

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT (RSCCD)
Board of Trustees (Regular meeting)
Monday, March 28, 2016
2323 North Broadway, #107
Santa Ana, CA 92706

District Mission

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

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

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

Americans with Disabilities Acts (ADA)

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

A G E N D A

1.0 PROCEDURAL MATTERS

4:30 p.m.

1.1 Call to Order

1.2 Pledge of Allegiance to the United States Flag

1.3 Approval of Additions or Corrections to Agenda

Action

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. Student Suspensions from Program (pursuant to Education Code 72122)
Student I.D. #1481481
Student I.D. #1062275

1.4 Public Comment

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

1.4 Public Comment (contd.)

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

1.5 Approval of Minutes – Regular meeting of March 14, 2016 Action

1.6 Approval of Consent Calendar Action

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

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

1.7 Presentation on Participating Effectively in District and College Governance

1.8 Presentation on Changes in Rules to Board of Governor's Fee Waiver

2.0 INFORMATIONAL ITEMS AND ORAL REPORTS

2.1 Report from the Chancellor

2.2 Reports from College President

- Enrollment
- Facilities
- College activities
- Upcoming events

2.3 Report from Student Trustee

2.4 Reports from Student Presidents

- Student activities

2.5 Report from Classified Representative

2.6 Reports from Academic Senate Presidents

- Senate meetings

2.7 Reports from Board Committee Chairpersons

- Board Facilities Committee
- Board Safety & Security Committee

3.0 INSTRUCTION

3.1 Approval of Amended Apprenticeship Cost Agreements Action

The administration recommends approval of the amended apprenticeship cost agreements listed below for 2015-2016 as presented:

- JTS Services
- California/Nevada Training Trust
- Metropolitan Water District of Southern California
- Orange County Electrical Training Trust

- 3.1 Approval of Amended Apprenticeship Cost Agreements (contd.)
- Operating Engineers Training Trust Joint Apprenticeship and Training Committee
 - Southern California Surveyors
 - Southwest Carpenters Training Fund

4.0 BUSINESS OPERATIONS/FISCAL SERVICES

- *4.1 Approval of Payment of Bills Action
The administration recommends payment of bills as submitted.
- *4.2 Approval of Budget Increases/Decreases and Budget Transfers Action
The administration recommends approval of budget increases, decreases and transfers from February 27, 2016 to March 13, 2016.
- *4.3 Approval of 2016-2017 Tentative Budget Assumptions Action
The administration recommends approval of the 2016-2017 Tentative Budget Assumptions as presented.
- *4.4 Approval of Lease Agreement Renewal with MyGuard Systems Action
The administration recommends approval of the renewal of the lease agreement with MyGuard Systems and authorization be given to the Vice Chancellor of Business Operations and Fiscal Services to execute the agreement on behalf of the district as presented.
- *4.5 Ratification of Award of Bid #1279 for Buildings I & Z LED (Light-Emitting Diode) Lighting Conversion at Santa Ana College (SAC) Action
The administration recommends ratification of the award of Bid #1279 for Buildings I & Z LED lighting conversion at SAC as presented.
- *4.6 Acceptance of the Completion of LED Lighting Conversion Project at Digital Media Center (DMC) and Orange County Sheriff's Regional Training Academy Resolution No. 15-18 and Approval of Recording of Notice of Completion Action
The administration recommends acceptance of the project as complete and approval of the filing of a Notice of Completion with the County as presented.
- *4.7 Approval of Agreement with PENCO Engineering, Inc. for Land Surveying Consulting Services for Santiago Canyon College (SCC) Action
The administration recommends approval of the agreement with PENCO Engineering, Inc. for land surveying consulting services for SCC as presented.

- *4.8 Approval of Agreement with Optiv for Perimeter Penetration Test Action
The administration recommends approval of the agreement with Optiv for a perimeter penetration test as presented.
- *4.9 Approval of Purchase Orders Action
The administration recommends approval of the purchase order listing for the period January 31, 2016, through March 12, 2016.

5.0 GENERAL

- *5.1 Approval of Resource Development Items Action
The administration recommends approval of budgets, acceptance of grants, and authorization for the Vice Chancellor of Business Operations/Fiscal Services or his designee to enter into related contractual agreements on behalf of the district for the following:
- Basic Skills Initiative (SAC) - *Adjustment* -\$4,985
 - Basic Skills Initiative (SCC) – *Adjustment* -\$1,713
 - Workforce Investment Act Title I – Youth Grant/Seeds \$6,700
to Trees – Career Academy Scholars Program (CASP) (SAC)
- *5.2 Approval of Sub-Agreement between RSCCD and Orange County Superintendent of Schools for Assembly Bill (AB) 104 Adult Education Block Grant Action
The administration recommends approval of the sub-agreement and authorization be given to the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign and enter into a related contractual agreement on behalf of the district.
- 5.3 Discussion of Forming a Board Communications Ad Hoc Committee Information
Board President Claudia Alvarez asks board members to discuss the forming of a Board Communications Ad Hoc Committee.
- 5.4 Adoption of Board Policy Action
The Board Policy Committee recommends the board take action and adopt a gift ban policy for board members and certain employees.
- 5.5 Board Member Comments Information

RECESS TO CLOSED SESSION

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

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

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

1. Public Employment (pursuant to Government Code Section 54957[b][1])
 - a. Full-time Faculty
 - b. Part-time Faculty

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

1. Public Employment (pursuant to Government Code Section 54957[b][1]) (contd.)
 - c. Classified Staff
 - d. Student Workers
 - e. Educational Administrator Appointments
 - (1) Associate Dean
 - (2) Director

2. Conference with Legal Counsel: Existing Litigation (pursuant to Government Code Section 54956.9[a])

John P. Johns v. Raúl Rodríguez Case No. 30-2016-00839159-CL-DF-CJC (Superior Court- County of Orange)

3. Conference with Labor Negotiator (pursuant to Government Code Section 54957.6)
Agency Negotiator: Mr. John Didion, Executive Vice Chancellor of Human Resources & Educational Services
Employee Organizations: Faculty Association of Rancho Santiago Community College District
California School Employees Association, Chapter 579
California School Employees Association, Chapter 888
Non-represented Employees
4. Public Employee Performance Evaluation (pursuant to Government Code Section 54957)
 - a. Chancellor

RECONVENE

Issues discussed in Closed Session (Board Clerk)

Public Comment

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

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

6.0 HUMAN RESOURCES

6.1 Management/Academic Personnel

Action

- Approval of Revised Job Descriptions
- Approval of Appointments
- Approval of Interim Assignments
- Approval of 2016-2017 Institutional Tenure Review Recommendations
- Approval of CalSTRS Reduced Workload Program (RWP) Participation Agreement

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

6.1 Management/Academic Personnel (contd.)

- Approval of Adjustments of Beyond Contract/Overload Stipends
- Approval of Beyond Contract/Overload Stipends
- Approval of Part-time New Hires/Rehires
- Approval of Non-paid Instructors of Record

6.2 Classified Personnel

Action

- Approval of Revised Job Descriptions
- Approval of Hourly Ongoing to Contract Assignments
- Approval of Changes in Position
- Ratification of Resignations/Retirements
- Approval of New Appointments
- Approval of Temporary to Hourly Ongoing Assignments
- Approval of Temporary Assignments
- Approval of Changes in Temporary Assignments
- Approval of Additional Hours for Ongoing Assignments
- Approval of Substitute Assignments
- Approval of Miscellaneous Positions
- Approval of Instructional Associates/Associate Assistants
- Approval of Volunteers
- Approval of Student Assistant Lists

6.3 Authorization for Board Travel/Conferences

Action

It is recommended that the board authorize the submitted conference and travel by board members.

6.4 Adoption of Resolution No. 16-07 authorizing payment to Trustee
Absent from Board Meetings

Action

This resolution requests authorization of payment to Raquel Manriquez for her absence from the March 14, 2016, board meeting due to a death in the family.

6.5 Adoption of Resolution No. 16-08 authorizing payment to Trustee
Absent from Board Meetings

Action

This resolution requests authorization of payment to Jose Solorio for his absence from the March 14, 2016, board meeting due to being out of town on professional business.

7.0 ADJOURNMENT - The next regular meeting of the Board of Trustees will be held on April 11, 2016.

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

**Board of Trustees
(Regular meeting)**

Monday, March 14, 2016

MINUTES

1.0 PROCEDURAL MATTERS

1.1 Call to Order

The meeting was called to order at 4:31 p.m. by Ms. Claudia Alvarez. Other members present were Ms. Arianna Barrios, Mr. John Hanna, Mr. Larry Labrado, Ms. Nelida Mendoza Yanez, and Mr. Phillip Yarbrough. Mr. Jose Solorio was not in attendance due to being out of town on professional business; Ms. Raquel Manriquez was not in attendance due to a death in the family.

Administrators present during the regular meeting were Mr. John Didion and Dr. Raúl Rodríguez. 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. Zina Edwards, Counseling Assistant, Santiago Canyon College (SCC).

Mr. Yarbrough left the meeting at this time.

1.3 Approval of Additions or Corrections to Agenda

It was moved by Mr. Labrado and seconded by Ms. Mendoza Yanez to approve addendums for Item 6.1 (Management/Academic Personnel) and Item 6.2 (Classified Personnel). The motion carried with the following vote: Aye –Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, and Ms. Mendoza Yanez.

1.4 Public Comment

There were no public comments.

1.5 Approval of Minutes

It was moved by Ms. Barrios and seconded by Mr. Hanna to approve the minutes of the meeting held February 22, 2016. The motion carried with the following vote: Aye –Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, and Ms. Mendoza Yanez.

Mr. Yarbrough returned to the meeting at this time.

1.6 Approval of Consent Calendar

It was moved by Mr. Labrado and seconded by Ms. Mendoza Yanez to approve the recommended action on the following items (as indicated by an asterisk on the agenda) on the Consent Calendar, with the exception of Item 3.8 (Amendment #9 to CJA Agreement [Z1000000068] – County of Orange) removed from the Consent Calendar by Ms. Barrios. The motion carried with the following vote: Aye –Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, and Mr. Yarbrough.

3.1 Approval of New Pharmacy Technology Agreement – Blue Coast Pharmacy and Compounding Center

The board approved the new agreement with Blue Coast Pharmacy and Compounding Center in Huntington Beach, California.

3.2 Approval of New Pharmacy Technology Agreement – Chapman Medical Outpatient Pharmacy

The board approved the new agreement with Chapman Medical Outpatient Pharmacy in Orange, California.

3.3 Approval of Pharmacy Technology Agreement Renewal – Grove Harbor Pharmacy

The board approved the agreement renewal with Grove Harbor Pharmacy in Garden Grove, California.

3.4 Approval of Occupational Therapy Assistant (OTA) Agreement Renewal - Aviara Healthcare Center

The board approved the agreement renewal with Aviara Healthcare Center in Encinitas, California.

3.5 Approval of OTA Agreement Renewal - MaXum

The board approved the agreement renewal with MaXum in Placentia, California.

3.6 Approval of Amendments to Agreements with Associates Adults and Adolescents Alternative Program for Name Change to Diversified Education Services

The board approved the amendments to agreements with Associates Adults and Adolescents Alternative Program for a name change to Diversified Education Services.

- 1.6 Approval of Consent Calendar (contd.)
- 3.7 Approval of Amendment #4 to Criminal Justice Academies (CJA) Agreement (MA-060-11010909) – County of Orange
The board approved amendment #4 of the CJA agreement MA-060-11010909 with the County of Orange in Santa Ana, California.
- 3.9 Approval of Proposed Revisions for 2016-2017 Santa Ana College (SAC) Catalog
The board approved the proposed revisions for the 2016-2017 SAC catalog.
- 3.10 Approval of Proposed Revisions for 2016-2017 Santiago Canyon College Catalog
The board approved the proposed revisions for the 2016-2017 SCC catalog as presented.
- 3.11 Approval of Santa Ana College Community Services Program – Summer 2016
The board approved the proposed SAC Community Services program for Summer 2016.
- 3.12 Approval of Santiago Canyon College Community Services Program – Summer 2016
The board approved the proposed SCC Community Services program for Summer 2016.
- 3.13 Approval of Upward Bound Math and Science Summer Residential Program Contract with California State University, Fullerton (CSUF)
The board approved the Upward Bound Math and Science summer residential program contract with CSUF.
- 4.1 Approval of Payment of Bills
The board approved payment of bills as submitted.
- 4.2 Approval of Budget Increases/Decreases, Transfers, and Intrafund and Interfund Transfers
The board approved budget increases/decreases, transfers, and intrafund and interfund transfers from February 1, 2016, to February 26, 2016.
- 4.3 Approval of Lease Agreement Renewal with Replay Collective
The board approved the renewal of the lease agreement with Replay Collective and authorized the Vice Chancellor of Business Operations and Fiscal Services to execute the agreement on behalf of the district as presented.
- 4.4 Approval of Lease Agreement with Xentaurus
The board approved the lease agreement with Xentaurus and authorized the Vice Chancellor of Business Operations and Fiscal Services to execute the agreement on behalf of the district as presented.

1.6 Approval of Consent Calendar (contd.)

4.6 Approval of Change Order #1 for C.I. Services, Inc. for Roof Repairs (U Portables) Project Bid #1273 at Santiago Canyon College
The board approved change order #1 for C.I. Services, Inc. for the roof repairs (U portables) project Bid #1273 at SCC as presented.

4.7 Acceptance of Completion of Roof Repairs (U Portables) Project Bid #1273 at Santiago Canyon College and Approval of Recording of Notice of Completion
The board accepted the project as complete and approved the filing of a Notice of Completion with the County as presented.

5.1 Approval of Resource Development Items

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

- Board Financial Assistance Program (BFAP) (SAC) - \$ 19,873
Augmentation
- Board Financial Assistance Program (BFAP) (SCC) - \$ 5,000
Augmentation
- California Early Childhood Mentor Program (SAC/SCC) \$ 1,150
- Center for International Trade Development (CITD) State \$ 15,000
Trade Export Program (STEP) (District)
- Disabled Students Programs & Services (DSPS) (SAC) \$1,265,742
- Equality Employment Opportunity (EEO) – Diversity \$ 1,111
Allocation Funds (District) – *Augmentation*

5.2 Approval of First Amendment to Sub-Agreement between RSCCD and The Regents of University of California (UCI) for Gaining Early Awareness & Readiness for Undergraduate Programs (GEAR UP) 2009 – Year 6 (DO-14-1517-02.01)

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

5.3 Approval of Sub-Agreement between RSCCD and THINK Together for Assembly Bill 104 Adult Education Block Grant

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

1.7 Presentation on Statement of Economic Interests - Form 700 Rules and Regulations Conducted by a Fair Political Practices Commission (FPPC) Representative

Ms. Alexandra Castillo, Fair Political Practices Commission representative, gave a presentation on the Statement of Economic Interests – Form 700 rules and regulations. Board members received clarification on data presented from Ms. Castillo.

1.8 Public Hearing – Adoption of Resolution No. 16-06 Dedication of Easement to Southern California Edison (SCE) at Santa Ana College (SAC)

There were no public comments.

1.9 Recognition in Honor of Women’s History Month

In honor of Women’s History Month, the board recognized Dr. Bonita Jaros, Coordinator, Institutional Effectiveness and Assessment, SAC; and Ms. Aracely Mora, Vice President, Academic Affairs, SCC; for helping shape America’s future through their public service, leadership, and professional achievements at Rancho Santiago Community College District.

2.0 INFORMATIONAL ITEMS AND ORAL REPORTS

2.1 Report from the Chancellor

Dr. Raúl Rodríguez, Chancellor, provided a report to the board, which included an item from Santa Ana College and Santiago Canyon College since both college presidents were in attendance at the 2016 Community College League of California (CCLC) Chief Executive Officers Symposium in Yosemite Valley.

2.2 Report from Student Trustee

Ms. Raquel Manriquez, Student Trustee, was not in attendance due to a death in the family.

2.3 Reports from Student Presidents

There was no representation from Santa Ana College or Santiago Canyon College.

2.4 Report from Classified Representative

Ms. Zina Edwards, Counseling Assistant, Santiago Canyon College, provided a report on behalf of classified staff.

2.5 Reports from Academic Senate Presidents

The following academic senate representatives provided reports to the board:

Ms. Corinna Evett, Academic Senate President, Santiago Canyon College
Dr. Elliott Jones, Academic Senate President, Santa Ana College

2.6 Reports from Board Committee Chairpersons

Mr. Yarbrough provided a report on the March 10, 2016, Board Facilities Committee meeting.

2.6 Reports from Board Committee Chairpersons (contd.)

On behalf of Ms. Mendoza Yanez; Ms. Chelsea Vongehr, Townsend Public Affairs, provided a report on the February 16, 2016, Board Legislative Committee meeting.

On behalf of Ms. Mendoza Yanez, Dr. Rodríguez provided a report on the March 3, 2016, Orange County Community Colleges Legislative Task Force meeting.

3.0 INSTRUCTION

Items 3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.7, and 3.9 through 3.13 were approved as part of Item 1.6 (Consent Calendar).

3.8 Approval of Amendment #9 to CJA Agreement (Z1000000068) – County of Orange

It was moved by Mr. Yarbrough and seconded by Mr. Labrado to approve amendment #9 of the CJA agreement Z1000000068 with the County of Orange in Santa Ana, California. The motion carried with the following vote: Aye –Ms. Alvarez, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, Mr. Yarbrough, and a vote of abstention from Ms. Barrios.

4.0 BUSINESS OPERATIONS/FISCAL SERVICES

Items 4.1, 4.2, 4.3, 4.4, 4.6 and 4.7 were approved as part of Item 1.6 (Consent Calendar).

4.5 Adoption of Resolution No. 16-06 – Dedication of Easement to Southern California Edison at Santa Ana College

It was moved by Mr. Yarbrough and seconded by Mr. Labrado to adopt Resolution No. 16-06 to dedicate the easement to SCE at SAC. The motion carried with the following vote: Aye –Ms. Alvarez, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, Mr. Yarbrough, and a vote of abstention from Ms. Barrios.

5.0 GENERAL

Items 5.1, 5.2, and 5.3 were approved as part of Item 1.6 (Consent Calendar).

5.4 Approval of Reimbursement for Litigation Expenses – RSCCD Foundation

It was moved by Mr. Labrado and seconded by Ms. Mendoza Yanez to authorize the Vice Chancellor of Business Operations and Fiscal Services to provide reimbursement to the RSCCD Foundation for litigation expenses in the amount of \$85,185.55. The motion carried with the following vote: Aye –Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, and Mr. Yarbrough.

5.5 Adoption of Board Policies (BP)

It was moved by Mr. Hanna and seconded by Mr. Yarbrough to adopt the following revised board policies with the following revisions:

- 1) The docket coversheet be revised (under Analysis) to read (*revisions in bold italics*):

The Board Policy Committee is recommending that the attached policies be updated and revised to conform to the CCLC recommendations ***and the RSCCD Board of Trustees recommendations to revise the policies to ensure the annual Brown Act and ethics presentations occur and to ensure best practices on the district's financial audits.***

- 2) BP 2715 Code of Ethics/Standards of Practice and BP 7001 Code of Ethics be removed from the list of board policies for approval since the only changes to both policies refer to BP 3821 Gifts to Employees and Officials (a new policy not yet adopted by the board); therefore, action on BP 2715 and BP 7001 will be postponed until after BP 3821 is approved.

- BP 2305 Annual Organization Meeting
- BP 3510 Workplace Violence
- BP 5030 Fees
- BP 6400 Financial Audits
- BP 7330 Communicable Disease

Discussion ensued. The motion with revisions carried with the following vote: Aye –Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, and Mr. Yarbrough.

5.6 Review of Proposed Board Policy

The draft policy of BP 3821 Gifts to Employees and Officials was presented to the board as an information item for review and comment.

5.7 Approval of Board Legislative Committee Recommendation

It was moved by Mr. Labrado and seconded by Ms. Barrios to approve the Board Legislative Committee's recommendation on Senate Bill 1406 (Mendoza) and authorize the chancellor to send a letter of support on behalf of the district. The motion carried with the following vote: Aye –Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, and Mr. Yarbrough.

5.8 Board Member Comments

Mr. Hanna thanked Dr. Jones for including Dr. Sara Lundquist's recent presentation on the rule changes in the Board of Governor's fee waivers and the faculty's concerns regarding the gift policy during his report. Mr. Hanna indicated he would like to see counselors on the same side of the 50% law as faculty since they also serve students.

Ms. Mendoza Yanez congratulated Santa Ana College staff on its successful Open House on March 12.

Ms. Mendoza Yanez thanked Mr. Townsend and Ms. Vongehr, Townsend Public Affairs, for providing a report on the Board Legislative Committee meeting during Item 2.6.

Ms. Mendoza Yanez reported that she attended Dr. Juan Francisco Lara's memorial on March 13, 2016, and shared the program, prayer card, and a little bow tie pin (since Dr. Lara always wore bow ties) with board members and staff. She understands that the February 22, 2016, board meeting was adjourned in Dr. Lara's memory and asked that this board meeting also be adjourned in his memory.

Mr. Yarbrough provided a report on the Community College League of California Legislative Conference held in Sacramento on January 31 and February 1. He provided a brief summary on workshops he attended including *Community College Budget and Fiscal Update*, *Colleges' Role in Moving Individuals from Courts to College*, and *The California Promise: Working together to Reduce Financial Barriers to College.*"

Ms. Alvarez appointed Mr. Labrado to serve on the Board Facilities Committee to replace Mr. Hanna who has stepped down from the committee.

Ms. Alvarez invited everyone to attend the Board Safety & Security Committee meeting to be held on March 21 at 4:45 p.m. in the Executive Conference Room at the district office.

Ms. Alvarez asked that an ad hoc committee on communications be added to the March 28, 2016, board agenda for the board's consideration.

Ms. Alvarez reported that she plans to attend a meeting at The White House regarding America's College Promise on March 16, 2016.

RECESS TO CLOSED SESSION

The board convened into closed session at 6:28 p.m. to consider the following items:

1. Public Employment (pursuant to Government Code Section 54957[b][1])
 - a. Full-time Faculty
 - b. Part-time Faculty
 - c. Classified Staff
 - d. Student Workers
 - e. Professional Experts
 - f. Educational Administrator Appointments
 - (1) Director
2. Conference with Legal Counsel: Existing Litigation (pursuant to Government Code Section 54956.9[a])

Faculty Association of the Rancho Santiago Community College District, et al. v. RSCCD Foundation, et al. Case No. 30-2015-00790167-CU-MM-CJC (Superior Court-County of Orange)

John P. Johns v. Raúl Rodríguez Case No. 30-2016-00839159-CL-DF-CJC (Superior Court- County of Orange)

3. Conference with Legal Counsel: Anticipated/Potential Litigation (pursuant to Government Code Section 54956.9[b]-[c]) (1 case)
4. Conference with Labor Negotiator (pursuant to Government Code Section 54957.6)
Agency Negotiator: Mr. John Didion, Executive Vice Chancellor of Human Resources & Educational Services
Employee Organizations: Faculty Association of Rancho Santiago Community College District
California School Employees Association, Chapter 579
California School Employees Association, Chapter 888
Continuing Education Faculty Association
5. Public Employee Performance Evaluation (pursuant to Government Code Section 54957)
 - a. Chancellor
6. Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])
7. Liability Claim (pursuant to Government Code Section 54956.95)
 - a. 20160203

Ms. Alvarez and Ms. Mendoza Yanez left the meeting at 7:45 p.m.

RECONVENE

The board reconvened at 7:53 p.m.

Closed Session Report

Mr. Hanna reported the board discussed public employment, existing litigation, anticipated/potential litigation, labor negotiations, public employee discipline/dismissal/release, the chancellor's evaluation, and liability claims; and took no reportable action during closed session.

Public Comment

There were no public comments.

6.0 HUMAN RESOURCES

6.1 Management/Academic Personnel

It was moved by Mr. Yarbrough and seconded by Mr. Labrado to approve the following action on the management/academic personnel docket. The motion carried with the following vote: Aye – Ms. Barrios, Mr. Hanna, Mr. Labrado, and Mr. Yarbrough.

- Approve Appointments
- Ratify Resignations/Retirements
- Approve 2016-2017 Institutional Tenure Review Recommendations
- Approve Additional Faculty Service Areas
- Approve Contract Extension Days for 2015-2016
- Approve Leaves of Absence
- Approve Adjusted Leaves of Absence
- Approve Beyond Contract/Overload Stipends
- Approve Column Changes
- Approve Part-time New Hires/Rehires
- Approve Non-paid Instructors of Record

6.2 Classified Personnel

It was moved by Mr. Yarbrough and seconded by Mr. Labrado to approve the following action on the classified personnel docket. The motion carried with the following vote: Aye – Ms. Barrios, Mr. Hanna, Mr. Labrado, and Mr. Yarbrough.

- Approve New Appointments
- Approve Hourly Ongoing to Contract Assignments
- Approve Temporary to Contract Assignments
- Approve Out of Class Assignments
- Approve Professional Growth Increments
- Approve Longevity Increments
- Ratify Resignations/Retirements
- Approve Temporary to Hourly Ongoing Assignments

6.2 Classified Personnel (contd.)

- Approve Changes in Position
- Approve Temporary Assignments
- Approve Changes in Temporary Assignments
- Approve Additional Hours for Ongoing Assignments
- Approve Substitute Assignments
- Approve Miscellaneous Positions
- Approve Community Service Presenters and Stipends
- Approve Volunteers
- Approve Student Assistant Lists

6.3 Discussion and/action on Claim #20160203

It was moved by Mr. Yarbrough and seconded by Ms. Barrios to authorize the chancellor or his designee to reject the claim dated February 22, 2016, submitted by John P. Johns. The motion carried with the following vote: Aye – Ms. Barrios, Mr. Hanna, Mr. Labrado, and Mr. Yarbrough.

6.4 Authorization for Board Travel/Conferences

It was moved by Mr. Yarbrough and seconded by Ms. Barrios to authorize the submitted conference and travel by a board member. **(NOTE: The travel requested is at no expense to the district.)** The motion carried with the following vote: Aye – Ms. Barrios, Mr. Hanna, Mr. Labrado, and Mr. Yarbrough.

7.0 ADJOURNMENT

The next regular meeting of the Board of Trustees will be held on Monday, March 28, 2016.

There being no further business, Mr. Hanna declared the meeting adjourned at 7:55 p.m., in memory of Dr. Juan Francisco Lara and Student Trustee Raquel Manriquez' Abuela.

Respectfully submitted,

Raúl Rodríguez, Ph.D.
Chancellor

Approved: _____
Clerk of the Board

Minutes approved: March 28, 2016

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Santiago Canyon College-Business & Career Technical Education

To: Board of Trustees	Date: March 28, 2016
Re: Approval of Amended Apprenticeship Cost Agreements	
Action: Request for Approval	

BACKGROUND

This is a request to modify the Cost Agreements originally approved at the May 26, 2015 RSCCD Board meeting between the Santiago Canyon College and seven Joint Apprenticeship Training Centers (JATC) listed below for contracts beginning July 1, 2015 through June 30, 2016.

1. California/Nevada Training Trust, Agreement SCC # 15-009
2. JTS Services, Agreement SCC #15-005
3. Metropolitan Water District of Southern California, Agreement SCC #15-007
4. Operating Engineers Training Trust, Agreement SCC #15-008
5. Orange County Electrical Training Trust, Agreement SCC #15-006
6. Southern California Surveyors, SCC #12-006
7. Southwest Carpenters Training Fund and Southern California Carpentry Joint Apprenticeship and Training Committee, Agreement SCC #15-004

ANALYSIS

This modification represents an adjustment in the apprenticeship budget amount received by Santiago Canyon College and a change in the amount *not-to-exceed*, based on the percentage of funding payable to Santiago Canyon College from the State Chancellor's Office. A per hour increase from \$5.06 to \$5.46 was also received.

Master Cost Agreements Board Approved May 26, 2016	Original Fiscal Impact to RSCCD-SCC	Amended Fiscal Impact to RSCCD-SCC	Original Not to Exceed	Amended Not to Exceed
California/ Nevada Training Trust	\$ 23,000	\$ 50,307	\$ 132,000	\$ 316,749
JTS Services	\$ 7,000	\$ 7,142	\$ 23,000	\$ 23,809
Metropolitan Water District of Southern California	\$ 11,000	\$ 14,905	\$ 36,000	\$ 49,687
Operating Engineers Training Trust JATC	\$ 34,000	\$ 43,599	\$ 200,000	\$ 274,516
Orange County Electrical Training Trust	\$ 32,000	\$ 38,196	\$ 185,000	\$ 240,494
Southern California Surveyors	\$ 4,200	\$ 18,632	\$ 29,000	\$ 117,314
Southwest Carpenters Training Fund	\$ 125,100	\$ 208,681	\$ 715,000	\$ 1,244,765
Total:	\$ 236,300	\$ 381,462	\$ 1,320,000	\$ 2,267,334

RECOMMENDATION

It is recommended that the Board approve the amended Cost Agreements in the chart above for 2015-2016 as presented.

Fiscal Impact: Approximately, \$381,462 to RSCCD-SCC Board Date: March 28, 2016

RSCCD-SCC shall pay the above listed Apprenticeship Training Trusts a total amount equal to the Amended Not To Exceed Total in the above table. The total amount shall not exceed \$2,267,334.

**Prepared by: Aracely Mora, Ed.D., Vice President, Academic Affairs
Von Lawson, Dean, Business & Career Technical Education
Kari Irwin, Associate Dean, Business & Career Technical Education**

Submitted by: John Weispenning, Ph.D., President

Recommended by: Raúl Rodríguez, Ph.D., Chancellor

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Santiago Canyon College – Business & Career Technical Education

To: Board of Trustees	Date: May 26, 2015
Re: Approval of JTS Services Master Cost Agreement	
Action: Request for Approval	

BACKGROUND

Rancho Santiago Community College District-Santiago Canyon College (RSCCD-SCC) has a long standing, on-going relationship with JTS Services. Cosmetology is one of the apprenticeship programs the college offers students in preparation for the California Department of Consumer Affairs, Board of Barbering and Cosmetology license. At the conclusion of the apprenticeship program, students receive a Certificate of Achievement in Cosmetology making them eligible for state licensure.

ANALYSIS

Rancho Santiago Community College District-Santiago Canyon College (RSCCD-SCC) receives \$5.06 per student hour of positive attendance. The student attendance hours are reported separately from the traditional FTES calculations. The agreement attached outlines the allocation of funds from the California Budget Act and Section 8150 of the California Education Code with respect to the Related and Supplemental Instruction (RSI) formula.

RECOMMENDATION

It is recommended that the Board approve the Master Cost Agreement with JTS Services for 2015-2016 as presented.

Fiscal Impact: Approximately, \$7,000 to RSCCD-SCC	Board Date: May 26, 2015
The RSCCD-SCC shall pay JTS Services an amount equal to seventy-five percent (75%) for each clock hour of teaching time per apprentice. The amount shall not exceed \$23,000.	
Prepared by: Aracely Mora, Ed.D., Vice President, Academic Affairs Von Lawson, Dean, Business & Career Technical Education	
Submitted by: John Weispfenning, Ph.D., President	
Recommended by: Raúl Rodríguez, Ph.D., Chancellor	

MASTER COST AGREEMENT

BETWEEN

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
AND
JTS SERVICES TRAINING TRUST**

This Agreement, made and entered into this 1st day of July, 2015, by and between:

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT, hereinafter referred to as RSCCD,
and the JTS SERVICES, hereinafter referred to as JTS:

WITNESSETH:

It is the intent of RSCCD and JTS to enter into an agreement whereby RSCCD will reimburse JTS for all instructional materials and curriculum development used by and for RSCCD indentured cosmetology apprentices.

ARTICLE I - RECITALS

Whereas, RSCCD provides vocational education and supplemental instruction for the cosmetology apprentice in accordance with the provisions of the Labor Code Section 3070 et seq.

Whereas, JTS has established a "unilateral apprenticeship training committee" and "local apprenticeship program sponsor" within the meaning of California Education Code Section 8150 et seq and California Labor Code 3074, and

Whereas, RSCCD and JTS desire to enter into an agreement concerning the calculation and payment of costs pursuant to Labor Code Section 3074 and Education Code 8152.

Whereas, we jointly pledge: We affirm that the recruitment, selection, employment, and training of apprentices during their apprenticeship shall be without discrimination because of race, color, religion, national origin, or sex. We will take affirmative action to provide equal opportunity in apprenticeship and will operate the apprenticeship as required by the California Plan for Equal Opportunity in Apprenticeship and by the California Administrative Code, Title 8, Chapter 2.

We affirm that the recruitment, selection, employment and training of apprentices during their apprenticeship shall be without discrimination because of mental or physical disability. The sponsor will take affirmative action to provide equal opportunity in apprenticeship for persons with disabilities and will operate the apprenticeship program consistent with the requirements

of Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and the Americans with Disabilities Act of 1990 (42 U.S.C. 12100 et seq).

Now, therefore, it is mutually agreed by and between said parties hereto as follows:

ARTICLE II - RESPONSIBILITIES OF RSCCD

1. RSCCD will conduct classes and related instruction for cosmetology apprentices duly registered with RSCCD.
2. RSCCD will follow course of study approved by the District Board of Trustees based on minimum requirements provided for in the RSCCD college curriculum and JTS's Training Standards.
3. RSCCD shall arrange for utilizing the instructional staff employed by the JTS under requirements detailed in Section 53413 of Title 5 of the California Administrative Code. RSCCD has the primary right to control and direct the instructional activities of the instructional staff furnished JTS
4. RSCCD will organize and provide class schedules, register students, maintain records of student attendance and achievements. These records shall be available for review at all times.

ARTICLE III - RESPONSIBILITIES OF JTS

A. Instruction and Curriculum

1. JTS shall provide instructor manuals, instructional supplies, and other teaching aids necessary to instruct classes.
2. JTS shall monitor the students, maintain records of work experience and be responsible for apprentice evaluation and counseling regarding on-site work experience. These records shall be available to RSCCD and State of California.
3. JTS shall provide clerical support to maintain training records.
4. JTS instructors will meet the minimum qualifications for instructors as stated in Section 53413 of Title 5 of the California Administrative Code and will be certified as adjunct faculty for RSCCD. RSCCD will require the instructors to complete any training mandated by the State of California for instructors to maintain the minimum qualifications to teach college credit apprenticeship courses.

5. JTS shall provide funds for and administer one (1) instructor workshop annually.
6. JTS shall employ instructional aides and/or tool room attendants. Such personnel will be responsible for assisting instructors and placing all tools, equipment and materials in the training areas when needed by the instructors.

B. Facilities, Equipment and Supplies

1. JTS shall provide training facilities. Said facilities are hereby designated as off-campus facilities pursuant to Labor Code Section 3074, JTS will be responsible for the maintenance of these facilities.
2. JTS shall provide, install and maintain in a safe condition power equipment and hand tools necessary to conduct the instruction program.
3. JTS shall provide instructional supplies and materials.

ARTICLE IV - GENERAL PROVISIONS

1. This Agreement shall commence with the beginning of the fiscal year (July 1, 2015) and will continue until the end of the fiscal year (June 30, 2016), unless earlier terminated by either party in the manner set forth herein.
2. All persons employed by JTS and performing services for their training committee shall be solely employees of JTS. JTS will be responsible for the salaries and other benefits including Worker's Compensation of all such personnel.
3. RSCCD shall pay JTS an amount equal to seventy-five percent (75%), amount specified for each clock hour of teaching time per apprentice. Payment shall be made to the JTS Services, 1905 E. 17th St., #316, Santa Ana, CA, 92705, within sixty (60) days of receipt of final positive attendance hours and grades each semester.
4. 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
Business & Career Technical Education Office
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 JTS: JTS Services
1905 E. 17th St., #316
Santa Ana, CA 92705
ATTN: John Sanders

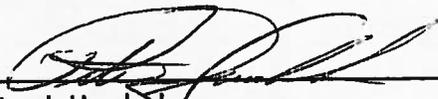
5. All parties to this Agreement shall agree to defend, indemnify, and hold harmless the other party, its officers, agents, employees, and volunteers, from and against all loss, cost, and expense arising out of any liability or claim of liability, sustained or claimed to have been sustained, arising 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 losses caused solely by the negligence or intentional acts of the non-indemnifying party or any of its agents or employees.
6. 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.
7. This Agreement and the rights and duties thereunder shall not be assigned in whole or in part without the written consent of both said parties.

- 8 When the following condition exists, this Agreement may be cancelled by either said party hereto upon giving of thirty (30) days advance written notice. Such notice shall be personally served or given by United States mail.
- a. Emergency conditions resulting from acts of God.
 - b. Non-performance of the terms of this Agreement.
9. RSCCD agrees to provide JTS with records indicating attendance, income and expenditure data.
10. The parties hereto have executed this Agreement on the dates specified immediately adjacent to their respective signatures.

IN WITNESS THEREOF:

RANCHO SANTIAGO COMMUNITY
COLLEGE DISTRICT

JTS SERVICES


Peter J. Hardash
Vice Chancellor
Business Operations/Fiscal Services

VL
A.M


John Sanders
Chair, Cosmetology Apprenticeship
Date: 03-31-13

Approved by Governing Board:

Date: 5/27/13

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Santiago Canyon College-Business & Career Technical Education

To: Board of Trustees	Date: May 26, 2015
Re: Approval of California/Nevada Training Trust Master Cost Agreement	
Action: Request for Approval	

BACKGROUND

Rancho Santiago Community College District-Santiago Canyon College (RSCCD-SCC) has a long standing, on-going relationship with California/Nevada Training Trust Joint Apprenticeship and Training Committee. The California/Nevada Training Trust is a formal training program for students. The purpose for these programs is to provide entry to journey level skills training to the California/Nevada Training Trust Joint Apprenticeship and Training Committee workforce in the technical, vocational and trades occupations. At the conclusion of the apprenticeship program, students are eligible to apply and receive Certificates of Achievement and Associate of Science Degree in Power Lineman.

ANALYSIS

Rancho Santiago Community College District-Santiago Canyon College (RSCCD-SCC) receives \$5.06 per student hour of positive attendance. The student attendance hours are reported separately from the traditional FTES calculations. The contractual agreement attached outlines the allocation of funds from the California Budget Act and Section 8150 of the California Education Code with respect to the Related and Supplement Instruction (RSI) formula.

RECOMMENDATION

It is recommended that the Board approve the Master Cost Agreement with the California/Nevada Training Trust for 2015-2016 as presented.

Fiscal Impact: Approximately, \$23,000 to RSCCD-SCC	Board Date: May 26, 2015
The RSCCD-SCC shall pay California/Nevada Training Trust an amount equal to eighty-five percent (85%) for each clock hour of teaching time per apprentice. The amount shall not exceed \$132,000.	
Prepared by: Aracely Mora, Ed.D., Vice President, Academic Affairs Von Lawson, Dean, Business & Career Technical Education	
Submitted by: John Weispenning, Ph.D., President	
Recommended by: Raúl Rodríguez, Ph.D., Chancellor	

MASTER COST AGREEMENT

BETWEEN

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
AND
CALIFORNIA/NEVADA TRAINING TRUST**

This Agreement, made and entered into this 1st day of July, 2015, by and between:

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT, hereinafter referred to as RSCCD,
and the CALIFORNIA/NEVADA TRAINING TRUST, hereinafter referred to as CAL/NEVA:

WITNESSETH:

It is the intent of RSCCD and CAL/NEVA to enter into an agreement whereby RSCCD will reimburse CAL/NEVA for all instructional materials and curriculum development used by and for RSCCD indentured power linemen apprentices.

ARTICLE I - RECITALS

Whereas, RSCCD provides vocational education and supplemental instruction for the apprentice power lineman in accordance with the provisions of the Labor Code Section 3070 et seq.

Whereas, CAL/NEVA is a "joint apprenticeship training council" and "local apprenticeship program sponsor" within the meaning of California Education Code Section 8150 et seq and California Labor Code 3074, and

Whereas, RSCCD and CAL/NEVA desire to enter into an agreement concerning the calculation and payment of costs pursuant to Labor Code Section 3074 and Education Code 8152.

Whereas, we jointly pledge: We affirm that the recruitment, selection, employment, and training of apprentices during their apprenticeship shall be without discrimination because of race, color, religion, national origin, or sex. We will take affirmative action to provide equal opportunity in apprenticeship and will operate the apprenticeship as required by the California Plan for Equal Opportunity in Apprenticeship and by the California Administrative Code, Title 8, Chapter 2.

We affirm that the recruitment, selection, employment and training of apprentices during their apprenticeship shall be without discrimination because of mental or physical disability. The sponsor will take affirmative action to provide equal opportunity in apprenticeship for persons with disabilities and will operate the apprenticeship program consistent with the requirements

of Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and the Americans with Disabilities Act of 1990 (42 U.S.C. 12100 et seq).

Now, therefore, it is mutually agreed by and between said parties hereto as follows:

ARTICLE II - RESPONSIBILITIES OF RSCCD

1. RSCCD will conduct classes and related instruction for apprentice power linemen duly registered with RSCCD.
2. RSCCD will follow course of study approved by the District Board of Trustees based on minimum requirements provided for in the RSCCD college curriculum and CAL/NEVA's Training Standards.
3. RSCCD shall arrange for utilizing the instructional staff employed by the CAL/NEVA under requirements detailed in Section 53413 of Title 5 of the California Administrative Code. RSCCD has the primary right to control and direct the instructional activities of the instructional staff furnished by CAL/NEVA.
4. RSCCD will organize and provide class schedules, register students, maintain records of student attendance and achievements. These records shall be available for review at all times.

ARTICLE III - RESPONSIBILITIES OF CAL/NEVA

A. Instruction and Curriculum

1. CAL/NEVA shall provide instructor manuals, instructional supplies, and other teaching aids necessary to instruct classes.
2. CAL/NEVA shall monitor the students, maintain records of work experience and be responsible for apprentice evaluation and counseling regarding on-site work experience. These records shall be available to RSCCD and State of California.
3. CAL/NEVA shall provide clerical support to maintain training records.
4. CAL/NEVA instructors will meet the minimum qualifications for instructors as stated in Section 53413 of Title 5 of the California Administrative Code and will be certified as adjunct faculty for RSCCD. RSCCD will require the instructors to complete any training mandated by the State of California for instructors to maintain the minimum qualifications to teach college credit apprenticeship courses.

5. CAL/NEVA shall provide funds for and administer one (1) instructor workshop annually.
6. CAL/NEVA shall employ instructional aides and/or tool room attendants. Such personnel will be responsible for assisting instructors and placing all tools, equipment and materials in the training areas when needed by the instructors.

B. Facilities, Equipment and Supplies

1. CAL/NEVA shall provide training facilities. Said facilities are hereby designated as off-campus facilities pursuant to Labor Code Section 3074, CAL/NEVA will be responsible for the maintenance of these facilities.
2. CAL/NEVA shall provide, install and maintain in a safe condition power equipment and hand tools necessary to conduct the instruction program.
3. CAL/NEVA shall provide instructional supplies and materials.

ARTICLE IV - GENERAL PROVISIONS

1. This Agreement shall commence with the beginning of the fiscal year (July 1, 2015) and will continue until the end of the fiscal year (June 30, 2016), unless earlier terminated by either party in the manner set forth herein.
2. All persons employed by CAL/NEVA and performing services for their training committee shall be solely employees of CAL/NEVA. CAL/NEVA will be responsible for the salaries and other benefits including Worker's Compensation of all such personnel.
3. RSCCD shall pay CAL/NEVA an amount equal to eighty-five percent (85%), amount specified for each clock hour of teaching time per apprentice. Payment shall be made to the California/Nevada Training Trust, 9846 Limonite Ave., Riverside, CA 92509, within sixty (60) days of receipt of positive attendance hours.
4. 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
Business & Career Technical Education Office
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 CAL/NEVA: California/Nevada Training Trust
9846 Limonite Ave.
Riverside, CA 92509
ATTN: Director

5. 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 losses caused solely by the negligence or intentional acts of the non-indemnifying party or any of its agents or employees.
6. 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.
7. This Agreement and the rights and duties thereunder shall not be assigned in whole or in part without the written consent of both said parties.

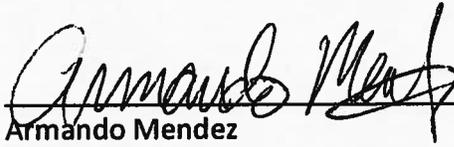
8. When the following condition exists, this Agreement may be cancelled by either said party hereto upon giving of thirty (30) days advance written notice. Such notice shall be personally served or given by United States mail.
 - a. Emergency conditions resulting from acts of God.
 - b. Non-performance of the terms of this Agreement.
9. RSCCD agrees to provide CAL/NEVA with records indicating attendance, income and expenditure data.
10. The parties hereto have executed this Agreement on the dates specified immediately adjacent to their respective signatures.

IN WITNESS THEREOF:

RANCHO SANTIAGO COMMUNITY
COLLEGE DISTRICT

CALIFORNIA/NEVADA TRAINING TRUST


Peter J. Hardash VL
Vice Chancellor A.M.
Business Operations/Fiscal Services


Armando Mendez
Director
Date: 4-3-2015

Approved by Governing Board,

Date: 5/27/15

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Santiago Canyon College-Business & Career Technical Education

To: Board of Trustees	Date: May 26, 2015
Re: Approval of The Metropolitan Water District of Southern California Master Cost Agreement	
Action: Request for Approval	

BACKGROUND

Rancho Santiago Community College District-Santiago Canyon College (RSCCD-SCC) has a long standing, on-going relationship with the Metropolitan Water District (MWD) Joint Apprenticeship & Training Committee (JATC). Metropolitan's Apprenticeship Mechanical and Electrical Operations Technician Programs are formal structured training programs developed by MWD in collaboration with Santiago Canyon College. The purpose for these programs is to provide entry to journey level skills training to Metropolitan's workforce in the technical, vocational and trades occupations. At the conclusion of the apprenticeship program, students are eligible to apply and receive Certificates of Achievement and Associate of Science Degrees in Maintenance Mechanic Levels I & II.

ANALYSIS

Rancho Santiago Community College District-Santiago Canyon College (RSCCD-SCC) receives \$5.06 per student hour of positive attendance. The student attendance hours are reported separately from the traditional FTES calculations. The contractual agreement attached outlines the allocation of funds from the California Budget Act and Section 8150 of the California Education Code with respect to the Related and Supplement Instruction (RSI) formula.

RECOMMENDATION

It is recommended that the Board approve the Master Cost Agreement with the Metropolitan Water District of Southern California for 2015-2016 as presented.

Fiscal Impact: Approximately, \$11,000 to RSCCD-SCC.	Board Date: May 26, 2015
The RSCCD-SCC shall pay the Metropolitan Water District an amount equal to seventy-five percent (75%) for each clock hour of teaching time per apprentice. The amount shall not exceed \$36,000.	
Prepared by: Aracely Mora, Ed.D., Vice President, Academic Affairs Von Lawson, Dean, Business & Career Technical Education	
Submitted by: John Weispfenning, Ph.D., President	
Recommended by: Raúl Rodríguez, Ph.D., Chancellor	

MASTER COST AGREEMENT

BETWEEN

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
AND
METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA**

This Agreement, made and entered into this 1st day of July, 2015, by and between:

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT, hereinafter referred to as RSCCD, and METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA, hereinafter referred to as MWD:

WITNESSETH:

It is the intent of RSCCD and MWD to enter into an agreement whereby RSCCD will reimburse MWD for instructional materials and curriculum development used by and for RSCCD indentured maintenance mechanic apprentices.

ARTICLE I - RECITALS

Whereas, RSCCD provides vocational education and supplemental instruction for the apprentice maintenance mechanic in accordance with the provisions of the Labor Code Section 3070 et seq.

Whereas, MWD has established a "joint apprenticeship training committee" (JATC) and "local apprenticeship program sponsor" within the meaning of California Education Code Section 8150 et seq and California Labor Code Section 3074, and

Whereas, RSCCD and MWD desire to enter into an agreement concerning the calculation and payment of costs pursuant to Labor Code Section 3074 and Education Code 8152.

Whereas, we jointly pledge: We affirm that the recruitment, selection, employment, and training of apprentices during their apprenticeship shall be without discrimination because of race, color, religion, national origin, or sex. We will take affirmative action to provide equal opportunity in apprenticeship and will operate the apprenticeship as required by the California Plan for Equal Opportunity in Apprenticeship and by the California Administrative Code, Title 8, Chapter 2.

We affirm that the recruitment, selection, employment and training of apprentices during their apprenticeship shall be without discrimination because of mental or physical disability. The sponsor will take affirmative action to provide equal opportunity in apprenticeship for persons with disabilities and will operate the apprenticeship program consistent with the requirements of Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and the Americans with Disabilities Act of 1990 (42 U.S.C. 12100 et seq).

Now, therefore, it is mutually agreed by and between said parties hereto as follows:

ARTICLE II - RESPONSIBILITIES OF RSCCD

1. RSCCD will conduct classes and related instruction for apprentice maintenance mechanics duly registered with RSCCD.
2. RSCCD will follow course of study approved by the District Board of Trustees based on minimum requirements provided for in the RSCCD college curriculum and MWD's Training Standards.
3. RSCCD shall arrange for utilizing the instructional staff employed by the MWD under requirements detailed in Section 53413 of Title 5 of the California Administrative Code. RSCCD has the primary right to control and direct the activities of the instructional staff furnished by MWD.
4. RSCCD will organize and provide class schedules, register students, maintain records of student attendance and achievements. These records shall be available for review at all times.
5. RSCCD will be responsible to secure related instruction funding for this program.

ARTICLE III - RESPONSIBILITIES OF MWD

A. Instruction and Curriculum

1. MWD shall provide instructor manuals and other teaching aids necessary to instruct the classes.
2. MWD shall monitor the students, maintain records of work experience education and be responsible for apprentice evaluation and counseling regarding on-site work experience. These records shall be available to RSCCD and the State of California.

3. MWD shall provide clerical support to maintain training records.
4. MWD instructors will meet the minimum qualifications for instructors as stated in Section 53413 of Title 5 of the California Administrative Code and will be certified as adjunct faculty for RSCCD. RSCCD will require the instructors to complete any training mandated by the State of California for instructors to maintain the minimum qualifications to teach college credit apprenticeship courses.
5. MWD shall provide funds for and administer one (1) instructor workshop annually.
6. MWD shall employ instructional aides and/or tool room attendants. Such personnel will be responsible for assisting instructors and placing all tools, equipment and materials in the training areas when needed by the instructors. They will assist the instructors in the restoring of the shop areas to a neat and orderly condition and in the return of tools, equipment and surplus materials to the proper storage areas after classes.

B. Facilities, Equipment and Supplies

1. MWD shall provide training facilities. Said facilities are hereby designated as off-campus facilities pursuant to Labor Code Section 3074, MWD will be responsible for the maintenance of these facilities.
2. MWD shall provide, install, and maintain in a safe condition power equipment and hand tools necessary to conduct the instruction program.
3. MWD shall provide instructional supplies and materials.

ARTICLE IV - GENERAL PROVISIONS

- A. This Agreement shall commence with the beginning of the fiscal year (July 1, 2015) and will continue until the end of the fiscal year (June 30, 2016) unless earlier terminated by either party in the manner set forth herein.
- B. All persons employed by MWD and performing services for MWD shall be solely employees of MWD and not employees of RSCCD. MWD shall be solely responsible for the salaries and other benefits including Worker's Compensation of all such personnel.
- C. RSCCD shall pay MWD an amount equal to seventy-five percent (75%), amount specified

for each clock hour of teaching time per apprentice. Payment shall be made to the Metropolitan Water District, 700 N. Alameda St., Los Angeles, California, 90012, within sixty (60) days of the receipt of positive attendance hours. RSCCD assumes all responsibility for the submission and accuracy of positive hours of attendance to the State of California.

- D. 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
 Business & Career Technical Education Office
 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 MWDJATC: Metropolitan Water District
 Apprenticeship Program
 33752 Newport Road
 Winchester, California, 92596
 ATTN: Coordinator

- E. 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 losses caused solely by the negligence or intentional acts of the non-indemnifying party or any of its agents or employees.

- F. 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.
- G. This Agreement and the rights and duties there under shall not be assigned in whole or in part without the written consent of both said parties.
- H. When the following condition exists, this Agreement may be cancelled by either said party hereto upon giving of thirty (30) days advance written notice. Such notice shall be personally served or given by United States mail.
 - 1. Emergency conditions resulting from acts of God.
 - 2. Non-performance of the terms of this Agreement.
- I. RSCCD agrees to provide MWD with monthly accumulative reports indicating attendance, income and expenditure data.
- J. The parties hereto have executed this Agreement on the dates specified immediately adjacent to their respective signatures.

IN WITNESS THEREOF:

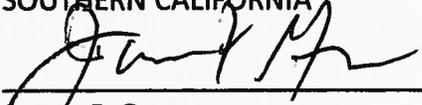
RANCHO SANTIAGO COMMUNITY
COLLEGE DISTRICT


 _____ VL
 Peter J. Hardash A.M.
 Vice Chancellor,
 Business Operations/Fiscal Services

Approved by Governing Board

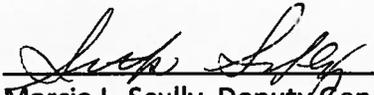
Date: 3/27/15

METROPOLITAN WATER DISTRICT OF
SOUTHERN CALIFORNIA



 James F. Green
 Group Manager/Water System Operations
 Date: 4/15/15

APPROVED AS TO FORM:



 Marcia L. Scully, Deputy General Counsel
 Date: 4/15/15

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Santiago Canyon College-Business & Career Technical Education

To: Board of Trustees	Date: May 26, 2015
Re: Approval of The Orange County Electrical Training Trust Master Cost Agreement	
Action: Request for Approval	

BACKGROUND

The Rancho Santiago Community College Districts-Santiago Canyon College (RSCCD-SCC) has a long standing, on-going relationship with Orange County Electrical Training Trust (OCETT), Joint Apprenticeship and Training Committee (JATC). The Orange County Electrical Training Trust is a formal training program for the electrical, transportation and telecommunication students. The purpose for these programs is to provide entry to journey level skills training to the Orange County Electrical Training Trust workforce in the technical, vocational and trades occupations. At the conclusion of the apprenticeship program, students are eligible to apply and receive Certificates of Achievement and Associate of Science Degrees in Electrical-Industrial, Transportation, Power Lineman, Sound Installer and Sound Technician.

ANALYSIS

The Rancho Santiago Community College Districts-Santiago Canyon College (RSCCD-SCC) receives \$5.06 per student hour of positive attendance. The student attendance hours are reported separately from the traditional FTES calculations. The contractual agreement attached outlines the allocation of funds from the California Budget Act and Section 8150 of the California Education Code with respect to the Related and Supplement Instruction (RSI) formula.

RECOMMENDATION

It is recommended that the Board approve the Master Cost Agreement with the Orange County Electrical Training Trust for 2015-2016 as presented.

Fiscal Impact: Approximately, \$32,000 to RSCCD-SCC.	Board Date: May 26, 2015
The RSCCD-SCC shall pay Orange County Electrical Training Trust (OCETT) an amount equal to eighty-five percent (85%) for each clock hour of teaching time per apprentice. The amount shall not exceed \$185,000.	
Prepared by: Aracely Mora, Ed.D., Vice-President, Academic Affairs Von Lawson, Dean, Business & Career Technical Education	
Submitted by: John Weispfenning, Ph.D., President	
Recommended by: Dr. Raúl Rodríguez, Ph.D., Chancellor	

MASTER COST AGREEMENT

BETWEEN

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
AND
ORANGE COUNTY ELECTRICAL TRAINING TRUST**

This Agreement, made and entered into this 1st day of July, 2015, by and between:

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT, hereinafter referred to as RSCCD,
and the ORANGE COUNTY ELECTRICAL TRAINING TRUST, hereinafter referred to as OCETT:

WITNESSETH:

It is the intent of RSCCD and OCETT to enter into an agreement whereby RSCCD will reimburse OCETT for instructional materials and curriculum development used by and for RSCCD indentured electrical apprentices and electrical trainees.

ARTICLE I - RECITALS

Whereas, RSCCD provides vocational education and supplement instruction for the apprentice electrician and electrical trainee in accordance with the provisions of the Labor Code Section 3070 et seq.

Whereas, OCETT is a "joint apprenticeship training council" and "local apprenticeship program sponsor" within the meaning of California Education Code Section 8150 et seq and California Labor Code 3074, and

Whereas, RSCCD and OCETT desire to enter into an agreement concerning the calculation and payment of costs pursuant to Labor Code Section 3074 and Education Code 8152.

Whereas, we jointly pledge: We affirm that the recruitment, selection, employment, and training of apprentices during their apprenticeship shall be without discrimination because of race, color, religion, national origin, or sex. We will take affirmative action to provide equal opportunity in apprenticeship and will operate the apprenticeship as required by the California Plan for Equal Opportunity in Apprenticeship and by the California Administrative Code, Title 8, Chapter 2.

We affirm that the recruitment, selection, employment and training of apprentices during their apprenticeship shall be without discrimination because of mental or physical disability. The sponsor will take affirmative action to provide equal opportunity in apprenticeship for persons with disabilities and will operate the apprenticeship program consistent with the requirements

of Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and the Americans with Disabilities Act of 1990 (42 U.S.C. 12100 et seq).

Now, therefore, it is mutually agreed by and between said parties hereto as follows:

ARTICLE II - RESPONSIBILITIES OF RSCCD

1. RSCCD will conduct classes and related instruction for apprentice electricians and electrical trainees duly registered with RSCCD.
2. RSCCD will follow course of study approved by the District Board of Trustees based on minimum requirements provided for in the RSCCD college curriculum and OCETT's Training Standards.
2. RSCCD shall arrange for utilizing the instructional staff employed by OCETT under requirements detailed in Section 53413 of Title 5 of the California Administrative Code. RSCCD has the primary right to control and direct the instructional activities of the instructional staff furnished by OCETT.
3. RSCCD will organize and provide class schedules, register students, maintain records of student attendance and achievements. These records shall be available for review at all times.

ARTICLE III - RESPONSIBILITIES OF OCETT

A. Instruction and Curriculum

1. OCETT shall provide instructor manuals, instructional supplies, and other teaching aids necessary to instruct classes.
2. OCETT shall monitor the students, maintain records of work experience and be responsible for student evaluation and counseling regarding on-site work experience. These records shall be available to RSCCD and State of California.
3. OCETT shall provide clerical support to maintain training records.
4. OCETT instructors will meet the minimum qualifications for instructors as stated in Section 53413 of Title 5 of the California Administrative Code be certified as adjunct faculty for RSCCD. RSCCD will require the instructors to complete any training mandated by the State of California for instructors to maintain the minimum qualifications to teach college credit apprenticeship courses or college credit electrical trainee courses.

5. OCETT shall provide funds for and administer one (1) instructor workshop annually.
6. OCETT shall employ instructional aides and/or tool room attendants. Such personnel will be responsible for assisting instructors and placing all tools, equipment and materials in the training areas when needed by the instructors.

B. Facilities, Equipment and Supplies

1. OCETT shall provide training facilities. Said facilities are hereby designated as off-campus facilities pursuant to Labor Code Section 3074, OCETT will be responsible for the maintenance of these facilities.
2. OCETT shall provide, install and maintain in a safe condition power equipment and hand tools necessary to conduct the instruction program.
3. OCETT shall provide instructional supplies and materials.

ARTICLE IV - GENERAL PROVISIONS

1. This Agreement shall commence with the beginning of the fiscal year (July 1, 2015) and will continue until the end of the fiscal year (June 30, 2016), unless earlier terminated by either party in the manner set forth herein.
2. All persons employed by OCETT and performing services for their training committee shall be solely employees of OCETT. OCETT will be responsible for the salaries and other benefits including Worker's Compensation of all such personnel.
3. RSCCD shall pay OCETT an amount equal to eighty-five percent (85%), amount specified for each clock hour of teaching time per apprentice. Payment shall be made to the Orange County Electrical Training Trust, 717 S. Lyon St., Santa Ana, CA 92705, within sixty (60) days of receipt of positive attendance hours.
4. 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
 Business & Career Technical Education Office
 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 OCETT: Orange County Electrical Training Trust
 717 S. Lyon St.
 Santa Ana, CA 92705
 ATTN: Coordinator

5. 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 losses caused solely by the negligence or intentional acts of the non-indemnifying party or any of its agents or employees.
6. 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 two million dollars (\$2,000,000) 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.
7. This Agreement and the rights and duties thereunder shall not be assigned in whole or in part without the written consent of both said parties.
8. When the following condition exists, this Agreement may be cancelled by either said party hereto upon giving of thirty (30) days advance written notice. Such notice shall be personally served or given by United States mail.
 - a. Emergency conditions resulting from acts of God.
 - b. Non-performance of the terms of this Agreement.

9. RSCCD agrees to provide OCETT with records indicating attendance, income and expenditure data.
10. The parties hereto have executed this Agreement on the dates specified immediately adjacent to their respective signatures.

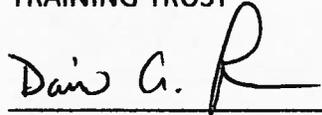
IN WITNESS THEREOF:

RANCHO SANTIAGO COMMUNITY
COLLEGE DISTRICT


_____ VL
A.M.

Peter J. Hardash
Vice Chancellor
Business Operations/Fiscal Services

ORANGE COUNTY ELECTRICAL
TRAINING TRUST



David Lawhorn
Coordinator

Approved by Governing Board:

Date: _____ 5/27/15 _____

Date: _____ 4/6/15 _____

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Santiago Canyon College-Business & Career Technical Education

To: Board of Trustees	Date: May 26, 2015
Re: Approval of Operating Engineers Training Trust JATC Master Cost Agreement	
Action: Request Approval	

BACKGROUND

Rancho Santiago Community College District-Santiago Canyon College (RSCCD-SCC) has a long standing, on-going relationship with the Operating Engineers Training Trust Joint Apprenticeship and Training Committee (JATC). The Operating Engineers Training Trust JATC is a formal training program for the heavy-duty repairers, heavy equipment operators, and plant equipment/rock, sand and gravel and special inspector engineer students. The purpose for these programs is to provide entry to journey level skills training to the Operating Engineers Training Trust JATC workforce in the technical, vocational and trades occupations. At the conclusion of the apprenticeship program, students are eligible to apply and receive Certificates of Achievement and Associate of Science Degrees in Heavy-Duty Repairers, Heavy Equipment Operators, Plant Equipment/Rock, Sand and Gravel and Special Inspector Engineer.

ANALYSIS

Rancho Santiago Community College District-Santiago Canyon College (RSCCD-SCC) receives \$5.06 per student hour of positive attendance. The student attendance hours are reported separately from the traditional FTES calculations. The contractual agreement attached outlines the allocation of funds from the California Budget Act and Section 8150 of the California Education Code with respect to the Related and Supplement Instruction (RSI) formula.

RECOMMENDATION

It is recommended that the Board approve the Master Cost Agreement with the Electrical Training Trust Joint Apprenticeship and Training Committee for 2015-2016 as presented.

Fiscal Impact: Approximately, \$34,000 to RSCCD-SCC.	Board Date: May 26, 2015
The RSCCD-SCC shall pay Operating Engineers Training Trust Joint Apprenticeship and Training Committee an amount equal to eighty-five percent (85%) for each clock hour of teaching time per apprentice. The amount shall not exceed \$200,000.	
Prepared by: Aracely Mora, Ed.D., Vice President, Academic Affairs Von Lawson, Dean, Business & Career Technical Education	
Submitted by: John Weispfenning, Ph.D., President	
Recommended by: Raúl Rodríguez, Ph.D., Chancellor	

MASTER COST AGREEMENT

BETWEEN

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
AND
OPERATING ENGINEERS TRAINING TRUST JATC**

This Agreement, made and entered into this 1st day of July, 2015, by and between:

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT, hereinafter referred to as RSCCD,
and the OPERATING ENGINEERS TRAINING TRUST JATC, hereinafter referred to as OETTJATC:

WITNESSETH:

It is the intent of RSCCD and OETTJATC to enter into an agreement whereby RSCCD will reimburse OETTJATC for all instructional materials and curriculum development used by and for RSCCD indentured operating engineer apprentices.

ARTICLE I - RECITALS

Whereas, RSCCD provides vocational education and supplemental instruction for the apprentice operating engineers in accordance with the provisions of the Labor Code Section 3070 et seq.

Whereas, OETTJATC is a "joint apprenticeship training council" and "local apprenticeship program sponsor" within the meaning of California Education Code Section 8150 et seq and California Labor Code 3074, and

Whereas, RSCCD and OETTJATC desire to enter into an agreement concerning the calculation and payment of costs pursuant to Labor Code Section 3074 and Education Code 8152.

Whereas, we jointly pledge: We affirm that the recruitment, selection, employment, and training of apprentices during their apprenticeship shall be without discrimination because of race, color, religion, national origin, or sex. We will take affirmative action to provide equal opportunity in apprenticeship and will operate the apprenticeship as required by the California Plan for Equal Opportunity in Apprenticeship and by the California Administrative Code, Title 8, Chapter 2.

We affirm that the recruitment, selection, employment and training of apprentices during their apprenticeship shall be without discrimination because of mental or physical disability. The sponsor will take affirmative action to provide equal opportunity in apprenticeship for persons with disabilities and will operate the apprenticeship program consistent with the requirements

of Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and the Americans with Disabilities Act of 1990 (42 U.S.C. 12100 et seq).

Now, therefore, it is mutually agreed by and between said parties hereto as follows:

ARTICLE II - RESPONSIBILITIES OF RSCCD

1. RSCCD provide courses in related instruction for apprentice and journeymen operating engineers duly registered with RSCCD.
2. RSCCD shall arrange for utilizing the instructional staff employed by the OETTJATC under requirements detailed in Section 53413 of Title 5 of the California Administrative Code. RSCCD has the primary right to control and direct the instructional activities of the instructional staff furnished by OETTJATC.
4. RSCCD will organize and provide class schedules, register students, maintain records of student attendance and achievements. These records shall be available for review at all times.

ARTICLE III - RESPONSIBILITIES OF OETTJATC

A. Instruction and Curriculum

1. OETTJATC will conduct classes and related instruction for apprentice and journeymen operating engineers duly registered with RSCCD.
2. OETTJATC will follow course of study approved by the District Board of Trustees based on minimum requirements provided for in the RSCCD curriculum and the OETTJATC training committee standards.
3. OETTJATC shall provide manuals, instructional supplies, and other teaching aids necessary to instruct classes.
4. OETTJATC shall monitor the students, maintain records of work experience and be responsible for apprentice evaluation and counseling regarding on-site work experience. These records shall be available to RSCCD and State of California.
5. OETTJATC shall provide clerical support to maintain training records.
6. OETTJATC instructors will meet the minimum qualifications for instructors as stated in Section 53413 of Title 5 of the California Administrative Code and will be certified as adjunct faculty for RSCCD. RSCCD will require the instructors to complete any training mandated by the State of California for instructors to

maintain the minimum qualifications to teach college credit apprenticeship courses.

7. OETTJATC shall provide funds for and administer one (1) instructor workshop annually.
8. OETTJATC shall employ instructional aides and/or tool room attendants. Such personnel will be responsible for assisting instructors and placing all tools, equipment and materials in the training areas when needed by the instructors.

B. Facilities, Equipment and Supplies

1. OETTJATC shall provide training facilities. Said facilities are hereby designated as off-campus facilities pursuant to Labor Code Section 3074, OETTJATC will be responsible for the maintenance of these facilities.
2. OETTJATC shall provide, install and maintain in a safe condition power equipment and hand tools necessary to conduct the instruction program.
3. OETTJATC shall provide instructional supplies and materials.

ARTICLE IV - GENERAL PROVISIONS

1. This Agreement shall commence with the beginning of the fiscal year (July 1, 2015) and will continue until the end of the fiscal year (June 30, 2016), unless earlier terminated by either party in the manner set forth herein.
2. All persons employed by OETTJATC and performing services for their training committee shall be solely employees of OETTJATC. OETTJATC will be responsible for the salaries and other benefits including Worker's Compensation of all such personnel.
3. RSCCD shall pay OETTJATC an amount equal to eighty-five percent (85%), amount specified for each clock hour of teaching time per apprentice. Payment shall be made to the Operating Engineers JATC, 2190 S. Pellissier Pl., Whittier, CA, 90601, within sixty (60) days of receipt of positive attendance hours.
4. 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
Business & Career Technical Education Office
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

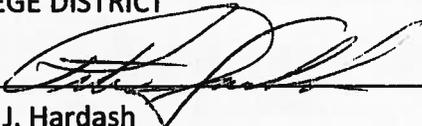
To OETTJATC: Operating Engineers JATC
2190 S. Pellissier Pl.
Whittier, CA 90601
ATTN: Administrator

5. 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 losses caused solely by the negligence or intentional acts of the non-indemnifying party or any of its agents or employees.
6. 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.
7. This Agreement and the rights and duties thereunder shall not be assigned in whole or in part without the written consent of both said parties.

8. When the following condition exists, this Agreement may be cancelled by either said party hereto upon giving of thirty (30) days advance written notice. Such notice shall be personally served or given by United States mail.
 - a. Emergency conditions resulting from acts of God.
 - b. Non-performance of the terms of this Agreement.
9. RSCCD agrees to provide OETTJATC with records indicating attendance, income and expenditure data.
10. The parties hereto have executed this Agreement on the dates specified immediately adjacent to their respective signatures.

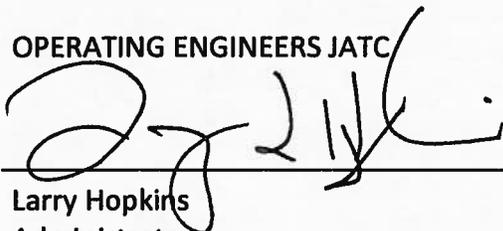
IN WITNESS THEREOF:

RANCHO SANTIAGO COMMUNITY
COLLEGE DISTRICT


Peter J. Hardash
Vice Chancellor
Business Operations/Fiscal Services

VJL
A.M.

OPERATING ENGINEERS JATC


Larry Hopkins
Administrator

Date: April 3, 2015

Approved by Governing Board:

Date: 5/27/15

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Santiago Canyon College-Business & Career Technical Education

To:	Board of Trustees	Date: September 09, 2013
Re:	Approval of Amended Southern California Surveyors Fiscal Impact	
Action:	Request for Approval	

BACKGROUND

This is a request to modify the four-year Master Cost Agreement originally approved at the May 21, 2012, RSCCD Board meeting between the Santiago Canyon College and the Southern California Surveyors Joint Apprenticeship Training Council, SCC 12-006, 2012-2016.

ANALYSIS

This modification represents an adjustment in the apprenticeship budget amount received by Santiago Canyon College and a change in the amount *not-to-exceed*, based on the percentage of funding payable to Santiago Canyon College.

RECOMMENDATION

It is recommended that the Board approve an amended Master Cost Agreement for the Southern California Surveyors.

Fiscal Impact: Approximately, \$4,200 to RSCCD-SCC. Board Date: September 09, 2013
RSCCD-SCC shall pay the above listed Apprenticeship Training Trusts a total amount *not-to-exceed* \$29,000.

Prepared by: Aracely Mora, Ed.D., Vice President, Academic Affairs
Corine Doughty, Dean, Business & Career Technical Education

Submitted by: Juan A. Vázquez, President

Recommended by: Raúl Rodríguez, Ph.D., Chancellor

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Santiago Canyon College-Business & Career Technical Education

To:	Board of Trustees	Date: May 21, 2012
Re:	Approval of the Southern California Surveyors Master Service Agreement	
Action:	Request for Approval	

BACKGROUND

Rancho Santiago Community College District-Santiago Canyon College (RSCCD-SCC) has a long standing, on-going relationship with Southern California Surveyors Joint Apprenticeship Training Committee. Southern California Surveyors (SCS) is a formal training program for students. The purpose for these programs is to provide entry to journey level skills training to SCS workforce in the technical, vocational and trades occupations. At the conclusion of the apprenticeship program, students are eligible to apply and receive Certificates of Achievement and Associate of Science Degree in Chainman and Chief of Party.

ANALYSIS

Rancho Santiago Community College District-Santiago Canyon College (RSCCD-SCC) receives \$5.06 per student hour of positive attendance. The student attendance hours are reported separately from the traditional FTES calculations. The contractual agreement attached outlines the allocation of funds from the California Budget Act and Section 8150 of the California Education Code with respect to the Related and Supplement Instruction (RSI) formula.

RECOMMENDATION

It is recommended that the Board approve the Master Service Agreement with the Southern California Surveyors Joint Apprenticeship Training Committee for 2012-2016 as presented.

Fiscal Impact: Approximately, \$2700 to RSCCD-SCC.

Board Date: May 21, 2012

The RSCCD-SCC shall pay Southern California Surveyors Joint Apprenticeship Training Committee an amount equal to eighty-five percent (85%) for each clock hour of teaching time per apprentice. The amount shall not exceed \$20,000.

Prepared by: Aracely Mora, Ed.D., Vice President, Academic Affairs
Corine Doughty, Dean, Business & Career Technical Education

Submitted by: Juan A. Vázquez, President

Recommended by: Raúl Rodríguez, Ph.D., Chancellor

MASTER SERVICE AGREEMENT

BETWEEN

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
AND
SOUTHERN CALIFORNIA SURVEYORS**

This Agreement, made and entered into this 1st day of July, 2012, by and between:

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT, hereinafter referred to as RSCCD,
and the SOUTHERN CALIFORNIA SURVEYORS, hereinafter referred to as SCS:

WITNESSETH:

It is the intent of RSCCD and SCS to enter into an agreement whereby RSCCD will reimburse the SCS for instructional materials and curriculum development used by and for RSCCD indentured surveyor apprentices.

ARTICLE I - RECITALS

Whereas, RSCCD provides vocational education and supplemental instruction for the apprentice surveyors in accordance with the provisions of the Labor Code Section 3070 et seq.

Whereas, SCS is a "joint apprenticeship training committee" and "local apprenticeship program sponsor" within the meaning of California Education Code Section 8150 et seq and California Labor Code 3074, and

Whereas, RSCCD and SCS desire to enter into an agreement concerning the calculation and payment of costs pursuant to Labor Code Section 3074 and Education Code 8152.

Whereas, we jointly pledge: We affirm that the recruitment, selection, employment, and training of apprentices during their apprenticeship shall be without discrimination because of race, color, religion, national origin, or sex. We will take affirmative action to provide equal opportunity in apprenticeship and will operate the apprenticeship as required by the California Plan for Equal Opportunity in Apprenticeship and by the California Administrative Code, Title 8, Chapter 2.

We affirm that the recruitment, selection, employment and training of apprentices during their apprenticeship shall be without discrimination because of mental or physical disability. The sponsor will take affirmative action to provide equal opportunity in apprenticeship for persons

with disabilities and will operate the apprenticeship program consistent with the requirements of Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and the Americans with Disabilities Act of 1990 (42 U.S.C. 12100 et seq).

Now, therefore, it is mutually agreed by and between said parties hereto as follows:

ARTICLE II - RESPONSIBILITIES OF RSCCD

1. RSCCD will conduct classes and related instruction for apprentice surveyors duly registered with RSCCD.
2. RSCCD will follow course of study approved by the District Board of Trustees based on minimum requirements provided for in the RSCCD college curriculum and SCS's Training Standards.
3. RSCCD shall arrange for utilizing the instructional staff employed by the SCS under requirements detailed in Section 53413 of Title 5 of the California Administrative Code. RSCCD has the primary right to control and direct the instructional activities of the instructional staff furnished by SCS.
4. RSCCD will organize and provide class schedules, register students, maintain records of student attendance and achievements. These records shall be available for review at all times.
5. RSCCD is responsible for maintaining records on each clock hour of teaching time provided to apprentices enrolled in the program as specified herein. RSCCD shall prepare and submit such reports to the Chancellor's Office of California Community Colleges, as required for the purpose of calculating allowances for the program. The SCS shall assist RSCCD in the preparation and maintenance of reports on attendance and student achievement. Such reports shall be maintained for a period of three (3) years after the expiration of this Agreement.

ARTICLE III - RESPONSIBILITIES OF SCS

A. Instruction, Supplies and Curriculum

1. SCS shall provide instructor instructional supplies and materials, including but not limited to text and reference books and shall also provide the services of members of the SCS staff for the purpose of introducing the apprentices enrolled in the program to the functions of the SCS operations as they relate to the program. The cost of providing the specified instructional materials shall be included in the amount to be paid per clock hour of teaching time as set forth hereunder. No additional payments will be made by the RSCCD for instructional materials provided by the SCS.
2. SCS is responsible for the development of curriculum for instruction, and the administration and supervision of related and supplemental instruction for apprentices, coordination of instruction with job experiences, and in cooperation with the RSCCD, the selection and the training of teachers. SCS shall provide such coordinators as are required to implement and maintain the program as specified herein.
3. SCS shall monitor the students, maintain records of work experience and be responsible for apprentice evaluation and counseling regarding on-site work experience. These records shall be available to RSCCD and the State of California.
4. SCS shall provide clerical support to maintain training records.
5. SCS instructors will meet the minimum qualifications for instructors as stated in Section 53413 of Title 5 of the California Administrative Code and will be instructors of record for RSCCD and will be certified as adjunct instructors for RSCCD. RSCCD will require the instructors to complete any training mandated by the State of California for instructors to maintain the minimum qualifications to teach college credit apprenticeship courses.
6. SCS shall provide funds for and administer one (1) instructor workshop annually.
7. SCS shall employ instructional aides and/or tool room attendants. Such personnel will be responsible for assisting instructors and placing all tools, equipment and materials in the training areas when needed by the instructors.

B. Facilities, and Equipment

1. SCS shall provide training facilities. Said facilities are hereby designated as off-campus facilities pursuant to Labor Code Section 3074, SCS will be responsible for the maintenance of these facilities.
2. SCS shall provide, install and maintain in a safe condition power equipment and hand tools necessary to conduct the instruction program.

ARTICLE IV - GENERAL PROVISIONS

1. This Master Service Agreement shall commence with the beginning of the fiscal year (July 1, 2012) and will continue until the end of the fiscal year (June 30, 2016). This agreement may be amended by mutual consent of the parties and may be terminated by either party provided that either party issues a written notification to the other party prior to May 1st, of the current agreement year. The cancellation will become effective on June 30th of the current agreement year.
2. All persons employed by SCS and performing services for their training committee shall be solely employees of SCS. SCS will be responsible for the salaries and other benefits including Worker's Compensation of all such personnel.
3. RSCCD shall pay SCS an amount equal to eighty-five percent (85%), amount specified for each clock hour of teaching time per apprentice. Payment shall be made to the Southern California Surveyors Joint Apprenticeship Committee, within sixty (60) days of receipt of positive attendance hours.
4. 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 Office
 8045 E. Chapman Avenue

Orange, CA 92869
ATTN: Director

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 SCS: Southern California Surveyors Joint Apprenticeship Committee
9480 Utica Ave., #604
Rancho Cucamonga, CA 91730
ATTN: Administrator: Chuck Forbes

5. 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 losses caused solely by the negligence or intentional acts of the non-indemnifying party or any of its agents or employees.
6. 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.
7. This Agreement and the rights and duties thereunder shall not be assigned in whole or in part without the written consent of both said parties.
8. When the following condition exists, this Agreement may be cancelled by either said party hereto upon giving of thirty (30) days advance written notice. Such notice shall be personally served or given by United States mail.
 - a. Emergency conditions resulting from acts of God.

- b. Non-performance of the terms of this Agreement.
9. RSCCD agrees to provide SCS with records indicating attendance, income and expenditure data.
 10. The parties hereto have executed this Agreement on the dates specified immediately adjacent to their respective signatures.

IN WITNESS THEREOF:

RANCHO SANTIAGO COMMUNITY
COLLEGE DISTRICT



Peter J. Hardash
Vice Chancellor,
Business Operations/Fiscal Affairs

Date: 5/24/12

SOUTHERN CALIFORNIA SURVEYORS



Charles Forbes
Administrator

Date: 4/30/12

Approved by Governing Board:

Date: 5/24/12

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Santiago Canyon College-Business & Career Technical Education

To: Board of Trustees	Date: May 26, 2015
Re: Approval of the Southwest Carpenters Training Fund and Southern California Carpentry Joint Apprenticeship and Training Committee Master Cost Agreement	
Action: Request for Approval	

BACKGROUND

Rancho Santiago Community College District-Santiago Canyon College (RSCCD-SCC) has a long-standing, on-going relationship with Southwest Carpenters Training Fund (SCTF) and Southern California Carpentry Joint Apprenticeship and Training Committee (JATC). Southwest Carpenters Training Fund and Southern California Carpentry JATC are formal training programs for students. The purpose for these programs is to provide entry to journey level skills training to SCTF and Southern California Carpentry JATC workforce in the technical, vocational and trades occupations. At the conclusion of the apprenticeship program, students are eligible to receive Certificates of Achievement and Associate of Science Degrees in Carpentry.

ANALYSIS

Rancho Santiago Community College District-Santiago Canyon College (RSCCD-SCC) receives \$5.06 per student hour of positive attendance. The student attendance hours are reported separately from the traditional FTES calculations. The contractual agreement attached outlines the allocation of funds from the California Budget Act and Section 8150 of the California Education Code with respect to the Related and Supplement Instruction (RSI) formula.

RECOMMENDATION

It is recommended that the Board approve the Master Cost Agreement with the Southwest Carpenters Training Fund (SCTF) and Southern California Carpentry Joint Apprenticeship and Training Committee (JATC) for 2015-2016 as presented.

Fiscal Impact: Approximately \$125,100 to RSCCD-SCC.	Board Date: May 26, 2015
The RSCCD-SCC shall pay Southwest Carpenters Training Fund and Southern California Carpentry JATC an amount equal to eighty-five (85%) for each clock hour of teaching time per apprentice. The amount shall not exceed \$715,000.	

Prepared by: Aracely Mora, Ed.D., Vice President, Academic Affairs Von Lawson, Dean, Business & Career Technical Education

Submitted by: John Weispfenning, Ph.D., President

Recommended by: Raúl Rodríguez, Ph.D., Chancellor

MASTER COST AGREEMENT

BETWEEN

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

AND

SOUTHWEST CARPENTERS TRAINING FUND

AND

**SOUTHERN CALIFORNIA CARPENTRY JOINT
APPRENTICESHIP AND TRAINING COMMITTEE**

This Agreement, made and entered into this 1st day of July, 2015, by and between:

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT, hereinafter referred to as RSCCD and SOUTHWEST CARPENTERS TRAINING FUND hereinafter referred to as FUND and SOUTHERN CALIFORNIA CARPENTRY JOINT APPRENTICESHIP AND TRAINING COMMITTEE hereinafter referred to as SCCJATC:

WITNESSETH:

It is the intent of RSCCD and FUND/SCCJATC to enter into an agreement whereby RSCCD will reimburse the FUND/SCCJATC for instructional materials and curriculum development used by and for RSCCD indentured carpenter apprentices.

ARTICLE I - RECITALS

Whereas, RSCCD provides vocational education and supplemental instruction for the apprentice carpenter in accordance with the provisions of the Labor Code Section 3070 et seq.

Whereas, FUND/SCCJATC is a "joint apprenticeship training council" and "local apprenticeship program sponsor" within the meaning of California Education Code Section 8150 et seq and California Labor Code Section 3074, and

Whereas, RSCCD and FUND/SCCJATC desire to enter into an agreement concerning the calculation and payment of costs pursuant to Labor Code Section 3074 and Education Code 8152.

Whereas, we jointly pledge: We affirm that the recruitment, selection, employment, and training of apprentices during their apprenticeship shall be without discrimination because of race, color, religion, national origin, or sex. We will take affirmative action to provide equal

opportunity in apprenticeship and will operate the apprenticeship as required by the California Plan for Equal Opportunity in Apprenticeship and by the California Administrative Code, Title 8, Chapter 2.

We affirm that the recruitment, selection, employment and training of apprentices during their apprenticeship shall be without discrimination because of mental or physical disability. The sponsor will take affirmative action to provide equal opportunity in apprenticeship for persons with disabilities and will operate the apprenticeship program consistent with the requirements of Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and the Americans with Disabilities Act of 1990 (42 U.S.C. 12100 et seq).

Now, therefore, it is mutually agreed by and between said parties hereto as follows:

ARTICLE II - RESPONSIBILITIES OF RSCCD

1. RSCCD will conduct classes and related instruction for apprentice and journeyman carpenters duly registered with RSCCD.
2. RSCCD will follow course of study approved by the District Board of Trustees based on minimum requirements provided for in the RSCCD college curriculum and SCCJATC'S Training Standards.
3. RSCCD shall arrange for utilizing the instructional staff employed by the FUND/SCCJATC under requirements detailed in Section 53413 of Title 5 of the California Administrative Code. RSCCD has the primary right to control and direct the instructional activities of the instructional staff furnished by FUND/SCCJATC.
4. RSCCD will organize and provide class schedules, register students, maintain records of student attendance and achievements. These records shall be available for review at all times.

ARTICLE III - RESPONSIBILITIES OF FUND/SCCJATC

A. Instruction and Curriculum

1. FUND/SCCJATC shall provide instructor manuals and other teaching aids necessary to instruct the classes.
2. FUND/SCCJATC shall monitor the students, maintain records of work experience education and be responsible for apprentice evaluation and counseling regarding on-site work experience. These records shall be available to RSCCD and State of California.

3. FUND/SCCJATC shall provide clerical support to maintain training records.
4. FUND/SCCJATC instructors will meet the minimum qualifications for instruction as stated in Section 53413 of Title 5 of the California Administrative Code and will be certified as adjunct instructors for RSCCD. RSCCD will require the instructors to complete any training mandated by the State of California for instructors to maintain the minimum qualifications to teach college-credit apprenticeship courses.
5. FUND/SCCJATC shall provide funds for and administer one (1) instructor workshop annually.

B. Facilities, Equipment and Supplies

1. FUND/SCCJATC shall provide training facilities. Said facilities are hereby designated as off-campus facilities pursuant to Labor Code Section 3074, SCCJATC will be responsible for the maintenance of these facilities.
2. FUND/SCCJATC shall provide, install, and maintain in a safe condition power equipment and hand tools necessary to conduct the instruction program.
3. FUND/SCCJATC shall provide instructional supplies and materials.
4. RSCCD utilizes the following real property, 7111 Firestone Blvd. Ste 137, Buena Park , CA 90621 and 10015 Rose Hills Road # 200, Whittier, CA 90601, costs of which are included in this Master Cost Agreement.

ARTICLE IV - GENERAL PROVISIONS

- A. This Agreement shall commence with the beginning of the fiscal year (July 1, 2015) and will continue until the end of the fiscal year (June 30, 2016), unless earlier terminated by either party in the manner set forth herein.
- B. All persons employed by FUND/SCCJATC and performing services for FUND/SCCJATC shall be solely employees of FUND/SCCJATC and not employees of RSCCD. FUND/SCCJATC shall be solely responsible for the salaries and other benefits including Worker's Compensation of all such personnel.
- C. RSCCD shall pay FUND/SCCJATC an amount equal to eighty-five percent (85%) of the amount specified for each clock hour of teaching time per apprentice. Payment shall be made to the Carpenters Joint Apprenticeship and Training Committee Fund for Southern California, 533 S. Fremont Ave., Suite 401, Los Angeles, California 90071-1706, within sixty (60) days of the receipt of positive attendance hours. RSCCD assumes all

responsibility for the submission and accuracy of positive hours of attendance to the State of California.

- D. 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
 Business & Career Technical Education Office
 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 FUND: Southwest Carpenters Training Fund
 533 S. Fremont Ave., Suite 401
 Los Angeles, CA 90071-1706

To SCCJATC: Southern California Carpentry Joint Apprenticeship and
 Training Committee
 533 S. Fremont Ave., Suite 401
 Los Angeles, CA 90071-1706

- E. 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 losses caused solely by the negligence or intentional acts of the non-indemnifying party or any of its agents or employees.
- F. 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.

- G. This Agreement and the rights and duties thereunder shall not be assigned in whole or in part without the written consent of both said parties.
- H. When the following condition exists, this Agreement may be cancelled by either said party hereto upon giving of thirty (30) days advance written notice. Such notice shall be personally served or given by United States mail.
 - 1. Emergency conditions resulting from acts of God.
 - 2. Non-performance of the terms of this Agreement.
- I. RSCCD agrees to provide SCCJATC with records indicating attendance, income and expenditure data.
- J. The parties hereto have executed this Agreement on the dates specified immediately adjacent to their respective signatures.

IN WITNESS THEREOF:

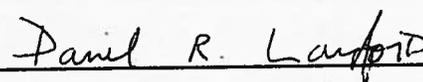
RANCHO SANTIAGO COMMUNITY
COLLEGE DISTRICT


Peter J. Hardash, Vice Chancellor
Business Operations/Fiscal Affairs

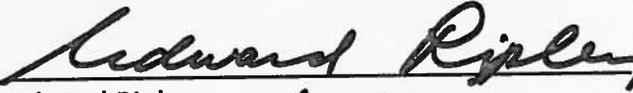
Approved by Governing Board:

Date: 3/27/15

SOUTHERN CALIFORNIA CARPENTRY JOINT
APPRENTICESHIP AND TRAINING COMMITTEE


Date: 4/6/2015

SOUTHWEST CARPENTERS TRAINING FUND


Edward Ripley
Date: 4/6/2015

Rancho Santiago Comm Coll District

Board Meeting of 03/28/16

AP0020

Bank Code: 92 District Funds

Check Registers Submitted for Approval

Page: 1

Checks Written for Period 03/02/16 Thru 03/15/16

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
63686	General Fund Unrestricted	1,210.00	0.00	1,210.00	92*0463945	92*0463945
63687	General Fund Unrestricted	46,863.27	0.00	46,863.27	92*0463946	92*0463971
63689	General Fund Unrestricted	45,655.38	0.00	45,655.38	92*0463974	92*0463998
63691	General Fund Unrestricted	5,897.00	0.00	5,897.00	92*0464029	92*0464077
63692	General Fund Unrestricted	4,917.30	0.00	4,917.30	92*0464078	92*0464124
63693	General Fund Unrestricted	1,483.00	0.00	1,483.00	92*0464125	92*0464172
63694	General Fund Unrestricted	1,221.70	0.00	1,221.70	92*0464173	92*0464221
63695	General Fund Unrestricted	1,411.90	0.00	1,411.90	92*0464222	92*0464269
63696	General Fund Unrestricted	2,114.90	0.00	2,114.90	92*0464270	92*0464317
63697	General Fund Unrestricted	1,488.00	0.00	1,488.00	92*0464318	92*0464352
63703	General Fund Unrestricted	11,947.29	0.00	11,947.29	92*0464416	92*0464445
63704	General Fund Unrestricted	193,617.76	0.00	193,617.76	92*0464448	92*0464456
63705	General Fund Unrestricted	7,744.26	0.00	7,744.26	92*0464468	92*0464478
63707	General Fund Unrestricted	5,587.60	0.00	5,587.60	92*0464487	92*0464501
63711	General Fund Unrestricted	49,156.21	0.00	49,156.21	92*0464532	92*0464552
63712	General Fund Unrestricted	8,504.54	0.00	8,504.54	92*0464553	92*0464571
63713	General Fund Unrestricted	2,348.50	0.00	2,348.50	92*0464572	92*0464619
63714	General Fund Unrestricted	1,065.67	0.00	1,065.67	92*0464620	92*0464667
63715	General Fund Unrestricted	1,085.00	0.00	1,085.00	92*0464668	92*0464712
63716	General Fund Unrestricted	1,123.00	0.00	1,123.00	92*0464713	92*0464761
63717	General Fund Unrestricted	1,051.70	0.00	1,051.70	92*0464762	92*0464810
63718	General Fund Unrestricted	1,308.20	0.00	1,308.20	92*0464811	92*0464856
63719	General Fund Unrestricted	1,353.90	0.00	1,353.90	92*0464857	92*0464904
63720	General Fund Unrestricted	1,105.80	0.00	1,105.80	92*0464905	92*0464952
63721	General Fund Unrestricted	3,008.00	0.00	3,008.00	92*0464953	92*0464997
63722	General Fund Unrestricted	894.97	0.00	894.97	92*0464998	92*0465047
63723	General Fund Unrestricted	435.34	0.00	435.34	92*0465048	92*0465091
63726	General Fund Unrestricted	42,037.28	0.00	42,037.28	92*0465094	92*0465105
63727	General Fund Unrestricted	219.95	0.00	219.95	92*0465106	92*0465106
63731	General Fund Unrestricted	42,712.60	0.00	42,712.60	92*0465120	92*0465141
63736	General Fund Unrestricted	4,950.01	0.00	4,950.01	92*0465180	92*0465209
63738	General Fund Unrestricted	60,766.39	0.00	60,766.39	92*0465213	92*0465214
63739	General Fund Unrestricted	5,128.94	0.00	5,128.94	92*0465216	92*0465282
63745	General Fund Unrestricted	6,029.18	0.00	6,029.18	92*0465289	92*0465292
63746	General Fund Unrestricted	1,947,191.91	0.00	1,947,191.91	92*0465293	92*0465306
63754	General Fund Unrestricted	898.98	0.00	898.98	92*0465341	92*0465343
63755	General Fund Unrestricted	2,346.00	0.00	2,346.00	92*0465344	92*0465397
63756	General Fund Unrestricted	1,075.31	0.00	1,075.31	92*0465398	92*0465451
63757	General Fund Unrestricted	783.81	0.00	783.81	92*0465452	92*0465505
63758	General Fund Unrestricted	4,570.35	0.00	4,570.35	92*0465506	92*0465551
63759	General Fund Unrestricted	299.13	0.00	299.13	92*0465552	92*0465566

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
63760	General Fund Unrestricted	88,365.46	0.00	88,365.46	92*0465567	92*0465572
63762	General Fund Unrestricted	30,136.69	0.00	30,136.69	92*0465574	92*0465581
63764	General Fund Unrestricted	31,583.29	0.00	31,583.29	92*0465610	92*0465610
63770	General Fund Unrestricted	2,974.39	0.00	2,974.39	92*0465643	92*0465660
63771	General Fund Unrestricted	6,040.88	0.00	6,040.88	92*0465672	92*0465677
63772	General Fund Unrestricted	170,190.61	0.00	170,190.61	92*0465682	92*0465703
Total Fund 11 General Fund Unrestricted		<u>\$2,851,901.35</u>	<u>\$0.00</u>	<u>\$2,851,901.35</u>		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
63689	General Fund Restricted	2,089.88	0.00	2,089.88	92*0463980	92*0463999
63690	General Fund Restricted	142,252.63	4,779.52	137,473.11	92*0464000	92*0464028
63698	General Fund Restricted	1,740.00	0.00	1,740.00	92*0464353	92*0464369
63699	General Fund Restricted	440,826.85	0.00	440,826.85	92*0464370	92*0464388
63703	General Fund Restricted	71,096.93	0.00	71,096.93	92*0464413	92*0464419
63704	General Fund Restricted	2,941.73	0.00	2,941.73	92*0464446	92*0464467
63705	General Fund Unrestricted	5,432.98	0.00	5,432.98	92*0464469	92*0464479
63707	General Fund Restricted	8,798.44	0.00	8,798.44	92*0464484	92*0464505
63710	General Fund Restricted	21,834.57	0.00	21,834.57	92*0464514	92*0464531
63712	General Fund Restricted	10,068.31	0.00	10,068.31	92*0464554	92*0464568
63728	General Fund Restricted	4,931.55	0.00	4,931.55	92*0465107	92*0465113
63732	General Fund Restricted	1,059.80	0.00	1,059.80	92*0465142	92*0465144
63734	General Fund Restricted	25,044.59	0.00	25,044.59	92*0465146	92*0465176
63736	General Fund Restricted	5,986.19	0.00	5,986.19	92*0465178	92*0465211
63738	General Fund Restricted	10,000.00	0.00	10,000.00	92*0465215	92*0465215
63744	General Fund Restricted	660.00	0.00	660.00	92*0465288	92*0465288
63747	General Fund Restricted	198,061.42	0.00	198,061.42	92*0465307	92*0465320
63748	General Fund Restricted	1,156.41	0.00	1,156.41	92*0465321	92*0465323
63753	General Fund Restricted	63,920.41	0.00	63,920.41	92*0465334	92*0465340
63761	General Fund Restricted	29.80	0.00	29.80	92*0465573	92*0465573
63763	General Fund Restricted	35,874.05	0.00	35,874.05	92*0465582	92*0465609
63770	General Fund Restricted	896.39	0.00	896.39	92*0465645	92*0465653
63771	General Fund Restricted	9,884.02	0.00	9,884.02	92*0465661	92*0465681
63772	General Fund Restricted	2,741.53	0.00	2,741.53	92*0465685	92*0465711
Total Fund 12 General Fund Restricted		\$1,067,328.48	\$4,779.52	\$1,062,548.96		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
63689	GF Unrestricted One-Time Func	29,307.39	0.00	29,307.39	92*0463973	92*0463976
63703	General Fund Unrestricted	643.06	0.00	643.06	92*0464427	92*0464427
63705	General Fund Unrestricted	4,242.87	0.00	4,242.87	92*0464480	92*0464482
63707	GF Unrestricted One-Time Func	1,200.00	0.00	1,200.00	92*0464506	92*0464506
63712	GF Unrestricted One-Time Func	156.60	0.00	156.60	92*0464566	92*0464566
63772	GF Unrestricted One-Time Func	4,800.00	0.00	4,800.00	92*0465710	92*0465710
Total Fund 13 GF Unrestricted One-Time		<u>\$40,349.92</u>	<u>\$0.00</u>	<u>\$40,349.92</u>		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
63685	Child Development Fund	19,125.39	0.00	19,125.39	92*0463925	92*0463944
63700	Child Development Fund	8,476.26	0.00	8,476.26	92*0464389	92*0464405
63708	Child Development Fund	8,334.01	0.00	8,334.01	92*0464507	92*0464512
63730	Child Development Fund	950.88	0.00	950.88	92*0465115	92*0465119
63735	Child Development Fund	396.00	0.00	396.00	92*0465177	92*0465177
63742	Child Development Fund	550.00	0.00	550.00	92*0465285	92*0465285
63749	Child Development Fund	1,347.00	0.00	1,347.00	92*0465324	92*0465325
63766	Child Development Fund	726.51	0.00	726.51	92*0465612	92*0465620
63769	Child Development Fund	23,779.12	0.00	23,779.12	92*0465625	92*0465642
Total Fund 33 Child Development Fund		\$63,685.17	\$0.00	\$63,685.17		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
63683	Capital Outlay Projects Fund	11,183.04	0.00	11,183.04	92*0463918	92*0463921
63733	Capital Outlay Projects Fund	7,820.00	0.00	7,820.00	92*0465145	92*0465145
63740	Capital Outlay Projects Fund	4,992.30	0.00	4,992.30	92*0465283	92*0465283
63743	Capital Outlay Projects Fund	6,178.25	0.00	6,178.25	92*0465286	92*0465287
63750	Capital Outlay Projects Fund	19,165.07	0.00	19,165.07	92*0465326	92*0465329
63765	Capital Outlay Projects Fund	19,669.50	0.00	19,669.50	92*0465611	92*0465611
63768	Capital Outlay Projects Fund	101,790.00	0.00	101,790.00	92*0465622	92*0465624
Total Fund 41 Capital Outlay Projects Fun		\$170,798.16	\$0.00	\$170,798.16		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
63684	Bond Fund, Measure E	31,275.59	0.00	31,275.59	92*0463922	92*0463924
63701	Bond Fund, Measure E	126,771.96	0.00	126,771.96	92*0464406	92*0464409
63709	Bond Fund, Measure E	3,516.00	0.00	3,516.00	92*0464513	92*0464513
63751	Bond Fund, Measure E	225,139.77	0.00	225,139.77	92*0465330	92*0465332
Total Fund 42 Bond Fund, Measure E		\$386,703.32	\$0.00	\$386,703.32		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
63702	Bond Fund, Measure Q	48,723.28	0.00	48,723.28	92*0464410	92*0464412
63725	Bond Fund, Measure Q	2,533.56	0.00	2,533.56	92*0465093	92*0465093
63737	Bond Fund, Measure Q	13,750.00	0.00	13,750.00	92*0465212	92*0465212
63752	Bond Fund, Measure Q	41,000.00	0.00	41,000.00	92*0465333	92*0465333
63767	Bond Fund, Measure Q	59,553.73	0.00	59,553.73	92*0465621	92*0465621
Total Fund 43 Bond Fund, Measure Q		\$165,560.57	\$0.00	\$165,560.57		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
63724	Property and Liability Fund	4,544.37	0.00	4,544.37	92*0465092	92*0465092
63729	Property and Liability Fund	1,388.75	0.00	1,388.75	92*0465114	92*0465114
Total Fund 61 Property and Liability Fund		<u><u>\$5,933.12</u></u>	<u><u>\$0.00</u></u>	<u><u>\$5,933.12</u></u>		

Checks Written for Period 03/02/16 Thru 03/15/16

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
63565	Workers' Compensation Fund	0.00	344.82	-344.82	92*0462022	92*0462022
63688	Workers' Compensation Fund	344.82	0.00	344.82	92*0463972	92*0463972
63706	Workers' Compensation Fund	344.82	0.00	344.82	92*0464483	92*0464483
63741	Workers' Compensation Fund	543,668.00	0.00	543,668.00	92*0465284	92*0465284
Total Fund 62 Workers' Compensation Fu		<u>\$544,357.64</u>	<u>\$344.82</u>	<u>\$544,012.82</u>		

SUMMARY

Total Fund 11 General Fund Unrestricted	2,851,901.35
Total Fund 12 General Fund Restricted	1,062,548.96
Total Fund 13 GF Unrestricted One-Time Fund	40,349.92
Total Fund 33 Child Development Fund	63,685.17
Total Fund 41 Capital Outlay Projects Fund	170,798.16
Total Fund 42 Bond Fund, Measure E	386,703.32
Total Fund 43 Bond Fund, Measure Q	165,560.57
Total Fund 61 Property and Liability Fund	5,933.12
Total Fund 62 Workers' Compensation Fund	544,012.82
Grand Total:	<u><u>\$5,291,493.39</u></u>

Checks Written for Period 02/25/16 Thru 03/10/16

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
311603105	Bookstore Fund	264,955.91	0.00	264,955.91	31*0106651	31*0106686
Total Fund 31 Bookstore Fund		<u>\$264,955.91</u>	<u>\$0.00</u>	<u>\$264,955.91</u>		

Checks Written for Period 02/25/16 Thru 03/10/16

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
711603105	Associated Students Fund	24,728.50	0.00	24,728.50	71*0007640	71*0007644
711603210	Associated Students Fund	210.73	0.00	210.73	71*0007645	71*0007646
Total Fund 71 Associated Students Fund		<u>\$24,939.23</u>	<u>\$0.00</u>	<u>\$24,939.23</u>		

Checks Written for Period 02/25/16 Thru 03/10/16

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
721603210	Representation Fee Trust Fund	11,812.04	0.00	11,812.04	72*0000065	72*0000066
Total Fund 72 Representation Fee Trust Fun		<u>\$11,812.04</u>	<u>\$0.00</u>	<u>\$11,812.04</u>		

Checks Written for Period 02/25/16 Thru 03/10/16

<u>Register #</u>	<u>Fund Title</u>	<u>Amount</u>	<u>Voided Checks</u>	<u>Adjusted Amount</u>	<u>Beg Check #</u>	<u>End Check #</u>
761603105	Community Education Fund	23,649.15	0.00	23,649.15	76*0006902	76*0006906
Total Fund 76 Community Education Fund		<u>23,649.15</u>	<u>\$0.00</u>	<u>23,649.15</u>		

Checks Written for Period 02/25/16 Thru 03/10/16

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
791603105	Diversified Trust Fund	6,956.28	0.00	6,956.28	79*0019877	79*0019893
791603210	Diversified Trust Fund	53,498.68	0.00	53,498.68	79*0019894	79*0019926
Total Fund 79 Diversified Trust Fund		<u>\$60,454.96</u>	<u>\$0.00</u>	<u>\$60,454.96</u>		

Checks Written for Period 02/25/16 Thru 03/10/16

<u>Register #</u>	<u>Fund Title</u>	<u>Amount</u>	<u>Voided Checks</u>	<u>Adjusted Amount</u>	<u>Beg Check #</u>	<u>End Check #</u>
811602529	Diversified Agency Fund	350.00	0.00	350.00	81*0046465	81*0046465
811603105	Diversified Agency Fund	25,195.25	13,478.16	11,717.09	81*0046451	81*0046471
811603210	Diversified Agency Fund	33,410.65	0.00	33,410.65	81*0046472	81*0046501
Total Fund 81 Diversified Agency Fund		<u>\$58,955.90</u>	<u>\$13,478.16</u>	<u>\$45,477.74</u>		

SUMMARY

Total Fund 31 Bookstore Fund	264,955.91
Total Fund 71 Associated Students Fund	24,939.23
Total Fund 72 Representation Fee Trust Fund	11,812.04
Total Fund 76 Community Education Fund	23,649.15
Total Fund 79 Diversified Trust Fund	60,454.96
Total Fund 81 Diversified Agency Fund	45,477.74
Grand Total:	<u><u>\$431,289.03</u></u>

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

From 02/27/2016 To 03/13/2016

Board Meeting on 03/28/2016

BACKGROUND

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

ANALYSIS

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

BUDGET TRANSFERS		From	To
<u>Fund 11: General Fund Unrestricted</u>			
1000	ACADEMIC SALARIES	17,540	
2000	CLASSIFIED SALARIES		31,606
3000	EMPLOYEE BENEFITS	14,066	
4000	SUPPLIES & MATERIALS		10,854
5000	OTHER OPERATING EXP & SERVICES		7,480
6000	CAPITAL OUTLAY	18,334	
Total Transfer Fund 11		\$49,940	\$49,940
<u>Fund 12: General Fund Restricted</u>			
1000	ACADEMIC SALARIES	81,283	
2000	CLASSIFIED SALARIES	185,427	
3000	EMPLOYEE BENEFITS	114,771	
4000	SUPPLIES & MATERIALS		22,606
5000	OTHER OPERATING EXP & SERVICES		185,659
6000	CAPITAL OUTLAY		172,082
7000	OTHER OUTGO		1,134
Total Transfer Fund 12		\$381,481	\$381,481
<u>Fund 13: GF Unrestricted One-Time Funds</u>			
2000	CLASSIFIED SALARIES		5,222
3000	EMPLOYEE BENEFITS		326
4000	SUPPLIES & MATERIALS	26,731	
5000	OTHER OPERATING EXP & SERVICES		21,183
Total Transfer Fund 13		\$26,731	\$26,731
<u>Fund 31: Bookstore Fund</u>			
4000	SUPPLIES & MATERIALS		250,000
7900	RESERVE FOR CONTINGENCIES	250,000	
Total Transfer Fund 31		\$250,000	\$250,000
<u>Fund 33: Child Development Fund</u>			
1000	ACADEMIC SALARIES	299	
2000	CLASSIFIED SALARIES		258
3000	EMPLOYEE BENEFITS		159
4000	SUPPLIES & MATERIALS	850	
5000	OTHER OPERATING EXP & SERVICES		728
6000	CAPITAL OUTLAY		4
Total Transfer Fund 33		\$1,149	\$1,149

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
BUDGET BOARD REPORT
From 02/27/2016 To 03/13/2016
Board Meeting on 03/28/2016**

BUDGET TRANSFERS	From	To
<u>Fund 41: Capital Outlay Projects Fund</u>		
4000 SUPPLIES & MATERIALS		5,265
6000 CAPITAL OUTLAY		1,085,882
7900 RESERVE FOR CONTINGENCIES	1,091,147	
	\$1,091,147	\$1,091,147
<u>Fund 71: Associated Students Fund</u>		
5000 OTHER OPERATING EXP & SERVICES		24,111
7900 RESERVE FOR CONTINGENCIES	24,111	
	\$24,111	\$24,111
 BUDGET INCREASES AND DECREASES		
	Revenue	Appropriation
<u>Fund 11: General Fund Unrestricted</u>		
8600 STATE REVENUES	627,900	
2000 CLASSIFIED SALARIES		(2,999)
3000 EMPLOYEE BENEFITS		(4,577)
5000 OTHER OPERATING EXP & SERVICES		580,876
7900 RESERVE FOR CONTINGENCIES		54,600
	\$627,900	\$627,900
<u>Fund 12: General Fund Restricted</u>		
8600 STATE REVENUES	817,216	
1000 ACADEMIC SALARIES		80,880
2000 CLASSIFIED SALARIES		353,242
3000 EMPLOYEE BENEFITS		103,474
4000 SUPPLIES & MATERIALS		22,298
5000 OTHER OPERATING EXP & SERVICES		105,356
6000 CAPITAL OUTLAY		151,966
	\$817,216	\$817,216

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

RECOMMENDATION

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

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
BUDGET BOARD REPORT
From 02/27/2016 To 03/13/2016
Board Meeting on 03/28/2016**

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

BUDGET TRANSFERS	From	To
<u>Fund 11: General Fund Unrestricted</u>		
B018024 03/07/16		
1000 ACADEMIC SALARIES	17,540	
2000 CLASSIFIED SALARIES		31,606
3000 EMPLOYEE BENEFITS	14,066	
	\$31,606	\$31,606
Total Reference B018024		
Reason: Special Project Adjustment		
Description: Revised budget - SP2230 DSPS-SAC		
 <u>Fund 12: General Fund Restricted</u>		
B018028 03/07/16		
1000 ACADEMIC SALARIES	10,366	
2000 CLASSIFIED SALARIES	104,098	
3000 EMPLOYEE BENEFITS	75,305	
4000 SUPPLIES & MATERIALS		4,996
5000 OTHER OPERATING EXP & SERVICES		184,773
	\$189,769	\$189,769
Total Reference B018028		
Reason: Special Project Adjustment		
Description: To adjust current allocation due to various activities		
B018036 03/08/16		
1000 ACADEMIC SALARIES	74,396	
2000 CLASSIFIED SALARIES	67,332	
3000 EMPLOYEE BENEFITS	44,446	
4000 SUPPLIES & MATERIALS		8,486
5000 OTHER OPERATING EXP & SERVICES		4,246
6000 CAPITAL OUTLAY		173,442
	\$186,174	\$186,174
Total Reference B018036		
Reason: Special Project Adjustment		
Description: Revised budget SP#2230- DSPS/SAC		
 <u>Fund 31: Bookstore Fund</u>		
B018038 03/08/16		
4000 SUPPLIES & MATERIALS		250,000
7900 RESERVE FOR CONTINGENCIES	250,000	
	\$250,000	\$250,000
Total Reference B018038		
Reason: Adjustment		
Description: Adjust budgets to cover 15/16 expenses		

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
BUDGET BOARD REPORT
From 02/27/2016 To 03/13/2016
Board Meeting on 03/28/2016**

BUDGET TRANSFERS	From	To
<u>Fund 41: Capital Outlay Projects Fund</u>		
B018049 03/10/16		
6000 CAPITAL OUTLAY		25,000
7900 RESERVE FOR CONTINGENCIES	25,000	
Total Reference B018049	\$25,000	\$25,000
Reason: Special Project Adjustment		
Description: Work being done at SAC Dunlap Hall Commissioning		
B018051 03/10/16		
6000 CAPITAL OUTLAY		63,000
7900 RESERVE FOR CONTINGENCIES	63,000	
Total Reference B018051	\$63,000	\$63,000
Reason: New Budget		
Description: DO Elevator Tank Repair		
B018052 03/10/16		
6000 CAPITAL OUTLAY		107,500
7900 RESERVE FOR CONTINGENCIES	107,500	
Total Reference B018052	\$107,500	\$107,500
Reason: New Budget		
Description: DO UPS Chiller Controls		
B018053 03/10/16		
6000 CAPITAL OUTLAY		105,000
7900 RESERVE FOR CONTINGENCIES	105,000	
Total Reference B018053	\$105,000	\$105,000
Reason: New Budget		
Description: DO SM17 Window Caulking/WP		
B018054 03/10/16		
6000 CAPITAL OUTLAY		352,000
7900 RESERVE FOR CONTINGENCIES	352,000	
Total Reference B018054	\$352,000	\$352,000
Reason: New Budget		
Description: DO SM17 Roof Replacement		
B018059 03/10/16		
6000 CAPITAL OUTLAY		168,647
7900 RESERVE FOR CONTINGENCIES	168,647	
Total Reference B018059	\$168,647	\$168,647
Reason: Special Project Adjustment		
Description: Alloc funds to new proj. to be set up "SAC bldg H window replmt"		

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
BUDGET BOARD REPORT
From 02/27/2016 To 03/13/2016
Board Meeting on 03/28/2016**

BUDGET TRANSFERS	From	To
B018068 03/10/16		
6000 CAPITAL OUTLAY		270,000
7900 RESERVE FOR CONTINGENCIES	270,000	
Total Reference B018068	\$270,000	\$270,000
Reason: New Budget		
Description: SCC ADA PTD Replacement		

Fund 71: Associated Students Fund

B017993 03/02/16		
5000 OTHER OPERATING EXP & SERVICES		24,111
7900 RESERVE FOR CONTINGENCIES	24,111	
Total Reference B017993	\$24,111	\$24,111
Reason: Special Project Adjustment		
Description: Adjust budgets to cover 15/16 expenses		

BUDGET INCREASES AND DECREASES	Revenue	Appropriation
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Fund 11: General Fund Unrestricted

B018027 03/07/16		
8600 STATE REVENUES	627,900	
2000 CLASSIFIED SALARIES		(2,999)
3000 EMPLOYEE BENEFITS		(4,577)
5000 OTHER OPERATING EXP & SERVICES		580,876
7900 RESERVE FOR CONTINGENCIES		54,600
Total Reference B018027	\$627,900	\$627,900
Reason: Special Project Adjustment		
Description: Increase budget, per new allocation, & fund apprenticeship accts		

Fund 12: General Fund Restricted

B018044 03/09/16		
8600 STATE REVENUES	811,050	
1000 ACADEMIC SALARIES		80,880
2000 CLASSIFIED SALARIES		370,236
3000 EMPLOYEE BENEFITS		103,474
4000 SUPPLIES & MATERIALS		18,450
5000 OTHER OPERATING EXP & SERVICES		102,413
6000 CAPITAL OUTLAY		135,597
Total Reference B018044	\$811,050	\$811,050
Reason: New Budget		
Description: SAC-CA Career Pathways Trust Grant Award FY 15/16		

RECOMMENDATION

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

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

To:	Board of Trustees	Date: March 28, 2016
Re:	Approval of the 2016-17 Tentative Budget Assumptions	
Action:	Request for Approval	

BACKGROUND

Each year, the Board of Trustees approves Budget Assumptions that serve as the foundation used in the development of the district's annual budget.

ANALYSIS

At this stage of the 2016-17 budget preparation cycle, the district is basing its assumptions on the Governor's January Budget Proposal which includes a modest 0.47% Cost of Living Adjustment (COLA). Although his proposal also includes 2% systemwide growth funding, the district assumptions do not include any funding for growth based on the colleges' current growth estimates. With an increase in nonresident students projected, there is an additional \$500,000 in tuition revenue anticipated. In addition, the apprenticeship allocation increased by over \$600,000, with corresponding expenditures also budgeted. The revenue assumptions net approximately \$1.9 million in additional ongoing funding along with \$1.9 million in additional one-time funding. The expense assumptions net approximately \$5.4 million in additional ongoing costs including step and column movement, a projected 5% increase in health and welfare benefits for the second half of the year, PERS and STRS rate increases, additional full-time faculty hiring, and increased utilities and Information Technology Services contract escalation costs. Based on these assumptions, the ongoing budget produces a structural deficit of \$3.55 million.

The Fiscal Resources Committee (FRC) unanimously recommended covering the 2016-17 deficit of \$3.55 million with one-time Budget Stabilization Funds (BSF). As this deficit is ongoing and will increase in the future if revenue is insufficient to cover increasing ongoing expenses, the Chancellor is recommending the attached assumptions for approval by the Board of Trustees with one exception. The Chancellor has communicated to FRC and District Council that \$2 million of the structural deficit is to be taken from BSF and tasked FRC to prepare a plan to implement necessary ongoing budget reductions for the difference of \$1.55 million.

When additional information becomes available, such as the May Revise, these assumptions will be updated for the Tentative Budget presented to the Board of Trustees for approval on June 13, 2016. Once a state budget is enacted by the Legislature by the end of June, any necessary changes to our state funding can be made in the district's proposed Adopted Budget for approval by the Board of Trustees on September 12, 2016.

RECOMMENDATION

It is recommended that the Board of Trustees approve the 2016-17 Tentative Budget Assumptions as presented.

Fiscal Impact:	Projected \$3.55 million ongoing deficit	Board Date: March 28, 2016
Prepared by:	Adam M. O'Connor, Assistant Vice Chancellor, Fiscal Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor	

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
UNRESTRICTED GENERAL FUND
2016-17 Tentative Budget Assumptions
March 28, 2016**

I. State Revenue

A. Budgeting will continue to utilize the District's Budget Allocation Model (BAM) based on SB 361.

B. FTES Workload Measure Assumptions:

Year	Base	Actual	Funded	Actual Growth
2012/13	27,711.41	28,185.04	28,185.04	1.71%
2013/14	28,185.04	28,688.93	28,688.93	1.79%
2014/15	28,688.93	28,908.08 a	28,908.08 a	0.76%
2015/16	P1 28,908.08	29,290.93 b	29,290.93 b	1.32%

a - based on 2014/15 Recalculation received 2/24/2016

b - based on 2015/16 P1 received 2/24/2016

The budget proposal includes 2% Restoration/Access/Growth funding, and 0.47% COLA.

Projected COLA of 0.47%	\$680,000
Projected Restoration/Access/Growth -0-	\$0
Continued Projected Deficit (Estimated at 1%) Apportionment Base Increase for 2016/17	\$0
	\$680,000

2016/17 Potential Growth at 1.2% based on 2% system 29,642

C. Education Protection Account (EPA) funding estimated at \$24,480,078 based on 2015/16 P1. These are not additional funds. The EPA is only a portion of general purpose funds that offsets what would otherwise be state aid in the apportionments. We intend to charge a portion of faculty salaries to this funding source in compliance with EPA requirements.

D. Unrestricted lottery is projected at \$140 per FTES (\$4,200,032). Restricted lottery at \$41 per FTES (\$1,230,009). (2015/16 P1 of resident & nonresident factored FTES, 30,000.23 x 140 = \$4,200,032 unrestricted lottery; 30,000.23 x 41 = \$1,230,009.) With an slight increase in estimated FTES there is an increase in revenue.

E. Estimated reimbursement for part-time faculty compensation is estimated at \$674,926 (2015/16 P1). Slight Increase.

F. Categorical programs will continue to be budgeted separately; self-supporting, matching revenues and expenditures. COLA is being proposed on certain categorical programs. Without COLA, other categorical reductions would be required to remain in balance if settlements were reached with bargaining groups. The colleges will need to budget for any program match requirements using unrestricted funds.

G. BOG fee waivers 2% administration funding estimated at 2015/16 advance apportionment of \$284,586. Unchanged.

H. Mandates Block Grant estimated at a total budget of \$740,000. Unchanged. In addition, with a one-time \$76.3 million allocation statewide for past Mandated Cost reimbursement, we expect approximately \$1.9 million in one time funds. These funds can be used for any one-time purposes and will require additional discussion before allocation.

II. Other Revenue

I. Non-Resident Tuition budgeted at \$2,500,000. Increase of \$500,000.

J. Interest earnings estimated at \$180,000. Unchanged.

K. Other miscellaneous income (includes fines, fees, rents, etc.) is estimated at approximately \$350,000. Unchanged.

L. Apprenticeship revenue estimated at \$2,538,900 (2015/16 P1). Increase of approximately \$628,000. (Corresponding expenses related to this increase must be budgeted for additional apprenticeship course offerings)

M. Scheduled Maintenance/Instructional Equipment allocation estimated at \$7 million (no match required).

N. Energy Efficiency/Prop 39 revenue estimated at \$1 million. Slight increase from 2015/16.

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
UNRESTRICTED GENERAL FUND
2016-17 Tentative Budget Assumptions
March 28, 2016**

III. Appropriations and Expenditures

- A. As the District's budget model is a revenue allocation model, revenues flow through the model to the colleges as earned. The colleges have the responsibility, within their earned revenue, to budget for ALL necessary expenditures including but not limited to all full time and part time employees, utilities, instructional services agreements, multi-year maintenance and other contracts, supplies, equipment and other operating costs.
- B. The Cost of Living Allowance (COLA) estimated at 0.47%, \$680,000.
- C. Step and column movement is budgeted at an additional cost of approximately \$1.1 million including benefits. (FARSCCD approximate cost \$415,000, CSEA approximate cost \$340,000, Management/Other approximate cost \$345,000)
- D. Health and Welfare benefit premium cost increase is estimated at 5% (for half the year) for an additional cost of approximately \$455,000 for active employees and an additional cost of \$155,000 for retirees, for a combined increase of \$610,000. State Unemployment Insurance local experience charges are estimated at \$250,000 (2015/16 budgeted amount). Unchanged. CalPERS employer contribution rate will increase in 2016/17 from 11.847% to 13.05% for an increase of \$427,162. (Note: The cost of each 1% increase in the PERS rate is approximately \$350,000.) CalSTRS employer contribution rate will increase in 2016/17 from 10.73% to 12.58% for an increase of \$1,281,544. (Note: The cost of each 1% increase in the STRS rate is approximately \$700,000.)
- E. The full-time faculty obligation (FON) for Fall 2016 is estimated at 364.99. The District is currently recruiting 48 faculty positions (11 of which do not count toward the FON) for an estimated total of 37 positions counting toward the obligation. The District expects to meet its obligation. Penalties for not meeting the obligation amount to approximately \$73,000 per FTE not filled.

The additional cost of new full-time faculty being hired for Fall 2016 is estimated at \$382,437. SAC is filling 10 vacancies and adding 11 new positions. SCC is filling nine vacancies and adding six new positions. (The cost of the 17 new positions, along with shifts from categorical funding, is budgeted at Class VI, Step 10 at approximately \$127,000 each, including benefits.)

- F. The current rate per Lecture Hour Equivalent (LHE) effective since 1/1/15 for hourly faculty is \$1,243.
- G. Retiree Health Benefit Fund (OPEB/GASB 45 Obligation) - The District will continue to contribute an amount to fund the total actuarially determined Annual Required Contribution (ARC). The actual ARC for 2016/17 is expected to be over \$8 million. We should have the latest actuarial report and the new ARC for the Adopted Budget.
- H. Capital Outlay Fund - In addition to the state allocation for Scheduled Maintenance/Instructional Equipment, the District will continue to budget \$1.5 million for capital outlay needs.
- I. Utilities cost increases of 5%, estimated at \$200,000.
- J. Information Technology licensing contract escalation cost of 7%, estimated at \$125,000.
- K. Property and Liability Insurance transfer estimated at \$1,940,000. Unchanged.
- L. Other additional DS/Institutional Cost expenses:
 - Legal Expenses of \$250,000 (from one-time funds)
- M. Child Development Fund - The District will continue to budget \$250,000 as an interfund transfer from the unrestricted general fund as a contingency plan. (\$140,000 was transferred in 2014/15 and expected in 2015/16)

Rancho Santiago Community College District Unrestricted General Fund Summary 2016-17 Tentative Budget Assumptions Analysis March 28, 2016
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*	<u>New Revenues</u>	Ongoing Only	One-Time
B	COLA 0.47%	\$680,000	
B	Growth -0-	\$0	
B	Deficit Factor 1%	\$0	
D	Unrestricted Lottery	\$75,026	
H	Mandates Block Grant (one-time)	\$0	\$1,900,000
I	Non-Resident Tuition	\$500,000	
J	Interest Earnings	\$0	
L	Apprenticeship	\$627,900	
EGK	Misc Income	\$0	
	Total	\$1,882,926	\$1,900,000
	<u>New Expenditures</u>		
B	COLA 0.47%	\$680,000	
C	Step/Column	\$1,100,000	
D	Health and Welfare/Benefits at 5% (1/2 year)	\$610,000	
D	CalPERS Increase	\$427,162	
D	CalSTRS Increase	\$1,281,544	
E	Full Time Faculty Obligation Hires	\$382,437	
E/F	Hourly Faculty Budgets (Convert to Full Time)	\$0	
H	Capital Outlay/Scheduled Maintenance Match	\$0	
I	Utilities Increase	\$200,000	
J	ITS Licensing/Contract Escalation Cost	\$125,000	
K	Property and Liability Insurance	\$0	
I.L	Apprenticeship	\$627,900	
L	Other Additional DS/Institutional Costs	\$0	\$250,000
I.H	Holding for Allocation of One-Time Expense	\$0	\$1,650,000
	Total	\$5,434,043	\$1,900,000
	2016-17 Budget Year Surplus (Deficit)	(\$3,551,117)	

Note: Budget Stabilization Fund Balance at 6/30/2016 is estimated at \$13.7 million.

1 The Governor's intent in his proposal is that community college districts prioritize the use of their discretionary funding for "professional development, campus security infrastructure, technology infrastructure, and developing open education resources and zero-textbook-cost degrees."

2 Any new costs to attract and serve additional non-resident students would also need to be budgeted.

** Reference to budget assumption number*

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
BUSINESS OPERATIONS/ FISCAL SERVICES

To:	Board of Trustees	Date:	March 28, 2016
Re:	Approval of Lease Agreement Renewal with MyGuard Systems		
Action:	Request for Approval		

BACKGROUND

The District operates a business incubator for start-up digital media companies at the Digital Media Center (DMC). The incubator was developed as a result of grant funding received from the U.S. Department of Commerce, Economic Development Administration.

ANALYSIS

MyGuard Systems, implements security software for major corporations in a wide variety of environments. This has familiarized with the challenges that businesses face when protecting their intellectual assets and valuable data. Now, this expertise to any business - with easily understood intuitive user interface that everyone can use. My Guard Systems provides corporate-grade protection for every computer, data, applications, and device.

As a start-up, MyGuard Systems looking to validate their business model by taking advantage of the valuable services provided for entrepreneurs at the DMC, including mentorship, access to student interns, access to investors, and office space. Through these services, the company hopes to grow and create much needed jobs in our community.

The recommended lease conforms to the District's standard lease agreement for DMC tenants and is for a period of one year: March 29, 2016 to March 30, 2017. The square footage for the rentable area included in this lease agreement is 363 square feet.

RECOMMENDATION

It is recommended that the Board of Trustees approve the renewal of the lease agreement with MyGuard Systems and authorize the Vice Chancellor of Business Operations and Fiscal Services to execute the agreement on behalf of the District as presented.

Fiscal Impact:	\$7,405.20	Board Date:	March 28, 2016
Prepared by:	Enrique Perez, Assistant Vice Chancellor, Educational Services		
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services		
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor		

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

To:	Board of Trustees	Date: March 28, 2016
Re:	Ratification of Award of Bid #1279 for Buildings I & Z LED Lighting Conversion at Santa Ana College	
Action:	Request for Ratification	

BACKGROUND:

As part of Proposition 39 Year 3 projects, the District will undertake a LED Conversion project at Building I and Building Z at Santa Ana College. Project scope includes replacement of interior lighting with new LED lighting tubes and retrofit kits and exterior LED lighting conversion lights at parking lot numbers 12 and 13. After the lighting conversion is complete, the District anticipates yearly energy savings of 85,027 KWH which will generate a one-time estimated utility rebate of \$7,848.

ANALYSIS:

In accordance with the California Uniform Public Construction Cost Accounting Act, Bid #1279 for Buildings I & Z LED Lighting Conversion at Santa Ana College was posted on January 22, 2016 and a Notice Calling for Bids was sent to fifty-nine (59) contractors from the District's qualified contractors list on January 22, 2016.

A mandatory job walk was conducted on February 1, 2016. Bids were opened on February 26, 2016 as noted on the attached bid result form. The District received seven (7) bids for the project. Coast Electric (Santa Ana) submitted the lowest responsive bid for the amount of \$72,075. District staff conducted a due diligence review to ensure compliance with license requirements. After review of the bids received, the District recommends approval of award of Bid #1279 to Coast Electric. The Vice Chancellor of Business Operations/Fiscal Services authorized the award of the contract, under the authority of CUPCCAA, to Coast Electric.

The anticipated construction start will be March 22, 2016 with an estimated construction duration of ninety days.

The project is funded by Proposition 39, Utility Rebates.

RECOMMENDATION:

It is recommended that the Board ratify the award of Bid #1279 for Buildings I & Z LED Lighting Conversion at Santa Ana College as presented.

Fiscal Impact:	\$72,075	Board Date: March 28, 2016
Prepared by:	Carri M. Matsumoto, Assistant Vice Chancellor, Facility Planning, District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Raúl Rodriguez, Ph.D, Chancellor	



Facility Planning
2323 North Broadway, Rm 112
Santa Ana, CA 92706-1640

BID RESULTS

BID #1279 Addendums Issued: 0	PROJECT: Buildings I & Z LED Lighting Conversion at Santa Ana College	DUE DATE: February 26, 2016 At 2:00 PM
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BIDDER

TOTAL BID AMOUNT

Coast Electric
128 E. Dyer Road, Suite F
Santa Ana, CA 92707

\$72,075.00

Academy Electric
864 South Winthrope Street
Orange, CA 92869

\$77,961.0

Elevating Sales Corporation
331 Brea Hills Avenue
Brea, CA 92823

\$81,902.00

First Electric Systems, Incorporated
815 Sungrove Place
Brea, CA 92821

\$84,800.00

S & Son's Electrical Contractors Corporation
18442 Danbury Avenue
Hesperia, CA 92345

\$87,993.00

SW Construction
26590 Ward Street
Highland, CA 92346

\$90,736.00

J. Kim Electric, Incorporated
842 W. Las Palmas Drive
Fullerton, CA 92835

\$96,000.00

7 TOTAL BIDDERS

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

To:	Board of Trustees	Date: March 28, 2016
Re:	Accept the Completion of the LED Lighting Conversion Project at Digital Media Center and Orange County Sheriff's Regional Training Academy Resolution No. 15-18 and Approve a Recording of a Notice of Completion	
Action:	Request for Acceptance and Approval	

BACKGROUND:

On September 14, 2015, the Board of Trustees approved Resolution No. 15-18 for an energy conservation services contract with Coast Electric for the LED lighting conversion project at Digital Media Center and Orange County Sheriff's Regional Training Academy ("Project").

ANALYSIS:

The Project was completed on February 29, 2016. The District, upon approval by the Board of Trustees may record a Notice of Completion with the office of The Orange County Clerk-Recorder, as outlined under California Civil Code §9204. Total cost of the project is \$335,449.80.

This project was funded by Prop 39, utility rebates.

RECOMMENDATION:

It is recommended that the Board of Trustees Accept the Project as Complete and Approve the Filing of a Notice of Completion with the County as presented.

Fiscal Impact:	N/A	Board Date: March 28, 2016
Prepared by:	Carri M. Matsumoto, Assistant Vice Chancellor, Facility Planning, District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor	

RECORDING REQUESTED BY:
Rancho Santiago Comm. College District
2323 N. Broadway
Santa Ana, CA 92706-1640

NO FEES CHARGED PER GOVERNMENT CODE §6103

AND WHEN RECORDED MAIL TO:

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

THIS SPACE FOR RECORDER'S USE ONLY

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

2323 N. Broadway
Santa Ana, CA 92706-1640

NOTICE OF COMPLETION

Notice is hereby given, pursuant to the provisions of Section §9204 of the Civil Code of the State of California, that the Rancho Santiago Community College District of Orange County, California, as owner of the property known as Santa Ana College, located at 1530 W. 17th Street, Santa Ana, California, caused improvements to be made to the property to with: LED Lighting Conversion Project at Digital Media Center and Orange County Sheriff's Regional Training Academy, the contract for the doing of which was heretofore entered into on the 14th day of September, 2015, which contract was made with Coast Electric. PO 16-0038904 as contractor; that said improvements were completed on the 29th day of February, 2016 and accepted by formal action of the governing Board of said District on the 28th day of March, 2016; that title to said property is vested in the Rancho Santiago Community College District of Orange County, California; that the surety for the above named contractor is Developers Surety and Indemnity Company.

I, the undersigned, say: I am the Vice Chancellor of Rancho Santiago Community College District the declarant of the foregoing notice of completion; I have read said notice of completion and know the contents thereof; the same is true of my own knowledge. I declare under penalty of perjury that the foregoing is true and correct.

Executed on _____, 2016 at Santa Ana, California.

Rancho Santiago Community College District of Orange County, California

by _____

Peter J. Hardash, Vice Chancellor
Rancho Santiago Community College District

State of California
County of Orange

On _____ before me, _____, Notary Public, personally appeared _____ who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

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

WITNESS my hand and official seal.

Signature _____ (Seal)

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

To:	Board of Trustees	Date: March 28, 2016
Re:	Approval of Agreement with PENCO Engineering, Inc. for Land Surveying Consulting Services for Santiago Canyon College	
Action:	Request for Approval	

BACKGROUND:

This is a new agreement for topographic land survey consulting services for Santiago Canyon College. The work includes land surveying and mapping of the entire campus. These survey consulting services are required to inform the District of existing easements, boundary lines, and will assist in future project planning. The scope of work includes identifying and mapping elevations, slopes, boundaries, easements, and objects such as light poles or electrical equipment.

ANALYSIS:

A Request for Proposal #1516-135 for Topographic Land Survey Consultant Services for Santiago Canyon College was released to all six pre-qualified firms on February 23, 2016 with a due date of March 9, 2016. The District received a response from one firm; PENCO Engineering, Inc. (Irvine). A selection committee convened to review the proposals on March 11, 2016. The selection and committee recommends PENCO Engineering, Inc. by consensus based upon a thorough review and the culmination of their RFP response, experience, team members, reference checks, approach to the project, fee, schedule and familiarity with similar project types. It is recommended that the District enter into an agreement with PENCO Engineering, Inc. for Land Surveying Consulting Services.

The services covered by this agreement shall commence March 28, 2016 and end December 30, 2016. The contract is a not to exceed fee of \$23,853 which includes \$1,500 of reimbursable expenses.

This project is funded by Capital Outlay Funds.

RECOMMENDATION:

It is recommended that the Board of Trustees approve the agreement with PENCO Engineering, Inc. for Land Surveying Consulting Services for Santiago Canyon College as presented.

Fiscal Impact:	\$23,853	Board Date: March 28, 2016
Prepared by:	Carri Matsumoto, Assistant Vice Chancellor, Facility Planning & District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor	

Board Agreement Summary

Board Date: 3/28/16

Project: N/A

Site: **Santiago Canyon College**

Consultants: **PENCO Engineering, Inc.**

Type of Service: Land Surveying Consulting

Agreement Summary	No.	Amount	Reimbursables	Duration	
				Start	End
Original Contract Amount		\$22,353.00	\$ 1,500.00	3/29/2016	12/30/2016
Total Agreement Amount		\$23,853.00			

DESCRIPTION:

Agreement for land surveying consulting services for the entire Santiago Canyon College campus

Total Proposed Amount: **\$23,853.00**

Contract End Date: **12/30/2016**

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

DISTRICT OFFICE - BUSINESS OPERATIONS/FISCAL SERVICES

To:	Board of Trustees	Date:	March 28, 2016
Re:	Approval of Agreement with Optiv for Perimeter Penetration Test		
Action:	Request for Approval		

BACKGROUND

Protection of data and enterprise systems is a critical investment within ITS. A penetration test is an attempt to evaluate the security of an IT infrastructure by safely trying to exploit vulnerabilities. These vulnerabilities may exist in various areas such as operating systems, service and application flaws, improper configurations, or risky end-user behavior. Assessments are also useful in validating the efficacy of defensive mechanisms and will help set our upcoming security initiatives and plans.

ANALYSIS

ITS is due to perform a penetration test and has requested an information security assessment focused on identifying information security threats and vulnerabilities and applicable mitigation strategies. The Security Assessment will meet these requirements and help RSCCD identify security deficiencies that may exist within its enterprise network. We plan to have the initial testing performed, take remediation steps to tighten security, and subsequently retest.

The cost for this initial security assessment is \$23,625 and will be funded by the ITS operations budget.

RECOMMENDATION

It is recommended that the Board of Trustees approve the Optiv Perimeter Penetration Test as presented.

Fiscal Impact:	\$23,625	Board Date:	March 28, 2016
Prepared by:	Lee Krichmar, Assistant Vice Chancellor, Information Technology Services		
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services		
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor		



Rancho Santiago Community College District

Perimeter Penetration Test

Opportunity Number: 573572

Version Number: 2

SOW Issue Date: 3/7/2016

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Optiv Security Inc. ("Optiv") has prepared this Statement of Work (SOW) for Rancho Santiago Community College District ("RSCCD").

Service Overview

Security Assessment

RSCCD has requested an information security assessment focused on identifying information security threats and vulnerabilities and applicable mitigation strategies. The Security Assessment will meet these requirements and help RSCCD identify security deficiencies that may exist within its enterprise network.

Service Activities and Approach

Security Assessment

Comprehensive Perimeter Penetration Test

Optiv's Comprehensive Penetration Test leverages an in-depth methodology that uses commercial and customized tools designed to ensure thorough analysis of the targets and attack surface. Optiv begins with a discovery phase, using proprietary methods and open source tools to establish a comprehensive view of RSCCD's network, systems, and applications. Multiple automated scans, paralleled with manual examination, are used to expose potential weaknesses that may exist within the network. Optiv will perform penetration testing on unauthenticated web applications (and using authenticated application roles if defined in the scoping assumptions), looking for weaknesses such as those defined in the OWASP Top 10 Application vulnerability categories that could lead to system compromise or sensitive information disclosure.

If Optiv can obtain a foothold into the network, the knowledge that foothold provides will be used to escalate privileges and compromise additional systems. Using this expanded access, Optiv will seek to locate and exfiltrate sensitive data.

This information is incorporated into Optiv's proprietary correlation and data normalization tool, which is used to ensure all potential areas for access or exploitation are evaluated. This allows Optiv to thoroughly analyze complex attack vectors or multi-faceted weaknesses while ensuring all systems are evaluated. Optiv will then perform validation through a targeted penetration test that focuses on high-risk findings. Exploitation of these findings often yields access to critical systems and sensitive information vital to RSCCD operations. Upon completion of testing, the consultants collect assessment findings in a customized report designed to provide detailed, actionable information while eliminating false positives. This information is presented to RSCCD in both technical and non-technical formats.

Discovery Phase

Optiv will gather information from a variety of sources to gain knowledge about RSCCD's network and other Internet locations where pertinent devices and hosts may reside. This phase focuses on identifying a comprehensive list of live hosts. Optiv uses a variety of tests and data sources to identify live systems that may otherwise be missed through more basic host identification tests (such as a ping sweep). Identifying more obscure hosts can provide additional areas of concern. These hosts may not be known to RSCCD, and may not be tested during routine tests, and may contain additional vulnerabilities due to their inadvertent exclusion from organization policies such as patch management and system hardening. Optiv will:

- Perform general foot printing to determine scope of the perimeter
- Interrogate DNS servers, public search engines, and other public sources for exposed hosts and IP addresses
- Examine trace route output for in-scope intermediary hosts
- Perform host identification scans, leveraging TCP, UDP, and ICMP protocols to locate live hosts.

The live hosts identified during the discovery phase will be used to establish the list of in-scope hosts for all additional phases of the engagement.

Target Profiling Phase

During the Target Profiling Phase, Optiv will perform a comprehensive analysis of the exposed attack surface of all in-scope hosts identified in the discovery phase and will establish detailed profiles, identifying software and configuration information that could be leveraged in an attack. This includes identifying:

- Device operating systems
- Exposed ports, running services, and specific software versions installed using comprehensive port and service scans
- Accessible files or configuration information
- Unencrypted network management protocols
- Supported encryption algorithms and authentication mechanisms for SSL and IPsec enabled protocols
- Locally exposed broadcast and multicast traffic, their underlying protocols, and notable configuration settings (Internal network only)
- Virtual host URLs that could expose additional content
- Exposed web applications and their underlying programming languages that may have known systemic weaknesses
- Accessible web management consoles (Tomcat, JBoss, GlassFish, WebLogic, etc.)
- Backend or directly exposed database software and versions
- Limited publicly exposed information that could be used for manual risk validation
- Configuration issues that may not directly expose a vulnerability within the context of the environment, but could be leveraged in multi-faceted attacks

These system profiles are then normalized and placed into a centralized database and workflow tool. This allows for a more efficient examination of all identified hosts and services, while enabling the tester to thoroughly examine RSCCD's exposed attack surface, identifying blended, multi-faceted vulnerabilities.

Examination Phase

During this phase, Optiv will perform manual and automated testing to identify potential vulnerabilities within RSCCD's network. Manual examination is performed using the host profiles that were developed during the target profiling phase. This manual testing evaluates the exposed attack surface, identifying findings that cannot be discovered using automated tools.

Detailed vulnerability scans are also performed against prioritized target groups using a unique combination of commercial, open-source, and proprietary tools. The automated and manual testing data is correlated to reduce false positives. The objective of this phase is to identify potential security findings that affect RSCCD's overall security posture. This includes the following activities:

- Testing the local network for weak client configuration or sensitive information being transmitted insecurely (Internal network only)

- Scanning hosts for known network vulnerabilities
- Using automated and manual penetration testing techniques designed to test for exploitable unauthenticated and authenticated application security issues, such as the published OWASP Top 10 application vulnerability categories
- Manually reviewing hosts, services, and applications for vulnerabilities not revealed by automated tools
- Evaluating target profiling and identified vulnerabilities to identify potential attack vectors by combining issues and performing blended attacks
- Analyzing publicly exposed data or data obtained due to identified vulnerabilities for sensitive information
- Correlating results and reduce false-positive findings
- Classifying targets based on vulnerability type and underlying root cause

Optiv uses the information gathered during this phase to update the previously established system profiles with any identified vulnerabilities. Leveraging this additional data in the centralized host profile ensures that systems are thoroughly tested using the information collected from all available sources.

Attack Scenario Phase

Optiv will review the identified vulnerabilities and misconfigurations to determine their impact on RSCCD's overall security posture. This validation is performed through targeted penetration testing that focuses on high-risk findings. Exploitation of these findings often yields access to critical systems and sensitive information vital to RSCCD operations. The objective of this phase is to provide the organization with a clear understanding of the risks associated with the identified findings via the following methods:

- Using automated and manual tools to exploit vulnerabilities
- Using exploited hosts to gain additional knowledge of the target network
- Identifying sensitive information or additional post-exploitation weaknesses that are exposed as a result of a risk validation scenario
- Analyzing the compromised systems, looking for exposed credentials or sensitive information that can be used in the next phase to increase access throughout the environment
- Using any new information and access, return to the Discovery Phase and re-evaluate in-scope systems that were not previously available from the original network vantage point

Optiv will review the obtained access and credentials and will look for paths where using that information can lead to achieving the test goals and access to the specified sensitive information and resources. Pivoting techniques can include:

- Targeting privileged users on the network in an attempt to hijack their escalated access
- Targeting authorized access channels with rights into the sensitive hosts and information (such as backup access, system and network management systems, etc.)
- Searching exposed network shares using the compromised host access for additional information
- Exploiting overly permissive access rights, password reuse, and domain trusts
- Using any new information and access, return to the target identification access as necessary to find additional ways to get closer to the goal
- Accessing and exfiltrating the sensitive information (goal)

The Attack Scenario and Post-Exploitation (Pivoting) phases will validate the risk exposure of identified attack vectors. Optiv will perform normal penetration testing activities during unrestricted testing windows,

unless otherwise specified in the scoping considerations. High-risk attack scenarios always will be scheduled with RSCCD, even when limited testing windows are not otherwise specified.

Optiv's technical process uses non-destructive testing techniques (i.e., no files or data are intended to be modified or changed). Under no circumstances are Denial-of-Service (DoS) attacks used; but if DoS vulnerabilities are identified, they will be documented and recommendations will be made to correct them.

Prior to beginning the Risk Validation phase, Optiv will notify RSCCD of any tests that are recommended that may present an increased risk of service impact. This notification will present the outage risk as well as an explanation of what the test could accomplish if successful.

However, penetration testing always poses an inherent risk where the targeted vulnerable service may become unavailable. Optiv takes every precaution to limit these risks. All automated tools are run in "safe mode" and through Optiv's extensive experience running these assessments; Optiv has developed testing methodology around the primary goal of maintaining network availability. Throughout testing, Optiv actively monitors all systems and applications.

Post-Assessment Retest

Optiv will provide a retest of the in-scope network(s). The post-assessment retesting scope will include the specific high-risk findings identified in the attack scenario phase that led to initial unauthorized access.

Any changes in the IP addresses tested, or the retesting of lower-severity findings, will require a Change Order and will incur additional labor or license fees.

- Provide remediation follow-up on High vulnerabilities identified
- Update existing findings matrix with retest results

Service Deliverables

Optiv will provide RSCCD with the following deliverable documents in electronic (Adobe PDF) format.

Security Assessment

Security Assessment Report

The report will describe the work performed; show the criticality rating of the discovered vulnerabilities; and will provide remediation steps and additional recommendations to improve security. Included in this report are the following sections:

Executive Summary

This section of the report will provide RSCCD with a summarization of findings and recommendations in a non-technical format.

Findings and Recommendations

This section of the report will provide RSCCD with a consolidated list of findings, root cause analysis, and clear action steps to mature the current security posture. This will also discuss RSCCD's strengths, and any mitigating factors with regards to the identified risks.

Vulnerability Matrix

This will provide RSCCD with a matrix containing vulnerabilities found, implications, severity or risk level, and specific recommendations for remediation.

Service Scope

Scoping Considerations

Specific details relating to the scope are listed below. Scoping details were provided by RSCCD through documents and/or interviews; and some assumptions may have been made based upon industry best practices. Significant variance from this information may result in a Change Order. Optiv will not perform any additional work outside of the scope described in this SOW without a signed Change Order.

Security Assessment Scope

The project scope and testing activities are detailed in the table below:

Activity	Details
Perimeter Comprehensive Penetration Test	<ul style="list-style-type: none"> • Comprehensive testing of the defined attack surface with the goal of penetrating the perimeter network • In-Scope Attack Surface <ul style="list-style-type: none"> ○ Up to 65,536 IP addresses (Class B) for live host discovery ○ Up to 180 hosts for penetration testing – Approximately a 5% utilization factor of the following subnets <ul style="list-style-type: none"> ▪ 192.104.166.0/24 ▪ 192.149.116.0/24 ▪ 192.189.45.0/24 ▪ 192.189.46.0/23 ▪ 192.189.48.0/24 ▪ 204.75.249.0/24 ▪ 204.75.250.0/23 ▪ 204.75.252.0/22 • Testing Windows: 24x7 Testing Windows • Retesting of High findings within 60 days, final report will be updated to reflect retesting results

Pricing, Payment, and Expenses

Fixed-Price Services

The service(s) detailed in the table below shall be performed on a fixed-price basis.

Description of Service	Price
Security Assessment	\$19,500
Retesting	\$4,125
Total	\$23,625

DRAFT



Appendix A - Key Points of Contact

Optiv Sales Contacts

Ray Burgess

NAM

714.904.9283

ray.burgess@optiv.com

Jamie Krysinski

Solutions Architect

714.936.1505

jamie.krysinski@optiv.com

Tom Fatout

Core Services Architect

RSCCD Project and Technical Contacts

Jesse Gonzalez

Director Network & Communications

714.480.7417

gonzalez_jesse@rscdd.edu

Jesse Gonzalez

Director Network & Communications

714.480.7417

gonzalez_jesse@rscdd.edu

RSCCD Billing Contact

Jesse Gonzalez

2323 N. Broadway Santa Ana, CA 92706

714.480.7417

gonzalez_jesse@rscdd.edu

Appendix B - Perimeter URL's

The following is a list of URL's that have been supplied during scoping conversations and will be targeted during the penetration test from an un-authenticated perspective.

<https://sis.rscdd.edu/>

<https://intranet.rscdd.edu/>

<http://www.rscdd.edu/>

<http://www.sac.edu/>

<http://www.sccollege.edu/>

<https://mail.rscdd.edu/>

<https://remote.rscdd.edu/>

https://webapps.rscdd.edu/LDAPAccountManager_Datatel/changePassword.aspx

<https://selfservice.rscdd.edu/Student>

https://webatt.rscdd.edu/CertificateTracking_new

<https://orientation.rscdd.edu/rscdd-orientations/sac/admin.html>

<https://orientation.rscdd.edu/rscdd-orientations/scc/admin.html>

<https://webatt.rscdd.edu/CITrackWeb/login.aspx>

<https://webapps.rscdd.edu/ofes/>

<http://webatt.rscdd.edu/PharmacyTracking>

<http://webatt.rscdd.edu/OTASStudentTracking>

https://webapps.rscdd.edu/LDAPAccountManager_Datatel

https://webapps.rscdd.edu/LDAPAccountManager_admin

Purchase Order List

01/31/2016 thru 03/12/2016

P.O. #	Date	Fund	Department	Description	Vendor Name	Amount
16-P0039223	02/01/2016	11	Admin Services Office	Contracted Services	INDUSTRIAL TECHNICAL SERVICES	1,756.15
16-P0039231	02/01/2016	12	Career Education Office	Conference Expenses	HYATT CORP AS AN AGENT OF SUNSTONE JAMBOREE	653.85
16-P0039232	02/01/2016	12	Career Education Office	Conference Expenses	HYATT CORP AS AN AGENT OF SUNSTONE JAMBOREE	653.85
16-P0039233	02/01/2016	12	Digital Media Center	Conference Expenses	ALLIANCE OF HSI EDUCATORS	450.00
16-P0039234	02/01/2016	12	Resource Development	Conference Expenses	CCCAOE CALIF COM COLL ASSOC	495.00
* 16-P0039235	02/01/2016	12	EOPS	Conference Expenses	WMK SACRAMENTO LLC	218.50
* 16-P0039236	02/01/2016	12	EOPS	Conference Expenses	CCCEOPSA CALIF COM COLL	125.00
16-P0039237	02/01/2016	12	Financial Aid Office	Conference Expenses	ELIZABETH BERGARA	170.00
16-P0039238	02/01/2016	12	Financial Aid Office	Conference Expenses	FOUNDATION FOR CALIFORNIA	250.00
16-P0039239	02/01/2016	41	Facility Planning Office	Bldg Impr - Engineering Costs	NEWCOMB ANDERSON MCCORMICK INC	14,500.00
16-P0039240	02/01/2016	33	CDC Administration	Contracted Services	OLIVAS CYNTHIA ROSS	1,100.00
16-P0039241	02/01/2016	12	Corporate Training Institute	Contracted Services	LA VOZ MARKETING	6,000.00
16-P0039242	02/01/2016	12	Corporate Training Institute	Contracted Services	CORDOVA RAQUEL	1,500.00
16-P0039243	02/01/2016	11	Mailroom	Contracted Repair Services	UNITED AUTOMOTIVE SVC INC	311.87
16-P0039244	02/01/2016	12	Health & Wellness	Contracted Services	RUIZ REBECCA	1,000.00
16-P0039245	02/01/2016	12	Upward Bound	Contracted Services	THE PRINCETON REVIEW	5,000.00
16-P0039246	02/01/2016	11	Continuing Education Division	Contracted Services	BLANKENSHIP, SHARLENE	1,009.25
16-P0039247	02/01/2016	11	Maintenance	Contracted Repair Services	YALE CHASE	395.00
16-P0039248	02/02/2016	12	Chemistry	Instructional Supplies	SIGMA ALDRICH INC	278.00
16-P0039249	02/02/2016	12	Counseling	Food and Food Service Supplies	ALBERTSON'S	159.00
16-P0039250	02/02/2016	12	Mathematics	Instructional Supplies	SCHOOL SAVERS	496.75
16-P0039251	02/02/2016	12	Geography	Instructional Supplies	US GEOLOGICAL SURVEY	113.00
16-P0039252	02/02/2016	12	Student Equity	Contracted Services	FOUNDATION FOR CALIFORNIA	4,500.00
16-P0039253	02/02/2016	12	Biology	Instructional Supplies	FISHER SCIENTIFIC	204.60
16-P0039254	02/02/2016	12	Student Equity	Contracted Services	NEAL VERONICA K	9,000.00
16-P0039255	02/02/2016	12	SAC Continuing Ed-Instruction	Books, Mags & Subscrip-Non-Lib	DON BOOKSTORE	140.40
16-P0039256	02/02/2016	12	Digital Media Center	Conference Expenses	LEMUS IRVIN B	667.61
16-P0039257	02/02/2016	12	LA/OC Regional Consortia	Contracted Services	PAUL GALLAGHER	8,000.00
16-P0039258	02/02/2016	12	Biology	Instructional Supplies	SIGMA ALDRICH INC	81.07
* 16-P0039260	02/02/2016	12	Center for Teacher Education	Non-Instructional Supplies	EMBEE TECHNOLOGIES	6,801.00
16-P0039261	02/02/2016	12	Upward Bound	Transportation - Student	AIRPORT VAN RENTAL INC	400.00
16-P0039262	02/02/2016	12	Digital Media Center	Conference Expenses	FECHTER MAUREEN	812.62
16-P0039263	02/02/2016	12	Small Business Dev Ctr Office	District Business/Sponsorships	SOLANO COMMUNITY EDUCATIONAL FOUNDATION	14,980.00
16-P0039264	02/02/2016	12	Fine & Performing Arts Office	Software License and Fees	KINO LORBER INC	558.92
16-P0039265	02/02/2016	12	Digital Media Center	Conference Expenses	FRENCH, GREGORY E	895.18
16-P0039266	02/02/2016	12	Biology	Instructional Supplies	HARDY DIAGNOSTICS	976.62
16-P0039267	02/02/2016	12	Physics	Books, Mags & Subscrip-Non-Lib	DON BOOKSTORE	273.72
16-P0039268	02/02/2016	12	Inmate Education Program	Books, Mags & Subscrip-Non-Lib	EDUCATIONAL TESTING SVC	91.90
16-P0039269	02/02/2016	11	Environ Safety & Emer Services	Conference Expenses	ASCIP	180.00

Legend: * = Multiple Accounts for this P.O.

Purchase Order List

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P.O. #	Date	Fund	Department	Description	Vendor Name	Amount
16-P0039270	02/02/2016	12	Computer Science	Software License and Fees	RON P. KESSLER	320.00
16-P0039271	02/02/2016	33	CDC Administration	Non-Instructional Supplies	CM SCHOOL SUPPLY CO	673.92
16-P0039272	02/02/2016	11	Mailroom	Postage	POSTMASTER	225.00
16-P0039273	02/02/2016	33	EHS Administration	Non-Instructional Supplies	AKERS THOMAS	28.08
16-P0039274	02/02/2016	12	Small Business Dev Ctr Office	Food and Food Service Supplies	R VISHNY LLC	486.00
16-P0039275	02/02/2016	12	Student Services Office	Transportation - Student	CERTIFIED TRANSPORTATIONS	4,000.00
16-P0039276	02/02/2016	12	Student Services Office	Instructional Supplies	DON BOOKSTORE	20,000.00
16-P0039277	02/02/2016	12	Financial Aid Office	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	13.72
16-P0039278	02/02/2016	12	Human Resources Office	Personnel Recruiting	JOB ELEPHANT COM INC	3,000.00
16-P0039279	02/02/2016	12	Continuing Education Division	Non-Instructional Supplies	ACCO BRANDS USA LLC	352.03
16-P0039280	02/02/2016	12	SAC Continuing Ed-Instruction	Instructional Supplies	DESKTOP PUBLISHING SUPPLIES INC	270.05
16-P0039281	02/02/2016	12	Library Services	Library Books	AMAZON COM	4,000.00
16-P0039282	02/02/2016	11	District Wide Technology	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	1,058.79
16-P0039283	02/02/2016	12	Small Business Dev Ctr Office	Food and Food Service Supplies	PARADISE BAKERY & CAFE	487.20
16-P0039284	02/02/2016	12	Music	Equip-All Other >\$200 < \$1,000	WENGER CORP	7,034.20
16-P0039285	02/02/2016	12	Ctr for Intl Trade Dev Office	Food and Food Service Supplies	PARADISE BAKERY & CAFE	487.20
16-P0039286	02/02/2016	43	Facility Planning Office	Bldgs - Blueprint/Reprod/Adver	C2 REPROGRAPHICS	123.28
16-P0039287	02/02/2016	33	EHS Administration	Non-Instructional Supplies	WELLS FARGO BANK	39.41
16-P0039288	02/02/2016	11	Human Resources Office	Non-Instructional Supplies	B & H PHOTO VIDEO INC	237.55
16-P0039289	02/02/2016	12	School & Community Partnership	Non-Instructional Supplies	DON BOOKSTORE	97.09
16-P0039290	02/02/2016	12	SAC Continuing Ed-Instruction	Books, Mags & Subscrip-Non-Lib	DON BOOKSTORE	6,609.60
16-P0039291	02/02/2016	12	Biology	Instructional Supplies	COUNTY OF ORANGE	110.00
16-P0039293	02/03/2016	12	Financial Aid Office	Non-Instructional Supplies	SEHI COMPUTER PRODUCTS	190.96
16-P0039294	02/03/2016	12	Financial Aid Office	Equip-All Other >\$1,000<\$5,000	GOLDEN STAR TECHNOLOGY, INC.	1,222.08
16-P0039295	02/03/2016	12	Counseling	Software License and Fees	CPP INC	195.00
16-P0039296	02/03/2016	12	Ctr for Intl Trade Dev Office	Conference Expenses	CCCAOE CALIF COM COLL ASSOC	990.00
16-P0039297	02/03/2016	12	Ctr for Intl Trade Dev Office	Conference Expenses	NASBITE	1,190.00
16-P0039298	02/03/2016	12	Financial Aid Office	Conference Expenses	STEVEN M. SALCIDO	1,745.00
16-P0039299	02/03/2016	12	Transfer Center	Food and Food Service Supplies	JAY'S CATERING	267.75
16-P0039300	02/03/2016	12	Library Services	Library Books	GALE GROUP	39.53
16-P0039301	02/03/2016	12	Corporate Training Institute	Contracted Services	EDUCATIONAL TESTING SVC	3,500.00
16-P0039302	02/03/2016	12	Transfer Center	Food and Food Service Supplies	JAY'S CATERING	223.60
16-P0039303	02/03/2016	12	Ctr for Intl Trade Dev Office	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	500.00
16-P0039304	02/03/2016	12	Financial Aid Office	Conference Expenses	STEVEN M. SALCIDO	260.00
16-P0039305	02/03/2016	12	Biology	Instructional Supplies	BIO RAD LABORATORIES	778.38
16-P0039306	02/03/2016	12	Biology	Instructional Supplies	FISHER SCIENTIFIC	174.10
16-P0039307	02/03/2016	12	Sci, Math, Health Sci Office	Instructional Supplies	MICROTECH SCIENTIFIC	2,446.90
16-P0039308	02/03/2016	12	Communications Studies Instr	Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	1,499.64
16-P0039309	02/03/2016	33	CDC Administration	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	750.00

Legend: * = Multiple Accounts for this P.O.

Purchase Order List

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P.O. #	Date	Fund	Department	Description	Vendor Name	Amount
16-P0039310	02/03/2016	12	Admin Services Office	Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	2,500.00
16-P0039311	02/04/2016	12	Center for Teacher Education	Conference Expenses	AMERICAN EXPRESS	932.40
16-P0039312	02/04/2016	12	Center for Teacher Education	Conference Expenses	AMERICAN EXPRESS	932.40
16-P0039313	02/04/2016	12	Center for Teacher Education	Conference Expenses	AMERICAN EXPRESS	802.40
16-P0039314	02/04/2016	11	Educational Services Office	Equip-All Other >\$200 < \$1,000	CN SCHOOL AND OFFICE SOLUTIONS INC	505.44
16-P0039315	02/04/2016	12	Fire Academy	Instructional Agreements	DEPT OF FORESTRY & FIRE PROTECTION	7,952.00
16-P0039316	02/04/2016	42	Facility Planning Office	Bldg Impr - DSA Fees	DEPT OF GENERAL SERVICES	2,000.00
16-P0039317	02/04/2016	11	Maintenance & Operations	Contracted Services	IRVINE VALLEY AIR CONDITIONING INC	16,985.00
16-P0039318	02/04/2016	42	Facility Planning Office	Site Improv - Contractor Svcs	SO CAL SAND BAGS INC	2,697.00
16-P0039319	02/04/2016	11	Safety & Security Office	Non-Instructional Supplies	CN SCHOOL AND OFFICE SOLUTIONS INC	192.13
16-P0039320	02/04/2016	12	EOPS	Conference Expenses	CCC EOPS REGION VIII	175.00
* 16-P0039321	02/04/2016	12	SAC Continuing Ed-Instruction	Instructional Supplies	VERITIV OPERATING COMPANY	2,160.00
16-P0039322	02/04/2016	12	DSPS	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	225.71
16-P0039323	02/04/2016	12	Orientation/Coord/Training	Non-Instructional Supplies	JOHN A TORRENCE III	398.40
16-P0039324	02/04/2016	12	Corporate Training Institute	Inst Dues & Memberships	ANAHEIM CHAMBER OF COMMERCE	349.00
16-P0039325	02/04/2016	12	Student Services Office	Food and Food Service Supplies	CRAVE RESTAURANT GROUP, LLC	405.90
16-P0039326	02/05/2016	33	CDC Administration	Equip-All Other >\$200 < \$1,000	HOME DEPOT	1,310.26
16-P0039327	02/05/2016	12	Digital Media Center	Conference Expenses	CCCAOE CALIF COM COLL ASSOC	495.00
16-P0039328	02/05/2016	12	Sci, Math, Health Sci Office	Instructional Supplies	MICROTECH SCIENTIFIC	1,815.24
16-P0039329	02/05/2016	12	Sci, Math, Health Sci Office	Instructional Supplies	VWR FUNDING INC	544.19
16-P0039330	02/05/2016	12	Sci, Math, Health Sci Office	Instructional Supplies	VWR FUNDING INC	476.41
16-P0039331	02/05/2016	12	Career Education Office	Food and Food Service Supplies	CASELL A. LAWSON	407.00
16-P0039332	02/05/2016	11	Information Tech Svcs Office	Conference Expenses	JBK HOTELS A COLORADO LLC	1,429.88
16-P0039333	02/05/2016	11	Chancellor's Office	Conference Expenses	WELLS FARGO BANK	2,906.63
16-P0039334	02/05/2016	12	Safety & Parking - DO	Non-Instructional Supplies	DON BOOKSTORE	2,880.36
16-P0039335	02/05/2016	11	Safety & Security Office	Non-Instructional Supplies	GRP2 UNIFORMS INC	6,500.00
16-P0039336	02/05/2016	12	Student Services Office	Reproduction/Printing Expenses	IMAGE PRINTING SOLUTIONS	380.44
16-P0039337	02/05/2016	42	Facility Planning Office	Buildings - Contractor Svcs	SIGNATURE FLOORING INC	5,008.70
16-P0039338	02/05/2016	33	CDC Administration	Conference Expenses	ONE OC	1,500.00
16-P0039339	02/08/2016	11	Public Affairs/Gov Rel Office	Internet Services	TVEYES INC	1,200.00
16-P0039340	02/08/2016	11	Graphic Communications	Books, Mags & Subscrip-Non-Lib	WELLS FARGO BANK	29.95
16-P0039341	02/08/2016	11	Digital Media Center	Contracted Services	BUSINESS MACHINES SECURITY	225.00
16-P0039342	02/08/2016	12	Health & Wellness	Non-Instructional Supplies	MCKESSON GENERAL MEDICAL CORP	2,476.00
16-P0039343	02/08/2016	11	Graphic Communications	Non-Instructional Supplies	SEHI COMPUTER PRODUCTS	148.08
16-P0039344	02/08/2016	12	Media Services	Instructional Supplies	HOME DEPOT	500.00
16-P0039345	02/08/2016	33	EHS Administration	Equip-All Other >\$200 < \$1,000	LAKESHORE LEARNING MATERIALS	1,109.04
16-P0039346	02/08/2016	12	SAC Continuing Ed-Instruction	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	498.74
16-P0039347	02/08/2016	13	Human Svcs & Technology Office	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	49.23
16-P0039348	02/08/2016	12	Biology	Instructional Supplies	HARDY DIAGNOSTICS	359.87

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Purchase Order List

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P.O. #	Date	Fund	Department	Description	Vendor Name	Amount
16-P0039349	02/08/2016	12	Safety & Parking - DO	Non-Instructional Supplies	HOME DEPOT	58.13
16-P0039350	02/08/2016	12	Biology	Instructional Supplies	FISHER SCIENTIFIC	447.27
16-P0039351	02/08/2016	11	Safety & Security Office	Non-Instructional Supplies	BEEGA'S BOYS	564.96
16-P0039352	02/08/2016	12	Student Services Office	Advertising	ABEL TORRES	600.00
16-P0039353	02/09/2016	11	Automotive Technology/Engine	Maint Contract - Other Equip	OPUS INSPECTION INC	4,114.00
16-P0039354	02/09/2016	41	Facility Planning Office	Bldg Impr - DSA Fees	DEPT OF GENERAL SERVICES	420.00
16-P0039355	02/09/2016	11	Maintenance & Operations	Contracted Repair Services	ACADEMY ELECTRIC INC	4,000.00
16-P0039356	02/09/2016	12	Student Equity	Conference Expenses	BOARD OF GOVERNORS	900.00
16-P0039357	02/09/2016	12	Counseling & Student Sup Ofc	Conference Expenses	CCCCSSAA CALIF COMMUNITY COLL	495.00
16-P0039358	02/09/2016	12	Student Equity	Conference Expenses	WMK SACRAMENTO LLC	327.75
16-P0039359	02/09/2016	11	Information Tech Svcs Office	Conference Expenses	STUART L. DAVIS	525.00
16-P0039362	02/09/2016	12	Inmate Education Program	Books, Mags & Subscrip-Non-Lib	TOWNSEND PRESS	31.70
16-P0039363	02/09/2016	12	SAC Continuing Ed-Instruction	Books, Mags & Subscrip-Non-Lib	DON BOOKSTORE	307.80
16-P0039364	02/09/2016	12	Safety & Parking - DO	Repair & Replacement Parts	POWERTRON	64.69
16-P0039365	02/09/2016	12	Orange Educ Ctr-Instruction	Books, Mags & Subscrip-Non-Lib	PEARSON ED	734.78
16-P0039366	02/09/2016	12	Orange Educ Ctr-Instruction	Books, Mags & Subscrip-Non-Lib	CAMBRIDGE UNIV PRESS	1,900.79
16-P0039367	02/09/2016	12	Orange Educ Ctr-Instruction	Books, Mags & Subscrip-Non-Lib	PEARSON ED	1,447.30
16-P0039368	02/09/2016	33	EHS Administration	Online Training Courses	WESTED	225.00
16-P0039369	02/09/2016	11	Maintenance	Repair & Replacement Parts	CAMFIL USA INC	3,794.56
16-P0039370	02/09/2016	12	Digital Media Center	Conference Expenses	DEWBERRY LINDA C	866.81
16-P0039371	02/09/2016	12	EOPS	Food and Food Service Supplies	SUPER ANTOJITO'S EXPRESS MEXICAN FOOD	235.44
16-P0039372	02/09/2016	12	Student Equity	Conference Expenses	FRANK J. RIVERA	437.00
16-P0039373	02/09/2016	12	Student Equity	Conference Expenses	JOSEPH A. ALONZO	350.00
* 16-P0039374	02/09/2016	12	Center for Teacher Education	Conference Expenses	NACCTEP NAT'L ASSOC OF COMM	2,400.00
* 16-P0039375	02/09/2016	12	Center for Teacher Education	Conference Expenses	CITYFRONT HOTEL ASSOCIATES	3,430.00
16-P0039376	02/09/2016	12	Financial Aid Office	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	6.86
16-P0039377	02/09/2016	12	Student Equity	Food and Food Service Supplies	ORANGE TREE DELI & CATERING	1,064.88
16-P0039378	02/09/2016	12	Student Equity	Food and Food Service Supplies	ORANGE TREE DELI & CATERING	403.38
16-P0039379	02/09/2016	12	Student Equity	Food and Food Service Supplies	ORANGE TREE DELI & CATERING	677.70
16-P0039380	02/09/2016	12	SAC Continuing Ed-Instruction	Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	34.28
16-P0039381	02/09/2016	11	Manufacturing Technology	Repair & Replacement Parts	WALLY MACHINERY & TOOL SUPPLY	2,000.00
16-P0039382	02/09/2016	13	Human Svcs & Technology Office	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	4,000.00
16-P0039383	02/09/2016	12	Media Systems	Instructional Supplies	MAR VAC ELECTRONICS	2,000.00
16-P0039384	02/09/2016	12	SAC Continuing Ed-Instruction	Books, Mags & Subscrip-Non-Lib	SADDLEBACK EDUCATION PUBLISHING INC	2,208.08
16-P0039385	02/10/2016	42	Facility Planning Office	Bldg Impr-Blueprint/Reprod/Adv	AMERICAN REPROGRAPHICS CO LLC	101.62
16-P0039386	02/10/2016	42	Facility Planning Office	Site Improv - AE Fee	BKF ENGINEERS	12,750.00
16-P0039387	02/10/2016	41	Facility Planning Office	Bldg Impr - Contractor Svcs	BISHOP INC	28,000.00
16-P0039388	02/10/2016	61	Risk Management	Self Insurance Claims	RSCCD FOUNDATION	85,185.55
16-P0039389	02/10/2016	42	Facility Planning Office	Bldg Impr - Contractor Svcs	WESTERN POWER SYSTEMS	2,365.00

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P.O. #	Date	Fund	Department	Description	Vendor Name	Amount
16-P0039390	02/11/2016	12	Ctr for Intl Trade Dev Office	Conference Expenses	LYNN A. STEWART	857.00
16-P0039391	02/11/2016	12	Student Development	Other Participant Travel Exp	CALIF STATE UNIV FRESNO FOUNDATION	2,250.00
16-P0039392	02/11/2016	12	Student Development	Conference Expenses	CALIF STATE UNIV FRESNO FOUNDATION	300.00
16-P0039393	02/11/2016	12	Student Development	Other Participant Travel Exp	WEST COAST HOTEL MANAGEMENT LLC	1,071.24
16-P0039394	02/11/2016	12	Student Equity	Books Paid for Students	DON BOOKSTORE	2,397.06
16-P0039395	02/11/2016	11	Environ Safety & Emer Services	Conference Expenses	HIRSCHFELD KRAEMER LLP	2,085.00
16-P0039396	02/11/2016	12	LA/OC Regional Consortia	Conference Expenses	AMERICAN EXPRESS	386.96
16-P0039397	02/11/2016	42	Facility Planning Office	Bldg Impr - Contractor Svcs	PREFERRED CEILING INC	6,940.00
16-P0039398	02/16/2016	12	Admin Services Office	Instructional Supplies	SOCCER CENTRAL #2	3,637.44
16-P0039399	02/16/2016	12	Theatre Arts	Instructional Supplies	PROFESSIONAL PLASTICS INC	525.00
16-P0039400	02/16/2016	12	Chemistry	Instructional Supplies	VWR FUNDING INC	188.48
16-P0039401	02/16/2016	33	EHS Administration	Food and Food Service Supplies	PARADISE BAKERY & CAFE	1,677.39
16-P0039402	02/16/2016	12	Student Equity	Non-Instructional Supplies	DOING GOOD WORKS	2,384.73
16-P0039403	02/16/2016	12	Ctr for Intl Trade Dev Office	Food and Food Service Supplies	CORNER BAKERY/CBC RESTAURANT	121.00
16-P0039404	02/16/2016	12	Center for Teacher Education	Non-Instructional Supplies	COMPREHENSIVE CONTROL SYSTEMS INC	540.00
16-P0039405	02/16/2016	12	Safety & Parking - DO	Conference Expenses	WELLS FARGO BANK	365.00
* 16-P0039406	02/16/2016	12	Biology	Instructional Supplies	BIO SURPLUS INC	3,232.02
16-P0039407	02/16/2016	11	Maintenance	Non-Instructional Supplies	INTERLINE BRANDS INC	671.33
16-P0039408	02/16/2016	12	Educational Services Office	District Business/Sponsorships	CCCAOE CALIF COM COLL ASSOC	5,000.00
16-P0039409	02/17/2016	12	Engineering	Equip-Fed Prgm > \$5,000	MDA PRECISION LLC	28,527.80
16-P0039410	02/17/2016	12	SAC Continuing Ed-Instruction	Books, Mags & Subscrip-Non-Lib	MCGRAW-HILL EDUCATION INC	3,255.32
16-P0039411	02/17/2016	12	Biology	Equip-All Other >\$1,000<\$5,000	BIO SURPLUS INC	1,727.14
16-P0039412	02/17/2016	12	EOPS	Other Exp Paid for Students	SVM LP	2,010.95
16-P0039413	02/17/2016	12	Sci, Math, Health Sci Office	Instructional Supplies	MICROTECH SCIENTIFIC	143.65
16-P0039414	02/17/2016	12	Manufacturing Technology	Instructional Supplies	WALLY MACHINERY & TOOL SUPPLY	2,000.00
16-P0039415	02/17/2016	12	Manufacturing Technology	Instructional Supplies	DAN'S MACHINE REPAIR	2,000.00
16-P0039416	02/17/2016	12	Student Equity	Supplies Paid for Students	DON BOOKSTORE	950.00
16-P0039417	02/17/2016	33	CDC Administration	Equip-All Other >\$200 < \$1,000	EMILIANO H. MEDINA	612.79
16-P0039418	02/17/2016	11	International Student Program	Software License and Fees	NAFSA	278.00
16-P0039419	02/17/2016	12	Continuing Education Division	Electricity	SO CALIF EDISON CO	25,000.00
16-P0039420	02/17/2016	12	Admin Services Office	Instructional Supplies	MARKERTEK VIDEO SUPPLY	699.45
16-P0039421	02/17/2016	11	Admin Services Office	Non-Instructional Supplies	SYRUS OLAMAI	180.36
16-P0039422	02/17/2016	11	Maintenance	Repair & Replacement Parts	CLARK SECURITY PRODUCTS INC	2,112.48
16-P0039423	02/17/2016	12	SAC Continuing Ed-Instruction	Instructional Supplies	AUDIO VISUAL INNOVATIONS	647.52
16-P0039424	02/17/2016	12	Academic Affairs Office	Non-Instructional Supplies	MARY W. HUEBSCH	67.25
16-P0039425	02/17/2016	33	EHS Administration	Food and Food Service Supplies	JAY'S CATERING	326.30
16-P0039426	02/18/2016	12	Small Business Dev Ctr Office	Inst Dues & Memberships	NACCE	750.00
16-P0039427	02/18/2016	33	CDC Administration	Conference Expenses	CCDAA CALIF CHILD DEV ADMIN ASSOC	1,374.00
16-P0039428	02/18/2016	33	EHS Administration	Conference Expenses	CCDAA CALIF CHILD DEV ADMIN ASSOC	687.00

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Purchase Order List

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P.O. #	Date	Fund	Department	Description	Vendor Name	Amount
16-P0039429	02/18/2016	11	Board of Trustees	Conference Expenses	OCSBA ORANGE CO SCHOOL BOARD ASSOC	35.00
16-P0039430	02/18/2016	12	Kinesiology - Intercol Athlet	Instructional Supplies	CHANNING L BETE CO INC	1,383.42
16-P0039431	02/18/2016	12	Corporate Training Institute	Food and Food Service Supplies	MAGGIANO'S INC	906.12
16-P0039432	02/18/2016	12	Gemology	Equip-All Other >\$200 < \$1,000	GIA INSTRUMENTS	9,177.04
* 16-P0039433	02/18/2016	12	Biology	Equip-All Other > \$5,000	VWR FUNDING INC	18,210.53
16-P0039434	02/18/2016	12	Student Equity	Rental-Equipment (Short-term)	CLASSIC PARTY RENTALS	891.48
16-P0039435	02/18/2016	11	Athletics	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	776.00
16-P0039436	02/18/2016	12	Learning Disabled	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	1,500.00
16-P0039437	02/18/2016	12	Student Services Office	Food and Food Service Supplies	MARY W. HUEBSCH	307.80
16-P0039438	02/18/2016	11	Academic Support - SCC	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	303.70
16-P0039439	02/18/2016	12	Counseling	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	43.31
16-P0039440	02/18/2016	12	Financial Aid Office	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	61.61
16-P0039441	02/18/2016	12	Sci, Math, Health Sci Office	Instructional Supplies	TRISTATE ACCOMODATIONS	327.00
16-P0039442	02/18/2016	11	Manufacturing Technology	Repair & Replacement Parts	ACER SPRINGWOOD INDUSTRIAL INC.	1,028.16
16-P0039443	02/18/2016	11	Continuing Education Division	Non-Instructional Supplies	SUSAN BLACKWOOD LEEDY	432.00
16-P0039444	02/18/2016	12	Student Services Office	Books, Mags & Subscrip-Non-Lib	DON BOOKSTORE	9,972.29
* 16-P0039445	02/18/2016	12	EOPS	Food and Food Service Supplies	JUAN POLLO 24	166.85
16-P0039446	02/18/2016	12	EOPS	Other Exp Paid for Students	WORKING WARDROBES FOR A NEW START	1,600.00
16-P0039447	02/18/2016	12	Student Support Services	Non-Instructional Supplies	DENNIS JAMES CLEEK	302.29
16-P0039448	02/19/2016	33	EHS Administration	Non-Instructional Supplies	MONTGOMERY HARDWARE CO	429.84
16-P0039449	02/19/2016	33	CDC Administration	Equip-All Other > \$5,000	THE DICKLER CORPORATION	5,682.39
16-P0039450	02/19/2016	11	Educational Services Office	Non-Instructional Supplies	WELLS FARGO BANK	63.94
16-P0039452	02/22/2016	12	Student Equity	Conference Expenses	CCLC COMMUNITY COLLEGE LEAGUE	225.00
16-P0039453	02/22/2016	12	Ctr for Intl Trade Dev Office	District Business/Sponsorships	UNIVERSITY OF SOUTHERN CALIF	3,000.00
16-P0039454	02/22/2016	12	Upward Bound	Software License and Fees	HEIBERG CONSULTING INC	1,399.00
16-P0039455	02/22/2016	11	Accounts Payable	Non-Instructional Supplies	IMAGE PRINTING SOLUTIONS	69.80
16-P0039456	02/22/2016	12	Financial Aid Office	Conference Expenses	SONYA E. LANGELIER	685.00
16-P0039457	02/22/2016	12	Financial Aid Office	Conference Expenses	JITESH PRAJAPATI	335.00
16-P0039458	02/22/2016	12	Financial Aid Office	Conference Expenses	CCCSFAAA	350.00
16-P0039459	02/22/2016	12	Financial Aid Office	Conference Expenses	PADRON BALTIMORE	335.00
16-P0039460	02/22/2016	12	Financial Aid Office	Conference Expenses	CCCSFAAA	350.00
* 16-P0039461	02/22/2016	12	Continuing Education Division	Equip-Mod Furn>\$1,000 < \$5,000	CN SCHOOL AND OFFICE SOLUTIONS INC	18,616.18
16-P0039462	02/22/2016	12	Continuing Education Division	Contracted Services	CN SCHOOL AND OFFICE SOLUTIONS INC	2,079.00
* 16-P0039463	02/22/2016	12	Continuing Education Division	Equip-Mod Furn>\$1,000 < \$5,000	CN SCHOOL AND OFFICE SOLUTIONS INC	6,902.50
* 16-P0039464	02/22/2016	13	Student Services Office	Equip-Mod Furn > \$5,000	CN SCHOOL AND OFFICE SOLUTIONS INC	37,429.70
16-P0039465	02/22/2016	12	EOPS	Equip-All Other >\$1,000<\$5,000	GOLDEN STAR TECHNOLOGY, INC.	2,324.56
16-P0039466	02/22/2016	11	Purchasing	Equip-All Other >\$200 < \$1,000	SEHI COMPUTER PRODUCTS	1,502.88
16-P0039467	02/22/2016	11	Purchasing	Non-Instructional Supplies	B & H PHOTO VIDEO INC	237.55
16-P0039468	02/23/2016	12	Corporate Training Institute	Software License and Fees	WELLS FARGO BANK	300.00

Legend: * = Multiple Accounts for this P.O.

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P.O. #	Date	Fund	Department	Description	Vendor Name	Amount
* 16-P0039469	02/23/2016	12	Outreach	Equip-All Other >\$1,000<\$5,000	APPLE COMPUTER INC	2,698.91
16-P0039470	02/23/2016	11	District Wide Technology	Equip-All Other >\$200 < \$1,000	GOLDEN STAR TECHNOLOGY, INC.	7,346.51
16-P0039471	02/23/2016	11	District Wide Technology	Software Support Service-Fixed	SIDEPATH INC	8,718.20
16-P0039472	02/24/2016	12	Continuing Education Division	Class Schedules/Printing	ADVANCED WEB OFFSET INC	13,801.64
* 16-P0039473	02/24/2016	12	Continuing Education Division	Equip-All Other >\$1,000<\$5,000	CN SCHOOL AND OFFICE SOLUTIONS INC	9,097.14
* 16-P0039474	02/24/2016	12	Continuing Education Division	Equip-Mod Furn>\$1,000 < \$5,000	CN SCHOOL AND OFFICE SOLUTIONS INC	6,998.92
* 16-P0039475	02/24/2016	12	Continuing Education Division	Equip-Mod Furn>\$1,000 < \$5,000	CN SCHOOL AND OFFICE SOLUTIONS INC	13,036.81
* 16-P0039476	02/24/2016	33	EHS Administration	Equip-All Other >\$200 < \$1,000	DISCOUNT SCHOOL SUPPLY	5,047.56
* 16-P0039477	02/24/2016	12	Continuing Education Division	Non-Instructional Supplies	CN SCHOOL AND OFFICE SOLUTIONS INC	4,132.15
16-P0039478	02/25/2016	12	Engineering	Equip-Fed Prgm > \$5,000	PATON GROUP	27,333.01
16-P0039479	02/25/2016	11	International Student Program	Conference Expenses	AEO TOUR LLC	4,200.00
16-P0039480	02/25/2016	11	Publications	Non-Instructional Supplies	KELLY PAPER	261.91
16-P0039481	02/25/2016	11	Environ Safety & Emer Services	Non-Instructional Supplies	WELLS FARGO BANK	121.80
16-P0039482	02/25/2016	62	Risk Management	Equip-All Other >\$200 < \$1,000	VARIDESK LLC	903.20
16-P0039483	02/25/2016	43	Facility Planning Office	Buildings - Utility Fees	SO CALIF EDISON CO	16,398.17
* 16-P0039484	02/26/2016	11	SAC Continuing Ed-Instruction	Instructional Agrmt - Salary	TALLER SAN JOSE	1,204.15
16-P0039485	02/26/2016	11	Maintenance	Contracted Repair Services	ASSA ABLOY ENTRANCE SYSTEMS	690.33
16-P0039486	02/26/2016	11	Admin Services Office	Contracted Services	RIDELINKS INC	948.74
16-P0039487	02/26/2016	11	Maintenance	Maint/Oper Service Agreements	WESTERN PACIFIC SVCS	290.00
16-P0039488	02/26/2016	11	Human Resources Office	Fingerprinting	LIVESCAN N' MORE INC	620.00
16-P0039489	02/26/2016	41	Facility Planning Office	Bldg Impr - DSA Fees	DEPT OF GENERAL SERVICES	1,290.00
16-P0039490	02/26/2016	41	Facility Planning Office	Bldg Impr - DSA Fees	DEPT OF GENERAL SERVICES	8,237.50
16-P0039491	02/26/2016	11	Mailroom	Postage	POSTMASTER	371,031.00
16-P0039492	02/26/2016	41	Facility Planning Office	Site Improv - Other Services	ARBORWELL INC	350.00
16-P0039493	02/26/2016	11	Digital Media Center	Non-Instructional Supplies	ACERO	145.00
16-P0039494	02/26/2016	33	CDC Administration	Audit	VAVRINEK TRINE DAY & CO LLP	1,200.00
16-P0039495	02/26/2016	11	Human Resources Office	Legal Expenses	PAUL E CROST	600.00
16-P0039496	02/26/2016	12	Corporate Training Institute	Contracted Services	US CENTENNIAL MALLS JV LLC	5,000.00
16-P0039497	02/26/2016	12	Financial Aid Office	Equip-All Other >\$200 < \$1,000	CN SCHOOL AND OFFICE SOLUTIONS INC	751.25
16-P0039498	02/26/2016	12	Corporate Training Institute	Contracted Services	DELHI CENTER	662.50
16-P0039499	02/26/2016	12	Fire Academy	Instructional Agreements	DEPT OF FORESTRY & FIRE PROTECTION	6,840.00
16-P0039500	02/26/2016	11	Maintenance & Operations	Contracted Repair Services	PROFESSIONAL PLUMBING &	4,000.00
* 16-P0039501	02/26/2016	12	Continuing Education Division	Equip-All Other >\$200 < \$1,000	CN SCHOOL AND OFFICE SOLUTIONS INC	5,878.71
16-P0039502	02/26/2016	33	EHS Administration	Bldg Impr - Contractor Svcs	EMBEE TECHNOLOGIES	2,171.72
16-P0039503	02/26/2016	42	Facility Planning Office	Site Improv - Contractor Svcs	MATSON BACKHOE & CONSTRUCTION	8,875.00
16-P0039504	02/26/2016	41	Facility Planning Office	Non-Instructional Supplies	BARTWOOD CONSTRUCTION INC	2,106.40
* 16-P0039505	02/26/2016	12	Orange Educ Ctr-Instruction	Equip-All Other >\$200 < \$1,000	CN SCHOOL AND OFFICE SOLUTIONS INC	24,033.18
16-P0039506	02/26/2016	11	Maintenance & Operations	Contracted Repair Services	HIGH RISE GLASS & DOORS INC	3,905.00
16-P0039507	02/26/2016	12	Counseling	Conference Expenses	DREAMMAKER PUBLISHING INC	1,100.00

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P.O. #	Date	Fund	Department	Description	Vendor Name	Amount
16-P0039508	02/26/2016	42	Facility Planning Office	Bldg Impr - Contractor Svcs	SPT SERVICES INC	12,984.34
16-P0039509	02/26/2016	12	Financial Aid Office	Conference Expenses	CCCSFAAA	150.00
16-P0039510	02/26/2016	12	Special Services Office	Conference Expenses	CALIFORNIA COMMUNITY COLLEGES CALWORKS ASSC	850.00
16-P0039511	02/26/2016	33	CDC Administration	Bldg Impr - Contractor Svcs	DE LA TORRE COMMERCIAL	20,065.00
16-P0039512	02/26/2016	42	Facility Planning Office	Bldg Impr - Contractor Svcs	BISHOP INC	11,000.00
16-P0039513	02/26/2016	41	Facility Planning Office	Equip-All Other > \$5,000	SEAWRIGHT CUSTOM PRECAST INC	9,984.60
16-P0039514	02/26/2016	12	Student Equity	Conference Expenses	AMERICAN EXPRESS	636.25
16-P0039515	02/26/2016	12	Special Services Office	Conference Expenses	TODAY'S HOTEL CORP	626.94
16-P0039516	02/26/2016	11	Public Affairs/Gov Rel Office	Conference Expenses	JUDITH A. IANNACONE	1,154.00
16-P0039517	02/26/2016	12	Veterans Resource Center	Conference Expenses	HYATT CORP AS AN AGENT OF SUNSTONE JAMBOREE	585.96
* 16-P0039518	02/26/2016	12	Veterans Resource Center	Conference Expenses	FOUNDATION FOR CALIFORNIA	500.00
* 16-P0039520	02/26/2016	13	Santa Ana College	Contracted Services	SMOLAR RYAN	14,950.00
16-P0039521	02/26/2016	12	Student Equity	Contracted Services	DAVIS BARBER PRODUCTIONS INC	3,600.00
16-P0039522	02/26/2016	11	Maintenance & Operations	Non-Instructional Supplies	MONTGOMERY HARDWARE CO	713.07
* 16-P0039523	02/26/2016	12	Orange Educ Ctr-Instruction	Equip-All Other >\$200 < \$1,000	CN SCHOOL AND OFFICE SOLUTIONS INC	26,630.29
* 16-P0039524	02/26/2016	12	Orange Educ Ctr-Instruction	Equip-All Other >\$200 < \$1,000	CN SCHOOL AND OFFICE SOLUTIONS INC	14,535.17
* 16-P0039525	02/29/2016	12	Orange Educ Ctr-Instruction	Equip-All Other >\$200 < \$1,000	CN SCHOOL AND OFFICE SOLUTIONS INC	17,276.14
16-P0039526	02/29/2016	33	EHS Administration	Equip-All Other >\$200 < \$1,000	LOWE'S HOME IMPROVEMENT	376.92
16-P0039527	02/29/2016	33	EHS Administration	Non-Instructional Supplies	LOWE'S HOME IMPROVEMENT	1,000.00
16-P0039528	02/29/2016	12	Ctr for Intl Trade Dev Office	Food and Food Service Supplies	PARADISE BAKERY & CAFE	260.93
16-P0039529	02/29/2016	11	Publications	Non-Instructional Supplies	STAPLES CONTRACT & COMMERCIAL INC	1,252.80
16-P0039530	02/29/2016	12	Graphics	Instructional Supplies	AARDVARK CLAY & SUPPLIES	500.00
16-P0039531	02/29/2016	12	Special Services Office	Conference Expenses	AMERICAN EXPRESS	468.60
* 16-P0039532	02/29/2016	12	LA/OC Regional Consortia	Equip-All Other >\$1,000<\$5,000	GOLDEN STAR TECHNOLOGY, INC.	1,889.06
16-P0039533	02/29/2016	12	Orientation/Coord/Training	Food and Food Service Supplies	TK BURGERS CATERING INC	9,559.04
16-P0039534	02/29/2016	11	Purchasing	Contracted Services	SCS ENGINEERS	3,800.00
16-P0039535	02/29/2016	11	Risk Management	Non-Instructional Supplies	SCHICK RECORDS MGMT	18.90
16-P0039536	02/29/2016	12	Student Equity	Non-Instructional Supplies	ANTHONY J CAPPETTO	705.57
16-P0039537	02/29/2016	12	Orientation/Coord/Training	Contracted Services	WIRYO RIDWAN	500.00
16-P0039538	02/29/2016	12	Communications & Media Studies	Reproduction/Printing Expenses	SAN DIEGUITO PUBLISHER'S INC	10,000.00
16-P0039539	02/29/2016	12	Theatre Arts	Instructional Supplies	J.D. FIELDS LUMBER	3,577.79
16-P0039540	02/29/2016	12	Kinesiology - Intercol Athlet	Instructional Supplies	SPORTS USA ELITE TRNG INC	115.99
16-P0039541	02/29/2016	12	Kinesiology - Intercol Athlet	Instructional Supplies	SPORTS USA ELITE TRNG INC	783.66
16-P0039542	02/29/2016	11	Library Services	Library Books - Periodicals	GAME INFORMER MAGAZINE	24.98
16-P0039543	02/29/2016	12	DSPS	Software License and Fees	FREEDOM SCIENTIFIC BLV GROUP	1,254.70
16-P0039544	02/29/2016	12	Career Education Office	Food and Food Service Supplies	JULIE A. PEEKEN	212.83
16-P0039545	02/29/2016	12	Student Equity	Food and Food Service Supplies	DIANA L. CASARES	1,062.72
16-P0039546	02/29/2016	12	Sci, Math, Health Sci Office	Instructional Supplies	BIOQUIP PRODUCTS INC	170.60
16-P0039547	02/29/2016	12	Student Services Office	Food and Food Service Supplies	LYNN M. MARECEK	107.07

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P.O. #	Date	Fund	Department	Description	Vendor Name	Amount
16-P0039548	02/29/2016	12	Counseling	Contracted Services	PEDACE LISA	500.00
16-P0039549	02/29/2016	12	Digital Media Center	Food and Food Service Supplies	SAGE RESTAURANT GROUP INC	90.75
16-P0039550	02/29/2016	12	Student Services Office	Food and Food Service Supplies	LYNN M. MARECEK	321.70
16-P0039551	02/29/2016	12	Small Business Dev Ctr Office	Contracted Services	DYNAMIC VISION INT'L INC	1,800.00
16-P0039552	02/29/2016	12	Student Equity	Contracted Services	HINCKLEY GREG	1,731.00
16-P0039553	02/29/2016	12	Outreach	Equip-All Other >\$1,000<\$5,000	CDW GOVERNMENT INC.	8,862.34
16-P0039554	02/29/2016	12	Engineering	Contracted Services	LE VU HAQUANG	1,500.00
16-P0039555	02/29/2016	12	Sci, Math, Health Sci Office	Instructional Supplies	BIO RAD LABORATORIES	323.08
* 16-P0039556	02/29/2016	12	Outreach	Equip-All Other >\$200 < \$1,000	SEHI COMPUTER PRODUCTS	1,227.27
16-P0039557	02/29/2016	12	Student Equity	Food and Food Service Supplies	ORANGE TREE DELI & CATERING	403.38
16-P0039558	02/29/2016	12	Sci, Math, Health Sci Office	Instructional Supplies	BIO RAD LABORATORIES	525.60
16-P0039559	02/29/2016	11	Library Services	Non-Instructional Supplies	AMAZON COM	348.68
16-P0039560	02/29/2016	12	Library Services	Library Books	GALE GROUP	79.06
16-P0039561	02/29/2016	12	Student Equity	Contracted Services	ELLIOTT MABEL JANE	4,400.00
16-P0039562	02/29/2016	12	Orientation/Coord/Training	Non-Instructional Supplies	DON BOOKSTORE	486.00
16-P0039563	02/29/2016	12	SAC Continuing Ed-Instruction	Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	43.80
16-P0039564	02/29/2016	12	Ctr for Intl Trade Dev Office	Contracted Services	ONE ZERO DIGITAL MEDIA LLC	5,000.00
16-P0039565	02/29/2016	12	Paralegal	Internet Services	LEXIS NEXIS	930.00
16-P0039566	02/29/2016	12	Continuing Education Division	Books, Mags & Subscrip-Non-Lib	CENTER FOR ENTREPRENUERSHIP	57.95
* 16-P0039567	02/29/2016	11	District Wide Technology	Equip-All Other >\$200 < \$1,000	GOLDEN STAR TECHNOLOGY, INC.	40,118.40
16-P0039568	02/29/2016	11	Warehouse	Postage	UNITED PARCEL SVC	1,832.00
16-P0039569	02/29/2016	12	Nursing	Instructional Supplies	POCKET NURSE	886.50
16-P0039570	02/29/2016	33	EHS Administration	Non-Instructional Supplies	WELLS FARGO BANK	333.44
16-P0039571	02/29/2016	12	Media Systems	Instructional Supplies	TROXELL COMM INC	2,000.00
16-P0039572	02/29/2016	33	EHS Administration	Instructional Supplies	LAKESHORE LEARNING MATERIALS	1,000.00
16-P0039573	02/29/2016	11	Maintenance	Repair & Replacement Parts	HOME DEPOT	5,200.00
16-P0039574	02/29/2016	11	Maintenance	Repair & Replacement Parts	GRAINGER	7,000.00
16-P0039575	02/29/2016	12	Admin Services Office	Instructional Supplies	CANDELA CORP	3,000.00
16-P0039576	02/29/2016	11	Custodial	Non-Instructional Supplies	BUCKEYE INTERNATIONAL INC	6,000.00
16-P0039577	02/29/2016	11	Custodial	Non-Instructional Supplies	ADVANTAGE WEST INVESTMENT ENTERPRISES INC	6,000.00
16-P0039578	02/29/2016	33	EHS Administration	Non-Instructional Supplies	SCHOOL HEALTH SUPPLY CO INC	218.64
16-P0039579	02/29/2016	33	EHS Santa Ana College	Non-Instructional Supplies	SCHOOL HEALTH SUPPLY CO INC	600.83
16-P0039580	02/29/2016	33	EHS Administration	Instructional Supplies	LAKESHORE LEARNING MATERIALS	814.38
16-P0039581	02/29/2016	33	EHS Administration	Non-Instructional Supplies	ENVIRONMENTS INC	666.12
16-P0039582	03/01/2016	12	Orientation/Coord/Training	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	2,000.00
16-P0039583	03/01/2016	11	Publications	Contracted Repair Services	DUPLO USA CORP	500.00
16-P0039584	03/01/2016	12	Student Equity	Conference Expenses	AMERICAN EXPRESS	638.20
* 16-P0039585	03/01/2016	12	Continuing Education Division	Non-Instructional Supplies	DENNIS JAMES CLEEK	375.69
16-P0039586	03/01/2016	11	District Wide Technology	Equip-All Other >\$200 < \$1,000	OPTIV SECURITY INC	3,979.88

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P.O. #	Date	Fund	Department	Description	Vendor Name	Amount
16-P0039587	03/01/2016	12	Continuing Education Division	Contracted Services	D4 SOLUTIONS INC.	1,249.20
16-P0039588	03/01/2016	11	Maintenance	Maint/Oper Service Agreements	ACCO ENGINEERED SYSTEMS INC	2,626.00
16-P0039589	03/01/2016	11	Maintenance & Operations	Non-Instructional Supplies	KULI IMAGE INCYKUSTOM IMPRINTS	595.64
16-P0039590	03/01/2016	12	SAC Continuing Ed-Instruction	Instructional Supplies	AMAZON COM	223.69
16-P0039591	03/01/2016	43	Facility Planning Office	Bldg Impr - Commissioning	3QC INC	104,850.00
16-P0039592	03/01/2016	12	Student Services Office	Conference Expenses	WESTED	2,250.00
16-P0039593	03/01/2016	43	Facility Planning Office	Buildings - Commissioning	3QC INC	109,850.00
16-P0039594	03/01/2016	42	Facility Planning Office	Bldg Impr - Commissioning	SINDONI CONSULTING &	61,000.00
16-P0039595	03/01/2016	41	Facility Planning Office	Site Improv - AE Fee	LENTZ MORRISSEY ARCHITECTURE INC	32,800.00
16-P0039596	03/01/2016	12	Financial Aid Office	Conference Expenses	STEVEN M. SALCIDO	1,035.00
16-P0039597	03/01/2016	41	Facility Planning Office	Bldg Impr - Haz Mat	EXECUTIVE ENVIRONMENTAL	2,100.00
16-P0039598	03/01/2016	42	Facility Planning Office	Bldg Impr-Blueprint/Reprod/Adv	NATASIA MELENDEZ	4,490.00
16-P0039599	03/01/2016	42	Facility Planning Office	Bldg Impr - Spcl Ins/Mat Tes	SMITH EMERY LABORATORIES	2,635.60
16-P0039600	03/01/2016	11	Manufacturing Technology	Contracted Services	MACHINING TIME SAVERS, INC.	376.88
16-P0039601	03/02/2016	12	Biology	Instructional Supplies	BIO RAD LABORATORIES	218.72
* 16-P0039602	03/02/2016	12	Welding	Equip-Fed Prgm >\$1,000< \$5,000	THE LINCOLN ELECTRIC COMPANY	10,257.58
* 16-P0039603	03/02/2016	12	Biology	Equip-All Other >\$200 < \$1,000	BIO SURPLUS INC	4,602.52
16-P0039604	03/02/2016	11	Student Life & Leadership	Non-Instructional Supplies	SUSAN BLACKWOOD LEEDY	184.68
16-P0039605	03/02/2016	12	Orientation/Coord/Training	Non-Instructional Supplies	MICHAEL J MACKENZIE	54.00
16-P0039606	03/02/2016	13	Human Svcs & Technology Office	Non-Instructional Supplies	CM SCHOOL SUPPLY CO	38.86
16-P0039607	03/02/2016	12	Manufacturing Technology	Equip-All Other >\$1,000<\$5,000	DAN'S MACHINE REPAIR	6,223.00
16-P0039608	03/02/2016	12	Academic Affairs Office	Inst Dues & Memberships	CCCDECO	100.00
16-P0039609	03/02/2016	12	LA/OC Regional Consortia	Contracted Services	SUNSTONE CENTER CT LESSEE	2,476.99
* 16-P0039610	03/02/2016	12	Welding	Equip-Fed Prgm >\$1,000< \$5,000	SIMS ORANGE WELDING SUPPLY	5,132.62
* 16-P0039611	03/02/2016	12	School & Community Partnership	Food and Food Service Supplies	ROSA HARRIZON	1,289.46
16-P0039612	03/02/2016	12	Orientation/Coord/Training	Transportation - Student	CERTIFIED TRANSPORTATIONS	3,101.28
16-P0039613	03/02/2016	11	Fire Technology	Equip-All Other >\$200 < \$1,000	SEHI COMPUTER PRODUCTS	405.60
16-P0039614	03/02/2016	12	Human Development	Books, Mags & Subscrip-Non-Lib	VIDEATIVES INC	400.00
16-P0039615	03/02/2016	12	Assessment	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	2,000.00
16-P0039616	03/02/2016	12	Ctr for Intl Trade Dev Office	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	65.27
16-P0039617	03/02/2016	12	SAC Continuing Ed-Instruction	Instructional Supplies	CDW GOVERNMENT INC.	1,864.10
16-P0039618	03/02/2016	12	SAC Continuing Ed-Instruction	Instructional Supplies	CDW GOVERNMENT INC.	815.08
16-P0039619	03/02/2016	12	Admin Services Office	Instructional Supplies	METEORITE EXCHANGE INC	7,053.48
16-P0039620	03/02/2016	12	Career Ed & Work Dev Office	Equip-Fed Prgm >\$1,000< \$5,000	GOLDEN STAR TECHNOLOGY, INC.	1,236.40
16-P0039621	03/02/2016	12	EOPS	Other Exp Paid for Students	THE HABIT RESTAURANT, LLC	5,782.50
16-P0039622	03/02/2016	12	Outreach	Contracted Services	SARS SOFTWARE PRODUCTS INC	130.00
* 16-P0039623	03/02/2016	12	Financial Aid Office	Equip-All Other >\$200 < \$1,000	GOLDEN STAR TECHNOLOGY, INC.	479.22
16-P0039624	03/02/2016	13	Publications	Reproduction/Printing Expenses	WE DO GRAPHICS INC	156.60
16-P0039625	03/02/2016	12	Health & Wellness Center	Non-Instructional Supplies	AMERICAN COLLEGE HEALTH ASSOC	712.80

Legend: * = Multiple Accounts for this P.O.

Purchase Order List

01/31/2016 thru 03/12/2016

P.O. #	Date	Fund	Department	Description	Vendor Name	Amount
16-P0039626	03/02/2016	12	Ctr for Intl Trade Dev Office	Conference Expenses	LYNN A. STEWART	427.20
16-P0039627	03/02/2016	12	Ctr for Intl Trade Dev Office	Conference Expenses	ALEJANDRA L. LANDA	427.20
16-P0039628	03/02/2016	12	Ctr for Intl Trade Dev Office	Conference Expenses	LYNN A. STEWART	875.00
16-P0039629	03/03/2016	11	Business Operations' Office	Inst Dues & Memberships	CASBO CALIF ASSOC OF SCHOOL	951.00
16-P0039630	03/03/2016	11	Accounts Payable	Maint Contract - Office Equip	CI BUSINESS EQUIPMENT INC	218.00
16-P0039631	03/03/2016	11	Digital Media Center	Maint Contract - Other Equip	PYRO-COMM SYSTEMS INC	182.40
16-P0039632	03/03/2016	41	Administrative Services Office	Contracted Services	PAINTING & DECOR INC	7,820.00
16-P0039633	03/03/2016	12	Financial Aid Office	Contracted Repair Services	DE LA TORRE COMMERCIAL	395.00
16-P0039634	03/03/2016	41	Admin Services Office	Contracted Repair Services	WEATHERITE CORP	16,400.00
16-P0039635	03/03/2016	11	Maintenance	Non-Instructional Supplies	CLARK SECURITY PRODUCTS INC	5,000.00
16-P0039636	03/03/2016	11	International Student Program	Courier/Delivery Services	FEDEX	55.92
16-P0039637	03/03/2016	12	Counseling	Conference Expenses	TODAY'S HOTEL CORP	626.94
16-P0039638	03/03/2016	12	Upward Bound	Supplies Paid for Students	OFFICE DEPOT BUSINESS SVCS	1,000.00
16-P0039639	03/03/2016	12	Art	Instructional Supplies	AIRGAS INC	50.00
16-P0039640	03/03/2016	11	Administrative Services Office	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	200.00
16-P0039641	03/03/2016	11	International Student Program	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	600.00
16-P0039642	03/03/2016	12	EOPS	Supplies Paid for Students	DON BOOKSTORE	3,000.00
16-P0039643	03/03/2016	12	EOPS	Books, Mags & Subscrip-Non-Lib	DON BOOKSTORE	1,000.00
16-P0039644	03/03/2016	12	EOPS	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	700.00
16-P0039645	03/03/2016	12	EOPS	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	2,500.00
16-P0039646	03/03/2016	12	Upward Bound	Food and Food Service Supplies	ALBERTSON'S	1,000.00
* 16-P0039647	03/03/2016	33	CDC Santiago Canyon College	Food and Food Service Supplies	B & D DISTRIBUTING INC	2,000.00
16-P0039648	03/03/2016	12	Human Svcs & Technology Office	Instructional Supplies	SMART & FINAL	1,500.00
16-P0039649	03/03/2016	12	Orange Educ Ctr-Instruction	Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	192.13
16-P0039650	03/03/2016	12	Orange Educ Ctr-Instruction	Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	513.73
16-P0039651	03/03/2016	11	Manufacturing Technology	Repair & Replacement Parts	DAN'S MACHINE REPAIR	1,285.00
16-P0039652	03/03/2016	12	EOPS	Other Exp Paid for Students	DON BOOKSTORE	2,000.00
16-P0039653	03/03/2016	12	EOPS	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	249.14
16-P0039654	03/03/2016	12	Counseling	Supplies Paid for Students	DON BOOKSTORE	1,085.00
16-P0039655	03/03/2016	11	Digital Media Center	Contracted Repair Services	CONTROL AIR CONDITIONING CORP	3,294.10
16-P0039656	03/03/2016	12	Center for Teacher Education	Books Paid for Students	DON BOOKSTORE	4,500.00
16-P0039657	03/03/2016	33	EHS Administration	Non-Instructional Supplies	SCHICK RECORDS MGMT	37.80
16-P0039658	03/03/2016	12	Foster Youth	Non-Instructional Supplies	DON BOOKSTORE	815.00
16-P0039659	03/03/2016	12	Admin Services Office	Instructional Supplies	COMMERCIAL AQUATIC SVCS	14,000.00
16-P0039660	03/03/2016	12	Upward Bound	Instructional Supplies	DON BOOKSTORE	1,000.00
16-P0039661	03/03/2016	12	EOPS	Other Exp Paid for Students	DON BOOKSTORE	2,000.00
16-P0039662	03/03/2016	12	Distance Education	Instructional Supplies	LUMEN LEARNING LLC	570.00
16-P0039663	03/03/2016	11	Digital Media Center	Contracted Services	ORANGE COUNTY FIRE PROTECTION	290.00
16-P0039664	03/03/2016	11	Student Life & Leadership	Non-Instructional Supplies	HERFF JONES INC.	2,930.04

Legend: * = Multiple Accounts for this P.O.

Purchase Order List

01/31/2016 thru 03/12/2016

P.O. #	Date	Fund	Department	Description	Vendor Name	Amount
16-P0039665	03/03/2016	12	Biology	Instructional Supplies	FREY SCIENTIFIC/EDUC PUBL SERVICE	188.96
16-P0039666	03/03/2016	11	Business Division Office	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	178.31
16-P0039667	03/03/2016	12	Sci, Math, Health Sci Office	Instructional Supplies	COLLECTING WAREHOUSE LLC	102.21
16-P0039668	03/03/2016	12	Inmate Education Program	Books, Mags & Subscrip-Non-Lib	MCGRAW-HILL EDUCATION INC	930.37
16-P0039669	03/03/2016	11	Manufacturing Technology	Contracted Services	DAN'S MACHINE REPAIR	2,000.00
16-P0039670	03/03/2016	12	CJ/Academies	Instructional Supplies	EMERGENCY MEDICAL PRODUCTS, INC	717.44
16-P0039671	03/03/2016	12	CJ/Academies	Instructional Supplies	LAERDAL MEDICAL CORP	1,217.15
* 16-P0039672	03/03/2016	12	Theatre Arts	Equip-All Other > \$5,000	APEX AUDIO INC	25,344.52
* 16-P0039673	03/04/2016	12	DSPS	Equip-All Other >\$1,000<\$5,000	S-COMM INC	10,924.20
16-P0039674	03/04/2016	12	Student Equity	Software License and Fees	TABLEAU SOFTWARE INC	275.00
16-P0039675	03/04/2016	12	Engineering	Instructional Supplies	WELLS FARGO BANK	947.96
* 16-P0039676	03/04/2016	12	DSPS	Instructional Supplies	TURNING TECHNOLOGIES LLC	182.92
16-P0039677	03/04/2016	12	Engineering	Instructional Supplies	ROBOTSHOP INC	88.06
16-P0039678	03/04/2016	12	Accounting	Software License and Fees	TECH SMITH CORP	107.04
16-P0039679	03/04/2016	12	Corporate Training Institute	Contracted Services	LONG BEACH CITY COLLEGE	10,000.00
16-P0039680	03/04/2016	12	Student Development	Inst Dues & Memberships	THE NATL HEP/CAMP ASSOCIATION	1,200.00
16-P0039681	03/04/2016	11	Digital Media Center	Software License and Fees	CYBERGROUP INC	1,533.60
16-P0039682	03/04/2016	12	EOPS	Supplies Paid for Students	DON BOOKSTORE	30,000.00
16-P0039683	03/04/2016	11	Custodial	Non-Instructional Supplies	AMERICAN CHEMICAL & SANITARY	14,000.00
16-P0039684	03/04/2016	12	EOPS	Other Exp Paid for Students	DON BOOKSTORE	4,120.74
16-P0039685	03/04/2016	12	SAC Continuing Ed-Instruction	Instructional Supplies	DON BOOKSTORE	1,440.46
16-P0039686	03/04/2016	12	Biology	Software License and Fees	SIMBIOTIC SOFTWARE	51.00
16-P0039687	03/04/2016	11	Fire Academy	Instructional Agrmt - Salary	CITY OF CORONA	1,218.00
16-P0039688	03/04/2016	43	Facility Planning Office	Site Improv - DSA Fees	DEPT OF GENERAL SERVICES	13,750.00
16-P0039689	03/04/2016	41	Facility Planning Office	Bldg Impr - AE Fee	JENSEN HUGHES INC	12,925.00
16-P0039690	03/04/2016	12	Student Equity	Food and Food Service Supplies	CORNER BAKERY/CBC RESTAURANT	341.70
16-P0039691	03/04/2016	12	Sci, Math, Health Sci Office	Instructional Supplies	MICROTECH SCIENTIFIC	2,454.94
16-P0039692	03/04/2016	33	EHS Administration	Non-Instructional Supplies	DISCOUNT SCHOOL SUPPLY	259.17
16-P0039693	03/04/2016	12	Distance Education	Instructional Supplies	B & H PHOTO VIDEO INC	2,806.11
16-P0039694	03/04/2016	12	Distance Education	Instructional Supplies	ARTCRAFT GROUP	1,954.46
16-P0039695	03/04/2016	12	Distance Education	Purchases - New Books	DON BOOKSTORE	4,000.00
16-P0039696	03/04/2016	12	Kinesiology - Intercoll Athlet	Instructional Supplies	EASTBAYFOOTLOCKER.COM	1,324.00
16-P0039697	03/07/2016	12	Career Education Office	Contracted Services	VITAL LINK OF ORANGE COUNTY	11,158.95
16-P0039698	03/07/2016	12	DSPS	Software License and Fees	ALGORITHMIC IMPLEMENTATIONS INC	868.20
16-P0039699	03/07/2016	11	Continuing Education Division	Equip-All Other >\$1,000<\$5,000	GOLDEN STAR TECHNOLOGY, INC.	2,306.90
* 16-P0039700	03/07/2016	12	Continuing Education Division	Equip-All Other >\$1,000<\$5,000	GOLDEN STAR TECHNOLOGY, INC.	59,251.01
16-P0039701	03/07/2016	11	Maintenance	Contracted Repair Services	VORTEX INDUSTRIES	335.00
16-P0039702	03/07/2016	12	Special Services Office	Conference Expenses	AMERICAN EXPRESS	438.16
16-P0039703	03/07/2016	12	Counseling	Non-Instructional Supplies	GOLDEN STAR TECHNOLOGY, INC.	183.81

Legend: * = Multiple Accounts for this P.O.

Purchase Order List

01/31/2016 thru 03/12/2016

P.O. #	Date	Fund	Department	Description	Vendor Name	Amount
16-P0039704	03/07/2016	12	Student Equity	Equip-Tablet/Laptop>\$200<\$1000	GOLDEN STAR TECHNOLOGY, INC.	14,974.03
16-P0039705	03/07/2016	11	Academic Support - SAC	Contracted Repair Services	GOLDEN STAR TECHNOLOGY, INC.	376.12
16-P0039706	03/08/2016	12	Phillips Hall	Instructional Supplies	VENDINI INC	273.00
16-P0039707	03/08/2016	12	LA/OC Regional Consortia	Contracted Services	SUNSTONE CENTER CT LESSEE	2,845.35
16-P0039708	03/08/2016	12	LA/OC Regional Consortia	Food and Food Service Supplies	F & S FOOD SERVICES INC	259.97
16-P0039709	03/08/2016	12	Career Ed & Work Dev Office	Conference Expenses	PATRICK J. DIBB	806.00
16-P0039710	03/08/2016	11	Admin Services Office	Contracted Repair Services	VARSIY BRANDS HOLDING CO INC	7,999.80
16-P0039711	03/08/2016	12	Career Ed & Work Dev Office	Conference Expenses	MARYGRACE J. FUNAOKA	754.50
16-P0039712	03/08/2016	33	EHS Administration	Conference Expenses	CCDAA CALIF CHILD DEV ADMIN ASSOC	238.00
16-P0039713	03/08/2016	12	Student Services Office	Conference Expenses	WESTED	750.00
16-P0039714	03/08/2016	12	Career Education Office	Conference Expenses	HYATT CORP AS AN AGENT OF SUNSTONE JAMBOREE	871.80
16-P0039715	03/08/2016	12	Career Education Office	Conference Expenses	DANIEL A. PERAZA	1,000.00
16-P0039716	03/08/2016	12	Career Education Office	Conference Expenses	DEANNA M. KIRCHEN	907.00
16-P0039717	03/08/2016	12	Financial Aid Office	Conference Expenses	CASFAA	900.00
16-P0039718	03/08/2016	12	Academic Affairs Office	Food and Food Service Supplies	SANTIAGO HILLS AUTO SPA INC	240.00
16-P0039719	03/08/2016	12	Center for Teacher Education	Transportation - Student	MICHELANGELO LEASING INC	561.75
16-P0039720	03/08/2016	12	Student Development	Other Exp Paid for Students	DON BOOKSTORE	2,070.00
16-P0039721	03/08/2016	11	Digital Media Center	Contracted Repair Services	CONTROL AIR CONDITIONING CORP	3,000.00
16-P0039722	03/08/2016	12	Student Services Office	Contracted Services	RSCCD-COMMUNITY SERVICES	127.44
16-P0039723	03/08/2016	11	International Student Program	Contracted Services	DAVIS BARBER PRODUCTIONS INC	600.00
16-P0039724	03/09/2016	11	Purchasing	Contracted Services	PRO BUYERS LLC	7,500.00
* 16-P0039725	03/09/2016	12	Continuing Education Division	Contracted Services	BLANKENSHIP, SHARLENE	1,401.61
16-P0039726	03/09/2016	11	Purchasing	Food and Food Service Supplies	WELLS FARGO BANK	121.75
16-P0039727	03/09/2016	12	Continuing Education Division	Contracted Services	OPTIV SECURITY INC	3,950.00
16-P0039728	03/09/2016	12	Resource Development	Contracted Services	CAIRNS JAMES	2,894.40
16-P0039729	03/09/2016	11	Maintenance	Contracted Repair Services	BISHOP INC	1,468.00
16-P0039730	03/09/2016	12	Communications & Media Studies	Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	1,440.00
16-P0039731	03/09/2016	11	Business Operations' Office	Legal Expenses	JAMS INC	2,686.51
16-P0039732	03/09/2016	12	Engineering	Equip-Fed Prgm > \$5,000	GAGING & SOFTWARE TECHNOLOGIES INC	6,474.60
16-P0039733	03/09/2016	12	Ctr for Intl Trade Dev Office	Contracted Services	MOLLER CREATIVE GROUP	4,819.40
16-P0039734	03/09/2016	12	Orange Educ Ctr-Instruction	Instructional Supplies	GARY GRIMM & ASSOCIATES	321.46
16-P0039735	03/09/2016	12	Transfer Center	Transportation - Student	GOLD COAST TOURS	4,272.48
16-P0039736	03/09/2016	12	Biology	Equip-All Other > \$5,000	VWR FUNDING INC	9,938.97
16-P0039737	03/09/2016	12	Engineering	Instructional Supplies	MCMASTER CARR SUPPLY CO	868.34
16-P0039738	03/09/2016	12	Library Services	Library Books - Databases	PROQUEST LLC	479.00
16-P0039739	03/09/2016	12	Library Services	Library Books - Databases	EBSCO SUBSCRIPTION SVCS	722.95
16-P0039740	03/09/2016	12	Student Services Office	Food and Food Service Supplies	MARK J. WHEELER	353.06
16-P0039741	03/09/2016	12	Student Equity	Food and Food Service Supplies	HART COMMUNITY HOMES INC	262.40
* 16-P0039742	03/09/2016	12	Orange Educ Ctr-Instruction	Equip-All Other >\$1,000<\$5,000	GOLDEN STAR TECHNOLOGY, INC.	47,139.12

Legend: * = Multiple Accounts for this P.O.

Purchase Order List

01/31/2016 thru 03/12/2016

P.O. #	Date	Fund	Department	Description	Vendor Name	Amount
16-P0039743	03/09/2016	33	EHS Administration	Software License and Fees	MANAGEMENT INFORMATION TECH	2,763.95
* 16-P0039744	03/09/2016	13	Human Svcs & Technology Office	Non-Instructional Supplies	MATCO TOOLS	9,505.61
16-P0039745	03/09/2016	12	Digital Media Center	Food and Food Service Supplies	SAGE RESTAURANT GROUP INC	60.00
16-P0039746	03/09/2016	12	Student Services Office	Reproduction/Printing Expenses	IMAGE PRINTING SOLUTIONS	199.08
16-P0039747	03/09/2016	12	Biology	Instructional Supplies	SIGMA ALDRICH INC	590.69
16-P0039748	03/09/2016	12	EOPS	Non-Instructional Supplies	CYNTHIA C FAGREY	522.00
16-P0039749	03/09/2016	11	Admissions & Records	Software License and Fees	SCRIP SAFE SECURITY PRODUCTS	300.00
16-P0039750	03/09/2016	12	Student Equity	Food and Food Service Supplies	HART COMMUNITY HOMES INC	171.52
16-P0039751	03/09/2016	12	Pharmacy Technology	Instructional Supplies	POCKET NURSE	1,906.88
16-P0039752	03/09/2016	12	Pharmacy Technology	Instructional Supplies	SMART & FINAL	100.00
16-P0039753	03/09/2016	12	Pharmacy Technology	Books, Mags & Subscrip-Non-Lib	ASHP AMERICAN SOCIETY OF HEALTH SYSTEM	78.04
16-P0039754	03/09/2016	13	Human Svcs & Technology Office	Non-Instructional Supplies	AUTOMOTIVE ELECTRONIC SVCS	2,982.79
16-P0039755	03/09/2016	12	EOPS	Instructional Supplies	DON BOOKSTORE	2,674.68
16-P0039756	03/09/2016	12	EOPS	Other Exp Paid for Students	DON BOOKSTORE	12,544.00
16-P0039757	03/09/2016	12	EOPS	Non-Instructional Supplies	CDW GOVERNMENT INC.	421.44
16-P0039758	03/09/2016	12	EOPS	Other Exp Paid for Students	DON BOOKSTORE	3,552.12
16-P0039759	03/09/2016	12	Financial Aid Office	Non-Instructional Supplies	DON BOOKSTORE	75.00
* 16-P0039760	03/09/2016	12	Continuing Education Division	Equip-All Other >\$1,000<\$5,000	SIDEPATH INC	6,638.76
16-P0039761	03/09/2016	11	Custodial	Non-Instructional Supplies	VERITIV OPERATING COMPANY	1,584.14
* 16-P0039762	03/09/2016	11	Grounds	Non-Instructional Supplies	ALAN'S LAWNMOWER & GARDEN CTR	427.85
16-P0039763	03/09/2016	13	Grounds	Equip-All Other >\$1,000<\$5,000	EBERHARD EQUIPMENT	24,999.84
16-P0039764	03/10/2016	12	SAC Continuing Ed-Instruction	Equip-Fed Prgm >\$1,000< \$5,000	SEHI COMPUTER PRODUCTS	4,996.03
* 16-P0039765	03/10/2016	12	Art	Instructional Supplies	B & H PHOTO VIDEO INC	1,517.49
16-P0039766	03/10/2016	41	Facility Planning Office	Non-Instructional Supplies	KRUEGER INTERNATIONAL INC.	31,228.20
16-P0039767	03/10/2016	12	Continuing Education Division	Landscaping	AFFORDABLE HOUSING SPECIALISTS GROUP LLC	1,375.00
16-P0039768	03/10/2016	12	Continuing Education Division	Security Systems & Services	BOYD & ASSOCIATES	980.00
16-P0039770	03/10/2016	12	Student Services Office	Conference Expenses	ORANGE COUNTY DEPT OF ED	60.00
16-P0039771	03/10/2016	12	Resource Development	Conference Expenses	CCCAOE CALIF COM COLL ASSOC	495.00
16-P0039772	03/10/2016	11	Digital Media Center	Conference Expenses	NASBITE	695.00
16-P0039773	03/10/2016	12	Career Education Office	Conference Expenses	CCCAOE CALIF COM COLL ASSOC	1,190.00
16-P0039774	03/10/2016	12	Special Services Office	Conference Expenses	CALIFORNIA COMMUNITY COLLEGES CALWORKS ASSC	450.00
16-P0039775	03/10/2016	12	Health & Wellness	Contracted Repair Services	BISHOP INC	2,000.00
16-P0039776	03/10/2016	12	Special Services Office	Conference Expenses	TODAY'S HOTEL CORP	626.94
16-P0039777	03/10/2016	12	Special Services Office	Conference Expenses	TODAY'S HOTEL CORP	626.94
* 16-P0039778	03/10/2016	12	Pathways to Teaching	Other Participant Travel Exp	SAN FRANCISCO STATE UNIV	2,610.00
16-P0039779	03/10/2016	41	Administrative Services Office	Contracted Repair Services	KAISER ROBERT	3,600.00
16-P0039780	03/10/2016	12	Digital Media Center	Conference Expenses	DIABLO VALLEY COLLEGE	600.00
16-P0039781	03/10/2016	12	Health & Wellness	Non-Instructional Supplies	MONTGOMERY HARDWARE CO	101.79
16-P0039782	03/10/2016	12	Fine & Performing Arts Office	Instructional Supplies	VALINDA L. TIVENAN	299.00

Legend: * = Multiple Accounts for this P.O.

Purchase Order List

01/31/2016 thru 03/12/2016

P.O. #	Date	Fund	Department	Description	Vendor Name	Amount
16-P0039783	03/10/2016	43	Facility Planning Office	Site Improv - City Permit/Fees	WELLS FARGO BANK	1,098.97
16-P0039784	03/10/2016	12	Biology	Instructional Supplies	MICROTECH SCIENTIFIC	230.46
16-P0039785	03/10/2016	12	Biology	Instructional Supplies	HARDY DIAGNOSTICS	2,180.72
16-P0039786	03/10/2016	12	Center for Teacher Education	Other Participant Prog Svc/Exp	DON BOOKSTORE	713.00
16-P0039787	03/10/2016	12	Pathways to Teaching	Transportation - Student	MICHELANGELO LEASING INC	3,417.96
16-P0039788	03/10/2016	12	Humanities & Social Sci Office	Instructional Supplies	PBS VIDEO	140.34
16-P0039789	03/10/2016	11	International Student Program	Non-Instructional Supplies	SEHI COMPUTER PRODUCTS	881.84
16-P0039790	03/10/2016	13	Admin Services Office	Rental - Other (Short-term)	WEATHERITE CORP	4,800.00
* 16-P0039791	03/10/2016	12	Continuing Education Division	Equip-All Other >\$200 < \$1,000	OPTIV SECURITY INC	5,158.62
16-P0039792	03/11/2016	41	Facility Planning Office	Bldg Impr - Contractor Svcs	BISHOP INC	14,950.00
16-P0039793	03/11/2016	11	Continuing Education Division	Contracted Services	DAVIS BARBER PRODUCTIONS INC	1,250.00
16-P0039794	03/11/2016	11	Maintenance	Contracted Repair Services	KELLY DAVID KENT	980.60
16-P0039795	03/11/2016	11	Maintenance	Contracted Repair Services	DAY LITE MAINTENANCE CO INC	361.85
16-P0039796	03/11/2016	11	Maintenance	Contracted Repair Services	KNORR SYSTEMS INC	3,000.00
16-P0039797	03/11/2016	13	Santiago Canyon College	Advertising	INNOVATION PROTOCOL	38,500.00
16-P0039798	03/11/2016	12	Orientation/Coord/Training	Food and Food Service Supplies	YL INVESTMENT FUND	1,300.00
16-P0039799	03/11/2016	33	CDC Administration	Contracted Services	KHATIB DAREEN	225.00
* 16-P0039800	03/11/2016	11	District Wide Technology	Equip-All Other >\$1,000<\$5,000	SIDEPATH INC	33,983.28
16-P0039801	03/11/2016	11	District Wide Technology	Non-Instructional Supplies	CDW GOVERNMENT INC.	1,858.78
16-P0169321	02/01/2016	12	Health & Wellness Center	Software Support Service	POINT AND CLICK SOLUTIONS INC	9,189.17
16-P0169322	02/01/2016	13	Administrative Services Office	Software License and Fees	NUVENTIVE LLC	30,368.00
16-P0169323	02/02/2016	11	District Wide Technology	Software Support Service-Fixed	SMS SYSTEMS MAINTENANCE SERVICES INC	2,112.00
16-P0169324	02/25/2016	12	Transfer Center	Contracted Services	REGENTS OF THE UNIV OF CALIF	60,000.00
16-P0169325	02/26/2016	12	Deaf & Hard of Hearing	Contracted Services	GLOBAL WORKS INC	5,000.00
* 16-P0169326	02/29/2016	12	Small Business Dev Ctr Office	Contracted Services	SO ORANGE COUNTY COMMUNITY COLLEGE DIST	3,609.79
16-P0169327	03/03/2016	11	District Wide Technology	Software Support Service-Fixed	MICROSCIENCE LEARNING 4 ALL USA INC	9,085.92
16-P0169328	03/04/2016	12	Continuing Education Division	Telecommunication Circuits	VECTUS INC	3,746.00
16-P0169329	03/08/2016	12	Continuing Education Division	Contracted Services	GARDEN GROVE UNIFIED SCHOOL DIST	199,727.00

Grand Total: 2,870,956.28

4.9 (15)

Legend: * = Multiple Accounts for this P.O.

Legend for All Funds at RSCCD	
Fund	Description
11	General Fund Unrestricted
12	General Fund Restricted
13	GF Unrestricted One-Time Funds
21	Bond Int & Red Fund, Series A
22	Bond Int & Red Fund, Series B
23	Bond Int & Red Fund, Series C
24	Bond Interest & Redemp Fund
31	Bookstore Fund
33	Child Development Fund
41	Capital Outlay Projects Fund
42	Bond Fund, Measure E
43	Bond Fund, Measure Q
51	Fixed Assets
52	Cash Flow Fund
61	Property and Liability Fund
62	Workers' Compensation Fund
63	Retiree Benefits Fund
71	Associated Students Fund
72	Representation Fee Trust Fund
74	Student Financial Aid Fund
76	Community Education Fund
79	Diversified Trust Fund
81	Diversified Agency Fund
91	Foundation Gen Op Fund Uninvst
92	Foundation Gen Op Fund Invest
93	Foundation Trust Fund Uninvest
94	Foundation Trust Fund Invested
95	Foundation Scholar Fund Uninvst
96	Foundation Scholar Fund Invest
97	Foundation Rest Rev Fund Uninv
98	Foundation Rest Rev Fund Invst
99	Foundation Endowment Fund

Legend: * = Multiple Accounts for this P.O.

**PURCHASE ORDERS SUPPLEMENT
PURCHASE ORDERS OF \$15,000 AND OVER
FROM JANUARY 31, 2016 THROUGH MARCH 12, 2016
BOARD MEETING OF MARCH 28, 2016**

P.O. #	Amount	Description	Department	Comment
16-P0039276	\$20,000.00	Textbooks for Middle School students	SAC-Middle College	
16-P0039317	\$16,985.00	HVAC preventative maintenance service for the District Office	DO-Facility Planning	Received Quotations: 1) *Irvine Valley Air Conditioning, Inc. 2) South Coast Mechanical, Inc. 3) ACCO Engineered Systems 4) Enviser *Successful Bidder
16-P0039387	\$28,000.00	Security Office Interior Improvement project at Centennial Education Center	DO-Facility Planning	Received Quotations: 1) *Bishop, Inc. 2) JM & J Contractors 3) GDL Best Contractors, Inc. 4) AGM Construction, Inc. 5) Painting and Decor, Inc. *Successful Bidder
16-P0039388	\$85,185.55	Reimbursement for legal fees conducted by the Feldhake Law Firm	DO-Risk Management	
16-P0039409	\$28,527.80	High speed lathe, safety enclosure, related kits and components	SAC-Manufacturing Technology	Received Quotations: 1) *MDA Precision, LLC 2) Wabeco *Successful Bidder
16-P0039419	\$25,000.00	To cover electricity usage for Orange Education Center located at 1572 North Main Street, Orange CA 92867	OEC	
16-P0039433	\$18,210.53	Biosafety cabinets and ductless air filtration system	SCC-Biotech	Received Quotations: 1) *VWR Funding, Inc. 2) The Baker Company *Successful Bidder

**PURCHASE ORDERS SUPPLEMENT
PURCHASE ORDERS OF \$15,000 AND OVER
FROM JANUARY 31, 2016 THROUGH MARCH 12, 2016
BOARD MEETING OF MARCH 28, 2016**

P.O. #	Amount	Description	Department	Comment
16-P0039461	\$18,616.18	Miscellaneous office furniture	OEC-Adult Ed Consortium	Purchased from the Hawthorne Bid #13-14-1 Board approved: March 24, 2014
16-P0039464	\$37,429.70	Miscellaneous modular workstations and office furniture	OEC-Adult Ed Consortium	Purchased from the Hawthorne Bid #13-14-1 Board approved: March 24, 2014
16-P0039478	\$27,333.01	Milling machine, installation and related components	SAC-Manufacturing Technology	Received Quotations: 1) *Paton Group 2) Tormach, Inc. *Successful Bidder
16-P0039483	\$16,398.17	Installation of required electrical distribution line rule 15 for the Central Plant project at Santa Ana College	DO-Facility Planning	
16-P0039491	\$371,031.00	Postage to cover bulk mail for Santa Ana College, Permit 134	DO-Warehouse	
16-P0039505	\$24,033.18	Miscellaneous classroom furniture	OEC-Adult Ed Consortium	Purchased from the Hawthorne Bid #13-14-1 Board approved: March 24, 2014
16-P0039511	\$20,065.00	Tenant Improvement project at the District Office, Suite 245	DO-Facility Planning	Received Quotations: 1) *De La Torre Commercial Interiors, Inc. 2) Painting and Decor, Inc. 3) C.A. Grainger Construction *Successful Bidder
16-P0039523	\$26,630.29	Miscellaneous classroom furniture	OEC-Adult Ed Consortium	Purchased from the Hawthorne Bid #13-14-1 Board approved: March 24, 2014

**PURCHASE ORDERS SUPPLEMENT
PURCHASE ORDERS OF \$15,000 AND OVER
FROM JANUARY 31, 2016 THROUGH MARCH 12, 2016
BOARD MEETING OF MARCH 28, 2016**

P.O. #	Amount	Description	Department	Comment
16-P0039525	\$17,276.14	Miscellaneous office and classroom furniture	OEC-Adult Ed Consortium	Purchased from the Hawthorne Bid #13-14-1 Board approved: March 24, 2014
16-P0039567	\$40,118.40	HP computers, flat panels, sound bars & extended warranties	SAC-Student Services	Purchased from the Western States Contracting Alliance (WSCA) Master Price Agreement #MNNVP-113 Board approved: November 9, 2015
16-P0039591	\$104,850.00	Consultant to provide commissioning services for the Johnson Student Center project at Santa Ana College	DO-Facility Planning	Board approved: February 22, 2016
16-P0039593	\$109,850.00	Consultant to provide commissioning services for the Science Center project at Santa Ana College	DO-Facility Planning	Board approved: February 22, 2016
16-P0039594	\$61,000.00	Consultant to provide commissioning services for the Orange Education Center Building Certification project Santa Ana College	DO-Facility Planning	Board approved: February 22, 2016
16-P0039595	\$32,800.00	Consultant services for the ADA Upgrades project at the District Office	DO-Facility Planning	Board approved: February 22, 2016
16-P0039634	\$16,400.00	Removal and replacement of two (2) chillers at the Santiago Canyon College - H Building	SCC-Administrative Services	Received Quotations: 1) *Weatherite Corp 2) ACCO Engineered Systems *Successful Bidder
4.9 (19) 16-P0039672	\$25,344.52	Wireless microphone system, base stations, belt stations and related components	SAC-Fine & Performing Arts	Received Quotations: 1) *Apex Audio, Inc. 2) Marketek Video Supply *Successful Bidder
16-P0039682	\$30,000.00	EOPS student bookstore cards to purchase school supplies	SAC-EOPS	

**PURCHASE ORDERS SUPPLEMENT
PURCHASE ORDERS OF \$15,000 AND OVER
FROM JANUARY 31, 2016 THROUGH MARCH 12, 2016
BOARD MEETING OF MARCH 28, 2016**

P.O. #	Amount	Description	Department	Comment
16-P0039700	\$59,251.01	HP computers, related components & extended warranties	OEC-Main St.	Purchased from the Western States Contracting Alliance (WSCA) Master Price Agreement #MNNVP-113 Board approved: November 9, 2015
16-P0039742	\$47,139.12	HP computers, flat panels, sound bars & extended warranties	OEC-Main St.	Purchased from the Western States Contracting Alliance (WSCA) Master Price Agreement #MNNVP-113 Board approved: November 9, 2015
16-P0039763	\$24,999.84	Rebuilt 2009 Kubota tractor loader backhoe	SAC-Maintenance & Operations	
16-P0039766	\$31,228.20	Matrix armless stack chairs and transport dollies for the District board room	DO-Facility Planning	Purchased from the California Multiple Award Schedule (CMAS) Contract #4-09-71-0075B Board approved: June 9, 2014
16-P0039797	\$38,500.00	Consulting services to assist in the strategic brand development for Santiago Canyon College	SCC-President's Office	Board approved: February 22, 2016
16-P0039800	\$33,983.28	Brocade network switches & transceivers	DO-ITS	Purchased from the Western States Contracting Alliance (WSCA) Master Price Agreement #7-14-70-01 Board approved: February 23, 2015
16-P0169322	\$30,368.00	Annual subscription renewal for TracDat software	SAC-Administrative Services	Board approved: March 11, 2014
16-P0169324	\$60,000.00	Reimbursement for Summer Scholars Transfer Institute (SSTI) Program - Student Center & Event Services costs	SAC-Student Services	Board approved: June 15, 2015
16-P0169329	\$199,727.00	Sub-agreement with Garden Grove USD for services related to AB 104 Adult Education Block grant	DO-Educational Services	Board approved: January 11, 2016

Board Meeting of 3/28/2016
 Bookstore Fund Purchase Order List
 2/06/16 thru 3/10/16

P.O. #	Date	Fund	Department	Description	Vendor Name	Amount
GM-CAF000169	2/19/2016	31	SAC Café	General Merchandise	PEPSI COLA CO	\$724.72
GM-CAF000170	2/23/2016	31	SAC Café	General Merchandise	PEPSI COLA CO	\$785.10
GM-CAF000171	2/17/2016	31	SAC Café	General Merchandise	PEPSI COLA CO	\$1,240.14
GM-CAF000172	2/11/2016	31	SAC Café	General Merchandise	PEPSI COLA CO	\$1,023.49
GM-CAF000175	2/9/2016	31	SAC Café	General Merchandise	PEPSI COLA CO	\$1,255.49
GM-CAF000176	2/8/2016	31	SAC Café	General Merchandise	BARRY'S DISTRIBUTING	\$246.66
GM-CAF000177	2/16/2016	31	SAC Café	General Merchandise	BARRY'S DISTRIBUTING	\$259.08
GM-CAF000178	2/22/2016	31	SAC Café	General Merchandise	BARRY'S DISTRIBUTING	\$187.08
GM-CAF000179	2/23/2016	31	SAC Café	General Merchandise	BROWN BAG SANDWICH CO	\$1,880.90
GM-CAF000180	2/8/2016	31	SAC Café	General Merchandise	BROWN BAG SANDWICH CO	\$2,616.62
GM-CAF000181	2/12/2016	31	SAC Café	General Merchandise	BROWN BAG SANDWICH CO	\$1,958.05
GM-CAF000182	2/18/2016	31	SAC Café	General Merchandise	BROWN BAG SANDWICH CO	\$1,973.52
GM-CAF000183	2/18/2016	31	SAC Café	General Merchandise	BROWN BAG SANDWICH CO	\$1,391.58
GM-CAF000184	2/11/2016	31	SAC Café	General Merchandise	RYAN DISTRUBUTORS	\$1,605.02
GM-DON002309	2/9/2016	31	SAC Bookstore	General Merchandise	TEAMWORK	\$1,460.00
GM-DON002311	2/11/2016	31	SAC Bookstore	General Merchandise	PENS ETC.	\$521.89
GM-DON002312	2/18/2016	31	SAC Bookstore	General Merchandise	TEAMWORK	\$1,530.00
GM-DON002313	2/18/2016	31	SAC Bookstore	General Merchandise	TEAMWORK	\$4,800.00
GM-DON002315	2/23/2016	31	SAC Bookstore	General Merchandise	SCANTRON CORP	\$440.00
GM-DON002316	2/19/2016	31	SAC Bookstore	General Merchandise	PEPSI COLA CO	\$1,286.41
GM-DON002317	2/23/2016	31	SAC Bookstore	General Merchandise	PEPSI COLA CO	\$556.54
GM-DON002318	2/11/2016	31	SAC Bookstore	General Merchandise	PEPSI COLA CO	\$299.14
GM-DON002319	2/9/2016	31	SAC Bookstore	General Merchandise	PEPSI COLA CO	\$765.72
GM-DON002324	2/16/2016	31	SAC Bookstore	General Merchandise	BARRY'S DISTRIBUTING	\$152.88
GM-DON002325	2/22/2016	31	SAC Bookstore	General Merchandise	BARRY'S DISTRIBUTING	\$200.58
GM-DON002327	2/9/2016	31	SAC Bookstore	General Merchandise	BROWN BAG SANDWICH CO	\$609.10
GM-DON002328	2/11/2016	31	SAC Bookstore	General Merchandise	BROWN BAG SANDWICH CO	\$547.69
GM-DON002329	2/19/2016	31	SAC Bookstore	General Merchandise	BROWN BAG SANDWICH CO	\$795.82
GM-DON002330	2/22/2016	31	SAC Bookstore	General Merchandise	RYAN DISTRUBUTORS	\$1,894.27
GM-DON002331	2/11/2016	31	SAC Bookstore	General Merchandise	RYAN DISTRUBUTORS	\$1,027.44
GM-EXPR001012	2/17/2016	31	Don Express	General Merchandise	PEPSI COLA CO	\$659.82
GM-EXPR001014	2/11/2016	31	Don Express	General Merchandise	PEPSI COLA CO	\$486.54
GM-EXPR001016	2/9/2016	31	Don Express	General Merchandise	PEPSI COLA CO	\$284.49
GM-EXPR001018	2/8/2016	31	Don Express	General Merchandise	BARRY'S DISTRIBUTING	\$76.50
GM-EXPR001019	2/16/2016	31	Don Express	General Merchandise	BARRY'S DISTRIBUTING	\$154.38
GM-EXPR001020	2/22/2016	31	Don Express	General Merchandise	BARRY'S DISTRIBUTING	\$67.50
GM-EXPR001021	2/9/2016	31	Don Express	General Merchandise	BROWN BAG SANDWICH CO	\$831.14

Board Meeting of 3/28/2016
 Bookstore Fund Purchase Order List
 2/06/16 thru 3/10/16

P.O. #	Date	Fund	Department	Description	Vendor Name	Amount
GM-EXPR001022	2/11/2016	31	Don Express	General Merchandise	BROWN BAG SANDWICH CO	\$811.24
GM-EXPR001023	2/19/2016	31	Don Express	General Merchandise	BROWN BAG SANDWICH CO	\$725.03
GM-EXPR001024	2/22/2016	31	Don Express	General Merchandise	RYAN DISTRUBUTORS	\$1,261.87
GM-EXPR001025	2/11/2016	31	Don Express	General Merchandise	RYAN DISTRUBUTORS	\$696.96
GM-HAWK001843	2/6/2016	31	SCC Bookstore	General Merchandise	RYAN DISTRUBUTORS	\$1,219.46
GM-HAWK001845	2/11/2016	31	SCC Bookstore	General Merchandise	BROWN BAG SANDWICH CO	\$423.52
GM-HAWK001846	2/11/2016	31	SCC Bookstore	General Merchandise	BROWN BAG SANDWICH CO	\$553.60
GM-HAWK001847	2/11/2016	31	SCC Bookstore	General Merchandise	JANSPORT CO	\$342.30
GM-HAWK001849	2/16/2016	31	SCC Bookstore	General Merchandise	BARRY'S DISTRIBUTING	\$145.38
GM-HAWK001850	2/16/2016	31	SCC Bookstore	General Merchandise	BROWN BAG SANDWICH CO	\$718.54
GM-HAWK001852	2/18/2016	31	SCC Bookstore	General Merchandise	LENNY & LARRY'S,INC	\$100.80
GM-HAWK001854	2/18/2016	31	SCC Bookstore	General Merchandise	MV SPORT	\$780.00
GM-HAWK001855	2/22/2016	31	SCC Bookstore	General Merchandise	GET UP AND GO	\$129.60
GM-HAWK001857	2/22/2016	31	SCC Bookstore	General Merchandise	RYAN DISTRUBUTORS	\$1,097.93
GM-HAWK001858	2/22/2016	31	SCC Bookstore	General Merchandise	BROWN BAG SANDWICH CO	\$605.83
GM-HAWK001859	2/23/2016	31	SCC Bookstore	General Merchandise	BARRY'S DISTRIBUTING	\$49.50
GM-HAWK001860	2/24/2016	31	SCC Bookstore	General Merchandise	PEPSI COLA CO	\$1,342.83
GM-HAWK001861	2/24/2016	31	SCC Bookstore	General Merchandise	PEPSI COLA CO	\$840.94
GM-HAWK001862	2/24/2016	31	SCC Bookstore	General Merchandise	PEPSI COLA CO	\$1,239.95
GM-HAWK001863	2/24/2016	31	SCC Bookstore	General Merchandise	EL DORADO TRADING GROUP	\$879.60
GM-HAWK001864	2/24/2016	31	SCC Bookstore	General Merchandise	BROWN BAG SANDWICH CO	\$515.14
GM-HAWK001866	2/29/2016	31	SCC Bookstore	General Merchandise	BROWN BAG SANDWICH CO	\$600.49
GM-HAWK001867	2/29/2016	31	SCC Bookstore	General Merchandise	DOUGLAS STEWART CO.	\$268.68
GM-HAWK001872	3/1/2016	31	SCC Bookstore	General Merchandise	MELODEE ICE CREAM	\$247.00
GM-HAWK001873	3/2/2016	31	SCC Bookstore	General Merchandise	LENNY & LARRY'S,INC	\$103.20
GM-HAWK001874	3/2/2016	31	SCC Bookstore	General Merchandise	BARRY'S DISTRIBUTING	\$94.50
GM-HAWK001875	3/2/2016	31	SCC Bookstore	General Merchandise	BROWN BAG SANDWICH CO	\$545.11
GM-HAWK001877	3/3/2016	31	SCC Bookstore	General Merchandise	PEPSI COLA CO	\$1,260.26
GM-HAWK001879	3/7/2016	31	SCC Bookstore	General Merchandise	RYAN DISTRUBUTORS	\$1,052.63
GM-HAWK001880	3/7/2016	31	SCC Bookstore	General Merchandise	BROWN BAG SANDWICH CO	\$600.98
GM-HAWK001881	3/8/2016	31	SCC Bookstore	General Merchandise	PENS ETC.	\$845.59
GM-HAWK001882	3/8/2016	31	SCC Bookstore	General Merchandise	LENNY & LARRY'S,INC	\$153.60
GM-HAWK001883	3/9/2016	31	SCC Bookstore	General Merchandise	SCANTRON CORP	\$850.00
GM-HAWK001884	3/9/2016	31	SCC Bookstore	General Merchandise	BROWN BAG SANDWICH CO	\$499.05
GM-HAWK001885	3/9/2016	31	SCC Bookstore	General Merchandise	PEPSI COLA CO	\$1,180.27
GM-HAWK001886	3/10/2016	31	SCC Bookstore	General Merchandise	SCANTRON CORP	\$650.00
GM-HAWK001887	3/10/2016	31	SCC Bookstore	General Merchandise	OAK HALL CAP & GOWNS	\$39.50

Board Meeting of 3/28/2016
 Bookstore Fund Purchase Order List
 2/06/16 thru 3/10/16

P.O. #	Date	Fund	Department	Description	Vendor Name	Amount
TR-HAWK000048	2/24/2016	31	SCC Bookstore	Trade Book	RESEARCH & EDUCATION ASSN	\$27.31
TR-HAWK000050	3/1/2016	31	SCC Bookstore	Trade Book	DOVER	\$59.72
TX-CEC000345	2/17/2016	31	CEC Bookstore	Textbook	PEARSON EDUCATION	\$1,024.65
TX-DON003511	2/18/2016	31	SAC Bookstore	Textbook	CAMBRIDGE UNIVERSITY PRES	\$1,068.60
TX-DON003576	2/8/2016	31	SAC Bookstore	Textbook	MBS TEXTBOOK EXCHANGE	\$1,313.00
TX-DON003577	2/8/2016	31	SAC Bookstore	Textbook	MONTEZUMA PUBLISHING	\$122.80
TX-DON003578	2/8/2016	31	SAC Bookstore	Textbook	MCGRAW-HILL PUBLISHING CO	\$1,608.75
TX-DON003579	2/9/2016	31	SAC Bookstore	Textbook	MBS TEXTBOOK EXCHANGE	\$322.00
TX-DON003580	2/10/2016	31	SAC Bookstore	Textbook	PEARSON EDUCATION	\$642.60
TX-DON003581	2/10/2016	31	SAC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$699.60
TX-DON003582	2/11/2016	31	SAC Bookstore	Textbook	MONTEZUMA PUBLISHING	\$153.50
TX-DON003583	2/11/2016	31	SAC Bookstore	Textbook	CENGAGE LEARNING	\$483.75
TX-DON003584	2/11/2016	31	SAC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$474.34
TX-DON003585	2/11/2016	31	SAC Bookstore	Textbook	MBS TEXTBOOK EXCHANGE	\$1,075.95
TX-DON003586	2/11/2016	31	SAC Bookstore	Textbook	JOHN WILEY & SONS, INC	\$833.00
TX-DON003587	2/11/2016	31	SAC Bookstore	Textbook	NORTON, INC.	\$1,620.00
TX-DON003588	2/11/2016	31	SAC Bookstore	Textbook	PEARSON EDUCATION	\$567.00
TX-DON003589	2/11/2016	31	SAC Bookstore	Textbook	PEARSON EDUCATION	\$2,329.20
TX-DON003590	2/11/2016	31	SAC Bookstore	Textbook	MONTEZUMA PUBLISHING	\$103.80
TX-DON003591	2/11/2016	31	SAC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$437.27
TX-DON003592	2/11/2016	31	SAC Bookstore	Textbook	NACSCORP	\$75.24
TX-DON003593	2/11/2016	31	SAC Bookstore	Textbook	MBS TEXTBOOK EXCHANGE	\$666.25
TX-DON003594	2/16/2016	31	SAC Bookstore	Textbook	CENGAGE LEARNING	\$307.50
TX-DON003595	2/16/2016	31	SAC Bookstore	Textbook	MBS TEXTBOOK EXCHANGE	\$552.00
TX-DON003596	2/16/2016	31	SAC Bookstore	Textbook	MONTEZUMA PUBLISHING	\$175.34
TX-DON003597	2/17/2016	31	SAC Bookstore	Textbook	JONES & BARTLETT LEARNING	\$1,055.00
TX-DON003598	2/17/2016	31	SAC Bookstore	Textbook	MONTEZUMA PUBLISHING	\$31.40
TX-DON003599	2/17/2016	31	SAC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$88.50
TX-DON003600	2/17/2016	31	SAC Bookstore	Textbook	MONTEZUMA PUBLISHING	\$1.69
TX-DON003601	2/17/2016	31	SAC Bookstore	Textbook	HOPKINS FULFILLMENT SERVICES	\$574.72
TX-DON003602	2/18/2016	31	SAC Bookstore	Textbook	MBS TEXTBOOK EXCHANGE	\$897.00
TX-DON003603	2/18/2016	31	SAC Bookstore	Textbook	HOPKINS FULFILLMENT SERVICES	\$197.60
TX-DON003604	2/18/2016	31	SAC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$632.15
TX-DON003605	2/18/2016	31	SAC Bookstore	Textbook	MBS TEXTBOOK EXCHANGE	\$65.30
TX-DON003606	2/18/2016	31	SAC Bookstore	Textbook	KENDALL PUBLISHING	\$240.20
TX-DON003607	2/18/2016	31	SAC Bookstore	Textbook	MONTEZUMA PUBLISHING	\$1,343.65
TX-DON003609	2/18/2016	31	SAC Bookstore	Textbook	PEARSON EDUCATION	\$436.00

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 Bookstore Fund Purchase Order List
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P.O. #	Date	Fund	Department	Description	Vendor Name	Amount
TX-DON003610	2/18/2016	31	SAC Bookstore	Textbook	MBS TEXTBOOK EXCHANGE	\$946.80
TX-DON003611	2/19/2016	31	SAC Bookstore	Textbook	CENGAGE LEARNING	\$990.00
TX-DON003612	2/19/2016	31	SAC Bookstore	Textbook	MBS TEXTBOOK EXCHANGE	\$31.92
TX-DON003613	2/19/2016	31	SAC Bookstore	Textbook	MBS TEXTBOOK EXCHANGE	\$72.50
TX-DON003615	2/19/2016	31	SAC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$115.98
TX-DON003616	2/22/2016	31	SAC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$201.00
TX-DON003617	2/22/2016	31	SAC Bookstore	Textbook	JOHN WILEY & SONS, INC	\$563.40
TX-DON003618	2/22/2016	31	SAC Bookstore	Textbook	CENGAGE LEARNING	\$477.50
TX-DON003619	2/22/2016	31	SAC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$561.55
TX-DON003620	2/22/2016	31	SAC Bookstore	Textbook	CADCIM TECHNOLOGIES	\$232.00
TX-DON003621	2/23/2016	31	SAC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$16.20
TX-DON003622	2/23/2016	31	SAC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$16.90
TX-DON003623	2/23/2016	31	SAC Bookstore	Textbook	MONTEZUMA PUBLISHING	\$24.55
TX-DON003624	2/24/2016	31	SAC Bookstore	Textbook	MONTEZUMA PUBLISHING	\$15.70
TX-DON003625	2/25/2016	31	SAC Bookstore	Textbook	MBS TEXTBOOK EXCHANGE	\$143.38
TX-DON003626	3/1/2016	31	SAC Bookstore	Textbook	MBS TEXTBOOK EXCHANGE	\$242.00
TX-DON003627	3/1/2016	31	SAC Bookstore	Textbook	CENGAGE LEARNING	\$1,770.00
TX-DON003628	3/1/2016	31	SAC Bookstore	Textbook	PEARSON EDUCATION	\$438.20
TX-DON003631	3/2/2016	31	SAC Bookstore	Textbook	ASHBURY PUBLISHING LLC	\$495.00
TX-DON003632	3/2/2016	31	SAC Bookstore	Textbook	MONTEZUMA PUBLISHING	\$1.57
TX-DON003633	3/2/2016	31	SAC Bookstore	Textbook	MCGRAW-HILL PUBLISHING CO	\$140.00
TX-DON003634	3/2/2016	31	SAC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$90.75
TX-DON003635	3/7/2016	31	SAC Bookstore	Textbook	JOHN WILEY & SONS, INC	\$833.00
TX-DON003636	3/7/2016	31	SAC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$295.04
TX-DON003637	3/8/2016	31	SAC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$40.16
TX-DON003638	3/9/2016	31	SAC Bookstore	Textbook	NORTON, INC.	\$4,891.00
TX-DON003639	3/9/2016	31	SAC Bookstore	Textbook	MBS TEXTBOOK EXCHANGE	\$14.50
TX-DON003640	3/10/2016	31	SAC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$28.75
TX-DON003641	3/10/2016	31	SAC Bookstore	Textbook	NACSCORP	\$4.79
TX-DON003642	3/10/2016	31	SAC Bookstore	Textbook	NORTON, INC.	\$67.00
TX-HAWK002755	2/8/2016	31	SCC Bookstore	Textbook	JOHN WILEY & SONS, INC	\$924.00
TX-HAWK002756	2/9/2016	31	SCC Bookstore	Textbook	JOHN WILEY & SONS, INC	\$1,859.20
TX-HAWK002757	2/9/2016	31	SCC Bookstore	Textbook	MONTEZUMA PUBLISHING	\$314.70
TX-HAWK002758	2/9/2016	31	SCC Bookstore	Textbook	TAYLOR & FRANCIS	\$2,400.00
TX-HAWK002759	2/9/2016	31	SCC Bookstore	Textbook	MCGRAW-HILL PUBLISHING CO	\$12,750.00
TX-HAWK002760	2/10/2016	31	SCC Bookstore	Textbook	MCGRAW-HILL PUBLISHING CO	\$99.53
TX-HAWK002761	2/10/2016	31	SCC Bookstore	Textbook	CENGAGE LEARNING	\$4,020.00

Board Meeting of 3/28/2016
 Bookstore Fund Purchase Order List
 2/06/16 thru 3/10/16

P.O. #	Date	Fund	Department	Description	Vendor Name	Amount
TX-HAWK002762	2/10/2016	31	SCC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$3,484.75
TX-HAWK002763	2/10/2016	31	SCC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$1,510.50
TX-HAWK002764	2/10/2016	31	SCC Bookstore	Textbook	PEARSON EDUCATION	\$2,247.00
TX-HAWK002765	2/10/2016	31	SCC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$1,270.88
TX-HAWK002766	2/10/2016	31	SCC Bookstore	Textbook	CENGAGE LEARNING	\$742.50
TX-HAWK002767	2/11/2016	31	SCC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$513.00
TX-HAWK002768	2/12/2016	31	SCC Bookstore	Textbook	BLUEDOOR	\$495.00
TX-HAWK002769	2/12/2016	31	SCC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$622.50
TX-HAWK002770	2/12/2016	31	SCC Bookstore	Textbook	NACSCORP	\$201.12
TX-HAWK002771	2/12/2016	31	SCC Bookstore	Textbook	MCGRAW-HILL PUBLISHING CO	\$5,096.60
TX-HAWK002772	2/16/2016	31	SCC Bookstore	Textbook	AMAZON	\$7.55
TX-HAWK002774	2/17/2016	31	SCC Bookstore	Textbook	UNIV. SOUTHERN CALIFORNIA	\$1,440.00
TX-HAWK002775	2/17/2016	31	SCC Bookstore	Textbook	DRAMATISTS PLAY SERVICE	\$136.80
TX-HAWK002776	2/17/2016	31	SCC Bookstore	Textbook	MCGRAW-HILL PUBLISHING CO	\$3,922.50
TX-HAWK002777	2/17/2016	31	SCC Bookstore	Textbook	NACSCORP	\$284.40
TX-HAWK002778	2/17/2016	31	SCC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$75.00
TX-HAWK002779	2/17/2016	31	SCC Bookstore	Textbook	AMAZON	\$43.13
TX-HAWK002780	2/18/2016	31	SCC Bookstore	Textbook	MCGRAW-HILL PUBLISHING CO	\$338.75
TX-HAWK002781	2/18/2016	31	SCC Bookstore	Textbook	MONTEZUMA PUBLISHING	\$262.25
TX-HAWK002782	2/22/2016	31	SCC Bookstore	Textbook	AMAZON	\$211.25
TX-HAWK002784	2/24/2016	31	SCC Bookstore	Textbook	CENGAGE LEARNING	\$2,857.20
TX-HAWK002785	2/24/2016	31	SCC Bookstore	Textbook	AMAZON	\$515.60
TX-HAWK002786	2/24/2016	31	SCC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$402.16
TX-HAWK002788	3/1/2016	31	SCC Bookstore	Textbook	PEARSON EDUCATION	\$2,335.20
TX-HAWK002789	3/1/2016	31	SCC Bookstore	Textbook	JOHN WILEY & SONS, INC	\$2,064.00
TX-HAWK002790	3/1/2016	31	SCC Bookstore	Textbook	CENGAGE LEARNING	\$1,062.00
TX-HAWK002791	3/1/2016	31	SCC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$1,543.80
TX-HAWK002793	3/1/2016	31	SCC Bookstore	Textbook	AMAZON	\$325.54
TX-HAWK002794	3/2/2016	31	SCC Bookstore	Textbook	SAGE PUBLICATIONS, INC.	\$1,800.00
TX-HAWK002795	3/2/2016	31	SCC Bookstore	Textbook	MPS FORMERLY VHPS	\$2,462.50
TX-HAWK002796	3/2/2016	31	SCC Bookstore	Textbook	PEARSON EDUCATION	\$787.50
TX-HAWK002797	3/3/2016	31	SCC Bookstore	Textbook	PEARSON EDUCATION	\$407.50
TX-HAWK002798	3/3/2016	31	SCC Bookstore	Textbook	CAMBRIDGE UNIVERSITY PRES	\$1,113.60
TX-HAWK002799	3/3/2016	31	SCC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$206.64
TX-HAWK002800	3/4/2016	31	SCC Bookstore	Textbook	CAMBRIDGE UNIVERSITY PRES	\$1,032.00
TX-HAWK002801	3/8/2016	31	SCC Bookstore	Textbook	MONTEZUMA PUBLISHING	\$44.70
TX-HAWK002802	3/8/2016	31	SCC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$217.60

Board Meeting of 3/28/2016
 Bookstore Fund Purchase Order List
 2/06/16 thru 3/10/16

P.O. #	Date	Fund	Department	Description	Vendor Name	Amount
TX-HAWK002803	3/8/2016	31	SCC Bookstore	Textbook	MBS TEXTBOOK EXCHANGE	\$21.76
TX-HAWK002804	3/9/2016	31	SCC Bookstore	Textbook	AMAZON	\$217.60
Grand Total:						\$160,823.51

P.O. #	Date	Fund	Department	Description	Vendor Name	Amount
16-B0001024	02/10/2016	79	Auxiliary Services Office	Contracted Repair Services	VARSITY BRANDS HOLDING CO INC	999.00
16-B0001025	02/22/2016	79	Auxiliary Services Office	Other Operating Exp & Services	HARCOURT OUTLINES, INC.	382.76
16-B0001026	02/25/2016	81	Auxiliary Services Office	Diversified Agency Fund Expens	DON BOOKSTORE	2,073.60
16-B0001027	02/29/2016	79	Athletics	Transportation - Athletics	MICHELANGELO LEASING INC	13,000.00
16-B0001028	02/29/2016	79	Athletics	Transportation - Athletics	AIRPORT VAN RENTAL INC	1,000.00
16-B0001029	03/01/2016	72	Student Development	Conference Expenses	AMERICAN EXPRESS	5,000.00
16-B0001030	03/03/2016	79	Auxiliary Services Office	Equip-All Other >\$1,000<\$5,000	EASTBAY TEAM SALES	1,015.75
16-B0001031	03/03/2016	79	Auxiliary Services Office	Other Operating Exp & Services	WEBSTAUANT STORE, INC.	215.99
16-B0001032	03/03/2016	79	A&R Office - Credit	Non-Instructional Supplies	WE DO GRAPHICS INC	715.00
16-B0001033	03/03/2016	71	Student Life & Leadership	Other Operating Exp & Services	GOLDEN STAR TECHNOLOGY, INC.	1,002.96
16-B0001034	03/03/2016	71	Student Life & Leadership	Contracted Services	BISHOP INC	11,768.00
16-B0001035	03/03/2016	71	Student Life & Leadership	Contracted Services	BISHOP INC	5,586.00
16-B0001036	03/03/2016	71	Student Life & Leadership	Contracted Services	BISHOP INC	6,757.00
16-B0001037	03/08/2016	81	Auxiliary Services Office	Diversified Agency Fund Expens	IMMERSED TECHNOLOGIES INC	1,500.00
16-B0001038	03/10/2016	79	Auxiliary Services Office	Contracted Services	MICHELANGELO LEASING INC	735.00
Grand Total:						51,751.06

4.9 (27)

Legend: * = Multiple Accounts for this P.O.

**PURCHASE ORDERS SUPPLEMENT
PURCHASE ORDERS OF \$15,000 AND OVER
FROM FEBRUARY 5, 2016 THROUGH MARCH 10, 2016
BOARD MEETING OF MARCH 28, 2016**

P.O. #	Amount	Description	Department	Comment
16-B0001034	\$11,768.00	Confirming: Labor & Materials to remove Vinyl flooring on Hawk Cafeteria	SCC-Student Life & Leadership	Received Quotations: 1) *Bishop Inc. 2) De La Torre Commerical Interiors 3) Granger Construction *Successful Bidder
16-B0001035	\$5,586.00	Confirming: Labor & Materials to remove/replace flooring and paint walls in T107	SCC-Student Life & Leadership	Received Quotations: 1) *Bishop Inc. 2) De La Torre Commerical Interiors 3) Granger Construction *Successful Bidder
16-B0001036	\$6,757.00	Confirming: Labor & Materials to refresh A104. Carpet and vinyl removal, painting and ceiling tile replacement	SCC-Student Life & Leadership	Received Quotations: 1) *Bishop Inc. 2) De La Torre Commerical Interiors 3) Granger Construction *Successful Bidder

Legend for All Funds at RSCCD	
Fund	Description
11	General Fund Unrestricted
12	General Fund Restricted
13	GF Unrestricted One-Time Funds
21	Bond Int & Red Fund, Series A
22	Bond Int & Red Fund, Series B
23	Bond Int & Red Fund, Series C
24	Bond Interest & Redemp Fund
31	Bookstore Fund
33	Child Development Fund
41	Capital Outlay Projects Fund
42	Bond Fund, Measure E
43	Bond Fund, Measure Q
51	Fixed Assets
52	Cash Flow Fund
61	Property and Liability Fund
62	Workers' Compensation Fund
63	Retiree Benefits Fund
71	Associated Students Fund
72	Representation Fee Trust Fund
74	Student Financial Aid Fund
76	Community Education Fund
79	Diversified Trust Fund
81	Diversified Agency Fund
91	Foundation Gen Op Fund Uninvst
92	Foundation Gen Op Fund Invest
93	Foundation Trust Fund Uninvest
94	Foundation Trust Fund Invested
95	Foundation Scholar Fund Uninvt
96	Foundation Scholar Fund Invest
97	Foundation Rest Rev Fund Uninv
98	Foundation Rest Rev Fund Invst
99	Foundation Endowment Fund

4.9 (29)

Legend: * = Multiple Accounts for this P.O.

Printed: 3/11/2016 2:14:49PM

Environment: Colleague

LoginID: KWHITE

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Educational Services

To:	Board of Trustees	Board Date: March 28, 2016
Re:	Approval of Resource Development Items	
Action:	Request for Approval	

ANALYSIS

Items for the following categorical programs have been developed:

<u>Project Title</u>	<u>Award Date</u>	<u>Amount</u>
1. Basic Skills Initiative (SAC) - Adjustment First Principal (P1) apportionment adjustment for the Basic Skills Initiative funding from the California Community Colleges Chancellor’s Office to be used to implement program and curriculum development, professional development, articulation, assessment, counseling, tutoring, coordination, research and purchase of instructional materials directly related to the enhancement of basic skills in educational programs. (15/16, 16/17). <i>No match required.</i> SAC – Advance Apportionment \$550,382 SAC – P1 Apportionment \$545,397 <i>Decreased by \$4,985</i>	02/24/2016	-\$4,985
2. Basic Skills Initiative (SCC) – Adjustment First Principal (P1) apportionment adjustment for the Basic Skills Initiative funding from the California Community Colleges Chancellor’s Office to be used to implement program and curriculum development, professional development, articulation, assessment, counseling, tutoring, coordination, research and purchase of instructional materials directly related to the enhancement of basic skills in educational programs. (15/16, 16/17). <i>No match required.</i> SCC – Advance Apportionment \$177,839 SCC – P1 Apportionment \$176,126 <i>Decreased by \$1,713</i>	02/24/2016	-\$1,713
3. Workforce Investment Act Title I - Youth Grant/Seeds to Trees – CASP (SAC) Sub-award from the City of Santa Ana-Santa Ana Public Library for Santa Ana College to provide a Career Academy Scholars Program to provide college guidance and study skills classes for thirty (30) at-risk youth. (15/16). <i>No match required.</i>	02/22/2016	\$6,700

RECOMMENDATION

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

Fiscal Impact: \$2.00	Board Date: March 28, 2016
Item Prepared by: Maria N. Gil, Resource Development Coordinator	
Item Submitted by: Enrique Perez, J.D., Assistant Vice Chancellor, Educational Services	
Item Recommended by: Raúl Rodríguez, Ph.D., Chancellor	

SPECIAL PROJECT DETAILED BUDGET #2034, #2035, #2036, #2037, #2038, and #2039
NAME: BASIC SKILLS INITIATIVE 15/16 - SANTA ANA COLLEGE (CREDIT)
FISCAL YEAR: 2015/2016 and 2016/2017

CONTRACT PERIOD: 7/1/2015 - 6/30/2017

PRJ. ADMIN. Carlos Lopez

CONTRACT INCOME:

PRJ. DIR. Mary Huebsch

Adv. Apportionment \$220,153

Revised Date: 03/14/2016

P1 Adjustment (\$1,994)

Revised Amount \$218,159

CFDA #: N/A

PRIME SPONSOR: California Community Colleges Chancellor's Office

FISCAL AGENT: Rancho Santiago CCD

PRIME AWARD #: N/A

SUB-AWARD #: N/A

GL Account String	Description	Existing Budget		Revised Budget		Budget Change (+/-)	
		Debit	Credit	Debit	Credit	Debit	Credit
12-2034-000000-10000-8629	Other Gen Categorical Apport : Santa Ana College		72,741		70,747	1,994	
12-2034-499900-15051-5999	Special Project Holding Acct : Academic Affairs Off	72,741		70,747			1,994
	Total 2034 - BSI 16-Prog/Curr Plan & Dev	72,741	72,741	70,747	70,747	1,994	1,994
12-2035-000000-10000-8629	Other Gen Categorical Apport : Santa Ana College		0		0	0	
12-2035-499900-15051-5999	Special Project Holding Acct : Academic Affairs Off	0		0			0
	Total 2035 - BSI 16-Student Assessment	0	0	0	0	0	0
12-2036-000000-10000-8629	Other Gen Categorical Apport : Santa Ana College		17,840		17,840	0	
12-2036-499900-15051-5999	Special Project Holding Acct : Academic Affairs Off	17,840		17,840			0
	Total 2036 - BSI 16-Advisement/Counseling	17,840	17,840	17,840	17,840	0	0
12-2037-000000-10000-8629	Other Gen Categorical Apport : Santa Ana College		67,322		67,322	0	
12-2037-499900-15051-5999	Special Project Holding Acct : Academic Affairs Off	67,322		67,322			0
	Total 2037 - BSI 16-Suppl Instr & Tutoring	67,322	67,322	67,322	67,322	0	0
12-2038-000000-10000-8629	Other Gen Categorical Apport : Santa Ana College		8,000		8,000	0	
12-2038-499900-15051-5999	Special Project Holding Acct : Academic Affairs Off	8,000		8,000			0
	Total 2038 - BSI 16-Coordination/Research	8,000	8,000	8,000	8,000	0	0
12-2039-000000-10000-8629	Other Gen Categorical Apport : Santa Ana College		54,250		54,250	0	
12-2039-499900-15051-5999	Special Project Holding Acct : Academic Affairs Off	54,250		54,250			0
	Total 2039 - BSI 16-Staff Development	54,250	54,250	54,250	54,250	0	0
	Total - Basic Skills Initiative-15/16 (SAC - credit)	220,153	220,153	218,159	218,159	1,994	1,994

5.1 (2)

SPECIAL PROJECT DETAILED BUDGET #2034, #2035, #2036, #2037, #2038, and #2039
NAME: BASIC SKILLS INITIATIVE 15/16 - SANTA ANA COLLEGE (NON-CREDIT)
FISCAL YEAR: 2015/2016 and 2016/2017

CONTRACT PERIOD: 7/1/2015 - 6/30/2017

PRJ. ADMIN. James Kennedy

CONTRACT INCOME:

PRJ. DIR. Sergio Sotelo

Adv. Apportionment \$330,229

Revised Date: 3/14/2016

P1 Adjustment (\$2,991)

Revised Amount \$327,238

CFDA #: N/A

PRIME SPONSOR: California Community Colleges Chancellor's Office

FISCAL AGENT: Rancho Santiago CCD

PRIME AWARD #: N/A

SUB-AWARD #: N/A

GL Account String	Description	Existing Budget		Revised Budget		Budget Change (+/-)	
		Debit	Credit	Debit	Credit	Debit	Credit
12-2034-000000-10000-8629	Other Gen Categorical Apport : Santa Ana College		33,397		33,397	0	
12-2034-499900-18200-5999	Special Project Holding Acct : SAC Continuing Ed-In	33,397		33,397			0
	Total 2034 - BSI 16-Prog/Curr Plan & Dev	33,397	33,397	33,397	33,397	0	0
12-2035-000000-10000-8629	Other Gen Categorical Apport : Santa Ana College		9,500		9,500	0	
12-2035-499900-18200-5999	Special Project Holding Acct : SAC Continuing Ed-In	9,500		9,500			0
	Total 2035 - BSI 16-Student Assessment	9,500	9,500	9,500	9,500	0	0
12-2036-000000-10000-8629	Other Gen Categorical Apport : Santa Ana College		66,434		66,434	0	
12-2036-499900-18200-5999	Special Project Holding Acct : SAC Continuing Ed-In	66,434		66,434			0
	Total 2036 - BSI 16-Advisement/Counseling	66,434	66,434	66,434	66,434	0	0
12-2037-000000-10000-8629	Other Gen Categorical Apport : Santa Ana College		62,000		62,000	0	
12-2037-499900-18200-5999	Special Project Holding Acct : SAC Continuing Ed-In	62,000		62,000			0
	Total 2037 - BSI 16-Suppl Instr & Tutoring	62,000	62,000	62,000	62,000	0	0
12-2038-000000-10000-8629	Other Gen Categorical Apport : Santa Ana College		134,443		134,443	0	
12-2038-499900-18200-5999	Special Project Holding Acct : SAC Continuing Ed-In	134,443		134,443			0
	Total 2038 - BSI 16-Coordination/Research	134,443	134,443	134,443	134,443	0	0
12-2039-000000-10000-8629	Other Gen Categorical Apport : Santa Ana College		24,455		21,464	2,991	
12-2039-499900-18200-5999	Special Project Holding Acct : SAC Continuing Ed-In	24,455		21,464			2,991
	Total 2039 - BSI 16-Staff Development	24,455	24,455	21,464	21,464	2,991	2,991
	Total - Basic Skills Initiative-15/16 (SAC - non-credit)	330,229	330,229	327,238	327,238	2,991	2,991

5.1 (3)

SPECIAL PROJECT DETAILED BUDGET #2034, #2035, #2036, #2037, #2038, and #2039
NAME: BASIC SKILLS INITIATIVE 15/16 - SANTIAGO CANYON COLLEGE
FISCAL YEAR: 2015/2016 and 2016/2017

CONTRACT PERIOD: 7/1/2015 - 6/30/2017

PRJ. ADMIN. Aracely Mora

CONTRACT INCOME:

PRJ. DIR. Marilyn Flores

Adv. Apportionment \$177,839

Revised Date: 3/14/2016

P1 Adjustment (\$1,713)

Revised Amount \$176,126

CFDA #: N/A

PRIME SPONSOR: California Community Colleges Chancellor's Office

FISCAL AGENT: Rancho Santiago CCD

PRIME AWARD #: N/A

SUB-AWARD #: N/A

GL Account String	Description	Existing Budget		Revised Budget		Budget Change (+/-)	
		Debit	Credit	Debit	Credit	Debit	Credit
12-2034-000000-20000-8629	Other Gen Categorical Apport : Santiago Canyon Coll		86,205		86,205	0	
12-2034-499900-25051-5999	Special Project Holding Acct : Academic Affairs Off	86,205		86,205			0
	Total 2034 - BSI 16-Prog/Curr Plan & Dev	86,205	86,205	86,205	86,205	0	0
12-2035-000000-20000-8629	Other Gen Categorical Apport : Santiago Canyon Coll		1,000		1,000	0	
12-2035-499900-25051-5999	Special Project Holding Acct : Academic Affairs Off	1,000		1,000			0
	Total 2035 - BSI 16-Student Assessment	1,000	1,000	1,000	1,000	0	0
12-2036-000000-20000-8629	Other Gen Categorical Apport : Santiago Canyon Coll		0		0	0	
12-2036-499900-25051-5999	Special Project Holding Acct : Academic Affairs Off	0		0			0
	Total 2036 - BSI 16-Advisement/Counseling	0	0	0	0	0	0
12-2037-000000-20000-8629	Other Gen Categorical Apport : Santiago Canyon Coll		72,239		72,239	0	
12-2037-499900-25051-5999	Special Project Holding Acct : Academic Affairs Off	72,239		72,239			0
	Total 2037 - BSI 16-Suppl Instr & Tutoring	72,239	72,239	72,239	72,239	0	0
12-2038-000000-20000-8629	Other Gen Categorical Apport : Santiago Canyon Coll		0		0	0	
12-2038-499900-25051-5999	Special Project Holding Acct : Academic Affairs Off	0		0			0
	Total 2038 - BSI 16-Coordination/Research	0	0	0	0	0	0
12-2039-000000-20000-8629	Other Gen Categorical Apport : Santiago Canyon Coll		18,395		16,682	1,713	
12-2039-499900-25051-5999	Special Project Holding Acct : Academic Affairs Off	18,395		16,682			1,713
	Total 2039 - BSI 16-Staff Development	18,395	18,395	16,682	16,682	1,713	1,713
	Total - Basic Skills Initiative-15/16 (SCC)	177,839	177,839	176,126	176,126	1,713	1,713

5.1 (4)

SPECIAL PROJECT DETAILED BUDGET #1904
NAME: WIA - Youth Grant/Seeds to Trees – CASP (SAC)
FISCAL YEAR: 2015/2016

CONTRACT PERIOD: 2/23/16 - 6/30/16

PROJ ADM: Lilia Tanakeyowma

CONTRACT INCOME: \$6,700

PROJ DIR: Lilia Tanakeyowma

PRIME SPONSOR: Dept. of Labor Workforce Innovation & Opportunity Act

DATE: 03/16/16

FISCAL AGENT: City of Santa Ana

PRIME AWARD No. : N/A

SUB-AWARD: N/A

CFDA #: 17.259

Account String	Description	New Budget	
		Debit	Credit
12-1904-000000-10000-8130	Workforce Investment Act		6,700
	Part-Time Instructors :		
	- Maria Aguilar Beltran 1 LHE/18 hrs @ \$69.02/hr	1,242	
12-1904-493014-15320-1310	STRS - Instructional :	133	
12-1904-493014-15320-3111	Medicare - Instructional :	18	
12-1904-493014-15320-3321	H & W - Retiree Fund Inst :	12	
12-1904-493014-15320-3431	SUI - Instructional :	1	
12-1904-493014-15320-3511	WCI - Instructional :	30	
12-1904-493014-15320-3611	Totals for DEPARTMENT: 15320 - Counseling Instruction	1,436	
	Part-Time Instructors :		
	- Mary Castellanos 2 LHE/36 hrs @ \$69.02/hr	2,485	
12-1904-493010-15320-1310	STRS - Instructional :	267	
12-1904-493010-15320-3111	Medicare - Instructional :	36	
12-1904-493010-15320-3321	H & W - Retiree Fund Inst :	25	
12-1904-493010-15320-3431	SUI - Instructional :	1	
12-1904-493010-15320-3511	WCI - Instructional :	59	
12-1904-493010-15320-3611	Totals for DEPARTMENT: 15320 - Counseling Instruction	2,873	
	Part-Time Counselors :		
	- Mary Castellanos .5 LHE/21 hrs @ \$58.67/hr	1,232	
12-1904-631000-15310-1430	STRS - Non-Instructional :	132	
12-1904-631000-15310-3115	Medicare - Non-Instructiona	18	
12-1904-631000-15310-3325	H & W - Retiree Fund Non-In	12	
12-1904-631000-15310-3435	SUI - Non-Instructional :	1	
12-1904-631000-15310-3515	WCI - Non-Instructional :	30	
12-1904-631000-15310-3615	Totals for DEPARTMENT: 15310 - Counseling	1,425	
	Non-Instructional Supplies:	708	
12-1904-649000-19620-4610	Totals for DEPARTMENT: 19620 - School & Community Partnership	708	
	Direct Costs	6,442	
	Indirect (4% of direct costs)	258	
12-1904-679000-10000-5865	Totals for DEPARTMENT: 10000 - Santa Ana College	258	
	Totals for PROJECT: 1904 WIA Youth Grant - CASP	6,700	6,700

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Educational Services

To: Board of Trustees	Date: March 28, 2016
Re: Approval of Sub-Agreement between RSCCD and Orange County Superintendent of Schools for the AB 104 Adult Education Block Grant	
Action: Request for Approval	

BACKGROUND

Rancho Santiago Community College District received the Adult Education Block Grant (AEBG) – Regional Consortium Funding Appropriation (Assembly Bill No. 104) from the California Community Colleges Chancellor’s Office. Funding was awarded to the Rancho Santiago Adult Education Consortium (RSAEC) that includes RSCCD as the lead and Fiscal Agent, three school districts (Santa Ana, Orange, and Garden Grove), the Orange County Department of Education, and the Orange County Sheriff’s Department.

The Chancellor’s Office has apportioned AEBG funds to regions throughout the state to expand and improve opportunities for educational and workforce services for adult learners. Funding will support RSAEC’s AB 86 Regional Comprehensive Plan seven program areas: (1) elementary and secondary basic skills, including high school diploma or GED; (2) citizenship, English as a second language, and workforce preparation; (3) adults/older adults entry or re-entry into the workforce; (4) family literacy; (5) adults with disabilities; (6) career technical education; and (7) pre-apprenticeship training activities. The appropriation amount is \$3,079,153. The term of this appropriation is from July 1, 2015 through June 30, 2016 that includes a three-year implementation plan cycle (fiscal years 15/16, 16/17 and 17/18).

ANALYSIS

The enclosed sub-agreement (#DO-16-2218-05) with the Orange County Superintendent of Schools is to implement AB 104 Adult Education Block Grant activities and program development, thereby increasing adult students’ transition to college and/or career readiness and vocational programs. The performance period of the sub-agreement is July 1, 2015 through June 30, 2016, with a total cost not to exceed \$5,250.00.

Leading the implementation of the RSAEC plan are project administrators Jose Vargas and Jim Kennedy, project director Mary Walker; and project coordinator Christine Gascon.

RECOMMENDATION

It is recommended that the Board approve this sub-agreement and that the Vice Chancellor, Business Operations/Fiscal Services or his designee be authorized to sign and enter into a related contractual agreement on behalf of the district.

Fiscal Impact: \$5,250.00 (grant-funded)	Board Date: March 28, 2016
Prepared by: Maria Gil, Resource Development Coordinator	
Submitted by: Enrique Perez, J.D., Assistant Vice Chancellor of Educational Services	
Recommended by: Raúl Rodríguez, Ph.D., Chancellor	

**GRANT SUB-AGREEMENT BETWEEN
RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
AND
ORANGE COUNTY SUPERINTENDENT OF SCHOOLS**

This grant sub-agreement (hereinafter “Agreement”) is entered into on this 28th day of March 2016, between Rancho Santiago Community College District (hereinafter “RSCCD”) and the Orange County Superintendent of Schools (hereinafter “SUBCONTRACTOR”). RSCCD and SUBCONTRACTOR may be referred to individually as a “Party” and collectively as the “Parties” in this Agreement.

WHEREAS, RSCCD received a grant award entitled “Adult Education Block Grant Program Consortium Funding Appropriation,” Prime Award #15-328-043 (hereinafter “Grant”) from the California Community Colleges Chancellor’s Office (hereinafter “PRIME SPONSOR”), to disseminate implementation funds to regional consortia of community college districts, K-12 school districts, and other partner agencies, to implement regional strategies to better serve educational and workforce needs of adults;

WHEREAS, RSCCD has the right to enter into agreements with outside entities for various services with the approval of the Board of Trustees; and

WHEREAS, SUBCONTRACTOR has agreed to participate in the purpose of this Grant according to the terms and conditions hereinafter set forth;

NOW, THEREFORE the Parties agree as follows:

ARTICLE I

1. Statement of Work

SUBCONTRACTOR will provide services as described in the attached Statement of Work (**Exhibit A**), related to the *Rancho Santiago Adult Education Consortium – AB 86 Regional Comprehensive Plan*, which by this reference is incorporated into this Agreement. SUBCONTRACTOR agrees to comply with all provisions, to perform all work, and to provide all services as set forth in this Agreement and the aforementioned Statement of Work in a professional, timely and diligent manner.

2. Period of Performance

The period of performance for this Agreement shall be from July 1, 2015 through June 30, 2016. NOTE: The entire term of the Grant appropriation is for three years from July 1, 2015 through June 30, 2018 (project years 15/16, 16/17, 17/18). RSCCD will issue amendments to the Agreement on an annual basis, rather than for the entire term.

3. Total Cost

The total cost to RSCCD for the performance of this Agreement shall not exceed \$5,250.00 USD.

4. Payment

Disbursement of funds will begin upon RSCCD's receipt of the fully executed Agreement and a detailed invoice for the disbursement. RSCCD shall make reimbursement payments as long as the total payments under this Agreement do not exceed the amount listed above under Article I.3. "Total Costs".

5. Budget

SUBCONTRACTOR agrees that the expenditures of any and all funds under this Agreement will be in accordance with the Project Budget (**Exhibit B**), which by this reference is incorporated into this Agreement. SUBCONTRACTOR must submit a budget revision request to RSCCD if expenditures exceed ten (10) percent of the authorized project budget by budget categories; and/or adding or deleting budget categories.

6. Invoices

Invoices must be itemized, include the Agreement number (refer to footer), and include back-up documentation for expenditures submitted for payment. Final payment is contingent upon successful completion of the Statement of Work (**Exhibit A**), upon receipt of a final invoice requesting payment due **July 15, 2016**, and the Project Director's certification of the final report. Invoice(s) should be submitted to the following address:

Mary Walker, AB 86 Project Director
Interim Dean, Instruction and Student Services
Santiago Canyon College, Division of Continuing Education
Provisional Education Facility
1937 W. Chapman, Suite 200
Orange, CA 92868

7. Reporting

- (a) Progress Reports. SUBCONTRACTOR agrees to submit progress reports as requested by RSCCD and/or the PRIME SPONSOR.
- (b) Final Reports. SUBCONTRACTOR agrees to submit an annual expenditure report and an annual performance report summarizing completion of the project activities consistent with the SUBCONTRACTOR'S Scope of Work (**Exhibit A**). The final reports are due **July 15, 2016**.

Reports related to this Agreement should be submitted to Mary Walker, Project Director via email at walker_mary@sccollege.edu.

8. Expenditure of Grant Funds

SUBCONTRACTOR agrees to comply with all Grant requirements and that it is solely responsible for the appropriate expenditure of all Grant appropriation funds received and for any misappropriation or disallowment of Grant appropriation funds.

9. Time Extensions

As the full term of the Grant is from July 1, 2015 through June 30, 2018, and amendments to the Agreement will be developed on an annual basis for the entire term of the Grant,

extensions will be addressed through annual modifications to the Agreement, including revised Scope of Works and Project Budgets, to extend the term and increase the total costs for work to be performed in the new project years: e.g., 2016/2017 and 2017/2018. NOTE: As Grant appropriation funds are only available from July 1, 2015 to June 30, 2018, time extensions for use of Grant appropriation funds will be possible up to but not beyond June 30, 2018, and require approval by RSCCD.

SUBCONTRACTOR must spend all funds allocated through this Agreement within the timeframe of the Agreement listed above under Article I.2. "Period of Performance". Under this Agreement, SUBCONTRACTOR will only be reimbursed for expenses that are incurred on or prior to **June 30, 2016**.

10. Independent Contractor

SUBCONTRACTOR agrees that the service provided hereunder is rendered in its capacity as an independent contractor and that it is not in any way an agent of RSCCD, nor shall its employees be entitled to any personnel benefits of RSCCD whatsoever.

11. Subcontract Assignment

Unless specifically noted in the Scope of Work (**Exhibit A**), none of the duties of, or work to be performed by, SUBCONTRACTOR under this Agreement shall be sub-contracted or assigned to any agency, consultant, or person without the prior written consent of RSCCD. No subcontract or assignment shall terminate or alter the legal obligation of SUBCONTRACTOR pursuant to this Agreement. SUBCONTRACTOR shall insure that all subcontracts for services and contracted staff are procured in a manner consistent with SUBCONTRACTOR guidelines.

SUBCONTRACTOR shall itemize all sub-contractor and contracted staff costs in the budget so it is clear how the funds will be allocated and spent by SUBCONTRACTOR. By entering into this Agreement SUBCONTRACTOR agrees that it is the direct provider of intended services. Upon request, SUBCONTRACTOR shall submit to RSCCD copies of all sub-contracts for services and contracted staff, and other agreements, as well as documentation indicating the approving authority's approval, that relate to this Agreement.

12. Record Keeping

SUBCONTRACTOR agrees to maintain project records for possible audit for a minimum of three (3) years after final payment or until any audit findings have been resolved, unless a longer period of records retention is stipulated.

13. Audit

SUBCONTRACTOR agrees that RSCCD, the PRIME SPONSOR, the Bureau of State Audits, any other appropriate state or federal oversight agency, or their designated representative(s), shall have the right to review and to copy any records and supporting documentation pertaining to the performance of this Agreement. SUBCONTRACTOR agrees to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. Further, SUBCONTRACTOR agrees to include a similar right of RSCCD, the

PRIME SPONSOR, the Bureau of State Audits, any other appropriate state or federal oversight agency, or their designated representative(s) to audit records and interview staff in any subcontract related to performance of this Agreement.

14. Mutual Indemnification

Both 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 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 losses caused solely by the negligence of the non-indemnifying Party or any of its agents or employees.

15. Termination

Either Party may terminate this Agreement, with or without cause upon thirty (30) days written notice served upon the other Party. Notice shall be deemed served on the date of mailing. Upon termination, or notice thereof, the Parties agree to cooperate with one another in the orderly transfer of contract responsibilities, records, and pertinent documents.

The obligations of RSCCD under this Agreement are contingent upon the availability of State funds, as applicable, for the reimbursement of SUBCONTRACTOR'S expenditures, and inclusion of sufficient funds for the services hereunder in the budget approved by the RSCCD Board of Trustees each fiscal year this Agreement remains in effect. In the event that such funding is terminated or reduced, RSCCD shall provide SUBCONTRACTOR with written notification of such determination.

16. Disputes

In the event of a dispute between the Parties, the aggrieved Party shall notify the other Party and provide a detailed description of the alleged problem. The Parties agree to use reasonable efforts to resolve such dispute by good faith negotiations and mutual agreement. In the event such informal resolution is not successful within a reasonable period of time, the Parties hereby agree that such dispute will be resolved in the manner specified below.

Except as otherwise provided in this Agreement, any dispute concerning any question arising under this Agreement shall be decided by RSCCD and/or the PRIME SPONSOR. In such a case, the decision shall be reduced to writing and a copy thereof shall be mailed or otherwise furnished to SUBCONTRACTOR. The decision shall be final and conclusive unless within thirty (30) calendar days from the mailing or delivery of such copy, RSCCD receives from SUBCONTRACTOR a written request to appeal said decision. Pending final decision of the appeal, SUBCONTRACTOR shall act in accordance with the written decision of RSCCD or the PRIME SPONSOR, whichever is the final arbiter of the dispute. The handling of non-criminal complaints, including discrimination complaints, and complaints and reports of criminal fraud, waste and abuse shall be as prescribed by the State of California, and/or the PRIME SPONSOR, whichever is applicable, in accordance with applicable provisions of the Code of Federal Regulations.

17. Notices

All notices, reports and correspondence between the Parties hereto respecting to this Agreement shall be in writing and deposited in the United States Mail, postage prepaid, addressed as follows:

RSCCD: Mary Walker, AB 86 Project Director
Interim Dean, Instruction and Student Services
Santiago Canyon College, Division of Continuing Education
Provisional Education Facility
1937 W. Chapman, Suite 200
Orange, CA 92868
(714) 628-5974; walker_mary@sccollege.edu

Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services
Rancho Santiago Community College District
2323 North Broadway, Ste. 404-1
Santa Ana, CA 92706
(714) 480-7340, hardash_peter@rsccd.edu

SUBCONTRACTOR: Orange County Superintendent of Schools
Orange County Department of Education
Attn: Dr. Byron Fairchild, Director
ACCESS Business and Division Support Services
1669 E. Wilshire Avenue, Suite 604
Santa Ana, CA 92705
(714) 547-9986; bfairchild@OCDE.US

18. Total Agreement

This Agreement, together with the attachments hereto, expresses the total understanding of both Parties. There are no oral understandings of the Parties or terms and conditions other than as are stated herein. SUBCONTRACTOR acknowledges that it has read and agrees to all terms and conditions included in this Agreement.

19. Amendments

This Agreement may be modified or revised at any time by the Parties as long as the amendment is made in writing and signed by an authorized official of both Parties.

ARTICLE II

1. Legal Terms and Conditions

This Agreement will be implemented in accordance with the conditions defined in the Grant appropriation agreement, the provisions of AB 104 Section 39 Article 9, and the Legal Terms and Conditions, as set forth and incorporated into this Agreement by reference. As the Grant is subject to any additional restrictions, limitations, or conditions enacted in the State Budget

and/or Executive Orders that may affect the provisions, terms, or funding of this Agreement in any manner, RSCCD may modify this Agreement through an amendment, as needed.

This Agreement represents the entire understanding between RSCCD and SUBCONTRACTOR with respect to the Grant. No change, modification, extension, termination or waiver of this Agreement, or any of the provisions herein contained, shall be valid unless made in writing and signed by duly authorized representatives of the Parties hereto.

IN WITNESS WHEREOF, the Parties hereto certify that they have read and understand all the terms and conditions contained herein and have caused this Agreement to be executed as of the day that both Parties have signed the Agreement.

RANCHO SANTIAGO COMMUNITY
COLLEGE DISTRICT

SUBCONTRACTOR: ORANGE
COUNTY SUPERINTENDENT OF
SCHOOLS

By: _____

By: _____

Name: Peter J. Hardash
Vice Chancellor

Name: Patricia McCaughey

Title: Business Operations/Fiscal Services

Title: Coordinator

Date: _____

Date: _____

Board Approval Date: March 28, 2016

95-6000943
Employer/Taxpayer Identification Number (EIN)

ORANGE COUNTY SUPERINTENDENT OF SCHOOLS
Orange County Department of Education
Adult Education Block Grant
Rancho Santiago Adult Education Consortium

Scope of Work

Summary:

The Orange County Department of Education is a member of the Rancho Santiago Adult Education Consortium and will participate in consortium activities as allowed by criteria in the AB104 Adult Education Block Grant (AEBG). These activities may include attending and participating in conferences, workshops, workgroups, and meetings pertaining to AEBG guidelines.

Directions: Use this template to outline the major components of your proposed project, expected completion timelines, and expected outcomes.

Activities	Timeline	Performance Outcomes
Attend conferences, workshops, and meetings pertaining to AEBG guidelines. Approved travel and mileage expenses included.	7/1/15 – 6/30/16	To work collaboratively on AEBG proposals and strategies for the Rancho Santiago Adult Education Consortium.

**ORANGE COUNTY SUPERINTENDENT OF SCHOOLS
Orange County Department of Education
Adult Education Block Grant
Rancho Santiago Adult Education Consortium**

Budget Detail Sheet

Contact	Name	Email	Phone No.
Director	Dr. Byron Fairchild	bfairchild@ocde.us	(714) 547-9986

Object Code	Description	TOTAL COSTS
1000		
2000		
3000		
4000		
5000	Attend conferences, workshops, meetings as per AEBG guidelines.	\$5,000
	Mileage reimbursement for AEBG travel expenses.	
	Travel reimbursement for conferences.	
6000		
	Total Direct Costs:	\$5,000
	Total Indirect Costs (not to exceed 5% of Direct Costs):	\$250
	TOTAL COSTS:	\$5,250

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

(Chancellor's Office)

To: Board of Trustees	Date: March 28, 2016
Re: Discussion of Forming a Board Communications Ad Hoc Committee	
Action: Information	

BACKGROUND

At the March 14, 2016, board meeting Board President Claudia Alvarez asked that an ad hoc committee on communications be added to the March 28, 2016, board agenda for the board's consideration.

ANALYSIS

Per **Board Policy 2220 Committees of the Board**, a standing or ad hoc committee of the Board of Trustees "may be limited and/or created as deemed necessary by a majority of the Board." Rather than create a full standing committee, the administration believes that it would be prudent to begin with an ad hoc structure to determine if there are really a sufficient number of issues to warrant status as a standing committee. The suggested duration would be a trial period of nine (9) months with a reassessment of the necessity of this committee at the end of that period of time.

RECOMMENDATION

Board President Claudia Alvarez asks board members to discuss the forming of a Board Communications Ad Hoc Committee.

Fiscal Impact: None	Board Date: March 28, 2016
Prepared by: Anita Lucarelli, Executive Assistant to the Board of Trustees	
Submitted by: Raúl Rodríguez, Ph.D., Chancellor	
Recommended by: Raúl Rodríguez, Ph.D., Chancellor	

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**Board of Trustees**

To: Board of Trustees	Date: March 28, 2016
Re: Adoption of Board Policy	
Action: Request for Approval	

BACKGROUND

The Board Policy Committee met on January 25, 2016, and asked staff to draft a policy to be placed on the February 22, 2016, board of trustees meeting agenda which would prohibit gifts to board members or employees from an individual or business that conducts business with the district. On February 16, 2016, the Board Policy Committee met again, reviewed the language and although the committee had issues with some of the language in the proposed policy, the committee requested the policy be brought to the full board for a first reading. The committee understands that two existing policies on ethics would also need to be amended to include a new gift policy approved by the board. The proposed policy was presented to the board for a first reading on February 22, 2016, and as an information item for review and comment at the March 14, 2016, board meeting as BP 3821 Gifts to Employees and Officials.

ANALYSIS

The Board Policy Committee plans to meet on March 28, 2016, to receive further information and clarification of a policy on gifts to employees, including but not limited to information from the Academic Senate, and further review of the County of Orange and City of Santa Ana's gift ban ordinances, and report to the full board with a recommended action.

RECOMMENDATION

The Board Policy Committee recommends the board take action and adopt a gift ban policy for board members and certain employees.

Fiscal Impact: None	Board Date: March 28, 2016
Prepared by: John Hanna, Chairman, Board Policy Committee & Vice President, Board of Trustees	
Submitted by: John Hanna, Chairman, Board Policy Committee & Vice President, Board of Trustees	
Recommended by: Raúl Rodríguez, Ph.D., Chancellor	

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

HUMAN RESOURCES DOCKET
MANAGEMENT/ACADEMIC
March 28, 2016

MANAGEMENT

Revised Job Description/Attachment #1

Vice Chancellor of Human Resources
Academic Administrator
Cabinet Level

Appointment

Gascon, Christine M.
Director, Special Programs
Continuing Education Division
Santiago Canyon College

Effective: March 14, 2016
Placement: H-4 \$91,606.17/Year
(CL15-0753)

Oforlea, Veronica I.
Associate Dean, Disabled Students
Programs & Services
Student Services
Santa Ana College

Effective: April 11, 2016
Placement: D-7 \$134,890.84/Year
(Requisition #AC15-0511)

Interim Assignment

Chitlik, Judyanne
Interim Vice Chancellor, Human Resources
District

Effective: July 1, 2016
Placement: Cabinet, Step 5 \$200,587.14/Year

FACULTY

16/17 Institutional Tenure Review Recommendation

Vasquez, Michelle
Science, Mathematics & Health
Sciences Division
Santa Ana College

Recommendation: Contract II

Appointment

Galvan, Juana
Assistant Professor/EOPS Counselor
Counseling & Student Support
Services Division
Santiago Canyon College

Effective: April 11, 2016
Tentative Placement: II-3 \$63,666.82/Year
(Requisition #AC15-0527)

FACULTY (CONT'D)

CalSTRS Reduced Workload Program (RWP) Participation Agreement

Keith, Katharine Effective: August 15, 2016
Professor, ESL Agreement: 83.3% RWP/4 Years (16/17-19/20), &
Humanities & Social Sciences Division Banking Leave/30 LHE 1 Year (20/21-Retire Last Year)
Santa Ana College

Adjustment of Beyond Contract/Overload Stipend

Vercelli, Julia Effective: February 22, 2016
CEC/Continuing Education Division From: \$2,450.24 (Project #2490)
Santa Ana College To: \$4,900.42 (Projects #2490/2103)

Beyond Contract/Overload Stipend

Buechler, Michael Effective: January 4, 2016
Assistant Professor, Manufacturing Technology Amount: \$1,600.00
Human Services & Technology Division Reason: Conducted Workshop
Santa Ana College (Project #1030)

Escobar, Dora Effective: April 29, 2016
Assistant Professor/Counselor Amount: \$300.00
Counseling & Student Support Reason: Staff Development/Student Equity
Services Division (Project #2549)
Santiago Canyon College

Lamourelle, Regina Effective: April 29, 2016
Professor, Human Development Amount: \$300.00
Business & Career Technical Reason: Staff Development/Student Equity
Education Division (Project #2549)
Santiago Canyon College

Moreno, George Effective: January 4, 2016
Assistant Professor, Manufacturing Technology Amount: \$1,600.00
Human Services & Technology Division Reason: Conducted Workshop
Santa Ana College (Project #1030)

Perry, Janis Effective: April 29, 2016
Professor/Counselor Amount: \$300.00
Counseling & Student Support Reason: Staff Development/Student Equity
Services Division (Project #2549)
Santiago Canyon College

FACULTY (CONT'D)

Beyond Contract/Overload Stipend (cont'd)

Woodhead, Ian Effective: April 29, 2016
Professor, Kinesiology/Head Coach, Amount: \$300.00
Women's Soccer Reason: Staff Development/Student Equity
Mathematics & Sciences Division (Project #2549)
Santiago Canyon College

Part-time New Hires/Rehires

Azpeitia, Brenda M Effective: March 15, 2016
Substitute Teacher Hourly Rate: II-1 \$17.50
Child Development & Educational
Services Division
District Operations

Correia, Robert Joe Effective: April 11, 2016
Instructor, Criminal Justice/Weapons (equivalency) Hourly Lecture/Lab Rates: I-3 \$54.08/\$48.67
Human Services & Technology Division
Santa Ana College

Mendez de Quezada, Melina Effective: March 15, 2016
Substitute Teacher Hourly Rate: \$17.50
Child Development & Educational
Services Division
District Operations

Reed, Cyrian Effective: March 9, 2016
Instructor, Dance (equivalency) Hourly Lecture/Lab Rates: II-3 \$56.79/\$51.11
Fine & Performing Arts Division
Santa Ana College

Richardson, Walter R Effective: March 9, 2016
Instructor, IEP/Vocational/HSS/ABE Hourly Lecture Rate: I-3 \$46.10
Continuing Education Division (OEC)
Santiago Canyon College

Rucker, Nancy R Effective: March 14, 2016
Instructor, High School Subjects/Reading Hourly Lecture Rate: II-3 \$47.25
Continuing Education Division (CEC)
Santa Ana College

Truhill, Justin P Effective: March 21, 2016
Instructor, Fire Technology/Fire Control Hourly Lecture/Lab Rates: I-3 \$54.08/\$48.67
Human Services & Technology Division
Santa Ana College

FACULTY (CONT'D)

Part-time New Hires/Rehires (cont'd)

Witron, Briseyda
Substitute Teacher
Child Development & Educational
Services Division
District Operations

Effective: March 21, 2016
Hourly Rate: II-1 \$17.50

Non-paid Instructors of Record

Ristine, Randall S
Instructor, Apprenticeship/Electrical
Business & Career Technical Education Division
Santiago Canyon College

Effective: March 21, 2016

Wolken, Deana M
Instructor, Apprenticeship/Survey (equivalency)
Business & Career Technical Education Division
Santiago Canyon College

Effective: March 28, 2016

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
JOB DESCRIPTION
VICE CHANCELLOR OF HUMAN RESOURCES**

GENERAL RESPONSIBILITIES

Overall responsibility to the Chancellor for all aspects of the District's human resources and employer-employee relations. Provides supervision for assigned managers in the Human Resources and Risk Management departments. Serves as the District's Equal Employment Opportunity Officer, Title IX Coordinator and ADA/504 Coordinator and provides leadership for district-wide professional development programs. Recommends and executes board policy, rules, and regulations of the District and performs other duties as assigned by the Chancellor.

SPECIFIC RESPONSIBILITIES

HUMAN RESOURCES

Provides District-wide leadership for human resources planning and policy development. Promotes an organizational climate that fosters diversity and inclusion. Advises the Chancellor, District managers and responsible employees regarding the interpretation and application of laws, policies and regulations affecting academic and classified personnel, and recommends appropriate new/revised personnel policies and regulations. Responsible for overseeing procedures for recruitment, hiring, promotion, job classification, layoff, discipline, salary placement and advancement and ensuring the timely evaluation of employees. Provides for the orientation of new employees and for the on-going professional development of faculty and staff. Administers collective bargaining agreements as well as individual employment agreements. Serves as the District's chief labor negotiator and oversees the processing and resolution of grievances. Provides for the on-going training of District managers in areas related to effective human resources management and employer-employee relations.

RISK MANAGEMENT/EMPLOYEE BENEFITS

Oversees the District's Risk Management department including all aspects of employee benefits, worker's compensation and property/liability insurance. Responsible for the investigation, processing and response to complaints of discrimination and harassment. Interfaces with cognizant agencies such as the California Department of Fair Employment and Housing, the Equal Employment Opportunity Commission, and the U.S. Department of Education Office of Civil Rights. Consults with legal counsel, as necessary, to ensure that complaints of potential district liability are handled appropriately and monitors the performance of the District's claims management services.

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
JOB DESCRIPTION
VICE CHANCELLOR OF HUMAN RESOURCES (Cont'd)**

OTHER PROFESSIONAL RESPONSIBILITIES

- Serve as a member of the Chancellor's Cabinet and provide effective counsel and support for all matters affecting District operations.
- Provide leadership for District-wide committees and task forces related to human resources and other areas as assigned.
- Serve as a resource for the interpretation and application of state and federal laws and regulations, board policies and regulations, and provisions of collective bargaining agreements.
- Ensure District-wide compliance with all legal requirements related to equal employment opportunity and discrimination.

REQUIRED SKILLS AND QUALIFICATIONS

Minimum Qualifications: Master's degree and at least one year of experience reasonably related to the assignment.

Desired Qualifications: At least five (5) years of recent management experience in human resources/employer-employee relations, preferably in a public educational setting.

Required Skills: Ability to resolve personnel conflicts and personnel disputes, negotiate agreements with employee representatives, investigate, evaluate and recommend resolutions to grievances, claims and complaints, and analyze and apply laws, rules, regulations and policies.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

HUMAN RESOURCES DOCKET

CLASSIFIED

MARCH 28, 2016

CLASSIFIEDRevised Job DescriptionAttachment #1

Reprographics Technician	Grade 9
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Hourly Ongoing to Contract

Trujillo, Gloria	Effective: March 21, 2016
From: Instructional Assistant	Grade 10, Step 1 + 2.5%Bil + 5PG(1250)
To: Administrative Clerk (CL16-0745)	\$43,981.42
Continuing Educ./ SCC	

Change in Position

Gheorge, Marta	Effective: February 17, 2016
From: Research Specialist	Grade 16, Step 4 + 6PG (1250)
To: Research Analyst (Reorg 934)	\$67,202.48
Educational Services/ District	

Ratification of Resignation/Retirement

Kinney, Gary	Effective: August 1, 2016
Athletic Trainer/Therapist	Reason: Retirement
Kinesiology/ SAC	

Wolf Sandoval, Laurie	Effective: April 12, 2016
Sr. Accountant/ Fiscal Services/ District	Reason: Resignation

CLASSIFIED HOURLYNew Appointments

Cadenas, Abimael	Effective: March 22, 2016
Instructional Assistant (CL15-0727)	Up to 19 Hours/Week School Session
School of Continuing Education/ SAC	Grade 5, Step A \$16.35/Hour

Espiritu, Kristopher	Effective: March 21, 2016
Instructional Assistant (CL15-0694)	Up to 19 Hours/Week School Session
School of Continuing Education/ SAC	Grade 5, Step A \$16.35/Hour

New Appointments cont'd

Gavino, Jorge
Student Services Coordinator (CL15-0744)
Student Affairs/ SAC
Effective: March 7, 2016
19 Hours/Week 12 Months/Year
Grade 15, Step A + 2.5%Bil \$26.37/Hour

Vu, Amy
Instructional Assistant (CL15-0727)
School of Continuing Education/ SAC
Effective: March 14, 2016
Up to 19 Hours/Week School Session
Grade 5, Step A \$16.35/Hour

Temporary to Hourly Ongoing

Flores, Ruby
Student Services Coordinator (CL15-0744)
Student Affairs/ SAC
Effective: March 14, 2016
19 Hours/Week 12 Months/Year
Grade 15, Step A + 2.5%Bil \$26.37/Hour

Gandarilla, Frank
Instructional Assistant (CL15-0694)
School of Continuing Education/ SAC
Effective: March 5, 2016
Up to 19 Hours/Week School Session
Grade 5, Step A \$16.35/Hour

Ratification of Resignation/Retirement

Vargas, Jorge
Instructional Assistant/ School of
Continuing Education/ SAC
Effective: February 19, 2016
Reason: Resignation

TEMPORARY ASSIGNMENT

Bogdan, Gloria
Administrative Clerk/ Human Services &
Tech./ SAC
Effective: 03/29/16 – 06/30/16

Lopez, Christian
Electronic Computer Tech I/ ITS/ SAC
Effective: 03/29/16 – 06/30/16

Mir Eshghi, Touba
Instructional Assistant/ Student Affairs/
SAC
Effective: 03/29/16 – 06/30/16

Nguyen, Steven
Research Assistant/CITD/ Ed.
Services/District
Effective: 03/29/16 – 06/30/16

Additional Hours for Ongoing Assignment cont'd

Phan, David Learning Facilitator /Humanities & Soc. Sci./ SAC	Effective: 02/08/16 – 05/31/16 Not to exceed 19 consecutive days in any given period.
Saldivar, Juliana Instructional Assistant/ Continuing Ed./ SCC	Effective: 02/19/16 – 06/30/16 Not to exceed 19 consecutive days in any given period.
Sanchez, Monica Instructional Assistant/ Continuing Ed./ SCC	Effective: 02/23/16 – 06/30/16 Not to exceed 19 consecutive days in any given period.
Vu, Michelle Learning Facilitator /Humanities & Soc. Sci./ SAC	Effective: 02/24/16 – 05/27/16 Not to exceed 19 consecutive days in any given period.

Substitute Assignments

Medina, Jennifer Cashier/ Bookstore/ SAC	Effective: 03/17/16 – 06/06/16
Pacheco, Mercedes District Safety Officer/ District	Effective: 03/07/16 – 06/30/16
Plascencia, Cynthia Auxiliary Services Specialist/ SAC	Effective: 03/17/16 – 06/01/16
Weathersby, Brandon District Safety Officer/ District	Effective: 03/21/16 – 06/30/16

MISCELLANEOUS POSITIONS

Krivoshaya, Diana Community Services Presenter/ Community Services/ SAC	Effective: 02/18/16
Matthews, Evangeline Presenter II/ Student Services/ SCC	Effective: 02/23/16 – 02/25/16

**SANTA ANA COLLEGE
STUDENT ASSISTANT LIST**

Garcia, Lorenzo E.	Effective:	03/01/16-06/30/16
Yamaguchi-Pedroza, Katsumi N.	Effective:	03/08/16-06/30/16
Hernandez, Areyana	Effective:	03/15/16-06/30/16
Amini, Mahshid	Effective:	03/15/16-06/30/16
Asabi, Wenzombo R.	Effective:	03/16/16-06/30/16

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

Aguilar, Ana K.	Effective:	03/17/2016 - -6/30/2016
Karnwal, Saloni	Effective:	03/08/2016 - -6/30/2016

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
SANTA ANA, CALIFORNIA

Attachment # 1
**CLASS SPECIFICATION
Revised March 2016**

REPROGRAPHICS TECHNICIAN

CLASS SUMMARY

Under general direction, sets-up, programs and operates high-speed programmable production printers, computerized scanner and print server in a networked environment, and other related reprographic equipment. Performs difficult and specialized clerical work requiring detailed knowledge of the department's procedures, policies and precedents; processes incoming work, including pricing and job distribution; assumes responsibilities for execution of projects without close review; assumes and performs related duties and responsibilities as required.

REPRESENTATIVE DUTIES

Sets-up, programs and operates high-speed production printers, Docu-Color press, scan station, personal computer; operates various bindery and finishing equipment; receives, reviews and completes e-mailed digital and web-submitted documents for production, bookbinding, half folds, books, and color covers; digitally modify jobs to improve quality; conduct training sessions for users on submitting jobs via web, types of services offered, procedures and timelines requests and how to get the best results; follows-up for clarification on incoming work; responds to inquiries from customers regarding status of work; distributes completed work to faculty and staff; takes inventory and orders supplies as needed; prepares job tickets and distributes incoming work to appropriate work stations; maintain inventory of supplies; perform finishing duties such as folding, paper drill, shrink wrap, tape binder and padding; coordinates data for computer input related to continuing and special projects; maintains files and job schedules; files job jackets; prices jobs, records costs, compiles data for monthly billing totals and maintains files.

ORGANIZATIONAL RELATIONSHIPS

This class reports to the designated manager in the Publications department.

DESIRABLE QUALIFICATIONS GUIDE

Training and Experience

Any combination of education and/or experience equivalent to an AA degree and a minimum of two years experience in the operation of high-speed production printers, and other reprographic equipment in a print shop or similar environment.

REPROGRAPHICS TECHNICIAN (continued)

Knowledge and Abilities

Knowledge of: Operation and care of high-speed production printers and other reprographic equipment. Competent ability in the use of database management presentation software applications and spreadsheet use, and bindery equipment procedures; terminology and techniques of printed materials; modern office practices and record keeping, costing, and filing procedures; departmental practices and procedures, as well as college rules, regulations, programs, and policies; word processing and desktop publishing.

Ability to: set-up, operate and maintain high-speed production printers, reprographic, and bindery equipment; operate computer system; maintain up to date knowledge of changes in technology, i.e. production printer hardware and software; learn general and specialized computer applications used by the department, make decisions in accordance with laws, ordinances, regulations and established procedures of the department; establish and maintain effective public relations; price and bill publication jobs; prepare accurate reports as directed; follow up on jobs independently to ensure accuracy and timeliness. Train new users in procedures and protocols for submitting work through the District web-submission program.

Skills: proficiency in operation of reprographics equipment and desktop computing; lifting and pushing heavy boxes.

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

BOARD MEMBERS (to be approved)

COMMUNITY COLLEGE LEAGUE OF CALIFORNIA
ANNUAL TRUSTEES CONFERENCE
Desert Springs, California – April 29 – May 1, 2016

1 Board Member
(Raquel Manriquez)

COMMUNITY COLLEGE LEAGUE OF CALIFORNIA
ADVISORY COMMITTEE ON LEGISLATION
Sacramento, CA – April 8, 2016
(There will be no request for reimbursement expenses.)

1 Board Member
(John Hanna)

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES**

Adoption of Resolution Authorizing Payment to Trustee Absent from Board Meetings

Resolution No. 16-07

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 March 14, 2016, the Board of Trustees of the Rancho Santiago Community College District held a regular board meeting; and

Whereas, Student Trustee Raquel Manriquez was not present at the board meeting; and

Whereas, the board has determined that Student Trustee Manriquez’s absence was due to a death in the family;

NOW, THEREFORE, BE IT RESOLVED that Student Trustee Manriquez shall be paid at the regular rate of compensation for the board meeting on March 14, 2016.

Dated this 28th day of March 2016.

Ayes:
Noes:
Absent:
Abstain:

Raúl Rodríguez, Ph.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. 16-08

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 March 14, 2016, the Board of Trustees of the Rancho Santiago Community College District held a regular board meeting; and

Whereas, Trustee Jose Solorio was not present at the board meeting; and

Whereas, the board has determined that Trustee Solorio’s absence was due to being out of town on professional business;

NOW, THEREFORE, BE IT RESOLVED that Trustee Solorio shall be paid at the regular rate of compensation for the board meeting on March 14, 2016.

Dated this 28th day of March 2016.

Ayes:
Noes:
Absent:
Abstain:

Raúl Rodríguez, Ph.D.
Secretary to the Board of Trustees