General Accounting	1	0
Human Development		
- Infant/Toddler	0	1
- Preschool Child	0	3
International Business	1	1
IGETC General Education	0	13
Library Technology	1	0
Management		
- <i>Human Resources *</i>	2	1
- Small Business	1	0
- <i>Supervision *</i>	1	2
Manufacturing Technology		
- CAD/CAM	2	3
- CNC Lathe Set Up	2	1
- CNC Milling Set Up	1	2
- CNC Machine Set Up	1	3
- Conventional	1	0
- Programmer Mastercam	4	2
- <i>Solidworks 3D *</i>	0	4
Marketing		
- General	1	0
Medical Assistant - Administrative / Clinical	1	3
Paralegal	1	2
Pharmacy Technology	1	0
- Advanced	5	3
- <i>Basic *</i>	11	10

Santa Ana College  
Certificates Awarded  
Summer 2008 Summer 2009

Sign Language Education	1	0
Television/Video - Broadcast Journalism	1	0
Welding Technology	2	1
<b>TOTAL</b>	<b>89</b>	<b>137</b>
Male	69	71
Female	20	66
Certificates of Achievement	0	112
<i>Certificates *</i>	0	25
Double Majors	7	2
Three or more majors	1	5

# DEGREES

## SANTA ANA COLLEGE SUMMER 2009 DEGREES

4.1 (8)

<u>NAME</u>		<u>DEGREE</u>	<u>MAJOR</u>
Aguilar	Ruben	AA	Art - Graphic Design
Aguirre	Miguel	AA	Liberal Arts
Aisaka	Naomi	AA	Liberal Arts
Albelo	Alexandra	AA	Liberal Arts
Alday	Jennifer	AA	Liberal Arts
Almazan	Eliseo	AA	Liberal Arts
Alvarez	Salvador	AA	Liberal Arts
Amezola	Evelyn	AA	Liberal Arts
Arevalo	Nichole	AS	Nursing - Registered Nursing
Barillas	Mario	AA	Business Administration
		AA	Liberal Arts
Barron	Adrianna	AA	Business Administration
		AA	Liberal Arts
Bautista	Elizabeth	AA	Speech Language Pathology Assistant
Beatty	Stephen	AS	Fire Technology Public Fire Service
Bello	Aldo	AA	Liberal Arts
Bello	Chrystina	AA	Liberal Arts
Benitez	Juanita	AA	Liberal Arts University Transfer Studies
Bernal	Anna	AA	Liberal Arts
Blake	Rachel	AA	Liberal Arts
Bradbury	Nancy	AA	Business Administration
Brown	Barrie	AA	Liberal Arts
Bucio	Luis	AS	Science
Bui	Dai	AA	Liberal Arts
Carmen	James	AA	Liberal Arts
Castaneda Hernandez	Briseida	AA	Elementary Education
Castro	Lori	AA	Liberal Arts
Cervantes	Samantha	AA	Liberal Arts University Transfer Studies
Chau	Luu	AA	Business Administration
Chin	Alex	AA	Business Administration
Choi	Renny	AS	Fire Technology Public Fire Service
Collins	Walter	AS	Fire Technology Medical Services Officer
		AS	Fire Technology Prevention Officer
Contreras	Ernesto	AA	Liberal Arts
Conway	Kevin	AS	Fire Technology Public Fire Service
Cucue	Miguel	AA	Liberal Arts
De la Riva	Lorena	AA	Liberal Arts



<u>NAME</u>		<u>DEGREE</u>	<u>MAJOR</u>
Jurgensen	David	AS	Fire Technology Public Fire Service
Kadau	Jeff	AS	Fire Technology Public Fire Service
Karg	Logan	AS	Fire Technology Public Fire Service
Kim	April	AS	Occupational Therapy Assistant
Kindsfather	Lisa	AA	Liberal Arts
		AA	Paralegal
Kosearas	Peter	AS	Fire Technology Public Fire Service
Kranz	Matthew	AS	Fire Technology Fire Administration
Kuwano	Momoe	AA	Liberal Arts
Kyle	Long	AA	Liberal Arts
Lacey	William	AA	Liberal Arts University Transfer Studies
Lancaster	Robin	AA	Liberal Arts
Lane	Linda	AA	Liberal Arts
Le	Hien	AA	Liberal Arts
Lo	Arick	AA	Liberal Arts
Lopez	Gloria	AA	Liberal Arts
Lopez	Viridiana	AA	Liberal Arts
Machado	Eric	AA	Liberal Arts
Maffey	Breeann	AA	Liberal Arts
Maldonado	Carmen	AA	Human Development Infant/Toddler
Martinez	Jenny	AA	Art - Graphic Design
Martinez	Richard	AA	Liberal Arts
Mattei	Justin	AS	Fire Technology Public Fire Service
Mc Calope	Jason	AA	Liberal Arts
Mcgeath	Catalina	AA	Liberal Arts
Mendez	Linda	AA	Liberal Arts
Monge	Priscilla	AS	Pharmacy Technology
Montero	Marisol	AA	Human Development Preschool Child
Moreno	Arturo	AA	Liberal Arts
Muro	Joe	AS	Engineering Computer Aided Drafting & Design
Murrell	Clay	AA	Liberal Arts
Nagao	Eri	AA	Liberal Arts
Ngo	Qui	AA	Accounting
Nguyen	Duy	AA	Liberal Arts
Nguyen	Hoang	AA	Business Administration
		AA	Liberal Arts
Nguyen	Nhan	AA	Liberal Arts
Nguyen	Phuong	AS	Chemistry
		AS	Science



<u>NAME</u>		<u>DEGREE</u>	<u>MAJOR</u>
Tilton	Jonathan	AS	Fire Technology Public Fire Service
To	Jennifer	AS	Biology
		AA	Liberal Arts
		AS	Science
Tolentino	Christian	AS	Nursing - Registered Nursing
Torres	Ana	AA	Liberal Arts University Transfer Studies
Torres	Vivian	AA	Liberal Arts
Tran	Anh	AS	Chemistry
Tran	Hoang	AA	Liberal Arts
Valdez	Jacquelyne	AA	Liberal Arts University Transfer Studies
Valencia	Vincent	AA	Liberal Arts
Vesper	Lisa	AS	Nursing - Registered Nursing
Victoria	Daysi	AA	Liberal Arts
Vo	Anh	AA	Liberal Arts
Weiss	Scott	AA	Television/Video Communications
Williams	Brianna	AA	Liberal Arts
Yanez	Armando	AA	Business Administration
Yanez	Janet	AA	Liberal Arts
Yaungsri	Krisnun	AA	Business Administration
Zamudio	Rocio	AA	Liberal Arts University Transfer Studies

# **CERTIFICATES**

## SANTA ANA COLLEGE SUMMER 2009 CERTIFICATES

<b><u>NAME</u></b>		<b><u>CERTIFICATE</u></b>	<b><u>MAJOR</u></b>
Abubaker	Diner	Certificate of Achievement	CSU General Education
		Certificate of Achievement	IGETC General Education
Aguirre	Miguel	Certificate of Achievement	CSU General Education
Ahmad	Sadia	Certificate	Pharmacy Technology Basic
Aisaka	Naomi	Certificate of Achievement	CSU General Education
Albelo	Alexandra	Certificate of Achievement	CSU General Education
		Certificate of Achievement	IGETC General Education
Alday	Jennifer	Certificate of Achievement	CSU General Education
Amezola	Evelyn	Certificate of Achievement	CSU General Education
Arcadia	Juan	Certificate of Achievement	CSU General Education
Aven	Lindsey	Certificate of Achievement	CSU General Education
Avila	Jaime	Certificate	Management Supervision
Bello	Aldo	Certificate of Achievement	IGETC General Education
Bello	Chrystina	Certificate of Achievement	CSU General Education
Belmarez	David	Certificate	CIS Help Desk
Bennett	Margaret	Certificate of Achievement	Paralegal
Billeh	Yousef	Certificate	Pharmacy Technology Basic
Butorac	Tyler	Certificate of Achievement	Welding Technology
Carbajal	Omar	Certificate	Business Applications & Technology Bilingual
Carmen	James	Certificate of Achievement	IGETC General Education
Casquera	Fabian	Certificate	CIS Help Desk
Cervantes	Samantha	Certificate of Achievement	CSU General Education
Chamu	Lucia	Certificate of Achievement	Human Development Preschool Child
Chu	Kinh	Certificate	Manufacturing Technology Solidworks 3D Modeling
Collins	Walter	Certificate	Fire Technology Medical Services Officer
Cucue	Miguel	Certificate of Achievement	CSU General Education
Emerson	Richard	Certificate	CIS Database
Fiamor	Jonathan	Certificate of Achievement	IGETC General Education
Figueroa	Graciela	Certificate of Achievement	CSU General Education
Frain	Michelle	Certificate of Achievement	CSU General Education
Franco Gomez	Juan	Certificate of Achievement	Human Development Preschool Child
Funk	Erica	Certificate of Achievement	CSU General Education
Gamboa	Karina	Certificate of Achievement	CSU General Education
Ganchimeg	Oyundelger	Certificate of Achievement	CSU General Education
Garcia	Miguel	Certificate of Achievement	Fire Technology Chief Officer



<u>NAME</u>		<u>CERTIFICATE</u>	<u>MAJOR</u>
Martinez	Jannett	Certificate of Achievement	CSU General Education
Martinez	Richard	Certificate of Achievement	CSU General Education
Mcgeath	Catalina	Certificate of Achievement	CSU General Education
Mendez	Linda	Certificate of Achievement	CSU General Education
Miki	Mickey	Certificate of Achievement	CSU General Education
Monge	Priscilla	Certificate of Achievement	CSU General Education
		Certificate of Achievement	Pharmacy Technology Advanced
		Certificate	Pharmacy Technology Basic
Muniz	Carolina	Certificate of Achievement	Medical Assistant
Murrell	Clay	Certificate of Achievement	CSU General Education
Nguyen	Duy	Certificate of Achievement	CSU General Education
Nguyen	Peter	Certificate of Achievement	Manufacturing Technology CAD/CAM
		Certificate of Achievement	Manufacturing Technology CNC Lathe Set Up
		Certificate of Achievement	Manufacturing Technology CNC Machine Set Up
		Certificate of Achievement	Manufacturing Technology CNC Milling Machine
		Certificate of Achievement	Manufacturing Technology CNC Programmer Mastercam
		Certificate	Manufacturing Technology Solidworks 3D Modeling
Nguyen	Phuong	Certificate of Achievement	IGETC General Education
Nguyen	Terry	Certificate	Pharmacy Technology Basic
Nguyen	Thomas	Certificate	Pharmacy Technology Basic
Nguyen	Truong	Certificate of Achievement	Manufacturing Technology CNC Machine Set Up
		Certificate of Achievement	Manufacturing Technology CNC Milling Machine
Nguyen	Vy	Certificate	Pharmacy Technology Basic
Nunez	Christina	Certificate of Achievement	CSU General Education
Oceguera	Rodolfo	Certificate of Achievement	CSU General Education
Ojeda	Blake	Certificate of Achievement	Fire Technology Public Fire Service
Olea Guillen	Alejandro	Certificate of Achievement	Fire Technology Public Fire Service
Oo	Ya	Certificate of Achievement	Pharmacy Technology Advanced
Ornelas	Joel	Certificate of Achievement	CSU General Education
Patel	Vikas	Certificate	Manufacturing Technology Solidworks 3D Modeling
Peras	Ma	Certificate of Achievement	Medical Assistant
Perez	Daniel	Certificate of Achievement	Fire Technology Public Fire Service
Phan	Ngoc	Certificate of Achievement	CSU General Education
Quach	Ngan	Certificate of Achievement	Medical Assistant
Quevedo	Priscilla	Certificate of Achievement	CSU General Education
Ramirez	Ann	Certificate of Achievement	CSU General Education
Ramirez	Francisco	Certificate of Achievement	CSU General Education
Rangel	Emilio	Certificate	Criminal Justice Correction Officer



**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT****SANTIAGO CANYON COLLEGE  
STUDENT SERVICES**

To: Board of Trustees	Date: November 16, 2009
Re: Ratification of Summer 2009 Degrees and Certificates	
Action: Request for Action	

**BACKGROUND**

Attached is a list of students who successfully completed coursework at Santiago Canyon College leading to an associate degree, certificate of achievement, and/or certificate for summer 2009. Also attached are the statistical tables showing degrees, certificates of achievement, and certificates awarded by major.

**ANALYSIS**

Santiago Canyon College awarded 88 associate degrees in summer 2009 as compared to 73 last summer, an increase of 20%. The area of Liberal Arts was a significant factor with 76 degrees awarded which is an increase of 20% from last summer. Increases were also seen in Chemistry, Computer Information Systems, Mathematics, Political Science, and Survey/Mapping Sciences-Land Surveyor. Decreases were seen in the areas of Anthropology, Business Administration, English, History, and Science.

Santiago Canyon College awarded 145 Certificates of Achievement in summer 2009 as compared to 114 last summer. A substantial increase is noted as a result of offering CSU and IGETC General Education Breadth certificates of achievement beginning summer 2009. The number of CSU and IGETC Certificates of Achievement should increase over the next year as students become more aware of the new offerings. Increases were seen in American Sign Language, Apprenticeship-Electricity Industrial Option, Apprenticeship-Electricity Sound & Communication, Apprenticeship-Surveying Chief of the Party, Cosmetology, and Survey/Mapping Sciences-Land Surveyor. Decreases were seen in Apprenticeship-Electricity Power Lineman, Apprenticeship-Maintenance Mechanic, Apprenticeship-Surveying Chainman, Gemology, Public Works, and Water Utility Science.

Santiago Canyon College awarded 14 Certificates in summer 2009 as compared to 12 last summer. An increase was seen in Computer Information Systems Web Design and Web Programming, Survey/Mapping-Land Surveyor in Training, and TV/Video Communications-Media Studies. A decrease was seen in Cosmetician, Marketing, Advertising, and Water Utility Supervisor.

**RECOMMENDATION**

It is recommended that the Board of Trustees ratify the recipients of the associate degrees, certificates of achievement, and certificates for the summer 2009 as presented.

Fiscal Impact: None	Board Date: November 16, 2009
Prepared by: John C. Hernandez, Ph.D, Vice President of Student Services	
Submitted by: Juan Vazquez, President	
Recommended by: Edward Hernandez, Jr, Ed.D., Chancellor	



# **Santiago Canyon College**

**SUMMER 2009**

**STATISTICS**

# SANTIAGO CANYON COLLEGE

Associate Degrees  
SUMMER 2009

<u>Major</u>	<u>Totals</u>
Business Administration	3
Business Management	1
Chemistry	1
Computer Information Systems	1
Liberal Arts	40
Liberal Arts: Arts, Humanities, & Communication	15
Liberal Arts: Mathematics & Sciences	1
Liberal Arts: Social & Behavioral Sciences	3
Liberal Arts: University Transfer Studies	17
Mathematics	2
Political Science	2
Psychology	1
Survey/Mapping Sciences: Land Surveyor	1

<b>88</b>	<b>TOTAL</b>
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49 Females  
38 Males

# SANTIAGO CANYON COLLEGE

Associate Degrees

SUMMER

Comparative Statistics by Semester

<u>MAJOR</u>	<u>2008</u>	<u>2009</u>
Anthropology	1	
Business Administration	4	3
Business Management	1	1
Chemistry		1
Computer Information Systems		1
English	1	
History	1	
Liberal Arts	47	40
Liberal Arts: University Transfer Studies	16	17
Liberal Arts: Arts, Humanities, & Communication		15
Liberal Arts: Mathematics & Sciences		1
Liberal Arts: Social & Behavioral Sciences		3
Mathematics		2
Political Science		2
Psychology	1	1
Science	1	
Survey/Mapping Sciences - Land Surveyor		1
<b>TOTAL</b>	<b>73</b>	<b>88</b>

**SANTIAGO CANYON COLLEGE**  
**Certificates of Achievement and Certificates**  
**SUMMER 2009**

**Certificates of Achievement**

	<b><u>2009</u></b>
American Sign Language	1
Apprenticeship - Electricity	
Industrial	18
Power Lineman	1
Sound and Communication	1
Apprenticeship - Surveying	
Chainman	30
Chief of Party	4
Cosmetology	14
CSU General Education Breadth *	47
Gemology	1
IGETC General Education Breadth *	25
Public Works - Construction Inspection	1
Survey/Mapping Sciences - Land Surveyor	1
Water Utility Science	
Water Treatment	1
51 Female	
86 Male	
<b>Total</b>	<b>145</b>

\* New Certificate of Achievement offered beginning Summer 2009

**Certificates**

	<b><u>2009</u></b>
Computer Information Systems	
Web Design	1
Web Programming	1
Cosmetology	
Cosmetician	5
Public Works - Supervisor	1
Survey/Mapping - Land Surveyor in Training	2
TV/Video Communications- Media Studies	4
6 Female	
8 Male	
<b>Total</b>	<b>14</b>

**Combined Total 159**

**SANTIAGO CANYON COLLEGE**  
**Certificates of Achievement and Certificates**  
**SUMMER**  
**Comparative Statistics by Semester**

**Certificates of Achievement**

	<u>2008</u>	<u>2009</u>
American Sign Language		1
Apprenticeship - <b>Electricity</b>		
Industrial		18
Power Lineman	20	1
Sound and Communication		1
Apprenticeship - <b>Maintenance Mechanic</b>		
Apprentice I	4	
Apprentice II	2	
Apprenticeship - <b>Surveying</b>		
Chainman	66	30
Chief of Party	3	4
Cosmetology	11	14
CSU General Education Breadth *	*	47
Gemology	2	1
IGETC General Education Breadth *	*	25
Public Works	1	
Public Works - Construction Inspection	1	1
Survey/Mapping Sciences - Land Surveyor		1
Water Utility Science		
Water Distribution	2	
Water Treatment	2	1
<b>Total</b>	<b>114</b>	<b>145</b>

\* New Certificate of Achievement beginning Summer 2009

**SANTIAGO CANYON COLLEGE**  
**Certificates of Achievement and Certificates**  
**SUMMER**  
**Comparative Statistics by Semester**

**Certificates**

	<u>2008</u>	<u>2009</u>
Computer Information Systems		
Web Design		1
Web Programming		1
Cosmetology		
Cosmetician	7	5
Marketing		
Advertising	1	
Web Marketing		
Public Works - Supervisor	1	1
Survey/Mapping - Land Surveyor in Training		2
TV/Video Communications- Media Studies	1	4
Water Utility Supervisor	1	

**Total** 12 14

Certificate of Achievement Total	114	145
Certificate Total	12	14
<b>GRAND TOTAL</b>	126	159



# **Santiago Canyon College**

**SUMMER 2009**

**Student Names  
Associate Degrees**

<u>Degree</u>	<u>Major</u>	<u>Last Name</u>	<u>First Name</u>	<u>Honors</u>	<u>Departmental Honors</u>	<u>GPA</u>
AA	Liberal Arts: University Transfer Studies	Abarca	Jennifer			3.43
AA	Liberal Arts	Alsayed	Moutaz			3.00
AA	Liberal Arts	Alvarado	Lenette			2.34
AA	Liberal Arts	Alvarez	Garrett			2.73
AA	Liberal Arts	Arenas	Esmeralda			3.08
AA	Liberal Arts	Armanios	Stephen			2.78
AA	Liberal Arts: Arts, Humanities, & Communication	Bales	Kelsie			2.69
AA	Liberal Arts: Arts, Humanities, & Communication	Bartholomew	Stephanie	High Honors		3.92
AA	Liberal Arts: Arts, Humanities, & Communication	Bruns	Katherine			3.37
AS	Chemistry	Bui	Hieu			3.27
AA	Mathematics	Chavez	Rebecca			3.37
AA	Liberal Arts	Chew	Anthony			3.21
AA	Liberal Arts	Clark	Elyse			3.14
AA	Liberal Arts	Conduff	Breanna			3.42
AA	Liberal Arts: Mathematics & Sciences	Dankmyer	Benjamin	Honors		3.77
AA	Liberal Arts	Edmundson	Jonathan			3.46
AA	Liberal Arts	Ellegard	Sara			2.87
AA	Liberal Arts	Elshaar	Kareem			2.83
AA	Liberal Arts: Arts, Humanities, & Communication	Estrada	Juan			3.10
AA	Liberal Arts: Arts, Humanities, & Communication	Figley	Erich			2.23
AS	Survey/Mapping Sciences: Land Surveyor	Forest	Ryan			2.69
AA	Liberal Arts	Frattali	Amanda			2.60
AA	Business Administration	Gallagher	Mary			3.45
AA	Political Science	Gallaher	Patricia			3.32
AA	Liberal Arts	Ghorbani	Newsha			3.23
AA	Liberal Arts: Arts, Humanities, & Communication	Gibbs	Hunter			2.85
AA	Liberal Arts	Gomez	Paul	Honors		3.67
AA	Liberal Arts	Gonzalez	Joseph			2.90
AA	Liberal Arts	Guayante	Brian			2.84
AA	Liberal Arts: University Transfer Studies	Hayden	Kimberly			2.66
AA	Liberal Arts: University Transfer Studies	Hockensmith	Sydney	Highest Honors		4.00
AA	Liberal Arts	Ilinescu	Aura			3.12
AA	Liberal Arts	James	Sara			3.22
AA	Business Administration	Jao	Sissy			3.06
AA	Liberal Arts: University Transfer Studies	Jimenez	Brenda			3.19
AA	Psychology	Keil	Mitchell			3.27
AA	Liberal Arts: University Transfer Studies	Ko	Yuh			3.08
AA	Liberal Arts: Arts, Humanities, & Communication	Kreidel	Parker			3.43
AA	Liberal Arts: Arts, Humanities, & Communication	Larson	Stacy			3.46
AA	Liberal Arts	Laughlin	Sean			2.82
AA	Liberal Arts	Ly	Vivian			3.22
AA	Liberal Arts: Social & Behavioral Sciences	Maina	Daisy			3.13
AA	Liberal Arts: University Transfer Studies	Maldonado	Maritza			2.82
AA	Liberal Arts	Marjiya	Catherine			2.94
AA	Liberal Arts	Mc Carty	Megan			2.87

4.2 (10)

<u>Degree</u>	<u>Major</u>	<u>Last Name</u>	<u>First Name</u>	<u>Honors</u>	<u>Departmental Honors</u>	<u>GPA</u>
AA	Mathematics	Mc Kenna	Brian			3.45
AA	Liberal Arts: Social & Behavioral Sciences	McAfee	Azure			3.26
AA	Liberal Arts: Social & Behavioral Sciences	McReynolds	Sean			2.22
AA	Liberal Arts	Melton	Andrew			2.73
AA	Computer Information Systems	Merid	Esseye			3.30
AA	Political Science	Milan	Giovanni			3.27
AA	Liberal Arts	Monroy	Daniel			3.23
AA	Liberal Arts: Arts, Humanities, & Communication	Mora	Jose			3.04
AA	Liberal Arts	Nevin	Christie			2.48
AA	Liberal Arts: University Transfer Studies	Ornelas	Julianna			3.41
AA	Liberal Arts: Arts, Humanities, & Communication	Parham	Justine			3.07
AA	Liberal Arts	Patanarapelers	Ticha			3.49
AA	Liberal Arts: Arts, Humanities, & Communication	Peterson	Erik			2.23
AA	Liberal Arts	Prizmich	Heidi			2.82
AA	Liberal Arts: University Transfer Studies	Ramseyer	Ryan			2.71
AA	Liberal Arts: University Transfer Studies	Ricketts	James	Honors		3.60
AA	Liberal Arts	Roberts	Steven			3.14
AA	Business Management	Rodgers	Kevin			2.85
AA	Business Administration	Rodgers	Kevin			2.85
AA	Liberal Arts: University Transfer Studies	Rosas	Liliana			2.61
AA	Liberal Arts	Salazar	Juan	High Honors		3.84
AA	Liberal Arts: University Transfer Studies	Schlimmer	Anne			2.96
AA	Liberal Arts: Arts, Humanities, & Communication	Schurawel	Raissa			2.95
AA	Liberal Arts: University Transfer Studies	Schwab	Harrison			3.41
AA	Liberal Arts: Arts, Humanities, & Communication	Setten	Ryan	Honors		3.50
AA	Liberal Arts	Shores	Brooke			3.41
AA	Liberal Arts: Arts, Humanities, & Communication	Shores	Megan	Honors		3.57
AA	Liberal Arts	Singh	Alfredo	Honors		3.55
AA	Liberal Arts	Sloan	Megan			2.69
AA	Liberal Arts: University Transfer Studies	Small	Eric			2.06
AA	Liberal Arts: University Transfer Studies	Sommer	Jennifer			2.81
AA	Liberal Arts	Steagall	Danis			3.16
AA	Liberal Arts	Stills	Kenneth			3.39
AA	Liberal Arts: University Transfer Studies	Sybesma	Kyler			2.78
AA	Liberal Arts	Tognazzini	Ginger	Honors		3.58
AA	Liberal Arts: University Transfer Studies	Tse	Lynn	Honors		3.79
AA	Liberal Arts	Watkins	Dionne			2.11
AA	Liberal Arts: University Transfer Studies	Welsh	Danielle			3.03
AA	Liberal Arts: Arts, Humanities, & Communication	Wilkerson	Jessica			3.02
AA	Liberal Arts	Williamson	Audra			2.72
AA	Liberal Arts	Wright	Deborah			3.32
AA	Liberal Arts	Yanes	Nina			2.97
AA	Liberal Arts	Zumiga	Erika			2.75



# **Santiago Canyon College**

**SUMMER 2009**

**Student Names  
Certificates of Achievement  
*and*  
Certificates**

**Santiago Canyon College****Graduate File Listing**

4.2 (12)

<u>Certificate</u>	<u>Major</u>	<u>Last Name</u>	<u>First Name</u>	<u>GPA</u>
CA	IGETC General Education Breadth	Abarca	Jennifer	3 53
CERT	Cosmetology: Cosmetician	Adams	Teresa	4 00
CA	Apprenticeship Surveying: Chainman	Aguilar	Robert	2 62
CA	CSU General Education Breadth	Alsayed	Moutaz	3 00
CA	Apprenticeship Surveying: Chainman	Anglin	Stephan	4 00
CA	IGETC General Education Breadth	Armanios	Stephen	2 78
CA	Apprenticeship Electricity: Industrial Option	Arostigue	Luis	2 84
CA	Apprenticeship Surveying: Chainman	Baeder	Benjamin	4 00
CA	IGETC General Education Breadth	Bales	Kelsie	2 69
CERT	Survey/Mapping Sciences: Land Surveyor in Training	Barden	Christopher	3 00
CA	Apprenticeship Surveying: Chainman	Barrueta	Ricardo	4 00
CA	IGETC General Education Breadth	Becker	Gregory	3 67
CERT	Television/Video Communications: Media Studies	Berendsen	Esteban	2 40
CA	Apprenticeship Surveying: Chief of the Party	Bertchume	Jamie	4 00
CA	IGETC General Education Breadth	Bui	Hieu	3 27
CA	Apprenticeship Electricity: Industrial Option	Butcher	George	3 20
CA	Apprenticeship Surveying: Chainman	Byrem	Brad	3 80
CA	Apprenticeship Surveying: Chainman	Cadena	Robert	3 60
CA	Apprenticeship Surveying: Chief of the Party	Caldino	David	3 13
CA	Apprenticeship Electricity: Industrial Option	Calley	Kyle	3 00
CA	IGETC General Education Breadth	Cameron	James	3 66
CA	Apprenticeship Surveying: Chief of the Party	Campos	Jay	3 46
CA	Apprenticeship Surveying: Chainman	Campos	Jay	3 46
CA	Apprenticeship Surveying: Chainman	Chhu	Rick	4 00
CA	CSU General Education Breadth	Conduff	Breanna	3 42
CA	CSU General Education Breadth	Davenport	Gregory	2 89
CA	Apprenticeship Surveying: Chainman	De la Torre	Joseph	3 80
CA	Apprenticeship Surveying: Chainman	Del Rio	Freddy	2 67
CERT	Television/Video Communications: Media Studies	Depaola	Timothy	3 74
CA	Cosmetology	Diaz	Susana	3 13
CA	Apprenticeship Electricity: Industrial Option	Dobrenen	Timofey	3 00
CA	CSU General Education Breadth	Doty	Jason	2 95
CA	CSU General Education Breadth	Elshaar	Kareem	2 83
CA	CSU General Education Breadth	Estrada	Juan	3 10
CA	IGETC General Education Breadth	Estrada	Juan	3 10
CA	Apprenticeship Surveying: Chainman	Estrada	Richard	3 20
CA	Apprenticeship Electricity Sound & Communication	Flees	Dale	3 50
CA	CSU General Education Breadth	Forest	Ryan	2 69
CA	Survey/Mapping Sciences Land Surveyor	Forest	Ryan	2 69
CA	IGETC General Education Breadth	Foster	Gavin	3 42
CERT	Television/Video Communications: Media Studies	Gaby	Mitchel	3 31
CA	CSU General Education Breadth	Gallagher	Mary	3 45

CA = Certificate of Achievement

CERT = Certificate

<u>Certificate</u>	<u>Major</u>	<u>Last Name</u>	<u>First Name</u>	<u>GPA</u>
CA	IGETC General Education Breadth	Gallaher	Patricia	3 32
CA	CSU General Education Breadth	Ghorbani	Newsha	3 23
CA	Cosmetology	Gomez	Ariel	3 32
CA	Cosmetology	Gonzalez	Laura	2 62
CA	Apprenticeship Electricity: Industrial Option	Gonzalez	Ruben	3 30
CERT	Cosmetology: Cosmetician	Griswold	Stephanie	4 00
CA	IGETC General Education Breadth	Guayante	Brian	2 84
CA	IGETC General Education Breadth	Gunnin	Taylor	3 51
CA	Apprenticeship Electricity: Industrial Option	Hamre	Neil	2 90
CA	Cosmetology	Hedman	Erin	2 71
CA	Apprenticeship Electricity: Power Lineman	Hirschy	Ryan	0 00
CA	CSU General Education Breadth	Hockensmith	Sydney	4 00
CA	Apprenticeship Surveying: Chainman	Huerta	Ramon	2 00
CA	Cosmetology	Ibarria	Brenda	3 65
CA	Public Works: Construction Inspection	Jaimes	Fred	3 71
CA	Apprenticeship Electricity: Industrial Option	Jejeran	Stelian	2 80
CA	CSU General Education Breadth	Jimenez	Brenda	3 19
CA	CSU General Education Breadth	Jimenez	Jasmine	2 98
CA	Apprenticeship Surveying: Chainman	Judeh	Jude	3 60
CA	CSU General Education Breadth	Kastner Besneatte	Whitney	3 50
CA	IGETC General Education Breadth	Kastner Besneatte	Whitney	3 50
CA	Apprenticeship Surveying: Chainman	Kazmierczak	Susan	3 00
CA	Apprenticeship Electricity: Industrial Option	Kessel	David	3 77
CA	Cosmetology	Kim	David	4 00
CA	Apprenticeship Electricity: Industrial Option	Klein	Michael	3 40
CA	CSU General Education Breadth	Ko	Yuh	3 08
CA	CSU General Education Breadth	Kreidel	Parker	3 43
CA	Apprenticeship Electricity: Industrial Option	Landay	Chris	3 10
CA	Apprenticeship Electricity: Industrial Option	Landers	Joshua	3 00
CA	CSU General Education Breadth	Laughlin	Sean	2 82
CA	Apprenticeship Surveying: Chainman	Lopez	Fernando	4 00
CA	Apprenticeship Surveying: Chief of the Party	MacHado	Frank	3 92
CA	Apprenticeship Surveying: Chainman	Maguire	Patrick	3 40
CA	CSU General Education Breadth	Maldonado	Maritza	2 82
CA	Apprenticeship Electricity: Industrial Option	Manley	Michael	2 90
CA	Apprenticeship Surveying: Chainman	Maysey	Mike	3 60
CA	CSU General Education Breadth	Mc Carty	Megan	2 87
CA	CSU General Education Breadth	McAffee	Azure	3 26
CA	IGETC General Education Breadth	McAffee	Azure	3 26
CA	CSU General Education Breadth	McReynolds	Sean	2 22
CA	CSU General Education Breadth	Mejia	Elizabeth	3 23
CA	CSU General Education Breadth	Melton	Andrew	2 73

CA = Certificate of Achievement

CERT = Certificate

**Santiago Canyon College**

## Graduate File Listing

4.2 (14)

<u>Certificate</u>	<u>Major</u>	<u>Last Name</u>	<u>First Name</u>	<u>GPA</u>
CERT	Computer Information Systems: Web Programming	Merid	Esseye	3 30
CA	IGETC General Education Breadth	Milan	Giovanni	3 27
CA	Apprenticeship Surveying: Chainman	Miletic	Alex	3 33
CA	CSU General Education Breadth	Monroy	Daniel	3 23
CA	CSU General Education Breadth	Mora	Jose	3 04
CA	Cosmetology	Mosqueda	Jessica	3 49
CA	Apprenticeship Surveying: Chainman	Naal	Gehric	3 80
CERT	Cosmetology: Cosmetician	Neidermayer	Vanessa	4 00
CA	CSU General Education Breadth	Nevin	Christie	2 48
CA	Apprenticeship Electricity: Industrial Option	Nguyen	Luan	4 00
CA	Apprenticeship Surveying: Chainman	Ontiveros	David	3 20
CA	IGETC General Education Breadth	Ornelas	Juliana	3 50
CA	Apprenticeship Electricity: Industrial Option	Packard	Wesley	3 50
CA	Apprenticeship Surveying: Chainman	Parra	Jose	2 83
CA	CSU General Education Breadth	Patanarapelers	Ticha	3 49
CA	IGETC General Education Breadth	Patanarapelers	Ticha	3 49
CA	Cosmetology	Perez	Crystal	2 88
CA	Apprenticeship Surveying: Chainman	Pikulicky	James	3 40
CA	Apprenticeship Surveying: Chainman	Pikus	John	3 60
CA	Apprenticeship Electricity: Industrial Option	Powell	Ryan	3 00
CERT	Television/Video Communications: Media Studies	Price	Cory	2 23
CA	CSU General Education Breadth	Prizmich	Heidi	2 82
CA	Water Utility Science: Water Treatment	Ramirez	Jose	2 86
CA	CSU General Education Breadth	Rettberg	Breanna	3 38
CERT	Public Works: Supervisor	Reyes	David	3 06
CA	CSU General Education Breadth	Ricketts	James	3 60
CA	Cosmetology	Rieder	Davin	3 07
CA	CSU General Education Breadth	Roberts	Steven	3 14
CA	CSU General Education Breadth	Rosas	Liliana	2 61
CA	Cosmetology	Runnells	Rebecca	2 75
CA	IGETC General Education Breadth	Saito	Azusa	3 15
CA	IGETC General Education Breadth	Salazar	Juan	3 84
CA	Cosmetology	Salehi	Massoud	2 50
CERT	Cosmetology: Cosmetician	Salehi	Neda	2 97
CA	CSU General Education Breadth	Schlimmer	Anne	2 96
CA	CSU General Education Breadth	Schurawel	Raissa	2 95
CA	CSU General Education Breadth	Schwab	Harrison	3 41
CA	IGETC General Education Breadth	Setten	Ryan	3 50
CA	Apprenticeship Surveying: Chainman	Sharber	Dustin	4 00
CA	Apprenticeship Surveying Chainman	Shimer	Matthew	4 00
CA	IGETC General Education Breadth	Shores	Brooke	3 58
CA	CSU General Education Breadth	Shores	Megan	3 55

CA = Certificate of Achievement

CERT = Certificate

<u>Certificate</u>	<u>Major</u>	<u>Last Name</u>	<u>First Name</u>	<u>GPA</u>
CA	IGETC General Education Breadth	Shores	Megan	3 55
CA	CSU General Education Breadth	Sloan	Megan	2 69
CA	CSU General Education Breadth	Small	Eric	2 06
CA	CSU General Education Breadth	Smiley	Jessica	2 91
CA	CSU General Education Breadth	Sommer	Jennifer	2 81
CA	CSU General Education Breadth	Southard	Ethan	2 88
CA	CSU General Education Breadth	Steagall	Danis	3 16
CA	IGETC General Education Breadth	Steagall	Danis	3 16
CA	Cosmetology	Stevens	Andrew	3 61
CA	Apprenticeship Surveying: Chainman	Strege	Josh	4 00
CA	Apprenticeship Surveying: Chainman	Struntz	James	3 00
CERT	Cosmetology: Cosmetician	Struss	Stacy	4 00
CA	American Sign Language	Tanner	Travis	2 76
CA	IGETC General Education Breadth	Tognazzini	Ginger	3 58
CA	Cosmetology	Troup	Daniel	2 84
CA	IGETC General Education Breadth	Tse	Lynn	3 79
CA	Cosmetology	Turquet	Noelle	2 56
CA	Apprenticeship Electricity: Industrial Option	Vaxmonsky	Joshua	2 90
CA	Apprenticeship Electricity: Industrial Option	Vazquez	Omar	2 60
CA	CSU General Education Breadth	Velasquez	Diana	3 50
CERT	Survey/Mapping Sciences: Land Surveyor in Training	Velazquez	Jesus	3 95
CA	CSU General Education Breadth	Warren	Stephanie	3 39
CA	CSU General Education Breadth	Watkins	Dionne	2 11
CA	Gemology	Weil	Sandra	2 17
CA	IGETC General Education Breadth	Welsh	Danielle	3 03
CA	CSU General Education Breadth	Wilkerson	Jessica	3 02
CA	CSU General Education Breadth	Williamson	Audra	2 72
CERT	Computer Information Systems: Web Design	Wolff	Melissa	3 25
CA	Apprenticeship Surveying: Chainman	Woods	Steve	2 60
CA	CSU General Education Breadth	Wright	Deborah	3 32
CA	Apprenticeship Surveying: Chainman	Wright	Jeffrey	4 00
CA	Apprenticeship Surveying: Chainman	Zimmerman	Joseph	2 48
CA	Apprenticeship Electricity: Industrial Option	Zuniga	Danny	3 60

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT****Santa Ana College – Community Services Program**

To: Board of Trustees	Date: November 16, 2009
Re: Approval of Community Services Program at Santa Ana College for Spring 2010	
Action: Request For Approval	

**BACKGROUND**

The Santa Ana College Community Services Program offers classes that are of special interest or those designed for a specific audience or need. They are noncredit, usually shorter in duration than credit classes, and do not require lengthy preparation or rigorous testing. From the creative arts and financial management to computer software and special tours, these programs are offered to the general public for educational, cultural, social and recreational purposes for a fee. These brief programs often serve as exposure and entry to college programs. The Community Services Program serves as a recruitment tool for Santa Ana College credit program often providing pilot courses that introduce a more in-depth and complete offering through college classes. Its inherent flexibility allows the addition or replacement of classes that have the most cost-effective impact on our program and the community.

**ANALYSIS**

The Spring 2010 course offering aims to provide 140 inclusive education and recreation course for adults and children in the Santa Ana College service area. This comprehensive menu of courses seeks to meet the demographic and diverse service needs in our community while generating revenue to ensure the continued expansion of the Community Services Program.

**RECOMMENDATION**

It is recommended that the Board of Trustees review and approve the attached proposed Community Services Program at Santa Ana College for Spring 2010.

Fiscal Impact:	\$25,000 (estimated net income after expenses)	Board Date: November 16, 2009
Prepared by:	Sara Lundquist, Ph.D., Vice President of Student Affairs Lilia Tanakeyowma, Ed.D., Dean of Student Affairs	
Submitted by:	Erlinda J. Martinez, Ed.D., President, Santa Ana College	
Recommended by:	Edward Hernandez, Jr., Ed.D., Chancellor	

**COMMUNITY SERVICES – SPRING 2010 PROGRAM**

<u>Category/Event Name</u>	<u>Instructor</u>	<u>Fee</u>	<u>Pay Rate</u>
<b>Animal Care</b>			
Puppy Kindergarten	Dog Services Unlimited	\$69	60/40
Basic Dog Manners	Dog Services Unlimited	\$72	60/40
Dog Obedience	Dog Services Unlimited	\$82	60/40
<b>Around The Home</b>			
Interior Design	Raquel Harlark	\$79	60/40
Decorating with Feng Shui	Kathy Zimmerman	\$39	60/40
<b>Arts &amp; Crafts</b>			
Floral Design	Pat Gosnell	\$28	70/30
Jewelry Design	Bngette Burns	\$29	60/40
Card Making	Bngette Burns	\$29	60/40
Soap Making	Quayum Abdul	\$29	60/40
Candle Making	Quayum Abdul	\$29	60/40
Silk Designs	Beverly Hicks	\$69	60/40
<b>Automotive</b>			
BAR Update 2009	Douglas Wilkes	\$295	60/40
CDET Smoke Inspection Program	Tom Hogue	\$175	60/40
EPA Certification	Tom Hogue	\$215	60/40
Auto Wholesale Business	Ronald Williams	\$85	60/40
ASE Prep	Jim Manning	\$85	60/40
Motorcycle Safety	Rich Greger	\$250	60/40
<b>Business &amp; Careers</b>			
Small Business Bookkeeping & Taxes	Phil Famolaro	\$89	60/40
Financing Your Independence	Michele Young	\$49	60/40
Stand Out In A Crowd of Job Seekers	Dr. Lynn Joseph	\$39	60/40
Contracting License	Phil Famolaro	\$169	60/40
Become A Notary Public	Carrie Christensen	\$85	60/40
Become A Certified Loan Signing Agent	Carrie Christensen	\$89	60/40
Effective Supervision Series	Greg Ledbetter	\$189	60/40
Start A Successful Business	George Blanc	\$29	60/40
Marketing Plan That Really Works	George Blanc	\$29	60/40
How to Manage Rental Properties	Pat Larkin	\$39	60/40
Moneymaking Using Your Computer	Nancy Miller	\$39	60/40
Build Your Own Website	Michael Rounds	\$39	60/40
Next American Inventor	Nancy Miller	\$39	60/40
How to Become A Mystery Shopper	Elaine Moran	\$39	60/40
Grant Writing Fundamentals	John Drew	\$69	60/40
How To Sell on eBay	Francis Greenspan	\$79	60/40
The Secrets of the Hiring Process	Michael Maiocco	\$89	60/40
CSI: Beyond the Yellow Tape	Michael Maiocco	\$89	60/40
How To Become A Substitute Teacher	Charles Prosper	\$44	60/40
How Start An In Home Family Care	Elisha Valentine	\$79	60/40
Human Resource Series I & II	Allison Pratt	\$189	60/40
Sexual Harassment Avoidance Training	Allison Pratt	\$89	60/40
NASBITE/CGBP Prep	Madeline Grant	\$89	60/40
Medical Billing	Denise LaMonte	\$139	60/40
Hosting Unique & Interactive Events	Denise LaMonte	\$69	60/40
<b>College For Kids</b>			
Reading Development	Readwrite Education	\$89	\$35/hour
Math Development	Readwrite Education	\$89	\$35/hour
Speed Reading & Vocabulary Building	Readwrite Education	\$69	\$35/hour
Study Skills & Test Taking	Readwrite Education	\$59	\$35/hour

## COMMUNITY SERVICES – SPRING 2010 PROGRAM

<u>Category/Event Name</u>	<u>Instructor</u>	<u>Fee</u>	<u>Pay Rate</u>
Talk Your Way to Straight A's	Vandye Forrester	\$29	60/40
English Composition	Phyllis Neal	\$59	60/40
Seriously Awesome Sitters	Sabrina Bradley	\$39	60/40
Kids in the Kitchen	Alicia Drozd	\$29	60/40
Bollywood Dance for Kids	Sumona Vohra	\$59	60/40
Horse Camp	Cheryl Skidmore	\$44	60/40
Acting For The Young Performer	Gabriele Guern	\$89	\$30/hour
Singing For Youth	Gabrielle Guern	\$69	\$30/hour
SAT Prep	Sheldon/Holly	\$115	\$35/hour
Hip Hop Dance	Marielle Vieyra	\$59	\$25/hour
Tennis Camp	Robert Manuel	\$89	60/40
Taekwondo	Victorino Rosete	\$69	60/40
Teen Make-Up & Skin Care	Michelle Jackson	\$39	60/40
Jammin Chemistry for Kids	Dale Swanson	\$89	60/40
Popping Physics for Kids	Dale Swanson	\$89	60/40
Navigating Scholarships	Stephanie Adams	\$39	60/40
<b>Computers</b>			
PC Troubleshooting	Dave Westerfield	\$44	60/40
MS Applications	Debra Crowley	\$69	\$35/hour
Web Design Fundamentals	Nancy Haugen	\$69	\$35/hour
QuickBook Fundamentals	Michele Young	\$89	60/40
<b>Culinary Arts</b>			
Indian Cuisine	Sumona Vohra	\$29	60/40
Vegetarian Sushi	Dave Sobel	\$29	60/40
99¢ Gourmet	Mike Rounds	\$39	60/40
Fruit Creations	Omeline Garcia	\$29	60/40
<b>Dance</b>			
Salsa	Salomon Rivera	\$59	60/40
Belly Dance	JoEllen Maddox	\$79	60/40
Bollywood Dance	Sumona Vohra	\$59	60/40
Ballroom Dancing	Phil Famolaro	\$69	60/40
Night Club Dancing	Amber Stapleton	\$59	60/40
<b>Entrepreneur</b>			
Credit, Finance Options & Asset Building	Pilar Jacobs	\$29	60/40
Starting Your Business the Right Way	Carolina Manross	\$29	60/40
Quick Books Overview	Sylvia Salazar	\$29	60/40
Identifying Your Customers	Carolina Manross	\$29	60/40
Promoting Your Business	Carolina Manross	\$29	60/40
Doing Business Online	John Gibson	\$29	60/40
Sales & Marketing Techniques	John Gibson	\$29	60/40
Developing A Business Plan	John Gibson	\$29	60/40
Legal Structures	Carolina Manross	\$29	60/40
Life & Business Enrichment	I. Martinez	\$89	60/40
<b>Health, Fitness &amp; Beauty</b>			
Yoga	Pamela Buonanotte	\$69	60/40
Body By Bootcamp	Kaja Donikowski	\$79	60/40
Qi-Kong	Lan Pao Phong	\$69	60/40
Exercise Classes With Instructor Approval	Staff	\$10/\$15	50/50
Basic First Aid & CPR	Sabrina Bradley	\$25	60/40
Couples Massage	Barb Sobel	\$\$39/59	60/40
Head, Neck, Shoulder Massage	Barb Sobel	\$39/\$59	60/40
Reduce Stress with Music Therapy	Vlinda Zorian-Stubbs	\$59	60/40

## COMMUNITY SERVICES – SPRING 2010 PROGRAM

<u>Category/Event Name</u>	<u>Instructor</u>	<u>Fee</u>	<u>Pay Rate</u>
5 Dangerous Threats to Your Brain	Debbi Harper	\$29	60/40
Family Caregivers-Self Care	Dr. Lynn Joseph	\$59	60/40
Mom & Daughter Makeover	Michelle Jackson	\$59	60/40
Tai Chi	Victorino Rosete	\$69	60/40
Fitness Conditioning	Staff	\$15	50/50
<b>Language</b>			
Spanish At Work	Alicia Miglianni	\$69	60/40
Spanish For Travelers	Alicia Miglianni	\$69	60/40
<b>Money Matters</b>			
Savvy Social Security	Michele Young	\$10	60/40
Master Your Money	Jalon O'Connell	\$44/\$66	60/40
Investment Bootcamp	Jalon O'Connell	\$44/\$66	60/40
Investing for Beginners	Jalon O'Connell	\$44/\$66	60/40
Transforming Debt into Wealth	Seewing Yee	\$39/\$59	60/40
Financial Management Workshop	Jim Dumbleck	\$49/\$69	60/40
What's A Living Trust?	Neal Rogers	\$39/\$59	60/40
<b>Online Class Categories</b>			
Internet & Basic Computer Literacy	Education To Go	\$79	\$52
Web Page Design, Graphics & Multimedia	Education To Go	\$79	\$52
Computer Troubleshooting & Networking	Education To Go	\$79	\$52
Computer Programming	Education To Go	\$79	\$52
Digital Photography & Digital Video	Education To Go	\$79	\$52
Languages	Education To Go	\$79	\$52
Writing Courses	Education To Go	\$79	\$52
Entertainment Industry	Education To Go	\$79	\$52
Business Planning & Sales	Education To Go	\$79	\$52
Business Marketing & Accounting	Education To Go	\$79	\$52
Finance, Wealth & Career Building	Education To Go	\$79	\$52
Family, Parenting & Child Care	Education To Go	\$79	\$52
Personal Enrichment	Education To Go	\$79	\$52
<b>Real Estate</b>			
Flipping Foreclosures	Seewing Yee	\$49	60/40
Modificacion de Prestamo	Sandy Flores	\$10	60/40
DIY-Loan Modification	Sandy Flores	\$10	60/40
Government Foreclosures	Marshall Reddick	\$54/\$81	60/40
Profiting with Fixer-Uppers	Marshall Reddick	\$54/\$81	60/40
Buying A Home in Today's Market	Alana Gates	\$25	60/40
Investing/Managing Small Residential Properties	William Mansfield	\$39/\$59	60/40
Understanding Short Sales	William Tanner	\$69	60/40
Real Estate Test Prep	Dorothy Ables	\$85	60/40
<b>Recreation</b>			
Adult Tennis League	Robert Manual	\$69	60/40
Open Court Badminton	Bang Nguyen	\$29/\$44	60/40
<b>Special Interest</b>			
Alcohol & Drug Awareness	Jon Verwiel	\$50	50/50
14601 Suspended License Program	Barry Reid	\$100	50/50

## COMMUNITY SERVICES – SPRING 2010 PROGRAM

<b><u>Category/Event Name</u></b>	<b><u>Instructor</u></b>	<b><u>Fee</u></b>	<b><u>Pay Rate</u></b>
Online Driver's Education	Erika Vieyra	\$55	60/40
Stand Up Comedy	Barry Weisenberg	\$59	60/40
<b>Travel</b>			
Huntington Library	Brigitte Burns	\$89	\$150
Carlsbad Flower Fields	Brigitte Burns	\$69	\$150
Chicago The Musical	Brigitte Burns	\$89	\$150
J. Paul Getty Museum	Brigitte Burns	\$49	\$150
Los Angeles Arboretum	Brigitte Burns	\$59	\$150

**Santiago Canyon College  
Community Services Program**

To:	Board of Trustees	Date: November 16, 2009
Re:	Approval of Santiago Canyon College Community Services Program – Spring 2010	
Action:	Request For Approval	

**BACKGROUND**

The Spring 2010 Community Services Program reflects a comprehensive effort to meet the needs of the community by maintaining quality in programming through the development of new courses and promoting on-going revenue generating courses.

**ANALYSIS**

Santiago Canyon College (SCC) maintains a comprehensive educational and recreational Community Services Program that supports RSCCD's vision of "providing comprehensive educational opportunities" and responds to the diverse needs of the community. Community Services continues to expand its educational and recreational program by offering more than 130 cost effective classes in the SCC service area.

**RECOMMENDATION**

It is recommended that the Board of Trustees review and approve the attached proposed Community Services Program for Spring 2010.

Fiscal Impact:	\$25,000 revenue	Board Date: November 16, 2009
Prepared by:	Jose Vargas, Vice President of Continuing Education	
Submitted by:	Juan Vázquez, President	
Recommended by:	Dr. Edward Hernandez, Jr., Chancellor	

## Community Services – Spring 2010 Program

<u>Category/Event Name</u>	<u>Instructor</u>	<u>Fee</u>	<u>Pay Rate</u>
<b>Animal Care</b>			
Basic Dog Manners	Dog Services Unlimited	\$72	60/40
How to Help Your Dog Help Others	Kim Pagonos	\$39	60/40
<b>Around The Home &amp; Garden</b>			
Power Tool Workshop	Rick Longobart	\$59	50/50
Basic Home Electrical Repairs	Rick Longobart	\$89	50/50
Interior Design for the Homeowner	Cynthia Albert	\$69	60/40
<b>Arts &amp; Crafts</b>			
Watercolor	Wendy Chang-Wu	\$79	60/40
Quick & Easy Sketching	Wendy Chang-Yu	\$79	60/40
Monoprint Designs	Deborah Goldman	\$79	60/40
Pastel Portraits	Orlena Onstott	\$79	60/40
Fresh Spring Flowers	Pat Gosnell	\$28	70/30
Fresh Intermediate Flowers	Pat Gosnell	\$28	70/30
Jewelry Design - Stringing	Phuong Nguyen	\$39	60/40
Jewelry Design - Chandelier Earrings	Phuong Nguyen	\$39	60/40
Jewelry Design - Handwiring	Phuong Nguyen	\$39	60/40
Digital Scrapbooking with Your Computer	Patty Debowski	\$39	60/40
<b>Career &amp; Business</b>			
Become a Notary Public	Notary Public Seminars	\$85	60/40
Become a Certified Loan Signing Agent	Notary Public Seminars	\$89	60/40
Renewing Notaries	Notary Public Seminars	\$49	60/40
Become a Special Event/Wedding Planner	Farla Binder	\$48	60/40
How To Be Your Own Private Investigator	Jim Harriger	\$39	60/40
How To Become A Mystery Shopper	Elaine Moran	\$39	60/40
Writing For Kids	Garrett Hicks	\$59	50/50
Accounting for the Non-Accountants	The DG Group	\$89	60/40
Introduction To QuickBooks	The DG Group	\$99	60/40
Successful Home Based Business	Leeanne Krusemark	\$39	60/40
Beginner's Guide to Getting Published	Leeanne Krusemark	\$39	60/40
Writing Your First Book	Bobbie Christensen	\$29	60/40
Publishing Your First Book	Bobbie Christensen	\$29	60/40
Market Your Business on the Internet	Keith Mueller	\$89	50/50
Writing For Magazines	Jack Adams	\$39	60/40
Writing & Preserving Family History	Jack Adams	\$39	60/40
Screen Writing for TV, Film & Commercials	Robert Conrad	\$129	\$40/Hour
Introduction to Voiceovers	Voices for All	\$29	60/40
Succeeding in Today's Job Market	Alpine Tutoring	\$ 69	60/40
Professional Development/Land Surveyor	David Woolley	\$149/\$199	60/40
Human Resources Certification	Allison Pratt	\$199	60/40
• HR Functions	Allison Pratt	\$59	60/40
• Manage Diversity/Create Inclusion	Allison Pratt	\$59	60/40
• Employee Relations	Allison Pratt	\$59	60/40
• Avoid Litigation	Allison Pratt	\$59	60/40

## Community Services – Spring 2010 Program

<u>Category/Event Name</u>	<u>Instructor</u>	<u>Fee</u>	<u>Pay Rate</u>
<b>College For Kids</b>			
Seriously Awesome Sitters	Sabrina Bradley	\$39	60/40
O.C. Jr. Orchestra	Bob Frely	\$45	\$35/Hour
Beginning Instruments	Bob Frely	\$49	60/40
<b>Computers</b>			
Computers For Beginners	Dori Dumon	\$89	\$40/Hour
Windows Wizard	Dori Dumon	\$44	\$40/Hour
Managing Computer Files	Dori Dumon	\$44	\$40/Hour
Intro To Internet & Email	Dori Dumon	\$89	\$40/Hour
Microsoft Word - Part I	Karen Harris	\$89	\$40/Hour
Microsoft Word - Part II	Karen Harris	\$89	\$40/Hour
Introduction To Excel	Karen Harris	\$89	\$40/Hour
Intermediate Excel	Karen Harris	\$89	\$40/Hour
Introduction To Photoshop	Karen Harris	\$89	\$40/Hour
Introduction To Web Design	Dori Dumon	\$89	\$40/Hour
Introduction To PowerPoint	Karen Harris	\$89	\$40/Hour
Macintosh - Basics	Jill Gruber	\$89	50/50
Macintosh - Intermediate	Jill Gruber	\$89	50/50
Improving PC Performance	Robert Cohen	\$39	60/40
On-Line Courses	Education To Go	\$85-\$199	\$55/\$169
<b>Dance</b>			
Salsa	Salomon Rivera	\$59	60/40
Cardio Dance Class	Salomon Rivera	\$59	60/40
Belly Dance	Joellen Larsen	\$59	60/40
Swing Dance – East & West Coast	John Potter	\$59	\$40/Hour
Strictly Ballroom	John Potter	\$59	\$40/Hour
Night Club Latin Dance	John Potter	\$59	\$40/Hour
Dance at Your Wedding	John Potter	\$29/\$44	\$40/Hour
<b>Gem &amp; Jewelry Industry</b>			
The Jewelry Bench Explained	Lothar Vallot	\$33	60/40
Everything About Gems & Jewelry	Lothar Vallot	\$33	60/40
Gemstone Buyer Beware	John Eyre	\$33	60/40
Color Me Purple	John Eyre	\$33	60/40
<b>Health, Beauty &amp; Fitness</b>			
Tai Chi Chuan	Karen Mack	\$59	60/40
Yoga	Pamela Buonanotte	\$79	60/40
The Brain Class- Brain Fitness	Debbi Harper	\$29	60/40
Head & Foot Massage	Barbara Sobel	\$44	60/40
Head & Neck Should Massage	Barbara Sobel	\$44	60/40
Evening of Massage	Barbara Sobel	\$69	60/40

## Community Services – Spring 2010 Program

<u>Category/Event Name</u>	<u>Instructor</u>	<u>Fee</u>	<u>Pay Rate</u>
<b>Language</b>			
Spanish for Traveling & Tourism	CALINK Institute	\$75	\$40/hour
Fantastically Fun French	Katherine Watson	\$59	60/40
Introduction to Italian	Alpine Tutoring	\$69	\$40/hour
<b>Medical Billing</b>			
Medical Billing Series	KGP Consulting	\$139	60/40
Insurance Billing I	KGP Consulting	\$99	60/40
Insurance Billing II	KGP Consulting	\$69	60/40
Computerized Medical Billing	KGP Consulting	\$25	60/40
Start a Medical Insurance Billing Service	KGP Consulting	\$29	60/40
Billing for Worker's Comp & Personal Injury	KGP Consulting	\$69	60/40
<b>Money Matters</b>			
Building Your Financial Portfolio	Bobbie Christensen	\$39/\$59	60/40
Retirement Planning	Charles Munoz	\$49/\$69	60/40
What Is A Living Trust?	Neal Rogers	\$29/\$44	60/40
Financial Management Workshop	Jim Dumbeck	\$59/\$89	60/40
Living Trust & Estate Planning	Neal Rogers	\$29/\$44	60/40
Master Your Money	Jalon O'Connell	\$49/\$69	No Charge
Investment Bootcamp	Jalon O'Connell	\$39/\$59	No Charge
<b>Music</b>			
On-The-Spot Piano	Patrick Hardman	\$39	60/40
Beginning Guitar	Ron Gorman	\$89	50/50
Intermediate Guitar	Ron Gorman	\$89	50/50
<b>Personal Enrichment</b>			
What Were You Born To Do?	Curtis Adney	\$49	60/40
Put Sizzle & Sophistication In Your Social Life	Vandye Forrester	\$29	No Charge
Overcome Anxiety & Panic Forever	Nick Lazaris	\$29	60/40
Overcome Your Fear of Public Speaking	Nick Lazaris	\$29	60/40
Assertiveness Skills for Success	Nick Lazaris	\$29	60/40
Power of Self-Confidence	Nick Lazaris	\$29	60/40
How to Deal with Conflict	Roger Burgraff	\$49	60/40
Communicate with Difficult People	Roger Burgraff	\$49	60?40
<b>Real Estate</b>			
How to Sell Residential R.E.	Bob Lindquist	\$19	60/40
Government Foreclosures	Marshal Reddick Seminars	\$49/\$69	60/40
Making a Fortune in Short Sales	Marshal Reddick Seminars	\$49/\$69	60/40
<b>Special Interest</b>			
CPR	Sabrina Bradley	\$29	60/40
Basic First Aid	Sabrina Bradley	\$29	60/40
Creative Writing	Kathleen Gunton	\$69	60/40
Fly Fishing For Fun	Eric Christensen	\$39	60/40

## Community Services – Spring 2010 Program

<u>Category/Event Name</u>	<u>Instructor</u>	<u>Fee</u>	<u>Pay Rate</u>
<b>Special Interest Continued</b>			
Tasty Sushi	Sharla Oyenoki	\$29	50/50
Basic Digital Cameras-Point & Shoot	Julie Diebolt Price	\$49	60/40
Basic Digital Cameras-SLR Cameras	Julie Diebolt Price	\$49	60/40
Digital Photography-Get more WoW!	Julie Diebolt Price	\$49	60/40
Digital Photography- Beyond the Basics	Julie Diebolt Price	\$49	60/40
Digital Photography –Lighting Techniques	Julie Diebolt Price	\$49	60/40
Digital Photography- Workflow	Julie Diebolt Price	\$49	60/40
Digital Photography Workshop	Julie Diebolt Price	\$79	60/40
Expert Magic for Adults	John Fedko	\$39	60/40
E-Bay for Fun & Profit	Keith Mueller	\$49	50/50
<b>Test Preparation</b>			
SAT Preparation	Jayne Munoz/Randy Scott	\$94	\$40/Hour
Online Driver's Education	Safety Drivers Ed	\$59	50/50
Test Taking Secrets	Curtis Adney	\$49	60/40
<b>Travel</b>			
Packing Light & Easy	Norma Stoddard	\$39	60/40
Huntington Library & Botanical Gardens	Brigitte Burns	\$89	\$175
Carlsbad Flower Fields	Brigitte Burns	\$79	\$175
Chicago at the Pantages Theatre	Brigitte Burns	\$89	\$175
Getty Museum/ Farmers Market	Brigitte Burns	\$49	\$175
LA Arboretum	Brigitte Burns	\$59	\$175
Temecula Balloon & Wine Festival	Brigitte Burns	\$89	\$175

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**

Santa Ana College School of Continuing Education

To:	Board of Trustees	Date: November 16, 2009
Re:	Approval of Memorandum of Understanding with Our Lady of Pilar Church	
Action:	Request for Approval	

**BACKGROUND**

Our Lady of Pilar Church is a nonprofit organization which provides a wide variety of community services to needy families in central Santa Ana.

**ANALYSIS**

Rancho Santiago Community College District on behalf of Santa Ana College School of Continuing Education proposes a partnership with Our Lady of Pilar Church to offer English as a Second Language, Family Literacy, Parent Education, Adult Basic Education, Citizenship, and computer courses at their facility located at 1622 West 6<sup>th</sup> Street in Santa Ana. This Agreement has been reviewed by college staff and accepted by program leaders from both institutions.

**RECOMMENDATION**

It is recommended that the Board of Trustees approve this memorandum of understanding on behalf of Santa Ana College School of Continuing Education with Our Lady of Pilar Church in Santa Ana, California.

Fiscal Impact:	\$3.50/instructional hour (up to 1,500 hours/fiscal year)	Board Date: November 16, 2009
Prepared by:	Ed Ripley, Vice President, Santa Ana College School of Continuing Education Nilo Lipiz, Dean of Instruction and Student Services, SAC SCE	
Submitted by:	Erlinda J. Martinez, Ed.D., President, Santa Ana College	
Recommended by:	Edward Hernandez, Jr., Ed.D., Chancellor	

**MEMORANDUM OF UNDERSTANDING**  
**Between**  
**Rancho Santiago Community College District**  
**And**  
**Our Lady of Pilar Church**

THIS AGREEMENT FOR PROFESSIONAL SERVICES (hereinafter "Agreement") is entered into July 1, 2009, by and between Rancho Santiago Community College District on behalf of Santa Ana College School of Continuing Education (hereinafter called "College") and Our Lady of Pilar Church (hereinafter called OLPC), in consideration of the mutual promises set forth below.

**1. Description of Services;** The College engages OLPC to provide, and OLPC agrees to provide, the services to the College which are described in Appendix A, attached hereto and incorporated herein by this reference (the "Services") in accordance with the terms and provisions of this Agreement. OLPC agrees to obtain the written approval of the College prior to commencement of any new projects or services beyond the scope of this Agreement.

**2. Term.** The term of this agreement shall commence on July 1, 2009, and continue for five (5) years, as described in Appendix A.

**3. Compensation.** OLPC shall be compensated by College at the rate of \$3.50 per class hour for a maximum of 1,500 hours per fiscal year.

**4. Ownership.** Upon payment for Services rendered and expenses incurred, source code documentation and training materials relating to the Services shall become the property of College.

**5. Authority.** OLPC shall have no authority to bind, obligate or commit College by any promise or representation without the prior written approval of College.

**6. Taxes.** OLPC shall be responsible for and payment of all costs of conducting its business, including but not limited to, the expense and responsibility for any applicable insurance or city, county, state or federal licenses, permits, taxes or assessments of any kind. OLPC shall be responsible for payment of its self-employment taxes including, but not limited to, income taxes, Social Security taxes, and worker's compensation premiums for college employees.

**7. Termination of Agreement.**

a. This Agreement will automatically expire upon conclusion of its term, unless extended by mutual agreement. Additionally, notwithstanding the term stated in Section 2 and Appendix A, this Agreement may be terminated by either party, with or without cause, at any time before its expiration, by either party giving the other 30 calendar days written notice.

b. Termination of this Agreement by College, requires that OLPC will return College's papers and property promptly upon receipt of payment for outstanding fees and costs. Termination of this agreement will not affect College's responsibility for payment of Services rendered and out-of-pocket expenses incurred before termination and in connection with an orderly transition of the Services to another service provider.

**8. Confidentiality.** In consideration of this agreement with College, OLPC agrees to the following conditions relating specifically to College's confidential information (as defined below):

a. Confidential information includes, but is not limited to, all proprietary information of College such as: trade secrets; designs; drawings; specifications; computer programs; support materials; information regarding College's students, business operations and plans; or other records concerning College's finances, contracts, services or personnel.

b. OLPC shall respect the confidences of College and shall not at any time, during or after its relationship with College, directly or indirectly, divulge or disclose for any purpose or use for its own benefit any confidential information that has been obtained as a result of the relationship with College.

c. OLPC shall take such steps as may be reasonably necessary to prevent disclosure of confidential information to others and shall not disclose confidential information to others without the prior written consent of College. OLPC agrees that confidential information disclosed to it under the terms of this Agreement may be disclosed only to its employees or agents who have a need to know such confidential information.

d. This Agreement not to disclose confidential information will continue to apply after termination of this Agreement, and until such time as the confidential information becomes public knowledge through no fault of its own. OLPC will report to College any and all unauthorized disclosures or uses of confidential information.

e. The following information of College shall not be considered confidential information for purposes of this Agreement: (1) information known by OLPC at time of acknowledgement; or (2) information lawfully obtainable from other sources.

**9. Limitation of Liability.** Neither party will be liable for any incidental, indirect, special or consequential damages arising out of or in connection with the services provided by OLPC even if a party has been advised of the possibility of such damages. OLPC's total liability arising out of, or in connection with, any event or series of connected events occurring in connection with the services of this Agreement shall not exceed the amount of fees paid under this Agreement.

**10. 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 of 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.

**11. Entire Agreement.** This document contains the entire Agreement of the parties regarding the subject matter described herein, and all other promises, representations, understandings, arrangements and prior agreements related thereto are merged herein and superseded hereby. The provisions of this Agreement may not be amended, except by an agreement in writing signed by the party against whom enforcement of any amendment is sought.

**12. Notices.** Except as otherwise provided in the Agreement, all notices or other communications hereunder shall be in writing and delivered to the addresses below the signatures to this Agreement. Such addresses may be changed by notice given by either party to the other pursuant to this Section or by other form of notice agreed to by the parties.

**13. Severability.** If any provision of this Agreement is invalid or unenforceable in any jurisdiction, the other provisions herein shall remain in full force and effect in such jurisdiction and shall be liberally construed in order to effectuate the purpose and intent of this Agreement, and the invalidity or unenforceability of any provision of this Agreement in any jurisdiction shall not affect the validity or enforceability of any such provision in any other jurisdiction.

**14. Attorney's Fees.** In the event an action is brought to enforce any provision of or declare a breach of this Agreement, the prevailing party shall be entitled to recover, in addition to any other amounts awarded, reasonable legal costs including attorney's fees incurred thereby.

**15. Counterparts.** This Agreement may be executed in counterparts, each of which shall be deemed an original, but all such counterparts shall together constitute one and the same instrument.

**16. Survival.** The representations, warranties, covenants, and agreements of the parties to this Agreement shall survive termination of this Agreement.

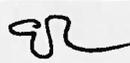
SAC-09-066

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date set forth above.

**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

**OUR LADY OF PILAR CHURCH**

Signature:

Date:

\_\_\_\_\_  
Reverend Anthony Palos, Director  
Our Lady of Pilar Church  
1622 W. 6th Street  
Santa Ana, CA 92703  
(714) 543-1700

SAC-09-066

## **APPENDIX A**

Santa Ana College School of Continuing Education is supportive of activities that promote the wellbeing, educational achievement, and social adjustments of individuals and families in our community. It is agreed that the College will provide instructors as an in-kind contribution. Santa Ana College School of Continuing Education will hire the instructors according to its existing policies and procedures. It will evaluate the instructors at regular intervals and add additional classes as needed.

As part of this partnership, Santa Ana College School of Continuing Education will provide the following in-kind services for OLPC:

- English as a Second Language, Family Literacy, Parenting, Adult Basic Education, Citizenship, and computer classes.
- Agree to modify or terminate service contract at request of either party.

OLPC will provide the use of their facilities to Santa Ana College School of Continuing Education for the agreed upon rate of \$3.50 for instructional hour up to 1,500 hours a fiscal year.

This Agreement is to be effective July 1, 2009, for a maximum of five (5) years, and to continue until terminated by either party at will or without cause, upon ninety (90) days prior written notice. This Agreement may be reviewed at the request of either party.

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT****Santa Ana College – Human Services and Technology Division**

To: Board of Trustees	Date: November 16, 2009
Re: Approval of New OTA Agreement – Head To Toe Therapy	
Action: Request for Approval	

**BACKGROUND**

The Occupational Therapy Assistant Program of Santa Ana College is required to offer all program students Fieldwork opportunities at sites throughout the community in order to gain practical field experience. This is necessary to apply the knowledge and skills they have learned in their college classes. This is a renewal agreement for the Occupational Therapy Assistant program. The OTA Program will place no students at the site until after Board approval.

**ANALYSIS**

This clinical affiliation agreement covers the scope of program operations at the facility, as well as insurance and other issues relating to the liability of both parties. This agreement shall be effective for five (5) years or until termination by written notice of either party. The agreement has been reviewed by Dean Bart Hoffman and college staff. It carries no costs or other financial arrangements.

**RECOMMENDATION**

It is recommended that the Board of Trustees approve this new OTA agreement with Head To Toe Therapy in Santa Ana, California.

Fiscal Impact:	None	Board Date: November 16, 2009
Prepared by:	Norman Fujimoto, Vice President of Academic Affairs Bart Hoffman, Dean of Human Services & Technology	
Submitted by:	Erlinda J. Martinez, Ed.D., President, Santa Ana College	
Recommended by:	Edward Hernandez, Jr., Ed.D., Chancellor, RSCCD	

# AGREEMENT

## Occupational Therapy Assistant Program

**THIS AGREEMENT** is made and entered into by and between **Head To Toe Therapy**, hereinafter called the Agency, and **Rancho Santiago Community College District**, on behalf of Santa Ana College, hereinafter called the District.

### PART I. BASIS AND PURPOSE OF AGREEMENT

#### WITNESSETH:

**WHEREAS**, the District and Agency acknowledge a public obligation to contribute to Occupational Therapy Assistant Program education for the benefit for students and to meet community needs.

**WHEREAS**, the District provides programs in Occupational Therapy Assistant Program education, which require clinical experience for students, enrolled in these programs.

**WHEREAS**, the Agency has facilities suitable for the clinical needs of the District programs in the Occupational Therapy Assistant Program.

**WHEREAS**, it is to the benefit of both District and Agency that Occupational Therapy Assistant Program students have opportunities for clinical experience to enhance their capabilities as practitioners.

**NOW, THEREFORE**, the District and Agency do covenant and agree as follows:

### PART II. GENERAL RESPONSIBILITIES AND PRIVILEGES OF THE DISTRICT

#### A. For the Program in General

1. The District will assume full responsibility for offering Occupational Therapy Assistant Program education programs eligible for accreditation by the appropriate State Board.
2. District faculty members may be invited to serve as voluntary resource persons to the Agency staff by serving on Occupational Therapy Assistant Program care committees, by sharing knowledge as clinical experts, and by participation in other matters dealing with the quality of patient care.
3. For Student Workmen's Compensation

The District shall carry Workmen's Compensation Insurance on students of the District during clinical assignment, and keep records of clinical attendance for audit by the State Workmen's Compensation Insurance Fund.

**B. For Program Planning**

1. The District will initiate the development of mutually acceptable clinical instruction plans for using the Agency's clinical areas to meet the educational goals of Occupational Therapy Assistant Program curricula. These plans will be made available to the Agency at a mutually agreed upon time prior to the beginning of the school term and subject to revision in instances of conflicts with agency patient care responsibilities and/or District interests.
2. The District has the privilege of regularly scheduled meetings with Agency staff, including both selected Agency personnel and administrative level representatives for the purpose of interpreting, discussing, and evaluating the educational program in occupational therapy.

**C. For Occupational Therapy Assistant Program Students**

1. The District will be responsible for assuring that Occupational Therapy Assistant Program students assigned to the Agency for clinical instruction meet both District and Agency standards of health and physical fitness, and shall provide certification that the Occupational Therapy Assistant Program students have been immunized against the common communicable diseases.

**PART III. GENERAL RESPONSIBILITIES AND PRIVILEGES OF THE AGENCY**

**A. For the Program in General**

1. The Agency will maintain the standards, which make it eligible for approval as a clinical area for instruction in accredited Occupational Therapy Assistant Program programs. To further this, the Agency agrees to provide and maintain personnel who are in its opinion, capable and qualified in those divisions in which students are placed.
2. The administration of the service and patient care at the Agency shall be the responsibility of and under the control and supervision of the Agency and shall be administered through the Agency and shall be administered through the Agency staff.
3. The Agency will designate a staff member who will function as Education Coordinator for Occupational Therapy Assistant Program education uses of the Agency facilities, including joint planning and representatives of all involved Occupational Therapy Assistant Program programs.
4. The Agency will provide orientation for students and faculty to familiarize them with Agency policies and facilities before assigning them to duties at the Agency.

5. The Agency will permit its employees to participate in the educational program as resource persons and clinical experts provided such participation does not interfere with assigned duties.
6. The Agency will permit the faculty and students of the District to use its patient care and patient service facilities for clinical education according to approved curricula.
7. The Agency will confer with the District prior to making a commitment for new or expanded use of its clinical facilities by any other Occupational Therapy Assistant Program that interfere with current student placement.

**B. For Services and Facilities**

1. The Agency will permit the educational use of such supplies and equipment as are commonly available for patient care.
2. The Agency will permit use of the following facilities and services by District Occupational Therapy Assistant Program students and faculty at such times and to the degrees considered feasible by the agency.
  - a. Parking areas.
  - b. Locker, storage and dressing facilities.
  - c. Same food services as are available for Agency staff.
  - d. First aid treatment with written consent required for minors.
  - e. Access to sources of information for education purposes such as:
    1. Patient's chart.
    2. Procedure guides policy manuals.
    3. Medical dictionaries, pharmacology references, and other references suitable to the clinical area.
    4. Books and periodicals in the Medical library.

**C. For the Control of District Personnel**

1. The Agency may refuse access to its clinical areas to Occupational Therapy Assistant Program students or district faculty who do not meet its employee standards for safety, health, cooperation, or ethical behavior pending investigation and resolution of the matter by the Agency and the District.

**PART IV. JOINT RESPONSIBILITIES AND PRIVILEGES**

**A. For publications**

1. Publication by District faculty, or Agency staff members of any material relative to their clinical experience, that has not been approved for release by the District and Agency signers of this agreement, is prohibited.

**B. Insurance:**

Without limiting the indemnification obligations stated below, each party to the Agreement shall maintain and secure at its own expense comprehensive general liability, property damage insurance, and professional liability of not less than one million dollars (\$1,000,000) per occurrence and three million dollars (\$3,000,000) in the aggregate, and said policy shall remain in full force and effect during the term hereof. Thirty (30) days written notice shall be provided to the other party prior to cancellation, or reduction in said insurance. Upon request, the requesting party shall be provided a copy of said policy.

**C. 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 of any of its officers, agents, employees, or volunteers. The provision of the Article does not apply to any damage or losses caused solely by the negligence or intentional acts of the non-indemnifying party or any of its agents or employees.

**PART V.**

**STATUS OF OCCUPATIONAL THERAPY ASSISTANT STUDENTS**

- A. Occupational Therapy Assistant Program students shall have the status as learners and shall not be considered to be Agency employees nor shall they replace Agency staff. Any service rendered by the student during the experience is to be considered in addition to planned patient care in that area. Clinical experience will be conducted as a laboratory learning experience. The Agency will provide regular staffing for patient care in areas where students are obtaining clinical experience.
- B. Occupational Therapy Assistant Program students are subject to the authority, policies, and regulations of the district. They are also subject, during clinical assignment, to applicable agency regulations and must conform to the same standards as are for Agency employees in matters relating to the welfare of patients and general Agency operations.
- C. Occupational Therapy Assistant Program students shall be responsible for proper coverage in regard to malpractice insurance, or any other liability insurance that might be required by either the District or the Agency.
- D. The District will be responsible for assuring that health care students assigned to the Agency for clinical instruction meet both District and Agency standards of health and physical fitness.

**PART VI. PERIOD OF AGREEMENT, TERMINATION**

- A. This agreement shall be effective as of the date signed, and shall continue in effect for five years, unless terminated earlier by written notice of either party. Either party to this Agreement may, in its sole discretion, terminate this Agreement with or without cause by giving the other party at least 30 days' prior written notice. In the event the Agreement is terminated for cause, all of the obligations of the terminating party shall be waived immediately upon written notice of termination. In the event of termination without cause, the parties agree to fulfill their respective obligations associated with the current term or semester, prior to such termination becoming effective.

**IN WITNESS WHEREOF**, the said parties have hereunto set their hands:

 **Rancho Santiago Community  
College District:**  
2323 N. Broadway  
Santa Ana, CA 92706

**Agency:**  
Head To Toe Therapy  
1220 Hemlock Way Suite 202  
Santa Ana, CA 92707

\_\_\_\_\_  
Peter J. Hardash, Vice Chancellor  
Business Operations & Fiscal Services

\_\_\_\_\_  
Irene Winkler MOT, OTR/L  
Co Owner and Pediatric Occupational Therapist

\_\_\_\_\_  
Brandi Coen MPT  
Co Owner and Pediatric Physical Therapist

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

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

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**

**Santa Ana College – Exercise Science/Health/Athletics**

To: Board of Trustees	Date: November 16, 2009
Re: Approval to Name the Santa Ana College Baseball Field	
Action: Request for Approval	

**BACKGROUND**

Don Sneddon has won 957 games during his coaching career making him the all-time leader in wins in California Community College baseball history. During his tenure at Santa Ana College, Coach Sneddon has guided the Dons to 13 Conference Championships and three State Championships.

Prior to Coach Sneddon's first season as head coach, the Dons had only 14 winning seasons in 43 years. Since taking over, Sneddon has led the Dons to 28 straight winning seasons. He has also helped 103 players sign contracts with professional teams, while helping another 186 student-athletes receive scholarships to four-year universities.

All of these accomplishments along with his contributions to the Exercise Science Division and Santa Ana College led the Athletic Hall of Fame Executive Committee to formally vote that the Santa Ana College Baseball Field be named Sneddon Field. This recommendation by the SAC Administration and Athletic Hall of Fame was previously presented and reviewed at the Board Facilities Committee meeting on October 6, 2009.

**ANALYSIS**

The Santa Ana College Athletic Hall of Fame recommended the naming of the baseball field and will sponsor the purchase of a new scoreboard naming the baseball field Sneddon Field upon approval by the Board of Trustees.

**RECOMMENDATION**

It is recommended that the Board of Trustees approve the naming of the Santa Ana College Baseball Field to Sneddon Field.

Fiscal Impact: None	Board Date: November 16, 2009
Prepared by: Norman Fujimoto, Vice President of Academic Affairs Avie Bridges, Dean Exercise Science/Health/Athletics	
Submitted by: Erlinda J. Martinez, Ed.D., President, Santa Ana College	
Recommended by: Edward Hernandez, Jr., Ed.D., Chancellor	

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT****SANTIAGO CANYON COLLEGE**

To: Board of Trustees	Date: November 16, 2009
Subject: Approval of Apprenticeship Barbering Lease Agreement	
Action: Request For Approval	

**BACKGROUND**

Rancho Santiago Community College District has a long-standing, on-going relationship with organized labor and their respective apprenticeship training programs. The barbering program is one of the programs the college offers in this type of affiliation. Students are registered as college students, take college-approved courses and receive college credit for their matriculation. At the conclusion of this program each student receives a jointly authorized certificate validating journeyman status.

**ANALYSIS**

Rancho Santiago Community College District receives \$5.06 per student hour of positive attendance from the state. These student attendance hours are reported separately from the traditional FTES calculations. The contractual agreement attached is to provide payment for the facilities used at Creation Salon.

**RECOMMENDATION**

It is recommended that the Board approve the contract with Creation Salon for 2009-2010 as presented.

Fiscal Impact: \$933 to Creation Salon for 09/10	Board Date: November 16, 2009
Item Prepared by: Mary Halvorson, Vice-President, Academic Affairs Tricia Evans, Dean, Career Education	
Item Submitted by: Juan A. Vázquez, President	
Item Recommended by: Edward Hernandez, Jr., Ed.D., Chancellor	

**LEASE AGREEMENT BETWEEN  
RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT  
AND  
CREATION SALON**

This lease between Creation Salon ("CS") and Rancho Santiago Community College District ("RSCCD") is entered into this 29<sup>th</sup> day of October 2009.

1. CS leases to RSCCD certain classrooms at CS's site located at 17779 Main St, Irvine, California, 92614.
2. CS agrees to make classrooms available to RSCCD as feasible, and as mutually determined according to need and availability.
3. RSCCD agrees that the leased classrooms will be used solely for educational purposes.
4. This lease is entered into pursuant to the Education Code of California.
5. Apprenticeship classes and instruction will be monitored by the Apprenticeship Office at Santiago Canyon College.
6. The term of this lease will be for seven (7) months beginning on 29 October 2009 and terminating on 30 June 2010, unless earlier terminated by either party in the manner set forth herein.
7. Either party may terminate the lease without penalty upon thirty (30) days prior written notice.
8. RSCCD agrees to pay CS the amount of nine hundred thirty-three dollars (\$933.00). Payment is to be made in one (1) payment upon receipt of an invoice from CS.
9. CS shall, at its cost and expense, provide access and keys for instructors, room space, lights, and heat as needed. CS shall also provide all janitorial supplies and services to the leased classrooms and facilities to which RSCCD is authorized to use as well as all common areas, which shall include but not limited to, the replacement of restroom supplies, light bulbs and fluorescent tubes.
10. RSCCD shall not make any alterations to the classrooms or any other facility which RSCCD is authorized to use without the written consent of CS.
11. RSCCD shall, during the term of this lease, keep in good order, condition, and repair all leased classroom space.

12. Any notices to be given hereunder by either party to the other may be effectuated only in writing and delivered either by personal delivery, or sent by U.S. certified mail, postage pre-paid with return receipt requested. Mailed notices shall be addressed to the persons at the addresses set forth below, but each party may change the address by written notice in accordance with this paragraph. All such notices personally delivered shall be effective when received. All notices sent by certified mail shall be effective forty-eight hours after deposited in the mail.

To the College:            Santiago Canyon College  
                                 Apprenticeship Department  
                                 8045 E. Chapman Avenue  
                                 Orange, CA 92869

With a Copy to:        Rancho Santiago Community College District  
                                 2323 North Broadway  
                                 Santa Ana, CA 92706  
                                 ATTN: Vice Chancellor  
                                 Business Operations/Fiscal Services  
                                 c/o Contracts Specialist

To CS:                    Creation Salon  
                                 17779 Main St.  
                                 Irvine, CA 92614  
                                 ATTN: James

13. Each party shall maintain and secure comprehensive general liability and property damage insurance of not less than one million dollars (\$1,000,000) per occurrence and three million dollars (\$3,000,000) in the aggregate, and said policy shall remain in full force and effect during the term hereof. Thirty (30) days written notice shall be provided to the other party prior to cancellation, or reduction in said insurance. Upon request, the requesting party shall be provided a copy of said policy.
14. Each party shall provide workers' compensation coverage for their respective employees and volunteers during the period of this Agreement.
15. RSCCD agrees to indemnify, defend, and hold harmless CS and its officers, employees, agents, and volunteers from any and all claims, actions, losses, damages and/or liability arising out of the performance of this Agreement or from any cause whatsoever which may arise because of the negligence, misconduct, or other fault of RSCCD, including any acts, errors, or omissions of any officers, employees, instructors, students, or agents of RSCCD in the performance of its obligations under this Agreement.

16. CS agrees to indemnify, defend, and hold harmless RSCCD and its respective trustees, officers, employees, instructors, agents, representatives and students free and harmless from and against all claims, actions, damages, liability, loss and expense, including reasonable attorney's fees and court costs, or from any cause whatsoever which may arise because of the negligence, misconduct or other fault of CS, including any acts, errors, or omissions of any trustees, officers, employees, instructors, students, or agents of CS in the performance of its obligations under this Agreement.
  
17. Neither party hereto may assign this Agreement or delegate its duties hereunder without the prior written consent of the other party, which can and may be withheld by either party in its sole and absolute discretion.
  
18. This Agreement constitutes the entire understanding of the parties with respect to the matters stated herein. Any Agreements or promises, oral or written, which are not reflected in the written terms of this Agreements are and shall be superseded by the terms of this Agreement. No waiver or modification of the terms hereof shall be valid unless in writing and signed by both parties.

APPROVED AND AGREED:

**Rancho Santiago Community College District**

**Creation Salon**

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

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

Printed Name: Peter J. Hardash

Printed Name: James Davis

Title: Vice-Chancellor, Business/Fiscal Services

Title: Owner

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

Date: 10/29/2009

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT****SANTIAGO CANYON COLLEGE  
STUDENT SERVICES**

To: Board of Trustees	Date: November 16, 2009
Re: Authorization of Student Representation Fee at Santiago Canyon College	
Action: Approval	

**BACKGROUND**

Education Code section 76060.5 provides that a mandatory student representation fee of \$1 per semester may be charged of all students, upon a favorable vote of two-thirds of students voting in an election on that matter (provided that the number of students who vote equals or exceeds the average of the number of students who voted in the previous three student body elections). Students may refuse to pay the representation fee for religious, political, financial, or moral reasons.

It is the opinion of the Chancellor's Office that revenues from the student representation fee can be used for any purpose related to representing the views of students with governmental bodies. Such revenue can be used to travel to and from conferences sponsored by student organizations where legislative matters will be discussed (i.e., Student Senate for California Community Colleges); to purchase computer equipment needed to conduct legislative research; to subscribe to legislative publications; and/or to pay for any other expenses reasonably necessary to effectuate student representation activities (Legal Opinion O 95-24). It is also the Chancellor's Office view that revenues from the student representation fee may not be used to support or oppose ballot measures or candidates.

**ANALYSIS**

In the spring of 2008, SCC Associated Student Government (ASG) held an election which included a referendum on implementing the student representation fee. Out of 210 eligible votes, 153 students voted "yes" and 57 voted "no." The referendum passed with a favorable vote that exceeded the required two-thirds threshold. The number of students who voted in this election exceeded the average number of students who voted in the previous three student body elections.

However, the district's GLINK data system did not have the capacity to distinguish billing only SCC students; as such the request to authorize the representation fee was delayed. In the current Datatel environment billing is possible based on home-campus designation. Students will be advised of the option of not paying the fee for religious, political, financial, or moral reasons and a mechanism for declining to pay will be established.

**RECOMMENDATION**

It is recommended that the Board of Trustees support the ASG referendum and authorize the student representation fee at Santiago Canyon College for implementation in the spring 2010 term.

Fiscal Impact: Approximately \$15,000 revenue per year	Board Date: November 16, 2009
Prepared by: Dr. John Hernandez, Vice President, Student Services	
Submitted by: Juan Vázquez, President, Santiago Canyon College	
Recommended by: Dr. Edward Hernandez, Jr., Chancellor	

**Check Registers Submitted for Approval**  
**Checks Written for Period 10/17/09 thru 11/06/09**

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
44889	General Fund Unrestricted	697.75	0.00	697.75	92*0229174	92*0229176
44890	General Fund Unrestricted	7,504.93	0.00	7,504.93	92*0229178	92*0229179
44891	General Fund Unrestricted	3,267.38	0.00	3,267.38	92*0229180	92*0229185
44892	General Fund Unrestricted	15,315.03	0.00	15,315.03	92*0229186	92*0229186
44893	General Fund Unrestricted	2,259.36	0.00	2,259.36	92*0229187	92*0229190
44894	General Fund Unrestricted	14,339.98	0.00	14,339.98	92*0229191	92*0229191
44895	General Fund Unrestricted	3,412.25	0.00	3,412.25	92*0229192	92*0229196
44902	General Fund Unrestricted	21,529.00	0.00	21,529.00	92*0229206	92*0229233
44903	General Fund Unrestricted	23,160.00	0.00	23,160.00	92*0229234	92*0229261
44904	General Fund Unrestricted	26,069.50	0.00	26,069.50	92*0229262	92*0229289
44905	General Fund Unrestricted	25,140.50	0.00	25,140.50	92*0229290	92*0229317
44906	General Fund Unrestricted	23,891.00	0.00	23,891.00	92*0229318	92*0229345
44907	General Fund Unrestricted	24,065.00	0.00	24,065.00	92*0229346	92*0229373
44908	General Fund Unrestricted	25,180.00	0.00	25,180.00	92*0229374	92*0229401
44909	General Fund Unrestricted	23,308.00	0.00	23,308.00	92*0229402	92*0229429
44910	General Fund Unrestricted	26,949.00	0.00	26,949.00	92*0229430	92*0229457
44911	General Fund Unrestricted	28,629.00	0.00	28,629.00	92*0229458	92*0229485
44912	General Fund Unrestricted	31,678.00	0.00	31,678.00	92*0229486	92*0229513
44913	General Fund Unrestricted	26,492.00	0.00	26,492.00	92*0229514	92*0229541
44914	General Fund Unrestricted	33,736.00	0.00	33,736.00	92*0229542	92*0229569
44915	General Fund Unrestricted	31,269.50	0.00	31,269.50	92*0229570	92*0229597
44916	General Fund Unrestricted	26,928.00	0.00	26,928.00	92*0229598	92*0229625
44917	General Fund Unrestricted	22,634.00	0.00	22,634.00	92*0229626	92*0229652
44918	General Fund Unrestricted	2,100.00	0.00	2,100.00	92*0229653	92*0229656
44919	General Fund Unrestricted	14,274.66	0.00	14,274.66	92*0229657	92*0229658
44920	General Fund Unrestricted	1,120.00	0.00	1,120.00	92*0229659	92*0229660
44922	General Fund Unrestricted	4,243.85	0.00	4,243.85	92*0229663	92*0229669
44932	General Fund Unrestricted	3,656.49	0.00	3,656.49	92*0229692	92*0229694
44933	General Fund Unrestricted	12,742.89	0.00	12,742.89	92*0229695	92*0229698
44934	General Fund Unrestricted	1,304.38	0.00	1,304.38	92*0229699	92*0229699
44937	General Fund Unrestricted	36,578.44	0.00	36,578.44	92*0229711	92*0229711
44938	General Fund Unrestricted	98,402.00	0.00	98,402.00	92*0229712	92*0229713
44940	General Fund Unrestricted	527.73	0.00	527.73	92*0229719	92*0229723
44946	General Fund Unrestricted	400.00	0.00	400.00	92*0229735	92*0229735
44947	General Fund Unrestricted	3,412.25	0.00	3,412.25	92*0229736	92*0229740
44955	General Fund Unrestricted	2,035.00	0.00	2,035.00	92*0229786	92*0229787
44956	General Fund Unrestricted	5,929.20	0.00	5,929.20	92*0229788	92*0229789

## Check Registers Submitted for Approval

Checks Written for Period 10/17/09 thru 11/06/09

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
44957	General Fund Unrestricted	8,681.70	0.00	8,681.70	92*0229790	92*0229790
44961	General Fund Unrestricted	454.00	0.00	454.00	92*0229802	92*0229803
44962	General Fund Unrestricted	2,800.76	0.00	2,800.76	92*0229804	92*0229808
44965	General Fund Unrestricted	2,708.99	0.00	2,708.99	92*0229814	92*0229819
44966	General Fund Unrestricted	24,716.50	0.00	24,716.50	92*0229820	92*0229821
44967	General Fund Unrestricted	1,023.39	0.00	1,023.39	92*0229824	92*0229826
44968	General Fund Unrestricted	6,282.01	0.00	6,282.01	92*0229827	92*0229830
44969	General Fund Unrestricted	1,359.70	0.00	1,359.70	92*0229831	92*0229833
44972	General Fund Unrestricted	535.73	0.00	535.73	92*0229843	92*0229848
44974	General Fund Unrestricted	97.09	0.00	97.09	92*0229851	92*0229852
44975	General Fund Unrestricted	16,627.68	0.00	16,627.68	92*0229853	92*0229856
44980	General Fund Unrestricted	670.00	0.00	670.00	92*0229873	92*0229873
44981	General Fund Unrestricted	1,433.89	0.00	1,433.89	92*0229874	92*0229874
44982	General Fund Unrestricted	1,056.29	0.00	1,056.29	92*0229876	92*0229876
44985	General Fund Unrestricted	5,193.82	0.00	5,193.82	92*0229886	92*0229887
44986	General Fund Unrestricted	28,710.00	0.00	28,710.00	92*0229888	92*0229888
44995	General Fund Unrestricted	1,281.50	0.00	1,281.50	92*0229903	92*0229904
44996	General Fund Unrestricted	4,921.01	0.00	4,921.01	92*0229905	92*0229907
44998	General Fund Unrestricted	1,336.37	0.00	1,336.37	92*0229909	92*0229910
44999	General Fund Unrestricted	6,093.50	0.00	6,093.50	92*0229911	92*0229915
45002	General Fund Unrestricted	14,063.91	0.00	14,063.91	92*0229919	92*0229922
45003	General Fund Unrestricted	314,725.03	0.00	314,725.03	92*0229923	92*0229925
So Calif Edison Co						
45004	General Fund Unrestricted	77,626.61	0.00	77,626.61	92*0229926	92*0229928
45005	General Fund Unrestricted	730,063.74	0.00	730,063.74	92*0229929	92*0229929
Anthem Blue Cross						
45006	General Fund Unrestricted	638,628.48	0.00	638,628.48	92*0229930	92*0229930
Anthem Blue Cross						
45007	General Fund Unrestricted	17,752.18	0.00	17,752.18	92*0229931	92*0229932
45008	General Fund Unrestricted	191.08	0.00	191.08	92*0229935	92*0229935
45016	General Fund Unrestricted	9,577.54	0.00	9,577.54	92*0229950	92*0229951
45017	General Fund Unrestricted	1,892.27	0.00	1,892.27	92*0229953	92*0229953
45018	General Fund Unrestricted	2,880.78	0.00	2,880.78	92*0229954	92*0229959
45019	General Fund Unrestricted	659.50	0.00	659.50	92*0229963	92*0229963
45020	General Fund Unrestricted	1,117.20	0.00	1,117.20	92*0229964	92*0229966
45024	General Fund Unrestricted	333.41	0.00	333.41	92*0229977	92*0229979
45025	General Fund Unrestricted	154.30	0.00	154.30	92*0229983	92*0229983
45032	General Fund Unrestricted	2,915.00	0.00	2,915.00	92*0229997	92*0229999

**Check Registers Submitted for Approval  
Checks Written for Period 10/17/09 thru 11/06/09**

<b>Register #</b>	<b>Fund Title</b>	<b>Amount</b>	<b>Voided Checks</b>	<b>Adjusted Amount</b>	<b>Beg Check #</b>	<b>End Check #</b>
45034	General Fund Unrestricted	8,070.00	0.00	8,070.00	92*0230005	92*0230006
45035	General Fund Unrestricted	937.44	0.00	937.44	92*0230007	92*0230008
45037	General Fund Unrestricted	2,687.49	0.00	2,687.49	92*0230016	92*0230023
45039	General Fund Unrestricted	5,148.90	0.00	5,148.90	92*0230025	92*0230026
45041	General Fund Unrestricted	4,825.11	0.00	4,825.11	92*0230029	92*0230031
45042	General Fund Unrestricted	13,534.00	0.00	13,534.00	92*0230032	92*0230032
45044	General Fund Unrestricted	482.96	0.00	482.96	92*0230036	92*0230036
45047	General Fund Unrestricted	419.00	0.00	419.00	92*0230045	92*0230046
45048	General Fund Unrestricted	305.74	0.00	305.74	92*0230047	92*0230048
45049	General Fund Unrestricted	1,482.19	0.00	1,482.19	92*0230049	92*0230050
45051	General Fund Unrestricted	1,736.64	0.00	1,736.64	92*0230052	92*0230052
45053	General Fund Unrestricted	14,339.98	0.00	14,339.98	92*0230056	92*0230056
45054	General Fund Unrestricted	7,296.32	0.00	7,296.32	92*0230057	92*0230062
45055	General Fund Unrestricted	14,236.96	0.00	14,236.96	92*0230063	92*0230070
45056	General Fund Unrestricted	38,283.56	0.00	38,283.56	92*0230071	92*0230071
45058	General Fund Unrestricted	9,297.59	0.00	9,297.59	92*0230077	92*0230083
45059	General Fund Unrestricted	1,750.30	0.00	1,750.30	92*0230084	92*0230086
45061	General Fund Unrestricted	3,260.08	0.00	3,260.08	92*0230090	92*0230092
45062	General Fund Unrestricted	927.91	0.00	927.91	92*0230093	92*0230097
45064	General Fund Unrestricted	2,568.59	0.00	2,568.59	92*0230100	92*0230102
45066	General Fund Unrestricted	66,705.00	0.00	66,705.00	92*0230106	92*0230111
45067	General Fund Unrestricted	1,534.13	0.00	1,534.13	92*0230112	92*0230117
45068	General Fund Unrestricted	1,008.00	0.00	1,008.00	92*0230118	92*0230118
45070	General Fund Unrestricted	220.74	0.00	220.74	92*0230121	92*0230122
45074	General Fund Unrestricted	1,594.44	0.00	1,594.44	92*0230128	92*0230131
45077	General Fund Unrestricted	10,030.41	0.00	10,030.41	92*0230138	92*0230141
45081	General Fund Unrestricted	3,070.24	0.00	3,070.24	92*0230148	92*0230148
45082	General Fund Unrestricted	230.53	0.00	230.53	92*0230149	92*0230152
45083	General Fund Unrestricted	649.13	0.00	649.13	92*0230155	92*0230155
45084	General Fund Unrestricted	558.74	0.00	558.74	92*0230157	92*0230159
45085	General Fund Unrestricted	145.80	0.00	145.80	92*0230161	92*0230163
45086	General Fund Unrestricted	3,975.56	0.00	3,975.56	92*0230165	92*0230168
45094	General Fund Unrestricted	294.00	0.00	294.00	92*0230185	92*0230185
45096	General Fund Unrestricted	1,016.45	0.00	1,016.45	92*0230187	92*0230190
45097	General Fund Unrestricted	1,377.03	0.00	1,377.03	92*0230192	92*0230194
45098	General Fund Unrestricted	1,233.12	0.00	1,233.12	92*0230195	92*0230199
45099	General Fund Unrestricted	2,748.71	0.00	2,748.71	92*0230200	92*0230206

<b>Register #</b>	<b>Fund Title</b>	<b>Amount</b>	<b>Voided Checks</b>	<b>Adjusted Amount</b>	<b>Beg Check #</b>	<b>End Check #</b>
45102	General Fund Unrestricted	13,814.00	0.00	13,814.00	92*0230218	92*0230218
<b>Total Fund 11 General Fund Unrestricted</b>		<b><u>2,824,543.82</u></b>	<b><u>0.00</u></b>	<b><u>2,824,543.82</u></b>		

**Check Registers Submitted for Approval**  
**Checks Written for Period 10/17/09 thru 11/06/09**

<b>Register #</b>	<b>Fund Title</b>	<b>Amount</b>	<b>Voided Checks</b>	<b>Adjusted Amount</b>	<b>Beg Check #</b>	<b>End Check #</b>
44890	General Fund Restricted	1,530.00	0.00	1,530.00	92*0229177	92*0229177
44921	General Fund Restricted	1,931.71	0.00	1,931.71	92*0229661	92*0229662
44923	General Fund Restricted	18,525.23	0.00	18,525.23	92*0229670	92*0229670
44924	General Fund Restricted	36,571.93	0.00	36,571.93	92*0229671	92*0229671
44935	General Fund Restricted	3,886.11	0.00	3,886.11	92*0229700	92*0229703
44936	General Fund Restricted	508.20	0.00	508.20	92*0229704	92*0229710
44939	General Fund Restricted	1,143.21	0.00	1,143.21	92*0229714	92*0229718
44948	General Fund Restricted	2,205.83	0.00	2,205.83	92*0229741	92*0229746
44949	General Fund Restricted	2,400.00	0.00	2,400.00	92*0229747	92*0229752
44950	General Fund Restricted	1,600.00	0.00	1,600.00	92*0229753	92*0229762
44951	General Fund Restricted	1,600.00	0.00	1,600.00	92*0229763	92*0229772
44952	General Fund Restricted	1,440.00	0.00	1,440.00	92*0229773	92*0229781
44953	General Fund Restricted	18,564.01	0.00	18,564.01	92*0229782	92*0229783
44954	General Fund Restricted	232.75	0.00	232.75	92*0229784	92*0229785
44958	General Fund Restricted	1,758.32	0.00	1,758.32	92*0229791	92*0229795
44963	General Fund Restricted	16,257.54	0.00	16,257.54	92*0229809	92*0229809
44964	General Fund Restricted	4,862.50	0.00	4,862.50	92*0229810	92*0229813
44967	General Fund Restricted	2,969.12	0.00	2,969.12	92*0229822	92*0229823
44970	General Fund Restricted	1,568.61	0.00	1,568.61	92*0229834	92*0229837
44971	General Fund Restricted	2,227.03	0.00	2,227.03	92*0229838	92*0229842
44973	General Fund Restricted	24,493.26	0.00	24,493.26	92*0229849	92*0229849
44974	General Fund Restricted	36.01	0.00	36.01	92*0229850	92*0229850
44975	General Fund Restricted	1,653.69	0.00	1,653.69	92*0229857	92*0229857
44981	General Fund Restricted	1,484.56	0.00	1,484.56	92*0229875	92*0229875
44983	General Fund Restricted	1,054.18	0.00	1,054.18	92*0229877	92*0229880
44984	General Fund Restricted	374.05	0.00	374.05	92*0229881	92*0229885
44997	General Fund Restricted	24,408.59	0.00	24,408.59	92*0229908	92*0229908
45000	General Fund Restricted	11,005.07	0.00	11,005.07	92*0229916	92*0229917
45001	General Fund Restricted	2,231.28	0.00	2,231.28	92*0229918	92*0229918
45008	General Fund Restricted	868.09	0.00	868.09	92*0229933	92*0229934
45015	General Fund Restricted	544.83	0.00	544.83	92*0229947	92*0229949
45017	General Fund Restricted	6,715.31	0.00	6,715.31	92*0229952	92*0229952
45019	General Fund Restricted	3,366.14	0.00	3,366.14	92*0229960	92*0229962
45021	General Fund Restricted	4,772.07	0.00	4,772.07	92*0229967	92*0229969
45022	General Fund Restricted	234.75	0.00	234.75	92*0229970	92*0229973
45023	General Fund Restricted	165.00	0.00	165.00	92*0229974	92*0229976
45024	General Fund Restricted	818.16	0.00	818.16	92*0229978	92*0229980

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
45025	General Fund Restricted	940.08	0.00	940.08	92*0229981	92*0229982
45033	General Fund Restricted	395.92	0.00	395.92	92*0230000	92*0230004
45035	General Fund Restricted	339.00	0.00	339.00	92*0230009	92*0230009
45036	General Fund Restricted	8,025.83	0.00	8,025.83	92*0230010	92*0230015
45038	General Fund Restricted	15,393.56	0.00	15,393.56	92*0230024	92*0230024
45040	General Fund Restricted	10,061.66	0.00	10,061.66	92*0230027	92*0230027
45041	General Fund Restricted	4,839.07	0.00	4,839.07	92*0230028	92*0230030
45043	General Fund Restricted	239.89	0.00	239.89	92*0230033	92*0230034
45044	General Fund Restricted	366.00	0.00	366.00	92*0230035	92*0230035
45045	General Fund Restricted	451.53	0.00	451.53	92*0230037	92*0230041
45052	General Fund Restricted	475.46	0.00	475.46	92*0230053	92*0230055
45057	General Fund Restricted	383.21	0.00	383.21	92*0230072	92*0230076
45059	General Fund Restricted	315.00	0.00	315.00	92*0230087	92*0230087
45060	General Fund Restricted	2,443.38	0.00	2,443.38	92*0230088	92*0230089
45061	General Fund Restricted	3,507.88	0.00	3,507.88	92*0230091	92*0230091
45062	General Fund Restricted	101.97	0.00	101.97	92*0230094	92*0230096
45065	General Fund Restricted	7,198.28	0.00	7,198.28	92*0230103	92*0230105
45069	General Fund Restricted	4,322.95	0.00	4,322.95	92*0230119	92*0230120
45075	General Fund Restricted	44,959.05	0.00	44,959.05	92*0230132	92*0230132
45076	General Fund Restricted	1,437.51	0.00	1,437.51	92*0230133	92*0230137
45082	General Fund Restricted	427.26	0.00	427.26	92*0230151	92*0230154
45084	General Fund Restricted	277.24	0.00	277.24	92*0230156	92*0230156
45085	General Fund Restricted	385.43	0.00	385.43	92*0230160	92*0230164
45095	General Fund Restricted	72,613.00	0.00	72,613.00	92*0230186	92*0230186
45096	General Fund Restricted	877.72	0.00	877.72	92*0230188	92*0230191
45100	General Fund Restricted	2,175.26	0.00	2,175.26	92*0230207	92*0230213
45101	General Fund Restricted	545.63	0.00	545.63	92*0230214	92*0230217
<b>Total Fund 12 General Fund Restricted</b>		<b><u>389,505.91</u></b>	<b><u>0.00</u></b>	<b><u>389,505.91</u></b>		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
44896	Child Development Fund	73.80	0.00	73.80	92*0229197	92*0229198
44897	Child Development Fund	235.55	0.00	235.55	92*0229199	92*0229200
44925	Child Development Fund	349.91	0.00	349.91	92*0229672	92*0229672
44926	Child Development Fund	665.02	0.00	665.02	92*0229673	92*0229675
44927	Child Development Fund	2,458.39	0.00	2,458.39	92*0229676	92*0229681
44928	Child Development Fund	622.64	0.00	622.64	92*0229682	92*0229684
44941	Child Development Fund	426.69	0.00	426.69	92*0229724	92*0229726
45009	Child Development Fund	1,562.64	0.00	1,562.64	92*0229936	92*0229937
45010	Child Development Fund	2,140.37	0.00	2,140.37	92*0229938	92*0229939
45011	Child Development Fund	1,844.95	0.00	1,844.95	92*0229940	92*0229942
45026	Child Development Fund	218.00	0.00	218.00	92*0229984	92*0229985
45027	Child Development Fund	3,242.56	0.00	3,242.56	92*0229986	92*0229987
45046	Child Development Fund	109.95	0.00	109.95	92*0230042	92*0230044
45063	Child Development Fund	2,945.24	0.00	2,945.24	92*0230098	92*0230099
45071	Child Development Fund	1,018.59	0.00	1,018.59	92*0230123	92*0230124
45072	Child Development Fund	2,625.09	0.00	2,625.09	92*0230125	92*0230126
45087	Child Development Fund	1,337.66	0.00	1,337.66	92*0230169	92*0230172
45103	Child Development Fund	1,489.40	0.00	1,489.40	92*0230219	92*0230222
<b>Total Fund 33 Child Development Fund</b>		<b>23,366.45</b>	<b>0.00</b>	<b>23,366.45</b>		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
44899	Capital Outlay Projects Fund	61,500.00	0.00	61,500.00	92*0229203	92*0229203
44900	Capital Outlay Projects Fund	1,987.00	0.00	1,987.00	92*0229204	92*0229204
44945	Capital Outlay Projects Fund	322.65	0.00	322.65	92*0229734	92*0229734
44978	Capital Outlay Projects Fund	3,200.00	0.00	3,200.00	92*0229862	92*0229862
44993	Capital Outlay Projects Fund	9,632.47	0.00	9,632.47	92*0229901	92*0229901
44994	Capital Outlay Projects Fund	5,590.31	0.00	5,590.31	92*0229902	92*0229902
45013	Capital Outlay Projects Fund	1,330.00	0.00	1,330.00	92*0229945	92*0229945
45030	Capital Outlay Projects Fund	6,670.00	0.00	6,670.00	92*0229994	92*0229994
45092	Capital Outlay Projects Fund	182,755.45	0.00	182,755.45	92*0230181	92*0230183
Pacific Western Bank						
45093	Capital Outlay Projects Fund	11,467.69	0.00	11,467.69	92*0230184	92*0230184
<b>Total Fund 41 Capital Outlay Projects Fu</b>		<b><u>284,455.57</u></b>	<b><u>0.00</u></b>	<b><u>284,455.57</u></b>		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
44898	Bond Fund, Measure E	268,217.92	0.00	268,217.92	92*0229201	92*0229202
Mepco Svcs Inc						
44929	Bond Fund, Measure E	133,656.50	0.00	133,656.50	92*0229685	92*0229685
JM Farnan Co Inc						
44930	Bond Fund, Measure E	1,000.00	0.00	1,000.00	92*0229686	92*0229687
44942	Bond Fund, Measure E	3,760.33	0.00	3,760.33	92*0229727	92*0229728
44943	Bond Fund, Measure E	102,490.01	0.00	102,490.01	92*0229729	92*0229729
General Consolidated						
44944	Bond Fund, Measure E	35,614.32	0.00	35,614.32	92*0229730	92*0229733
44959	Bond Fund, Measure E	65,940.00	0.00	65,940.00	92*0229796	92*0229798
44960	Bond Fund, Measure E	16,640.20	0.00	16,640.20	92*0229799	92*0229801
44976	Bond Fund, Measure E	2,302.50	0.00	2,302.50	92*0229858	92*0229859
44977	Bond Fund, Measure E	83,051.29	0.00	83,051.29	92*0229860	92*0229861
44987	Bond Fund, Measure E	11,022.92	0.00	11,022.92	92*0229889	92*0229890
44988	Bond Fund, Measure E	27,484.31	0.00	27,484.31	92*0229891	92*0229893
44989	Bond Fund, Measure E	18,030.00	0.00	18,030.00	92*0229894	92*0229894
44990	Bond Fund, Measure E	7,361.33	0.00	7,361.33	92*0229895	92*0229896
44991	Bond Fund, Measure E	23,209.82	0.00	23,209.82	92*0229897	92*0229899
44992	Bond Fund, Measure E	6,973.66	0.00	6,973.66	92*0229900	92*0229900
45012	Bond Fund, Measure E	1,487.64	0.00	1,487.64	92*0229943	92*0229944
45028	Bond Fund, Measure E	30,681.80	0.00	30,681.80	92*0229988	92*0229988
45029	Bond Fund, Measure E	1,875.28	0.00	1,875.28	92*0229989	92*0229993
45050	Bond Fund, Measure E	397.44	0.00	397.44	92*0230051	92*0230051
45078	Bond Fund, Measure E	42,728.75	0.00	42,728.75	92*0230142	92*0230143
45079	Bond Fund, Measure E	237,074.93	0.00	237,074.93	92*0230144	92*0230145
Mepco Svcs Inc						
45080	Bond Fund, Measure E	81,909.27	0.00	81,909.27	92*0230146	92*0230147
45088	Bond Fund, Measure E	15,950.08	0.00	15,950.08	92*0230173	92*0230175
45089	Bond Fund, Measure E	41,549.00	0.00	41,549.00	92*0230176	92*0230177
45090	Bond Fund, Measure E	55,505.10	0.00	55,505.10	92*0230178	92*0230179
45091	Bond Fund, Measure E	67,500.00	0.00	67,500.00	92*0230180	92*0230180
45104	Bond Fund, Measure E	11,480.25	0.00	11,480.25	92*0230223	92*0230225
45105	Bond Fund, Measure E	207,532.31	0.00	207,532.31	92*0230226	92*0230227
Best Contracting Svcs						
45106	Bond Fund, Measure E	83,176.00	0.00	83,176.00	92*0230228	92*0230231
<b>Total Fund 42 Bond Fund, Measure E</b>		<b>1,685,602.96</b>	<b>0.00</b>	<b>1,685,602.96</b>		

<b>Register #</b>	<b>Fund Title</b>	<b>Amount</b>	<b>Voided Checks</b>	<b>Adjusted Amount</b>	<b>Beg Check #</b>	<b>End Check #</b>
44931	Property and Liability Fund	20,360.44	0.00	20,360.44	92*0229688	92*0229691
45014	Property and Liability Fund	1,169.72	0.00	1,169.72	92*0229946	92*0229946
<b>Total Fund 61 Property and Liability Fund</b>		<b>21,530.16</b>	<b>0.00</b>	<b>21,530.16</b>		

Check Registers Submitted for Approval  
Checks Written for Period 10/17/09 thru 11/06/09

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
44901	Workers' Compensation Fund	519,259.00	0.00	519,259.00	92*0229205	92*0229205
ASCIP 45073	Workers' Compensation Fund	246.90	0.00	246.90	92*0230127	92*0230127
<b>Total Fund 62 Workers' Compensation Fu</b>		<u><u>519,505.90</u></u>	<u><u>0.00</u></u>	<u><u>519,505.90</u></u>		

<b>Register #</b>	<b>Fund Title</b>	<b>Amount</b>	<b>Voided Checks</b>	<b>Adjusted Amount</b>	<b>Beg Check #</b>	<b>End Check #</b>
44979	Student Financial Aid Fund	3,420.00	0.00	3,420.00	92*0229863	92*0229872
45031	Student Financial Aid Fund	764.70	0.00	764.70	92*0229995	92*0229996
<b>Total Fund 74 Student Financial Aid Fund</b>		<b>4,184.70</b>	<b>0.00</b>	<b>4,184.70</b>		

**SUMMARY**

Total Fund 11 General Fund Unrestricted	2,824,543.82
Total Fund 12 General Fund Restricted	389,505.91
Total Fund 33 Child Development Fund	23,366.45
Total Fund 41 Capital Outlay Projects Fund	284,455.57
Total Fund 42 Bond Fund, Measure E	1,685,602.96
Total Fund 61 Property and Liability Fund	21,530.16
Total Fund 62 Workers' Compensation Fund	519,505.90
Total Fund 74 Student Financial Aid Fund	4,184.70
Grand Total:	<u><u>5,752,695.47</u></u>

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**BOARD REPORT / BUDGET INCREASES AND DECREASES**

NO. 5.2

**From 10 / 01 / 2009 To 10 / 31 / 2009**  
**Board Meeting on 11 / 16 / 2009**

**FUND: 11 GENERAL FUND-UNRESTRICTED**

**BACKGROUND**

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

**ANALYSIS**

This listing provides by major object code the total of budget adjustments for the period and fund indicated. Each budget adjustment supporting these totals is found on the accompanying report "SUMMARY OF BUDGET INCREASES/DECREASES BETWEEN CLASSIFICATIONS".

<u>Object Category</u>	<u>Description</u>	<u>Decrease</u>	<u>Increase</u>
	<u>Appropriation Account</u>		
4000	SUPPLIES AND MATERIALS		\$50
5000	OPERATING EXPENSES & SERVICES		10,500
	Total appropriation		\$10,550
	<u>Revenue Account</u>		
8800	LOCAL REVENUE		\$50
8900	OTHER REVENUE		10,500
	Total revenue		\$10,550

**RECOMMENDATION**

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

Board of Trustees  
**SUMMARY OF BUDGET INCREASES AND DECREASES**  
10/1/2009 - 10/31/2009

**Fund 11: General Fund Unrestricted**

			<u>Decreases</u>	<u>Increases</u>
bc09pn1019w	10/19/2009	B005352		
4000	SUPPLIES AND MATE		0	50
8800	LOCAL REVENUE		0	50
			<hr/>	<hr/>
			0	100
<b>Reason:</b>	Adjustment			
<b>Description:</b>	Tustin Nissan school donatio			

			<u>Decreases</u>	<u>Increases</u>
bc09pn1029d	10/29/2009	B005412		
5000	OPERATING EXPENS		0	10,500
8900	OTHER REVENUE		0	10,500
			<hr/>	<hr/>
			0	21,000
<b>Reason:</b>	Adjustment			
<b>Description:</b>	SAC trees maintenance/upke			

<b><u>Summary by Major Object for Fund 11</u></b>			<u>Decreases</u>	<u>Increases</u>
4000	SUPPLIES AND MATERIALS		0	50
5000	OPERATING EXPENSES AND SERVICES		0	10,500
8800	LOCAL REVENUE		0	50
8900	OTHER REVENUE		0	10,500
			<hr/>	<hr/>
			0	21,100

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**BOARD REPORT / BUDGET INCREASES AND DECREASES**

**From 10 / 01 / 2009 To 10 / 31 / 2009**  
**Board Meeting on 11 / 16 / 2009**

**FUND: 12 GENERAL FUND-RESTRICTED**

**BACKGROUND**

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

**ANALYSIS**

This listing provides by major object code the total of budget adjustments for the period and fund indicated. Each budget adjustment supporting these totals is found on the accompanying report "SUMMARY OF BUDGET INCREASES/DECREASES BETWEEN CLASSIFICATIONS".

<u>Object Category</u>	<u>Description</u>	<u>Decrease</u>	<u>Increase</u>
	<u>Appropriation Accounts</u>		
1000	ACADEMIC SALARIES		\$20,706
2000	CLASSIFIED / OTHER NONACADEMIC		63,503
3000	EMPLOYEE BENEFITS		6,967
4000	SUPPLIES AND MATERIALS		9,653
5000	OPERATING EXPENSES & SERVICES	\$7,769	
6000	CAPITAL OUTLAY		3,176
7000	OTHER OUTGO		2,400
	<b>Total appropriation</b>	<b>\$7,769</b>	<b>\$106,405</b>
	<u>Revenue Accounts</u>		
8100	FEDERAL REVENUE		\$69,866
8600	STATE REVENUE		25,834
8800	LOCAL REVENUE		2,936
	<b>Total revenues</b>		<b>\$98,636</b>

**RECOMMENDATION**

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

**Fund 12: General Fund Restricted**

<b>bc09pn1016k</b>	<b>10/16/2009</b>	<b>B005319</b>	<b><u>Decreases</u></b>	<b><u>Increases</u></b>
6000	CAPITAL OUTLAY		0	2,307
8100	FEDERAL REVENUE		0	2,307
			<hr/>	<hr/>
			0	4,614
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	SP#1817 VTEA TV-Video			

<b>BC09KT101609W</b>	<b>10/16/2009</b>	<b>B005330</b>	<b><u>Decreases</u></b>	<b><u>Increases</u></b>
1000	ACADEMIC SALARIES		0	7,545
3000	EMPLOYEE BENEFITS		0	455
4000	SUPPLIES AND MATERIALS		0	8,900
5000	OPERATING EXPENSES AND SERVICES		0	8,100
8100	FEDERAL REVENUE		0	25,000
			<hr/>	<hr/>
			0	50,000
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	New grant sub-award Collin Cou			

<b>bc09pn1020a</b>	<b>10/20/2009</b>	<b>B005365</b>	<b><u>Decreases</u></b>	<b><u>Increases</u></b>
5000	OPERATING EXPENSES AND SERVICES		0	26,936
8600	STATE REVENUE		0	26,936
			<hr/>	<hr/>
			0	53,872
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	Incr Basic Skills per Adv Appr			

<b>BC09KT102709B</b>	<b>10/27/2009</b>	<b>B005399</b>	<b><u>Decreases</u></b>	<b><u>Increases</u></b>
2000	CLASSIFIED/OTHER NONACADEMIC		0	43,109
3000	EMPLOYEE BENEFITS		0	1,491
4000	SUPPLIES AND MATERIALS		0	3,237
6000	CAPITAL OUTLAY		0	1,869
8100	FEDERAL REVENUE		0	49,706
			<hr/>	<hr/>
			0	99,412
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	Fund 09-10 FWS Alloc. 4 SCC			

<b>BC09KT102809D</b>	<b>10/28/2009</b>	<b>B005407</b>	<b><u>Decreases</u></b>	<b><u>Increases</u></b>
2000	CLASSIFIED/OTHER NONACADEMIC		3,500	0
3000	EMPLOYEE BENEFITS		112	0
4000	SUPPLIES AND MATERIALS		2,535	0
6000	CAPITAL OUTLAY		1,000	0
8100	FEDERAL REVENUE		7,147	0
			<hr/>	<hr/>
			14,294	0
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	Reduce 09-10 FWS Funds			

Board of Trustees  
**SUMMARY OF BUDGET INCREASES AND DECREASES**  
10/1/2009 - 10/31/2009

**Fund 12: General Fund Restricted**

<b>BC09KT102809E</b>		<b>10/28/2009</b>	<b>B005408</b>	<b><u>Decreases</u></b>	<b><u>Increases</u></b>
5000	OPERATING EXPENSES AND SERVICES			0	2,936
8800	LOCAL REVENUE			0	2,936
				<hr/>	<hr/>
				0	5,872
<b>Reason:</b>	Carry Over Budget				
<b>Description:</b>	COB sp 3760 Nursing -Wellpoint				

<b>BC09KT102909F</b>		<b>10/29/2009</b>	<b>B005418</b>	<b><u>Decreases</u></b>	<b><u>Increases</u></b>
1000	ACADEMIC SALARIES			0	13,161
2000	CLASSIFIED/OTHER NONACADEMIC			0	23,894
3000	EMPLOYEE BENEFITS			0	5,133
4000	SUPPLIES AND MATERIALS			0	51
5000	OPERATING EXPENSES AND SERVICES			45,741	0
7000	OTHER OUTGO			0	2,400
8600	STATE REVENUE			1,102	0
				<hr/>	<hr/>
				46,843	44,639
<b>Reason:</b>	Special Project Adjustment				
<b>Description:</b>	Reduce budg 2 accurate COBalan				

**Summary by Major Object for Fund 12**

		<b><u>Decreases</u></b>	<b><u>Increases</u></b>
1000	ACADEMIC SALARIES	0	20,706
2000	CLASSIFIED/OTHER NONACADEMIC	0	63,503
3000	EMPLOYEE BENEFITS	0	6,967
4000	SUPPLIES AND MATERIALS	0	9,653
5000	OPERATING EXPENSES AND SERVICES	7,769	0
6000	CAPITAL OUTLAY	0	3,176
7000	OTHER OUTGO	0	2,400
8100	FEDERAL REVENUE	0	69,866
8600	STATE REVENUE	0	25,834
8800	LOCAL REVENUE	0	2,936
		<hr/>	<hr/>
		7,769	205,041

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**BOARD REPORT / BUDGET INCREASES AND DECREASES**

**From 10 / 01 / 2009 To 10 / 31 / 2009**  
**Board Meeting on 11 / 16 / 2009**

**FUND : 74 STUDENT FINANCIAL AID FUND**

**BACKGROUND**

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

**ANALYSIS**

This listing provides by major object code the total of budget adjustments for the period and fund indicated. Each budget adjustment supporting these totals is found on the accompanying report "SUMMARY OF BUDGET INCREASES/DECREASES BETWEEN CLASSIFICATIONS".

<u>Object Category</u>	<u>Description</u>	<u>Decrease</u>	<u>Increase</u>
	<u>Appropriation Account</u>		
7000	OTHER OUTGO		\$832
	Total appropriation		\$832
	<u>Revenue Account</u>		
8100	FEDERAL REVENUE	\$5,766	
8800	LOCAL REVENUE		\$6,598
	Total revenue	\$5,766	\$6,598

**RECOMMENDATION**

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

Printed on 11/02/2009

Board of Trustees  
**SUMMARY OF BUDGET INCREASES AND DECREASES**  
10/1/2009 - 10/31/2009

**Fund 74: Student Financial Aid Fund**

<b>bc09pn1021j</b>	<b>10/21/2009</b>	<b>B005381</b>	<b><u>Decreases</u></b>	<b><u>Increases</u></b>
7000	OTHER OUTGO		0	2,722
8100	FEDERAL REVENUE		0	2,722
			<hr/>	<hr/>
			0	5,444
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	SSS Grant augmentation			

<b>BC09KT102809C</b>	<b>10/28/2009</b>	<b>B005406</b>	<b><u>Decreases</u></b>	<b><u>Increases</u></b>
7000	OTHER OUTGO		8,488	0
8100	FEDERAL REVENUE		8,488	0
			<hr/>	<hr/>
			16,976	0
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	Reduce 09-10 FSEOG Funds			

<b>BC09KT102809E</b>	<b>10/28/2009</b>	<b>B005408</b>	<b><u>Decreases</u></b>	<b><u>Increases</u></b>
7000	OTHER OUTGO		0	6,598
8800	LOCAL REVENUE		0	6,598
			<hr/>	<hr/>
			0	13,196
<b>Reason:</b>	Carry Over Budget			
<b>Description:</b>	COB sp 3760 Nursing -Wellpoint			

**Summary by Major Object for Fund 74**

<b>7000</b>	<b>OTHER OUTGO</b>	<b><u>Decreases</u></b>	<b><u>Increases</u></b>
<b>8100</b>	<b>FEDERAL REVENUE</b>	0	832
<b>8800</b>	<b>LOCAL REVENUE</b>	5,766	0
		0	6,598
		<hr/>	<hr/>
		5,766	7,430

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**

**BOARD REPORT / BUDGET TRANSFERS**

**From 10 / 01 / 2009 To 10 / 31 / 2009**

**Board Meeting on 11 / 16 / 2009**

**FUND: 11 GENERAL FUND-UNRESTRICTED**

**BACKGROUND**

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

**ANALYSIS**

This listing provides by major object code the total of budget transfers for the period and fund indicated. Each budget transfer supporting these totals is found on the accompanying report "SUMMARY OF BUDGET TRANSFERS BETWEEN CLASSIFICATIONS".

<u>Object Category</u>	<u>Description</u>	<u>From</u>	<u>To</u>
<u>Appropriation Accounts</u>			
4000	SUPPLIES AND MATERIALS		\$41,048
5000	OPERATING EXPENSES AND SERVICES		56,827
6000	CAPITAL OUTLAY	\$97,875	
	Total Transfers	\$97,875	\$97,875

**RECOMMENDATION**

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

Printed on 11/02/2009

**Fund 11: General Fund Unrestricted**

<b>BC09KT101509I</b>	<b>10/15/2009</b>	<b>B005305</b>	<b>From</b>	<b>To</b>
4000	SUPPLIES AND MATE		0	250
6000	CAPITAL OUTLAY		250	0
			<b>250</b>	<b>250</b>
<b>Reason:</b>	Adjustment			
<b>Description:</b>	Buy staples from Xerox			
<b>BC09KT101509I</b>	<b>10/15/2009</b>	<b>B005306</b>	<b>From</b>	<b>To</b>
4000	SUPPLIES AND MATE		0	2,400
5000	OPERATING EXPENS		2,400	0
			<b>2,400</b>	<b>2,400</b>
<b>Reason:</b>	Adjustment			
<b>Description:</b>	Purchase sargent Keso keys			
<b>bc09pn1016a</b>	<b>10/16/2009</b>	<b>B005309</b>	<b>From</b>	<b>To</b>
4000	SUPPLIES AND MATE		0	1,000
6000	CAPITAL OUTLAY		1,000	0
			<b>1,000</b>	<b>1,000</b>
<b>Reason:</b>	Adjustment			
<b>Description:</b>	SAC M&O non-instr supplies			
<b>BC09KT101609I</b>	<b>10/16/2009</b>	<b>B005329</b>	<b>From</b>	<b>To</b>
4000	SUPPLIES AND MATE		0	140
6000	CAPITAL OUTLAY		140	0
			<b>140</b>	<b>140</b>
<b>Reason:</b>	Adjustment			
<b>Description:</b>	Purchase memory			
<b>bc09pn1019a</b>	<b>10/19/2009</b>	<b>B005331</b>	<b>From</b>	<b>To</b>
4000	SUPPLIES AND MATE		0	2,000
5000	OPERATING EXPENS		2,000	0
			<b>2,000</b>	<b>2,000</b>
<b>Reason:</b>	Adjustment			
<b>Description:</b>	SAC M&O uniform shirts			
<b>bc09pn1019c</b>	<b>10/19/2009</b>	<b>B005358</b>	<b>From</b>	<b>To</b>
4000	SUPPLIES AND MATE		0	285
5000	OPERATING EXPENS		285	0
			<b>285</b>	<b>285</b>
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	SCC Latin Amer/Int'l Film foo			
<b>bc09pn1020e</b>	<b>10/20/2009</b>	<b>B005369</b>	<b>From</b>	<b>To</b>
4000	SUPPLIES AND MATE		6,000	0
6000	CAPITAL OUTLAY		0	6,000
			<b>6,000</b>	<b>6,000</b>
<b>Reason:</b>	Adjustment			
<b>Description:</b>	DO Enviro Safety radio/phon			

**Fund 11: General Fund Unrestricted**

<b>bc09pn1021f</b>	<b>10/21/2009</b>	<b>B005377</b>	<b>From</b>	<b>To</b>
4000	SUPPLIES AND MATERIALS		130	0
6000	CAPITAL OUTLAY		0	130
			<hr/>	<hr/>
			130	130
<b>Reason:</b>	Adjustment			
<b>Description:</b>	SAC ILR Media Prod software			
<b>bc09pn1023c</b>	<b>10/23/2009</b>	<b>B005386</b>	<b>From</b>	<b>To</b>
4000	SUPPLIES AND MATERIALS		0	570
6000	CAPITAL OUTLAY		570	0
			<hr/>	<hr/>
			570	570
<b>Reason:</b>	Adjustment			
<b>Description:</b>	SCC ITS Acad Supp hard drives			
<b>bc09pn1023d</b>	<b>10/23/2009</b>	<b>B005387</b>	<b>From</b>	<b>To</b>
4000	SUPPLIES AND MATERIALS		50	0
5000	OPERATING EXPENSES AND SERVICES		0	50
			<hr/>	<hr/>
			50	50
<b>Reason:</b>	Adjustment			
<b>Description:</b>	Chancellor's Office flyer cost			
<b>bc09pn1023e</b>	<b>10/23/2009</b>	<b>B005388</b>	<b>From</b>	<b>To</b>
5000	OPERATING EXPENSES AND SERVICES		0	9,165
6000	CAPITAL OUTLAY		9,165	0
			<hr/>	<hr/>
			9,165	9,165
<b>Reason:</b>	Adjustment			
<b>Description:</b>	SAC Grounds tree trimming			
<b>bc09pn1023f</b>	<b>10/23/2009</b>	<b>B005389</b>	<b>From</b>	<b>To</b>
4000	SUPPLIES AND MATERIALS		0	398
5000	OPERATING EXPENSES AND SERVICES		398	0
			<hr/>	<hr/>
			398	398
<b>Reason:</b>	Adjustment			
<b>Description:</b>	SAC Admin Svcs software			
<b>bc09pn1023g</b>	<b>10/23/2009</b>	<b>B005390</b>	<b>From</b>	<b>To</b>
5000	OPERATING EXPENSES AND SERVICES		0	2,000
6000	CAPITAL OUTLAY		2,000	0
			<hr/>	<hr/>
			2,000	2,000
<b>Reason:</b>	Adjustment			
<b>Description:</b>	SAC auto scrubber repair			

**Fund 11: General Fund Unrestricted**

<b>bc09pn1023j</b>	<b>10/23/2009</b>	<b>B005393</b>	<b><u>From</u></b>	<b><u>To</u></b>
4000	SUPPLIES AND MATERIALS		0	4,400
5000	OPERATING EXPENSES AND SERVICES		1,800	0
6000	CAPITAL OUTLAY		2,600	0
			<hr/>	<hr/>
			4,400	4,400

**Reason:** Special Project Adjustment  
**Description:** SCC Admiss add/drop cards

<b>bc09pn1023k</b>	<b>10/23/2009</b>	<b>B005394</b>	<b><u>From</u></b>	<b><u>To</u></b>
4000	SUPPLIES AND MATERIALS		0	38,300
6000	CAPITAL OUTLAY		38,300	0
			<hr/>	<hr/>
			38,300	38,300

**Reason:** Adjustment  
**Description:** RSCCD ITS CMAS VoIP System

<b>bc09pn1023l</b>	<b>10/23/2009</b>	<b>B005395</b>	<b><u>From</u></b>	<b><u>To</u></b>
5000	OPERATING EXPENSES AND SERVICES		0	50,000
6000	CAPITAL OUTLAY		50,000	0
			<hr/>	<hr/>
			50,000	50,000

**Reason:** Adjustment  
**Description:** RSCCD ITS Plan Net consulting

<b>bc09pn1028b</b>	<b>10/28/2009</b>	<b>B005401</b>	<b><u>From</u></b>	<b><u>To</u></b>
4000	SUPPLIES AND MATERIALS		385	0
5000	OPERATING EXPENSES AND SERVICES		0	385
			<hr/>	<hr/>
			385	385

**Reason:** Special Project Adjustment  
**Description:** SAC Fine Arts software license

<b>bc09pn1028d</b>	<b>10/28/2009</b>	<b>B005403</b>	<b><u>From</u></b>	<b><u>To</u></b>
4000	SUPPLIES AND MATERIALS		900	0
5000	OPERATING EXPENSES AND SERVICES		0	900
			<hr/>	<hr/>
			900	900

**Reason:** Adjustment  
**Description:** Res Dev conference costs

<b>bc09pn1029b</b>	<b>10/29/2009</b>	<b>B005410</b>	<b><u>From</u></b>	<b><u>To</u></b>
4000	SUPPLIES AND MATERIALS		1,180	0
5000	OPERATING EXPENSES AND SERVICES		0	1,180
			<hr/>	<hr/>
			1,180	1,180

**Reason:** Adjustment  
**Description:** SAC Ex Sci maintenance agreemt

**Fund 11: General Fund Unrestricted**

<b>BC09KT102909M</b>	<b>10/29/2009</b>	<b>B005425</b>	<b><u>From</u></b>	<b><u>To</u></b>
4000	SUPPLIES AND MATERIALS		20	0
6000	CAPITAL OUTLAY		0	20
			<hr/>	<hr/>
			20	20

**Reason:** Special Project Adjustment  
**Description:** Buy new software 4 Media Produ

<b>BC09KT102909N</b>	<b>10/29/2009</b>	<b>B005426</b>	<b><u>From</u></b>	<b><u>To</u></b>
4000	SUPPLIES AND MATERIALS		30	0
5000	OPERATING EXPENSES AND SERVICES		0	30
			<hr/>	<hr/>
			30	30

**Reason:** Adjustment  
**Description:** Cover green fees 4 women's gol

**Summary by Major Object for Fund 11**

	<b><u>From</u></b>	<b><u>To</u></b>
4000 SUPPLIES AND MATERIALS	0	41,048
5000 OPERATING EXPENSES AND SERVICES	0	56,827
6000 CAPITAL OUTLAY	97,875	0
	<hr/>	<hr/>
	97,875	97,875

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**

**BOARD REPORT / BUDGET TRANSFERS**

**From 10 / 01 / 2009 To 10 / 31 / 2009**

**Board Meeting on 11 / 16 / 2009**

**FUND : 12 GENERAL FUND-RESTRICTED**

**BACKGROUND**

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

**ANALYSIS**

This listing provides by major object code the total of budget transfers for the period and fund indicated. Each budget transfer supporting these totals is found on the accompanying report "SUMMARY OF BUDGET TRANSFERS BETWEEN CLASSIFICATIONS".

<u>Object Category</u>	<u>Description</u>	<u>From</u>	<u>To</u>
<u>Appropriation Accounts</u>			
1000	ACADEMIC SALARIES		\$160,012
2000	CLASSIFIED / OTHER NONACADEMIC		58,734
3000	EMPLOYEE BENEFITS		74,916
4000	SUPPLIES AND MATERIALS	\$4,062	
5000	OPERATING EXPENSES AND SERVICES	248,807	
6000	CAPITAL OUTLAY	32,793	
7000	OTHER OUTGO	8,000	
	Total Transfers	\$293,662	\$293,662

**RECOMMENDATION**

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

**Fund 12: General Fund Restricted**

<b>bc09pn1016b</b>	<b>10/16/2009</b>	<b>B005310</b>	<b>From</b>	<b>To</b>
4000	SUPPLIES AND MATERIALS		5,150	0
6000	CAPITAL OUTLAY		0	5,150
			<hr/>	<hr/>
			<b>5,150</b>	<b>5,150</b>

**Reason:** Special Project Adjustment  
**Description:** SCC Basic Skills Initiative

<b>bc09pn1016c</b>	<b>10/16/2009</b>	<b>B005311</b>	<b>From</b>	<b>To</b>
1000	ACADEMIC SALARIES		0	71,031
2000	CLASSIFIFED/OTHER NONACADEMIC		0	63,988
3000	EMPLOYEE BENEFITS		0	46,488
5000	OPERATING EXPENSES AND SERVICES		181,507	0
			<hr/>	<hr/>
			<b>181,507</b>	<b>181,507</b>

**Reason:** Special Project Adjustment  
**Description:** CEC BSI COB#2012, 2016, 2018

<b>bc09pn1016h</b>	<b>10/16/2009</b>	<b>B005316</b>	<b>From</b>	<b>To</b>
2000	CLASSIFIFED/OTHER NONACADEMIC		0	9,589
3000	EMPLOYEE BENEFITS		3,419	0
4000	SUPPLIES AND MATERIALS		3,085	0
6000	CAPITAL OUTLAY		3,085	0
			<hr/>	<hr/>
			<b>9,589</b>	<b>9,589</b>

**Reason:** Special Project Adjustment  
**Description:** SAC SCE Rev BSI#2008 Instr/Tut

<b>bc09pn1016i</b>	<b>10/16/2009</b>	<b>B005317</b>	<b>From</b>	<b>To</b>
3000	EMPLOYEE BENEFITS		0	2,071
4000	SUPPLIES AND MATERIALS		2,071	0
			<hr/>	<hr/>
			<b>2,071</b>	<b>2,071</b>

**Reason:** Special Project Adjustment  
**Description:** SAC SCE reallocate BSI funds

<b>bc09pn1016j</b>	<b>10/16/2009</b>	<b>B005318</b>	<b>From</b>	<b>To</b>
1000	ACADEMIC SALARIES		0	24,964
2000	CLASSIFIFED/OTHER NONACADEMIC		27,636	0
3000	EMPLOYEE BENEFITS		0	2,672
			<hr/>	<hr/>
			<b>27,636</b>	<b>27,636</b>

**Reason:** Special Project Adjustment  
**Description:** SAC SCE reallocate BSI#2007

<b>bc09pn1016l</b>	<b>10/16/2009</b>	<b>B005320</b>	<b>From</b>	<b>To</b>
2000	CLASSIFIFED/OTHER NONACADEMIC		456	0
5000	OPERATING EXPENSES AND SERVICES		0	456
			<hr/>	<hr/>
			<b>456</b>	<b>456</b>

**Reason:** Special Project Adjustment  
**Description:** Workplace Lrng Ctr internet

**Fund 12: General Fund Restricted**

<b>bc09pn1016m</b>	<b>10/16/2009</b>	<b>B005321</b>	<b>From</b>	<b>To</b>
2000	CLASSIFIED/OTHER NONACADEMIC		1,100	0
4000	SUPPLIES AND MATERIALS		0	4,600
6000	CAPITAL OUTLAY		3,500	0
			<hr/>	<hr/>
			<b>4,600</b>	<b>4,600</b>

**Reason:** Special Project Adjustment  
**Description:** SCC instr supp & non-instr

<b>BC09KT101609R</b>	<b>10/16/2009</b>	<b>B005325</b>	<b>From</b>	<b>To</b>
1000	ACADEMIC SALARIES		0	2,750
4000	SUPPLIES AND MATERIALS		2,500	0
5000	OPERATING EXPENSES AND SERVICES		250	0
			<hr/>	<hr/>
			<b>2,750</b>	<b>2,750</b>

**Reason:** Special Project Adjustment  
**Description:** Fund PT reassgn time curriculu

<b>BC09KT101609S</b>	<b>10/16/2009</b>	<b>B005326</b>	<b>From</b>	<b>To</b>
1000	ACADEMIC SALARIES		0	272
5000	OPERATING EXPENSES AND SERVICES		272	0
			<hr/>	<hr/>
			<b>272</b>	<b>272</b>

**Reason:** Special Project Adjustment  
**Description:** Pay .28 LHE 4 Partner Meeting

<b>BC09KT101609T</b>	<b>10/16/2009</b>	<b>B005327</b>	<b>From</b>	<b>To</b>
5000	OPERATING EXPENSES AND SERVICES		0	2,896
6000	CAPITAL OUTLAY		2,896	0
			<hr/>	<hr/>
			<b>2,896</b>	<b>2,896</b>

**Reason:** Special Project Adjustment  
**Description:** Fund software lic and equip ac

<b>bc09pn1019b</b>	<b>10/19/2009</b>	<b>B005332</b>	<b>From</b>	<b>To</b>
1000	ACADEMIC SALARIES		2,275	0
2000	CLASSIFIED/OTHER NONACADEMIC		0	2,220
3000	EMPLOYEE BENEFITS		0	464
4000	SUPPLIES AND MATERIALS		346	0
5000	OPERATING EXPENSES AND SERVICES		63	0
			<hr/>	<hr/>
			<b>2,684</b>	<b>2,684</b>

**Reason:** Special Project Adjustment  
**Description:** SCC Credit Matric COB

<b>bc09pn1019c</b>	<b>10/19/2009</b>	<b>B005333</b>	<b>From</b>	<b>To</b>
1000	ACADEMIC SALARIES		1,187	0
2000	CLASSIFIED/OTHER NONACADEMIC		0	5,072
3000	EMPLOYEE BENEFITS		0	361
4000	SUPPLIES AND MATERIALS		4,246	0
			<hr/>	<hr/>
			<b>5,433</b>	<b>5,433</b>

**Reason:** Special Project Adjustment  
**Description:** SCC Credit Matric COB

**Fund 12: General Fund Restricted**

<b>bc09pn1019d</b>	<b>10/19/2009</b>	<b>B005334</b>	<b><u>From</u></b>	<b><u>To</u></b>
1000	ACADEMIC SALARIES		0	10,645
3000	EMPLOYEE BENEFITS		0	4,228
5000	OPERATING EXPENSES AND SERVICES		14,873	0
			<hr/>	<hr/>
			14,873	14,873

**Reason:** Special Project Adjustment  
**Description:** SAC SCE BSI COB#2005

<b>bc09pn1019e</b>	<b>10/19/2009</b>	<b>B005335</b>	<b><u>From</u></b>	<b><u>To</u></b>
1000	ACADEMIC SALARIES		0	7,162
3000	EMPLOYEE BENEFITS		7,162	0
			<hr/>	<hr/>
			7,162	7,162

**Reason:** Special Project Adjustment  
**Description:** SAC SCE realloc SP#2005

<b>bc09pn1019f</b>	<b>10/19/2009</b>	<b>B005336</b>	<b><u>From</u></b>	<b><u>To</u></b>
1000	ACADEMIC SALARIES		0	491
2000	CLASSIFIED/OTHER NONACADEMIC		627	0
3000	EMPLOYEE BENEFITS		0	136
			<hr/>	<hr/>
			627	627

**Reason:** Special Project Adjustment  
**Description:** SCC Credit Matric COB

<b>bc09pn1019g</b>	<b>10/19/2009</b>	<b>B005337</b>	<b><u>From</u></b>	<b><u>To</u></b>
2000	CLASSIFIED/OTHER NONACADEMIC		0	4,599
3000	EMPLOYEE BENEFITS		4,599	0
			<hr/>	<hr/>
			4,599	4,599

**Reason:** Special Project Adjustment  
**Description:** SCC Non-credit COB

<b>bc09pn1019h</b>	<b>10/19/2009</b>	<b>B005338</b>	<b><u>From</u></b>	<b><u>To</u></b>
3000	EMPLOYEE BENEFITS		0	3,222
5000	OPERATING EXPENSES AND SERVICES		3,222	0
			<hr/>	<hr/>
			3,222	3,222

**Reason:** Special Project Adjustment  
**Description:** Allocate benefits Wood, S.

<b>bc09pn1019i</b>	<b>10/19/2009</b>	<b>B005339</b>	<b><u>From</u></b>	<b><u>To</u></b>
3000	EMPLOYEE BENEFITS		0	2,094
5000	OPERATING EXPENSES AND SERVICES		2,094	0
			<hr/>	<hr/>
			2,094	2,094

**Reason:** Special Project Adjustment  
**Description:** Allocate benefits-Wood, S.

**Fund 12: General Fund Restricted**

<b>bc09pn1019j</b>	<b>10/19/2009</b>	<b>B005340</b>	<b>From</b>	<b>To</b>
3000	EMPLOYEE BENEFITS		0	3,222
5000	OPERATING EXPENSES AND SERVICES		3,222	0
			<hr/>	<hr/>
			3,222	3,222

**Reason:** Special Project Adjustment  
**Description:** Allocate benefits-Wood, S.

<b>bc09pn1019k</b>	<b>10/19/2009</b>	<b>B005341</b>	<b>From</b>	<b>To</b>
4000	SUPPLIES AND MATERIALS		250	0
5000	OPERATING EXPENSES AND SERVICES		0	250
			<hr/>	<hr/>
			250	250

**Reason:** Special Project Adjustment  
**Description:** OC SBDC services/supplies

<b>bc09pn1019l</b>	<b>10/19/2009</b>	<b>B005342</b>	<b>From</b>	<b>To</b>
2000	CLASSIFIFED/OTHER NONACADEMIC		690	0
3000	EMPLOYEE BENEFITS		0	701
4000	SUPPLIES AND MATERIALS		11	0
			<hr/>	<hr/>
			701	701

**Reason:** Special Project Adjustment  
**Description:** SCC Fin Aid BFAP neg balances

<b>bc09pn1019m</b>	<b>10/19/2009</b>	<b>B005343</b>	<b>From</b>	<b>To</b>
2000	CLASSIFIFED/OTHER NONACADEMIC		2,100	0
5000	OPERATING EXPENSES AND SERVICES		0	2,100
			<hr/>	<hr/>
			2,100	2,100

**Reason:** Special Project Adjustment  
**Description:** SAUSD stu wrkrs fingrprnt/TB

<b>bc09pn1019p</b>	<b>10/19/2009</b>	<b>B005345</b>	<b>From</b>	<b>To</b>
4000	SUPPLIES AND MATERIALS		200	0
5000	OPERATING EXPENSES AND SERVICES		0	200
			<hr/>	<hr/>
			200	200

**Reason:** Special Project Adjustment  
**Description:** SAC CTE Bridges sftwr contract

<b>bc09pn1019q</b>	<b>10/19/2009</b>	<b>B005347</b>	<b>From</b>	<b>To</b>
1000	ACADEMIC SALARIES		0	5,000
3000	EMPLOYEE BENEFITS		0	3,070
5000	OPERATING EXPENSES AND SERVICES		8,070	0
			<hr/>	<hr/>
			8,070	8,070

**Reason:** Special Project Adjustment  
**Description:** COB#2015 BSI Instr/tutor SCC

10/1/2009 - 10/31/2009

**Fund 12: General Fund Restricted**

<b>bc09pn1019t</b>	<b>10/19/2009</b>	<b>B005349</b>	<b>From</b>	<b>To</b>
4000	SUPPLIES AND MATERIALS		0	800
5000	OPERATING EXPENSES AND SERVICES		800	0
			<hr/>	<hr/>
			800	800
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	Extreme Entrepreneurship lunch			
<b>bc09pn1019u</b>	<b>10/19/2009</b>	<b>B005350</b>	<b>From</b>	<b>To</b>
2000	CLASSIFIED/OTHER NONACADEMIC		1,500	0
5000	OPERATING EXPENSES AND SERVICES		0	1,500
			<hr/>	<hr/>
			1,500	1,500
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	SAUSD stu wrks fngprnt/TB			
<b>bc09pn1019v</b>	<b>10/19/2009</b>	<b>B005351</b>	<b>From</b>	<b>To</b>
1000	ACADEMIC SALARIES		0	12,643
3000	EMPLOYEE BENEFITS		0	1,668
5000	OPERATING EXPENSES AND SERVICES		14,311	0
			<hr/>	<hr/>
			14,311	14,311
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	PT Coordnr Sal/Ben-Pena, V			
<b>bc09pn1019y</b>	<b>10/19/2009</b>	<b>B005354</b>	<b>From</b>	<b>To</b>
3000	EMPLOYEE BENEFITS		0	600
4000	SUPPLIES AND MATERIALS		0	1,541
6000	CAPITAL OUTLAY		2,141	0
			<hr/>	<hr/>
			2,141	2,141
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	Talent Search yr5 neg balance			
<b>bc09pn1019z</b>	<b>10/19/2009</b>	<b>B005355</b>	<b>From</b>	<b>To</b>
5000	OPERATING EXPENSES AND SERVICES		0	10,569
6000	CAPITAL OUTLAY		10,569	0
			<hr/>	<hr/>
			10,569	10,569
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	SAC Bus Div software lic renew			
<b>bc09pn1019e</b>	<b>10/19/2009</b>	<b>B005360</b>	<b>From</b>	<b>To</b>
1000	ACADEMIC SALARIES		3	0
3000	EMPLOYEE BENEFITS		0	2,563
5000	OPERATING EXPENSES AND SERVICES		2,560	0
			<hr/>	<hr/>
			2,563	2,563
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	COB#2014 BSI Advise/Cnsl SCC			

**Fund 12: General Fund Restricted**

		10/19/2009	B005361	<u>From</u>	<u>To</u>
bc09pm1019f					
1000	ACADEMIC SALARIES			0	944
2000	CLASSIFIED/OTHER NONACADEMIC			0	6,696
3000	EMPLOYEE BENEFITS			7,640	0
				<u>7,640</u>	<u>7,640</u>
<b>Reason:</b>	Special Project Adjustment				
<b>Description:</b>	SAC SCE reallocte projects				

		10/19/2009	B005362	<u>From</u>	<u>To</u>
bc09pm1019g					
1000	ACADEMIC SALARIES			26,026	0
2000	CLASSIFIED/OTHER NONACADEMIC			6,649	0
3000	EMPLOYEE BENEFITS			1,963	0
5000	OPERATING EXPENSES AND SERVICES			0	34,638
				<u>34,638</u>	<u>34,638</u>
<b>Reason:</b>	Special Project Adjustment				
<b>Description:</b>	SAC SCE rev non-cr matric				

		10/19/2009	B005363	<u>From</u>	<u>To</u>
bc09pm1019h					
1000	ACADEMIC SALARIES			0	56,795
3000	EMPLOYEE BENEFITS			0	19,398
5000	OPERATING EXPENSES AND SERVICES			76,193	0
				<u>76,193</u>	<u>76,193</u>
<b>Reason:</b>	Special Project Adjustment				
<b>Description:</b>	COB#2012 BSI SCC Currnc/Dev				

		10/20/2009	B005368	<u>From</u>	<u>To</u>
bc09pn1020d					
2000	CLASSIFIED/OTHER NONACADEMIC			0	5,000
6000	CAPITAL OUTLAY			5,000	0
				<u>5,000</u>	<u>5,000</u>
<b>Reason:</b>	Special Project Adjustment				
<b>Description:</b>	SAC SSS Prog student asst				

		10/20/2009	B005370	<u>From</u>	<u>To</u>
BC09KT102009A					
4000	SUPPLIES AND MATERIALS			150	0
5000	OPERATING EXPENSES AND SERVICES			0	150
				<u>150</u>	<u>150</u>
<b>Reason:</b>	Special Project Adjustment				
<b>Description:</b>	Fund objects 4710 and 5830				

		10/20/2009	B005371	<u>From</u>	<u>To</u>
BC09KT102009B					
4000	SUPPLIES AND MATERIALS			0	5,000
7000	OTHER OUTGO			5,000	0
				<u>5,000</u>	<u>5,000</u>
<b>Reason:</b>	Special Project Adjustment				
<b>Description:</b>	Fund objects 4610 and 4710				

**Fund 12: General Fund Restricted**

<b>bc09pn1021d</b>	<b>10/21/2009</b>	<b>B005375</b>	<b>From</b>	<b>To</b>
5000	OPERATING EXPENSES AND SERVICES		0	10,752
6000	CAPITAL OUTLAY		10,752	0
			<hr/>	<hr/>
			<b>10,752</b>	<b>10,752</b>

**Reason:** Special Project Adjustment  
**Description:** Welding electrical work/fence

<b>bc09pn10211</b>	<b>10/21/2009</b>	<b>B005383</b>	<b>From</b>	<b>To</b>
3000	EMPLOYEE BENEFITS		0	444
4000	SUPPLIES AND MATERIALS		444	0
			<hr/>	<hr/>
			<b>444</b>	<b>444</b>

**Reason:** Special Project Adjustment  
**Description:** SAC BFAB negative balances

<b>bc09pn1023b</b>	<b>10/23/2009</b>	<b>B005385</b>	<b>From</b>	<b>To</b>
1000	ACADEMIC SALARIES		2,771	0
2000	CLASSIFIED/OTHER NONACADEMIC		0	2,373
3000	EMPLOYEE BENEFITS		0	398
			<hr/>	<hr/>
			<b>2,771</b>	<b>2,771</b>

**Reason:** Special Project Adjustment  
**Description:** SAC Amistad negative balance

<b>bc09pn1023i</b>	<b>10/23/2009</b>	<b>B005392</b>	<b>From</b>	<b>To</b>
4000	SUPPLIES AND MATERIALS		0	2,400
5000	OPERATING EXPENSES AND SERVICES		2,400	0
			<hr/>	<hr/>
			<b>2,400</b>	<b>2,400</b>

**Reason:** Special Project Adjustment  
**Description:** SAC Auto Tech Alter Fuels Lab

<b>BC09KT102709A</b>	<b>10/27/2009</b>	<b>B005398</b>	<b>From</b>	<b>To</b>
2000	CLASSIFIED/OTHER NONACADEMIC		45	0
3000	EMPLOYEE BENEFITS		0	5,899
4000	SUPPLIES AND MATERIALS		0	146
5000	OPERATING EXPENSES AND SERVICES		6,000	0
			<hr/>	<hr/>
			<b>6,045</b>	<b>6,045</b>

**Reason:** Special Project Adjustment  
**Description:** Cover negative budget balances

<b>BC09KT102909A</b>	<b>10/29/2009</b>	<b>B005413</b>	<b>From</b>	<b>To</b>
1000	ACADEMIC SALARIES		400	0
4000	SUPPLIES AND MATERIALS		0	400
			<hr/>	<hr/>
			<b>400</b>	<b>400</b>

**Reason:** Special Project Adjustment  
**Description:** Cover food 4 FIN grant faculty

**Fund 12: General Fund Restricted**

<b>BC09KT102909G</b>	<b>10/29/2009</b>	<b>B005419</b>	<b><u>From</u></b>	<b><u>To</u></b>
1000	ACADEMIC SALARIES		23	0
5000	OPERATING EXPENSES AND SERVICES		0	23
			<hr/>	<hr/>
			<b>23</b>	<b>23</b>
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	Pay maintenance agreement 4 Xe			

<b>BC09KT102909J</b>	<b>10/29/2009</b>	<b>B005422</b>	<b><u>From</u></b>	<b><u>To</u></b>
4000	SUPPLIES AND MATERIALS		446	0
5000	OPERATING EXPENSES AND SERVICES		0	446
			<hr/>	<hr/>
			<b>446</b>	<b>446</b>
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	Pay past due notices			

<b>BC09KT102909K</b>	<b>10/29/2009</b>	<b>B005423</b>	<b><u>From</u></b>	<b><u>To</u></b>
5000	OPERATING EXPENSES AND SERVICES		0	3,000
7000	OTHER OUTGO		3,000	0
			<hr/>	<hr/>
			<b>3,000</b>	<b>3,000</b>
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	Fund objects 5100 and 7610			

<b>BC09KT102909L</b>	<b>10/29/2009</b>	<b>B005424</b>	<b><u>From</u></b>	<b><u>To</u></b>
4000	SUPPLIES AND MATERIALS		50	0
5000	OPERATING EXPENSES AND SERVICES		0	50
			<hr/>	<hr/>
			<b>50</b>	<b>50</b>
<b>Reason:</b>	Special Project Adjustment			
<b>Description:</b>	Pay institutional membership			

**Summary by Major Object for Fund 12**

		<b><u>From</u></b>	<b><u>To</u></b>
1000	ACADEMIC SALARIES	0	160,012
2000	CLASSIFIED/OTHER NONACADEMIC	0	58,734
3000	EMPLOYEE BENEFITS	0	74,916
4000	SUPPLIES AND MATERIALS	4,062	0
5000	OPERATING EXPENSES AND SERVICES	248,807	0
6000	CAPITAL OUTLAY	32,793	0
7000	OTHER OUTGO	8,000	0
		<hr/>	<hr/>
		<b>293,662</b>	<b>293,662</b>

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**

**BOARD REPORT / BUDGET TRANSFERS**

**From 10 / 01 / 2009 To 10 / 31 / 2009**

**Board Meeting on 11 / 16 / 2009**

**FUND : 33 CHILD DEVELOPMENT FUND**

**BACKGROUND**

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

**ANALYSIS**

This listing provides by major object code the total of budget transfers for the period and fund indicated. Each budget transfer supporting these totals is found on the accompanying report "SUMMARY OF BUDGET TRANSFERS BETWEEN CLASSIFICATIONS".

<u>Object Category</u>	<u>Description</u>	<u>From</u>	<u>To</u>
<u>Appropriation Accounts</u>			
1000	ACADEMIC SALARIES	\$3,844	
3000	EMPLOYEE BENEFITS	759	
4000	SUPPLIES AND MATERIALS		\$1,150
5000	OPERATING EXPENSES & SERVICES		2,313
6000	CAPITAL OUTLAY		1,140
Total Transfers		\$4,603	\$4,603

**RECOMMENDATION**

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

**Fund 33: Child Development Fund**

<b>bc09pn1016g</b>	<b>10/16/2009</b>	<b>B005315</b>	<b>From</b>	<b>To</b>
4000	SUPPLIES AND MATERIALS		1,200	0
6000	CAPITAL OUTLAY		0	1,200
			<hr/>	<hr/>
			1,200	1,200

**Reason:** Special Project Adjustment  
**Description:** SAC CDC new garbage disposal

<b>BC09KT101609U</b>	<b>10/16/2009</b>	<b>B005328</b>	<b>From</b>	<b>To</b>
1000	ACADEMIC SALARIES		1,239	0
3000	EMPLOYEE BENEFITS		532	0
4000	SUPPLIES AND MATERIALS		0	1,771
			<hr/>	<hr/>
			1,771	1,771

**Reason:** Special Project Adjustment  
**Description:** Adjust negative account balanc

<b>bc09pn1019n</b>	<b>10/19/2009</b>	<b>B005344</b>	<b>From</b>	<b>To</b>
1000	ACADEMIC SALARIES		155	0
4000	SUPPLIES AND MATERIALS		0	155
			<hr/>	<hr/>
			155	155

**Reason:** Special Project Adjustment  
**Description:** Ed Svcs/CDS adjust neg bal

<b>bc09pn1019s</b>	<b>10/19/2009</b>	<b>B005348</b>	<b>From</b>	<b>To</b>
1000	ACADEMIC SALARIES		2,330	0
5000	OPERATING EXPENSES AND SERVICES		0	2,330
			<hr/>	<hr/>
			2,330	2,330

**Reason:** Special Project Adjustment  
**Description:** Ed Svcs/CDS CareControl sftwr

<b>bc09pn1023m</b>	<b>10/23/2009</b>	<b>B005396</b>	<b>From</b>	<b>To</b>
1000	ACADEMIC SALARIES		120	0
3000	EMPLOYEE BENEFITS		334	0
4000	SUPPLIES AND MATERIALS		0	531
5000	OPERATING EXPENSES AND SERVICES		17	0
6000	CAPITAL OUTLAY		60	0
			<hr/>	<hr/>
			531	531

**Reason:** Special Project Adjustment  
**Description:** Ed Svcs/CDS non-instr supplies

<b>BC09KT102809B</b>	<b>10/28/2009</b>	<b>B005405</b>	<b>From</b>	<b>To</b>
3000	EMPLOYEE BENEFITS		0	107
4000	SUPPLIES AND MATERIALS		107	0
			<hr/>	<hr/>
			107	107

**Reason:** Special Project Adjustment  
**Description:** Trsf Network 1260 to cover neg

Summary by Major Object for Fund 33

	<u>From</u>	<u>To</u>
1000 ACADEMIC SALARIES	3,844	0
3000 EMPLOYEE BENEFITS	759	0
4000 SUPPLIES AND MATERIALS	0	1,150
5000 OPERATING EXPENSES AND SERVICES	0	2,313
6000 CAPITAL OUTLAY	0	1,140
	<hr/> 4,603	<hr/> 4,603

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**

**BOARD REPORT / BUDGET TRANSFERS**

**From 10 / 01 / 2009 To 10 / 31 / 2009**

**Board Meeting on 11 / 16 / 2009**

**FUND : 41 CAPITAL OUTLAY PROJECTS FUND**

**BACKGROUND**

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

**ANALYSIS**

This listing provides by major object code the total of budget transfers for the period and fund indicated. Each budget transfer supporting these totals is found on the accompanying report "SUMMARY OF BUDGET TRANSFERS BETWEEN CLASSIFICATIONS".

<u>Object Category</u>	<u>Description</u>	<u>From</u>	<u>To</u>
<u>Appropriation Accounts</u>			
6000	CAPITAL OUTLAY		\$48,000
7900	CONTINGENCY OR RESERVE	\$48,000	
	Total Transfers	\$48,000	\$48,000

**RECOMMENDATION**

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

**Fund 41: Capital Outlay Projects Fund**

			<u>From</u>	<u>To</u>
bc09pn1029c	10/29/2009	B005411		
6000	CAPITAL OUTLAY		0	48,000
7900	CONTINGENCY OR RESERVE		48,000	0
			<hr/>	<hr/>
			48,000	48,000
Reason:	Special Project Adjustment			
Description:	SAC Bldg D elevator refurb			

**Summary by Major Object for Fund 41**

		<u>From</u>	<u>To</u>
6000	CAPITAL OUTLAY	0	48,000
7900	CONTINGENCY OR RESERVE	48,000	0
		<hr/>	<hr/>
		48,000	48,000

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**

**BOARD REPORT / BUDGET TRANSFERS**

**From 10 / 01 / 2009 To 10 / 31 / 2009**

**Board Meeting on 11 / 16 / 2009**

**FUND : 61 PROPERTY AND LIABILITY FUND**

**BACKGROUND**

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

**ANALYSIS**

This listing provides by major object code the total of budget transfers for the period and fund indicated. Each budget transfer supporting these totals is found on the accompanying report "SUMMARY OF BUDGET TRANSFERS BETWEEN CLASSIFICATIONS".

<u>Object Category</u>	<u>Description</u>	<u>From</u>	<u>To</u>
	<u>Appropriation Accounts</u>		
7000	OTHER OUTGO		\$10,500
7900	CONTINGENCY OR RESERVE	\$10,500	
	Total Transfers	\$10,500	\$10,500

**RECOMMENDATION**

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

**Fund 61: Property and Liability Fund**

		<u>From</u>	<u>To</u>
bc09pn1029d	10/29/2009 B005412		
7000	OTHER OUTGO	0	10,500
7900	CONTINGENCY OR RESERVE	10,500	0
		<hr/>	<hr/>
		10,500	10,500

Reason: Adjustment  
Description: SAC trees maintenance/upkeep

**Summary by Major Object for Fund 61**

		<u>From</u>	<u>To</u>
7000	OTHER OUTGO	0	10,500
7900	CONTINGENCY OR RESERVE	10,500	0
		<hr/>	<hr/>
		10,500	10,500

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT****BUSINESS OPERATIONS AND FISCAL SERVICES**

To: Board of Trustees	Date: November 16, 2009
Re: Approval of the Quarterly Financial Status Report (CCFS-311Q) for period ended September 30, 2009	
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 2009-10 ended September 30, 2009.

**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 25.6% of budgeted revenues and other financing sources and 18.5% of budgeted expenditures and other outgo in the unrestricted General Fund. Due to the lateness of the budget adoption, the apportionment was withheld by the state for the first three months of 2009-10.

**RECOMMENDATION**

It is recommended that the Board of Trustees approve the CCFS-311Q for the period ending September 30, 2009 as presented.

Fiscal Impact: Not applicable	Board Date: November 16, 2009
Prepared by: Noemi M. Kanouse, Assistant Vice Chancellor, Fiscal Services	
Submitted by: Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by: Edward Hernandez, Jr., Ed.D., Chancellor	

**CALIFORNIA COMMUNITY COLLEGES  
CHANCELLOR'S OFFICE**

**Quarterly Financial Status Report, CCFS-311Q  
VIEW QUARTERLY DATA**

[CHANGE THE PERIOD ▾]

**Fiscal Year: 2009-2010**

**Quarter Ended: (Q1) Sep 30, 2009**

**District: (870) RANCHO SANTIAGO**

Line	Description	As of June 30 for the fiscal year specified			
		Actual 2006-07	Actual 2007-08	Actual 2008-09	Projected 2009-2010
<b>I. Unrestricted General Fund Revenue, Expenditure and Fund Balance:</b>					
<b>A Revenues:</b>					
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	148,494,345	148,396,127	147,790,705	134,666,766
A.2	Other Financing Sources (Object 8900)	6,506	24,803	16,237	6,000
A.3	<b>Total Unrestricted Revenue (A.1 + A.2)</b>	<b>148,500,851</b>	<b>148,420,930</b>	<b>147,806,942</b>	<b>134,672,766</b>
<b>B. Expenditures:</b>					
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	139,776,049	154,228,868	146,044,061	140,529,648
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	1,506,664	2,756,793	832,530	1,260,513
B.3	<b>Total Unrestricted Expenditures (B.1 + B.2)</b>	<b>141,282,713</b>	<b>156,985,661</b>	<b>146,876,591</b>	<b>141,790,161</b>
C.	<b>Revenues Over(Under) Expenditures (A.3 - B.3)</b>	<b>7,218,138</b>	<b>-8,564,731</b>	<b>930,351</b>	<b>-4,117,395</b>
D.	<b>Fund Balance, Beginning</b>	<b>16,815,848</b>	<b>24,041,478</b>	<b>15,476,747</b>	<b>16,566,608</b>
D.1	Prior Year Adjustments + (-)	7,492	0	159,510	0
D.2	<b>Adjusted Fund Balance, Beginning (D + D.1)</b>	<b>16,823,340</b>	<b>24,041,478</b>	<b>15,636,257</b>	<b>16,566,608</b>
E.	<b>Fund Balance, Ending (C. + D.2)</b>	<b>24,041,478</b>	<b>15,476,747</b>	<b>16,566,608</b>	<b>9,449,213</b>
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	17%	9.9%	11.3%	6.7%

**II. Annualized Attendance FTES.**

Line	Description	2006-07	2007-08	2008-09	2009-2010
G.1	Annualized FTES (excluding apprentice and non-resident)	31,471	32,840	34,310	30,876

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

Line	Description	As of the specified quarter ended for each fiscal year			
		2006-07	2007-08	2008-09	2009-2010
H.1	Cash, excluding borrowed funds		14,241,538	1,070,721	32,802,676
H.2	Cash, borrowed funds only		0	9,205,085	0
H.3	<b>Total Cash (H.1 + H.2)</b>	<b>29,559,227</b>	<b>14,241,538</b>	<b>10,275,806</b>	<b>32,802,676</b>

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

Line	Description	Adopted Budget (Col. 1)	Annual Current Budget (Col. 2)	Year-to-Date Actuals (Col. 3)	Percentage (Col. 3/Col. 2)
<b>I. Revenues:</b>					
I.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	134,666,766	134,666,766	34,527,430	25.6%
I.2	Other Financing Sources (Object 8900)	6,000	6,000	0	
I.3	<b>Total Unrestricted Revenue (I.1 + I.2)</b>	<b>134,672,766</b>	<b>134,672,766</b>	<b>34,527,430</b>	<b>25.6%</b>
<b>J. Expenditures:</b>					
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	140,529,648	140,529,648	26,198,373	18.6%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	1,260,513	1,260,513	0	1,260,513
J.3	<b>Total Unrestricted Expenditures (J.1 + J.2)</b>	<b>141,790,161</b>	<b>141,790,161</b>	<b>26,198,373</b>	<b>18.5%</b>
K.	<b>Revenues Over(Under) Expenditures (I.3 - J.3)</b>	<b>7,218,138</b>	<b>-8,564,731</b>	<b>8,329,057</b>	
L.	<b>Adjusted Fund Balance, Beginning</b>	<b>16,566,608</b>	<b>16,566,608</b>	<b>16,566,608</b>	
L.1	<b>Fund Balance, Ending (C. + L.2)</b>	<b>9,449,213</b>	<b>9,449,213</b>	<b>24,895,665</b>	
M.	Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3)	6.7%	6.7%		

**V. Has the district settled any employee contracts during this quarter?**

**NO**

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

Contract Period Settled (Specify YYYY-YY)	Management		Academic		Classified
	Permanent	Temporary	Permanent	Temporary	
	Total Cost Increase %				
a. SALARIES:					
Year 1:					

b. BENEFITS:	Year 2:								
	Year 3:								
	Year 1:								
	Year 2:								
	Year 3:								

\* As specified in Collective Bargaining Agreement or other Employment Contract

c. Provide an explanation on how the district intends to fund the salary and benefit increases, and also identify the revenue source/object code.

VI. Did the district have significant events for the quarter (include incurrence of long-term debt, settlement of audit findings or legal suits, significant differences in budgeted revenues or expenditures, borrowing of funds (TRANS), issuance of COPs, etc.)? NO

If yes, list events and their financial ramifications. (Enter explanation below, include additional pages if needed.)

VII. Does the district have significant fiscal problems that must be addressed? This year? NO  
Next year? NO

If yes, what are the problems and what actions will be taken? (Enter explanation below, include additional pages if needed.)

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**BUSINESS OPERATIONS AND FISCAL SERVICES**

To:	Board of Trustees	Date: November 16, 2009
Re:	Quarterly Investment Report as of September 30, 2009	
Action:	For Information	

**BACKGROUND**

Pursuant to Section 53646(b) of the Government Code the Chief Fiscal Officer may render a quarterly report on investments to the Board of Trustees within 30 days following the end of the quarter covered by the report. The district's funds are held and invested with the Orange County Treasurer and the State of California Local Agency Investment Fund (LAIF).

Accordingly, attached is the District's investment report for the quarter ended September 30, 2009.

**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, 2009 for all District funds; (2) excerpts from the Orange County Treasurer's "Management Report" for the period ended September 30, 2009, and (3) a copy of the State of California Local Agency Investment Fund (LAIF) "Remittance Advice" for the period ending September 30, 2009.

All investments for the quarter ended September 30, 2009 are in accordance with Board Policy 3211, and there has been no change in the policy during this quarter.

**RECOMMENDATION**

The quarterly investment report as of September 30, 2009 is presented as information.

Fiscal Impact:	None	Board Date: November 16, 2009
Prepared by:	Noemi M. Kanouse, Assistant Vice Chancellor Fiscal Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Edward Hernandez, Jr., Ed.D., Chancellor	

**Rancho Santiago Community College district**  
**Statement of Cash**  
**September 30, 2009**

Description	Amount	Interest Rate	QTR	% of Investment
Orange County Treasurer				
General Obligation Bonds	139,272,011	1.87%	July-September	63.24%
Bond Sinking Funds	8,975,540	1.87%	July-September	4.08%
All Other Funds	71,097,380	1.87%	July-September	32.28%
Local Agency Investment Fund (LAIF)	147,563	0.90%	July-September	0.07%
Revolving Fund, Refundable Deposits and Cash in Banks	749,400	0.00%	July-September	0.34%
	<u>220,241,894</u>			<u>100.00%</u>

**Rancho Santiago Community College District**  
**Cash Position**  
**September 30, 2009**

County Fund	RSCCD Fund	Cash in County 9110	Cash in County- Perkins 9111	Cash in County - Cal Grants 9112	Restricted Cash for GO Bonds 9119	Cash Clearing 9121/9125	Revolving Cash 9130	Cash with Fiscal Agent 9135	LAIF 9150	Fund Total
General Fund (11 & 12)	1 11/12	32,484,348				218,328	100,000			32,802,676
Child Development Fund	12 33	687,930				356,070				1,044,000
Bond Fund Measure E	22 42	139,272,011				2				139,272,013
Bond Int & Red Fund	31 21				3,506,723					3,506,723
Bond Int & Red Fund	32 22				3,580,110					3,580,110
Bond Int & Red Fund	33 23				1,888,707					1,888,707
Capital Outlay Projects Fund	40 41	12,614,324								12,614,324
Workers' Compensation Fund	68 62	1,612,796						50,000		1,662,796
Property and Liability Fund	70 61	142,571						25,000		167,571
Retiree Benefits Fund	71 63	23,443,363							147,563	23,590,926
Student Financial Aid	74 74	106,030	7,375	(1,356)		-				112,048
<b>Totals</b>		<b>210,363,372</b>	<b>7,375</b>	<b>(1,356)</b>	<b>8,975,540</b>	<b>574,400</b>	<b>100,000</b>	<b>75,000</b>	<b>147,563</b>	<b>220,241,894</b>



## OFFICE OF THE TREASURER-TAX COLLECTOR

HALL OF FINANCE & RECORDS  
11 CIVIC CENTER PLAZA, SUITE G76  
POST OFFICE BOX 4515  
SANTA ANA, CA 92701  
[www.ttc.ocgov.com](http://www.ttc.ocgov.com)

CHRISS W. STREET  
TREASURER-TAX COLLECTOR

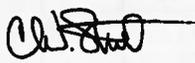
PAUL C. GORMAN, C.P.A., CTP  
CHIEF ASSISTANT TREASURER-TAX COLLECTOR

JENNIFER BURKHART, CFA  
ASSISTANT TREASURER-TAX COLLECTOR

ROBIN RUSSELL  
ASSISTANT TREASURER-TAX COLLECTOR  
ADMINISTRATION

October 15, 2009

TO: Board of Supervisors  
Thomas G. Mauk, County Executive Officer  
Treasury Oversight Committee  
Treasurer's Advisory Committee  
Participants

FROM: Chriss W. Street   
Treasurer-Tax Collector

SUBJECT: Treasurer's Management Report for Month & Quarter ended September 30, 2009

Attached please find the Treasurer's Management Report for the County of Orange for the month & quarter ended September 30, 2009. The information provided herein, including all charts, tables, graphs and numerical representations, is provided to readers solely as a general overview of the economic and market conditions which the Treasurer utilizes in making investment decisions. In addition, a complete version of this report is also available for download at our website [www.ttc.ocgov.com](http://www.ttc.ocgov.com).

### TREASURER'S REPORT

In order to assist you in reading this report, please note that the current balances reflect the investments recorded in the portfolios for each particular fund for the period ending September 30th. Each money market fund has an average maturity of less than sixty days, with a net asset value (NAV) falling within the range of \$0.9950 and \$1.0050. The Extended Fund shall have a duration not to exceed a leading 1-3 Year index +25%. All investments are marked to the market at the end of the reporting period due to the narrow valuation range prescribed by the Pools' Investment Policy Statement.

The reports reflect the par value (face value), the cost and market value (the price of each security at the close of the market on the last trading day of the month). Market values are derived from the Bloomberg Professional Service, a premier provider of instant access to real-time and historical financial data. The difference between the market value and book value is the unrealized gain or (loss). The Detail Transaction Report Section is provided in compliance with California Government Code Section 53607, which requires that the Treasurer file such a report with the Board of Supervisors, from whom his investment authority has been delegated.

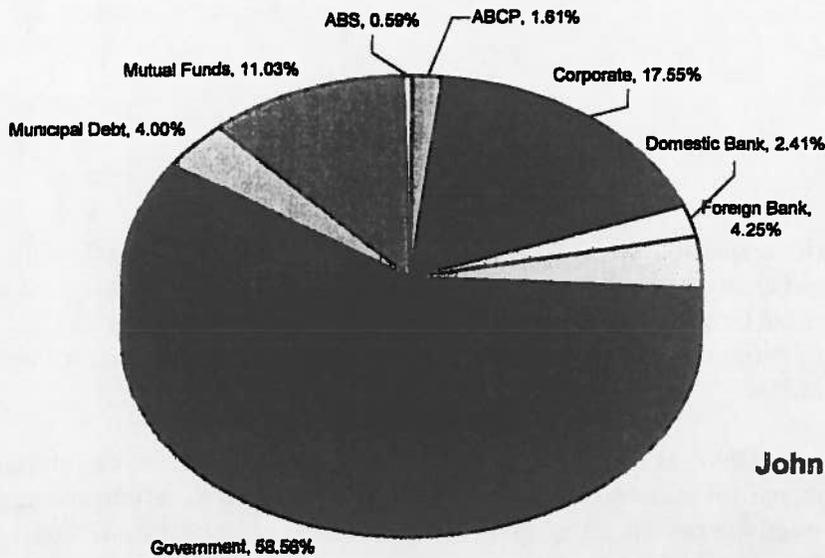
### APPORTIONMENT OF COMMINGLED POOL INTEREST EARNINGS

We have prepared a forecast for the timing of the County Investment Pool's August 2009 and September 2009 interest apportionments. We anticipate posting the August 2009 and September 2009 interest apportionments to participants' cash accounts in the County general ledger by approximately October 21 and November 23, 2009 respectively.

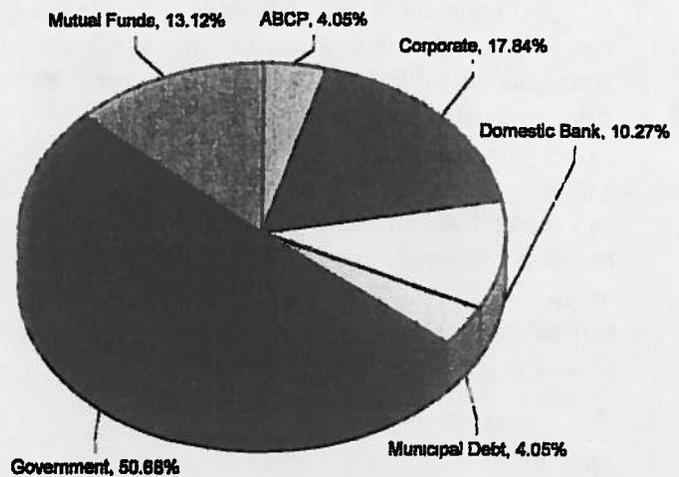
### PORTFOLIO COMPOSITION

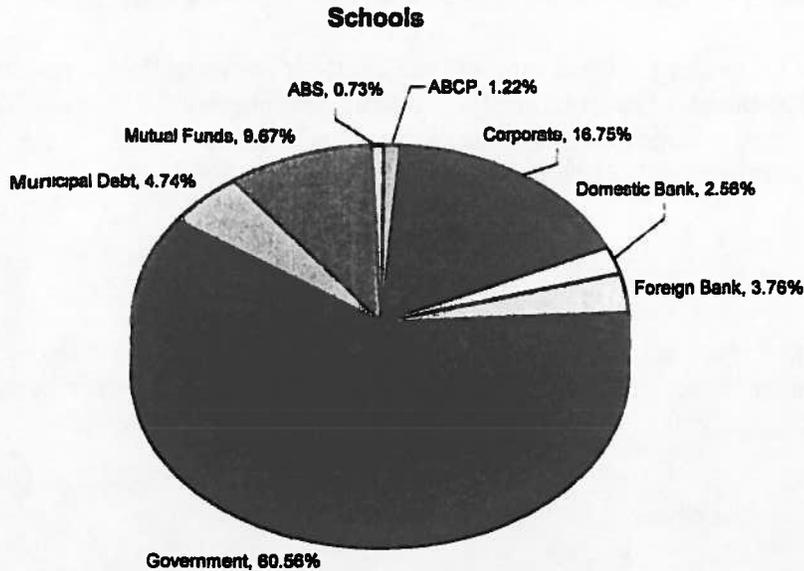
The following graphs represent the County, School and John Wayne Airport investment pools' composition by issuer type. The County and School pools include their portion of the Extended Fund (Exhibit 1).

**Exhibit 1: County**



**John Wayne Airport**





## MARKET OBSERVATIONS

The United States has always prided itself on the ability to be an innovator that gains economic dominance during periods of rapid change. As the world suffers through the change brought on by the most difficult recession since the Great Depression, the American economy is rapidly restructuring in order to achieve dominance in the future. We forecast that during this "return to normal" interest rates will remain low.

Most Americans would describe the 1990s as an era of great economic growth. For the developing world, the period will be remembered for extreme economic pain. Russia, Mexico, Argentina and many others went bankrupt and even the rapidly developing Asian economies, including China, suffered huge economic challenges. While the US celebrated an economic boom and basked in the ego associated with its strong dollar, the developing world adopted "Beggars Thy Neighbor" strategies aimed at cheapening their currencies through devaluation in order to undercut US competitiveness.

The first decade of the 21st Century will be remembered for the economic rebirth of China, Brazil and India. Each country unleashed a system of centrally planned export capitalism to make their products extremely competitive. In the past these former socialist countries had been highly restrictive of allowing foreign companies to use their labor or sell into their protected markets. The pain of the 90s required them to seek outside capital to re-launch their economies. Massive capital poured in and massive exports poured out.

As the competitiveness of these new economic behemoths rose, the capital markets began to strengthen their currencies and thus cut off their new success. Instead of increasing the standard of living for their citizens, these centrally planned capitalists purchased massive amounts of US Government bonds in order to return the cash to America and bid up the US currency. This resulted in a stronger US dollar and greater competitiveness for the new market entrants and cheaper prices for the US consumer. Many people started referring to WalMart as the Great Wall of Mart, in honor of the fact that 85% of WalMart's non-food products tended to be imported from China. This also facilitated cheap interest rates which drove up real estate prices until the recent collapse of this game.

Like all temporary economic predatory strategies, Beggar Thy Neighbor is collapsing. Americans are cutting back on their consumer purchasing and deleveraging their borrowing. America has moved from spending 7% more than they earn to saving 5% of what they earn. This process is driving down the value of the US dollar as the exporters have less sales and thus dollars to invest. Interest rates are low due to former US consumers becoming savers.

Once again the United States sits in the catbird's seat. The US economy is highly self sufficient and the US appears to be willing to accept lower asset values and a weaker US dollar. The exporters are losing market and beginning to understand that they will be suffering massive losses on the depreciating currency value of the US bond investments. With the fall in the US dollar, American competitiveness is rising. Low interest rates are allowing the US Federal government to cushion the shock of change with a huge temporary stimulus of "make work" projects.

Although the United States could destroy its own economic rebirth by following the Japanese model of trying to have government spending pave the yellow brick road back to prosperity, our people are already demanding spending discipline. With our centrally planned competitors in disarray and headed for shambles, the US will continue to innovate and prepare for the next economic launch forward.

All indications from our research of the economy point to a period of slow growth for the US over the next two years. Individuals and corporations will continue to emphasize reducing debt and building savings. Over time a huge pool of savings will be available to fund a new era of growth. This will just take some time arrive.

The Treasurer's Office appreciates your continued confidence as well as the opportunity to provide you exemplary portfolio and cash management services in the future. Please call Orange County Treasurer, Chriss W. Street, at 714-834-7625 with any questions.

**ORANGE COUNTY TREASURER-TAX COLLECTOR**

**EXECUTIVE SUMMARY**

October 1, 2008 - September 30, 2009

<b>PERIOD ENDING - MONTH / YEAR</b>	<b>MARKET VALUE</b>	<b>EARNINGS FOR MONTH</b>	<b>YIELD FOR MONTH</b>	<b>MONTH END WAM</b>
<b>Current Month - September 2009</b>				
County Pool - Money Market Fund	\$ 1,970,027,204	\$ 583,000	0.35%	54
Educational Pool - Money Market Fund	\$ 1,368,057,984	\$ 517,448	0.56%	57
Extended Fund	\$ 2,531,354,790	\$ 3,569,904	1.71%	488
OC Extended Fund B	\$ 38,725,414	\$ -	N/A	248
<b>August 2009</b>				
County Pool - Money Market Fund	\$ 2,108,088,758	\$ 915,879	0.50%	57
Educational Pool - Money Market Fund	\$ 1,419,464,342	\$ 769,121	0.58%	60
Extended Fund	\$ 2,443,068,280	\$ 8,317,118	4.02%	476
OC Extended Fund B	\$ 38,891,543	\$ -	N/A	278
<b>July 2009</b>				
County Pool - Money Market Fund	\$ 2,426,411,208	\$ 951,216	0.51%	53
Educational Pool - Money Market Fund	\$ 1,664,060,971	\$ 763,406	0.62%	59
Extended Fund	\$ 2,202,254,242	\$ 8,680,964	3.98%	578
OC Extended Fund B	\$ 39,228,880	\$ -	N/A	309
<b>June 2009</b>				
County Pool - Money Market Fund	\$ 1,715,299,012	\$ 953,720	0.64%	48
Educational Pool - Money Market Fund	\$ 1,403,295,309	\$ 870,875	0.65%	52
Extended Fund	\$ 2,717,967,912	\$ 5,043,252	2.32%	491
OC Extended Fund B	\$ 39,948,442	\$ -	N/A	340
<b>May 2009</b>				
County Pool - Money Market Fund	\$ 1,930,854,836	\$ 1,331,283	0.84%	49
Educational Pool - Money Market Fund	\$ 1,557,527,352	\$ 969,271	0.68%	52
Extended Fund	\$ 2,570,383,695	\$ 5,244,514	2.27%	423
OC Extended Fund B	\$ 49,011,834	\$ -	N/A	369
<b>April 2009</b>				
County Pool - Money Market Fund	\$ 2,179,797,628	\$ 1,444,232	0.64%	51
Educational Pool - Money Market Fund	\$ 1,787,863,217	\$ 854,923	0.74%	50
Extended Fund	\$ 2,667,974,783	\$ 4,798,125	2.17%	417
OC Extended Fund B	\$ 52,200,929	\$ -	N/A	61
<b>March 2009</b>				
County Pool - Money Market Fund	\$ 2,029,134,964	\$ 1,400,404	0.81%	48
Educational Pool - Money Market Fund	\$ 1,338,411,552	\$ 1,109,701	0.88%	48
Extended Fund	\$ 2,845,713,854	\$ 5,538,166	2.57%	428
OC Extended Fund B	\$ 52,200,929	\$ -	N/A	91
<b>February 2009</b>				
County Pool - Money Market Fund	\$ 2,169,443,772	\$ 1,630,117	1.00%	53
Educational Pool - Money Market Fund	\$ 1,576,700,518	\$ 1,540,126	1.17%	59
Extended Fund	\$ 2,350,452,260	\$ 5,828,257	3.12%	387
OC Extended Fund B	\$ 52,200,929	\$ -	N/A	122
<b>January 2009</b>				
County Pool - Money Market Fund	\$ 2,014,879,118	\$ 1,827,150	0.99%	50
Educational Pool - Money Market Fund	\$ 1,858,648,856	\$ 1,820,578	1.13%	53
Extended Fund	\$ 2,533,685,548	\$ 7,079,923	3.32%	281
OC Extended Fund B	\$ 52,200,929	\$ -	N/A	150
<b>December 2008</b>				
County Pool - Money Market Fund	\$ 2,308,197,426	\$ 3,627,727	1.77%	58
Educational Pool - Money Market Fund	\$ 2,152,827,732	\$ 2,244,826	1.46%	55
Extended Fund	\$ 2,503,173,698	\$ 7,054,362	3.32%	325
OC Extended Fund B	\$ 52,200,929	\$ -	N/A	25
<b>November 2008</b>				
County Pool - Money Market Fund	\$ 1,923,820,987	\$ 3,212,472	2.18%	30
Educational Pool - Money Market Fund	\$ 1,591,357,027	\$ 2,695,568	2.01%	48
Extended Fund	\$ 2,337,582,301	\$ 6,880,107	3.48%	349
OC Extended Fund B	\$ 53,890,396	\$ -	N/A	66
<b>October 2008</b>				
County Pool - Money Market Fund	\$ 1,893,321,937	\$ 3,606,898	2.55%	36
Educational Pool - Money Market Fund	\$ 1,716,217,568	\$ 3,457,222	2.36%	43
Extended Fund	\$ 2,491,877,137	\$ 6,581,334	3.30%	345
OC Extended Fund B	\$ 53,890,396	\$ -	N/A	88
<b>October 1, 2008 - September 30, 2009</b>				
	<b>Annual Average</b>	<b>Total for Year</b>	<b>Annual Average</b>	<b>Annual Average</b>
County Pool - Money Market Fund	\$ 2,038,939,571	\$ 21,484,098	1.07%	49
Educational Pool - Money Market Fund	\$ 1,619,369,369	\$ 17,613,065	1.07%	53
Extended Fund	\$ 2,547,470,011	\$ 74,914,026	2.93%	416

**ORANGE COUNTY TREASURER-TAX COLLECTOR  
INVESTMENT POOL STATISTICS  
FOR THE MONTH and QUARTER ENDED SEPTEMBER 30, 2009**

**INVESTMENT STATISTICS - By Investment Fund\***

DESCRIPTION	CURRENT BALANCES	Average Days to Maturity	Current Yield	MONTH Average Yield	Quarter Average Yield	Current NAV
<u>O.C. Money Market Fund</u>	MARKET Value \$ 1,970,027,204 COST (Capital) \$ 1,972,421,824 MONTHLY AVG Balance \$ 2,031,245,536 QUARTERLY AVG Balance \$ 2,122,031,254 BOOK Value \$ 1,989,806,907	54	0.34%	0.35%	0.45%	1.00
<u>O.C. Educational Money Market Fund</u>	MARKET Value \$ 1,368,057,984 COST (Capital) \$ 1,368,065,805 MONTHLY AVG Balance \$ 1,132,468,074 QUARTERLY AVG Balance \$ 1,378,811,214 BOOK Value \$ 1,367,849,730	57	0.38%	0.56%	0.59%	1.00
<u>Extended Fund</u>	MARKET Value \$ 2,531,354,790 COST (Capital) \$ 2,516,228,425 MONTHLY AVG Balance \$ 2,535,036,503 QUARTERLY AVG Balance \$ 2,512,587,445 BOOK Value \$ 2,513,761,851	486	1.53%	1.71%	3.24%	1.01
<u>OC Extended Fund B (Whistlejacket Holdings)</u>	MARKET Value \$ 38,725,414 COST (Capital) \$ 51,338,722	248	NA	NA	NA	0.75

**ALLOCATION OF EXTENDED FUNDS**

<u>Extended Fund (X Fund) County's Share of X Fund</u>	MARKET Value \$ 1,196,832,594 COST (Capital) \$ 1,189,680,801 MONTHLY AVG Balance \$ 1,185,036,503 BOOK Value \$ 1,188,514,597	486	1.53%	1.71%	3.25%	1.01
<u>Educational Share of X Fund</u>	MARKET Value \$ 1,334,522,196 COST (Capital) \$ 1,328,547,624 MONTHLY AVG Balance \$ 1,350,000,000 BOOK Value \$ 1,325,247,254	486	1.53%	1.71%	3.23%	1.01
<u>OC Extended Fund B County's Share</u>	MARKET Value \$ 21,035,006 COST (Capital) \$ 27,886,346	248	NA	NA	NA	0.75
<u>Educational Share</u>	MARKET Value \$ 17,680,408 COST (Capital) \$ 23,452,376	248	NA	NA	NA	0.75

**ORANGE COUNTY TREASURER-TAX COLLECTOR  
INVESTMENT POOL STATISTICS  
FOR THE MONTH and QUARTER ENDED SEPTEMBER 30, 2009**

**INVESTMENT STATISTICS - By Investment Pool\*\*\***

DESCRIPTION	CURRENT BALANCES	Average Days to Maturity	Current Yield	MONTH Average Yield	Quarter Average Yield	Current NAV
<b>COMBINED POOL BALANCES</b>						
<i>County Pool</i>	MARKET Value \$	3,187,894,804	217	0.78%	1.43%	1.00
	COST (Capital) \$	3,189,988,871				
	MONTHLY AVG Balance \$	3,216,282,038				
	QUARTERLY AVG Balance \$	3,284,628,700				
	BOOK Value \$	3,186,007,880				
<i>Educational Pool</i>	MARKET Value \$	2,720,270,588	268	1.00%	1.87%	1.00
	COST (Capital) \$	2,718,085,805				
	MONTHLY AVG Balance \$	2,482,468,074				
	QUARTERLY AVG Balance \$	2,728,811,214				
	BOOK Value \$	2,716,548,380				

**INVESTMENT STATISTICS - Non Pooled Investments \*\***

DESCRIPTION	CURRENT BALANCE	BOOK BALANCE BY INVESTMENT TYPE	
<b>Specific Investment Funds:</b> 112, 181, 225, 283, 480, 482, 483, 494, 497, 505, 510, 514, 546, 15B	MARKET Value \$	102,413,628	
	COST (Capital) \$	102,158,776	
	MONTHLY AVG Balance \$	102,128,810	
	Interest Bearing Accounts	\$ 32,598	
	Money Market Funds	18,448,821	
		Repurchase Agreement	1,081,500
		John Wayne Airport Investment Pool	48,420,985
		CFCOC Investment Pool	35,043,373
		GNMA Mortgage-Backed Security	132,501
		<b>\$ 102,158,776</b>	

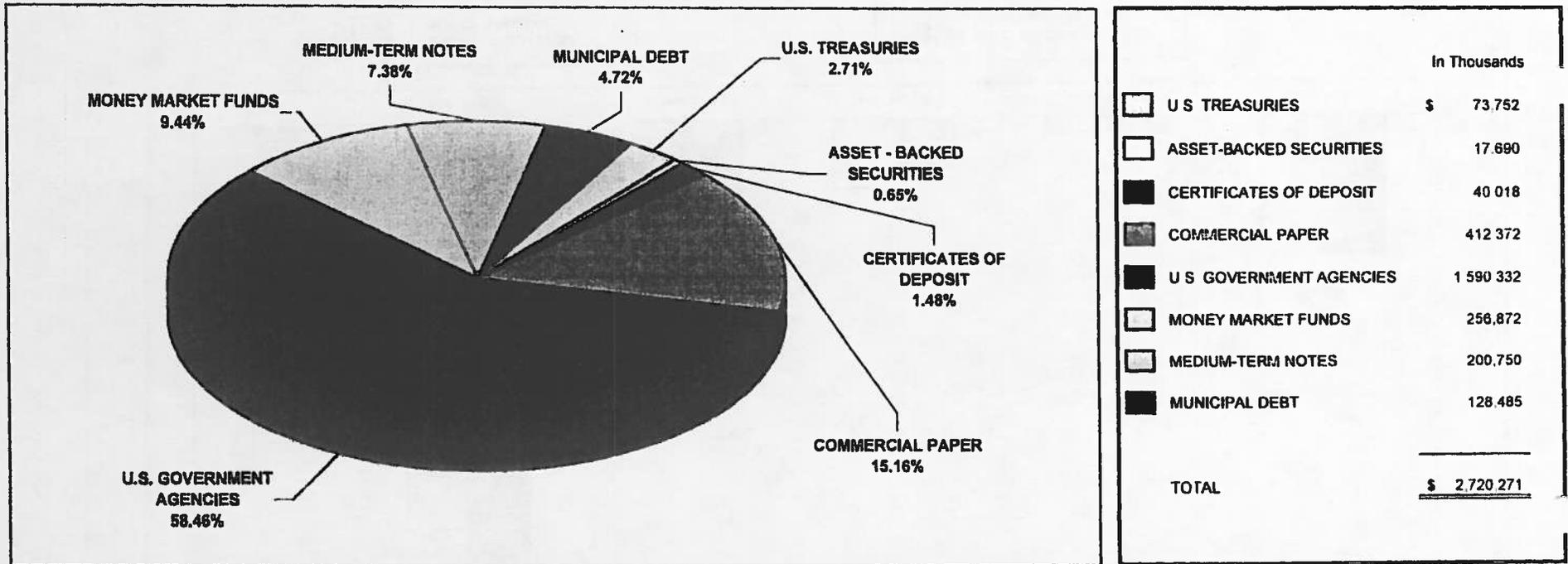
**MONTH END TOTALS\*\*\*\***

INVESTMENTS & CASH	FUND ACCOUNTING & SPECIFIC INVESTMENTS
County Money Market Fund	County Funds
County Cash	School Funds
Educational Money Market Fund	Specific Investments
Extended Fund	
OC Extended Fund B	
School Cash	
Non Pooled Investments @ Cost	
<b>\$ 6,017,438,157</b>	<b>\$ 6,017,438,157</b>

\* 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 53648 (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 and Extended Fund B

**ORANGE COUNTY TREASURER - TAX COLLECTOR  
ORANGE COUNTY EDUCATIONAL INVESTMENT POOL  
PORTFOLIO COMPOSITION - COMBINED \*\***

**September 30, 2009**

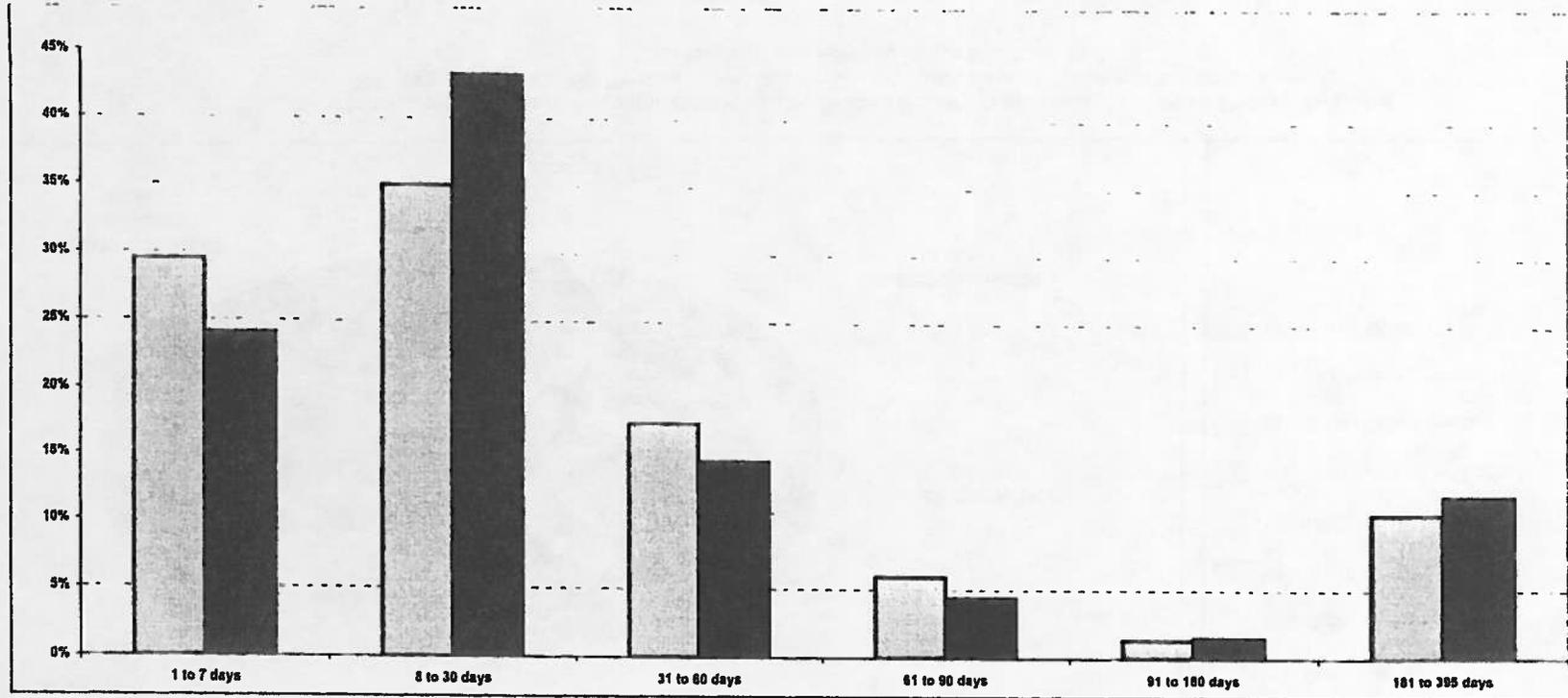


*Investment Composition Is In Compliance With The Orange County Treasurer's Investment Policy Statement*

*\*Educational Investment Pool includes: Money Market Fund, Extended Fund, & Extended Fund B*

*\*\* Calculated Using Market Value at 9/30/2009*

**ORANGE COUNTY TREASURER - TAX COLLECTOR**  
**ORANGE COUNTY MONEY MARKET FUND AND EDUCATIONAL MONEY MARKET FUND**  
**MATURITIES DISTRIBUTION**  
 September 30, 2009



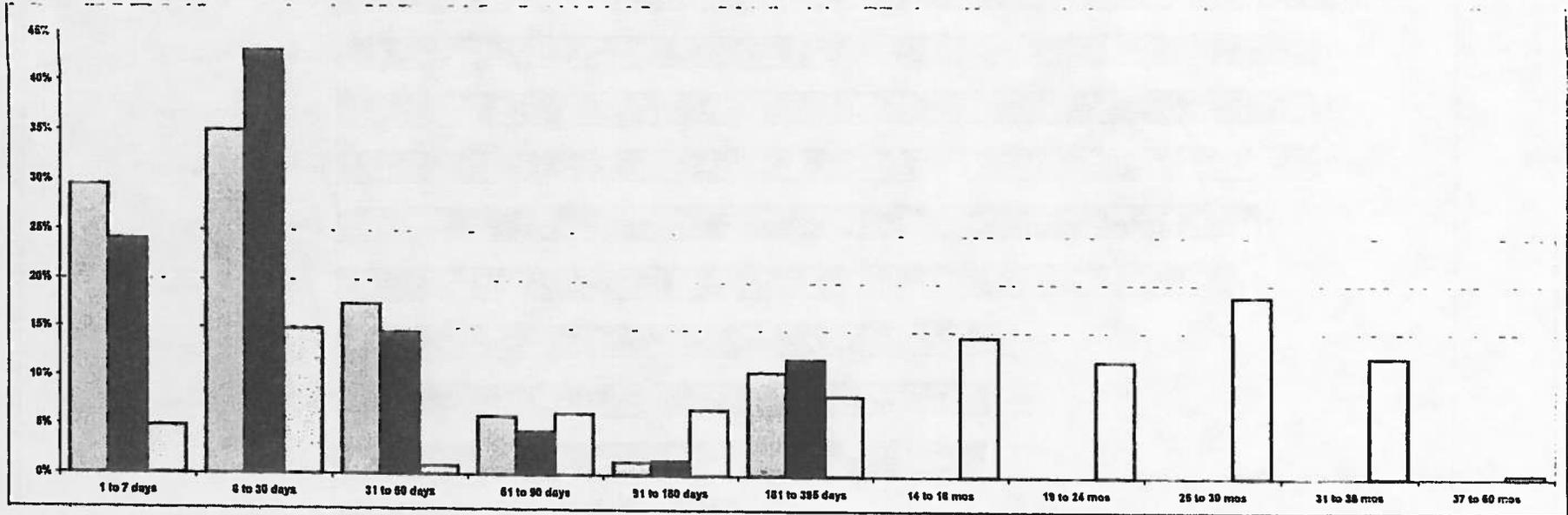
O.C. INVESTMENT POOL MONEY MARKET FUND		
	In Thousands	%
1 TO 7 DAYS	\$ 579,741	29.48%
8 TO 30 DAYS	689,325	35.05%
31 TO 60 DAYS	342,850	17.43%
61 TO 90 DAYS	117,250	5.98%
91 TO 180 DAYS	28,766	1.37%
181 TO 395 DAYS	210,565	10.71%
<b>TOTAL</b>	<b>\$ 1,966,497</b>	<b>100.00%</b>

O.C. EDUCATIONAL MONEY MARKET FUND		
	In Thousands	%
1 TO 7 DAYS	\$ 329,272	24.11%
8 TO 30 DAYS	590,376	43.22%
31 TO 60 DAYS	199,220	14.58%
61 TO 90 DAYS	61,170	4.48%
91 TO 180 DAYS	21,083	1.54%
181 TO 395 DAYS	164,874	12.07%
<b>TOTAL</b>	<b>\$ 1,365,975</b>	<b>100.00%</b>

*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 9/30/2009 Floating Rate Notes comprise 30.18% and 22.81% of the O.C. Money Market Fund and Educational Money Market Fund respectively

**ORANGE COUNTY TREASURER - TAX COLLECTOR  
ORANGE COUNTY AND EDUCATIONAL INVESTMENT POOLS  
MATURITIES DISTRIBUTION  
September 30, 2009**



O.C. INVESTMENT POOL MONEY MARKET FUND		
In Thousands		
1 TO 7 DAYS	\$ 379,741	20.46%
8 TO 30 DAYS	\$ 633,325	35.05%
31 TO 60 DAYS	\$ 342,820	17.43%
61 TO 90 DAYS	\$ 117,250	5.96%
91 TO 180 DAYS	\$ 26,766	1.37%
181 TO 365 DAYS	\$ 210,685	10.71%
<b>TOTAL</b>	<b>\$ 1,936,687</b>	<b>100.00%</b>

O.C. EDUCATIONAL MONEY MARKET FUND		
In Thousands		
1 TO 7 DAYS	\$ 329,212	14.11%
8 TO 30 DAYS	\$ 550,376	43.22%
31 TO 60 DAYS	\$ 199,220	14.78%
61 TO 90 DAYS	\$ 81,170	4.48%
91 TO 180 DAYS	\$ 21,063	1.54%
181 TO 365 DAYS	\$ 184,874	12.07%
<b>TOTAL</b>	<b>\$ 1,367,915</b>	<b>100.00%</b>

O.C. INVESTMENT POOL EXTENDED FUND (Projected Estimated Fund B)		
In Thousands		
1 TO 7 DAYS	\$ 125,000	4.8%
8 TO 30 DAYS	\$ 379,803	14.5%
31 TO 60 DAYS	\$ 22,250	0.9%
61 TO 90 DAYS	\$ 161,500	6.3%
91 TO 180 DAYS	\$ 173,635	6.7%
181 TO 365 DAYS	\$ 214,314	8.2%
14 TO 18 MONTHS	\$ 370,000	14.5%
19 TO 24 MONTHS	\$ 307,450	12.0%
25 TO 30 MONTHS	\$ 473,325	18.7%
31 TO 36 MONTHS	\$ 320,000	12.4%
37 TO 60 MONTHS	\$ 10,000	0.3%
<b>TOTAL</b>	<b>\$ 2,551,277</b>	<b>100.00%</b>

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

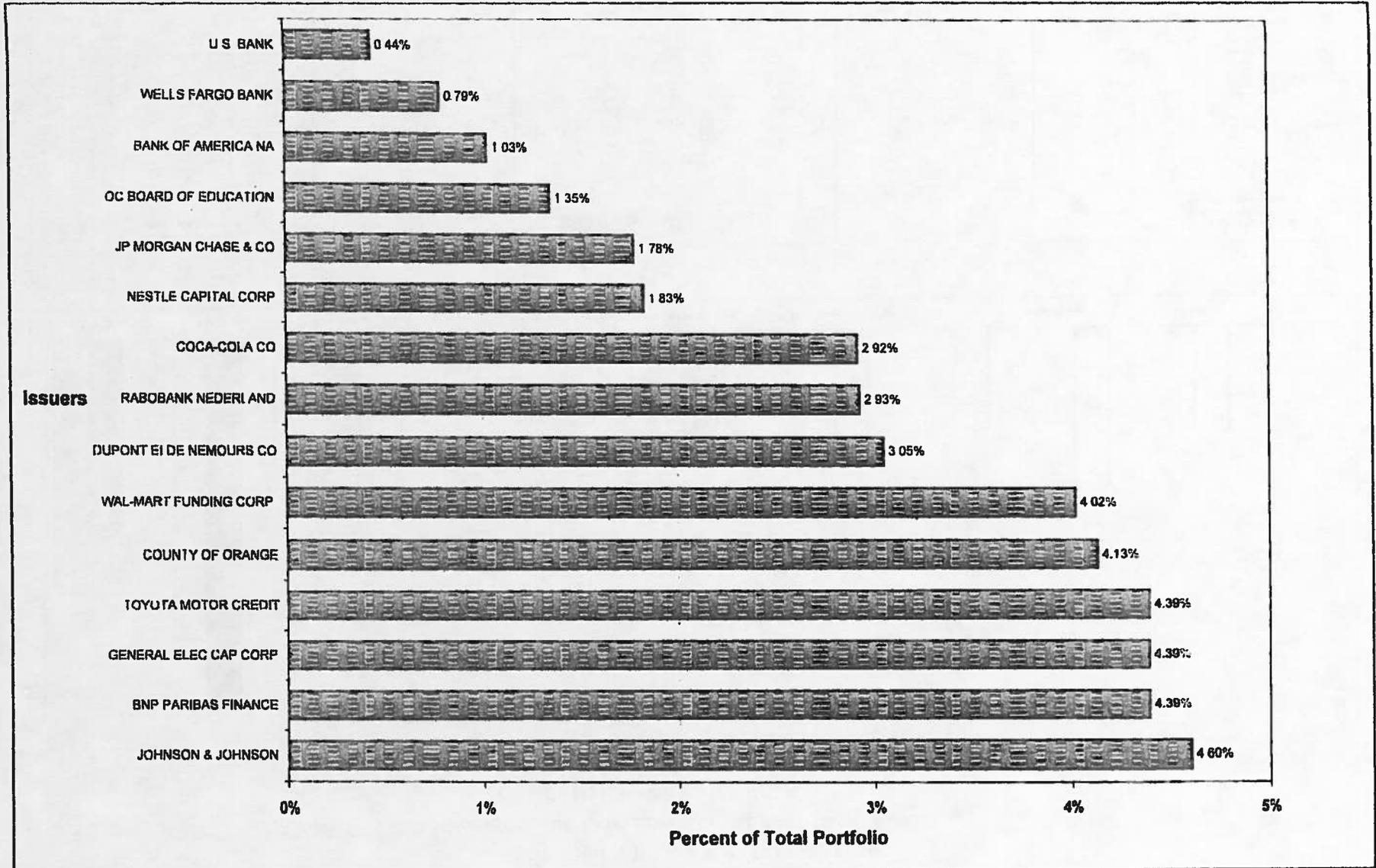
Floating Rate Notes are deemed to have a maturity date equal to their next interest reset date  
At 09/30/2009 Floating Rate Notes comprise 30.18%, 13.22%, and 22.81% of the O.C. Investment Pool Extended Funds and Educational Money Market Fund respectively

S.4 (13)

# ORANGE COUNTY TREASURER - TAX COLLECTOR

## EDUCATIONAL MONEY MARKET FUND - ISSUER CONCENTRATION

September 30, 2009





**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 10/15/2009, your Local Agency Investment Fund account has been directly credited with the interest earned on your deposits for the quarter ending 09/30/2009.

Earnings Ratio		.00002459481708038
Interest Rate		0.90%
Dollar Day Total	\$	13,568,075.16
Quarter End Principal Balance	\$	147,563.16
Quarterly Interest Earned	\$	333.70

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

To:	Board of Trustees	Date: November 16, 2009
Re:	Approval of Change Order #1 – Bid #1065 – HVAC for the New Science Building (State Portion) at Santiago Canyon College	
Action:	Request for Approval	

**BACKGROUND:**

On December 10, 2007, the Board awarded a contract to Athena Engineering, Inc. for Bid #1065/SCC Science Building to perform the HVAC portion of the project.

**ANALYSIS:**

During the course of construction certain changes to the scope of work for this project were required. The specific changes, reasons for the changes and cost impacts are noted in the attached Change Order #1.

Change Order #1 increases the contract by \$218,056.12. The revised contract amount is \$2,711,390.12. The costs indicated in the change order are considered fair, reasonable and within industry standards by the architect, construction manager and staff. Total change orders for the project are 1.5% of construction cost. Pursuant to Administrative Regulation 3504, staff has approved this change order.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve Change Order #1, Athena Engineering, Inc. for Bid #1065, HVAC for the Santiago Canyon College Science Building as presented.

Fiscal Impact:	\$218,056.12	Board Date: November 16, 2009
Prepared by:	Darryl A. Odum, Director, District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Edward Hernandez, Jr., Ed.D., Chancellor	

<h1>CHANGE ORDER</h1>		Rancho Santiago Community College District 2323 N. Broadway, Santa Ana, CA 92706-1640	
Project:	New Science Building (State Funded Portion) Santiago Canyon College	at Bid No. 1065	P.O. # 08-P0003745
		D.S.A. No.	04-107804
Contractor:	Athena Engineering, Inc	Change Order No.	1 State
Architect:	LPA, Inc.	Date:	November 16, 2009

The undersigned contractor hereby agrees to accomplish these changes in accordance with the original drawings and specifications except as specifically noted otherwise.

SUMMARY OF CONTRACT PRICE		
Original Contract Amount		\$2,493,334.00
Previous Change Orders	\$0.00	
This Change Order	\$218,056.12	
Total Change Orders		\$218,056.12
Revised Contract Amount		\$2,711,390.12
Previous Time Extensions	0 calendar days	
Time Extension - This Change Order	132 calendar days	
Total Time Extensions		0 calendar days
Original Completion Date	July 20, 2009	
Revised Contract Completion Date		November 30, 2009
Board Approval Date:		November 16, 2009

LPA, Inc.  
Architect Authorized Signature Date

\_\_\_\_\_  
Contractor Name Authorized Signature Date

Darryl Odum  
Director - District Construction & Support Services Authorized Signature Date

Brad Nila  
Project IOR Authorized Signature Date

Jerry Roberts  
Seville Construction Services-CM Authorized Signature Date

Peter J. Hardash  
Vice Chancellor, Business Operation/Fiscal Services Authorized Signature Date

\_\_\_\_\_  
Division of State Architect Authorized Signature Date

# CHANGE ORDER

Rancho Santiago Community College District  
2323 N. Broadway, Santa Ana, CA 92706-1640

Project:	New Science Building (State Funded Portion) at Santiago Canyon College	Bid No. 1065	P.O. # 08-P0003745
Contractor:	Athena Engineering, Inc	D.S.A. No. 04-107804	
Architect:	LPA, Inc.	Change Order No. 1	
		Date: 11/16/09	
ITEM NO	EXPLANATION:	CREDIT	EXTRA
1.0	<p><u>DESCRIPTION:</u> Replace previously specified American Auto Matrix fume hood controls and laboratory pressurization system with Phoenix controls at per CCD#19</p> <p><u>REASON:</u> The American Auto Matrix fume hood controls could not meet the specifications.</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 132 calendar days</p>	\$181,000.00	\$399,056.12
	Sub-Total	\$181,000.00	\$399,056.12
	Total		\$218,056.12

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

To:	Board of Trustees	Date: November 16, 2009
Re:	Approval of Change Order #3 – Bid #1064 – Electrical for the New Science Building (State Portion) at Santiago Canyon College	
Action:	Request for Approval	

**BACKGROUND:**

On December 10, 2007, the Board awarded a contract to Baker Electric for Bid #1064/SCC Science Building to perform the electrical work on the project.

**ANALYSIS:**

During the course of construction certain changes to the scope of work for this project were required. The specific changes, reasons for the changes and cost impacts are noted in the attached Change Order #3.

Change Order #3 increases the contract by \$20,071.56. The revised contract amount is \$1,824,449.55. The costs indicated in the change order are considered fair, reasonable and within industry standards by the architect, construction manager and staff. Total change orders for the project are .9% of construction cost. Pursuant to Administrative Regulation 3504, staff has approved this change order.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve Change Order #3, Baker Electric for Bid #1064, electrical in the Santiago Canyon College Science Building as presented.

Fiscal Impact:	\$20,071.56	Board Date: November 16, 2009
Prepared by:	Darryl A. Odum, Director, District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Edward Hernandez, Jr., Ed.D., Chancellor	

<h1>CHANGE ORDER</h1>		Rancho Santiago Community College District 2323 N. Broadway, Santa Ana, CA 92706-1640	
Project:	New Science Building (State Funded Portion) Santiago Canyon College	at Bid No. 1064	P.O. # 08-P0003739
		D.S.A. No.	04-107804
Contractor:	Baker Electric	Change Order No.	3 State
Architect:	LPA, Inc.	Date:	November 16, 2009

The undersigned contractor hereby agrees to accomplish these changes in accordance with the original drawings and specifications except as specifically noted otherwise.

SUMMARY OF CONTRACT PRICE		
Original Contract Amount		\$1,720,000.00
Previous Change Orders	\$84,377.99	
This Change Order	\$20,071.56	
Total Change Orders		\$104,449.55
Revised Contract Amount		\$1,824,449.55
Previous Time Extensions	0 calendar days	
Time Extension - This Change Order	0 calendar days	
Total Time Extensions		0 calendar days
Original Completion Date	July 14, 2009	
Revised Contract Completion Date		July 14, 2009
Board Approval Date:		November 16, 2009

LPA, Inc.  
Architect Authorized Signature Date

Oscar Lopez  
Contractor Name-Baker Electric Authorized Signature Date

Darryl Odum  
Director - District Construction & Support Services Authorized Signature Date

Jerry Roberts  
Construction Manager Authorized Signature Date

Brad Nila  
Project IOR Authorized Signature Date

Peter J. Hardash  
Vice Chancellor, Business Operations/Fiscal Services Authorized Signature Date

California Community Colleges Authorized Signature Date

# CHANGE ORDER

Rancho Santiago Community College District  
2323 N. Broadway, Santa Ana, CA 92706-1640

Project:	New Science Building (State Funded Portion) at Santiago Canyon College	Bid No. 1064	P.O. # 08-P0003739
Contractor:	Baker Electric	D.S.A. No. 04-107804	
Architect:	LPA, Inc.	Change Order No. 3	State
		Date: 11/16/09	

ITEM NO	EXPLANATION:	CREDIT	EXTRA
0	<p><u>DESCRIPTION:</u> Install 4 square boxes @ State building per RFI # 240</p> <p><u>REASON:</u> To accomadate the fire alarm speakers on the exterior walls</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>	\$0.00	\$4,507.61
0	<p><u>DESCRIPTION:</u> Modify emergency light switch per RFI # 235-1</p> <p><u>REASON:</u> Override the light switch during power outage to the bldg.</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>	\$0.00	\$1,788.20
0	<p><u>DESCRIPTION:</u> Provide (button type) on/off switch on fascia of the sink cabinet for garbage disposals per CCD#15</p> <p><u>REASON:</u> Install power for 7 garbage disposals in State Bldg.</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>	\$0.00	\$2,595.88

# CHANGE ORDER

Rancho Santiago Community College District  
2323 N. Broadway, Santa Ana, CA 92706-1640

Project:	New Science Building (State Funded Portion) at Santiago Canyon College	Bid No.	1064	P.O. #	08-P0003739
		D.S.A. No.		04-107804	
Contractor:	Baker Electric	Change Order No.	3	State	
Architect:	LPA, Inc.	Date:	11/16/09		

ITEM NO.	EXPLANATION:	CREDIT	EXTRA
4.0	<p><u>DESCRIPTION:</u> Add an override switch for type 12 wall mount fixtures in rooms 216, 220, 221, 224 &amp; 226 per RFI # 318</p> <p><u>REASON:</u> To be able to control the lights independently from the lighting control panel while the projector is on.</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>	\$0.00	\$2,460.83
5.0	<p><u>DESCRIPTION:</u> Install disconnects &amp; 1 receptacle for autoclave units in room 219 per RFI # 308</p> <p><u>REASON:</u> Power not shown in the contract drawings</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>	\$0.00	\$8,719.00
<b>Sub-Total</b>		<b>\$0.00</b>	<b>\$20,071.56</b>
<b>Total</b>			<b>\$20,071.56</b>

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

To:	Board of Trustees	Date: November 16, 2009
Re:	Approval of Change Order #1 – Bid #1076 – Glass/Glazing for the New Science Building (State Portion) at Santiago Canyon College	
Action:	Request for Approval	

**BACKGROUND:**

On December 10, 2007, the Board awarded a contract to Best Contracting Services for Bid #1076/SCC Science Building to perform the glass and glazing portion of the project.

**ANALYSIS:**

During the course of construction certain changes to the scope of work for this project were required. The specific changes, reasons for the changes and cost impacts are noted in the attached Change Order #1.

Change Order #1 increases the contract by \$13,275.56. The revised contract amount is \$1,653,685.56. The costs indicated in the change order are considered fair, reasonable and within industry standards by the architect, construction manager and staff. Total change orders for the project are 1% of construction cost. Pursuant to Administrative Regulation 3504, staff has approved this change order.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve Change Order #1, Best Contracting Services for Bid #1076, glass and glazing for the Santiago Canyon College Science Building as presented.

Fiscal Impact:	\$13,275.56	Board Date: November 16, 2009
Prepared by:	Darryl A. Odum, Director, District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Edward Hernandez, Jr., Ed.D., Chancellor	

<h1>CHANGE ORDER</h1>		Rancho Santiago Community College District 2323 N. Broadway, Santa Ana, CA 92706-1640	
Project:	New Science Building (State Funded Portion) Santiago Canyon College	at Bid No. 1076	P.O # 08-P0004494
		D.S.A. No. 04-107804	
Contractor:	Best Contracting Services	Change Order No. 1	State
Architect:	LPA, Inc.	Date:	November 16, 2009

The undersigned contractor hereby agrees to accomplish these changes in accordance with the original drawings and specifications except as specifically noted otherwise.

SUMMARY OF CONTRACT PRICE		
Original Contract Amount		\$1,640,410.00
Previous Change Orders	\$0.00	
This Change Order	\$13,275.56	
Total Change Orders		\$13,275.56
Revised Contract Amount		\$1,653,685.56
Previous Time Extensions	0 calendar days	
Time Extension - This Change Order	0 calendar days	
Total Time Extensions		0 calendar days
Original Completion Date	July 14, 2009	
Revised Contract Completion Date		November 30, 2009
Board Approval Date:		November 16, 2009

<u>LPA, Inc.</u> Architect	_____	_____
	Authorized Signature	Date
<u>Best Contracting Services</u> Contractor Name	_____	_____
	Authorized Signature	Date
<u>Darryl Odum</u> Director - District Construction & Support Services	_____	_____
	Authorized Signature	Date
<u>Jerry Roberts</u> Construction Manager-Seville Construction Services	_____	_____
	Authorized Signature	Date
<u>Brad Nila</u> Project Inspector	_____	_____
	Authorized Signature	Date
<u>Peter J. Hardash</u> Vice Chancellor, Business Operations/Fiscal Services	_____	_____
	Authorized Signature	Date
<u>California Community Colleges</u>	_____	_____
	Authorized Signature	Date

# CHANGE ORDER

Rancho Santiago Community College District  
2323 N. Broadway, Santa Ana, CA 92706-1640

Project:	New Science Building (State Funded Portion) at Santiago Canyon College	Bid No. 1076	P.O. # 08-P0004494
Contractor:	Best Contracting Services	D.S.A. No. 04-107804	
Architect:	LPA, Inc.	Change Order No. 1	Bond
		Date: 11/16/09	
ITEM NO	EXPLANATION:	CREDIT	EXTRA
1.0	<p><u>DESCRIPTION:</u> Revise panel layout of Sinacore Panels</p> <p><u>REASON:</u> Change plans and details on shop drawings</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>	\$0.00	\$1,493.85
2.0	<p><u>DESCRIPTION:</u> Changes to composite metal panels at high roof of State bldg per CCD#19</p> <p><u>REASON:</u> Allow for additional gutters to be installed for proper bldg drainage</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>	\$0.00	\$8,028.49
3.0	<p><u>DESCRIPTION:</u> Additional sheet metal cover at south side high roof area</p> <p><u>REASON:</u> For additional water protection at the State Bldg.</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>	\$0.00	\$3,753.22
Sub-Total		\$0.00	\$13,275.56
Total			\$13,275.56

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

To: Board of Trustees	Date: November 16, 2009
Re: Approval of Change Order #1 – Bid #1076 – Glass/Glazing for the New Science Building (Bond Portion) at Santiago Canyon College	
Action: Request for Approval	

**BACKGROUND:**

On December 10, 2007, the Board awarded a contract to Best Contracting Services for Bid #1076/SCC Science Building to perform the glass and glazing portion of the project.

**ANALYSIS:**

During the course of construction certain changes to the scope of work for this project were required. The specific changes, reasons for the changes and cost impacts are noted in the attached Change Order #1.

Change Order #1 increases the contract by \$23,997.70. The revised contract amount is \$1,066,987.70. The costs indicated in the change order are considered fair, reasonable and within industry standards by the architect, construction manager and staff. Total change orders for the project are 1% of construction cost. Pursuant to Administrative Regulation 3504, staff has approved this change order.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve Change Order #1, Best Contracting Services for Bid #1076, glass and glazing for the Santiago Canyon College Science Building as presented.

Fiscal Impact:	\$23,997.70	Board Date: November 16, 2009
Prepared by:	Darryl A. Odum, Director, District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Edward Hernandez, Jr., Ed.D., Chancellor	

<h1>CHANGE ORDER</h1>		Rancho Santiago Community College District 2323 N. Broadway, Santa Ana, CA 92706-1640	
Project:	New Science Building (Bond Funded Portion) Santiago Canyon College	at Bid No. 1076	P O # 08-P0004493
		D.S.A. No.	04-107803
Contractor:	Best Contracting Services	Change Order No.	1 Bond
Architect:	LPA, Inc.	Date:	November 16, 2009

The undersigned contractor hereby agrees to accomplish these changes in accordance with the original drawings and specifications except as specifically noted otherwise.

SUMMARY OF CONTRACT PRICE		
Original Contract Amount		\$1,042,990.00
Previous Change Orders	\$0.00	
This Change Order	\$23,997.70	
Total Change Orders		\$23,997.70
Revised Contract Amount		\$1,066,987.70
Previous Time Extensions	0 calendar days	
Time Extension - This Change Order	0 calendar days	
Total Time Extensions		0 calendar days
Original Completion Date	July 14, 2009	
Revised Contract Completion Date		November 30, 2009
Board Approval Date:		November 16, 2009

LPA, Inc.  
Architect Authorized Signature Date

Best Contracting Services  
Contractor Name Authorized Signature Date

Darryl Odum  
Director - District Construction & Support Services Authorized Signature Date

Jerry Roberts  
Construction Manager-Seville Construction Services Authorized Signature Date

Brad Nila  
Project Inspector Authorized Signature Date

Peter J. Hardash  
Vice Chancellor, Business Operations/Fiscal Services Authorized Signature Date

California Community Colleges Authorized Signature Date

# CHANGE ORDER

Rancho Santiago Community College District  
2323 N. Broadway, Santa Ana, CA 92706-1640

<b>Project:</b>	New Science Building (Bond Funded Portion) at Santiago Canyon College	<b>Bid No.</b> 1076	<b>P.O. #</b> 08-P0004493
<b>Contractor:</b>	Best Contracting Services	<b>D.S.A. No.</b>	04-107803
<b>Architect:</b>	LPA, Inc.	<b>Change Order No.</b>	1 Bond
		<b>Date:</b>	11/16/09
<b>ITEM NO.</b>	<b>EXPLANATION:</b>	<b>CREDIT</b>	<b>EXTRA</b>
1.0	<p><b>DESCRIPTION:</b> Revise panel layout of Sinacore Panels</p> <p><b>REASON:</b> Change plans and details on shop drawings</p> <p><b>REQUESTOR:</b> District</p> <p><b>TIME EXTENSION:</b> ADDS 0 calendar days</p>	\$0.00	\$2,240.78
2.0	<p><b>DESCRIPTION:</b> Increase in Sinacore Material</p> <p><b>REASON:</b> Relocate metal seam on high roof</p> <p><b>REQUESTOR:</b> District</p> <p><b>TIME EXTENSION:</b> ADDS 0 calendar days</p>	\$0.00	\$4,515.10
3.0	<p><b>DESCRIPTION:</b> Install Sinacore panel in lieu of of sheet metal trim per RFI # 263.3</p> <p><b>REASON:</b> Extend Sinacore panel at side of bond bldg to match height of Sinacore panels west side of state bldg.</p> <p><b>REQUESTOR:</b> District</p> <p><b>TIME EXTENSION:</b> ADDS 0 calendar days</p>	\$0.00	\$1,691.10

# CHANGE ORDER

Rancho Santiago Community College District  
2323 N. Broadway, Santa Ana, CA 92706-1640

Project:	New Science Building (Bond Funded Portion) at Santiago Canyon College	Bid No. 1076	P.O # 08-P0004493
		D.S.A. No. 04-107803	
Contractor:	Best Contracting Services	Change Order No. 1	Bond
Architect:	LPA, Inc.	Date: 11/16/09	

ITEM NO	EXPLANATION:	CREDIT	EXTRA
4.0	<p><u>DESCRIPTION:</u> Install reglet and counterflashing at mechanical well perimeter</p> <p><u>REASON:</u> Extra reglet and counter flashing needed at mechanical well for maintenance purposes.</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>	\$0.00	\$1,189.00
5.0	<p><u>DESCRIPTION:</u> Supply 10 Gage material for window shade system per RFI # 274 &amp; 274.1</p> <p><u>REASON:</u> To conceal monoco shading boxes due to slope of roof</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>	\$0.00	\$813.04
6.0	<p><u>DESCRIPTION:</u> Supply and install Z-flashing at East, West and North soffit</p> <p><u>REASON:</u> Z-Flashing was added due to increase return of high roof</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>	\$0.00	\$3,657.69
7.0	<p><u>DESCRIPTION:</u> Increase of composite material panels per RFI # 162, 163, 239</p> <p><u>REASON:</u> Due to field conditions</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>	\$0.00	\$2,183.97

# CHANGE ORDER

Rancho Santiago Community College District  
2323 N. Broadway, Santa Ana, CA 92706-1640

Project:	New Science Building (Bond Funded Portion) at Santiago Canyon College	Bid No. 1076	P O. # 08-P0004493
Contractor:	Best Contracting Services	D.S.A. No. 04-107803	
Architect:	LPA, Inc.	Change Order No. 1	Bond
		Date: 11/16/09	
ITEM NO.	EXPLANATION:	CREDIT	EXTRA
8.0	<u>DESCRIPTION:</u> Additional molding at high roof required  <u>REASON:</u> Conceal joints at Sinacore panels at high roof  <u>REQUESTOR:</u> District  <u>TIME EXTENSION:</u> ADDS 0 calendar days	\$0.00	\$1,500.53
9.0	<u>DESCRIPTION:</u> Increase dimensions at the north high roof.  <u>REASON:</u> Due to increase framing @ the Bond Bldg. where larger panels were needed.  <u>REQUESTOR:</u> District  <u>TIME EXTENSION:</u> ADDS 0 calendar days	\$0.00	\$6,206.49
Sub-Total		\$0.00	\$23,997.70
Total			\$23,997.70

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

To:	Board of Trustees	Date: November 16, 2009
Re:	Approval of Change Order #4 – Bid #1063 – Plumbing for the New Science Building (State Portion) at Santiago Canyon College	
Action:	Request for Approval	

**BACKGROUND:**

On December 10, 2007, the Board awarded a contract to J.M. Farnan Company, Inc. for Bid #1063/SCC Science Building to perform the plumbing portion of the project.

**ANALYSIS:**

During the course of construction certain changes to the scope of work for this project were required. The specific changes, reasons for the changes and cost impacts are noted in the attached Change Order #4.

Change Order #4 increases the contract by \$40,969.01. The revised contract amount is \$1,409,672.27. The costs indicated in the change order are considered fair, reasonable and within industry standards by the architect, construction manager and staff. Total change orders for the project are 4.4% of construction cost. Pursuant to Administrative Regulation 3504, staff has approved this change order.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve Change Order #4, J.M. Farnan Company, Inc. for Bid #1063, plumbing in the Santiago Canyon College Science Building as presented.

Fiscal Impact:	\$40,969.01	Board Date: November 16, 2009
Prepared by:	Darryl A. Odum, Director, District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Edward Hernandez, Jr., Ed.D., Chancellor	

<h1>CHANGE ORDER</h1>		Rancho Santiago Community College District 2323 N. Broadway, Santa Ana, CA 92706-1640	
Project:	New Science Building (State Funded Portion) Santiago Canyon College	at Bid No. 1063	P O. # 08-P0003739
		D.S.A. No.	04-107804
Contractor:	J. M. Farnan Company, Inc.	Change Order No.	4 State
Architect:	LPA, Inc.	Date:	November 16, 2009

The undersigned contractor hereby agrees to accomplish these changes in accordance with the original drawings and specifications except as specifically noted otherwise.

SUMMARY OF CONTRACT PRICE		
Original Contract Amount		\$1,315,200.00
Previous Change Orders	\$53,503.26	
This Change Order	\$40,969.01	
Total Change Orders		\$94,472.27
Revised Contract Amount		\$1,409,672.27
Previous Time Extensions	0 calendar days	
Time Extension - This Change Order	0 calendar days	
Total Time Extensions		0 calendar days
Original Completion Date	July 14, 2009	
Revised Contract Completion Date		December 14, 2009
Board Approval Date:		November 16, 2009

LPA, Inc.

Architect

Authorized Signature

Date

Christopher Farnan

Contractor Name

Authorized Signature

Date

Darryl Odum

Director - District Construction & Support Services

Authorized Signature

Date

Brad Nila

Project IOR

Authorized Signature

Date

Jerry Roberts

Seville Construction Services-CM

Authorized Signature

Date

Peter J. Hardash

Vice Chancellor, Business Operations/Fiscal Services

Authorized Signature

Date

Division of State Architect

Authorized Signature

Date

# CHANGE ORDER

Rancho Santiago Community College District  
2323 N. Broadway, Santa Ana, CA 92706-1640

Project:	New Science Building (State Funded Portion) at Santiago Canyon College	Bid No.	1063	P O #	08-P0003739
Contractor:	J. M. Farnan Company, Inc.	D.S.A. No.	04-107804		
Architect:	LPA, Inc.	Change Order No.	4		
		Date:	11/16/09		

ITEM NO	EXPLANATION:	CREDIT	EXTRA
.0	<p><u>DESCRIPTION:</u> Add 4" sewer line</p> <p><u>REASON:</u> Install temporary sewer line connection for M&amp;O building until Humanities infrastructure has been installed</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>	\$0.00	\$12,157.00
.0	<p><u>DESCRIPTION:</u> Relocate gas &amp; water underneath the landings at stairs</p> <p><u>REASON:</u> Due to design change</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>	\$0.00	\$13,165.45
.0	<p><u>DESCRIPTION:</u> Modifications to the green house per CCD#15</p> <p><u>REASON:</u> Due to design change</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u></p>	\$0.00	\$15,646.56
	<b>Sub-Total</b>	\$0.00	\$40,969.01
	<b>Total</b>		\$40,969.01

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

To:	Board of Trustees	Date:	November 16, 2009
Re:	Approval of Change Order #3 - Bid #1116 – Gym Restroom Addition, Gym Floor Replacement and Fire Sprinkler Installation at Santa Ana College		
Action:	Request for Approval		

**BACKGROUND:**

On March 23, 2009, the Board awarded a contract with General Consolidated Constructors, Inc. for Bid #1116, to construct the Gym Restroom Addition, Gym Floor Replacement and Fire Sprinkler Installation at Santa Ana College.

**ANALYSIS:**

During the course of construction, certain changes to the scope of work for this project were required. The specific changes, reasons for the changes, and cost impacts are noted in the attached Change Order #3.

Change Order #3 increases the contract by \$5,725.17. The total revised contract amount is \$1,298,287.73. The costs indicated in the change order are considered fair, reasonable, and within industry standards by the architect, construction manager, and staff. Total change orders for the project are 2.6% of construction cost. Pursuant to administrative regulation 3504, staff has approved this change order.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve Change Order #3, General Consolidated Constructors, Inc. for Bid #1116, construction of the Gym Restroom Addition, Gym Floor Replacement and Fire Sprinkler Installation at Santa Ana College as presented.

Fiscal Impact:	\$5,725.17	Board Date:	November 16, 2009
Prepared by:	Darryl A. Odum, Director, District Construction and Support Services		
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services		
Recommended by:	Edward Hernandez, Jr., Ed.D., Chancellor		

# CHANGE ORDER

Rancho Santiago Community College District  
2323 N. Broadway, Santa Ana, CA 92706-1640

Project: Building "G" Accessibility Upgrade

Bid No. 1116 P.O. # 00215

D.S.A. No. 04-106765

Contractor: General Consolidated Constructors, Inc

Change Order No. 3

Architect: IBI Group

Date: 11/16/09

The undersigned contractor hereby agrees to accomplish these changes in accordance with the original drawings and specifications except as specifically noted otherwise.

## SUMMARY OF CONTRACT PRICE

Original Contract Amount		\$1,234,000.00
Previous Change Orders	\$58,562.56	
This Change Order	\$5,725.17	
Total Change Orders		\$64,287.73
Revised Contract Amount		\$1,298,287.73
Previous Time Extensions	0 calendar days	
Time Extension - This Change Order	0 calendar days	
Total Time Extensions		0 calendar days
Original Completion Date		May 7, 2010
Revised Contract Completion Date		May 7, 2010
RSCCD Board Approval Date		November 16, 2009

Architect \_\_\_\_\_ Authorized Signature \_\_\_\_\_ Date \_\_\_\_\_

Contractor Name \_\_\_\_\_ Authorized Signature \_\_\_\_\_ Date \_\_\_\_\_

Construction Manager - Bernards \_\_\_\_\_ Authorized Signature \_\_\_\_\_ Date \_\_\_\_\_

*Darryl Odum*  
Director - District Construction & Support Services \_\_\_\_\_ Authorized Signature \_\_\_\_\_ Date \_\_\_\_\_

*Peter J. Hardash*  
Vice Chancellor, Business Operations/Fiscal Services \_\_\_\_\_ Authorized Signature \_\_\_\_\_ Date \_\_\_\_\_

Division of State Architect \_\_\_\_\_ Authorized Signature \_\_\_\_\_ Date \_\_\_\_\_

California Community Colleges \_\_\_\_\_ Authorized Signature \_\_\_\_\_ Date \_\_\_\_\_  
5.10 (2)

# CHANGE ORDER

Rancho Santiago Community College District  
2323 N. Broadway, Santa Ana, CA 92706-1640

Project: *Building "G" Accessibility Upgrade*

Bid No. 1116

P.O. # 00215

D.S.A. No. 04-106765

Contractor: *General Consolidated Constructors, Inc*

Change Order No. 3

Architect: *IBI Group*

Date: 11/16/09

ITEM NO	EXPLANATION:	CREDIT	EXTRA
1.0	<p><u>DESCRIPTION:</u> Additional over-excavation and recompaction at the exterior work needed per Soils Engineer.</p> <p><u>REASON:</u> Soils Report revised</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>		\$7,084.86
2.0	<p><u>DESCRIPTION:</u> Added rebar tie-in into the existing concrete</p> <p><u>REASON:</u> Field Condition</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>		\$2,280.78
3.0	<p><u>DESCRIPTION:</u> Additional demolition required due to revised soils report</p> <p><u>REASON:</u> Soils report was revised</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>		\$5,077.97

# CHANGE ORDER

Rancho Santiago Community College District  
2323 N. Broadway, Santa Ana, CA 92706-1640

Project: *Building "G" Accessibility Upgrade*

Bid No. 1116

P.O. # 00215

D.S.A. No. 04-106765

Contractor: *General Consolidated Constructors, Inc*

Change Order No. 3

Architect: *IBI Group*

Date: 11/16/09

ITEM NO	EXPLANATION:	CREDIT	EXTRA
4.0	<p><u>DESCRIPTION:</u> Credit jobsite temporary trailers / office set-up for the IOR and the CM</p> <p><u>REASON:</u> Temporary trailers / office not needed for this project.</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS calendar days</p>	\$7,786.00	
5.0	<p><u>DESCRIPTION:</u> Provide and install additional padding at the corner stanchions of the score keepers area and at the fire sprinkler piping at the top of the bleachers, both sides</p> <p><u>REASON:</u> Safety concern</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>		\$3,257.56
6.0	<p><u>DESCRIPTION:</u> Delete tile at CMU areas where furring is not shown to be constructed on the plans. Provide seal coat and paint.</p> <p><u>REASON:</u> Value Engineering</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>	\$4,190.00	
Sub-Total		\$11,976.00	\$17,701.17
5.10 (4)	Total		\$5,725.17

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

To:	Board of Trustees	Date: November 16, 2009
Re:	Approval of Change Order #1 – Bid #1099 – Earthwork, Demolition and Paving for the New Child Development Center at Santa Ana College	
Action:	Request for Approval	

**BACKGROUND:**

On May 11, 2009, the Board awarded a contract to Triangle Enterprises, Inc. for Bid #1099, Santa Ana College Child Development Center to perform the earthwork, demolition and paving portion of the project.

**ANALYSIS:**

During the course of construction certain changes to the scope of work for this project were required. The specific changes, reasons for the changes and cost impacts are noted in the attached Change Order #1.

Change Order #1 increases the contract by \$21,858. The revised contract amount is \$288,758. The costs indicated in the change order are considered fair, reasonable and within industry standards by the architect, construction manager and staff. Total change orders for the project are 9% of construction cost. Pursuant to Administrative Regulation 3504, staff has approved this change order.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve Change Order #1, Triangle Enterprises, Inc. for Bid #1099, earthwork, demolition and paving for the Santa Ana College Child Development Center as presented.

Fiscal Impact:	\$21,858.00	Board Date: November 16, 2009
Prepared by:	Darryl A. Odum, Director, District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Edward Hernandez, Jr., Ed.D., Chancellor	

# CHANGE ORDER

Rancho Santiago Community College District  
2323 N. Broadway, Santa Ana, CA 92706-1640

Project: Child Development Center

Bid No. 1099 P.O. # 09-P0010961

D.S.A. No. 04-108649

Contractor: Triangle Enterprises, Inc

Change Order No. 1

Architect: Harley Ellis Devereaux

Date: 11/16/09

The undersigned contractor hereby agrees to accomplish these changes in accordance with the original drawings and specifications except as specifically noted otherwise.

## SUMMARY OF CONTRACT PRICE

Original Contract Amount		\$266,900.00
Previous Change Orders	\$0.00	
This Change Order	\$21,858.00	
Total Change Orders		\$21,858.00
Revised Contract Amount		\$288,758.00
Previous Time Extensions	0 calendar days	
Time Extension - This Change Order	0 calendar days	
Total Time Extensions		0 calendar days
Original Completion Date		August 20, 2010
Revised Contract Completion Date		August 20, 2010
RSCCD Board Approval Date		November 16, 2009

Architect

Authorized Signature

Date

Contractor Name

Authorized Signature

Date

Construction Manager - Bernards

Authorized Signature

Date

Darryl Odum

Director - District Construction & Support Services

Authorized Signature

Date

Peter J. Hardash

Vice Chancellor, Business Operations/Fiscal Services

Authorized Signature

Date

Division of State Architect

Authorized Signature

Date

California Community Colleges  
5.11 (2)

Authorized Signature

Date

# CHANGE ORDER

Rancho Santiago Community College District  
2323 N. Broadway, Santa Ana, CA 92706-1640

Project: <i>Child Development Center</i>	Bid No. <i>1099</i>	P.O. # <i>09-P0010961</i>
	D.S.A. No. <i>04-108649</i>	
Contractor: <i>Triangle Enterprises, Inc</i>	Change Order No. <i>1</i>	
Architect: <i>Harley Ellis Devereaux</i>	Date: <i>11/16/09</i>	

ITEM NO.	EXPLANATION:	CREDIT	EXTRA
1.0	<p><u>DESCRIPTION:</u> Provide rumbler plates at construction site entry. Rent / bill on a monthly basis.</p> <p><u>REASON:</u> To keep the surrounding site clean</p> <p><u>REQUESTOR:</u> District <u>TIME EXTENSION:</u> ADDS 0 calendar days</p>		\$7,200.00
2.0	<p><u>DESCRIPTION:</u> 2nd move-on (equipment/labor/transportation) to provide the site/school with additional rainfall protection</p> <p><u>REASON:</u> To help eliminate sitemud/dirt run off into the school parking and storm system</p> <p><u>REQUESTOR:</u> District <u>TIME EXTENSION:</u> ADDS 0 calendar days</p>		\$9,962.00
3.0	<p><u>DESCRIPTION:</u> Allowance to power wash and clean base pave areas due to early base pave for rainfall protection Unused portion to be credited to contract.</p> <p><u>REASON:</u> To clean base pave for clean surface to apply tack coat and final pave</p> <p><u>REQUESTOR:</u> District <u>TIME EXTENSION:</u> ADDS 0 calendar days</p>		\$3,500.00

# CHANGE ORDER

Rancho Santiago Community College District  
2323 N. Broadway, Santa Ana, CA 92706-1640

Project: <i>Child Development Center</i>		Bid No. <i>1099</i>	P.O. # <i>09-P0010961</i>
Contractor: <i>Triangle Enterprises, Inc</i>		D.S.A. No. <i>04-108649</i>	
Architect: <i>Harley Ellis Devereaux</i>		Change Order No. <i>1</i>	
		Date: <i>11/16/09</i>	
ITEM NO	EXPLANATION:	CREDIT	EXTRA
4.0	<p><u>DESCRIPTION:</u></p> <p>Load, haul and dispose of over excavation debris</p> <p><u>REASON:</u></p> <p>Unidentified buried concrete removal and disposal.</p> <p><u>REQUESTOR:</u></p> <p>District</p> <p><u>TIME EXTENSION:</u>    ADDS 0 calendar days</p>		\$1,196.00
Sub-Total		\$0.00	\$21,858.00
Total			\$21,858.00

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

To: Board of Trustees	Date: November 16, 2009
Re: Approval of the Architectural Contract: Miscellaneous SAC and SCC Projects	
Action: Request for Approval	

**BACKGROUND:**

The Board awarded contracts to LPA, Inc. to provide architectural design, engineering and bid documents for miscellaneous projects funded by Measure E at both Santa Ana College and Santiago Canyon College. LPA is the architect of record for the projects listed below.

**ANALYSIS:**

Additional professional architectural design and engineering services are required of LPA in order to complete a number of projects noted below, all related to SAC and SCC:

DESIGN AND ENGINEERING SERVICE	FEE	ORIGINAL AWARD DATE
DSA Approval – Cost estimate for all design disciplines at Centennial Education Center	\$3,300.00	February 7, 2005
Extension of construction administration services pursuant to project schedule SCC Science Building	\$66,000.00	January 10, 2005
Deviation from approved plans requires processing a Field Change Directive through DSA resulting in additional services to close out the M & O Building at SAC	\$14,500.00	November 15, 2004
LEED Coordination, design and documentation for the SCC Humanities Building at SCC	\$86,230.00	March 12, 2007
<b>TOTALS</b>	<b>\$170,030.00</b>	

The cost for these design and engineering services is estimated at \$170,030 with no additional fees for reimbursable expenses.

**RECOMMENDATION:**

It is recommended that the Board of Trustees approve the request for additional services provided by LPA, Inc. in the amount of \$170,030 as presented.

Fiscal Impact:	\$170,030.00 with no additional charges for reimbursables	Board Date: November 16, 2009
Prepared by:	Darryl A. Odum, Director, District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Edward Hernandez, Jr., Ed.D., Chancellor	

### PROFESSIONAL SERVICES AUTHORIZATION

Client: **RANCHO SANTIAGO COMMUNITY COLLEGE**  
**DISTRICT**  
**2323 North Broadway**  
**Santa Ana, CA 92706-1640**  
 Attn: **Mr. Robert Partridge**  
**Assistant Vice Chancellor**  
 Phone: **714-480-7510** Fax: **714-796-3910**

Project No.: **23117.60** Date: **September 22, 2009**  
 Project: **Centennial Education Center Renovation**  
 Location: **Santa Ana** PSA No.: **3**  
 Office: **Irvine** Issued By: **Contract**  
 Client Contract: LPA PIC: **Chris Torrey**  
 Client Job No.: License #: **C17881**  
 LPA PM: **Young Min**

Execution of this document will confirm your request for professional services. The Terms and Conditions of the Architectural Services Agreement dated February 8<sup>th</sup>, 2005, are a part of this Agreement. The Project is generally described as:

**Centennial Education Center located within Rancho Santiago Community College District.**

LPA will provide:  New Services  Additional Services  Revised Scope of Services  
 Services shall include:

**DSA Approval Design Documents - Cost Estimate for all design disciplines.**

Services shall commence upon receipt of a signed copy of this document and a retainer in the amount of **\$0.00** and shall be completed:

**Pursuant to project schedule.**

LPA shall be compensated for these services as indicated below. Unless otherwise noted below, neither Consultant Costs nor Project Expenses are included in the LPA fee and shall be reimbursed to LPA per the 'Terms and Conditions of the Architectural Services Agreement dated February 8<sup>th</sup>, 2005. The 'Terms and Conditions' are a part of this Agreement.

Fixed Fee: **\$3,300**  Hourly Rates in accordance with the LPA Rate Schedule.  
 Reimbursables:

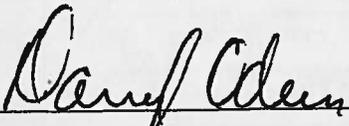
The following consultants shall provide services for this project:

**O'Connor Construction Management, Inc.**

Special Conditions:

**None**

Contract Status:	Services:	Expenses:	Contract Total:
Original Contract Amount:	\$192,000.00	\$39,200.00	\$231,200.00
Total of Previous Addenda:	\$0.00	\$0.00	\$0.00
Previous Totals:	\$192,000.00	\$39,200.00	\$231,200.00
This PSA Amount:	<b>\$3,300.00</b>	<b>\$0.00</b>	<b>\$3,300.00</b>
New Fee Totals:	\$195,300.00	\$39,200.00	\$234,500.00

Client Authorized Signature	Date	LPA Authorized Signature	Date
	10/6/09		9.22.09
		<b>James A. Kelly, AIA, EVP, LEED® AP</b>	YCM

Please return one fully executed copy to LPA, Inc. at: 5161 California Avenue, Suite 100, Irvine, CA 92617 Tel: 949.261.1001 Fax: 949.260.1190

**PROFESSIONAL SERVICES AUTHORIZATION**

**Client Copy**



Client: **RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
 2323 North Broadway  
 Santa Ana, CA 92706-1640  
 Attn: **Robert C. Partridge, Executive Director,**  
**Facility Planning & District Support Services**  
 Phone: **714-480-7510** Fax: **714-796-3910**

Project No.: **23117.22** Date: **September 29, 2009**  
 Project: **Santa Ana College - Maintenance & Operations Bldg.**  
 Location: **Santa Ana** PSA No.: **2**  
 Office: **Irvine** Issued By: **Young Min**  
 Client Contract: **PO #0503729** LPA PIC: **Chris Torrey**  
 Client Job No.: **R016244** License #: **C17881**  
 LPA PM: **Young Min**

Execution of this document will confirm your request for professional services. Please refer to the 'Terms and Conditions' of the Architectural Services Agreement dated November 16, 2004, between Rancho Santiago Community College District and LPA, Inc. The 'Terms & Conditions' are a part of this Agreement. The Project is generally described as:

**Santa Ana College - Maintenance & Operations Building - Located within the Rancho Santiago Community College District.**

LPA will provide:  New Services  Additional Services  Revised Scope of Services  
 Services shall include:

**Additional services to close out the M & O Building at Santa Ana College. Deviation from the approved plans requires processing FCD through DSA and coordinate with engineers.**

Services shall commence upon receipt of a signed copy of this document and a retainer in the amount of \$0.00 and shall be completed:

**Pursuant to project schedule.**

LPA shall be compensated for these services as indicated below. Unless otherwise noted below, neither Consultant Costs nor Project Expenses are included in the LPA fee and shall be reimbursed to LPA per the 'Terms and Conditions of Agreement' dated November 16, 2004. The 'Terms and Conditions' are a part of this Agreement.

Fee: **Fixed Fee \$14,500.00**  
 Reimbursable Expenses: **None**

The following consultants shall provide services for this scope of services:

**Special Conditions:**

None	Contract Type	Description	Contract Amount	Terms
	ASA	Schematic Design	\$42,750	15% at completion
		Design Development	\$57,000	20% at completion
		Construction Documents	\$128,250	45% at completion
		Bidding	\$8,550	3% at completion
		Construction Administration	\$48,450	17% at completion
		<b>Total Fees ASA</b>	<b>\$285,000</b>	<b>100% at completion</b>
	PSA #1	Revision Ground Shop Area	\$8,350	100% at completion
	PSA #2	Process FCD through DSA	\$14,500	100% at completion
		<b>Total Fees</b>	<b>\$307,850</b>	

Contract Status:	Services:	Expenses:	Contract Total:
Original Contract Amount:	\$285,000.00	\$28,500.00	\$313,500.00
Total of Previous Addenda:	\$8,350.00	\$835.00	\$9,185.00
Previous Totals:	\$293,350.00	\$29,335.00	\$322,685.00
This PSA Amount:	\$14,500.00	\$0.00	\$14,500.00
New Fee Totals:	\$307,850.00	\$29,335.00	\$337,185.00

Client Authorized Signature \_\_\_\_\_ Date \_\_\_\_\_

LPA Authorized Signature \_\_\_\_\_ Date \_\_\_\_\_

**Christopher D. Torrey, LEED AP, Principal**

Please return one fully executed copy to LPA, Inc. at: 5161 California Avenue, Suite 100, Irvine, CA 92617 Tel: 949.261.1001 Fax: 949.260.1190

## Client Copy

### PROFESSIONAL SERVICES AUTHORIZATION

Client: **RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**2323 North Broadway, Suite 112**  
**Santa Ana, CA 92706**

Attn: **Robb Gumbert, Facility Planning Specialist**  
 Phone: **(714) 480-7516** Fax: **(714) 796-3910**

Project No.: **27034.10** Date: **September 24, 2009**  
 Project: **Santiago Canyon College - Humanities Building**  
 Location: **Orange** PSA No.: **1**  
 Office: **Irvine** Issued By: **Contract**  
 Client Contract: LPA PIC: **Chris Torrey**  
 Client Job No.: License #: **C17881**  
 LPA PM: **Young Min**

Execution of this document will confirm your request for professional services. Please refer to the 'Terms and Conditions' of the Architectural Services Agreement dated March 13, 2007. The 'Terms & Conditions' are a part of this Agreement. The Project is generally described as:

**Santiago Canyon College - Humanities Building located within the Rancho Santiago Community College District.**

LPA will provide:  New Services  Additional Services  Revised Scope of Services

Services shall include:

**LEED Coordination, Design and Documentation for the SCC-Humanities Building.**

Services shall commence upon receipt of a signed copy of this document and a retainer in the amount of **\$0.00** and shall be completed:

**Pursuant to project schedule.**

LPA shall be compensated for these services as indicated below. Unless otherwise noted below, neither Consultant Costs nor Project Expenses are included in the LPA fee and shall be reimbursed to LPA per the 'Terms and Conditions' of the Architectural Services Agreement dated March 13, 2007. The 'Terms and Conditions' are a part of this Agreement.

Fee:	<b>Phased Fixed Fee</b>	<b>\$86,230.00</b>
Reimbursable Expenses:	<b>None</b>	<b>\$0.00</b>

The following consultants shall provide services for this scope of services:

**Tschiyama Kaino Sun & Carter (TKSC) - Mechanical**  
**Konsortium 1 (K-1) - Electrical**  
**Architectural Resources Company (ARC) - Specifications**  
**Sweeney + Associates (S+A) - Irrigation**

Special Conditions:

**None**

Contract Status:	Services:	Expenses:	Contract Total:
Original Contract Amount:	\$2,112,000.00	\$211,200.00	\$2,323,200.00
Total of Previous Addenda:	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
Previous Totals:	\$2,112,000.00	\$0.00	\$2,323,200.00
This PSA Amount:	<u>\$86,230.00</u>	<u>\$0.00</u>	<u>\$86,230.00</u>
New Fee Totals:	\$2,198,230.00	\$211,200.00	\$2,409,430.00

Client Authorized Signature

Date

LPA Authorized Signature

Date

*Robb Gumbert* 9/24/09

*James A. Kelly* 9-29-09  
 James A. Kelly, AIA, Executive Vice President, LEED® AP

Please return one fully executed copy to LPA, Inc. at: 5161 California Avenue, Suite 100, Irvine, CA 92617 Tel: 949.261.1001 Fax: 949.260.1190

### PROFESSIONAL SERVICES AUTHORIZATION

Client: **RANCHO SANTIAGO  
COMMUNITY COLLEGE DISTRICT**  
**2323 North Broadway**  
**Suite 112**  
**Santa Ana, CA 92706-1640**

Attn: **Robb Gumbert**  
**Facilities Planning Specialist**

Phone: **(714) 480-7510** Fax: **(714) 796-3910**

Project No.: **21050.30** Date: **September 10, 2009**

Project: **Santiago Community College - Science Building**  
**(Bond Funded) Measure "E"**

Location: **Orange** PSA No.: **2**

Office: **Irvine** Issued By: **Young Min**

Client Contract: LPA PIC: **Chris Torrey**

Client Job No.: License #: **C17881**

LPA PM: **Young Min**

Execution of this document will confirm your request for professional services. Please refer to the 'Terms and Conditions' of the Architectural Services Agreement dated January 11, 2005 for additional information. The 'Terms & Conditions' are a part of this Agreement. The Project is generally described as:

**Santiago Canyon College Science Building (Bond Funded) Measure "E" located in the Rancho Santiago Community College District.**

LPA will provide:  New Services  Additional Services  Revised Scope of Services

Services shall include:

**Extension of Construction Administration Services.**

Services shall commence upon receipt of a signed copy of this document and a retainer in the amount of **\$0.00** and shall be completed:

**Pursuant to project schedule.**

Consultant shall be compensated for these services as indicated below. Unless otherwise noted below, neither Consultant Costs nor Project Expenses are included in the LPA fee and shall be reimbursed to LPA per the 'Terms and Conditions of Agreement' shown on the reverse side of this authorization. The 'Terms and Conditions' are a part of this Agreement.

Fee:	<b>Phased Fixed Fee</b>	<b>\$27,000.00</b>
Reimbursable Expenses:	<b>None</b>	<b>\$0.00</b>

The following consultants shall provide services for this scope of services:

Special Conditions:

**None**

Contract Status:	Services:	Expenses:	Contract Total:
Original Contract Amount:	\$540,000.00	\$54,000.00	\$594,000.00
Lab Consultant & Prog. Allowance:	<u>\$292,770.22</u>	<u>\$23,545.00</u>	<u>\$316,315.22</u>
Previous Totals:	\$832,770.22	\$77,545.00	\$910,315.22
This PSA Amount:	<b>\$27,000.00</b>	<b>\$0.00</b>	<b>\$27,000.00</b>
New Fee Totals:	\$859,770.22	\$77,545.00	\$937,315.22

Client Authorized Signature \_\_\_\_\_ Date \_\_\_\_\_

LPA Authorized Signature \_\_\_\_\_ Date \_\_\_\_\_

*David Eden*  
 9/21/09

*Christopher D. Torrey*  
 9/10/09  
**Christopher D. Torrey, AIA, Principal, LEED® AP**

Please return one fully executed copy to LPA, Inc. at: 5161 California Avenue, Suite 100, Irvine, CA 92617

Tel: 949.261.1001 Fax: 949.260.1190

## PROFESSIONAL SERVICES AUTHORIZATION

Client: **RANCHO SANTIAGO**  
**COMMUNITY COLLEGE DISTRICT**  
**2323 North Broadway**  
**Suite 112**  
**Santa Ana, CA 92706-1640**  
 Attn: **Robb Gumbert**  
**Facilities Planning Specialist**  
 Phone: **714-480-7510** Fax: **714-796-3910**

Project No.: **21050.20** Date: **September 10, 2009**  
 Project: **Santiago Community College - Science Building**  
**(State Funded)**  
 Location: **Orange** PSA No.: **3**  
 Office: **Irvine** Issued By: **Young Min**  
 Client Contract: **PO # 0603059** LPA PIC: **Chris Torrey**  
 Client Job No.: License #: **C17881**  
 LPA PM: **Young Min**

Execution of this document will confirm your request for professional services. Please refer to the 'Terms and Conditions' of the Architectural Services Agreement dated June 26, 2001 for additional information. The 'Terms & Conditions' are a part of this agreement. This project is generally described as:

**Santiago Canyon College Science Building (State Funded) located in the Rancho Santiago Community College District.**

LPA will provide:  New Services  Additional Services  Revised Scope of Services  
 Services shall include:

**Extension of Construction Administration Services.**

Services shall commence upon receipt of a signed copy of this document and a retainer in the amount of **\$0.00** and shall be completed:

**Pursuant to project schedule.**

LPA shall be compensated for these services as indicated below. Unless otherwise noted below, neither Consultant Costs nor Project Expenses are included in the LPA fee and shall be reimbursed to LPA per the 'Terms and Conditions of Agreement' shown on the reverse side of this authorization. The 'Terms and Conditions' are a part of this Agreement.

Fee:	<b>Phased Fixed Fee</b>	<b>\$39,000.00</b>
Reimbursable Expenses:	<b>None</b>	<b>\$0.00</b>

The following consultants shall provide services for this scope of services:

Special Conditions:

**None**

Contract Status:	Services:	Expenses:	Contract Total:
Original Contract Amount:	\$595,584.00	\$60,000.00	\$655,584.00
Total of Previous Addenda:	<u>\$722,846.70</u>	<u>(\$44,600.00)</u>	<u>\$678,246.70</u>
Previous Totals:	\$1,318,430.70	\$15,400.00	\$1,333,830.70
This PSA Amount:	<u>\$39,000.00</u>	<u>\$0.00</u>	<u>\$39,000.00</u>
New Fee Totals:	\$1,357,430.70	\$15,400.00	\$1,372,830.70

Client Authorized Signature \_\_\_\_\_ Date \_\_\_\_\_

LPA Authorized Signature \_\_\_\_\_ Date \_\_\_\_\_

*Robb Gumbert*  
 9/10/09

*Christopher D. Torrey*  
 9/10/09  
 Christopher D. Torrey, AIA, Principal, LEED® AP

Please return one fully executed copy to LPA, Inc. at: 5161 California Avenue, Suite 100, Irvine, CA 92617 Tel: 949.261.1001 Fax: 949.260.1190

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

To:	Board of Trustees	Date: November 16, 2009
Re:	Award of Bid: Bid #1131 – Relocation of Portable Classrooms at Santiago Canyon College	
Action:	Request for Approval	

**BACKGROUND:**

In compliance with Public Contract Code, Bid #1131 for the Relocation of Portable Classrooms at Santiago Canyon College was appropriately advertised and plans/specifications made available to prospective bidders. The job will involve removal and replacement of existing modular buildings within the campus to make room for the future construction of the Gymnasium and Aquatic Center.

**ANALYSIS:**

Bids were opened on Friday, November 6, 2009 for the Relocation of Portable Classrooms Project as noted on the attached Bid Results Form. The lowest cost responsible bidder was DLG Electric and Construction with a bid of \$200,000 and \$89,000 as an add alternate number one .

District staff has provided a “due diligence” review of the lowest responsible bidder, DLG Electric and Construction and a check has been made for the appropriate license, complied with necessary bid bond requirements, and has no record of labor complaints.

**RECOMMENDATION:**

It is recommended that the Board of Trustees award Bid #1131 for the Relocation of Portable Classrooms at Santiago Canyon College to DLG Electric and Construction as presented.

Fiscal Impact:	\$200,000.00 plus \$89,000.00 add Board Date: November 16, 2009 alternate number one
Prepared by:	Alex Oviedo, District Construction Supervisor, District Construction & Support Services
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services
Recommended by:	Edward Hernandez, Jr., Ed.D., Chancellor

## BID RESULTS

BID #1131		PROJECT: Relocation of Portable Classrooms @ SCC		DUE DATE: Friday, November 6, 2009	
BIDDER	AMOUNT	BIDDER	AMOUNT	BIDDER	AMOUNT
Minako America Corp DBA Minco Construction 522 E Airline Way Gardena, CA 90248	\$177,000 00 37,000 00				
DLG Electric & Construction 1227 S Dale Avenue Anaheim, CA 92804	\$200,000 00 89,000 00				
Malcon Civils 3200 El Camino Real #150 Irvine, CA 92602	\$221,000 00 59,598 00				
Paradise Construction and Contract Mgmt , Inc 21261 Steele Peak Dr Perris, CA 92570	\$237,307 00 64,000 00				
FATA Construction 19135 Vintage Woods Dr Riverside, CA 97508	\$257,230 00 8,500 00				
Silver Creek industries 195 E Morgan St Perris, CA 92571	Non Responsive				

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

To:	Board of Trustees	Date: November 16, 2009
Re:	Approval of Construction Management Services for various Santiago Canyon College Projects	
Action:	Request for Approval	

**BACKGROUND:**

The District sent out a Request for Proposals (RFP) for Construction Management Services for multi-prime construction services for the next phase of construction projects at Santiago Canyon College.

The estimated combined construction cost for these projects is \$55,000,000 and will be funded with Measure E bond funds. The construction projects list includes a Gymnasium & Aquatic Complex, a Humanities Classroom Building, the relocation of the existing Physical Education Modular Buildings, completion of the new Chapman Avenue entry and the construction of a new campus surface parking lot.

The District is preparing to bid construction of these projects under the multiple-prime delivery system. The multi-prime delivery system has been utilized with significant success at the District's Orange Education Center and the Santiago Canyon College Science Center. In order to coordinate and manage these projects, it is necessary to hire a construction management firm with experience in the multi-prime delivery system.

**ANALYSIS**

LPA Architects, the architect of record for these projects, recommended (7) construction management firms be sent RFP packages. These seven firms met with the district's architect, Young Min and district staff on October 15, 2009 to review the detailed scope of work included in the RFP. Proposals were due on October 30, 2009. Five (5) construction management firms responded to the RFP.

All of these firms have extensive experience in construction management and specifically with delivering projects under a multi-prime scenario. Based upon an estimated construction cost of \$55,000,000, the cost proposals were as follows:

CONSTRUCTION MANAGEMENT FIRM	% of \$55,000,000	PROPOSAL AMOUNT
Bernards *-non responsive to RFP specifications	5.14%	\$2,827,000
Seville Construction Services	5.77%	\$3,031,485
CW Driver	6.78%	\$3,393,521
Rudolph & Sletten	7.96%	\$4,380,694
Turner Construction	8.77%	\$4,825,000
gkkworks	n/a	0
Sundt Construction	n/a	0

The apparent low responder to the RFP, Bernards, did not meet the minimum requirements in the scope of work. The RFP specifications require that two project managers be assigned by the CM firm, one for the Humanities Building and another for the Gym/Aquatic Complex projects. Bernards only responded with one project manager for both projects. If an additional project manager was included with their proposal, the cost estimate would exceed the second lowest responder. Therefore, the proposal by Bernards is found non-responsive to the RFP specifications.

Base on a review of the submitted required staffing plan by Seville Construction Services and their familiarity with the campus layout and working knowledge of the current construction projects and activities, it is recommended that Seville Construction Services be hired as the construction management firm for these Santiago Canyon College projects. The President of Santiago Canyon College, Juan Vazquez, and the Vice President of Administrative Services, Steve Kawa, were both present at the RFP opening and recommend Seville Construction Services.

Seville Construction Services is currently managing the construction of the SCC Science Center and the SCC Maintenance and Operations Building. The estimated cost for these construction management services, based on current project construction schedules, is estimated at \$3,031,485 with reimbursable expenses. All reimbursable cost associated with the project will be invoiced at direct cost with no mark up.

**RECOMMENDATION:**

It is recommended that the Board of Trustees authorize the Chancellor or his designee to enter into an agreement with Seville Construction Management Services in the amount of \$3,031,485 for these various projects as presented.

Fiscal Impact:	\$3,031,485.00 + estimated reimbursables at direct cost with no mark up	Board Date: November 16, 2009
Prepared by:	Darryl A. Odum, Director, District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Edward Hernandez, Jr., Ed.D., Chancellor	

**Bernards**

SCC Construction Budget \$55,000,000.00      \$55,000,000.00

**CM Multi Prime Delivery Method**      5.14%  
 (1) Project Manager  
 (3) Superintendents, (2) project Engineers,  
 (1) Project Coordinator

(30) Months Construction      Fee      \$      2,827,000.00

**Seville**

SCC Construction Budget \$55,000,000.00      \$      55,000,000.00

**CM Multi-prime Delivery Method**      Fee      5.77%      \$      3,031,485.00  
 (2) Sr Construction Managers  
 (1) Sr Project Superintendent & (1) Project Superintendent  
 (1) Sr Project Engineer & (1) Project Engineer  
 (28) Months Construction      Total      \$      3,031,485.00

**CW Driver**

SCC Construction Budget \$55,000,000.00      \$      55,000,000.00

**CM Multi-prime Delivery Method**  
 Project Executive  
 (2) Senior Construction Managers  
 (2) Superintendents  
 (2) Project Engineers

(4) Months Preconstruction      \$      214,953.00  
 (24) Months Construction      \$      3,178,568.00  
    Fee      \$      3,393,521.00

**GKK Works      No Proposal**

**Sundt Construction      No Proposal**

<b>Rudolph &amp; Sletten</b>			
SCC Construction Budget \$55,000,000.00		\$	55,000,000.00
CM Multi-prime Delivery Method			
Project Executive			
(2) Project Managers			
Project Scheduler			
(2) Project Superintendents			
(2) Project Engineers			
Senior Field Office Coordinator			
IT Support			
(29) Months of Construction			
Preconstruction		\$	82,716.00
Trade Contractor Bid Phase		\$	73,140.00
Construction Phase		\$	3,828,548.00
Post Construction		\$	95,873.00
	Subtotal	\$	4,080,277.00
	Liability Insurance	\$	40,803.00
	General Conditions	\$	259,614.00
	Total	\$	4,380,694.00

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**Turner Construction**

SCC Construction Budget \$55,000,000.00		\$	55,000,000.00
(2) Project Managers			
CM Multi-prime Delivery Method			
Project Executive			
(3) Assistant Superintendents			
Project Engineer			
(2) Project Superintendents			
		\$	4,825,000.00
	Total	\$	4,825,000.00

---

**Summary**

1	Bernards	\$	2,827,000.00
2	CW Driver	\$	3,393,521.00
3	GKK Works	\$	-
4	Seville	\$	3,031,485.00
5	Sundt	\$	-
6	Rudolph and Sletten	\$	4,380,694.00
7	Turner	\$	4,825,000.00

Bernards has the lowest proposal, however they did not provide separate project managers for each of the projects. The was requested as apart of the RFP, one for the Humanities building and one for the Gymnasium. With the multi-prime project we felt it was necessary for each project to be individually staffed in order to be successful.

**After further review LPA and myself are recommending Seville for the CM services.**

**BUSINESS OPERATIONS AND FISCAL SERVICES**

To:	Board of Trustees	Date: November 16, 2009
Re:	Approval of Surplus Property	
Action:	Request for Approval	

**BACKGROUND**

The District has accumulated a considerable amount of surplus property, which requires an auction to dispose of this property. Legally, in order to dispose of District property, the Board must take action to declare the left over items as surplus prior to the auction.

**ANALYSIS**

An open house was held on October 22, 2009 for district staff to select usable items for their divisions or departments. Later that morning, an open house was held for non-profit organizations and school districts to select from the remaining items. Four (4) school districts attended the preview. Attached is a listing of all the surplus property as of October 28, 2009. This record will change as items continually move in and out of storage. Also, there are non-inventoriable, miscellaneous items that are not listed but will be disposed at the sale.

The District has used The Liquidation Company (TLC) for the past several years. The advantages of using TLC are that they take the majority of our surplus property which is rare among auctioneers and they are licensed e-waste collectors. The auctioneer's fee is 35% of the gross sales which is competitive among the five auction vendors recently surveyed by the Purchasing Department. Based on the survey, fees ranged from 10% for an on-site auctioneer which require district's staff to provide labor and other related services to 50% for service comparable to the current service the District receives from TLC. The fee from TLC includes advertising, transportation, labor and other related functions. Their performance and service have been very satisfactory. The agreement is good through June 30, 2011.

Following the auction, District staff shall discard any remaining surplus property. This is in accordance with Board Policy BP3405 and AR3405.

**RECOMMENDATION**

It is recommended that the Board of Trustees declare the attached list of equipment as surplus property and to utilize The Liquidation Company to conduct an auction as presented.

Fiscal Impact:	Revenue to be Determined	Board Date: November 16, 2009
Prepared by:	Tracey Conner-Crabbe, Director of Purchasing Services	
Submitted by:	Peter J. Hardash, Vice Chancellor of Business Operations and Fiscal Services	
Recommended by:	Edward Hernandez, Jr., Ed.D., Chancellor	

**Rancho Santiago Community College District**  
Surplus Equipment Report, October 28, 2009

<b>Property Tag</b>	<b>Description Size</b>	<b>Department Location</b>	<b>Manufacturer Model Number Serial Number</b>	<b>Acquisition Date Acquisition Method Acquisition Cost</b>
313410	PHOTO, ID SYSTEM DATACARD	Admin Services Dept - SCC 2ADMS	INTELACARD P111 866	10/2/2001 Purchase 7,130 03 *
312719	PRESENTATION STATION, NOMAD	Media System - SAC 1MS	NOMAD PJ106 100299	6/12/2001 Purchase 19,521 42 *
F32258	TYPEWRITER, BROTHER	Admin Services Dept - SCC 2ADMS	BROTHER A38751462	3/11/2003 Purchase 542 79 *
F31495	SCANTOOL, GENISYS #3438 OTC	Human Services & Tech - S 1HST	PROTOOLS 3438 OTC	11/1/2001 Purchase 1,879 18 *
308589	WHEELCHAIR ADAPTER PEDAL IN PL	Special Services - SAC 1PD	PEDAL IN PLACE 70550	4/2/2000 Purchase 641.40 *
308413	SWITCH, SUPER STACK II 3300,	Engl as a 2nd Lang-Genl - 11AES	3COM SUPER STACK II 3300 7ZNV32CO338	2/2/2000 Purchase 1,975 06 *
303053	DELL P6350 (100MHZ FSB)GX1/	Business Division Admin - 1BUS	DELL COMPUTER P6350 U2VOR	1/12/1999 Purchase 1,461 00 *
303420	DELL P6350 (100MHZ FSB)GX1/	Business Division Admin - 1BUS	DELL COMPUTER P6350 U2VOP	1/12/1999 Purchase 1,461 00 *
313702	COMPUTER, DELL 4300 DESKTOP	Admin Services Dept - SCC 2ADMS	DELL 4300 3NVH511	1/22/2002 Purchase 1,881 53 *

Property Tag	Description Size	Department Location	Manufacturer Model Number Serial Number	Acquisition Date Acquisition Method Acquisition Cost
316478	COMPUTER,	Admin Services Dept - SCC 2ADMS	DELL GX280 4BT1V61	2/21/2005 Purchase 1,360 30 *
F30469	COMPUTER,MINITOWER,DELL	Business Division Admin - 1BUS	DELL TOWER 3G5UY	8/16/1999 Purchase 1,113 06 *
F30548	COMPUTER,MINITOWER,DELL	Business Division Admin - 1BUS	DELL TOWER 3GA05	8/16/1999 Purchase 1,113.06 *
F30550	COMPUTER,MINITOWER,DELL	Business Division Admin - 1BUS	DELL TOWER 3G90J	8/16/1999 Purchase 1,113.06 *
F32993	COMPUTER,	Business Division Admin - 1BUS	DELL GX270 7C87M51	9/8/2004 Purchase 982 70 *
F33005	COMPUTER,	Business Division Admin - 1ADMS	DELL GX270 3F87M51	9/8/2004 Purchase 982 70 *
311943	PRINTER,LASER JET 4100N	Admin Services Dept - SCC 2ADMS	HP 4100 USBND15821	6/1/2001 Purchase 1,558 51 *
315222	PRINTER, HP 4200N	Sci, Math, & Health Sci - 1AUTO	HP 4200 USGNP40621	5/21/2004 Purchase 1,201 41 *
308660	COMPUTER,DELL,PIII 550K GX1	SAC ASB 1SPSV	DELL TOWER 3X5UG	4/25/2000 Purchase 1,837 15 *
308886	COMPUTERS, DELL TOWER	Warehouse	DELL GX110 84RL00B	6/2/2000 Purchase 2,108 67 *

5.15 (3)

5.15  
(4)

Property Tag	Description Size	Department Location	Manufacturer Model Number Serial Number	Acquisition Date Acquisition Method Acquisition Cost
311724	COMPUTER, DELL GX 150 GRAY	Warehouse	DELL GX 150 GRAY 2MMXX01	5/8/2001 Purchase 1,903 80 *
312849	COMPUTER, DELL W/MONITOR	Auxiliary Services - DO 1ASB	DELL PENTIUM III FTHMQ01	7/19/2001 Purchase 2,073 70 *
313026	COMPUTER, DELL GX200 PENTIUM	Engl as a 2nd Lang-Genl - 21AES	DELL GX200 GJB3N01	6/14/2001 Purchase 1,297 89 *
313027	COMPUTER, DELL GX200 PENTIUM	Engl as a 2nd Lang-Genl - 21AES	DELL GX200 2KB3N01	6/14/2001 Purchase 1,297 89 *
313749	COMPUTER, DELL W/FP MONITOR 15	Admin Services Dept - SCC 2ADMS	DELL OPTIPLEX 7JGJ711	2/6/2002 Purchase 1,363 01 *
313750	COMPUTER, DELL W/FP MONITOR 15	Admin Services Dept - SCC 2ADMS	DELL OPTIPLEX HJGJ711	2/6/2002 Purchase 1,363 01 *
313753	COMPUTER, DELL W/FP MONITOR 15	Admin Services Dept - SCC 2ADMS	DELL OPTIPLEX DGGJ711	2/6/2002 Purchase 1,363 01 *
313759	COMPUTER, DELL W/FP MONITOR 15	Admin Services Dept - SCC 2ADMS	DELL OPTIPLEX 8HGH711	2/6/2002 Purchase 1,363 01 *
313771	COMPUTER, DELL W/FP MONITOR 15	Admin Services Dept - SCC 2ADMS	DELL OPTIPLEX 3GGJ711	2/6/2002 Purchase 1,363 01 *
313774	COMPUTER, DELL W/FP MONITOR 15	Admin Services Dept - SCC 2ADMS	DELL OPTIPLEX 27GJ711	2/6/2002 Purchase 1,363 01 *

Property Tag	Description Size	Department Location	Manufacturer Model Number Serial Number	Acquisition Date Acquisition Method Acquisition Cost
313802	COMPUTER, DELL W/FP MONITOR 15	Admin Services Dept - SCC 2ADMS	DELL OPTIPLEX D2GJ711	2/6/2002 Purchase 1,363 01 *
313807	COMPUTER, DELL W/FP MONITOR 15	Admin Services Dept - SCC 2ADMS	DELL OPTIPLEX JDGJ711	2/6/2002 Purchase 1,363 01 *
313811	COMPUTER, DELL W/FP MONITOR 15	Admin Services Dept - SCC 2ADMS	DELL OPTIPLEX 4BGJ711	2/6/2002 Purchase 1,363 01 *
313818	COMPUTER, DELL W/FP MONITOR 15	Admin Services Dept - SCC 2ADMS	DELL OPTIPLEX BXGJ711	2/6/2002 Purchase 1,363 01 *
313823	COMPUTER, DELL W/FP MONITOR 15	Admin Services Dept - SCC 2ADMS	DELL OPTIPLEX 5XGJ711	2/6/2002 Purchase 1,363 01 *
313834	COMPUTER, DELL W/FP MONITOR 15	Admin Services Dept - SCC 2ADMS	DELL OPTIPLEX 82GJ711	2/6/2002 Purchase 1,363 01 *
313836	COMPUTER, DELL W/FP MONITOR 15	Admin Services Dept - SCC 2ADMS	DELL OPTIPLEX 72CJ711	2/6/2002 Purchase 1,363.01 *
313839	COMPUTER, DELL W/FP MONITOR 15	Admin Services Dept - SCC 2ADMS	DELL OPTIPLEX H2GJ711	2/6/2002 Purchase 1,363 01 *
313857	COMPUTER, DELL W/FP MONITOR 15	Admin Services Dept - SCC 2ADMS	DELL OPTIPLEX C9GJ711	2/6/2002 Purchase 1,363.01 *
313860	COMPUTER, DELL W/FP MONITOR 15	Admin Services Dept - SCC 2ADMS	DELL OPTIPLEX 27GJ711	2/6/2002 Purchase 1,363 01 *

5.15 (6)

Property Tag	Description Size	Department Location	Manufacturer Model Number Serial Number	Acquisition Date Acquisition Method Acquisition Cost
313865	COMPUTER, DELL W/FP MONITOR 15	Admin Services Dept - SCC 2ADMS	DELL OPTIPLEX 77CJ711	2/6/2002 Purchase 1,363 01 *
313870	COMPUTER, DELL W/FP MONITOR 15	Admin Services Dept - SCC 2ADMS	DELL OPTIPLEX 69GJ711	2/6/2002 Purchase 1,363 01 *
313873	COMPUTER, DELL W/FP MONITOR	Admin Services Dept - SCC 2ADMS	DELL 4400 3815811	2/20/2002 Purchase 1,909 83 *
313874	COMPUTER, DELL W/FP MONITOR	Admin Services Dept - SCC 2ADMS	DELL 4400 6815811	2/20/2002 Purchase 1,909 83 *
313875	COMPUTER, DELL W/FP MONITOR	Admin Services Dept - SCC 2ADMS	DELL 4400 H715811	2/20/2002 Purchase 1,909 83 *
313922	COMPUTER, DELL DIMENSION	Admin Services Dept - SCC 2ADMS	DELL 4400 5Y8ZB11	3/26/2002 Purchase 1,726 38 *
313941	COMPUTER, DELL 4400 DESKTOP	Admin Services Dept - SCC	DELL 4400 DG9ZB11	3/27/2002 Purchase 1,836 24 *
313948	COMPUTER, DELL DIMENSION	Admin Services Dept - SCC 2ADMS	DELL PENTIUM BC78C11	3/29/2002 Purchase 1,616 45 *
314339	COMPUTER, DELL DIMENSION	Admin Services Dept - SCC 2ADMS	DELL 4500 FHM1Q11	8/1/2002 Purchase 1,449 06 *
315187	COMPUTER, DELL	Admin Services Dept - SCC 2ADMS	DELL 4600 DLINT41	5/10/2004 Purchase 1,313 70 *

Property Tag	Description Size	Department Location	Manufacturer Model Number Serial Number	Acquisition Date Acquisition Method Acquisition Cost
315203	COMPUTER, DELL	Admin Services - SAC 1ADMS	DELL GX270 GT6UT41	5/12/2004 Purchase 1,677 85 *
315473	COMPUTER, DELL	Admin Services Dept - SCC 2ADMS	DELL 8400 42Z5D51	8/2/2004 Purchase 2,705 90 *
315474	COMPUTER, DELL	Admin Services Dept - SCC 2ADMS	DELL 8400 14Z5D51	8/2/2004 Purchase 1,994 92 *
315475	COMPUTER, DELL	Admin Services Dept - SCC 2ADMS	DELL 8400 54Z5D51	8/2/2004 Purchase 1,994 92 *
316517	COMPUTER,	Admin Services Dept - SCC 2ADMS	DELL GX280 7G74071	3/22/2005 Purchase 1,355 62 *
316519	COMPUTER,	Admin Services Dept - SCC 2ADMS	DELL GX280 HQ74071	3/22/2005 Purchase 1,370 97 *
F30802	PROCESSOR, DELL DIMENSION	Admin Services Dept - SCC 2ADMS	DELL V400 5ZI09	10/6/1999 Purchase 1,378 12 *
F32100	COMPUTER, W/15" FP MONITOR	Warehouse	DELL GX240 2MFJW11	9/19/2002 Purchase 1,475 10 *
F32323	COMPUTER	Admin Services Dept - SCC 2ADMS	DELL 4550 5WWDV21	6/2/2003 Purchase 1,345 80 *
306253	PIANO, YAMAHA UPRIGHT	Warehouse 1FPA	Yamaha 2600778	9/1/1980 Purchase 1,481 00 *

5.15 (7)

**Property Tag**

**Description  
Size**

**Department  
Location**

**Manufacturer  
Model Number  
Serial Number**

**Acquisition Date  
Acquisition Method  
Acquisition Cost**

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**Total for Surplus Warehouse**

**111,423.01 \*\*\***

5.15 (8)

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**BUSINESS OPERATIONS AND FISCAL SERVICES**

To: Board of Trustees	Date: November 16, 2009
Re: Approval of Donation of Surplus Items	
Action: Request for Approval	

**BACKGROUND**

In October 1999, the Board of Trustees requested that prior to auction, surplus items should be made available to non-profit organizations and school districts. Education Code 81452 allows the District to donate items having no monetary value.

**ANALYSIS**

Notices were e-mailed to twenty-eight (28) non-profit organizations within the District's boundaries and thirty-five (35) school districts and community colleges in Orange County. Four (4) school districts, Tustin Unified School District, Santa Ana Unified School District, Irvine Unified School District, and Orange Unified School District, selected items of interest. Below are the items selected to be donated.

**Tustin Unified School District – School Readiness**

Item Description	Barcode/Tag Number
Panasonic VCR	n/a
Table	n/a

**Santa Ana Unified School District – Early Childhood Education Program**

Item Description	Barcode/Tag Number
HP Desk Jet 540 Printer	n/a
HP Laser Jet 2015 Printer	n/a
HP Business Inkjet 2280 Printer	n/a
Dell Monitor	n/a
Dell Monitor	n/a

**Irvine Unified School District – School Readiness Program**

Item Description	Barcode/Tag Number
Blue 4 Drawer Vertical File Cabinet	n/a
Metal Wood Grain Desk	n/a

**Orange Unified School District – Orange High School**

Item Description	Barcode/Tag Number
Formica Top Table	n/a
Round Table	n/a
Lot of 60 (ea) Tablet Arm Chairs	n/a
Computer Table	n/a
Lot of 14 (ea) Wooden Study Desks	n/a

**Orange Unified School District – Parkside Preschool & Kindergarten**

Item Description	Barcode/Tag Number
Yellow Storage Cabinet	n/a
Lot of 2 (ea) Pine Dressers	n/a
Lot of 3 (ea) Pine Tables	n/a
Green Office Chair	n/a
Lot of 8 (ea) Pine Chairs	n/a
Brown Futon	n/a
Blue 4 Drawer Vertical File Cabinet	n/a
Tan 4 Drawer Vertical File Cabinet	n/a
Black Yamaha Piano	306253
Lot of 15 (ea) Green Partition Panels	n/a
Lot of 2 (ea) Wooden Study Desks	n/a
Small Pine Table	n/a
Black Floor Lamp	n/a

**RECOMMENDATION**

It is recommended that the Board of Trustees approve the donations to Tustin Unified School District, Santa Ana Unified School District, Irvine Unified School District, and Orange Unified School District as presented.

Fiscal Impact:	None	Board Date: November 16, 2009
Prepared by:	Tracey Conner-Crabbe, Director of Purchasing Services	
Submitted by:	Peter J. Hardash, Vice Chancellor of Business Operations and Fiscal Services	
Recommended by:	Edward Hernandez, Jr., Ed.D., Chancellor	

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT****BUSINESS OPERATIONS AND FISCAL SERVICES**

To: Board of Trustees	Date: November 16, 2009
Re: Approval of Bid #1125 – Santiago Canyon College A/V Equipment and Installation	
Action: Request for Approval	

**BACKGROUND**

The construction for the Santiago Canyon College Science Center is near completion and will be ready for equipment to be purchased and installed. The audio visual equipment for each of the eighteen (18) classrooms include a PC/Video projector, DVD player, document camera, sound system including amplification, and system control from the instructor's podium. Faculty using these classrooms and large lecture hall will be able to project PC display or video control sound, connect to a laptop or document camera from a small console which is connected to the college network. SCC Media Department will monitor use and perform basic troubleshooting of equipment from their area thereby improving service and reducing help calls.

Due to the bid limit, this project required us to go through the public bidding process and obtain Board approval.

**ANALYSIS**

Bids were sent to twenty-one (21) potential bidders. A mandatory job walk was held October 20, 2009 and fifteen (15) bidders attended.

Eleven (11) bidders provided bids for this project, one being non-responsive because the bid was not signed. The Santiago Canyon College Media Committee made up of four members evaluated the bids. Troxell Communications, Inc. is the lowest responsible and responsive bidder meeting specifications. Troxell has done other work throughout the District in the past and we have always been pleased with their performance.

<b>VENDOR</b>	<b>BID AMOUNT</b>
Troxell Communications	\$ 151,320.19
Western Audio Visual Corporation	\$ 158,961.80
Digital Networks Group, Inc.	\$ 172,991.00
Sierra Group	\$ 187,138.93
Pro Sound & Video	\$ 187,422.31
Global Presenters	\$ 207,763.73
CompView	\$ 212,328.65
GMF Sound, Inc.	\$ 226,412.00
Axcess Video Inc	\$ 229,283.64
Anderson Audio-Video	\$ 358,312.82
Dell , Inc.	Non-responsive

**RECOMMENDATION**

It is recommended that the Board of Trustees accept the bid and approve the award to Troxell Communications, Inc. for Bid #1125 - Santiago Canyon College A/V Equipment and Installation as presented.

<b>Fiscal Impact:</b>	<b>\$151,320.19</b>	<b>Board Date: November 16, 2009</b>
<b>Prepared by:</b>	<b>Tracey Conner-Crabbe, Director of Purchasing Services Curt Childress, Director-Academic Support, Santiago Canyon College</b>	
<b>Submitted by:</b>	<b>Peter J. Hardash, Vice Chancellor of Business Operations/Fiscal Services</b>	
<b>Recommended by:</b>	<b>Edward Hernandez, Jr., Chancellor</b>	

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT****BUSINESS OPERATIONS AND FISCAL SERVICES**

To:	Board of Trustees	Date: November 16, 2009
Re:	Approval of Contracts with Dell Marketing L.P. and Hewlett Packard Company	
Action:	Request for Approval	

**BACKGROUND**

On May 09, 2005, the Board approved the purchase of information technology equipment, goods and services pursuant to contracts awarded by the State of Minnesota on behalf of the National Association of State Procurement Officials (NASPO) and the Western States Contracting Alliance (WSCA). These contracts were Master Price Agreement #A63307 awarded to Dell Marketing L.P. and Master Price Agreement #A63309 awarded to Hewlett Packard Company. These contracts were approved for usage in California by the California Department of General Services. Both contracts have now expired.

**ANALYSIS**

The State of Minnesota on behalf of NASPO and WSCA awarded new contracts for computer equipment, software, peripherals and related services in 2009 to Dell Marketing L.P. and Hewlett Packard Company. These contracts were approved for usage in California by the Department of General Services. Using these contracts will allow the District to continue to purchase technology products including equipment, software, peripherals and related services on an as-needed basis. These contracts were competitively bid in order to achieve cost-effective and efficient acquisition of quality products and services. The District can take advantage of the cumulative volume discounts which are in the best interest of the District.

Depending on the product or service, there is up to 13.14% discount for Dell products/services and up to 40% for HP products/services. In addition, the discount is even higher based on volume purchases.

Listed below are the initial purchases that are being held for processing until the Board approves the WSCA contracts:

**Dell Marketing LP (Dell Computer)**

Site/Department/Fund	Item Description	Estimated Cost
SAC-Paralegal Program <i>Federally Funded-Career Technical Education (CTE)</i>	Twenty (20) Laptop Computers Latitude Model #E4300	\$30,217.85
SCC-Math Labs <i>Federally Funded-Title III Grant</i>	Ten (10) Minitower Computers Optiplex Model #960	\$10,503.80
SAC-Computer Science <i>Federally Funded-Career Technical Education (CTE)</i>	Forty-one (41) Minitower Computers Optiplex Model #960 and One (1) Laptop Computer Latitude Model #E4300	\$55,900.68
Estimated Total		\$96,622.33

**Hewlett Packard Company (HP)**

Site/Department/Fund	Item Description	Estimated Cost
DO-ITS <i>Using existing ITS budget</i>	Server and physical tape library system including software licenses	\$209,309.39*
Estimated Total		\$209,309.39

\*This order is a backup solution which allows the District to backup data on our SAN and NAS. This data includes both academic and administrative data including Datatel, email and Web services.

Both contracts are available for review in the Purchasing Department.

**RECOMMENDATION**

It is recommended that the Board of Trustees approve a contract with Dell Marketing L.P. pursuant to the Master Price Agreement #B27160 and approve a contract with Hewlett Packard Company pursuant to the Master Price Agreement #B27164, awarded by the State of Minnesota on behalf of the National Association of State Procurement Officials/Western States Contracting Alliance (NASPO/WSCA) and approved for usage by the State of California pursuant to California Participating Addendums, for the purchase of Computer Equipment, Software, Peripherals and Related Services, and any future renewals, extensions and addendums, as presented.

Fiscal Impact:	\$96,622.33 – Dell (Estimated) \$209,309.39 – HP (Estimated)	Board Date: November 16, 2009
Prepared by:	Tracey Conner-Crabbe, Director of Purchasing Services	
Submitted by:	Peter J. Hardash, Vice Chancellor of Business Operations/Fiscal Services	
Recommended by:	Edward Hernandez, Jr., Ed.D., Chancellor	

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
10-P0012356	279.00	COURTYARD SAN DIEGO	Conference Expenses	SP		10/12/2009
10-P0012357	185.00	THE NATL HEP/CAMP ASSOCIATION	Conference Expenses	SP		10/12/2009
10-P0012358	135.94	JIM JOHNSON PHOTOGRAPHY	Non-Instructional Supplies			10/12/2009
10-P0012359	1,112.68	SPORT CHALET	Instructional Supplies			10/12/2009
10-P0012360	1,084.98	CHURCHILL HOTEL	Transportation - Student	SP		10/12/2009
10-P0012361	372.00	CALIF SCIENCE TEACHERS ASSOC	Transportation - Student	SP		10/12/2009
10-P0012362	376.00	CALIF SCIENCE TEACHERS ASSOC	Conference Expenses	SP		10/12/2009
10-P0012363	975.00	ACADEMIC SENATE FOR	Conference Expenses			10/12/2009
10-P0012364	1,414.13	HERFF JONES INC.	Non-Instructional Supplies			10/12/2009
10-P0012365	1,157.50	ATI ASSESSMENT TECHNOLOGIES	Non-Instructional Supplies	SP		10/12/2009
10-P0012366	1,269.11	CDW GOVERNMENT INC	Instructional Supplies	SP		10/12/2009
10-P0012367	195.00	ACADEMIC SENATE FOR	Conference Expenses			10/12/2009
10-P0012368	150.00	GLORIA R HOLGUIN	Conference Expenses			10/12/2009
10-P0012370	21.64	DEPT OF GENERAL SERVICES	Non-Instructional Supplies			10/13/2009
10-P0012371	150.00	UNITED RENTALS	Instructional Supplies			10/13/2009
10-P0012373	8,265.00	CARRIER TRANSICOLD	Equipment - Federal Progs >200	SP		10/13/2009
10-P0012374	1,000.00	DIX METALS	Instructional Supplies	SP		10/13/2009
10-P0012375	500.00	US SHOP TOOLS	Instructional Supplies	SP		10/13/2009
10-P0012376	100.88	DEMCO INC	Non-Instructional Supplies			10/13/2009
10-P0012377	1,783.52	PUBLIC ECONOMICS INC	Contracted Services	SP		10/13/2009
10-P0012378	1,000.00	ALBERTSON'S	Food and Food Service Supplies	SP		10/13/2009
10-P0012379	1,000.00	SMART & FINAL	Food and Food Service Supplies	SP		10/13/2009
10-P0012380	122.93	COMPUTERLAND OF SILICON VALLEY	Instructional Software	SP		10/14/2009
* 10-P0012381	1,675.70	NAT'L STUDENT CLEARINGHOUSE	Software Support Service	SP		10/14/2009
10-P0012382	4,080.00	ARTHUR J. GALLAGHER & CO.	Prop, Liab, Boiler & Machine			10/14/2009
10-P0012383	1,041.25	CONTROL MAINTENANCE & REPAIR INC	Repair & Replacement Parts			10/14/2009
10-P0012384	1,051.88	CONTROL MAINTENANCE & REPAIR INC	Repair & Replacement Parts			10/14/2009
10-P0012385	110.00	SAN FRANCISCO STATE UNIV	Fees Paid for Students	SP		10/14/2009
10-P0012386	440.00	CSU LONG BEACH	Fees Paid for Students	SP		10/14/2009

5.19 (1)

No. 5.19

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

5.19 (2)

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
10-P0012387	1,000.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies			10/14/2009
10-P0012388	715.00	CSU FULLERTON	Fees Paid for Students	SP		10/14/2009
10-P0012389	78.78	ALL ELECTRONICS CORP	Instructional Supplies	SP		10/14/2009
10-P0012390	100.00	GREEN'S SECURITY CTR INC	Non-Instructional Supplies			10/14/2009
10-P0012393	1,344.00	STATE OF CALIF	Fingerprinting			10/15/2009
10-P0012394	1,987.00	JOHNSON PLUMBING	Contracted Repair Services	SP		10/15/2009
10-P0012395	89.60	KEY CURRICULUM PRESS	Library Books	SP		10/15/2009
10-P0012396	96.88	KEY CURRICULUM PRESS	Library Books	SP		10/15/2009
10-P0012397	90.20	KEY CURRICULUM PRESS	Library Books	SP		10/15/2009
10-P0012398	90.20	KEY CURRICULUM PRESS	Library Books	SP		10/15/2009
10-P0012399	499.16	B2B COMPUTER PRODUCTS LLC	Non-Instructional Supplies			10/15/2009
10-P0012400	759.94	QS/1 DATA SYSTEMS	Equipment - Federal Progs >200	SP		10/15/2009
10-P0012401	60.00	PHU NU GIA DINH	Library Books - Periodicals			10/15/2009
10-P0012402	300.00	DON BOOKSTORE	Non-Instructional Supplies	SP		10/15/2009
10-P0012403	300.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		10/15/2009
10-P0012404	500.00	HOME DEPOT	Instructional Supplies	SP		10/15/2009
10-P0012406	6,150.00	SIMS ORANGE WELDING SUPPLY	Instructional Supplies	SP		10/16/2009
10-P0012407	90.00	HONORS TRANSFER COUNCIL	Inst Dues & Memberships	SP		10/16/2009
10-P0012408	426.41	BEARCOM	Instructional Supplies	SP		10/16/2009
10-P0012416	213.71	BEARCOM	Non-Instructional Supplies			10/19/2009
10-P0012417	3,951.98	APPLE COMPUTER INC	Equipment - Federal Progs >200	SP		10/19/2009
10-P0012418	3,507.88	COMPUTERLAND OF SILICON VALLEY	Software License and Fees	SP		10/20/2009
* 10-P0012419	4,191.71	CDW GOVERNMENT INC.	Equipment - Federal Progs >200	SP		10/20/2009
10-P0012420	861.30	B2B COMPUTER PRODUCTS LLC	Instructional Supplies	SP		10/20/2009
10-P0012421	3,943.34	WESTCLIFF MEDICAL LAB INC	Instructional Supplies			10/20/2009
10-P0012422	17.10	BADGE EXPRESS	Non-Instructional Supplies			10/20/2009
10-P0012423	1,049.36	WESTERN POWER SYSTEMS	Contracted Repair Services			10/20/2009
10-P0012424	2,025.11	ATKINSON ANDELSON LOYA RUUD	Legal Expenses			10/20/2009
10-P0012425	206.75	POWER PLUS	Contracted Repair Services			10/20/2009

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

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
10-P0012426	212.50	FRANKLIN AIR CONDITIONING	Contracted Repair Services			10/20/2009
10-P0012427	5,173.31	APCO GRAPHICS INC	Non-Instructional Supplies			10/20/2009
10-P0012428	85.00	FRANKLIN AIR CONDITIONING	Buildings - Contracted Svcs	SP	BOND	10/20/2009
10-P0012429	1,330.00	WESTERN POWER SYSTEMS	Building Improvements	SP		10/20/2009
10-P0012430	14,018.26	RODGERS & MC DONALD GRAPHICS	Class Schedules/Printing			10/20/2009
10-P0012431	5,632.06	INDUSTRIAL TECHNICAL SERVICES	Building Improvements	SP		10/20/2009
10-P0012432	1,336.00	DE LA TORRE COMMERCIAL	Building Improvements	SP	BOND	10/20/2009
10-P0012433	397.44	ACADEMY ELECTRIC INC	Building Improvements	SP	BOND	10/20/2009
10-P0012434	13,854.50	DE LA TORRE COMMERCIAL	Building Improvements	SP	BOND	10/20/2009
10-P0012435	1,289.20	DE LA TORRE COMMERCIAL	Building Improvements	SP	BOND	10/20/2009
10-P0012436	58,800.00	NINYO & MOORE	Buildings - Contracted Svcs	SP	BOND	10/20/2009
10-P0012437	6,670.00	CASTLEROCK ENVIRONMENTAL INC	Buildings - Contracted Svcs	SP		10/20/2009
10-P0012438	4,037.00	PYRO-COMM SYSTEMS INC	Contracted Repair Services			10/20/2009
* 10-P0012439	2,800.00	CITY OF COSTA MESA	Instructional Agrmt - Salary			10/20/2009
10-P0012440	31.49	SODEXHO	Food and Food Service Supplies	SP		10/20/2009
10-P0012441	126.36	XEROX CORP	Non-Instructional Supplies			10/20/2009
10-P0012442	2,000.00	CANDELA CORP	Non-Instructional Supplies			10/20/2009
10-P0012443	10,400.00	FIELDTURF USA INC	Contracted Repair Services	SP		10/20/2009
10-P0012444	407.81	COMPUTERLAND OF SILICON VALLEY	Equip/Software - >\$200 <\$1,000			10/21/2009
10-P0012445	8,681.71	SALLINGER'S SPECIALTY	Non-Instructional Supplies			10/21/2009
10-P0012446	422.93	HOUGHTON MIFFLIN HARCOURT PUBL	Books, Mags & Ref Mat, Non-Lib	SP		10/21/2009
10-P0012447	2,207.09	SIERRA WHOLESALE HARDWARE INC	Non-Instructional Supplies			10/21/2009
10-P0012448	4,441.60	RIDELINKS INC	Contracted Services	SP		10/21/2009
10-P0012449	708.00	ROTO ROOTER SVC	Contracted Repair Services			10/21/2009
10-P0012450	138.65	DELL COMPUTER	Non-Instructional Supplies			10/21/2009
* 10-P0012451	2,133.52	PINNACLE RADIO INC	Non-Instructional Supplies			10/21/2009
10-P0012452	1,402.64	D4 SOLUTIONS INC.	Building Improvements	SP	BOND	10/21/2009
10-P0012453	300.00	GUNTHER'S ATHLETIC SVC	Instructional Supplies			10/21/2009
10-P0012454	300.00	HOME DEPOT	Instructional Supplies			10/21/2009

5.19 (3)

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

5.19 (4)

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
10-P0012455	500.00	RALPH'S GROCERY CO	Food and Food Service Supplies	SP		10/21/2009
10-P0012456	105.70	INTELLI-TECH	Instructional Supplies	SP		10/21/2009
10-P0012457	329.26	HERTZ CORP	Transportation - Student	SP		10/21/2009
10-P0012458	500.00	RADIO SHACK	Instructional Supplies			10/22/2009
10-P0012459	256.40	AMERICAN EXPRESS	Conference Expenses			10/22/2009
10-P0012460	266.40	AMERICAN EXPRESS	Conference Expenses			10/22/2009
10-P0012461	18,843.25	APPLE COMPUTER INC	Equipment - Federal Progs >200	SP		10/23/2009
10-P0012462	635.10	COMPUTERLAND OF SILICON VALLEY	Equip/Software - >\$200 <\$1,000			10/23/2009
10-P0012463	1,169.72	MONJARAS & WISMEYER GROUP INC	Gain (Loss) - Insurance Settle			10/23/2009
* 10-P0012464	13,534.00	CITY OF MONTCLAIR	Instructional Agrmt - Salary			10/23/2009
10-P0012465	1,200.00	ORANGE COAST PLUMBING INC	Site Improvements	SP		10/23/2009
10-P0012466	1,600.00	CURRENT ELECTRIC	Contracted Services			10/23/2009
10-P0012467	85.00	FRANKLIN AIR CONDITIONING	Contracted Repair Services			10/23/2009
10-P0012468	3,823.00	COLLEGESOURCE INC	Internet Services	SP		10/23/2009
10-P0012469	1,532.47	CDW GOVERNMENT INC.	Instructional Supplies	SP		10/23/2009
10-P0012470	543.70	THINK 4 INC COM	Instructional Supplies	SP		10/23/2009
10-P0012471	6,715.31	EUREKA	Software License and Fees	SP		10/23/2009
10-P0012472	200.00	BAUTISTA CAREN	Contracted Services	SP		10/23/2009
10-P0012473	250.00	COLLIE AMBER LEANNE	Contracted Services	SP		10/23/2009
10-P0012474	600.00	ROSS GATE	Contracted Repair Services			10/23/2009
10-P0012475	1,000.00	SARS SOFTWARE PRODUCTS INC	Contracted Services	SP		10/23/2009
* 10-P0012476	10,600.41	COMPUTERLAND OF SILICON VALLEY	Software License and Fees	SP		10/26/2009
10-P0012477	10,159.37	TREND OFFSET PRINTING	Class Schedules/Printing			10/26/2009
10-P0012478	689.00	ACCT ASSOC OF COMMUNITY	Conference Expenses			10/26/2009
10-P0012479	556.00	ACCT ASSOC OF COMMUNITY	Conference Expenses			10/26/2009
10-P0012480	750.00	JOHN R. HANNA	Conference Expenses			10/26/2009
10-P0012481	800.00	LAWRENCE R. LABRADO	Conference Expenses			10/26/2009
10-P0012482	500.00	NABERS CLEANERS	Laundry & Dry Cleaning Service	SP		10/26/2009
10-P0012483	110.00	CSU DOMINGUEZ HILLS	Fees Paid for Students	SP		10/26/2009

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

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
10-P0012484	4,250.00	DATATEL INC	Contracted Services	SP		10/26/2009
10-P0012485	514.65	COMPUTERIZED ASSESS & PLACEMENT	Non-Instructional Supplies	SP		10/27/2009
10-P0012486	574.20	WESTERN POWER SYSTEMS	Non-Instructional Supplies			10/27/2009
10-P0012487	778.11	AUTOMOTIVE ELECTRONIC SVCS	Equip/Software - >\$200 <\$1,000	SP		10/27/2009
10-P0012488	1,000.00	BRIAN E. CONLEY	Conference Expenses			10/27/2009
10-P0012489	3,580.27	AT & T GOVERNMENT SOLUTIONS INC	Equip/Software - >\$200 <\$1,000			10/27/2009
* 10-P0012490	2,152.94	MATCO TOOLS	Equip/Software - >\$200 <\$1,000	SP		10/27/2009
* 10-P0012491	2,618.01	SNAP ON INDUSTRIAL	Equip/Software - >\$200 <\$1,000	SP		10/27/2009
10-P0012492	326.24	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		10/27/2009
10-P0012493	234.85	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		10/27/2009
10-P0012494	30,681.80	SO CALIF EDISON CO	Buildings - Contracted Svcs	SP	BOND	10/27/2009
10-P0012495	404.00	STATE WATER RESOURCES	Buildings - Licenses, Taxes	SP	BOND	10/27/2009
10-P0012496	375.00	STATE WATER RESOURCES	Buildings - Licenses, Taxes	SP	BOND	10/27/2009
10-P0012497	656.00	ORANGE COUNTY REGISTER	Buildings - Legal Expenses	SP	BOND	10/27/2009
10-P0012498	384.00	ORANGE COUNTY REGISTER	Buildings - Legal Expenses	SP	BOND	10/27/2009
10-P0012499	844.84	INDUSTRIAL TECHNICAL SERVICES	Contracted Repair Services			10/27/2009
10-P0012500	105.22	HITT MARKING DEVICES	Non-Instructional Supplies			10/27/2009
10-P0012501	270.22	MARRIOTT WARDMAN PARK HOTEL	Conference Expenses			10/27/2009
10-P0012502	270.22	MARRIOTT WARDMAN PARK HOTEL	Conference Expenses			10/27/2009
10-P0012503	556.00	ACCT ASSOC OF COMMUNITY	Conference Expenses			10/27/2009
10-P0012504	270.22	MARRIOTT WARDMAN PARK HOTEL	Conference Expenses			10/27/2009
10-P0012505	498.00	ACCT ASSOC OF COMMUNITY	Conference Expenses			10/27/2009
10-P0012506	400.00	RIVERVIEW GOLF COURSE	Rental - Facility (Short-term)			10/27/2009
10-P0012507	930.23	CHANNING L BETE CO INC	Instructional Supplies			10/27/2009
10-P0012508	445.87	INSIGHT MEDIA	Instructional Supplies	SP		10/27/2009
10-P0012509	2,330.00	MCT TECHNOLOGY INC.	Software Support Service	SP		10/27/2009
10-P0012510	15,393.56	CRAIG MEDICAL INT'L INC	Equipment - Federal Progs >200	SP		10/27/2009
10-P0012511	23.94	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies			10/27/2009
10-P0012512	5,655.00	IMAGE PRINTING SOLUTIONS	Non-Instructional Supplies	SP		10/28/2009

5.19 (5)

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

5.19 (6)

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
10-P0012513	1,305.00	SALEM PRESS INC	Library Books	SP		10/28/2009
10-P0012514	829.63	B2B COMPUTER PRODUCTS LLC	Instructional Supplies	SP		10/28/2009
* 10-P0012515	91,309.00	ACCUVANT INC	Equipment - All Other > \$1,000			10/28/2009
10-P0012517	339.00	NGUOI VIET DAILY NEWS	Advertising	SP		10/28/2009
10-P0012518	1,900.00	LOS SERRANOS GOLF AND COUNTRY	Rental - Facility (Short-term)			10/28/2009
10-P0012519	400.00	ALTA VISTA COUNTRY CLUB	Rental - Facility (Short-term)			10/28/2009
10-P0012520	1,000.00	EL PRADO GOLF COURSE	Rental - Facility (Short-term)			10/28/2009
10-P0012521	120.00	PYRO-COMM SYSTEMS INC	Non-Instructional Supplies			10/28/2009
10-P0012522	110.92	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies			10/28/2009
10-P0012523	34.04	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies			10/28/2009
10-P0012524	650.00	GOLD COAST TOURS	Transportation - Student	SP		10/29/2009
10-P0012525	38,283.56	DEPT OF GENERAL SERVICES	Non-Instructional Supplies			10/29/2009
10-P0012527	315.00	UC LOS ANGELES	Food and Food Service Supplies	SP		10/29/2009
10-P0012528	165.00	CAL POLY POMONA	Fees Paid for Students	SP		10/29/2009
10-P0012529	1,480.22	SIGMA ALDRICH INC	Instructional Supplies	SP		10/29/2009
10-P0012530	4,365.00	SANTA ANA CHAMBER OF COMMERCE	Inst Dues & Memberships			10/29/2009
10-P0012531	5,000.00	WAXIE SANITARY SUPPLY	Non-Instructional Supplies			10/30/2009
10-P0012532	2,500.00	HOME DEPOT	Non-Instructional Supplies			10/30/2009
10-P0012533	1,025.71	CDW GOVERNMENT INC.	Non-Instructional Supplies			10/30/2009
10-P0012534	342.56	COMPUTERLAND OF SILICON VALLEY	Instructional Software	SP		10/30/2009
10-P0012535	3,806.25	AUTOMOTIVE ELECTRONIC SVCS	Equipment - Federal Progs >200	SP		10/30/2009
10-P0012538	151.70	SEHI COMPUTER PRODUCTS	Non-Instructional Supplies	SP		10/30/2009
10-P0012539	182.70	TROXELL COMM INC	Repair & Replacement Parts			10/30/2009
10-P0012540	43.49	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		10/30/2009
10-P0012541	500.00	GRAINGER	Instructional Supplies			10/30/2009
10-P0012542	439.59	CDW GOVERNMENT INC.	Non-Instructional Supplies			10/30/2009
10-P0012543	1,875.00	NLNAC NAT'L LEAGUE FOR NURSING ACCREDITING	Other Licenses & Fees			10/30/2009
10-P0012544	750.00	ASKEW GAIL B	Contracted Services	SP		10/30/2009
10-PC109263	8,734.00	PYRO-COMM SYSTEMS INC	Maint/Oper Service Agreements			10/20/2009

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

<u>P.O. #</u>	<u>Amount</u>	<u>Vendor Name</u>	<u>Classification</u>	<u>SP</u>	<u>Bond</u>	<u>Date</u>
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**Grand Total: \$ 537,366.47**

5.19 (7)

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

**Printed:** 11/4/2009 10:37:59AM

**Environment:** Production

**LoginID:** Inevils

**PURCHASE ORDERS SUPPLEMENT  
PURCHASE ORDERS OF \$15,000 AND OVER  
FROM OCTOBER 11, 2009 THROUGH OCTOBER 31, 2009  
BOARD MEETING OF NOVEMBER 16, 2009**

P.O. #	Amount	Description	Department	Comment
10-P0012436	\$58,800 00	Geotechnical observation and testing during the grading and construction of the new Child Development Center at Santa Ana College	DO-Facility Planning	Board Approved October 12, 2009
10-P0012461	\$18,843 25	iMac computers	SAC-Business Division	Sole Source Board Approved May 21, 2001
10-P0012494	\$30,681 80	Additional electrical service required for Maintenance & Operations Building at Santiago Canyon College	DO-Facility Planning	Board Approved October 26, 2009
10-P0012510	\$15,393 56	Refurbished beds, tables and gurneys	SAC-Nursing Department	Received Quotations 1) *Craig Medical Int'l, Inc 2) Quorum Medical Supply, Inc 3) Medical Supply *Successful Bidder
10-P0012515	\$91,309 00	Palo Alto firewall and intrusion system and services	DO-ITS	Board Approved October 26, 2009
10-P0012525	\$38,283 56	CMAS administrative fees for the procurement of Nova workstations and the phone system	DO-ITS	The District is subject to a 2.06% administrative fee of the total order value for utilizing the CMAS contract, however, after January 2, 2010 the fee will be eliminated

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
Educational Services

To: Board of Trustees	Date: November 16, 2009
Re: Approval of Resource Development Items	
Action: Request for Approval	

**ANALYSIS**

Budgets for the following categorical programs for FY 09/10 have been developed:

<u>Project Title</u>	<u>Award Date</u>	<u>Amount</u>
1. AB1725 – Equality Employment Opportunity (EEO) – Diversity Allocation Funds (District) Funds from the California Community Colleges Chancellor's Office for the Human Resource Department to broadly disseminate information about job openings. (09/10)	7/1/09	\$13,958
2. Board Financial Assistance Program (BFAP) (SCC) Annual allocation from the California Community Colleges Chancellor's Office to assist students in need of financial aid by supporting financial aid staff and equipment costs. (09/10)	7/1/09	\$322,142
3. Taller San Jose – Medical Career Academy (CEC) Grant funds from Taller San Jose for CEC medical assistant program faculty to participate in the OC Allied Health Professional Collaborative by appointing a representative to serve on the collaborative, assist with drafting a collaborative strategic plan and evaluation plan, and provide an instructor for administrative medical assisting and clinical medical assisting classes. (09/10)	9/28/09	\$4,000
2. Teachers Assisting Students to Excel in Mathematics (TASEL-M) – Yr. 1 (SAC) First year of a three-year grant to California State University Fullerton from the National Science Foundation that includes Santa Ana College as a sub-awardee for a collaborative program to help design the remedial mathematics courses and train faculty to in new pedagogy (09/10)	10/7/09	\$15,440

**RECOMMENDATION**

It is recommended that the board of trustees approve budgets, accept grants, and authorize the Chancellor, or his designee, to enter into related contractual agreements on behalf of the district.

Fiscal Impact: \$355,540	Board Date: November 16,2009
Item Prepared by: Sarah Santoyo, Director of Grants/Resource Development	
Item Submitted by: Enrique Perez, Assistant Vice Chancellor, Educational Services	
Item Recommended by: Edward Hernandez, Jr., Chancellor	

**SPECIAL PROJECT DETAILED BUDGET # 2330  
NAME: AB1725 - EEO (Diversity Allocation Funds)  
FISCAL YEAR: 2009/10**

CONTRACT PERIOD: 7/1/09 to 6/30/10  
CONTRACT INCOME: \$26,573 Carryover from 08/09  
\$13,958 2009/10 Allocations  
**\$40,531 TOTAL**

PROJ. ADM. John Didion  
. DIR. Elouise P. Marasigan

Date: 10/26/09

Datatel String	Description	Revised Budget	
		Debit	Credit
12-2330-000000-50000-8659	Other Reimb Categorical Allow		13,958
12-2330-000009-50000-8659	Other Reimb Categorical Allow - Prior year		26,573
12-2330-675000-53110-5210	Conference Expenses : Human	-	
12-2330-676000-53110-5100	Contracted Services : Human	-	
12-2330-676000-53110-5240	Applicant Travel Reimburse	1,481	
12-2330-676000-53110-5300	Inst Dues & Memberships : H	550	
12-2330-676000-53110-5660	Software Support Service :	13,500	
12-2330-676000-53110-5920	Personnel Recruiting : Huma	25,000	
12-2330-676000-53110-5950	Software License and Fees :	-	
12-2330-676000-53110-6419	Equip/Software - >\$200 <\$1,	-	
	<b>Total</b>	<b>40,531</b>	<b>40,531</b>

6.1 (2)

**SPECIAL PROJECT DETAILED BUDGET # 2550**  
**NAME: Board Financial Assistance Program (BFAP) - SCC**  
**FISCAL YEAR: 2009/2010**

CONTRACT PERIOD: 7/1/09 to 6/30/10  
 CONTRACT INCOME: \$322,142

PROJ. ADM. John Hernandez  
 PROJ. DIR. Syed Rizvi

Date: 11/4/09

Data String	Description	Revised Budget	
		Debit	Credit
12-2550-000000-20000-8629	Other Gen Categorical Apport : Santiago Canyon Coll		322,142
12-2550-646000-29500-2130	Classified Employees : Financial Aid Office	93,113	
12-2550-646000-29500-2310	Classified Employees - Ongoing : Financial Aid Offi	-	
12-2550-646000-29500-2320	Classified Employees - Hourly : Financial Aid Office	77,945	
12-2550-646000-29500-2340	Student Assistants - Hourly : Financial Aid Office	20,000	
12-2550-646000-29500-2350	Overtime - Classified Employee : Financial Aid Offi	-	
12-2550-646000-29500-3215	PERS - Non-Instructional : Financial Aid Office	14,350	
12-2550-646000-29500-3315	OASDHI - Non-Instructional : Financial Aid Office	9,259	
12-2550-646000-29500-3325	Medicare - Non-Instructional : Financial Aid Office	2,503	
12-2550-646000-29500-3335	PARS - Non-Instructional : Financial Aid Office	302	
12-2550-646000-29500-3415	H & W - Non-Instructional : Financial Aid Office	17,503	
12-2550-646000-29500-3435	H & W - Retiree Fund Non-Inst : Financial Aid Offic	1,937	
12-2550-646000-29500-3515	SUI - Non-Instructional : Financial Aid Office	521	
12-2550-646000-29500-3615	WCI - Non-Instructional : Financial Aid Office	4,261	
12-2550-646000-29500-3915	Other Benefits - Non-Instruct : Financial Aid Office	2,607	
12-2550-646000-29500-4610	Non-Instructional Supplies : Financial Aid Office	5,500	
12-2550-646000-29500-4620	Non-Instructional Software : Financial Aid Office	309	
12-2550-646000-29500-4710	Food and Food Service Supplies : Financial Aid Offi	1,000	
12-2550-646000-29500-5100	Contracted Services : Financial Aid Office	35,200	
12-2550-646000-29500-5220	Mileage/Parking Expenses : Financial Aid Office	1,000	
12-2550-646000-29500-5300	Inst Dues & Memberships : Financial Aid Office	2,821	
12-2550-646000-29500-5630	Maint Contract - Office Equip : Financial Aid Office	447	
12-2550-646000-29500-5845	Excess/Copies Usage : Financial Aid Office	235	
12-2550-646000-29500-5880	Internet Services : Financial Aid Office	1,000	
12-2550-646000-29500-5940	Reproduction/Printing Expenses : Financial Aid Offi	-	
12-2550-646000-29500-5950	Software License and Fees : Financial Aid Office	300	
12-2550-646000-29500-6410	Equipment - All Other > \$1,000 : Financial Aid Offi	6,069	
12-2550-646000-29500-6419	Equip/Software - >\$200 <\$1,000 : Financial Aid Offi	1,525	
12-2550-647000-29340-2310	Classified Employees - Ongoing : Job Placement - Sunny Prajapati & Loretta Campbell	16,638	
12-2550-647000-29340-3215	PERS - Non-Instructional : Job Placement	1,615	
12-2550-647000-29340-3315	OASDHI - Non-Instructional : Job Placement	1,032	
12-2550-647000-29340-3325	Medicare - Non-Instructional : Job Placement	241	
12-2550-647000-29340-3435	H & W - Retiree Fund Non-Inst : Job Placement	166	
12-2550-647000-29340-3515	SUI - Non-Instructional : Job Placement	50	
12-2550-647000-29340-3615	WCI - Non-Instructional : Job Placement	366	
12-2550-675000-29500-5210	Conference Expenses : Financial Aid Office	2,327	
12-2550-675000-29500-5230	District In-Service Activities : Financial Aid Offi	-	
<b>Totals for PROJECT: 2550</b>	<b>Student Fin Aid Admin - B</b>	<b>322,142</b>	<b>322,142</b>

**SPECIAL PROJECT DETAILED BUDGET # 3736**  
**NAME: Taller San Jose - Allied Health Professional Collaborative**  
**Santa Ana college School of Continuing Education (SACSCE)**  
**FISCAL YEAR: 2009 - 2010**

CONTRACT PERIOD: 7/1/09 to 6/30/10  
 CONTRACT INCOME: \$4,000

PROJ. ADM. N. Lipiz  
 PROJ. DIR. N. Lipiz

Date: 11/3/09

<b>Datatel String</b>	<b>Description</b>	<b>Debit</b>	<b>Credit</b>
12-3736-000000-10000-8891	Other Local Revenue		4,000
12-3736-051400-18200-1450	Part-time Coordinators : SAC CEC - Sergio, Tiffany (5 hrs/wk x \$35.02/hr x 19 wks)	3,327	
12-3736-051400-18200-3115	STRS - Non-Instructional : SAC CEC	-	
12-3736-051400-18200-3215	PERS - Non-Instructional : SAC CEC	303	
12-3736-051400-18200-3310	OASDHI - Non-Instructional : SAC CEC	206	
12-3736-051400-18200-3325	Medicare - Non-Instructional : SAC CEC	48	
12-3736-051400-18200-3435	H&W Ret. Fd. - Non-Instructional : SAC CEC	33	
12-3736-051400-18200-3515	SUI - Non-Instructional : SAC CEC	10	
12-3736-051400-18200-3615	WCI - Non-Instructional : SAC CEC	73	
	<b>TOTALS</b>	<b>4,000</b>	<b>4,000</b>

6.1 (4)

Prepared by: H. Nguyen  
 Original Budget

Board Approval Date: 11/16/09  
 Accountant: Mellisa Tran

**SPECIAL PROJECT DETAILED BUDGET # 1xxx**  
**NAME: NSF - Teachers Assisting Students to Excel in Mathematics (TASEL-M) 2**  
**FISCAL YEAR: 2009/2010**

CONTRACT PERIOD: 9/1/09 - 8/31/12  
 CONTRACT INCOME: \$15,440  
 CFDA #: 47.082; Award No. DUE-0929076  
 Subaward No. S-4707-SACC

PROJ. ADM. Carol Comeau  
 PROJ. DIR. Carol Comeau

Date: 11/3/09

Data/Label String	Description	Revised Budget	
		Debit	Credit
12-1xxx-000000-10000-8199	Other Federal Revenues : Santa Ana College		11,877
12-1xxx-000000-50000-8199	Other Federal Revenues : District Operations		3,563
12-1xxx-170100-16201-1483	Beyond Contract - Reassigned Time	10,567	
12-1xxx-170100-16201-3115	STRS - Non-Instructional	940	
12-1xxx-170100-16201-3325	Medicare - Non-Instructional	-	
12-1xxx-170100-16201-3415	H & W - Non-Instructional	-	
12-1xxx-170100-16201-3435	H & W - Retiree Fund Non-Inst	106	
12-1xxx-170100-16201-3515	SUI - Non-Instructional	32	
12-1xxx-170100-16201-3615	WCI - Non-Instructional	232	
12-1xxx-170100-16201-3915	Other Benefits - Non-Instruct	-	
12-1xxx-672000-50000-5865	Indirect Costs : District Operations	3,563	
	<b>Total - MDTP</b>	<b>15,440</b>	<b>15,440</b>

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Adoption of Resolution Authorizing Payment to Trustee Absent from Board Meetings**

Resolution No. 09-27

**Whereas**, California Education Code Section 72024(5d) provides that “a member (of the Board of Trustees) may be paid for any meeting when absent if the Board by Resolution duly adopted and included in its minutes find that at the time of the meeting he or she is performing services outside the meeting for the community college district, he or she was ill or on jury duty, or the absence was due to a hardship deemed acceptable by the Board,” and

**Whereas**, on October 12 and 26, 2009, the Board of Trustees of the Rancho Santiago Community College District held regular board meetings; and

**Whereas**, Trustee R. David Chapel was not present at the board meeting; and

**Whereas**, the board has determined that Trustee Chapel’s absence was due to illness on October 12, 2009, and due to a family emergency on October 26, 2009;

**NOW, THEREFORE, BE IT RESOLVED** that Trustee Chapel shall be paid at the regular rate of compensation for the board meetings on October 12 and 26, 2009.

Dated this 16<sup>th</sup> day of November 2009.

Ayes:  
Noes:  
Absent:  
Abstain:

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Edward Hernandez, Jr., Ed.D.  
Secretary to the Board of Trustees

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

**Adoption of Resolution Authorizing Payment to Trustee Absent from Board Meetings**

Resolution No. 09-28

**Whereas**, California Education Code Section 72024(5d) provides that “a member (of the Board of Trustees) may be paid for any meeting when absent if the Board by Resolution duly adopted and included in its minutes find that at the time of the meeting he or she is performing services outside the meeting for the community college district, he or she was ill or on jury duty, or the absence was due to a hardship deemed acceptable by the Board,” and

**Whereas**, on October 26, 2009, the Board of Trustees of the Rancho Santiago Community College District held a regular board meeting; and

**Whereas**, Trustee Brian Conley was not present at the board meeting; and

**Whereas**, the board has determined that Trustee Conley’s absence was due to illness;

**NOW, THEREFORE, BE IT RESOLVED** that Trustee Conley shall be paid at the regular rate of compensation for the board meeting on October 26, 2009.

Dated this 16<sup>th</sup> day of November 2009.

Ayes:  
Noes:  
Absent:  
Abstain:

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Edward Hernandez, Jr., Ed.D.  
Secretary to the Board of Trustees

**Lucarelli, Anita**

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**From:** Hernandez, Eddie  
**Sent:** Monday, November 16, 2009 2:04 PM  
**To:** Lucarelli, Anita  
**Subject:** FW: 3.3 Approval of Search Consultant

-----Original Message-----

**From:** Didion, John  
**Sent:** Monday, November 16, 2009 12:54 PM  
**To:** McLoughlin, Mark  
**Subject:** FW: 3.3 Approval of Search Consultant

Mark,

Eddie forwarded your email to me.

The original solicitation for proposals was handled by Dr. Chapel. I will forward to you a copy of the email that Dr. Chapel sent to Anita with the original list of firms that he wanted to receive the solicitation. I made a couple of suggestions of other firms.

I don't believe there was any formal RFP, just a letter that is included in the e-mail I will forward to you.

The cabinet has not had any discussions about negotiation of the agreement. The firm I am recommending, CCSS, has a fairly simple consulting agreement which mirrors the statement of work in their proposal. They are willing to split the payment between this year and the next fiscal year.

John Didion  
Executive Vice Chancellor  
Human Resources and Educational Services Rancho Santiago Community College District  
(714) 480-7489 office  
(714) 796-3937 fax  
Email: didion\_john@rsccd.org

-----Original Message-----

**From:** Hernandez, Eddie  
**Sent:** Monday, November 16, 2009 10:16 AM  
**To:** Didion, John  
**Cc:** Lucarelli, Anita  
**Subject:** FW: 3.3 Approval of Search Consultant

Please respond ASAP--Eddie

-----Original Message-----

**From:** Lucarelli, Anita  
**Sent:** Monday, November 16, 2009 9:17 AM  
**To:** Didion, John; Hernandez, Eddie  
**Cc:** Fuller, Libby  
**Subject:** FW: 3.3 Approval of Search Consultant

(over)

Please see Mark McLoughlin's questions below.

-----Original Message-----

From: McLoughlin, Mark  
Sent: Sunday, November 15, 2009 12:49 PM  
To: Lucarelli, Anita  
Subject: 3.3 Approval of Search Consultant

Anita:

I believe this one is for John Didion.

John since we are being requested to approve the search firm and time line for Chancellor, can I get a copy of the RFP that was sent out to solicit the bids we received? I assume we had an RFP, if we did, was it reviewed and approved by the board prior to its distribution. In addition, I do not recall any list of potential search firms that was reviewed by the board prior to its distribution. Aside from the ones that submitted bids, are there other firms we could pursue.

In our RFP, did we state payment terms and conditions, warranties / guarantees, etc.?

As I understand the cabinet is putting forth this recommendation for the board on Monday, what has been discussed regarding final negotiation of any agreement?

Thanks  
Mark

**Lucarelli, Anita**

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**From:** Vazquez, Juan  
**Sent:** Monday, November 16, 2009 12:25 PM  
**To:** Hernandez, Eddie  
**Cc:** Lucarelli, Anita; Vega, Kennethia; Martinez, Erlinda  
**Subject:** RE: 4.3 & 4.4 Approval of Community Services Programs

If the Community Services Program did not happen for one year at SCC, the district would save \$112,000 in General Funds for SCC staff salaries and benefits (1.5 FTE).

Juan

-----Original Message-----

**From:** Martinez, Erlinda  
**Sent:** Monday, November 16, 2009 11:48 AM  
**To:** Hernandez, Eddie; Vazquez, Juan  
**Cc:** Lucarelli, Anita; Vega, Kennethia  
**Subject:** RE: 4.3 & 4.4 Approval of Community Services Programs

Response: In accordance with Education Code, the Community Services program is totally self-sufficient. Therefore, there would be no savings to the district and a loss of \$50,000 income. EJ

-----Original Message-----

**From:** Hernandez, Eddie  
**Sent:** Monday, November 16, 2009 10:14 AM  
**To:** Martinez, Erlinda; Vazquez, Juan  
**Cc:** Lucarelli, Anita  
**Subject:** RE: 4.3 & 4.4 Approval of Community Services Programs

Presidents--Please respond asap--Eddie

-----Original Message-----

**From:** Lucarelli, Anita  
**Sent:** Monday, November 16, 2009 9:10 AM  
**To:** Hernandez, Eddie  
**Subject:** FW: 4.3 & 4.4 Approval of Community Services Programs

Shall I send this question to the college presidents or Peter?

-----Original Message-----

**From:** McLoughlin, Mark  
**Sent:** Sunday, November 15, 2009 12:14 PM  
**To:** Lucarelli, Anita  
**Subject:** 4.3 & 4.4 Approval of Community Services Programs

Anita:

Question regarding the above, although both programs net RSCCD \$50,000 in revenue, if they did not happen for 1 year, what if any expenses would there be saved by the district. Manpower to administrate the programs, etc.

**Lucarelli, Anita**

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**From:** Lucarelli, Anita  
**Sent:** Monday, November 16, 2009 12:15 PM  
**To:** McLoughlin, Mark  
**Subject:** FW: 4.7 Docket Item

From Erlinda:

Hi Anita, Calling it the "Sneddon Field" follows the nomenclature protocol for the buildings at SAC: Hammond Hall, Johnson Center, etc. The recommendation can certainly be amended to be The Don Sneddon Field. EJ

-----Original Message-----

**From:** McLoughlin, Mark  
**Sent:** Sunday, November 15, 2009 9:48 AM  
**To:** Lucarelli, Anita  
**Subject:** 4.7 Docket Item

Just a simple question

Why is the field being named the "Sneddon Field" and not the "Don Sneddon Field"?

Curious more than concerned.

Please let me know before the meeting.

Thanks

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**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
*Office of the Vice Chancellor of Business Operations/Fiscal Services*

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2323 N. Broadway  
Santa Ana, CA 92706  
(714) 480-7340 – Office  
(714) 796-3935 – Fax

**Date:** November 16, 2009  
**To:** Dr. Eddie Hernandez  
**From:** Peter J. Hardash  
**Subject:** Responses to Board of Trustees Requests/Questions

*From Trustee Phil Yarbrough*

**5.4 Quarterly Investment Report as of September 30, 2009**

**Are we liquid enough in our cash reserves to meet the obligations we have for this semester?**

- Yes

**Given that we expect the state government to again impose a mid-year budget cut, how are our cash reserves prepared to meet our obligations?**

- Erik Skinner from the State Chancellors Office advises that although mid-year budget cuts should be in order, due to the expected current year budget shortfall in revenues and increased expenditures, they do not believe the state legislature will make any significant mid-year reductions to K-14 education under Proposition 98. They believe the legislature will simply push forward the current year deficit into the 2010-2011 fiscal year.

**I see that we are pursuing a short term maturity strategy in our investment accounts to prepare for any potential inflation. How will this strategy maintain our purchasing power if inflation occurs and the federal reserve raises interest rates?**

- The Orange County Treasury has decided that short term investments through their investment policies are a hedge, at this time, to inflation. If inflation occurs, interest rates will quickly follow, especially on shorter term investments.

**Describe "Net Asset Value (NAV) falling within the range of \$0.9950 and \$1.0050.", (page 5.4 (4) par. 1 Treasurers Report) and what this means toward performance.**

- Net Asset Value is how the Orange County Treasury adjusts their investments, on our behalf, to current market values and risks. This current NAV range is very good.

**63.24% of our reserves are invested in General Obligation Bonds. Please describe this security, its rating, its historical reliability and how this addresses our need for surety.**

- The \$139,272,011 cash balance in the County Treasury, as of September 30, 2009, that is titled General Obligations Bonds are the Measure E remaining cash balances with accrued interest. Measure E Bond funds are not invested in GO Bonds at the County Treasury. Measure E Bond funds are included in the schools pool and are currently invested by the Orange County Treasury as described by the pie chart on page 5.4(6) in the Board Docket.

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**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
*Office of the Vice Chancellor of Business Operations/Fiscal Services*

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2323 N. Broadway  
Santa Ana, CA 92706  
(714) 480-7340 – Office  
(714) 796-3935 – Fax

**Date:** November 16, 2009  
**To:** Dr. Eddie Hernandez  
**From:** Peter J. Hardash  
**Subject:** Responses to Board of Trustees Requests/Questions

*From Trustee Mark McLoughlin*

**5.15 Approval of Surplus Property**

**It was noted in the "Request for Approval" TLC's "past performance and service have been very satisfactory". How does this equate to revenue to the district for the past few years.**

- The revenues to the district for the past few years are as follows:  
05/06 \$ 2,017  
06/07 \$ 5,118  
07/08 \$18,258  
08/09 \$12,769  
09/10 \$ 3,417  
The auction proceeds are deposited in the general fund.

**I understand that we have exhausted all of the current channels for donation of this equipment. To what extent have we worked with non-profits. I believe we have gone to Goodwill, etc. but have we followed up with smaller groups, such as, Mercy House, WisePlace, etc. Please let me know**

- The non-profit list we use was developed years ago by the Purchasing Department and has been updated throughout the years. Usually the updating occurs when we send out open house invitations district-wide offering surplus items to be placed back into district service. Employees will inquire about having their non-profit organization of interest added to our list. We ask them for contact information; verify the non-profit status by requesting a copy of their 501 (c) (3) letter from the IRS. We then add them to our list. We aren't aware of Mercy House or WisePlace, but will research and contact them for inclusion in future open house events.

**5.18 - Dell & HP Contracts**

**Both contracts are available for review in the purchasing department.**

**Does that mean I have to go to purchasing to review or can you e-mail copies?**

**I am good either way, please let me know.**

- The contracts are over 100 pages long and in a binder in the Purchasing Department. I will have the contract binder with me at the Board of Trustees meeting if you wish to take it home and read it.

Contracts are also accessible on the following links:

<http://www.mmd.admin.state.mn.us/wsca/wsca.htm>

Click on 2009-2014 contracts

<http://www.pd.dgs.ca.gov/wsca/WSCAComputer2009-2014.htm>

Click on Dell Contract number B27160

Click on HP Contract Number B27164

# Santiago Canyon College Academic Senate

8045 East Chapman  
Orange, CA 92869

(714) 628-4895  
FAX (714) 532-2055

## SENATORS

### *Business, Mathematics, and Sciences*

Cummins, Shawn, 2011  
Francis, Jane, 2010  
Hovanitz, Eric, 2010  
Martino, Danny, 2011  
Wagner, Joyce, 2011

### *Career Education*

Lamourelle, Regina, 2010

### *Counseling*

Baldizon-Rios, Nena, 2011

### *Humanities and Social Sciences*

Adams, Rick, 2010  
Evet, Corinna, 2010  
Granitto, James, 2011  
Isbell, James, 2011

### *Library, Fine & Performing Arts and Communication*

DeCarbo, Michael, 2011

### *Orange Education Center*

Jordan, Ethel, 2011

### *Adjunct*

## OFFICERS

### *President*

Barenbaum, Morrie, 2010

### *Vice President*

Geissler, Joe, 2010

### *Secretary/Treasurer*

Scott, Randy, 2010

### *Curriculum*

Rutan, Craig - Chair

## Resolution 1

Fall 2009       Spring \_\_\_\_\_

### Replacement of the Chancellor

Moved: James Isbell  
Seconded: Michael DeCarbo

**Whereas: All stakeholders in the Rancho Santiago Community College District are evaluating reasonable and humane mediations and remedies in response to the fiscal challenges currently facing us;**

**Whereas: Academic Senates at both Santa Ana College and Santiago Canyon College are working with their respective college presidents and district leadership to meet these challenges - and all concerned are responding to them with prudence and creative use of limited resources;**

**Whereas: The Santiago Canyon College Council agrees that "Given the current state fiscal crisis and given the district's personnel hiring freeze, the Santiago Canyon College Council recommends that cost-saving alternatives to the immediate search for and replacement of the chancellor be explored.";**

**Whereas: The Santiago Canyon College and Santa Ana College Academic Senates express confidence that we currently have within the district the essential leadership necessary to help guide us through the immediate months ahead.**

**Therefore, be it resolved that: The Santiago Canyon College and Santa Ana College Academic Senates recommend that the Board of Trustees of the Rancho Santiago Community College District consider postponing the search for and replacement of the chancellor.**

Date Presented to the Senate 15 September 2009

Date Passed 6 October 2009       Date not passed \_\_\_\_\_

*Santiago Canyon College (SCC) is a diverse learning community dedicated to intellectual and personal growth. Our purpose is to foster a learning environment that helps students develop knowledge and understanding, critical thinking, sound decision making, cultural awareness, effective communication skills, and a commitment to local and global citizenship. Santiago Canyon College offers a comprehensive curriculum that includes university transfer, associate degree and certificate programs. In addition, we provide community services, career education, continuing education, high school diploma program, basic skills development, and a range of support services for full and part-time students, including those with family and career responsibilities. At SCC we encourage students to plan, implement, and evaluate their educational progress through meaningful reflections and interaction with both the college and community.*

Associated Students of Santa Ana College

**Executive Board – Resolution**

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**Senate Bill#:** SB-032009                      **Date Introduced:** 11-13-2009  
**Introduced by:** Alex Flores                      **First:** Chirac Munganga  
**Seconded by:** Lizbeth Navarro

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**Legislation:**

**WHEREAS:** The Rancho Santiago Community College District is in the midst of replacing their Chancellor since the announcement of Dr. Hernandez retirement scheduled for June of 2009. The Associate Student Government of Santa Ana College has been evaluating the intention of the Board of Trustees recommendation for the Search for Chancellor and in response has been forthcoming in their request to be a part of the decision making process in the selection of the Chancellor. With the budget crisis the District has faced in 2009 and the lost of 500 classes had made it necessary for the student leadership to put forth this resolution and make the Board of Trustees aware that this expense is not appropriate with the lost of student services and classes.

**WHEREAS:** We the students at Santa Ana College recognize the need for the replacement of the Chancellor but must invoke that we are facing tough economic times and for that reason the board should explore alternatives for the replacement of the Chancellor.

**WHEREAS:** We the Student Government at Santa Ana College recommend that the board explore alternative ways rather that incur the expense of the search and reevaluate its priorities and pursue the avenue of an interim Chancellor for the 2009-2010 year. This decision will save the district a large amount of money that can be redirected to serve the students of RSCCD instead.

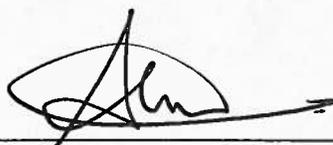
**WHEREAS:** The Associate Student Government of Santa Ana College would like to express its full confidence in the administrative leadership personnel in the selection of an interim Chancellor. Therefore; we ASG of Santa Ana College express to all leaders at the RSCCD to re-evaluate the decision and set the monies aside to better explore alternatives at this time.

**Resolved:** That the Santa Ana College Associate Student Government and it's student body has the full confidence that the board will select an interim Chancellor rather than spend up to \$57,000 in the search for chancellor.

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**Final Senate Action:**    **Ayes:** 9    **Nays:** 0    **Abstentions:** 0    **Date:** 11/16/09

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\_\_\_\_\_  
**President Associated Student Government: Alex Flores**                      **Date:** 11-16-09