

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT (RSCCD)
Board of Trustees (Regular meeting)
Monday, August 15, 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 CALL TO ORDER AND PLEDGE OF ALLEGIANCE

4:30 p.m.

1.1 Call to Order

1.2 Pledge of Allegiance to the United States Flag

1.3 Introduction of New Faculty Members

1.4 Public Comment

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

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

2.0 BOARD OF TRUSTEE VACANCY

2.1 Approval of the Election Rules for Trustee Appointment

Action

2.2 Board of Trustees Candidates Interview for Area #1

The board will conduct an interview for each candidate for the Area #1 trustee vacancy in the order applications were received: Guadalupe (Tish) L. Leon, Zeke F. Hernandez, and Frank G. Alaniz, Jr.

- 2.3 Trustee Voting Action
Board members will vote for one candidate for the Area #1 vacancy.
- 2.4 Report of Election Results Action
The candidate who receives a majority of the votes will be appointed to the RSCCD Board of Trustees.
- 2.5 Oath of Office
The Board President will administer the oath of office to the new trustee.

3.0 PROCEDURAL MATTERS

- 3.1 Approval of Additions or Corrections to Agenda Action
- 3.2 Approval of Minutes – Regular meeting of July 18, 2016 Action
- 3.3 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.
- 3.4 Public Hearing – California School Employees Association (CSEA), Chapter 579
Initial Bargaining Proposal to Rancho Santiago Community College District

4.0 INFORMATIONAL ITEMS AND ORAL REPORTS

- 4.1 Report from the Chancellor
- 4.2 Reports from College Presidents
- Enrollment
 - Facilities
 - College activities
 - Upcoming events
- 4.3 Report from Student Trustee
- 4.4 Reports from Student Presidents
- Student activities
- 4.5 Report from Classified Representative
- 4.6 Reports from Academic Senate Presidents
- Senate meetings
- 4.7 Reports from Board Committee Chairpersons
- Board Communications Committee
 - Board Facilities Committee

5.0 INSTRUCTION

- *5.1 Approval of California Community College Intern Program (CCCIP) Agreement Action
The administration recommends approval of the CCCIP agreement as presented.
- *5.2 Approval of Fire Technology Agreement Amendment #1: City of Irvine Action
The administration recommends approval of Amendment #1 to the current agreement with the City of Irvine, California.
- *5.3 Approval of Occupational Therapy Assistant (OTA) Agreement Renewal - CareMeridian Action
The administration recommends approval of the agreement renewal with CareMeridian in Orange, California.
- *5.4 Approval of OTA Agreement Renewal – HealthSouth Corporation Action
The administration recommends approval of the agreement renewal with HealthSouth Corporation in Birmingham, Alabama.
- *5.5 Approval of Pharmacy Technology Agreement Renewal – Veteran Affairs (VA) Greater Los Angeles Healthcare System Action
The administration recommends approval of the agreement renewal with the VA Greater Los Angeles Healthcare System in Los Angeles, California.
- *5.6 Approval of Continuation of Early College Consulting Agreement in Partnership with Chancellor’s Office of California Community Colleges Action
The administration recommends approval of the continuation of Early College Consulting Agreement in partnership with the Chancellor’s Office of the California Community Colleges for a no-cost extension of the performance period through December 2016.
- *5.7 Approval of Dual Enrollment Agreement with Samueli Academy Action
The administration recommends approval of the Dual Enrollment Agreement with Samueli Academy in Santa Ana, California.
- *5.8 Approval of Dual Enrollment and Middle College High School (MCHS) Program Agreement with Santa Ana Unified School District (SAUSD) Action
The administration recommends approval of the Dual Enrollment and MCHS program agreement with SAUSD.
- *5.9 Ratification and Acknowledgement of Consent (Related to Dual Enrollment Agreement with Santa Ana Unified School District) Action
The administration recommends ratification of and acknowledgement of Consent (related to Dual Enrollment Agreement with SAUSD).

* Item is included on the Consent Calendar, Item 3.3.

- *5.10 Approval of Classroom Lease Renewal with Orange Unified School District (OUSD) Action
The administration recommends approval of the Santiago Canyon College (SCC) Orange Education Center (OEC) lease agreement renewal for classroom space with OUSD for the period of July 1, 2016, through June 30, 2017, as presented.
- *5.11 Approval of Consulting Agreement with Orange Unified School District Action
The administration recommends approval of the consulting agreement with OUSD to authorize SCC to provide credit and noncredit classes at OUSD facilities for the period of August 22, 2016, through June 15, 2017, as presented.
- *5.12 Approval of Instructional Services Agreement with Integrated Resources Institute Action
The administration recommends approval of a one year Instructional Services Agreement with IRI to authorize SCC OEC to provide noncredit employment preparation classes to adults with cognitive impairments at Children's Hospital of Orange County for the period of August 16, 2016, through June 30, 2017, as presented.

6.0 BUSINESS OPERATIONS/FISCAL SERVICES

- *6.1 Approval of Payment of Bills Action
The administration recommends payment of bills as submitted.
- 6.2 Approval of Public Hearing for 2016-2017 Proposed Adopted Budget Action
The administration recommends the board hold a public hearing on the 2016-2017 proposed Adopted Budget at the September 12, 2016, board meeting.
- *6.3 Approval of Quarterly Financial Status Report (CCFS-311Q) for Period Ended June 30, 2016 Action
The administration recommends approval of the CCFS-311Q report for the period ending June 30, 2016, as presented.
- 6.4 Quarterly Investment Report as of June 30, 2016 Information
The quarterly investment report as of June 30, 2016, is presented as information.
- *6.5 Approval of Agreement with DLR Group for On-Call Architectural Design Services for Various Projects District-wide Action
The administration recommends approval of the contract with DLR Group for on-call architectural design services for various projects district-wide as presented.

- *6.6 Approval of Agreement with Smith-Emery Laboratories, Inc. for On-Call Materials Testing and Inspection Consulting Services for Various Facility Improvement Projects Action
The administration recommends approval of the agreement with Smith-Emery Laboratories, Inc. for on-call materials testing and inspection consulting services for various facility improvement projects as presented.
- *6.7 Approval of Amendment to Agreement with Facilities Planning & Program Services (FPPS) for Program Planning and Management Consulting Services Action
The administration recommends approval of the amendment to the agreement with FPPS for program planning and management consulting services as presented.
- *6.8 Rejection of Bid #1296 Fire Line Pump Replacement at District Office Action
The administration recommends rejection of all bids for Bid #1296 Fire Line Pump Replacement at the district office as presented.
- *6.9 Award of Bid #1298 for Buildings E (Fitness), G (Gymnasium), K (Welding) and S (Administration) Roof Replacements at Santa Ana College (SAC) Action
The administration recommends awarding Bid #1298 to Best Contracting Services, Inc. for Buildings E, G, K, and S roof replacements at SAC as presented.
- *6.10 Rejection of Bid #1294 for Building G (Gymnasium) Floor Repairs at Santa Ana College Action
The administration recommends rejection of the bid for Bid #1294 for Building G floor repairs at SAC as presented.
- *6.11 Approval of Change Order #1 for C.I. Services, Inc. for Building W (Exercise Science) Roof Replacement Project Bid #1280 at Santa Ana College Action
The administration recommends approval of change order #1 for C.I. Services, Inc. for Building W roof replacement project Bid #1280 at SAC as presented.
- *6.12 Acceptance of Completion of Bid #1280 for Building W (Exercise Science) Roof Replacement Project at Santa Ana College and Approval of Recording Notice of Completion Action
The administration recommends acceptance of the project as complete and approval of filing a Notice of Completion with the County as presented.

* Item is included on the Consent Calendar, Item 3.3.

- *6.13 Approval of Addendum for Lease with Career Technical Education Partnership Central Orange County Action
The administration recommends approval of the addendum with the Orange County Department of Education for Career Technical Education Partnership Central Orange County to lease Suite #301 at 2323 North Broadway Avenue, Santa Ana, California, as presented.
- *6.14 Approval of Amendment to Agreement with HPI Architecture for Professional Design Services for Publication and Warehouse Relocation Project from Orange Education Center to Santiago Canyon College Action
The administration recommends approval of the amendment with HPI Architecture for professional design services for the Publication and Warehouse relocation project from OEC to SCC as presented.
- *6.15 Rejection of Bid #1297 for Building U Portable Renovations at Santiago Canyon College Action
The administration recommends rejection of all bids for Bid #1297 for Building U portable renovations at SCC as presented.
- *6.16 Approval of Foundation for California Community College (FCCC) – Microsoft Campus Agreement & Academic Select/Participation Agreements Action
The administration recommends approval of year three of three under the Microsoft Campus Agreement with the FCCC and Academic Select/Participation agreements as presented.
- *6.17 Approval of Vendor Name Change Action
The administration recommends approval of the vendor The Dolinka Group, LLC name change to Cooperative Strategies, LLC as presented.
- *6.18 Approval of Independent Contractors Action
The administration recommends approval of the following independent contractor: Susanne Mata for consulting services to provide direct technical assistance to Career Technical Education Pathways Program grantees to support their career pathways work. Dates of service are August 16, 2016, through December 31, 2016. The fee is estimated at \$23,900.
- *6.19 Approval of Purchase Orders Action
The administration recommends approval of the purchase order listing for the period June 29, 2016, through July 30, 2016.

* Item is included on the Consent Calendar, Item 3.3.

7.0 GENERAL

- *7.1 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) - <i>Adjustment</i> | -\$32,247 |
| - Basic Skills Initiative (SCC) – <i>Augmentation</i> | \$25,136 |
| - Early Head Start – Year 2 (District) – <i>Augmentation</i> | \$31,754 |
| - Governor’s Office of Business & Economic Development
(GO-Biz) Capital Infusion Program (CIP) Grant (District) | \$40,000 |
- *7.2 Approval of Sub-Agreements between RSCCD and Contra Costa, Los Rios, Marin, West Hills, and West Valley Mission Community College Districts for Career Technical Education (CTE) Data Unlocked Grant Action
The administration recommends approval of the sub-agreements and authorization be given to the Vice Chancellor, Business Operations/ Fiscal Services or his designee to sign and enter into related contractual agreements on behalf of the district.
- *7.3 Approval of Sub-Agreement between RSCCD and The RP Group, Inc. for CTE Data Unlocked 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 related contractual agreements on behalf of the district.
- *7.4 Approval of Sub-Agreement between RSCCD and Sonoma County Junior College District on behalf of Santa Rose Junior College for CTE Data Unlocked 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 related contractual agreements on behalf of the district.
- *7.5 Approval of Sub-Agreements between RSCCD and Butte-Glenn, El Camino, Riverside, San Diego, State Center, and Solano Community College District for CTE Data Unlocked Grant Action
The administration recommends approval of the sub-agreements and authorization be given to the Vice Chancellor, Business Operations/ Fiscal Services or his designee to sign and enter into related contractual agreements on behalf of the district.

- *7.6 Approval of Sub-Agreement between RSCCD and WestEd for CTE Data Unlocked 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 related contractual agreements on behalf of the district.
- *7.7 Approval of Amendment to Sub-Agreement between RSCCD and Stephen A. Wright, LLC for Sector Navigator Information Communication Technology/Digital Media Grant Action
The administration recommends approval of the amendment to the sub-agreement with Stephen A. Wright, LLC, and authorization be given to the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign and enter into related contractual agreements on behalf of the district.
- *7.8 Approval of First Amendments to Sub-Agreements between RSCCD and Garden Grove Unified School District and Santa Ana Unified School District for Assembly Bill 104 Adult Education Block Grant Action
The administration recommends approval of the amendments to the sub-agreements and authorization be given to the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign and enter into related contractual agreements on behalf of the district.
- 7.9 Adoption of Board Policy Action
It is recommended that the board adopt Board Policy 2432 Chancellor Succession.
- 7.10 Board Member Comments Information

RECESS TO CLOSED SESSION

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

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

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

1. Public Employment (pursuant to Government Code Section 54957[b][1])
 - a. Full-time Faculty
 - b. Part-time Faculty
 - c. Classified Staff
 - d. Student Workers
 - e. Professional Experts
2. Conference with Labor Negotiator (pursuant to Government Code Section 54957.6)
Agency Negotiator: Ms. Judy Chitlik, Interim Vice Chancellor of Human Resources
Employee Organizations: Faculty Association of Rancho Santiago Community College District
California School Employees Association, Chapter 579
California School Employees Association, Chapter 888
Continuing Education Faculty Association

3. Conference with Legal Counsel: Anticipated/Potential Litigation (pursuant to Government Code Section 54956.9[b]-[c]) (1 case)

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.

8.0 HUMAN RESOURCES

8.1 Management/Academic Personnel

Action

- Approval of Employment Agreements
- Approval of Interim Assignments
- Approval of Adjusted Effective Dates for Interim Assignment
- Ratification of Resignations/Retirements
- Approval of 2016-2017 Column Changes for Part-time Faculty
- Approval of Appointments
- Approval of Hiring of Long-term Substitutes per Education Code 87481 & 87482
- Approval of Extensions of Voluntary Workload Reduction
- Approval of Return to Regular Assignments/Change of Locations
- Approval of Additional Faculty Service Areas (FSA)
- Approval of Final Salary Placements
- Approval of Adjusted Final Salary Placements
- Approval of Adjusted Contract Step Placements
- Approval of Adjusted 2015-2016 Additional Contract Extension Days
- Approval of 2016-2017 Contract Extension Days
- Approval of Contract Stipends
- Approval of Adjusted Contract Stipends
- Approval of Beyond Contract/Overload Stipends
- Approval of Rescinded Beyond Contract/Overload Stipends
- Approval of Adjusted Leaves of Absence
- Approval of Part-time Hourly Hires/Rehires
- Approval of Non-paid Instructors of Record
- Approval of Non-paid Intern Services

8.2 Classified Personnel Action

- Approval of New Appointments
- Approval of Hourly Ongoing to Contract Assignments
- Approval of Temporary to Contract Assignments
- Approval of Professional Growth Increments
- Approval of Out of Class Assignments
- Approval of Longevity Increments
- Approval of Changes in Position
- Approval of Leaves of Absence
- Ratification of Resignations/Retirements
- Approval of Temporary to Hourly Ongoing Assignments
- Approval of 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 Community Service Presenters and Stipends
- Approval of Volunteers
- Approval of Student Assistant Lists

8.3 Presentation of Rancho Santiago Community College District Initial Bargaining Proposal to California School Employees Association Chapter 579 Action

It is recommended that the board receive and file the district's initial bargaining proposal to CSEA, Chapter 579 and schedule a public hearing for September 12, 2016.

9.0 ADJOURNMENT - The next regular meeting of the Board of Trustees will be held on September 12, 2016.



Building the future through quality education

2323 North Broadway • Santa Ana, CA 92706 -1640 • (714) 480-7300 • www.rscgd.edu

Santa Ana College • Santiago Canyon College

Rancho Santiago Community College District

Board Meeting

Monday, August 15, 2016

Rules for the Election of a New Area #1 Trustee

1. All candidate interviews and trustee voting will take place in open session.
2. The candidates will be interviewed in the order in which their applications were received. Each candidate will respond to questions from the Board of Trustees. All candidates will be asked the same questions in the same order.
3. Each trustee will use a paper ballot with their name on it to vote for one candidate. A trustee may abstain from voting, but a voting majority (four votes) is still required for appointment. The Student Trustee's vote will be considered an "advisory vote" and not counted in the calculation.
4. The ballots will be collected by the Board Secretary and read publicly, including the Trustee's name and the candidate for whom he/she voted.
5. A candidate who receives a majority of the votes (four votes) will be appointed to the Board of Trustees.
6. If no candidate receives a majority (four votes), the seat will remain vacant until the November 8, 2016 election.
7. Upon selection, the Board president will administer the oath of office to the new trustee.

BOARD OF TRUSTEES:

Claudia C. Alvarez • Arianna P. Barrios • John R. Hanna • Lawrence R. "Larry" Labrado • Jose Solorio • Nelida Mendoza Yanez • Phillip E. Yarbrough

CHANCELLOR:

Raúl Rodríguez, Ph.D.

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

**Board of Trustees
(Regular meeting)**

Monday, July 18, 2016

MINUTES

1.0 PROCEDURAL MATTERS

1.1 Call to Order

The meeting was called to order at 4:40 p.m. by Ms. Claudia Alvarez. Other members present were Ms. Arianna Barrios, Mr. John Hanna, Mr. Larry Labrado, Ms. Nelida Mendoza Yanez, Mr. Phillip Yarbrough, and Ms. Esther Chian.

Administrators present during the regular meeting were Ms. Judy Chitlik, Mr. Peter Hardash, Dr. John Hernandez, Mr. Enrique Perez, Dr. Linda Rose, 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 Mr. Yarbrough.

1.3 Administration of Oath of Allegiance to Esther Chian, July 2016 Interim Student Trustee

Ms. Alvarez administered the Oath of Allegiance to Ms. Esther Chian. The board welcomed her as the interim student trustee.

1.4 Approval of Additions or Corrections to Agenda

It was moved by Mr. Yarbrough and seconded by Mr. Labrado to approve addenda 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, Ms. Mendoza Yanez, and Mr. Yarbrough. Student Trustee Chian's advisory vote was aye.

1.5 Public Comment

Ms. Esther Fonseca and Ms. Lucy Solorzano spoke regarding Santa Ana College (SAC) students parking in the nearby neighborhoods and the parking structure that was to be built using Measure E funds.

1.6 Approval of Minutes

It was moved by Mr. Yarbrough and seconded by Ms. Mendoza Yanez to approve the minutes of the meeting held June 13, 2016, and the special meeting held on June 28, 2016. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, and Mr. Yarbrough. Student Trustee Chian’s advisory vote was aye.

1.7 Approval of Consent Calendar

It was moved by Mr. Yarbrough 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 5.2 (Sub-Agreement between RSCCD and Friendly Center for Assembly Bill (AB) 104 Adult Education Block Grant) and Item 5.3 (Sub-Agreement between RSCCD and THINK Together for AB 104 Adult Education Block Grant) removed by Mr. Labrado. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, and Mr. Yarbrough. Student Trustee Chian’s advisory vote was aye.

3.1 Approval of Scope of Work for Educational Master Plan and College Planning Design Assistance with Collaborative Brain Trust

The board approved the Scope of Work for Educational Master Plan and College Planning Design Assistance with Collaborative Brain Trust in coordination with the California Community College Chancellor’s Office and Statewide standards as presented.

3.2 Approval of Medical Assistant Program Agreement – University of California, Irvine (UCI) Medical Center

The board approved the affiliation agreement with UCI Medical Center located in Orange, California.

3.3 Approval of New Occupational Therapy Assistant (OTA) Agreement – Littlefield Physical Therapy, Inc.

The board approved the new agreement with Littlefield Physical Therapy, Inc., in Murrieta, California.

3.4 Approval of OTA Agreement Renewal – Temecula Valley Therapy Services

The board approved the agreement renewal with Temecula Valley Therapy Services in Temecula, California.

3.5 Approval of OTA Agreement Renewal – Rancho Physical Therapy

The board approved the agreement renewal with Rancho Physical Therapy in Murrieta, California.

1.7 Approval of Consent Calendar (contd.)

- 3.6 Approval of OTA Agreement Renewal – Step-By-Step Pediatric Therapy
The board approved the agreement renewal with Step-By-Step Pediatric Therapy in Hacienda Heights, California.
- 3.7 Approval of OTA Agreement Renewal – Children’s Therapy Network
The board approved the agreement renewal with Children’s Therapy Network in Ventura, California.
- 3.8 Approval of OTA Agreement Renewal – Special Service for Groups
The board approved of the agreement renewal with Special Service for Groups in Los Angeles, California.
- 3.9 Approval of OTA Agreement Renewal – Santa Barbara Cottage Hospital
The board approved of the agreement renewal with Santa Barbara Cottage Hospital in Santa Barbara, California.
- 3.10 Approval of Fire Technology Agreement Amendment #1 – City of Burbank
The board approved the amendment to the agreement with the City of Burbank in California.
- 3.11 Approval of Santa Ana College Community Services Program, Fall 2016
The board approved the proposed SAC Community Services program for Fall 2016.
- 3.12 Approval of Santiago Canyon College (SCC) Community Services Program, Fall 2016
The board approved the proposed SCC Community Services program for Fall 2016.
- 3.13 Approval of Workforce Innovation and Opportunity Act (WIOA) Individual Training Account (ITA) and California Work Opportunities and Responsibility to Kids (CALWORK) Vocational Training and Education (VTR) Training Provider Services Contract #WIOA/CW ITA-VTR 15-19-041
The board approved the Orange County Workforce Investment Board’s contract #WIOA/CW ITA-VTR 15-19-041 from July 1, 2016 to June 30, 2019 as presented.
- 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 June 1, 2016, to June 29, 2016.

1.7 Approval of Consent Calendar (contd.)

- 4.3 Approval of 2016-2017 Proposed Adopted Budget Assumptions
The board approved the updated Adopted Budget Assumptions for the 2016-2017 fiscal year as presented.
- 4.4 Approval of Amendment to Agreement with Facilities Planning & Consulting Services for FUSION Consulting Services
The board approved the amendment with Facilities Planning & Consulting Services for FUSION Consulting Services as presented.
- 4.5 Approval of Amendment to Agreement with Terracon Consultants, Inc. for Phase II Environmental, Geohazard, Geotechnical Inspection Services for Johnson Student Center Project at Santa Ana College
The board approved the amendment with Terracon Consultants, Inc. for the Phase II environmental, geohazard, geotechnical inspection services for the Johnson Student Center project at SAC as presented.
- 4.6 Approval of Change Order #1 with Patriot Contracting & Engineering, Inc. for Temporary Village Phase 2 at Santa Ana College
The board approved change order #1 with Patriot Contracting & Engineering, Inc. for Temporary Village Phase 2 at SAC as presented.
- 4.7 Acceptance of Completion of Bid #1274 for Temporary Village Phase 2 Project at Santa Ana College and Approval of Recording a Notice of Completion
The board accepted the project as complete and approved filing a Notice of Completion with the County as presented.
- 4.8 Acceptance of Completion of Bid #1279 for Buildings I and Z Light-Emitting Diode (LED) Lighting Conversion Project at Santa Ana College and Approval of Recording a Notice of Completion
The board accepted the project as complete and approved filing a Notice of Completion with the County as presented.
- 4.9 Approval of Agreement with Dovetail Consultants, Inc. for Furniture and Equipment Consulting Services for Orange Education Center (OEC) Building Certification Project
The board approved the agreement with Dovetail Decision Consultants, Inc. for furniture and equipment consulting services for the OEC building certification project as presented.
- 4.10 Approval of Agreement with Stephen Payte Division of the State Architect (DSA) Inspections, Inc. for DSA Project Inspector Services for Americans with Disabilities Act (ADA) Improvements Phase I Project at Santiago Canyon College
The board approved the agreement with Stephen Payte DSA Inspections, Inc. for DSA project inspector services for the ADA improvements Phase I project at SCC as presented.

1.7 Approval of Consent Calendar (contd.)

4.11 Acceptance of Completion of Bid #1272 for Building D Renovations Phase 2 Project at Santiago Canyon College and Approval of Recording a Notice of Completion

The board accepted the project as complete and approved filing a Notice of Completion with the County as presented.

4.12 Approval of Agreement with Vectus Wireless

The board approved the agreement with Vectus Wireless as presented.

4.13 Approval of Request for Proposals (RFP) #1287 Dark Fiber Connectivity

The board accepted the bid and approved awarding RFP #1287 Dark Fiber Connectivity to Wilshire Connection LLC dba Wilcon as presented.

4.14 Approval of Amendment to Agreement with CR&R, Inc.

The board approved the amendment to agreement with CR&R, Inc. as presented.

4.15 Approval of Foundation for California Community Colleges Adobe Enterprise Term License Agreement

The board approved the district's participation in the Foundation for California Community Colleges Adobe Enterprise Term License Agreement as presented.

4.16 Approval of Vendor Name Change

The board approved the vendor INX LLC name change to Presidio Networked Solutions Group, LLC as presented.

4.17 Approval of Purchase Orders

The board approved the purchase order listing for the period May 29, 2016, through June 28, 2016.

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:

- Adult Education Block Grant Data and Accountability (SAC/SCC) \$ 507,900
- Open Educational Resources Degree Program (SAC) \$ 100,000
- Student Equity (SAC/SCC) – *Augmentation* \$ 954,600
- Adult Education Block Grant Regional Consortium Funding Appropriation (SAC/SCC) \$4,403,130
- Career and Technical Education Act (CTEA) Title I-C (District/SAC/SCC) \$1,010,874
- Career and Technical Education Act (CTEA) Title I-C CTE Transitions (District/SAC/SCC) \$ 87,496
- Math, Engineering and Science Achievement (MESA) Program (SAC) \$ 50,500

1.7 Approval of Consent Calendar (contd.)

5.1 Approval of Resource Development Items (contd.)

- Saint Joseph Hospital Clinical Training Grant (SAC) \$ 127,241
- Santa Ana Middle College High School (SAC) \$ 99,000

5.4 Approval of Sub-Agreement between RSCCD and Applied Learning Science

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

5.5 Approval of Sub-Agreements between RSCCD and Allan Hancock Joint, Barstow, Butte-Glenn, Cabrillo, Cerritos, Chabot-Los Positas, Chaffey, Citrus, Coast, Contra Costa, Desert, El Camino, Feather River, Foothill-DeAnza, Gavilan, Glendale, Grossmont-Cuyamaca, Hartnell, Imperial, Kern, Lake Tahoe, Lassen, Los Angeles, Los Rios, Merced, MiraCosta, Mt. San Antonio, Napa Valley, North Orange County, Ohlone, Palomar, Peralta, Redwoods, Riverside, San Bernardino, San Diego, San Francisco, San Joaquin Delta, San Jose-Evergreen, San Luis Obispo, San Mateo, Santa Barbara, Santa Clarita, Santa Monica, Sequoias, Shasta-Tehama-Trinity Joint, Sierra Joint, Siskiyou, South Orange County, State Center, Ventura, West Hills, West Kern, West Valley-Mission, Yosemite and Yuba Community College Districts

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

5.6 Approval of Sub-Agreement between RSCCD and Integrative Impact LLC for Sector Navigator Information Communications Technology (ICT)/Digital Media Grant

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

5.7 Approval of Sub-Agreement between RSCCD and Listen to See, Inc. for Sector Navigator ICT/Digital Media Grant

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

5.8 Adoption of Resolution No. 16-18 - CalRecycle

The board adopted Resolution No. 16-18 with CalRecycle and authorized the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign and enter a related contractual agreement on behalf of the district.

1.8 Presentation on Retiree Health Benefits Liabilities - Geoffrey L. Kischuk, Actuary from Total Compensation Systems, Inc.

Mr. Kischuk provided a presentation on retiree health benefits liabilities. Board members received clarification on data related to the presentation from Mr. Kischuk.

2.0 INFORMATIONAL ITEMS AND ORAL REPORTS

2.1 Report from the Chancellor

Dr. Raúl Rodríguez, Chancellor, provided a report to the board.

2.2 Reports from College Presidents

The following college representatives provided reports to the board:

Dr. John Hernandez, Interim President, Santiago Canyon College
Dr. Linda Rose, President, Santa Ana College

Dr. Hernandez reported that SCC had recently been notified by the Accrediting Commission for Community and Junior Colleges (AACJC) that SCC had resolved the deficiencies in its Fall 2015 accreditation report; thereby SCC has met all the standards that were identified in the recommendations.

2.3 Report from Student Trustee

Ms. Chian thanked the board for their welcoming remarks.

2.4 Reports from Student Presidents

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

2.5 Report from Classified Representative

There was no representation from classified staff.

2.6 Reports from Academic Senate Presidents

The following academic senate representatives provided reports to the board:

Dr. Elliott Jones, Academic Senate President, Santa Ana College
Dr. Mary Mettler, Academic Senate Vice President, Santiago Canyon College

2.7 Reports from Board Committee Chairpersons

Ms. Barrios provided a report on the July 14, 2016, Board Communications Committee meeting.

Mr. Yarbrough provided a report on the July 14, 2016, Board Facilities Committee meeting.

Mr. Hanna provided a report on the June 20, 2016, Board Policy Committee meeting.

3.0 INSTRUCTION

All items were approved as part of Item 1.7 (Consent Calendar).

4.0 BUSINESS OPERATIONS/FISCAL SERVICES

All items were approved as part of Item 1.7 (Consent Calendar).

5.0 GENERAL

Items 5.1, and 5.4 through 5.8 were approved as part of Item 1.7 (Consent Calendar).

5.2 Approval of Sub-Agreement between RSCCD and Friendly Center for Assembly Bill (AB) 104 Adult Education Block Grant (#DO-16-2218-06)

It was moved by Mr. Yarbrough and seconded by Ms. Mendoza Yanez to approve the sub-agreement and authorize the Vice Chancellor Business Operations/Fiscal Services or his designee to sign and enter into a related contractual agreement on behalf of the district. Mr. Labrado received clarification on Items 5.2 and 5.3 from Mr. Perez and Mr. James Kennedy regarding the resources being spent to provide child care/babysitting services for elementary school-aged children during the 2016 summer and fall semesters thereby increasing adult students' participation in adult education programs. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, and Mr. Yarbrough. Student Trustee Chian's advisory vote was aye.

5.3 Approval of Sub-Agreement between RSCCD and THINK Together for AB 104 Adult Education Block Grant (#DO-16-2221-01)

It was moved by Mr. Yarbrough and seconded by Ms. Barrios to approve the sub-agreement and authorize the Vice Chancellor Business Operations/Fiscal Services or his designee to sign and enter into a related contractual agreement on behalf of the district. Discussion took place during Item 5.2. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, and Mr. Yarbrough. Student Trustee Chian's advisory vote was aye.

5.9 First Reading of Board Policy

Board Policy 2432 Chancellor Succession was presented for a first reading as an information item.

5.10 Approval of Extension of Consulting Services – Townsend Public Affairs, Inc.

It was moved by Ms. Barrios and seconded by Ms. Mendoza Yanez to approve the Supplement to the Contract for Consulting Services (#6) with Townsend Public Affairs, Inc. as presented. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, and Mr. Yarbrough. Student Trustee Chian's advisory vote was aye.

5.11 Approval of Process and Procedure for Provisional Appointment to Fill Vacancy for Trustee Area 1 Resulting from Resignation of Trustee Jose Solorio or Decision to Forgo Appointment and Wait for Scheduled November 8, 2016, Election to Select New Trustee for Area 1

It was moved by Mr. Labrado and seconded by Ms. Mendoza Yanez to appoint a candidate to fill the vacancy in Trustee Area 1. Discussion ensued whether to fill the vacancy by provisional appointment or wait for the voters to select a trustee to fill the vacancy in Trustee Area 1 in November's election. After discussion, board members decided to interview prospective candidates and swear in the candidate selected at its August 15, 2016, board meeting.

The motion to appoint a candidate to fill the vacancy in Trustee Area 1, and conduct interviews and swear in the candidate selected at the August 15, 2016, board meeting carried with the following vote: Aye – Ms. Alvarez, Mr. Hanna, Mr. Labrado, and Ms. Mendoza Yanez; Nay - Ms. Barrios and Mr. Yarbrough. Student Trustee Chian's advisory vote was aye.

Ms. Alvarez asked board members to submit questions to ask the candidates to fill the vacancy in Trustee Area 1 to the chancellor.

5.12 Board Member Comments

Ms. Barrios thanked Mr. Hanna for his comments during the discussion of Item 5.11 (Trustee Vacancy). She indicated she is torn on the issue of whether or not to appoint a candidate to fill the vacancy in Trustee Area 1 and plans to give it more thought. Ms. Alvarez indicated she is in favor of following the process to fill the trustee vacancy left in Area 1 by Mr. Solorio leaving, but she is leaning towards keeping the vacancy available until the election.

Ms. Barrios thanked Ms. Alvarez for creating and serving on the Board Communications Committee and is hopeful the committee will be of value to the district and colleges.

5.12 Board Member Comments (contd.)

Board members welcomed Dr. Rose, SAC President; Dr. Hernandez, SCC Interim President; Ms. Chian, Interim Student Trustee and SAC Student President; Mr. Mejia (in absentia), SAC Student President; Ms. Chitlik, Interim Vice Chancellor of Human Resources; Mr. Perez, Interim Vice Chancellor of Educational Services; and Mr. Michael DeCarbo (in absentia), SCC Academic Senate President.

Mr. Hanna expressed concern that a special election would be necessary if the board did not make a provisional appointment to fill the remainder of Mr. Solorio's term as trustee. Mr. Rueben Smith, legal counsel, clarified that a special election would not be required before the November election if the board did not fill the vacancy by provisional appointment.

Ms. Mendoza Yanez thanked Ms. Fonseca and Ms. Solorzano for attending the meeting and informing the board of their concerns regarding SAC students parking in the nearby neighborhoods.

Mr. Yarbrough reported that he was recently interviewed by a reporter from the New Republic magazine regarding community colleges and foreign governments.

Mr. Yarbrough asked that information regarding United States Representative Mimi Walters' August 11th visit to the SCC campus be forwarded to all board members.

Mr. Yarbrough wished Mr. Solorio well in his future endeavors.

In reference to the June 28, 2016, special meeting held by the board, Ms. Alvarez reported on the decision that SAC staff had made to remove the SAC Centennial Oak Tree and preserve a portion of the tree. Dr. Jones indicated that a 7-foot portion of the trunk of the tree will be preserved which will be used to create a sculpture.

RECESS TO CLOSED SESSION

The board convened into closed session at 6:40 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) Vice President
2. Conference with Legal Counsel: Anticipated/Potential Litigation (pursuant to Government Code Section 54956.9[b]-[c]) (1 case)

3. Conference with Labor Negotiator (pursuant to Government Code Section 54957.6)
Agency Negotiator: Ms. Judy Chitlik, Interim Vice Chancellor of Human Resources
Employee Organizations: Faculty Association of Rancho Santiago Community College District
California School Employees Association, Chapter 579
4. Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])

Ms. Chian left the meeting at this time.

RECONVENE

The board reconvened at 8:09 p.m.

Closed Session Report

Ms. Mendoza Yanez reported during closed session the board discussed public employment, anticipated litigation, labor negotiations, and public employee discipline/dismissal/release; and took action to suspend a Senior Custodian/Utility Worker for five (5) days with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, and Mr. Yarbrough.

Public Comment

There were no public comments.

6.0 HUMAN RESOURCES

Item 6.1 was considered by the board after Item 6.3.

6.2 Classified Personnel

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

- Approve New Appointments
- Approve Temporary to Contract Assignments
- Approve Professional Growth Increments
- Approve Out of Class Assignments
- Approve Changes in Position
- Approve Voluntary Furloughs
- Approve Leaves of Absence
- Ratify Resignations/Retirements
- Approve Temporary to Hourly Ongoing Assignments
- Approve Temporary Assignments

6.2 Classified Personnel (contd.)

- Approve Changes in Temporary Assignment
- Approve Additional Hours for Ongoing Assignment
- Approve Substitute Assignments
- Approve Miscellaneous Positions
- Approve Instructional Associates/Associate Assistants
- Approve Community Service Presenters and Stipends
- Approve Volunteers
- Approve Student Assistant Lists and Stipends

6.3 Presentation of California School Employees Association, Chapter 579 Initial Bargaining Proposal to Rancho Santiago Community College District

It was moved by Mr. Yarbrough and seconded by Mr. Labrado to receive the initial proposal and schedule a public hearing for August 15, 2016. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, and Mr. Yarbrough.

6.1 Management/Academic Personnel

It was moved by Mr. Hanna and seconded by Mr. Labrado to approve the following action on the management/academic personnel docket. Discussion ensued. Ms. Alvarez indicated she would abstain from voting and left the room during the discussion and vote on the item. The motion carried with the following vote: Aye – Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, and Mr. Yarbrough; and a vote of abstention from Ms. Alvarez.

- Approve Employment Agreements
- Approve Appointments
- Approve Adjusted Salary Placements for Appointment
- Approve Changes of Assignments
- Approve Interim Assignments
- Approve Step Increases
- Approve 2016-2017 FARSCCD (Faculty Association of RSCCD) 10 Month/175 Day Faculty Step Increases
- Approve Hiring of Temporary Long-term Substitutes per Education Code (E.C.) 87481 & 87482
- Approve Adjusted Effective Dates for Hiring of Temporary Long-term Substitute per E.C. 87481 & 87482
- Approve Changes of Locations
- Approve Final Salary Placements
- Approve 2015-2016 Contract Extension Days
- Approve 2016-2017 Contract Extension Days
- Approve Adjusted 2016-2017 Contract Extension Rates
- Approve Contract Stipends

6.1 Management/Academic Personnel (contd.)

- Approve Voluntary Workload Reduction Requests
- Ratify Resignations/Retirements
- Approve Leaves of Absence
- Approve Adjusted Request to Withdraw Banked LHE (Lecture Hour Equivalent)
- Approve Beyond Contract/Overload Stipends
- Approve Adjusted Effective Date of Beyond Contract/Overload Stipends
- Approve Part-time Stipends
- Approve Part-time Hourly New Hires/Rehires
- Approve Non-paid Instructors of Record
- Approve Non-paid Intern Services

7.0 **ADJOURNMENT**

The next regular meeting of the Board of Trustees will be held on Monday, August 15, 2016.

There being no further business, Ms. Alvarez declared the meeting adjourned at 8:11 p.m.

Respectfully submitted,

Raúl Rodríguez, Ph.D.
Chancellor

Approved: _____
Clerk of the Board

Minutes approved: August 15, 2016

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**Santa Ana College – Humanities and Social Sciences Division**

To: Board of Trustees	Date: August 15, 2016
Re: Approval of CCCIP (California Community College Intern Program) Agreement	
Action: Request for Approval	

BACKGROUND

Santa Ana College coordinates the California Community College Intern Program with University of California, Irvine. The program is a partnership with UCI that has been in existence for over 10 years. Doctoral candidates from various fields of study come to SAC as interns to investigate a career in teaching at a community college. Each intern from UCI is paired with a faculty mentor at Santa Ana College.

ANALYSIS

The coordinator, Kelvin Leeds, is paid a stipend of \$1,500.00 per year, and each mentor is paid a stipend of \$1,000.00. All funds are provided through the partnership with UCI. Many adjunct faculty have been hired as a result of the internships. Additionally, the interns go on to become both part-time and full-time instructors at the community college level.

RECOMMENDATION

It is recommended that the Board of Trustees approve the CCCIP (California Community College Intern Program) Agreement as presented.

Fiscal Impact: None	Board Date: August 15, 2016
Prepared by: Carlos L. Lopez, Vice President of Academic Affairs Shelly Jaffray, Dean of Humanities & Social Sciences	
Submitted by: Linda D. Rose, Ed.D., President, Santa Ana College	
Recommended by: Raúl Rodríguez, Ph.D., Chancellor, RSCCD	

**COLLABORATION AGREEMENT BETWEEN
RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
AND
THE REGENTS OF THE UNIVERSITY OF CALIFORNIA**

This agreement (“Agreement”) is entered into this 16th day of August, 2016 by and between THE REGENTS OF THE UNIVERSITY OF CALIFORNIA, on behalf of its Irvine campus (“University”) and RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT, on behalf of Santa Ana College (“Collaborator”), “University and “Collaborator” will collectively be referred to as the Parties and agree as follows:

1. **SCOPE OF PROGRAM**

The scope of program that is subject to this agreement is attached hereto as **Exhibit A**, and entitled “UCI/Santa Ana College Joint Graduate Student/Faculty Internship Program” (“Program”). The Dean of UCI’s Graduate Division will be the University’s Program Director and shall be responsible for the direction of all efforts hereunder in accordance with applicable *University* policies. Shelly Jaffray, Dean of Humanities and Social Sciences at Santa Ana College shall be responsible for the direction of all effort at Collaborator’s institution.

2. **PERIOD OF PERFORMANCE**

The period of performance of this Agreement will be annually from August 16, 2016 through June 30, 2019 unless extended by mutual written agreement.

3. **TOTAL ESTIMATED COST**

The total cost to the *University* for Performance of this Agreement will not exceed \$37,500 (\$12,500 annually) and shall be determined in accordance with the budget, attached hereto as **Exhibit B**. If at any time *Collaborator* has reason to believe that the cost of the program will be greater than estimated, *Collaborator* shall notify *University* in writing to that effect, giving a revised budget of the cost to compete the Program. *University* will not be obligated to reimburse *Collaborator* for the costs incurred in excess of the amount referenced above unless and until *University* has notified *Collaborator* in writing that additional funds will be provided.

4. **PAYMENT AND BILLING**

The *University* shall make annual payments to the *Collaborator* upon receipt of the *Collaborator’s* properly completed invoice. The *University* will not be obligated to pay any invoice where total payments would result in a cumulative payment in excess of the limitations imposed by Article 3. *Collaborator* shall submit an invoice as follows:

1. In triplicate (an original and two copies);
2. Referencing the agreement number; and,
3. Providing detail of expenditure in accordance with the budget categories listed,
4. Addressed to: University of California, Irvine
c/o Andrea Bannigan
120 Aldrich Hall
Irvine, CA 92697-3180
5. Send Payment to: Shelly Jaffray
Santa Ana College
1530 West 17th Street
Dunlap Hall, Room 435
Santa Ana, CA 92706-3398

6. Checks Payable to: RSCCD

Prior to May 31 of each year this agreement is in force, *Collaborator* shall submit to *University* a report of all expenditures incurred under this agreement. Report shall include funds received to date, expenditures to date, anticipated expenditures for the remaining months of the agreement, and remaining balance, if any. *University* will consider expenditures during budget negotiations for subsequent support under this agreement.

Collaborator shall also submit to *University* a comprehensive final financial report within ninety (90) days of termination of the program. Report shall include funds received to date, expenditures to date, and remaining balance, if any.

5. ADVERTISING AND PUBLICITY

Neither the *University* nor the *Collaborator* shall use the name of the other, either expressly or by implication, in any advertisement, press release or publicity without the expressed written approval of the other party to this agreement.

6. INDEMNIFICATION

Collaborator agrees to defend, indemnify and hold *University*, its officers, employees and agents, harmless from and against any and all liability, loss, expense, (including reasonable attorneys' fees), or claims for injury or damages arising out of the performance of this Agreement but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of *Collaborator*, its officers, agents, or employees.

University agrees to defend, indemnify and hold *Collaborator*, its officers, employees and agents, harmless from and against any and all liability, loss, expense, (including reasonable attorneys' fees), or claims for injury or damages arising out of the performance of this Agreement but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of *University*, its officers, agents, or employees.

University understands and agrees that *University* and all *University's* employees, interns, agents, representatives, and assignees are not employees of the *Collaborator* and are not entitled to benefits of any kind or nature normally provided to employees of the *Collaborator* or to which *Collaborator's* employees are usually entitled including, but not limited to, state employment compensation or workmen's compensation.

7. INSURANCE

A. *Collaborator*, at its sole cost and expense, shall insure its activities in connection with the work under this Agreement and obtain, keep in force, and maintain insurance as follows:

1. Comprehensive or Commercial Form General Liability Insurance (contractual liability included) with limits as follows:

- a) Each Occurrence _____ \$1,000,000
- b) General Aggregate (Not applicable to the Comprehensive form) _____
\$1,000,000

Such insurance shall be written on an occurrence-based form. Claims-made policies will not be accepted.

2. Business Automobile Liability Insurance for owned, scheduled, non-owned, or hired automobiles with a combined single limit not less than \$1,000,000 per occurrence. (REQUIRED ONLY IF THE CONTRACTOR DRIVES ON THE UNIVERSITY PREMISES IN THE COURSE OF PERFORMING WORK OR TRANSPORTATION IS PART OF THE CONTRACTED SERVICES HEREIN.)
3. Professional Liability Insurance with a limit of \$1,000,000 per occurrence. If this insurance is written on a claims-made form, it shall continue for three years following termination of this Agreement. The insurance shall have a retroactive date of placement prior to or coinciding with the effective date of this Agreement.
4. Workers' Compensation and Employers Liability Insurance in a form and amount covering Collaborator full liability under the Workers' Compensation Insurance and Safety Act of the State of California as amended from time to time.
5. Such other insurance in such amounts which from time to time may be reasonably required by the mutual consent of University and Collaborator against other insurable risks relating to performance.

It should be expressly understood, however, that the coverage and limits referred to under a., b., and c. above shall not in any way limit the liability of Collaborator. The coverages referred under (1), of this Section A, shall be endorsed to include University as an additional insured. Such a provision, however, shall only apply in proportion to and to the extent of the negligent acts or omissions of Collaborator, its officers, agents, or employees. Collaborator upon the execution of this Agreement shall furnish University with Certificates of Insurance evidencing compliance with all requirements. Collaborator shall provide advance written notice to University of any modification, change or cancellation of any of the above insurance coverages.

- B. University at its sole cost and expense, shall insure or self-insure its activities in connection with this Agreement and obtain, keep in force and maintain insurance as follows:
 1. General Liability Insurance Program with limits as follows:

a) Each Occurrence	\$1,000,000
b) General Aggregate	\$1,000,000
 2. Workers' Compensation and Employers Liability equivalent Insurance Program covering University's full liability under the Workers' Compensation Insurance and Safety Act of the State of California as amended from time to time.
 3. Such other insurance in such amounts which from time to time may be reasonably required by the mutual consent of Collaborator and University against other insurable risks relating to performance.

It should be expressly understood, however, that the coverages required under this Section B. (1), (2) and (3) shall not in any way limit the liability of University. The coverages referred to under (1), of this Section B. shall be endorsed to include Collaborator as an additional insured. Such a provision, however, shall only apply in proportion to and to the extent of the negligent acts or omissions of University, its officers, agents, employees. University upon the execution of this Agreement shall furnish Collaborator with Certificates of Self-Insurance evidencing compliance with all requirements. University shall provide advance written notice to Collaborator of any modification, change or cancellation of any of the above insurance coverages.

8. NON-DISCRIMINATION

Neither party to this Agreement shall employ discriminatory practices in its performance hereunder on the basis of ethnicity, religion, sex, national origin, ancestry, age or physical handicap.

9. NOTICE

Whenever any notice is to be given hereunder, it will be in writing and will be deemed received, if delivered by courier on a business day, on the day delivered, or on the second business day following mailing, if sent by first-class or registered mail, postage prepaid, to the following address:

University: University of California, Irvine
Sponsored Project Administration
300 University Towers
4199 Campus Drive – Ste. 300
Irvine, CA 92697-7600

District: Rancho Santiago Community College District
Vice-Chancellor, Business Operations and Fiscal Services
2323 North Broadway
Santa Ana, CA 92706

Collaborator: Santa Ana College
Shelly Jaffray
Santa Ana College
1530 West 17th Street
Dunlap Hall, Room 435
Santa Ana, CA 92706-3398

10. TERMINATION

University or *Collaborator* may terminate this Agreement upon giving thirty (30) days prior written notice to the other party. Upon receipt of such notice of termination, *Collaborator* shall exert its reasonable efforts to limit or terminate any outstanding financial commitments for which *University* is to be liable. *University* shall reimburse *Collaborator* for all costs incurred by it for the Program through the date of termination. However, *University* will not be liable for any costs that cumulatively exceed the amount referenced in Article 3.

11. APPLICABLE LAW

The laws of the State of California will govern this Agreement.

12. ENTIRE AGREEMENT

This Agreement represents the entire understanding of the Parties with respect to the subject matter. 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.

THE REGENTS OF THE UNIVERSITY
OF CALIFORNIA

By: _____

Title: Vice Provost-Dean of the UCI Graduate Division

Date: _____

RANCHO SANTIAGO COMMUNITY
COLLEGE DISTRICT

By: _____
Peter J. Hardash

Title: Vice-Chancellor, Business Operations/
Fiscal Services

Date: _____

THE REGENTS OF THE UNIVERSITY
OF CALIFORNIA

By: _____

Title: _____
Department: Purchasing and Risk Services

Date: _____

UCI/RANCHO SANTIAGO COMMUNITY COLLEGE JOINT GRADUATE STUDENT/FACULTY INTERNSHIP PROGRAM

**2016 – 2019 August 16, 2016 – June 30, 2019
2016- 2019 GOALS AND CONTRACT**

The purpose of this internship to provide interns with the opportunity to learn about faculty life, governance, and teaching at a community college by partnering with a California Community College faculty member. The partner's role is to provide guidance, support, and information that will help the intern to better assess her or his interest in and suitability for a position at a community college. Together, the faculty partner and student intern have the opportunity to exchange information and expertise from their respective experiences that will hopefully enhance the professional lives of both parties.

Specific Outcomes:

As demonstrated through practice teaching, mock interviews, and presentations in US 390C, interns will...

- demonstrate their knowledge and understanding of the host institution's student demographics, admissions guidelines, and faculty demographics.
- demonstrate an understanding of the specific needs of the host institution's students. demonstrate an understanding of the history and political make-up of the California Community Colleges as well as the host institution.
- demonstrate an understanding of the host institution's organizational structure.
- be able to successfully register with the California Community College Registry
- practice effective interviewing, observation, and facilitative feedback skills.
- successfully negotiate time commitments, responsibilities, and duties with the partner.
- successfully communicate with and resolve conflicts with the program facilitators as needed.
- demonstrate an understanding of successful job search, interview, and negotiation skills for employment at a community college,
- demonstrate an understanding of the time commitments and responsibilities of a community college faculty member.
- effectively teach a lesson or lessons in a community college classroom.
- successfully integrate her or his experiences at the community college into a coherent Statement of Teaching Philosophy, if applicable.

During the internship period, the intern will have the opportunity to participate in a variety of opportunities to learn faculty life, governance, and teaching at a community college:

Types of Experiences/Activities:

Faculty Interview: The intern will meet with the faculty partner(s) so they can get to know one another. The intern may interview the faculty member about his or her educational and professional background, as well as the faculty member's history at the host institution. The internship will also canvas the member to learn about his or her assessment of being a faculty member at a community college, and get an overview of the types of responsibilities the faculty member has (i.e., teaching, advising, committee work, service, grants, research, etc.).

Divisional Dean Interview: Ideally, the intern should meet with a Division dean to learn about hiring practices and faculty life at the community colleges.

Department and/or Divisional Curriculum Meeting: Ideally, the intern should have the opportunity to sit in on a department faculty meeting, preferably one dealing with curriculum, assessment, &/ or hiring.

Senate Meeting: Ideally, to gain a better understanding of the service role faculty play and community college governance, the intern should have the opportunity to sit in with the mentor on at least one Senate committee meeting.

Classroom Observation: In preparation for teaching, the intern should have the opportunity to observe multiple classes (number to be determined between the mentor and intern), preferably ones on a topic the intern might teach in the future. The intern should meet with the faculty member before the observations to determine the learning goals and to determine whether the faculty member would like any feedback based on the intern's observations. After the observations, the intern and mentor should meet to discuss how the class went and how the intern might teach the classes in the future.

Teaching: The intern should have the opportunity to teach at least two class sessions. The intern should meet ahead of time with the mentor to discuss the learning goals and teaching methods, The mentor should observe the class and give the intern feedback.

Feedback: In addition to informal feedback, at the end of fall and winter/spring internships, the faculty partner will provide written feedback to program and intern. (It is assumed that if there are any problems with the internship these will be brought to the program facilitators' attention, as well as the intern's, long before it is time to complete the end-of-internship feedback.) The intern will also complete an end-of-internship written evaluation at the end of fall and spring.

Exhibit B

**UCI/ RANCHO SANTIAGO COMMUNITY COLLEGE JOINT
GRADUATE STUDENT/FACULTY INTERNSHIP PROGRAM**

2016 – 2019
August 16, 2016 – June 30, 2019
ANNUAL BUDGET

College Coordinator	\$ 1,500
College Business Expenses	1,000
College Mentors (\$1000.00 per student intern x 10)	\$10,000
ANNUAL MAXIMUM TOTAL	<u>\$12,500</u>

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

To: Board of Trustees	Date: August 15, 2016
Re: Approval of Fire Technology Agreement Amendment #1: City of Irvine	
Action: Request for Approval	

BACKGROUND

The Fire Technology Wellness Program has been asked to provide wellness classes for officers of the City of Irvine Police Department. This amendment is to extend the current agreement for one additional year (through September 14, 2017).

ANALYSIS

This agreement covers the scope of work as provided by the SAC Fire Technology Wellness Program. This amendment is the first one (1) year extension and valid as effectuated in writing by the City of Irvine. This amendment continues to carry tuition revenue for Santa Ana College of up to \$10,400 for the fiscal year. The amendment has been reviewed by Dean Simon B. Hoffman and college staff.

RECOMMENDATION

It is recommended that the Board of Trustees approve Amendment #1 to a current agreement with the City of Irvine, California.

Fiscal Impact: None	Board Date: August 15, 2016
Prepared by: Carlos L. Lopez, Vice President of Academic Affairs Simon B. Hoffman, Dean of Human Services & Technology	
Submitted by: Linda D. Rose, Ed.D., President, Santa Ana College	
Recommended by: Raúl Rodriguez, Ph.D., Chancellor, RSCCD	

**AMENDMENT NUMBER 1
TO "AGREEMENT FOR CONTRACT SERVICES"**

THIS AMENDMENT NUMBER 1 TO AGREEMENT FOR CONTRACT SERVICES (the "First Amendment") is made and entered into as of July 18, 2016 by and between the City of Irvine, a municipal corporation ("City") and Rancho Santiago Community College District/Santa Ana College, a public postsecondary education institution ("Contractor"), for the purpose of amending the written "Agreement for Contract Services" entered into between City and Contractor as of September 15, 2015, City of Irvine contract number 8940 (the "Agreement").

1. The expiration date of the Agreement is changed from September 14, 2016 to September 14, 2017.
2. PART I, FUNDAMENTAL TERMS, D. Party Representatives is modified to replace person/officer designated to act on City's behalf with Michael Hallinan, email: mhallinan@cityofirvine.org.
3. PART V, BUDGET is modified to state that the not-to-exceed value for the current renewal period is \$10,400.00.
4. Except as set forth in this First Amendment, all terms, conditions and provisions of the Agreement are unchanged and remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have caused this First Amendment to the Agreement to be executed by their respective duly authorized agents as of the date first set forth above.

CITY OF IRVINE

**RANCHO SANTIAGO COMMUNITY COLLEGE
DISTRICT/SANTA ANA COLLEGE**

By: _____
Mike Hamel
Its: Chief of Police

By: _____
Its: Peter J. Hardash
Vice Chancellor
Business Operations & Fiscal Services

Attest
By: _____
Molly McLaughlin
City Clerk

Date: _____

APPROVED AS TO FORM:
RUTAN & TUCKER, LLP

Jeffrey Melching

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

To: Board of Trustees	Date: August 15, 2016
Re: Approval of OTA Agreement Renewal – CareMeridian	
Action: Request for Approval	

BACKGROUND

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

ANALYSIS

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

RECOMMENDATION

It is recommended that the Board of Trustees approve this agreement renewal with CareMeridian in Orange, California.

Fiscal Impact: None	Board Date: August 15, 2016
Prepared by: Carlos L. Lopez, Vice President of Academic Affairs Simon B. Hoffman, Dean of Human Services & Technology	
Submitted by: Linda D. Rose, Ed.D., President, Santa Ana College	
Recommended by: Raúl Rodríguez, Ph.D., Chancellor, RSCCD	

EDUCATIONAL AFFILIATION AGREEMENT

Occupational Therapy Assistant Program

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

PART I. BASIS AND PURPOSE OF AGREEMENT

WITNESSETH:

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

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

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

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

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

PART II. GENERAL RESPONSIBILITIES AND PRIVILEGES OF THE COLLEGE

A. For the Program in General

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

B. For Program Planning

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

C. For Occupational Therapy Assistant Program Students

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

PART III. GENERAL RESPONSIBILITIES AND PRIVILEGES OF THE AGENCY

A. For the Program in General

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

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

B. For Services and Facilities

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

C. For the Control of District Personnel

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

PART IV. JOINT RESPONSIBILITIES AND PRIVILEGES

A. For publications

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

B. Insurance:

Insurance Carried by the District. District agrees to maintain in full force and effect coverage of not less than one million dollars (\$1,000,000) per occurrence and three million dollars (\$3,000,000) in the aggregate for bodily injury, contractual liability and general liability insurance, including errors and omissions coverage which protects and insures against any and all liability attributable to the District, its employees, students, agents, officers, Board Members, and others arising from the activities required under this agreement and said policy shall remain in full force and effect during the term hereof. District shall provide workers' compensation coverage for its staff and students participating in this program. Proof of insurance is to be provided to Clinical Facility.

Insurance Carried by Clinical Facility. Clinical Facility agrees to maintain in full force and effect coverage of not less than one million dollars (\$1,000,000) per occurrence and three million dollars (\$3,000,000) in the aggregate for bodily injury, contractual liability and general liability insurance, including errors and omissions coverage which protects and insures against any and all liability attributable to the Clinical Facility, its employees, agents, officers, Board Members, and others arising from the activities required under this agreement and said policy shall remain in full force and effect during the term hereof. Proof of insurance is to be provided to District.

C. Indemnification

All parties to this Agreement shall agree to defend, indemnify, and hold harmless the other party, its officers, agents, employees, students 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, students 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.

PART V. **STATUS OF OCCUPATIONAL THERAPY ASSISTANT STUDENTS**

- A. Occupational Therapy Assistant Program students shall have the status as learners and shall not be considered to be Agency employees nor shall they replace Agency staff. Any service rendered by the student during the experience is to be considered in addition to planned patient care in that area. Clinical experience will be conducted as a laboratory learning experience. The Agency will provide regular staffing for patient care in areas where students are obtaining clinical experience.
- B. Occupational Therapy Assistant Program students are subject to the authority, policies, and regulations of the district. They are also subject, during clinical assignment, to applicable agency regulations and must conform to the same standards as are for Agency employees in matters relating to the welfare of patients and general Agency operations.

- C. The District will be responsible for assuring that health care students assigned to the Agency for clinical instruction meet both District and Agency standards of health and physical fitness.

PART VI. PERIOD OF AGREEMENT, TERMINATION

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

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

**District: Rancho Santiago Community
College District**

Agency: CareMeridian

**Rancho Santiago Community College District
2323 North Broadway
Santa Ana, CA 92706**

**CareMeridian
7732 East Santiago Canyon Road
Orange, CA 92869**

Peter J. Hardash
Vice Chancellor
Business Operations & Fiscal Services



Bruce W. Kuluris
Vice President, Operations

Date: _____

Date: 03/22/2016

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

To: Board of Trustees	Date: August 15, 2016
Re: Approval of OTA Agreement Renewal – HealthSouth Corporation	
Action: Request for Approval	

BACKGROUND

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

ANALYSIS

This clinical affiliation agreement covers the scope of program operations at the facility, as well as insurance and other issues relating to the liability of both parties. This agreement shall be effective for three (3) years or until termination by written notice of either party. The agreement has been reviewed by Dean Simon B. Hoffman and college staff. It carries no costs or other financial arrangements.

RECOMMENDATION

It is recommended that the Board of Trustees approve this agreement renewal with HealthSouth Corporation in Birmingham, Alabama.

Fiscal Impact:	None	Board Date: August 15, 2016
Prepared by:	Carlos L. Lopez, Vice President of Academic Affairs Simon B. Hoffman, Dean of Human Services & Technology	
Submitted by:	Linda D. Rose, Ed.D., President, Santa Ana College	
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor, RSCCD	

HEALTHSOUTH.

CLINICAL AFFILIATION AGREEMENT

AGREEMENT, made and entered into this 15th day of August, 2016 by and between **Rancho Santiago Community College District, on behalf of Santa Ana College ("School")** and **HealthSouth Corporation**, as agent for its affiliates and subsidiaries, which own and operate rehabilitation hospitals on a nationwide basis ("HealthSouth").

RECITALS

WHEREAS, HealthSouth owns and operates a national network of rehabilitation hospitals and other healthcare facilities in various locations throughout the United States;

WHEREAS, the School offers its students a degree or certification program in the field of nursing, therapy, pharmacy or other clinical care and treatment;

WHEREAS, as part of such degree or certification program, the School desires for its students to have the ability to participate in clinical rotations in patient-care settings in HealthSouth hospitals; and

WHEREAS, both parties agree that it is to their mutual advantage for selected students of the School (the "Students") to receive clinical education experiences at a HealthSouth hospital.

WITNESSETH

NOW, THEREFORE, in consideration of the premises and the mutual promises contained herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, HealthSouth and School do hereby agree as follows:

1. **Affiliation Procedure.** The HealthSouth hospital at which a Student performs his or her clinical rotation is referred to as the "Hospital." The clinical education program at a Hospital is referred to as the "Program." The Clinical Affiliations Coordinator in the Human Resources Department at HealthSouth's corporate office, located at 3660 Grandview Parkway, Suite 200, Birmingham, Alabama 35243, will act as a liaison between the School and Hospital regarding each Hospital's duties under this Agreement. If the School desires to place a Student at a Hospital to participate in a Program, the School may contact the Hospital directly or call the Clinical Affiliations Coordinator at (205) 969-4725 to obtain a Hospital's contact information. The School shall communicate directly with a Hospital to arrange the details of the Program for each Student. This Agreement includes degree programs/disciplines at School and will allow Students to participate in clinical rotations in the following areas: **Occupational Therapy Assistant and Pharmacy Tech.** Notwithstanding the foregoing, a Hospital is not obligated to accept any Student; therefore, in the event a particular Hospital is unable to accept any particular Student, Schools are encouraged to contact another Hospital or the Clinical Affiliations Coordinator for assistance in locating another Hospital. The parties understand and agree that the Programs are not exclusive and the School may place Students in hospitals owned and operated by other entities, and Hospitals may accept students from other educational institutions.

2. **Mutual Responsibilities.** (a) The schedule, content, objectives and goals of the Program will be arranged in cooperation between the President of the School or his/her designee and the Chief Executive Officer of the Hospital or his/her designee. The parties shall mutually agree on the number

(HS163520.2)

SAC-16-037

of Students and the length of time each Student shall spend participating in the Program at the Hospital.

(b) The School and the Hospital acknowledge and agree that HealthSouth and Hospital rules and regulations apply to Students. The rules and regulations of HealthSouth and the Hospital, including, but not limited to, HealthSouth's Drug and Alcohol Policy, shall be provided to the School by each Hospital. Notwithstanding the foregoing, no Student or employee of the School shall be considered an employee of HealthSouth or the Hospital at any time during the term of this Agreement.

(c) The School and the Hospital retain the privilege to exchange and review materials relevant to the Student's clinical education, and will comply with the Family Educational Rights and Privacy Act (FERPA) and applicable state law. Information from the Student's educational records will not be disclosed without the express written consent of the Student.

3. **School Responsibilities.** (a) The School shall ensure that the Students are assigned appropriately by evaluating Student competence and knowledge prior to the clinical experience. Only those Students who have satisfactorily completed the prerequisite portion of their curriculum will be selected for participation in the Program at the Hospital. Prior to the Students' clinical experience, the School shall provide the Hospital written verification that each Student is competent to perform basic emergency procedures, such as Cardio-Pulmonary Resuscitation. The School will retain ultimate responsibility for the education of its students.

(b) Faculty provided by the School, if any, shall be duly licensed, certified or otherwise qualified to participate in the Program. The School will provide proof of licensure, certification or other qualifications to Hospital upon request.

(c) The School shall select Students without regard to race, creed, sex, national origin, age, disability or other prohibited basis. The School will assess or verify a Student's health prior to the clinical experience and require that each Student pass a medical examination acceptable to the Hospital prior to his or her participation in the Program, and at such times during his or her participation in the Program as required by law. Prior to the Students' clinical experience, the School shall provide written verification to the Hospital that each Student participating in the Program is free of communicable diseases, such as tuberculosis.

(d) The School shall (or require that each Student to) carry appropriate professional liability insurance for each student of at least \$1,000,000 per occurrence and \$3,000,000 in the annual aggregate and provide proof of such coverage to the Hospital. The School and HealthSouth agree that such insurance policies maintained by the School or Student: (i) shall be primary and that any insurance maintained by HealthSouth shall be non-contributing; (ii) must cover any claims made against the School, Hospital and HealthSouth relating to this Agreement; and (iii) if a Claims-made policy, shall be in full force and effect for a period of three (3) years after termination or expiration of the Student's clinical rotation at the Hospital. The School shall use its best efforts to have Hospital, HealthSouth Corporation, its subsidiaries and affiliates, and their officers, directors, employees and agents named as additional insureds. The School agrees that such insurance maintained by the School or Student may not be cancelled or materially changed without at least a thirty (30) day written notice to the Hospital.

(e) The School agrees that and shall inform Students that it is the Students' responsibility for arranging their: (i) transportation needed to fulfill their responsibilities at the Hospital; (ii) room

and board during their participation in the Program; and (iii) arrival and departure dates with the Hospital.

(f) The School shall advise the Student that he/she will be required to sign a Statement of Confidentiality in the form attached hereto as Exhibit A.

(g) The School shall advise the Student that he/she will be required to sign an Acknowledgement Form regarding HealthSouth's Drug and Alcohol Policy in the form attached hereto as Exhibit B.

(h) The School shall advise the Student that he/she will be required to sign a Release Statement Certification regarding certain investigative background checks in the form attached hereto as Exhibit C.

(i) The School shall advise the Student that he/she will be required to sign a Health Insurance Portability and Accountability Act (HIPAA) Student Training Documentation form regarding the confidentiality and privacy of patient protected health information in the form attached hereto as Exhibit D.

4. **Hospital Responsibilities.** (a) The Hospital shall provide all reasonable information requested by the School on a Student's work performance, and notify the School as soon as practical in advance of a clinical assignment or of any change in the Hospital's ability to take Students. The Hospital, in cooperation with the School, shall inform each Student of all relevant schedules, rules, and regulations of the Hospital, including HealthSouth's Drug and Alcohol Policy, and professional standards of practice. The Hospital shall provide each Student with a work schedule similar to that of a clinician. The Hospital shall complete and return all Student evaluations according to any reasonable schedule provided by the School.

(b) HealthSouth agrees to maintain in full force and effect Hospital Professional/General Liability coverage of not less than one million dollars (\$1,000,000) per occurrence and three million dollars (\$3,000,000) in the annual aggregate covering its employees for bodily injury, contractual liability and general liability insurance, including errors and omissions coverage which protects and insures against any and all liability attributable to HealthSouth, its employees, agents, officers, Board Members, and others arising from the activities required under this agreement and said policy shall remain in full force and effect during the term hereof. Proof of insurance is to be provided to School.

(c) The Hospital may provide to the Students, to the extent possible, first aid for injuries including, but not limited to, needle sticks. However, the Hospital assumes no responsibility, financial or otherwise, beyond the initial first aid, and treatment and the payment for such treatment shall be the responsibility of the individual Student.

(d) The Hospital shall provide clinical instruction to the Students and supervise the Students' clinical experience.

(e) The Hospital is responsible for assuring that the healthcare and rehabilitation services received by its patients are performed in a competent, efficient and satisfactory manner. Therefore, the Hospital has the right to perform criminal background screening and drug and alcohol tests on Students **prior to** the Students' participating in the Program and randomly during their participation in the Program, regardless of whether the Hospital has reasonable suspicion of drug and/or alcohol usage by the Students.

(HS163520.2)

5. **Student Withdrawal.** A Student may be withdrawn from the Program at any time by the School or the Hospital for any of the following documented reasons:

- (a) Unprofessional or unethical behavior exhibited by the Student.
- (b) Failure by the Student to meet any necessary academic requirements.
- (c) Personal good cause including, but not limited to, medical emergencies.
- (d) Arrest for a felony or crime involving moral turpitude or theft.
- (e) Use of alcohol, drugs or other toxic or foreign agents which tend, in the Hospital's reasonable judgment, to limit or adversely affect the Student's duties and responsibilities.
- (f) Refusal to take a drug and alcohol test, or if a test proves positive for a measurable quantity of intoxicants, non-prescribed narcotics, hallucinogenic drugs, marijuana or other non-prescribed controlled substance, or any other violation of HealthSouth's Drug and Alcohol Policy.

6. **Confidential Information.** The School shall not disclose the terms of this Agreement to any person who is not a Student or a party to this Agreement, except as required by law or as authorized by HealthSouth. Unauthorized disclosure of confidential information or of the terms of this Agreement shall be a material breach of this Agreement and shall provide HealthSouth with the option of pursuing remedies for breach, or, notwithstanding any other provision of this Agreement, immediately terminating this Agreement upon written notice to School. The School shall inform Students that they must maintain as confidential all HealthSouth information, including data and all patient records. Students should not copy or remove any HealthSouth materials or patient information from the premises. Students doing case studies must have a signed patient release form on the patient's chart. Each Student shall at all times abide by and adhere to all policies and procedures of HealthSouth with respect to the protection of individually identifiable health information or any requirements as may be applicable to the Students or the School in accordance with the Health Insurance Portability and Accountability Act of 1996 (HIPAA) or the regulations promulgated relative thereto.

7. **Use and Protection of Intellectual Property.** HealthSouth retains all rights and interests in its name and logo and all related intellectual property, including programs and educational materials (collectively "Intellectual Property"). The School shall inform Students that all intellectual property Students create while at HealthSouth, through work, study or research and development activities, will be the property of HealthSouth. The School shall cause its Students to irrevocably transfer all of the Student's rights, title and interest in and to the intellectual property to HealthSouth if necessary. The School agrees to sign and give to HealthSouth any agreements, assurances, undertakings, acknowledgements or other documents we may reasonably require relating to the intellectual property during the Program or afterwards.

8. **Term.** The term of this Agreement shall be three years, commencing on **July 1, 2016** terminated: (i) by the parties upon mutual written consent; or (ii) by either party, with or without cause, upon at least ninety (90) days' prior written notice to the other. Students participating in a Program at the time of notice of termination shall be given the opportunity to complete their clinical rotation at the Hospital, with such completion not to exceed three (3) months. This Agreement does not automatically renew and will expire at the end of the Term. The parties agree in good faith to negotiate

a new Agreement prior to the end of the Term should it be mutually desirable to continue the relationship.

9. **Notice.** All notices hereunder by either party to the other shall be in writing, delivered personally or by overnight courier and shall be deemed to have been duly given when delivered personally or one day after delivered to the overnight courier, charges prepaid and properly addressed to the respective parties at the addresses shown following each party's signature to this Agreement.

10. **Governing Law.** This Agreement shall be interpreted, construed and enforced in accordance with the laws of the State of **California**. Notwithstanding the above, the parties expressly incorporate any requirement of federal, state or local law required to make this Agreement valid and enforceable.

11. **Binding Effect.** This Agreement shall be binding and shall inure to the benefit of the parties hereto, and their respective successors and assigns, and no Student or other party shall have any right under or by virtue of this Agreement.

12. **Consents and Approvals.** If any Student enters in a Hospital under the terms hereof, all consents and approvals required by the School shall be conclusively presumed to have been obtained and this Agreement shall be binding and enforceable against School.

13. **Authority.** The parties understand that HealthSouth is executing this Agreement solely as agent for its affiliates and subsidiaries which own or operate the hospitals providing clinical education experiences, each of which shall be considered the "Hospital" hereunder. Accordingly, this Agreement shall be deemed to be directly between the School and each Hospital providing the clinical education experiences for the School's Students. HealthSouth represents and warrants to School that it has the power and authority to execute this Agreement as agent for each Hospital.

14. **Entire Agreement.** This Agreement contains the entire agreement of the parties in connection with the subject matter hereof, and supersedes any and all prior and contemporaneous agreements between the parties, whether written or oral.

15. **Modifications.** This Agreement may not be changed orally, but may only be changed by an agreement in writing signed by both parties.

16. **Indemnification.** All parties to this Agreement shall agree to defend, indemnify, and hold harmless the other party, its officers, agents, employees, students 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, students 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.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed as of the date and year first above written.

SIGNATURE PAGE TO FOLLOW
SCHOOL:

By: _____
Peter J. Hardash
Vice Chancellor
Business Operations & Fiscal Services
Rancho Santiago Community College
District

Date: _____

On Behalf of:
Santa Ana College
1530 West 17th Street
Santa Ana, CA 92706

HEALTHSOUTH CORPORATION:

By: _____
Cheryl B. Levy
Chief Human Resources Officer
Corporate Human Resources Department
3660 Grandview Parkway, Suite 200
Birmingham, Alabama 35243

HEALTHSOUTH.

EXHIBIT A

STATEMENT OF CONFIDENTIALITY

As a participant in clinical rotations at the Hospital, I hereby acknowledge my responsibility to keep all patient and business information of the Hospital and HealthSouth confidential, in accordance with federal and state laws and regulations and the Agreement made by and between the Hospital and School. Furthermore, I agree, under penalty of law, not to disclose: (i) specific information regarding any patient to any person or persons, except to authorized clinical staff and associated personnel as necessary to perform my clinical rotation duties; and (ii) any confidential business information of the Hospital and HealthSouth to any third party. This Statement of Confidentiality shall continue in effect after my clinical rotation at the Hospital has expired or terminated.

Dated this _____ day of _____, 20__.

Name of Student (Print)

Signature of Student

HEALTHSOUTH.

EXHIBIT B

DRUG AND ALCOHOL POLICY ACKNOWLEDGEMENT FORM (CONFIDENTIAL)

By signing below, I hereby acknowledge that I have received a copy of HealthSouth's Drug and Alcohol Policy and agree that I will read the policy.

I understand that situations may occur in which I will be required to take a drug or alcohol test or submit to a search of my person or possessions in accordance with Hospital policy. I also understand that I may be withdrawn from participation in my clinical rotation at the Hospital: (i) by refusing to take a drug or alcohol test; (ii) by refusing to allow a search; (iii) if a drug or alcohol test proves positive; or (iv) if a search discloses possession of a prohibited item, such as a weapon.

I further understand if I am involved in a work-related accident, I may be required to submit to a blood or urine test. I also understand that I may be withdrawn from participation in my clinical rotation at the Hospital: (i) by refusing to take a blood or urine test; or (ii) if such blood or urine test proves positive.

I also understand that upon my request I will be provided a list of all drugs / substances for which tests will be conducted.

I further understand that adherence to HealthSouth's Drug and Alcohol Policy is a condition of clinical rotation for all students and hereby consent to and accept such policy as a condition of my rotation.

Student Signature

Date

Student Printed Name



EXHIBIT C
RELEASE STATEMENT CERTIFICATION

I hereby authorize HealthSouth Corporation and/or its agents to make an independent investigation of my background for the purpose of confirming the information contained on my application and/or obtaining other information which may be material to my qualification for employment or participation in a clinical rotation within a Healthsouth hospital, and to conduct pre-employment or other employment related inquiries after I am hired or selected to participate in a clinical rotation at a Healthsouth Hospital (to the extent allowed by law). This investigation may access records maintained by both public and private organizations. Information requested may include, but is not limited to:

- Professional and personal references
Motor vehicle records
Criminal and police records
Public records
Education
Professional credentials
Past and current employment
Urine or blood tests to determine drug or alcohol use.

I authorize any individuals or entities contacted during this investigation to give you any and all pertinent information they may have, personal or otherwise, and release all parties from any and all liabilities, claims or law suits in regard to the information obtained.

I understand that the complete and final results of HealthSouth's investigation of my background may not be available to HealthSouth before employment, if any, with the Company commences. I also understand that the results of HealthSouth's investigation into my background may affect my employability, continuing employability or eligibility to participate in a clinical rotation within a Healthsouth hospital.

The following is my true and complete legal name and all information is true and correct to the best of my knowledge.

Signed: _____ Date: _____
(Applicant)

PLEASE PRINT THE FOLLOWING INFORMATION. FILL IN ALL BLANKS COMPLETELY:

Last Name: _____ First Name: _____ Middle Name: _____

Other names you have used in the past 5 years. (Maiden name, nickname, alias, etc.): _____

Present Address: _____

Previous: _____

Provide the following information on places you have worked or lived during the past five years:

City State From: Month/Year To: Month/Year City State From: Month/Year To: Month/Year

City State From: Month/Year To: Month/Year City State From: Month/Year To: Month/Year

Driver's License #: _____ State of License: _____ * Date of Birth: _____

Social Security Number: _____ Position Applying For: _____

If an investigative consumer report is pulled on me for employment purposes, I wish to receive a copy of the report from TransUnion Birmingham Division.

* Date of birth is used only for purposes of record identification when requesting the above mentioned reports.

FOR FACILITY USE ONLY

The following information must be completed by the Hospital in order to process this request. Please PRINT clearly

Hospital Name: _____ Phone Number: _____
Hospital Number: _____ Secured Fax Number: _____
Requested By: _____ E-mail address: _____
Job Title: _____
(Must be Supervisor or above)

Criminal (Required for affiliation students on site for longer than two weeks.) Result: _____ Date: _____ Source: _____

Hospital Use ONLY: Fax form to: 205-802-7896 To obtain results call: 1-800-417-4669 or check your e-mail address.

HEALTHSOUTH[®]

EXHIBIT D HIPAA Student Training / Orientation

Confidentiality and Privacy mean that the patients have the right to control who will see their protected health information. With the enactment of the Health Insurance Portability and Accountability Act of 1996 (HIPAA), a patient's right to have his/her health information kept private, secure and confidential became more than just an ethical obligation of healthcare providers; it became a federal law.

Protected Health Information (PHI) includes patient identity, address, age, social security number and any other personal information that patients are asked to provide. In addition, protected health information includes why a person is sick or in the Hospital, what treatments and medications he/she may receive, and other observations about his/her condition or past health conditions.

Healthcare providers use information about patients to determine what services they should receive. Ask yourself before looking at any protected health information:

- Do I need this in order to perform my clinical rotation duties and provide quality care?
- What is the least amount of information I need to perform my clinical rotation duties?

Depending on your task, if you do not need to know confidential patient information, then you should not have access to it.

Ways to protect a patient's privacy include:

- Keep discussions about patient care private if reasonably possible by closing doors, pulling curtains and conducting discussions so that others cannot overhear.
- Keep medical records locked and out of public areas.
- If you find that you are overhearing someone else discuss patient information, let them know they can be overheard, and politely remind the individual of the Hospital's privacy policies.
- Do not release any patient information, unless your supervisor has obtained a written authorization from the patient.
- Do not leave messages on answering machines regarding a patient's condition or test results.
- If you should need to copy medical records to complete an assignment, ask your supervisor for permission before making copies. Redact the patient's personal identifiers (i.e. name, date of birth, address, medical record number, insurance information and social security number, if captured) prior to taking the record out of the hospital. **Return all copies to the hospital and shred.**
- If there are persistent problems regarding breaches of confidentiality or you have any questions, notify or contact your clinical rotation supervisor at the Hospital.

As a student participating in a clinical rotation at the Hospital, I recognize the patients' right to privacy and agree to abide by the Patient's Bill of Rights as posted within the Hospital.

Additionally, I agree that information relating to a patient's physical and/or emotional status will not be released or discussed except as needed for the care of that patient.

I also understand that breaking HIPAA's rules and regulations can mean either a civil or criminal sanction (penalty).

My signature below indicates that I have read and understood the above information, and will abide by the policies and procedures of the Hospital.

Date

Student Signature

Student Name

Employee Signature

Employee Name

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

To:	Board of Trustees	Date: August 15, 2016
Re:	Approval of Pharmacy Technology Agreement Renewal –VA Greater Los Angeles Healthcare System	
Action:	Request for Approval	

BACKGROUND

Students in the Pharmacy Technology program are required to participate in externship activities at sites throughout the community in order to gain practical field experience. This is necessary to apply the knowledge and skills learned in their college classes. This is a new agreement.

ANALYSIS

This clinical affiliation agreement covers the scope of program operations at the facility, as well as insurance and other issues relating to the liability of both parties. This agreement will continue in force until May, 2026 and may be terminated by written notice from either party six (6) months in advance of the next training experience. The agreement has been reviewed by Dean Simon B. Hoffman and college staff. The agreement carries no costs or other financial arrangements.

RECOMMENDATION

It is recommended that the Board of Trustees approve this agreement renewal with the VA Greater Los Angeles Healthcare System in Los Angeles, California.

Fiscal Impact:	None	Board Date: August 15, 2016
Prepared by:	Carlos L. Lopez, Vice President of Academic Affairs Simon B. Hoffman, Dean of Human Services & Technology	
Submitted by:	Linda D. Rose, Ed.D., President, Santa Ana College	
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor, RSCCD	



**ASSOCIATED HEALTH EDUCATION AFFILIATION AGREEMENT
BETWEEN THE DEPARTMENT OF VETERANS AFFAIRS (VA)
AND AN EDUCATIONAL PROGRAM**

Use when trainees are enrolled in an educational program approved by an accrediting body recognized by the U.S. Department of Education or by the Council for Higher Education Accreditation (CHEA)

Veteran Integrated Service Network (VISN) 22

VA NETWORK

VA Greater Los Angeles Healthcare System (GLA), 11301 Wilshire Blvd., Los Angeles, CA 90073

VA HEALTHCARE FACILITY (including city and state)

Rancho Santiago Community College District on behalf of Santa Ana College (Santa Ana, CA)

NAME OF EDUCATIONAL INSTITUTION (including city and state)

Pharmacy Technician / Certificate

PROGRAM/DISCIPLINE AND DEGREE(S)

This agreement, when duly executed and approved by the Department of Veterans Affairs (VA), establishes an affiliation between VA, its Veterans Integrated Service Networks, the listed VA facility or facilities, and the listed educational program for the academic purposes of enhanced patient care, education, and research. VA and the affiliated educational institution have a shared responsibility for the academic enterprise. The affiliated institutions accept primary responsibility for the integrated education programs conducted with VA while VA retains full responsibility for the care of VA patients and administration of its healthcare system. Additional responsibilities are delineated below.

RESPONSIBILITIES

1. The affiliated educational institution has the following responsibilities:

- A. Operate, manage, and assume overall educational responsibilities for the educational program and maintain accreditation by an agency that is recognized by the U.S. Department of Education or by the Council for Higher Education Accreditation (CHEA).
- B. Select trainees that meet qualifications as agreed upon by the educational institution and VA.
- C. Evaluate the trainee's performance and conduct in mutual consultation with VA staff and according to the guidelines outlined in the approved curriculum and accepted standards.

2. VA has the following responsibilities:

- A. Operate and manage the VA facility and maintain accreditation by the Joint Commission and other accrediting entities as appropriate.
- B. Appoint qualified healthcare professionals, as appropriate, as full-time or part-time staff of the facility to provide supervision of trainees and provide Veteran patient care.
- C. Participate with the affiliated school in the academic programs of education and research, provide a quality learning environment, and supply sufficient resources for appropriate conduct of such programs.
- D. Establish minimal qualifications for trainees coming to VA for clinical education.
- E. Evaluate the trainee's performance and conduct in mutual consultation with the program director and according to the guidelines outlined in the approved curriculum and accepted standards.
- F. Orient trainees and faculty to the VA facility and inform them that they are subject to VA rules and regulations while in a VA facility.
- G. Dismiss any trainee from VA assignment in accordance with VA Handbook 5021, Part VI, Paragraph 15 or Paragraph 18, whichever paragraph applies.
- H. VA will ensure that all trainees and faculty who will be assigned to VA receive VA appointments, to include issuance of appropriate letters of appointment documenting their appointment as VA employees.
- I. Assure that staff with appropriate credentials will supervise trainees.
- J. Assure that trainees with occupational injuries (including exposure to infectious or environmental hazards), will be assessed and, in emergency cases, initially treated at VA. Workers compensation coverage for trainees will be that which is provided under the Federal Employees' Compensation Act.
- K. Appoint VA staff and appropriate school program faculty to the VA Partnership Council and its subcommittees. School program faculty will be chosen based on the extent of involvement in the VA training program and geographic proximity to the VA facility.
- L. Conduct periodic reviews of academic programs and policies according to VA policies.

TERMS OF AGREEMENT

Ultimate responsibility for the control and operation of VA facilities and programs rests with VA. Ultimate responsibility for academic education rests with the affiliated institutions. Through this agreement, a collaboration is created with VA to enhance patient care, education, and research.

The participating institutions and VA comply with Title VI of the Civil Rights Act of 1964, section 504 of the Rehabilitation Act of 1973, Title IX of the Education Amendments of 1972, Public Law 104-191, the Age Discrimination Act of 1975, and all related regulations, and assure that they do not, and will not, discriminate against any person on the basis of race, color, sex, disability, or age under any program or activity receiving federal financial assistance.

Nothing in this agreement is intended to be contrary to state or federal laws. In the event of conflict between terms of this agreement and any applicable state or federal law, that state or federal law will supersede the terms of this agreement. In the event of conflict between state and federal law, federal law will govern.

Properly appointed faculty members and trainees of the sponsoring institutions, when at VA healthcare facilities or on VA assignment at offsite facilities and while furnishing professional services covered by this agreement, will have personal liability protection by the provisions of the Federal Employees' Liability Reform and Tort Compensation Act, 28 U.S.C. 2679 (b)-(d). The liability, if any, of the United States for injury or loss of property, or personal injury or death shall be governed exclusively by the provisions of the Federal Tort Claims Act.

Amendments must be bilaterally executed in writing, signed by authorized representatives of both agencies. No oral or unilateral amendments will be effective. Only terminations done in accordance with the terms of this agreement may be done unilaterally.

Should disagreement arise as to the interpretation of the provisions of this agreement that cannot be resolved between the parties' designated Points of Contact, the area(s) of disagreement will be reduced to writing by each party and presented to the authorized officials at both participating entities. If settlement cannot be reached at this level, the disagreement will be raised to the next level in accordance with the parties' procedures for final resolution. Both parties will proceed diligently in performing their obligations under this agreement pending final resolution of any dispute arising hereunder.

TERMINATION OF AFFILIATION AGREEMENT

This affiliation agreement is in force until May 30, 2026 *[insert a date that is not to exceed ten years in the future and that allows for completion of the last training cycle during that period]* and supersedes any previous affiliation agreement. It may be terminated in writing at any time by mutual consent with due consideration of patient care and educational commitments, or by written notice by either party 6 months in advance of the next training experience.

SIGNATURES FOR ACADEMIC INSTITUTION

Rancho Santiago Community College District on behalf of
Santa Ana College Pharmacy Technology
2323 North Broadway Santa Ana, CA 92706

*Signature of Dean or Equivalent Responsible Official for the
Educational Institution or Program*

Date of Signature

Peter J. Hardash

Typed Name of Individual Signing Above

Vice Chancellor, Business Operations & Fiscal Services

Typed Title of Individual Signing Above

SIGNATURES FOR DEPARTMENT OF VETERANS AFFAIRS

Signature of Responsible VA Official for Educational Program

Date of Signature

Alma Y. Arrecis, CPhT.

Typed Name of Individual Signing Above

Technician Training Coordinator

Typed Title of Individual Signing Above

Signature of VA Designated Education Officer

Date of Signature

Arthur H. Friedlander, DMD

Typed Name of Individual Signing Above

Associate Chief of Staff for Education

Typed Title of Individual Signing Above

*Signature of Director or Equivalent Responsible Official for VA
Healthcare Facility*

Date of Signature

Ann R. Brown, FACHE

Typed Name of Individual Signing Above

Director, VA Greater Los Angeles Healthcare System

Typed Title of Individual Signing Above

*Signature of VISN Director or Designee for Department of Veterans
Affairs*

Date of Signature

Marie L. Weldon, FACHE

Typed Name of Individual Signing Above

Network Director, VA Desert Pacific Healthcare Network

Typed Title of Individual Signing Above

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**Santa Ana College – Student Services**

To:	Board of Trustees	Date:	August 15, 2016
Re:	Approval of Continuation of Early College Consulting Agreement in Partnership with the Chancellor's Office of the California Community Colleges		
Action:	Request for Approval		

BACKGROUND

At its regular meeting on October 12, 2015 the RSCCD Board of Trustees approved a consulting agreement as a service to the system office to support statewide capacity building in the area of early college and concurrent enrollment for high school students via the Research and Planning (RP) Group, which is associated with the Foundation for California Community Colleges. A \$32,385 contract ending balance allows for a continuation of the statewide work through December 2016.

ANALYSIS

Project milestones associated with creating an advisory committee, a website, and conducting face to face and web-based training have been met with tremendous enthusiasm and requests for additional training and resources. The RP Group has indicated that they are willing to continue to develop the program and to expand training to both new adopters and current practitioners until December 2016, which the Chancellor's Office also supports and have developed a specific proposal for additional work which is attached.

RECOMMENDATION

It is recommended that the Board of Trustees approve the Continuation of Early College Consulting Agreement in Partnership with the Chancellor's Office of the California Community Colleges for a no-cost extension of the performance period through December 2016.

Fiscal Impact:	None.	Board Date:	August 15, 2016
Prepared by:	Sara Lundquist, Ph.D., Vice President of Student Services, SAC		
Submitted by:	Linda D. Rose, Ed.D., President, Santa Ana College		
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor, RSCCD		

Activity*	RP Role*	RP Hours	RP Cost (\$165/hour)
FAQ Updates and Decision Trees			
FAQ	Add to and edit current content; update with new questions and responses as appropriate	32	\$5,280
Decision Trees	Draft decision trees (in collaboration with CLP) and vet with CCCCCO and advisory committee members	24	\$3,960
Presentations: Strengthening Student Success Post-Conference Session (Orange County, CA) – October 7, 2016			
Planning Meetings	Schedule phone calls with co-presenters to outline agenda, presentations, roles, and responsibilities	6	\$990
Presentation Development	Draft slides and handouts with CLP and advisory committee members; vet with RSCCD and CCCCCO contacts	16	\$2,640
Presentation	Co-facilitate post-conference session	6	\$990
Travel	Mileage, parking, airfare, hotel, and transportation for up to five presenters (Rogéair Purnell, Senior Researcher, RP Group; Vincent Stewart, Children Now, Executive Director of the STEM Network; Kim Schenk, Diablo Valley College, Senior Dean, Curriculum and Instruction; and one or two other dual enrollment advisory members)	--	\$3,750
Travel Time	Six hours for travel to / from airport and to / from hotel); \$82.50 per hour	--	\$495
Registration	Post-conference registration; \$60 per person X 5 people		\$300
Presentations: Third Annual Statewide Collaboration: Early & Middle College (Ontario, CA) – October 27-28, 2016			
Presentation Development	Draft slides and handouts; vet with Rancho Santiago Community College District (RSCCD), California Community College Chancellor's Office (CCCCO), and California Coalition of Early and Middle Colleges (CCE&MC) (Jill Marks)	8	\$1,320
Conference Attendance / Presentation	Co-facilitate conference presentation; attend relevant sessions	16	\$2,640
Travel	Mileage, parking, airfare, hotel, and transportation	--	\$1,100
Travel Time	Four hours for travel to / from airport and to / from hotel); \$82.50 per hour	--	\$330
Copies and Supplies	Handouts, notepads, pens, folders	--	\$1,000
Project Management			
Project Management	Regular CLP / RP Group team calls and emails; RSCCD / CCCCCO phone check-ins, emails	46	\$7,590
TOTAL			\$32,835

* The Career Ladders Project (CLP) will continue to match contract amounts to cover CLP staff time, travel and materials expenses for planning, presentations, toolkit development and web updates, as well as ongoing partnership with CCCCCO, RP Group and RSCCD.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**Santa Ana College – Student Services Division**

To: Board of Trustees	Date: August 15, 2016
Re: Approval of Dual Enrollment Agreement with Samueli Academy	
Action: Request for Approval	

BACKGROUND

Samueli Academy, located at 1901 N. Fairview St., Santa Ana, was chartered by the Orange County Department of Education to serve 9th through 12th grade and its curriculum is focused on a project-based/STEM course of study. The mission of Samueli Academy is to provide a transformational learning environment focused on underserved and foster youth offering consistency, stability, support, and a community in which they can thrive and grow into successful, independent adults.

Samueli Academy welcomed their first class of 120 freshmen in August 2013 and has added an additional grade level each year. In fall 2016, Samueli Academy will serve its first senior class. As such, Samueli Academy wishes to establish a dual enrollment agreement with Santa Ana College with a goal of having a cohort of students graduate from high school having earned a minimum of six (6) college units.

ANALYSIS

The attached Dual Enrollment Agreement has been co-developed by leaders from both institutions and is being simultaneously considered by Samueli Academy's Board of Trustees as well as the RSCCD Board of Trustees.

RECOMMENDATION

It is recommended that the Board of Trustees approve the Dual Enrollment Agreement with Samueli Academy in Santa Ana, California.

Fiscal Impact: None.	Board Date: August 15, 2016
Prepared by: Lilia Tanakeyowma, Ed.D., Dean of Student Affairs, Santa Ana College	
Submitted by: Linda D. Rose, Ed.D., President, Santa Ana College	
Recommended by: Raúl Rodríguez, Ph.D., Chancellor, RSCCD	

**DUAL ENROLLMENT AGREEMENT
BETWEEN
SANTA ANA COLLEGE
AND
SAMUELI ACADEMY**

This agreement (hereinafter "Agreement") is entered into on the 16th day of August, 2016, by and between Samueli Academy (hereinafter "Samueli") and the Rancho Santiago Community College District (hereinafter "RSCCD"), on behalf of Santa Ana College (hereinafter "SAC") for the establishment of a dual enrollment program and use of Samueli facilities.

RECITALS

WHEREAS, Samueli and SAC have established a successful history of collaboration and mutual support to provide students and local communities with exceptional educational programs and activities; and

WHEREAS, Samueli continues to find ways to broaden advanced educational opportunities for students including college preparatory and college credit courses; and

WHEREAS, Samueli desires to offer students the opportunity for dual enrollment; and

WHEREAS, SAC is willing to offer college courses on the Samueli campus, which will benefit Samueli students by providing a convenient location and schedule; and

WHEREAS, all of the terms between the parties shall be set forth in this Agreement;

NOW, THEREFORE be it resolved that SAC and Samueli agree to work together to afford current Samueli students the opportunity to enroll in dual enrollment courses in order to expand access to affordable higher education, provide challenging academic and career preparatory experiences to qualified high school students, and enable students to earn simultaneous college credit and meet high school graduation requirements:

1. Use of Facilities. SAC shall have use of appropriate classroom facilities located on the Samueli campus beginning on August 15, 2016, to be used for the purpose of offering dual enrollment credit courses through concurrent enrollment in credit SAC courses.
2. Scheduling. No later than February of each year, the SAC President and the Samueli Head of School shall each designate a representative to review the availability of facilities for the following academic year and potential course offerings.
3. Financial Commitments.
 - a. Instructional Staff. SAC will be the employer of record for the purposes of instructor compensation, assignment monitoring, and reporting to the Orange County Department of Education and other responsibilities pursuant to state and federal law, including but not limited to, provision of worker's compensation coverage, payroll taxes, and STRS employer contributions.
 - b. Equipment and supplies. Samueli will be responsible for books and other supplies (whiteboard, markers, copying, etc.) and equipment (laptop, overhead projector, etc.) associated with the SAC classes.
 - c. Use of Facility. Samueli agrees to allow SAC access to classroom space for the express purpose of offering dual enrollment courses at Samueli and to waive any applicable use of facilities fees.

- d. Safety/Security. Samueli will be responsible for the direct costs of safety, security, and supervision of the Samueli campus during the hours of SAC class operation.
 - e. Courses will be taught by SAC faculty, in Samueli facilities, and will be open to Samueli students and the public at large. Classes under this agreement will be reported for state apportionment.
4. Program Management. SAC and Samueli will cooperate with respect to elements of program management.
- a. SAC and Samueli will jointly select dual enrollment courses for transfer, career and technical education, and high school achievement.
 - b. SAC designated coordinator will work with the appropriate SAC academic division to secure the correct SAC faculty for the courses to be offered on the Samueli campus.
 - c. SAC designated coordinator will work with Samueli lead staff to facilitate enrollment of students and will work with SAC Admissions & Records office to ensure correct student records are maintained.
 - d. SAC faculty will adhere to course requirement, standards, learning materials, and all other SAC standards, policies, expectations, and systems.
 - e. SAC courses offered at the Samueli campus will adhere to SAC scheduling practices and the annual academic calendar. Exceptions may be made with the approval of the SAC Vice President of Academic Affairs.
 - f. Student withdrawal dates/policies will be consistent with existing SAC adopted policies and calendars.
 - g. Academic advising of Samueli students enrolled in SAC courses will be the joint responsibility of SAC and Samueli.
 - h. Dual enrollment courses completed by Samueli students will be identified on both the college and high school transcripts in the standard format and will not be identified as dual enrollment.
5. Admissions, Tuition, Textbooks, and Fees
- a. All Samueli students enrolled in SAC coursework under this agreement will have their enrollment fees waived under SAC concurrent enrollment policies provided they are California residents.
 - b. In order to earn college credit, Samueli students will still be responsible for paying a Health Fee of \$19 and a \$2 student representation fee per term.
 - c. SAC and Samueli will be jointly responsible for providing matriculation services for students enrolling in the dual enrollment program classes on the Samueli campus.
 - d. Samueli will provide the books and materials for the SAC dual enrollment courses.
6. Parking. Parking spaces will be provided to SAC staff at the Samueli campus as needed for site visits or teaching as necessary.
7. Permits, Rules, and Regulations. SAC shall not be required to acquire any permit or facility use approvals at Samueli.
8. Indemnification. Samueli agrees to defend all claims of loss and to indemnify and hold harmless RSCCD and its officers, agents, employees and volunteers from any and all liability for personal injury, damages, wrongful death, or other losses and costs, including but not limited to reasonable attorney fees and defense costs, arising out of the negligent acts or omissions or willful misconduct of Samueli or its officers, employees, volunteers or agents in the performance of this agreement.

RSCCD agrees to defend all claims of loss and to indemnify and hold harmless the Samueli, and the officers, employees, and agents of each of them from any and all liability for personal injury, damages, wrongful death, or other losses and costs, including but not limited to reasonable

attorney fees and defense costs, arising out of the negligent acts or omissions or willful misconduct of RSCCD or its officers, employees, or agents in the performance of this Agreement.

9. Insurance. Samueli and RSCCD shall secure, provide documentation to the other upon request, and maintain at all times during the Term of the Agreement, each at their respective sole expense, the following insurance coverage forms covering both themselves and their respective employees:

Professional General Liability Insurance. Such coverage maintained by Samueli and RSCCD may each be afforded via commercial insurance (with AM Best rating of A, VII or higher), self-insurance, a captive, or some combination thereof, at the minimum limits indicated herein. Such coverage shall be primary and non-contributory.

Comprehensive or Commercial Form General Liability Insurance (contractual liability included) with limits as follows: Each Occurrence \$1,000,000, General Aggregate \$3,000,000

Business Automobile Liability Insurance for owned, scheduled, non-owned or hired automobiles with a combined single limit of no less than one million dollars (\$1,000,000) per occurrence.

Workers' Compensation and Employers' Liability Insurance. Such coverage provided by Samueli and RSCCD each may be afforded via commercial insurance or self-insurance.

Should any of the above described policies be cancelled before the expiration thereof, 30-days written notice shall be delivered to the other party.

10. No Personal Liability. It is expressly understood and agreed that no personal liability whatsoever attaches to any members of the Board of Samueli or of RSCCD, nor any of the officers or employees thereof by virtue of this Agreement.

11. Term. Upon signature by both parties this Agreement shall be in effect through July 1, 2017 and shall include the option to extend this partnership annually if both parties agree. Either party may terminate this Agreement by giving ninety (90) days advance written notice thereof to the other party.

IN WITNESS WHEREOF, the parties hereto have executed this dual enrollment Agreement as of the day and year first above written.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

SAMUELI ACADEMY

RSCCD Board of Trustees Approval Date:

Samueli Board of Trustees Approval Date:

Signature of Officer:

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

Signature of Officer:

Date of Signature:

Date of Signature:

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**Santa Ana College – Student Services Division**

To:	Board of Trustees	Date:	August 15, 2016
Re:	Approval of Dual Enrollment and Middle College High School (MCHS) Program Agreement with Santa Ana Unified School District		
Action:	Request for Approval		

BACKGROUND

In 1997, Santa Ana College (SAC) and the Santa Ana Unified School District (SAUSD) launched Middle College High School on the SAC campus, where it immediately became the highest performing secondary school in Santa Ana. The school has continued to accrue academic distinctions and has one of the highest rates of college achievement in the state. In collaboration with the Santa Ana Partnership, college courses have been piloted on SAUSD high school campuses as part of the College Now initiative. During the 2016-2017 academic year, we are interested in taking our dual enrollment work to a new level by adding the powerful element of including SAC courses in the regular school day of high school students, taught on their high school campuses by SAUSD teachers who meet all minimum qualifications required by SAC. The teachers would teach the course as part of their regular SAUSD contract and are vetted by the academic personnel at the college. This strategy has been successfully adopted at community colleges around the state and significantly expands the number of local students who could benefit from the head start on college completion that results from starting college early.

ANALYSIS

The attached Agreement has been modeled after successful longstanding agreements with sister colleges in California and informed by recently posted best practices on the Dual Enrollment Toolkit webpage, affiliated with the Foundation for California Community College's and the Research and Planning (RP) Group. It was co-developed by leaders from both institutions and is being simultaneously considered by the SAUSD's Board of Education as well as the RSCCD Board of Trustees.

RECOMMENDATION

It is recommended that the Board of Trustees approve the Dual Enrollment and Middle College High School (MCHS) Program Agreement with the Santa Ana Unified School District as attached.

Fiscal Impact:	None	Board Date:	August 15, 2016
Prepared by:	Sara Lundquist, Ph.D., Vice President of Student Services		
Submitted by:	Linda D. Rose, Ed.D., President, Santa Ana College		
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor, RSCCD		

**DUAL ENROLLMENT AND MIDDLE COLLEGE HIGH SCHOOL (MCHS)
PROGRAM AGREEMENT
BETWEEN
SANTA ANA UNIFIED SCHOOL DISTRICT AND THE
RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**

THIS AGREEMENT is made and entered into this 9th day of August, 2016 (SAUSD Board of Education and this 15th day of August, 2016 (RSCCD Board of Trustees) to support the continuation of a Middle College High School program between Santa Ana Unified School District (hereinafter "SAUSD") and the Rancho Santiago Community College District on behalf of Santa Ana College (hereinafter "RSCCD/SAC") for the establishment of a dual enrollment program between SAUSD and Santa Ana College.

RECITALS

WHEREAS, SAUSD and RSCCD/SAC have established a successful history of collaboration and mutual support to provide students and local communities with exceptional educational programs and activities; and

WHEREAS, SAUSD continues to find ways to broaden advanced educational opportunities for students including college preparatory and college credit courses; and

WHEREAS, SAUSD desires to offer students the opportunity for dual enrollment in such courses; and

WHEREAS, RSCCD/SAC is willing to offer college courses at SAUSD high school campuses, which will benefit SAUSD students by providing a convenient location and schedule; and

WHEREAS, all of the terms between the parties shall be set forth in this Agreement;

NOW, THEREFORE be it resolved that SAUSD and RSCCD/SAC agree to work together to afford current SAUSD students the opportunity to enroll in dual enrollment courses in order to expand access to affordable higher education, provide challenging academic and career preparatory experiences to qualified high school students in their junior and senior year, and enable students to earn simultaneous college credit and meet high school graduation requirements:

1. Use of Facilities. RSCCD/SAC shall have use of appropriate classroom facilities located at SAUSD campuses beginning on August 22, 2016, to be used for the purpose of offering dual enrollment credit courses for SAUSD students through concurrent enrollment in credit RSCCD/SAC courses. Accordingly, RSCCD/SAC will provide the same for MCHS classes and personnel on the SAC campus.
 - a. A reduction or increase in the number of rooms, dates or times, beyond those outlined in Section 1 shall be scheduled according to Section 2.

2. Scheduling. No later than March of each year, SAUSD and RSCCD/SAC shall each designate a representative to review the availability of facilities for the following academic year and begin planning potential course offerings.
3. Financial Commitments
 - a. Instructional Staff. SAUSD will be the employer of record for the purposes of compensation, assignment monitoring and reporting to any and all appropriate agencies pursuant to state and federal law, including but not limited to, provision of workers compensation coverage, payroll taxes, and STRS employer contributions. This section only applies to SAC classes scheduled during the school day at SAUSD high schools.
 - b. Equipment and Supplies. SAUSD will be responsible for supply (whiteboard markers paper, copying, etc.) and equipment costs associated with support for instructional related to this agreement.
 - c. Technology. SAUSD will be responsible for any technology services costs associated with Sections 4 and 5.
 - d. Damage to Facilities. SAUSD will bear the costs of any repair or damages resulting from their use of the SAUSD facilities.
 - e. Use of Facility Fee. SAUSD agrees to allow RSCCD/SAC access to classroom space for the express purpose of offering dual enroll courses to SAUSD students and to waive any applicable use of facilities fees. RSCCD/SAC, in turn, agrees to waive such for MCHS classes on the SAC campus.
 - f. Safety/Security. SAUSD will be responsible for the direct costs of safety, security, and supervision of the SAUSD sites during the hours of the RSCCD/SAC dual enrollment operation.
 - g. Courses will be taught by SAUSD staff meeting RSCCD/SAC minimum qualifications in SAUSD facilities, and will be for SAUSD students only. RSCCD/SAC agrees that courses taught under this agreement will not be reported for state apportionment.
4. Technology Services. The parties will cooperate to provide students and staff appropriate levels of Internet, network access, and other software resources.
5. Program Management. RSCCD/SAC and SAUSD will cooperate with respect to elements of program management.
 - a. Dual enrollment courses are governed by the policies and regulations of RSCCD/SAC. These policies, regulations and standards apply to students, faculty, staff, instructional procedures, academic standards, course offerings, course outlines of record, whether courses are offered at the college campus, at off-campus sites, including distance learning and internet, or at secondary schools.

- b. RSCCD/SAC and SAUSD will both designate coordinators that will work together on the processes, procedures, and tracking mechanisms that will ensure compliance with dual enrollment course policies, regulations, and standards, including the necessary qualifications and student documentation prior to students taking courses.
- c. RSCCD/SAC coordinators will ensure that SAUSD teachers adhere to course requirements, standards, learning materials, course logistics (including developing a schedule that adapts the RSCCD/SAC course schedule to the student's regular high school schedule), and RSCCD/SAC standards, policies, expectations, and systems. RSCCD/SAC and SAUSD will maintain the existing coordination arrangement for MCHS, which is co-led by the MCHS principal and the Vice President of Student Services.
- d. SAUSD will submit grades to RSCCD/SAC when due according to RSCCD/SAC's schedule. SAUSD will include all criteria identified by RSCCD/SAC for grading purposes. Upon completion of SAUSD's semester, dual enrollment teachers will submit change of grade forms, when applicable, for students whose grades have changed since the end of RSCCD/SAC's semester.
- e. An advisory committee linked to the Santa Ana Partnership will meet regularly to review the program and develop suggestions for improvement.
- f. Amendments to this agreement must be in writing and approved by the designated representative of each institution.
- g. Student withdrawal dates/policies will be consistent with existing RSCCD/SAC adopted policies and calendars.
- h. Academic advising will be the joint responsibility of SAUSD and RSCCD/SAC.
- i. Matters of student discipline will be handled cooperatively between the appropriate RSCCD/SAC and SAUSD administrators.
- j. Matters regarding instruction will follow RSCCD/SAC policies and procedures.
- k. RSCCD/SAC courses offered at SAUSD sites will adhere to RSCCD/SAC scheduling practices and the annual academic calendar. Exceptions may be made with approval of the RSCCD/SAC Vice President of Instructional Services.
- l. Enrollment in RSCCD/SAC courses offered under this agreement will be limited to SAUSD students who complete the concurrent enrollment process and meet applicable course prerequisites as established by RSCCD/SAC.
- m. RSCCD/SAC and SAUSD will jointly select courses to be offered.
- n. Dual enrollment courses completed by SAUSD students will be identified on both the college and high school transcripts in the standard format and will not be identified as dual enrollment.

6. Admissions, Tuition, Textbooks, and Fees

- a. All SAUSD students enrolled in RSCCD/SAC coursework under this agreement will have their enrollment fees waived under RSCCD/SAC concurrent enrollment policies in accordance with applicable California law.
- b. SAUSD students will not be required to pay the Health Fee, however, SAUSD will be expected to provide appropriate health support to students and staff. Any fees deemed to be required by law will be paid from the Early College Endowment established as part of the Santa Ana Partnership's Innovation Award (and housed at the Santa Ana College Foundation).
- c. RSCCD/SAC and SAUSD will be jointly responsible for providing matriculation services for students enrolling in the dual enrollment program classes.
- d. All SAUSD high school students must be fully matriculated to the college prior to taking RSCCD/SAC courses (application, assessment, and orientation).
- e. Completed CAPP forms will be collected from each high school student participating in the dual enrollment program and submitted as a group packet by the designated coordinator at SAUSD.
- f. Dual enrollment students will have access to RSCCD/SAC services such as the library, tutoring, student I.D. cards etc.
- g. The maximum number of students who will be allowed to enroll in a dual enrollment course will be limited to the course capacities established by RSCCD/SAC.
- h. Recruitment into the dual enrollment program will be the responsibility of both SAUSD and RSCCD/SAC.
- i. SAUSD and RSCCD/SAC will collaborate to fund required books and materials for the dual enrollment courses.
- j. All textbooks for dual enrollment classes must be approved by the appropriate college department and faculty.

7. Courses to be Offered: All courses taught as part of this agreement will be selected from only the courses that are officially listed in the Santa Ana College Catalog for the year in which the course is taught at the participating SAUSD high school. These courses will all be listed in the SAC Catalog and available for on-line review at sac.edu/CatalogAndSchedule/Documents.

8. Minimum Qualifications, Employment Application, Faculty Mentoring, Teaching Load, and Faculty Replacement

- a. SAUSD faculty teaching dual enrollment college level, occupational, or developmental courses must meet the minimum qualifications as defined by RSCCD/SAC based on the current Minimum Qualifications for Faculty and Administrators in California Community Colleges. Each faculty member teaching dual enrollment courses shall be confirmed for their teaching assignment via a process involving appropriate academic personnel at RSCCD/SAC.
- b. The appropriate RSCCD/SAC administrator, in consultation with the appropriate SAUSD coordinator, will grant final approval to SAUSD teachers eligible to teach dual enrollment courses. RSCCD/SAC will orient the approved faculty member.
- c. Teaching load for any participating SAUSD faculty will be limited to a total of no more than 66.67% (10 LHE) per term for ALL SAC course assignments, whether within the SAUSD school day or outside of it.

9. Faculty Evaluation and Responsibilities

- a. All dual enrollment courses will be taught according to an RSCCD/SAC approved course outline; demonstrating the pace, rigor, and quality of a college-level course.
- b. SAUSD faculty teaching a dual enrollment course will follow the RSCCD/SAC course outline of record for the course and participate in any required student learning outcomes (SLO) assessment mechanisms. RSCCD/SAC and SAUSD will coordinate these assessments.
- c. All SAUSD dual enrollment faculty will be evaluated per RSCCD/SAC guidelines, policies, and procedures applicable to associate faculty (temporary faculty) for the dual enrollment course they are teaching.
- d. SAUSD instructors for dual enrollment courses will take attendance and notify the designated high school administrator/counselor of any attendance problems.
- e. Faculty teaching dual enrollment courses will coordinate with SAUSD & RSCCD/SAC administrators prior to dropping a student from their course.
- f. High school teachers who teach dual enrollment courses as part of the school/district contracted teaching assignment shall not receive any additional (extra duty) compensation by the district or the college.
- g. Instructors teaching dual enrollment college courses must submit grades to both SAUSD and RSCCD/SAC.

10. Indemnification and Insurance. Each party hereto, SAUSD and RSCCD/SAC, shall indemnify, hold harmless, and defend the other, its managers, trustees, agents, officers, volunteers or employees from any and all claims, demands or charges and from any

loss or liability, including attorneys' fees and expenses of litigation, which either indemnified party shall become obligated to pay by reason of the death, and/or injury to persons or properties received or suffered as a result of the use of the facilities described herein by the indemnitor pursuant to this agreement because of the negligence, wrongful acts, or omissions, by the indemnitor, except as such loss or liability, including attorneys' fees and expenses of litigation, are caused by the acts or omissions of the indemnitee, its employees, agents, directors, or officers. Further, SAUSD and RSCCD/SAC shall be responsible for any and all damage to the property of the other party to this Agreement resulting from such liable party's use of the facilities pursuant to this Agreement. During the entire term of this Agreement, SAUSD and RSCCD/SAC shall, each at their own expense, maintain and provide to each other upon request, insurance as set forth below:

- a. General Liability. \$5,000,000 combined single limit per occurrence for bodily injury, personal injury and property damage. Policy will be endorsed to include SAUSD as an additional insured.
 - b. Automobile Liability. "Any Auto" with \$1,000,000 combined single limit per accident for bodily injury and property damage.
 - c. Workers' Compensation. As required by the Labor Code of the state of California, and Employers' Liability Insurance, with limits as required by the Labor Code of the state of California and Employers' Liability limits or \$1,000,000 per accident.
 - d. Other Provisions. RSCCD/SAC will provide SAUSD with certificates of insurance and required executed endorsements, evidencing compliance with this section. Each insurance policy required by the agreement shall be endorsed to state that coverages shall not be canceled except after thirty (30) days prior written notice has been given to SAUSD.
11. No Personal Liability. It is expressly understood and agreed that no personal liability whatsoever attaches to any members of the Board of SAUSD or of RSCCD/SAC, nor any of the officers or employees thereof by virtue of this Agreement.
 12. Assignment. This Agreement shall inure to the benefit of and shall be binding upon the assigns or successors in interest of each of the parties hereto; neither party shall assign nor transfer any of its rights, duties, or obligations under this Agreement without prior written consent of other party.
 13. Notices. Any notice, communication, or delivery required to be given by this Agreement by either party to the other shall be completed by personal delivery or by first-class mail to:
 - a. SAUSD Lead Operational Administrator: Lucinda Pueblos, Assistant Superintendent, SAUSD, or designee will complete this section.
 - b. RSCCD/SAC Lead Operational Administrator: Lilia Tanakeyowma, Dean of Student Affairs, Santa Ana College, or designee will complete this section.

14. Term. Upon signature by both parties this agreement shall be in effect through June 30, 2020 and shall include the option to extend this partnership annually if both parties agree. Either party may terminate this Agreement by giving ninety (90) days advance written notice thereof to the other party.

15. Entire Agreement. This Agreement contains the entire agreement of the parties hereto and supersedes any prior written or oral agreements between them concerning the subject matter contained herein.

16. Equal Employment Opportunity. Each party to this Agreement for itself, its subcontractors, assignees and successors in interest, agree not to unlawfully discriminate because of race, color, national origin, religion, sex, sexual orientation, handicap, age, veteran status, medical condition (cancer-related) as defined in California Government Code § 12926, ancestry, marital status, or citizenship.

17. Disqualified Employees. Each party to this agreement shall ensure that persons who perform services on College or SAUSD property have not been convicted of any felony, any controlled substance offense, or any sex offense, as those terms are defined by Education Code §§ 87008-87010.

IN WITNESS WHEREOF, the parties hereto have executed this dual enrollment program agreement as of the day and year first above written.

SANTA ANA UNIFIED SCHOOL DISTRICT

SAUSD Governing Board Approval Date: _____

Signed by: _____

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

RSCCD Governing Board Approval Date: _____

Signed by: _____
 Peter J. Hardash, Vice Chancellor,
 Business Operations/Fiscal Services

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

To:	Board of Trustees	Date: August 15, 2016
Re:	Ratification and Acknowledgement of Consent (Related to Dual Enrollment Agreement with the Santa Ana Unified School District)	
Action:	Request for Ratification	

BACKGROUND:

Santa Ana College (SAC) and the Santa Ana Unified School District (SAUSD) have mutually created an agreement (which is simultaneously on the docket for Board approval) to expand dual enrollment opportunities for students by offering Santa Ana College classes to Santa Ana students in the coming year. Because both the SAUSD and RSCCD utilize Atkinson, Andelson, Loya, Ruud, & Romo, completion of an acknowledgement/consent form is also required.

ANALYSIS

The process and documents described above were vetted with Ruben Smith of Alvarado Smith, who recommended that the acknowledgement of Consent document be signed, submitted to the Santa Ana Unified School District, and ratified by the RSCCD Board of Trustees at the time the Agreement with SAUSD was considered.

RECOMMENDATION

It is recommended that the Board of Trustees ratify and acknowledge the Consent (Related to Dual Enrollment Agreement with the Santa Ana Unified School District) as attached.

Fiscal Impact:	None	Board Date:	August 15, 2016
Prepared by:	Michael T. Collins, Ed.D. Vice President of Administrative Services, SAC Sara Lundquist, Ph.D., Vice President for Student Services, SAC		
Submitted by:	Linda D. Rose, Ed.D., President, Santa Ana College		
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor, RSCCD		

CONSENT

Rancho Santiago Community College District/Santa Ana College is informed and understands that a conflict of interest could potentially arise with respect to Atkinson, Andelson, Loya, Ruud & Romo's representation of Santa Ana Unified School District in the matter of general advice regarding review of the Dual Enrollment Agreement between Rancho Santiago Community College District/Santa Ana College and Santa Ana Unified School District. With full understanding of the foregoing letter to which this consent is attached, I hereby give my informed written consent to the representation of Santa Ana Unified School District by Atkinson, Andelson, Loya , Ruud & Romo in the above- referenced matter.

Dated: 8/3/2016

By: Linda D. Rose
Dr. Linda D. Rose
President, Santa Ana College

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**SANTIAGO CANYON COLLEGE – ORANGE EDUCATION CENTER**

To: Board of Trustees	Date: August 15, 2016
Re: Approval of Classroom Lease Renewal with Orange Unified School District	
Action: Request for Approval	

BACKGROUND

Historically, RSCCD has rented classroom space from the Orange Unified School District (OUSD) to provide additional instructional facilities for both college credit and continuing education courses. This arrangement was first approved by the Board of Trustees on January 14, 1986. Renewal of the lease agreement is required for use of the space in 2016-17.

ANALYSIS

The 2016-17 cost to lease classroom space with the OUSD is \$15.23 per classroom hour (same as the 2015-16 and 2014-15 rates). It is anticipated that the Santiago Canyon College, Orange Education Center will need to lease approximately 2,940 hours of classroom space during the 2016-17 fiscal year for a cost of \$44,776. Attached is a copy of the required OUSD lease form, Application and Agreement for Use of Facilities. The details of the lease will be completed as the need for classrooms is determined.

RECOMMENDATION

It is recommended that the Board of Trustees approve the SCC Orange Education Center lease agreement renewal for classroom space with OUSD for the period of July 1, 2016 through June 30, 2017 as presented.

Fiscal Impact: \$15.23 per classroom hour	Board Date: August 15, 2016
Prepared by: Jose Vargas, Vice President, Continuing Education, Santiago Canyon College	
Submitted by: John Hernandez, Ph.D., Interim President	
Recommended by: Raúl Rodriguez, Ph.D., Chancellor	

ORANGE UNIFIED SCHOOL DISTRICT
1401 North Handy Street, Orange, CA 92867

APPLICATION AND AGREEMENT FOR USE OF FACILITIES

Email: _____

- A. Group/Organization _____
- B. Billing Address _____
- C. Representative/Applicant: _____

Daytime Phone
Alternate Phone
- D. Insurance Carrier: _____

E. DECLARATION OF APPLICANT:

1. The undersigned agrees to defend, Indemnify and Hold Harmless the Orange Unified School District, its board of trustees, agents and employees, individually and collectively, from and against all costs, losses, claims, actions, and judgments arising from personal injuries, property damage or otherwise, regardless of cause including the district's negligence, that may arise in any way from or be alleged to be caused by the undersigned's use or occupancy of district facilities, furniture or equipment. The undersigned further agrees to provide a certificate of insurance, naming the district as an additional insured for liability coverages satisfactory to the district.
2. I, the undersigned, hereby certify that I will be personally responsible on behalf of the group/organization for any damages sustained by the school building, furniture, equipment, or ground accruing through the occupancy or use of said building and/or use of said building and/or grounds by the group/organization, normal wear and tear excepted.
3. I hereby certify that I have received and read the rules, regulations, as stated in ATTACHMENT A and that I, and the organization which I represent, will abide by them and will conform to all applicable provisions of the Constitution and laws of California and to all other rules and regulations of the District and its authorized agents which may be communicated to the applicant.
4. In executing this declaration, I certify that I have been duly authorized by the herein set forth applicant/organization to act in its behalf in making application for use of said facilities.

Signature _____

(Name)
(Position)
(Date)

FACILITY: SCHOOL / SITE REQUESTED FOR USE: _____

Under no circumstances may an event take place until Use of Facilities Department has approved the application and a permit issued.

ROOM/FIELD/GYM/POOL	BEG. DATE	END DATE	DAY/S OF WEEK	HOURS FROM	HOURS TO	TOTAL HOURS	EST. ATTEND.

- F. Description of Activity _____
- G. Expected Revenue Funds _____ H. Use of Revenue Funds _____
- I. Group's On-site Representative _____

(Name)
(Daytime Phone)
- J. Principal/Site Administrator _____
- K. Comments: _____

DISTRICT OFFICE:

- A. INSURANCE POLICY EXPIRATION DATE: _____
 - B. Comments: _____

- DISTRICT APPROVAL: _____

CHARGES:

- ROOM _____
- CUSTODIAN _____
- OTHER: _____
- DATE: _____

**ORANGE UNIFIED SCHOOL DISTRICT
APPLICATION AND PERMIT FOR USE OF SCHOOL FACILITIES**

Initial Use and occupancy of school property shall be primarily for public school purposes. Any authorized use of the property for other than public school purposes shall be subordinate to this primary purpose.

ELIGIBILITY FOR USE

- ___ 1. All groups qualifying under the provisions of the Civic Center Act may use school facilities for non-stop purposes. They must adhere to the rules and regulations as set forth by the Governing Board of Trustees. In general, the subject matter of such meetings shall pertain to the recreational, educational, scientific, literary, economic, political, artistic or moral interests of the Community, or for the discussion of matters of general or public interest.
- ___ 2. All groups qualifying for use of OUSD facility fall under the provisions of the Civic Center Act and Board Policy, even as amended from time to time. **Use of religious services must be in accordance with the following: a fair market rental will be charged, religious organizations may use school facilities in accordance with E.C. 38130-38139.**
- ___ 3. A. All groups shall comply with applicable city ordinances relating to business and charitable solicitations.
- ___ 4. Specific restrictions are contained in the laws of the State against the use of school property by subversive groups, for denominational or sectarian purposes, or if the purpose of the meeting is immoral, offensive, or harmful activity. **The facilities will not be used for the commission of any act intended to further any program or movement the purpose of which is to accomplish the overthrow of the government of the United States by force, violence, or other unlawful means.**

SAFETY

- ___ 5. A Civic Center permit does not necessarily authorize the use of certain school district equipment nor the use of any student body equipment; Arrangements for the supervision, operation and payment for the use of any special equipment made available shall be made with the school administrator approving the permit.
- ___ 6. No structures may be erected or assembled on school premises, nor may any extraordinary electrical, mechanical, or other equipment be brought thereon unless special approval has been obtained from the school administrator issuing the permit.
- ___ 7. Any use of school facilities for non-school purposes shall comply with State and local fire, health and safety laws.

FEE/RENTAL CHARGE

- ___ 8. Charges shall be determined from the Board-approved Table of Charges at the time the permit is issued or after group receives a copy of the approved application/permit.
- ___ 9. All fees may be paid by cash, certified check, personal check, or cashier's check made payable to Orange Unified School District.
- ___ 10. Rental rates do not include custodians, cafeteria personnel, ushers, stagehands or other personnel of a similar nature.
- ___ 11. OUSD Use of Facilities Department must receive written cancellation notice five (5) or more days to permit event date to avoid full charges. Receipt of written cancellation made less than five (5) days prior to permitted event may result in charges to the applicant as though the facility were used.

SPECIAL REGULATIONS

- ___ 12. No booking will be made which will interfere with any arranged school function. **School use of all facilities has first consideration and permits are revocable at any time.**
- ___ 13. Attach a Certificate of Insurance verifying that the Applicant has General, Professional, Automobile, Worker's Compensation and Abuse & Molestation liability coverages applicable to bodily injury and property damage with a limit of liability of at least \$1,000,000 per occurrence, \$2,000,000 annual aggregate. Orange Unified School District shall be named as the ADDITIONAL INSURED.
- ___ 14. When food service in a cafeteria or kitchen is desired, arrangements must be made through the Director of Nutritional Services.

GENERAL RULES GOVERNING USE

- ___ 15. The school administrator may deny any application or cancel any permit when in his/her opinion the use may be contrary to any existing laws or create a condition that may cause a disturbance of the peace.
- ___ 16. No Alcoholic beverages, narcotics, weapons, dangerous objects, tobacco products, golfing, skateboarding, or dog/pet-walking shall be used/allowed on school district property.
- ___ 17. All applications must be directed to the **school administrator** of the facility not less than **15 days before** and no earlier than **90 days before** the desired use is to take place.
- ___ 18. The term "Organization" is defined to mean any persons or group of persons who make application for the use of school property or facilities. If the applicant is only one person, or two or more persons joined together in a partnership, the application must be signed by the person or by a majority of individuals who make up the partnership. If the agency is an organized group, the person making the application shall show evidence of authority to engage for such use of school facilities.
- ___ 19. Any stage props used must be completely fireproofed by a certified agent of the user. The School District may request a certification from the Fire Department that all stage props have been certified as fireproof.
- ___ 20. School facilities or property will not be available for any entertainment involving the use of live animals of any type, kind or size, nor is straw, hay or any readily combustible material of a like manner to be used in any activity. This is due to a condition of sanitation and fire hazard.
- ___ 21. When a special activity takes place such as a television or radio broadcast and extra equipment is necessary, such as telephone lines, etc. the District Administration may require a special advance deposit from the applicant to help defray the cost of the special equipment. Any balance of the unused deposit will be returned to the applicant within ten (10) days after the date of the activity.
- ___ 22. When the general public is allowed to park automobiles in school parking lots, they must park in designated areas and in such a manner as to allow clear access to all buildings and fire hydrants.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**SANTIAGO CANYON COLLEGE – ORANGE EDUCATION CENTER**

To: Board of Trustees	Date: August 15, 2016
Re: Approval of Consulting Agreement with Orange Unified School District	
Action: Request for Approval	

BACKGROUND

Since 1986, RSCCD has provided college credit and noncredit courses in classrooms owned by the Orange Unified School District (OUSD). In some cases, RSCCD has leased classroom space and in other cases OUSD has provided the classrooms free of charge. This arrangement is to allow Santiago Canyon College (SCC) to provide college credit and noncredit classes at OUSD facilities free of charge to RSCCD for the period August 22, 2016 to June 15, 2017.

ANALYSIS

Through this agreement, the OUSD will provide classroom space, free-of-charge, to SCC to offer college credit and noncredit classes. State apportionment for students attending credit and noncredit classes at OUSD sites will be collected by SCC. Attached is a copy of the required OUSD Consulting Agreement and a copy of the Statement of Work. The details of the Criminal Records Check Fingerprinting Certification and Employee/Volunteer List will be completed as identified needed classes are determined and commence.

RECOMMENDATION

It is recommended that the Board of Trustees approve the Consulting Agreement with OUSD to authorize Santiago Canyon College to provide credit and noncredit classes at OUSD facilities for the period of August 22, 2016 through June 15, 2017 as presented.

Fiscal Impact: Apportionment	Board Date: August 15, 2016
Prepared by: Jose Vargas, Vice President, Continuing Education, Santiago Canyon College	
Submitted by: John Hernandez, Ph.D., Interim President	
Recommended by: Raúl Rodriguez, Ph.D., Chancellor	



CONSULTING AGREEMENT

THIS AGREEMENT is made effective on **August 22, 2016**, and it is made by and between **RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**, hereafter called "Consultant," and the Orange Unified School District, hereafter called "District."

RECITALS

- A. The District desires to obtain special services and advice regarding accounting, administrative, economic, engineering, financial, legal and like matters, as provided in this Agreement.
- B. The Consultant is specially trained, experienced, qualified, competent and authorized under State and Federal law as applicable, to provide the special services and advice required by the District.

Accordingly, the parties agree with the above and as follows:

AGREEMENTS

1. In consultation and cooperation with the District, the Consultant shall provide professional and diligent services consistent with generally acceptable industry practices or better as follows:

Describe Services Here

Attachments to this agreement – please check, if applicable:

- Statement of Work
- Proposal / Price Quotation
- Price / Fee Schedule
- Requirements Summary
- Other attachment described as: _____

Any attachment is hereby incorporated into this Agreement and made a part of it. In the event of any conflict between the language in this Agreement and any attachment incorporated herein, the language in this Agreement will govern and take precedence over any attachment.

2. The Consultant will commence providing services under this Agreement on **August 22, 2016**, and will diligently, properly and in full compliance perform as required and complete the performance of services by **June 15, 2017**. Time shall be of the essence in the performance of this Agreement. If the Consultant at any time during the term of this Agreement becomes noncompliant with any of the terms and conditions hereof or noncompliant with any applicable regulatory requirement including any suspension, revocation or termination of any permit, certification or license which is required in order for the Consultant to properly perform under this Agreement, then the Consultant shall immediately notify the District's Administrative Services or Purchasing Department in writing.
3. The Consultant is an independent contractor and will perform said services as an independent contractor and not as an employee of the District. Accordingly, nothing in this Agreement shall be construed as establishing a relationship of employer and employee, or principal and agent, between the District and the Consultant or between the District and any of Consultant's agents or employees. Consultant is solely responsible for its own acts and the acts of any of its agents or employees as they relate to any services provided. Consultant and its agents and employees shall not be entitled to any rights and or privileges of the District's employees and shall not be considered in any way to be the employees of the District. Each party acknowledges that the Consultant is not an employee for state or federal tax purposes or any other purpose.

4. The District will prepare and furnish to the Consultant upon request such existing information as is reasonably necessary for the performance of the Consultant. The Consultant shall provide its own equipment, vehicle, materials, supplies, food, incidentals and tools, etc. which may be required for the proper performance of this Agreement. Each party shall cooperate with the other party.
5. The total amount to be paid to the Consultant for any and all services satisfactorily rendered inclusive of all expenses, supplies and materials pursuant to this Agreement shall not exceed **\$-0.00**.

If this is an Agreement to pay the Consultant by the hour, then this box shall be checked and the hourly rate indicated as follows: \$. It is the sole obligation of the Consultant to ensure that the sum of the hours worked multiplied by the hourly rate does not exceed the total not to exceed amount authorized under this Agreement.

The total not to exceed amount and any hourly rate of the Consultant shall be inclusive of any and all expenses such as overhead and profit, fees, subcontract costs, automobile insurance to the amount required under California State law or more, materials, supplies, taxes, workers compensation, mileage, travel, incidentals, food and the like.

6. Payment shall be made to the Consultant within thirty (30) days after receipt of a fully supported and detailed invoice which clearly indicates as applicable any progress completed, milestones achieved, any reports (draft, preliminary or final) issued, dates worked, increments of hourly work (rounded to the nearest quarter hour increment), subcontract cost, etc. The District will not be obligated to make more than one (1) payment to the Consultant each month.
7. All reports, studies, information, data, statistics, forms, designs, plans, procedures, systems, work products and other materials produced by Consultant under this Agreement shall be the sole and exclusive property of District. No such materials produced, either in whole or in part, under this Agreement shall be subject to private use, copyright or patent right by Consultant in the United States or in any country without the prior written consent of the District. The District shall have unrestricted authority to publish, disclose, distribute, transfer and use copyright or patent any such materials produced by Consultant under this Agreement.
8. The District may at any time and for any reason suspend performance by the Consultant or terminate this Agreement and compensate Consultant only for services satisfactorily rendered to the date of such suspension or termination. Written notice by the District shall be sufficient to suspend or terminate any further performance of services by the Consultant. The notice shall be deemed given when received, upon electronic confirmation of a facsimile transmission, or no later than three days after the day of mailing, whichever is soonest. Upon receipt of any notification of termination by the District, the Consultant shall promptly provide and deliver to the District any and all work product in progress or completed to date including any reports, drafts, electronic information or the like to the District. Unless otherwise identified, notice will be provided to the address shown at the signature block area on the last page of this Agreement. Facsimile notices shall be accepted.
9. The Consultant agrees to and shall hold harmless and indemnify the District, its officers, agents, employees, and volunteers from every claim or demand made and every liability or loss, damage, or expense of any nature whatsoever, which may be incurred by reason of:
 - (a) Liability for damages for death or bodily injury to person, injury to property, or any other loss, damage or expense sustained by the Consultant or any person, firm or corporation employed by the Consultant upon or in connection with the services called for in this Agreement except for liability for damages referred to above which result from the sole negligence or willful misconduct of the District, its officers, agents, employees, or volunteers.
 - (b) Any injury to or death of persons or damage to property, sustained by any persons, firm or corporation, including the District, arising out of, or in any way connected with the services covered by this Agreement, whether said injury or damage occurs either on or

off school district property, except for liability for damages which result from the sole negligence or willful misconduct of the District, its officers, agents, employees, or volunteers.

The Consultant, at Consultant's expense, cost, and risk, shall defend any and all actions, suits, or other proceedings that may be brought or instituted against the District, its officers, agents, or employees on any such claim, demand, or liability and shall pay or satisfy any judgment that may be rendered against the District, its officers, agents, employees, or volunteers in any action, suit or other proceedings as a result thereof.

10. During the term of this Agreement, the Consultant shall maintain liability insurance in an amount not less than \$1,000,000 unless otherwise agreed in writing by the District, automobile liability insurance to the amount required under California State law or more, and Workers Compensation as required under California State law. The Consultant shall provide Certificates of Insurance, with Additional Insured Endorsements, indicating applicable insurance coverages prior to the commencement of work.
11. The Consultant shall maintain and preserve any and all written and electronic records relating to this Agreement, including without limitation, invoice support (e.g. hours and days worked and other detail) for a period of not less than three (3) years after final payment under this Agreement. The District, its employees and agents and the Office of the State Auditor shall have the right to audit, examine, inspect and copy any and all of Consultant's records relating to this Agreement at any time during normal business hours. Additionally, pursuant to Government Code Section 8546.7, the Consultant is hereby advised that every contract involving the expenditure of public funds in excess of ten thousand dollars (\$10,000.00) shall be subject to examination and audit of the State Auditor as specified in the code.
12. This Agreement is not assignable or delegable by either party, except upon the prior written consent of the other party.
13. The Consultant shall comply with all applicable District, federal, state, and local laws, rules, regulations, policies and ordinances and workers' compensation laws. The Consultant represents and warrants that it does not have any potential, apparent or actual conflict of interest relating in any way to this Agreement.
14. The Consultant, if an employee of another public agency, certifies that Consultant will not receive salary or remuneration, other than vacation pay, as an employee of another public agency for the actual time in which services are actually performed pursuant to this Agreement.
15. Any modification of this Agreement shall be effective only if it is in writing and signed by the parties, except that the District may unilaterally amend this Agreement in writing to accomplish the following changes:
 - a) Increase dollar amounts;
 - b) Effect administrative changes; and
 - c) Effect other changes as required by law.
16. This Agreement constitutes the entire Agreement between the parties and supersedes any and all prior or contemporaneous oral or written Agreements.
17. This Agreement shall be governed and construed by the law of the State of California regardless of any conflicts of laws or rules that would require the application of the laws of another jurisdiction. Venue shall be in Orange County, California.
18. Consultant shall contemporaneously execute, as a part of this Agreement, the attached "Criminal Records Check Fingerprinting Certification" form and submit it to the District.

Authorized representatives of the parties have executed this Agreement as indicated below.

CONSULTANT:

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

(Signature, Authorized Representative)
Peter Hardash, Vice Chancellor
Business Operations/Fiscal Services

(SSN or Federal ID number)

714-480-7340

(Telephone)

hardash_peter@rscdd.edu

(Email Address)

(Date)

DISTRICT:

Orange Unified School District
726 W. Collins Ave.
Orange, CA 92867

(Signature, Authorized Representative)
Claudio (Joe) Sorrera
Assistant Superintendent/CBO
Business Services

(Date)

District Board of Education Approval Date:
Attachment: Criminal Records Check Fingerprinting Certification

NOTICE TO CONTRACTORS REGARDING CRIMINAL RECORDS CHECK

EDUCATION CODE SECTION 45125.1

Education Code Section 45125.1 provides if the employees of any entity that has a contract with a school district may have any contact with pupils, those employees shall submit or have submitted their fingerprints in a manner authorized by the Department of Justice together with a fee determined by the Department of Justice to be sufficient to reimburse the Department for its costs incurred in processing the application.

The Department of Justice shall ascertain whether the individual whose fingerprints were submitted to it has been arrested or convicted of any crime insofar as that fact can be ascertained from information available to the Department. When the Department of Justice ascertains that an individual whose fingerprints were submitted to it has a pending criminal proceeding for a violent felony listed in Penal Code Section 1192.7(c), or has been convicted of such a felony, the Department shall notify the employer designated by the individual of the criminal information pertaining to the individual. The notification shall be delivered by telephone and shall be confirmed in writing and delivered to the employer by first-class mail.

PENAL CODE SECTION 667.5(c)

Penal Code Section 667.5(c) lists the following "violent" felonies: murder; voluntary manslaughter; mayhem; rape; sodomy by force; oral copulation by force; lewd acts on a child under the age of 14 years; any felony punishable by death or imprisonment in the state prison for life; any felony in which the defendant inflicts great bodily injury on another; any robbery perpetrated in an inhabited dwelling; arson; penetration of a person's genital or anal openings by foreign or unknown objects against the victim's will; attempted murder; explosion or attempt to explode or ignite a destructive device or explosive with the intent to commit murder; kidnapping; continuous sexual abuse of a child; and carjacking.

PENAL CODE SECTION 1192.7

Penal Code Section 1192.7 lists the following "serious" felonies: murder; voluntary manslaughter; mayhem; rape; sodomy by force; oral copulation by force; a lewd or lascivious act on a child under the age of 14 years; any felony punishable by death or imprisonment in the state prison for life; any felony in which the defendant personally inflicts great bodily injury on another, or in which the defendant personally uses a firearm; attempted murder; assault with intent to commit rape or robbery; assault with a deadly weapon on a peace officer; assault by a life prisoner on a noninmate; assault with a deadly weapon by an inmate; arson; exploding a destructive device with intent to injure or to murder, or explosion causing great bodily injury or mayhem; burglary of an inhabited dwelling; robbery or bank robbery; kidnapping; holding of a hostage by a person confined in a state prison; attempt to commit a felony punishable by death or imprisonment in the state prison for life; any felony in which the defendant personally uses a dangerous or deadly weapon; selling or furnishing specified controlled substances to a minor; penetration of genital or anal openings by foreign objects against the victim's will; grand theft involving a firearm; carjacking; and a conspiracy to commit specified controlled substances offenses.

The contractor shall not permit an employee to come in contact with pupils until BOTH the Department of Justice and the Federal Bureau of Investigation have ascertained that the employee has not been convicted of a violent or serious felony. The contractor shall certify in writing to the governing board of the school district that none of its employees who may come in contact with pupils have been convicted of a violent or serious felony.

**CRIMINAL RECORDS CHECK
FINGERPRINTING CERTIFICATION**



To the Governing Board of the Orange Unified School District:

I _____, acknowledge and certify as follows:

(Name of Contractor)

1. I have carefully read and understand the Notice to Contractors Regarding Criminal Record Checks ("Notice") (Education Code section 45125.1) required by the passage of AB 1610, 1612, and 2102.
2. Due to the nature of the work to be performed, my employees and volunteers may have contact with students of the District
3. My employees and volunteers who may have contact with District students must complete background checks with the California Department of Justice (DOJ) and the Federal Bureau of Investigation (FBI).
4. None of the employees or volunteers who will be performing the work has been convicted of a violent or serious felony as defined in the Notice and in Penal Code sections 667.5 and 1192.7. This determination was made by a background check through the DOJ and the FBI.

I declare under penalty of perjury that the foregoing is true and correct.

Executed at _____, California, on ____/____/____

Business Name (if applicable)

Address

Printed Name of Authorized Signer

City, State, Zip

Title of Authorized Signer

Telephone

Authorized Signature

E-Mail Address

**Statement of Work
Rancho Santiago Community College District
2016-2017**

DESCRIPTION OF SERVICE:

Santiago Canyon College will:

- Provide continuing education (noncredit) courses through the Division of Continuing Education at the Orange Education Center (SCC-OEC) at schools and sites operated by Orange Unified School District (OUSD) during the 2016-2017 academic year, beginning on or after August 29, 2016 and ending by May 27, 2017, at no cost to OUSD
- Provide free continuing education English as a Second Language (ESL), High School Petition, and GED/HiSET Test Preparation courses to students, contingent upon continued state funding and a minimum of twenty (20) students in attendance
- Collect apportionment for students attending noncredit courses
- Provide general education (credit) courses through Santiago Canyon College Division of Academic Affairs at schools and sites operated by Orange Unified School District (OUSD) during the 2016-2017 academic year, beginning on or after August 22, 2016 and ending by June 10, 2017, at no cost to OUSD
- Collect apportionment for OUSD students who enroll in credit courses at SCC through the Career Advanced Placement (CAP) application process. The students who are concurrently enrolled are exempt from enrollment fees, but are obligated to pay all health, student and material fees. (Section 76001 - Education Code)
- Provide and pay faculty to teach both credit and noncredit courses at OUSD schools/sites

OUSD will:

- Provide classroom space at no cost to SCC
- Allow a minimum of twenty (20) students to be enrolled in each SCC-OEC continuing education (noncredit) course; attendees not to exceed the maximum capacity of the assigned classroom space
- Adhere to SCC-OEC's "Open Entry/Open Exit" course policy
- Adhere to SB 338 which provides the SCC/RSCCD with the authority to restrict admission and enrollment in any session based on age, grade-level of

completion, or assessment and placement procedures in conformance with Matriculation regulations.

- Permit students referred by SCC to enroll in SCC courses held at OUSD schools/sites on a space available basis for both credit and noncredit courses

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**SANTIAGO CANYON COLLEGE – ORANGE EDUCATION CENTER**

To: Board of Trustees	Date: August 15, 2016
Re: Approval of Instructional Services Agreement with Integrated Resources Institute	
Action: Request for Approval	

BACKGROUND

The Integrated Resources Institute (IRI) is requesting to enter into a one year Instructional Services Agreement with the Santiago Canyon College - Orange Education Center (SCC-OEC). Attached is the Instructional Service Agreement (SCC Contract # SCC 16-015) that describes the roles and responsibilities of SCC-OEC and IRI. The agreement is for the period of August 16, 2016 through June 30, 2017.

ANALYSIS

Through this Instructional Services Agreement, SCC-OEC will provide noncredit employment preparation classes to adults with cognitive impairments at the Children's Hospital of Orange County (CHOC). IRI will provide staff, classrooms, and worksite training locations within the CHOC. RSCCD will collect State apportionment for these classes and reimburse IRI \$2.28 per student attendance hour.

RECOMMENDATION

It is recommended that the Board of Trustees approve the one year Instructional Services Agreement with IRI to authorize SCC-OEC to provide noncredit employment preparation classes to adults with cognitive impairments at the CHOC for the period of August 16, 2016 through June 30, 2017 as presented.

Fiscal Impact: Apportionment	Board Date: August 15, 2016
Prepared by: Jose Vargas, Vice President, Continuing Education, Santiago Canyon College	
Submitted by: John Hernandez, Ph.D., Interim President	
Recommended by: Raúl Rodriguez, Ph.D., Chancellor	

ONE YEAR INSTRUCTIONAL SERVICES AGREEMENT

BETWEEN THE

INTEGRATED RESOURCES INSTITUTE

AND THE

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

THIS AGREEMENT is entered into this First day of August 16, 2016, which date is enumerated for purposes of reference only, by and between the RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT, hereinafter referred to as "DISTRICT," and the INTEGRATED RESOURCES INSTITUTE, 23172 Plaza Pointe Drive, Suite 110, Laguna Hills, CA 92653, hereinafter referred to as "INTEGRATED RESOURCES INSTITUTE."

WITNESSETH:

WHEREAS, DISTRICT is authorized under Section 78021 of the California Education Code to establish contract education programs by agreement with any public or private agency, corporation, or association, to provide specific educational programs or training to meet the needs of these entities; and

WHEREAS, "contract education" is defined to mean those situations in which a community college district contracts with a public or private entity for the purposes of providing instruction or services or both by the community college; and

WHEREAS, DISTRICT wishes to offer noncredit courses in certain facilities provided by the INTEGRATED RESOURCES INSTITUTE; and

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

WHEREAS, INTEGRATED RESOURCES INSTITUTE represents that it is a non-profit adult day program that provides community based vocational training to adults within the DISTRICT service area; and

WHEREAS, INTEGRATED RESOURCES INSTITUTE represents that it has been very successful at locating competitive integrated employment for a high percentage of the individuals they serve; and

WHEREAS, through this Agreement with INTEGRATED RESOURCES INSTITUTE, DISTRICT intends to provide educational programs for the benefit of eligible students of the DISTRICT at various facilities, including the Children's Hospital of Orange County (CHOC), 1201 W. La Veta Avenue, Orange, CA 92868; and

WHEREAS, INTEGRATED RESOURCES INSTITUTE operates on the basis of sound administrative policies and adheres to non-discriminatory practices and does not and shall not discriminate on the basis of sex, race, disability, sexual orientation, religion, ethnic or national origin, age, prior educational status, or any other unreasonable basis for discrimination; and

WHEREAS, INTEGRATED RESOURCES INSTITUTE operates in physical facilities that meet requirements of State and local Health and Safety regulations and are adequate and suitable for the courses offered and the number of students in attendance; and

WHEREAS, INTEGRATED RESOURCES INSTITUTE maintains current and accurate student attendance and progress records, and INTEGRATED RESOURCES INSTITUTE consents to inspection of these records by authorized representatives of DISTRICT, the California Community College Board of Governors, and other regulatory and administrative agencies; and

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

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

TABLE OF CONTENTS

<u>SECTION</u>	<u>PAGE</u>
A. Recitals	4
B. Term	4
C. Optional Termination	4
D. Responsibilities of DISTRICT	4
E. Responsibilities of INTEGRATED RESOURCES INSTITUTE	6
F. Responsibilities of DISTRICT and INTEGRATED RESOURCES INSTITUTE	8
G. Payment	8
H. Notices	9
I. Status of INTEGRATED RESOURCES INSTITUTE and DISTRICT	10
J. Alteration of Terms	10
K. Certification By District	10
L. Certification By INTEGRATED RESOURCES INSTITUTE	11
M. Insurance	11
N. Indemnification	12
Signature Page	13

A. RECITALS:

All the above recitals are true and correct.

B. TERM:

The term of this Agreement shall be for one year, commencing August 16, 2016 and terminating June 30, 2017, unless earlier terminated by either party in the manner set forth herein.

C. OPTIONAL TERMINATION:

INTEGRATED RESOURCES INSTITUTE or DISTRICT may terminate this Agreement, without cause, at the end of any semester or summer session, upon thirty days written notice to the other party.

D. RESPONSIBILITIES OF DISTRICT:

1. DISTRICT shall provide instruction and training to eligible students of the DISTRICT at various facilities designated by INTEGRATED RESOURCES INSTITUTE, including the Children’s Hospital of Orange County (CHOC), 1201 W. La Veta Avenue, Orange, CA 92868. DISTRICT is responsible for the education programs conducted at these facility sites.
2. DISTRICT shall provide instruction for the following subjects, not to exceed the total number of student attendance hours per subject area, per fiscal year:

Course #	Subject	Facility	Student Attendance Hours
VBUS 12	Workforce Readiness	CHOC	6,000
SSD 787	Employment Preparation for Adults with Developmental Disabilities	CHOC	18,000
VFOOD 10	Institutional Food Preparation	CHOC	9,000
Total Hours per Fiscal Year			33,000

3. The curriculum shall be as described in the Rancho Santiago Community College District's Catalog and the program and course outlines on file in the Instruction Office as approved by the Curriculum Council, the Chancellor, the Board of Trustees of DISTRICT, and the Chancellor's Office of the California Community Colleges.
4. DISTRICT shall use selected INTEGRATED RESOURCES INSTITUTE staff as instructors to provide the instruction and training covered in this Agreement. In order to meet the California Code of Regulations, Title 5, requirement, that students be under the immediate supervision of an "employee" of DISTRICT, DISTRICT will invoke the provision of Title 5, Section 58058(b).

Accordingly, INTEGRATED RESOURCES INSTITUTE staff that is used, as instructors will be required to enter into written individual instructor service agreements with DISTRICT regarding their responsibilities for delivering the curriculum called for in this Agreement.

DISTRICT shall have the primary right to control and direct instructional activities of the instructor while instructor is conducting a class, or classes, given through an instructional service agreement between DISTRICT and the INTEGRATED RESOURCES INSTITUTE.

5. Instruction to be claimed for apportionment by DISTRICT under this Agreement shall be under the immediate supervision and control of an employee of the DISTRICT (Title 5, Section 58058) who has met the minimum qualifications for instruction in a noncredit subject in a California community college.
6. DISTRICT's minimum qualifications for instructors teaching under this agreement are consistent with requirements in other similar courses offered within the DISTRICT.
7. DISTRICT shall demonstrate control and direction of the instructional courses offered under this agreement through such appropriate actions as providing the instructors with an orientation, instructor's manual, course outline, curriculum material, testing and grading procedures, and any other materials and services it would provide to its hourly instructors on campus.

8. DISTRICT has specified the courses of instruction within this Agreement, and the outlines of record for such courses have been approved by the college's curriculum committee as meeting Title 5 course standards, and the DISTRICT's board of trustees has approved the courses.
9. DISTRICT shall use procedures to assure that faculty teaching different sections of the same course teach in a manner consistent with the approved outline of record for that course. DISTRICT shall assure that the courses offered through this agreement, and the faculty and the students, are held to a level of rigor comparable to that of the other sections of noncredit education courses offered within the DISTRICT.
10. DISTRICT shall claim state apportionment for student attendance generated in classes covered by this Agreement. INTEGRATED RESOURCES INSTITUTE shall not claim state apportionment for the same student attendance hours claimed by DISTRICT.
11. DISTRICT shall reimburse INTEGRATED RESOURCES INSTITUTE for use of staff and facilities, in accordance with the terms stated in Section F, "PAYMENT."
12. DISTRICT shall provide the normal administrative functions, including admissions, counseling, registration, achievement records, and awarding of completion certificates comparable to those maintained for any student of DISTRICT.

E. RESPONSIBILITIES OF INTEGRATED RESOURCES INSTITUTE:

1. INTEGRATED RESOURCES INSTITUTE shall provide staff and facilities for DISTRICT to utilize in the operation of its instructional programs for eligible students of the DISTRICT.
2. INTEGRATED RESOURCES INSTITUTE staff who are used as instructors under this Agreement will be appropriately credentialed to teach the subject areas covered by this Agreement.
3. Pursuant to California Code of Regulations, Title 5, Section 58058(b), INTEGRATED RESOURCES INSTITUTE staff used as instructors under this Agreement will enter into individual agreements with DISTRICT regarding their responsibilities as instructors for DISTRICT, specifically for delivery of the curriculum covered by this Agreement. All instructor agreements will be attached to this Agreement when transmitted to the DISTRICT for Agreement approval.

4. DISTRICT shall not be obligated to make any payment to INTEGRATED RESOURCES INSTITUTE staff for services under the terms of this Agreement. Any and all salaries and benefits payable or owing to INTEGRATED RESOURCES INSTITUTE staff who are used as instructors under the terms of this Agreement are the sole responsibility and liability of INTEGRATED RESOURCES INSTITUTE.

5. INTEGRATED RESOURCES INSTITUTE staff conducting classes authorized in this Agreement shall do so according to the following schedule per subject, per fiscal year:

Workforce Readiness

Minimum of 7.5 hours per week, for a total of 300 hours per fiscal year

Employment Preparation for Adults with Developmental Disabilities

Minimum 22.5 hours per week, for a total of 900 hours per fiscal year

Institutional Food Preparation

Minimum 22.5 hours per week for a total of 450 hours per fiscal year (spring 2017 only)

6. INTEGRATED RESOURCES INSTITUTE shall not be reimbursed for more than the total hours called for in the curriculum in any one subject area for any one student.

7. INTEGRATED RESOURCES INSTITUTE shall provide all necessary instructional supplies and equipment for the students covered by the Agreement. All material and equipment supplied by INTEGRATED RESOURCES INSTITUTE shall remain the property of INTEGRATED RESOURCES INSTITUTE and shall not be removed from the premises without permission of INTEGRATED RESOURCES INSTITUTE

8. INTEGRATED RESOURCES INSTITUTE shall not charge students receiving instruction and training under this Agreement additional cost for tuition, supplies, and/or equipment for any instruction and/or training to be provided in accordance with this contract.

9. INTEGRATED RESOURCES INSTITUTE will provide those administrative functions essential for the operation of facilities, at its own expense, where the instructional programs under this agreement take place.

10. INTEGRATED RESOURCES INSTITUTE shall provide all students who complete the program job placement services. Record of such placement services shall be kept and reported to the DISTRICT annually.

11. INTEGRATED RESOURCES INSTITUTE shall be in compliance with Title VI of the Civil Rights Act of 1964, Title IX of the Higher Education Act of 1972, Section 504 of the Rehabilitation Act of 1973, the U.S. Presidential Executive Order 11246, and subsequent amendments (if applicable) and the intent of the Board of Governors of the California Community Colleges affirmative action resolution adopted April 12, 1973, and all applicable local, state, and federal health and safety regulations.
12. INTEGRATED RESOURCES INSTITUTE courses shall be held at facilities that are clearly identified as being open to the general public. Enrollment in the courses is open to any person who has been admitted to the college and has met any applicable prerequisites.
13. INTEGRATED RESOURCES INSTITUTE shall retain records of enrollees' attendance for at least five (5) years and shall, upon request, make them available for review by DISTRICT, the Office of Private Postsecondary Education, and the Chancellor's Office of the California Community Colleges.

F. RESPONSIBILITIES OF DISTRICT AND INTEGRATED RESOURCES INSTITUTE:

1. DISTRICT and INTEGRATED RESOURCES INSTITUTE will make available as appropriate support services such as counseling, guidance and placement assistance for the students.
2. DISTRICT and INTEGRATED RESOURCES INSTITUTE will supervise students and evaluate student progress.
3. DISTRICT and INTEGRATED RESOURCES INSTITUTE will determine the withdrawal procedures and documentation applicable to students who seek to withdraw prior to completion of a course.
4. Procedures, Terms, and Conditions. The enrollment period for instructional programs under this agreement is determined by DISTRICT and is unique to this program. The students do not pay enrollment fees for the education courses under this agreement. The DISTRICT determines the number of class hours sufficient to meet the stated performance objectives.

G. PAYMENT:

1. DISTRICT shall reimburse INTEGRATED RESOURCES INSTITUTE for the use of staff and facilities at the rate of \$2.28 per student attendance hour, up to a maximum of 33,000 hours (\$75,240) per fiscal year. The hours claimed under this Agreement must be certified to DISTRICT for actual attendance during the preceding month for all properly enrolled students. Such payment is considered full payment to cover all of INTEGRATED RESOURCES INSTITUTE's contract cost of operating the instructional programs covered by this Agreement.
2. INTEGRATED RESOURCES INSTITUTE shall submit certified statements and billing once a month to:

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Santiago Canyon College

Orange Education Center

1465 N. Batavia Street

Orange, CA. 92867

ATTENTION: Vice President, Continuing Education

3. INTEGRATED RESOURCES INSTITUTE billing shall include evidence of positive attendance in accordance with State regulations. All billings shall be accompanied by attendance sheets verifying the number of enrollees and number of actual hours of instruction.
4. DISTRICT shall reimburse INTEGRATED RESOURCES INSTITUTE within twenty (20) days after receipt of billing.

H. NOTICES:

1. Except for the notices provided for in Subsection 2 of this Section, all notices authorized or required by this Agreement shall be effective when written and deposited in the United States Mail, first class postage prepaid and addressed as follows:

DISTRICT:

Santiago Canyon College

Rancho Santiago Community College District
2323 North Broadway
Santa Ana, CA 92706-1640
Attention: Vice President, Continuing Education

INTEGRATED RESOURCES INSTITUTE:

Integrated Resources Institute
23172 Plaza Pointe Drive, Suite 110
Laguna Hills, CA 92653
(949) 232-1172
Attention: Joseph Nacario, Executive Director

2. Termination notices shall be effective when written and deposited in the United States mail, certified, return receipt requested and addressed as above.

I. STATUS OF INTEGRATED RESOURCES INSTITUTE AND DISTRICT:

INTEGRATED RESOURCES INSTITUTE is, and shall at all times be deemed to be an independent contractor.

Nothing herein contained shall be construed as creating the relationship of employer and employee, or principal and agent, between DISTRICT and INTEGRATED RESOURCES INSTITUTE, or any of INTEGRATED RESOURCES INSTITUTE's agents or employees. INTEGRATED RESOURCES INSTITUTE, its agents and employees shall not be entitled to any rights or privileges of DISTRICT employees and shall not be considered in any manner to be DISTRICT employees.

DISTRICT is, and shall at all times be deemed to be an independent contractor. Nothing herein contained shall be construed as creating the relationship of employer and employee, or principal and agent, between INTEGRATED RESOURCES INSTITUTE and DISTRICT, or any of DISTRICT's agents or employees. DISTRICT, its agents and employees, shall not be entitled to any rights or privileges of INTEGRATED RESOURCES INSTITUTE employees and shall not be considered in any manner to be INTEGRATED RESOURCES INSTITUTE employees.

J. ALTERATION OF TERMS:

This Agreement fully expresses all understanding of DISTRICT and INTEGRATED RESOURCES INSTITUTE, with respect to the subject matter of this Agreement and shall constitute the total Agreement between the parties for these purposes. No addition to, or alteration of the terms of this Agreement shall be valid unless made in writing, formally approved and executed by duly authorized agents of both parties.

K. CERTIFICATION BY DISTRICT:

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

L. CERTIFICATION BY INTEGRATED RESOURCES INSTITUTE:

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

M. INSURANCE:

1. INTEGRATED RESOURCES INSTITUTE shall obtain and maintain insurance, at the expense of INTEGRATED RESOURCES INSTITUTE, all workers' compensation insurance required by law for its employees in the operation of this program.
2. INTEGRATED RESOURCES INSTITUTE shall maintain during the entire term of this Agreement insurance for general liability in the amount of not less than ONE MILLION DOLLARS (\$1,000,000) each occurrence and THREE MILLION DOLLARS (\$3,000,000) aggregate. Said coverage shall expressly name Rancho Santiago Community College District, its officers, agents, and employees, as Additional Insured. INTEGRATED RESOURCES INSTITUTE shall provide to DISTRICT a certificate of

insurance and the Additional Insured Endorsement covering the contract period and stating the required coverage.

- a. This coverage shall not be canceled or coverage reduced until notice has been mailed to the DISTRICT stating the date of cancellation or reduction. Coverage shall not be canceled until 30 days have passed from date of receipt of such notice.
- b. Such coverage as provided shall be primary and any coverage carried by the DISTRICT shall be excess and non-contributory.

N. INDEMNIFICATION:

DISTRICT shall indemnify and hold INTEGRATED RESOURCES INSTITUTE, its officers, agents, employees, and independent contractors free and harmless from any claim or liability whatsoever, based or asserted upon any act or omission of DISTRICT, its officers, agents, employees, subcontractors and independent contractors related to this Agreement, for property damage, bodily injury or death, or any other element of damage of any kind or nature, and DISTRICT shall defend, at its expense, including attorney fees, INTEGRATED RESOURCES INSTITUTE, its officers, agents, employees, and independent contractors in any legal action or claim of any kind based upon such alleged acts or omissions.

INTEGRATED RESOURCES INSTITUTE shall indemnify and hold DISTRICT, its officers, agents, employees, and independent contractors, free and harmless from any claim or liability whatsoever, based or asserted upon any act or omission of INTEGRATED RESOURCES INSTITUTE, its officers, agents, employees, subcontracts, and independent contractors related to this Agreement, for property damage, bodily injury or death, or any other element of damage of any kind or nature, and INTEGRATED RESOURCES INSTITUTE shall defend, at its expense, including attorney fees, DISTRICT, its officers, agents, employees, and independent contractors in any legal action or claim of any kind based upon such alleged acts or omissions.

IN WITNESS WHEREOF, the parties have executed the AGREEMENT to provide education classes to eligible students of the DISTRICT.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Signature:

Date:

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

INTEGRATED RESOURCES INSTITUTE

Signature:

Date:

Joseph Nacario, Executive Director
Integrated Resources Institute
23172 Plaza Pointe Drive, Suite 110
Laguna Hills, CA 92653
(949) 232-1172

Rancho Santiago Comm Coll District

Board Meeting of 08/15/16

AP0020

Bank Code: 92 District Funds

Check Registers Submitted for Approval

Page: 1

Checks Written for Period 07/06/16 Thru 08/02/16

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
64106	General Fund Unrestricted	0.00	9,700.00	-9,700.00	92*0471532	92*0471532
64113	General Fund Unrestricted	203,483.50	0.00	203,483.50	92*0471650	92*0471696
64115	General Fund Unrestricted	5,845.33	322.00	5,523.33	92*0471699	92*0471796
64121	General Fund Unrestricted	215,837.10	0.00	215,837.10	92*0471815	92*0471860
64122	General Fund Unrestricted	14,124.07	0.00	14,124.07	92*0471871	92*0471898
64123	General Fund Unrestricted	14,941.24	0.00	14,941.24	92*0471901	92*0471901
64128	General Fund Unrestricted	620.00	0.00	620.00	92*0471938	92*0471939
64129	General Fund Unrestricted	683,597.43	0.00	683,597.43	92*0471945	92*0471979
64130	General Fund Unrestricted	21,011.16	0.00	21,011.16	92*0471983	92*0472010
64137	General Fund Unrestricted	19,891.41	0.00	19,891.41	92*0472083	92*0472112
64138	General Fund Unrestricted	26,214.68	0.00	26,214.68	92*0472114	92*0472130
64139	General Fund Unrestricted	93,092.19	0.00	93,092.19	92*0472155	92*0472159
64140	General Fund Unrestricted	88,008.52	0.00	88,008.52	92*0472160	92*0472184
64141	General Fund Unrestricted	31,969.57	0.00	31,969.57	92*0472189	92*0472202
64143	General Fund Unrestricted	133.86	0.00	133.86	92*0472204	92*0472206
64149	General Fund Unrestricted	314,004.24	0.00	314,004.24	92*0472232	92*0472252
64151	General Fund Unrestricted	14,925.80	0.00	14,925.80	92*0472275	92*0472302
64153	General Fund Unrestricted	1,935,083.82	0.00	1,935,083.82	92*0472305	92*0472313
64155	General Fund Unrestricted	6,607.03	0.00	6,607.03	92*0472336	92*0472345
64156	General Fund Unrestricted	23,283.00	0.00	23,283.00	92*0472367	92*0472372
64159	General Fund Unrestricted	103,496.05	0.00	103,496.05	92*0472380	92*0472387
64164	General Fund Unrestricted	10,681.67	0.00	10,681.67	92*0472407	92*0472427
64165	General Fund Unrestricted	165.00	0.00	165.00	92*0472430	92*0472430
64170	General Fund Unrestricted	322.00	0.00	322.00	92*0472441	92*0472441
64171	General Fund Unrestricted	174,274.10	0.00	174,274.10	92*0472442	92*0472475
64174	General Fund Unrestricted	181,971.48	0.00	181,971.48	92*0472486	92*0472511
64179	General Fund Unrestricted	1,677.25	0.00	1,677.25	92*0472526	92*0472533
64180	General Fund Unrestricted	42,113.28	0.00	42,113.28	92*0472538	92*0472562
64184	General Fund Unrestricted	167.50	0.00	167.50	92*0472574	92*0472580
64188	General Fund Unrestricted	65,170.84	0.00	65,170.84	92*0472584	92*0472615
64189	General Fund Unrestricted	22,442.60	0.00	22,442.60	92*0472618	92*0472636
64191	General Fund Unrestricted	87,236.74	0.00	87,236.74	92*0472638	92*0472656
64192	General Fund Unrestricted	68,149.53	0.00	68,149.53	92*0472658	92*0472665
64193	General Fund Unrestricted	15,420.73	0.00	15,420.73	92*0472667	92*0472747
64195	General Fund Unrestricted	52,840.46	0.00	52,840.46	92*0472751	92*0472772
64196	General Fund Unrestricted	136,652.50	0.00	136,652.50	92*0472774	92*0472781
64199	General Fund Unrestricted	54,066.66	0.00	54,066.66	92*0472786	92*0472810
64200	General Fund Unrestricted	34,887.41	0.00	34,887.41	92*0472811	92*0472833
64203	General Fund Unrestricted	669,302.33	0.00	669,302.33	92*0472844	92*0472880
64204	General Fund Unrestricted	4,076.72	0.00	4,076.72	92*0472890	92*0472913

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
	Total Fund 11 General Fund Unrestricted	<u>\$5,437,788.80</u>	<u>\$10,022.00</u>	<u>\$5,427,766.80</u>		

Checks Written for Period 07/06/16 Thru 08/02/16

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
64099	General Fund Restricted	0.00	22,928.00	-22,928.00	92*0471287	92*0471287
64109	General Fund Restricted	0.00	2,500.00	-2,500.00	92*0471608	92*0471608
64113	General Fund Restricted	519,194.16	889.15	518,305.01	92*0471648	92*0471697
64114	General Fund Restricted	142.00	0.00	142.00	92*0471698	92*0471698
64120	General Fund Restricted	69,626.57	7,300.00	62,326.57	92*0471805	92*0471814
64121	General Fund Restricted	39,107.09	0.00	39,107.09	92*0471817	92*0471870
64122	General Fund Restricted	5,593.85	0.00	5,593.85	92*0471886	92*0471896
64123	General Fund Restricted	20,477.50	0.00	20,477.50	92*0471899	92*0471904
64128	General Fund Unrestricted	94,667.85	0.00	94,667.85	92*0471931	92*0471941
64130	General Fund Restricted	13,199.34	0.00	13,199.34	92*0471980	92*0472012
64131	General Fund Restricted	7,900.00	0.00	7,900.00	92*0472013	92*0472014
64137	General Fund Restricted	3,356.77	0.00	3,356.77	92*0472085	92*0472113
64138	General Fund Restricted	37,459.68	0.00	37,459.68	92*0472115	92*0472142
64139	General Fund Restricted	23,051.81	0.00	23,051.81	92*0472143	92*0472154
64140	General Fund Restricted	13,868.35	0.00	13,868.35	92*0472166	92*0472188
64141	General Fund Restricted	12,350.68	0.00	12,350.68	92*0472191	92*0472200
64143	General Fund Restricted	12,797.95	0.00	12,797.95	92*0472207	92*0472211
64149	General Fund Restricted	73,720.80	0.00	73,720.80	92*0472231	92*0472254
64150	General Fund Restricted	31,801.53	0.00	31,801.53	92*0472255	92*0472274
64151	General Fund Restricted	146,964.39	0.00	146,964.39	92*0472276	92*0472303
64153	General Fund Restricted	21,460.65	0.00	21,460.65	92*0472314	92*0472330
64155	General Fund Restricted	64,839.46	0.00	64,839.46	92*0472333	92*0472343
64156	General Fund Restricted	72,670.20	0.00	72,670.20	92*0472346	92*0472374
64159	General Fund Restricted	1,805.44	0.00	1,805.44	92*0472386	92*0472389
64164	General Fund Restricted	29,252.22	0.00	29,252.22	92*0472410	92*0472422
64165	General Fund Restricted	23,031.41	0.00	23,031.41	92*0472428	92*0472429
64171	General Fund Restricted	118,722.12	0.00	118,722.12	92*0472443	92*0472476
64174	General Fund Restricted	82,989.57	0.00	82,989.57	92*0472491	92*0472516
64179	General Fund Restricted	66,982.25	0.00	66,982.25	92*0472525	92*0472537
64180	General Fund Restricted	84,768.88	0.00	84,768.88	92*0472542	92*0472556
64184	General Fund Restricted	3,039.56	0.00	3,039.56	92*0472575	92*0472578
64188	General Fund Restricted	53,884.72	0.00	53,884.72	92*0472586	92*0472617
64189	General Fund Restricted	316,653.52	0.00	316,653.52	92*0472619	92*0472635
64191	General Fund Restricted	3,847.95	46.00	3,801.95	92*0472642	92*0472652
64192	General Fund Restricted	381.34	0.00	381.34	92*0472657	92*0472666
64195	General Fund Restricted	1,080.42	0.00	1,080.42	92*0472750	92*0472768
64196	General Fund Restricted	6,043.41	0.00	6,043.41	92*0472773	92*0472783
64197	General Fund Restricted	40,408.00	0.00	40,408.00	92*0472784	92*0472784
64199	General Fund Restricted	1,608.93	0.00	1,608.93	92*0472799	92*0472799
64200	General Fund Restricted	66,504.55	0.00	66,504.55	92*0472813	92*0472835
64203	General Fund Restricted	3,670.57	0.00	3,670.57	92*0472863	92*0472877

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
64204	General Fund Restricted	266,234.98	0.00	266,234.98	92*0472881	92*0472914
Total Fund 12 General Fund Restricted		<u><u>\$2,455,160.47</u></u>	<u><u>\$33,663.15</u></u>	<u><u>\$2,421,497.32</u></u>		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
64113	GF Unrestricted One-Time Func	25,492.14	0.00	25,492.14	92*0471665	92*0471671
64122	GF Unrestricted One-Time Func	2,797.20	0.00	2,797.20	92*0471884	92*0471884
64128	General Fund Unrestricted	5,494.07	0.00	5,494.07	92*0471942	92*0471944
64130	General Fund Restricted	17,028.36	0.00	17,028.36	92*0471987	92*0471989
64137	GF Unrestricted One-Time Func	174,870.51	174,870.51	0.00	92*0472087	92*0472087
64140	General Fund Unrestricted	1,030.52	0.00	1,030.52	92*0472168	92*0472177
64149	GF Unrestricted One-Time Func	9,660.99	0.00	9,660.99	92*0472237	92*0472250
64150	GF Unrestricted One-Time Func	39.60	0.00	39.60	92*0472256	92*0472256
64151	GF Unrestricted One-Time Func	416.77	0.00	416.77	92*0472282	92*0472294
64155	GF Unrestricted One-Time Func	175,059.45	0.00	175,059.45	92*0472332	92*0472344
64156	General Fund Restricted	5,950.00	0.00	5,950.00	92*0472366	92*0472366
64164	GF Unrestricted One-Time Func	5,009.36	0.00	5,009.36	92*0472406	92*0472423
64171	General Fund Unrestricted	33,634.46	33,134.46	500.00	92*0472453	92*0472462
64180	GF Unrestricted One-Time Func	24,374.35	0.00	24,374.35	92*0472539	92*0472555
64189	General Fund Unrestricted	38,945.58	0.00	38,945.58	92*0472627	92*0472627
64204	GF Unrestricted One-Time Func	500.00	0.00	500.00	92*0472901	92*0472901
Total Fund 13 GF Unrestricted One-Time		\$520,303.36	\$208,004.97	\$312,298.39		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
64111	Child Development Fund	140.73	0.00	140.73	92*0471646	92*0471646
64112	Child Development Fund	417.00	0.00	417.00	92*0471647	92*0471647
64119	Child Development Fund	2,224.73	0.00	2,224.73	92*0471803	92*0471804
64127	Child Development Fund	1,900.00	0.00	1,900.00	92*0471928	92*0471930
64136	Child Development Fund	15,020.10	0.00	15,020.10	92*0472047	92*0472082
64142	Child Development Fund	800.00	0.00	800.00	92*0472203	92*0472203
64148	Child Development Fund	5,113.90	0.00	5,113.90	92*0472226	92*0472230
64158	Child Development Fund	7,079.76	0.00	7,079.76	92*0472376	92*0472379
64163	Child Development Fund	79.21	0.00	79.21	92*0472404	92*0472405
64169	Child Development Fund	529.32	0.00	529.32	92*0472439	92*0472440
64173	Child Development Fund	1,801.88	0.00	1,801.88	92*0472479	92*0472485
64178	Child Development Fund	521.97	0.00	521.97	92*0472524	92*0472524
64183	Child Development Fund	3,517.06	0.00	3,517.06	92*0472565	92*0472573
64187	Child Development Fund	92.00	0.00	92.00	92*0472583	92*0472583
64190	Child Development Fund	6,726.60	0.00	6,726.60	92*0472637	92*0472637
64194	Child Development Fund	898.35	0.00	898.35	92*0472748	92*0472749
64202	Child Development Fund	4,045.19	0.00	4,045.19	92*0472837	92*0472843
Total Fund 33 Child Development Fund		\$50,907.80	\$0.00	\$50,907.80		

Checks Written for Period 07/06/16 Thru 08/02/16

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
64110	Capital Outlay Projects Fund	30.98	0.00	30.98	92*0471645	92*0471645
64118	Capital Outlay Projects Fund	21,276.70	0.00	21,276.70	92*0471799	92*0471802
64126	Capital Outlay Projects Fund	158,342.85	0.00	158,342.85	92*0471918	92*0471927
64135	Capital Outlay Projects Fund	450,210.26	0.00	450,210.26	92*0472029	92*0472046
64147	Capital Outlay Projects Fund	164,375.97	0.00	164,375.97	92*0472220	92*0472225
64154	Capital Outlay Projects Fund	2,696.99	0.00	2,696.99	92*0472331	92*0472331
64157	Capital Outlay Projects Fund	19,669.50	0.00	19,669.50	92*0472375	92*0472375
64162	Capital Outlay Projects Fund	38,349.74	0.00	38,349.74	92*0472397	92*0472403
64168	Capital Outlay Projects Fund	1,455.66	0.00	1,455.66	92*0472435	92*0472438
64177	Capital Outlay Projects Fund	7,330.30	0.00	7,330.30	92*0472520	92*0472523
64182	Capital Outlay Projects Fund	28,200.00	0.00	28,200.00	92*0472564	92*0472564
64186	Capital Outlay Projects Fund	463.75	0.00	463.75	92*0472582	92*0472582
Total Fund 41 Capital Outlay Projects Fun		<u>\$892,402.70</u>	<u>\$0.00</u>	<u>\$892,402.70</u>		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
64125	Bond Fund, Measure E	12,768.36	0.00	12,768.36	92*0471912	92*0471917
64134	Bond Fund, Measure E	95,167.71	0.00	95,167.71	92*0472024	92*0472028
64146	Bond Fund, Measure E	149,061.00	0.00	149,061.00	92*0472217	92*0472219
64161	Bond Fund, Measure E	17,998.14	0.00	17,998.14	92*0472393	92*0472396
64167	Bond Fund, Measure E	9,397.50	0.00	9,397.50	92*0472432	92*0472434
64176	Bond Fund, Measure E	800.00	0.00	800.00	92*0472519	92*0472519
Total Fund 42 Bond Fund, Measure E		\$285,192.71	\$0.00	\$285,192.71		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
64124	Bond Fund, Measure Q	2,196,875.66	0.00	2,196,875.66	92*0471905	92*0471911
64133	Bond Fund, Measure Q	104,168.31	0.00	104,168.31	92*0472016	92*0472023
64145	Bond Fund, Measure Q	54,069.04	0.00	54,069.04	92*0472214	92*0472216
64160	Bond Fund, Measure Q	54,735.00	0.00	54,735.00	92*0472390	92*0472392
64175	Bond Fund, Measure Q	56,844.46	0.00	56,844.46	92*0472517	92*0472518
64181	Bond Fund, Measure Q	680.36	0.00	680.36	92*0472563	92*0472563
Total Fund 43 Bond Fund, Measure Q		<u>\$2,467,372.83</u>	<u>\$0.00</u>	<u>\$2,467,372.83</u>		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
64117	Property and Liability Fund	1,439.50	0.00	1,439.50	92*0471798	92*0471798
64132	Property and Liability Fund	322.00	0.00	322.00	92*0472015	92*0472015
64144	Property and Liability Fund	29,575.30	0.00	29,575.30	92*0472212	92*0472213
64152	Property and Liability Fund	3,054.15	0.00	3,054.15	92*0472304	92*0472304
64166	Property and Liability Fund	2,299.36	0.00	2,299.36	92*0472431	92*0472431
64172	Property and Liability Fund	114,296.00	0.00	114,296.00	92*0472477	92*0472478
64201	Property and Liability Fund	3,054.15	0.00	3,054.15	92*0472836	92*0472836
Total Fund 61 Property and Liability Fund		\$154,040.46	\$0.00	\$154,040.46		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
64198	Workers' Compensation Fund	366.40	0.00	366.40	92*0472785	92*0472785
Total Fund 62 Workers' Compensation Fu		<u>366.40</u>	<u>0.00</u>	<u>366.40</u>		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
64116	Student Financial Aid Fund	52.00	0.00	52.00	92*0471797	92*0471797
64185	Student Financial Aid Fund	175.80	0.00	175.80	92*0472581	92*0472581
Total Fund 74 Student Financial Aid Fund		<u><u>\$227.80</u></u>	<u><u>\$0.00</u></u>	<u><u>\$227.80</u></u>		

SUMMARY

Total Fund 11 General Fund Unrestricted	5,427,766.80
Total Fund 12 General Fund Restricted	2,421,497.32
Total Fund 13 GF Unrestricted One-Time Fund	312,298.39
Total Fund 33 Child Development Fund	50,907.80
Total Fund 41 Capital Outlay Projects Fund	892,402.70
Total Fund 42 Bond Fund, Measure E	285,192.71
Total Fund 43 Bond Fund, Measure Q	2,467,372.83
Total Fund 61 Property and Liability Fund	154,040.46
Total Fund 62 Workers' Compensation Fund	366.40
Total Fund 74 Student Financial Aid Fund	227.80
Grand Total:	<u><u>\$12,012,073.21</u></u>

Checks Written for Period 07/02/16 Thru 07/29/16

<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>
311607209	Bookstore Fund	18,780.81	0.00	18,780.81	31*0107018	31*0107031
311607316	Bookstore Fund	9,893.34	0.00	9,893.34	31*0107032	31*0107035
311607423	Bookstore Fund	14,716.06	0.00	14,716.06	31*0107036	31*0107036
311607529	Bookstore Fund	27,616.22	0.00	27,616.22	31*0107037	31*0107055
Total Fund 31 Bookstore Fund		<u>\$71,006.43</u>	<u>\$0.00</u>	<u>\$71,006.43</u>		

Checks Written for Period 07/02/16 Thru 07/29/16

<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>
711607209	Associated Students Fund	19,502.97	0.00	19,502.97	71*0007777	71*0007782
711607316	Associated Students Fund	2,999.97	16.17	2,983.80	71*0007783	71*0007788
711607423	Associated Students Fund	62.67	0.00	62.67	71*0007789	71*0007790
Total Fund 71 Associated Students Fund		<u><u>\$22,565.61</u></u>	<u><u>\$16.17</u></u>	<u><u>\$22,549.44</u></u>		

Checks Written for Period 07/02/16 Thru 07/29/16

<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>
721607316	Representation Fee Trust Fund	110.38	0.00	110.38	72*0000074	72*0000074
Total Fund 72 Representation Fee Trust Fun		<u><u>\$110.38</u></u>	<u><u>\$0.00</u></u>	<u><u>\$110.38</u></u>		

Checks Written for Period 07/02/16 Thru 07/29/16

<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>
761607316	Community Education Fund	1,142.00	0.00	1,142.00	76*0006963	76*0006964
Total Fund 76 Community Education Fund		<u>\$1,142.00</u>	<u>\$0.00</u>	<u>\$1,142.00</u>		

Checks Written for Period 07/02/16 Thru 07/29/16

<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>
791607209	Diversified Trust Fund	3,000.00	0.00	3,000.00	79*0020127	79*0020127
791607316	Diversified Trust Fund	1,788.46	0.00	1,788.46	79*0020128	79*0020135
791607423	Diversified Trust Fund	4,128.48	0.00	4,128.48	79*0020136	79*0020145
Total Fund 79 Diversified Trust Fund		<u><u>\$8,916.94</u></u>	<u><u>\$0.00</u></u>	<u><u>\$8,916.94</u></u>		

Checks Written for Period 07/02/16 Thru 07/29/16

<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>
811607209	Diversified Agency Fund	5,676.80	0.00	5,676.80	81*0046832	81*0046835
811607316	Diversified Agency Fund	5,360.88	0.00	5,360.88	81*0046836	81*0046846
811607423	Diversified Agency Fund	11,245.60	0.00	11,245.60	81*0046847	81*0046852
Total Fund 81 Diversified Agency Fund		<u><u>\$22,283.28</u></u>	<u><u>\$0.00</u></u>	<u><u>\$22,283.28</u></u>		

SUMMARY

Total Fund 31 Bookstore Fund	71,006.43
Total Fund 71 Associated Students Fund	22,549.44
Total Fund 72 Representation Fee Trust Fund	110.38
Total Fund 76 Community Education Fund	1,142.00
Total Fund 79 Diversified Trust Fund	8,916.94
Total Fund 81 Diversified Agency Fund	22,283.28
Grand Total:	<u><u>\$126,008.47</u></u>

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

To:	Board of Trustees	Date: August 15, 2016
Re:	Approval of Public Hearing for the 2016-2017 Proposed Adopted Budget	
Action:	Request for Approval	

BACKGROUND

The California Code of Regulations, Title 5, Sections 58301 and 58305 require the governing board of each community college district to hold a public hearing and adopt a final budget on or before the fifteenth of September of each year.

ANALYSIS

The adoption of the 2016-2017 Rancho Santiago Community College District budget is scheduled for the September 12, 2016 Board meeting. In accordance with the CCR Title 5, §58301, the governing board of each district shall hold a public hearing on the proposed adopted budget prior to the adoption of the proposed budget. This will provide members of the public with advanced notice of the public hearing at the September 12th Board meeting.

The proposed 2016-2017 Adopted Budget will be available for public display and review September 7th through September 9th at the District Office, 2323 N. Broadway, on the 4th floor reception area between the hours of 8:00 a.m. and 5:00 p.m. The public hearing is scheduled on September 12, 2016 at the regularly scheduled Board of Trustees meeting at 4:30 p.m. in the RSCCD Boardroom (107), 2323 N. Broadway, Santa Ana, CA. 92706.

RECOMMENDATION

It is recommended that the Board of Trustees hold a public hearing on the 2016-2017 proposed Adopted Budget at the September 12, 2016 Board of Trustee meeting.

Fiscal Impact:	Not Applicable	Board Date: August 15, 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
DISTRICT OFFICE - BUSINESS OPERATIONS/FISCAL SERVICES

To:	Board of Trustees	Date: August 15, 2016
Re:	Approval of the Quarterly Financial Status Report (CCFS-311Q) for period ended June 30, 2016	
Action:	Request for Approval	

BACKGROUND

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

Attached is the California Community Colleges Quarterly Financial Status Report form CCFS-311Q for the fourth quarter in fiscal year 2015-16 ended June 30, 2016.

ANALYSIS

The quarterly report shows the projected unrestricted General Fund revenues and expenditures for this year as well as the actual amounts from the previous three fiscal years. For the twelve months covered in this report, the District has recognized 102.2% of budgeted revenues and other financing sources and 95.1% of budgeted expenditures and other outgo in the unrestricted General Fund.

RECOMMENDATION

It is recommended that the Board of Trustees approve the CCFS-311Q for the period ending June 30, 2016 as presented.

Fiscal Impact:	Not Applicable	Board Date: August 15, 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	

California Community Colleges
QUARTERLY FINANCIAL STATUS REPORT, CCFS-311Q
 Fiscal Year 2015-2016

District: (870) Rancho Santiago Community College

Quarter Ended: June 30, 2016

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

As of June 30 for fiscal year specified.

	FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Projected
Revenues:				
Unrestricted General Fund Revenues (Objects 8100, 8600, and 8800)	137,225,065	143,325,250	149,635,311	188,116,801
Other Financing Sources (Objects 8900)	20,007	100,667	8,977	8,449
Total Unrestricted Revenues	137,245,072	143,425,917	149,644,288	188,125,250
Expenditures:				
(Objects 1000-6000)	139,499,629	144,496,127	148,614,551	160,311,593
Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	3,508,107	9,296,288	2,379,302	16,902,197
Total Unrestricted Expenditures	143,007,736	153,792,415	150,993,853	177,213,790
Revenues Over(Under)Expenditures	-5,762,664	-10,366,498	-1,349,565	10,911,460
Fund Balance, Beginning	43,608,426	37,633,190	27,266,692	25,917,127
Prior Year Adjustments + (-)	-212,572	0	0	0
Adjusted Fund Balance, Beginning	43,395,854	37,633,190	27,266,692	25,917,127
Fund Balance, Ending	37,633,190	27,266,692	25,917,127	36,828,587
% of GF Balance to GF Expenditures	26.3%	17.7%	17.2%	20.8%

II. Annualized Attendance FTES:

Annualized FTES				
(Excluding apprentices and non-residents)	28,185	28,628	28,908	28,901

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

	As of the specified quarter ended for each fiscal year presented			
	2012-13	2013-14	2014-15	2015-16
General Fund Cash Balance (Excluding Borrowed Funds)	32,082,147	28,478,908	61,918,616	87,595,858

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

Description	Adopted Budget (Col. 1)	Annual Current Budget (Col. 2)	Year-to-Date Actuals (Col. 3)	Percentage (Col. 3/Col.2)
Revenues:				
Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	177,839,182	183,986,271	188,116,801	102.2%
Other Financing Sources (Objects 8900)	5,000	5,000	8,449	169.0%
Total Unrestricted Revenues	177,844,182	183,991,271	188,125,250	102.2%
Expenditures:				
Unrestricted General Fund Expenditures (Objects 1000-6000)	175,641,069	168,741,408	160,311,593	95.0%
Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	3,250,000	17,687,722	16,902,197	95.6%
Total Unrestricted Expenditures	178,891,069	186,429,130	177,213,790	95.1%
Revenues Over(Under) Expenditures	-1,046,887	-2,437,859	10,911,460	
Adjusted Fund Balance, Beginning	25,917,127	25,917,127	25,917,127	
Fund Balance, Ending	24,870,240	23,479,268	36,828,587	
% of UGF Fund Balance to UGF Expenditures	13.9%	12.6%		

V. Has the district settled any employee contracts during this quarter? YES NO
 If yes, complete the following: (If multi-year settlement, provide information for all years covered.)

SALARIES

Contract Period Settled (Specify)	Management		Academic**		Classified/Confidential	
	*Total Salary /Cost Increase %		*Total Salary /Cost Increase %		*Total Salary /Cost Increase %	
2015-16	226,580	1.550%			1,321,109	1.55%
Year 2						
Year 3						

*As specified in Collective Bargaining Agreement.

BENEFITS

Contract Period Settled (Specify)	Management	Academic	Classified/Confidential
	Total Salary Cost Increase	Total Salary Cost Increase	Total Salary Cost Increase
2015-16	43,619		272,969
Year 2			
Year 3			

Include a statement regarding the source of revenues to pay salary and benefit increases,
The district intends to fund the salary and benefit increases with the fund balance and COLA increase.

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

YES NO

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

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

YES NO

Next Year?

YES NO

CERTIFICATION

Rancho Santiago Community College District

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

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

 District Chief Business Officer Date

 District Chief Executive Officer Date

Quarter Ended: June 30, 2016

Governing Board Meeting Date: August 15, 2016

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

To:	Board of Trustees	Date: August 15, 2016
Re:	Quarterly Investment Report as of June 30, 2016	
Action:	For Information	

BACKGROUND

The Quarterly Investment Report for the quarter ended June 30, 2016 is submitted in accordance with Section 53646(b) of the Government Code. The District's funds are held and invested with the Orange County Treasurer and the State of California Local Agency Investment Fund (LAIF).

ANALYSIS

The District's investments and any areas of noncompliance are shown on the following included documents: (1) the Statement of Cash as of June 30, 2016 for all District funds; (2) excerpts from the Orange County Treasurer's Investment Report for the month ended June 30, 2016, and (3) a copy of the State of California Local Agency Investment Fund (LAIF) "Remittance Advice" and Performance Report for the period ending June 30, 2016.

All investments for the quarter ended June 30, 2016 are in accordance with Board Policy 6320, and there has been no change in the policy during this quarter.

RECOMMENDATION

The quarterly investment report as of June 30, 2016 is presented as information.

Fiscal Impact:	None	Board Date: August 15, 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
Statement of Cash
June 30, 2016

Description	Amount	Interest Rate	QTR	% of Investment
Orange County Treasurer				
General Obligation Bonds	45,008,129	0.75%	April-June	16.08%
Bond Sinking Funds	27,757,365	0.75%	April-June	9.92%
All Other Funds	204,439,875	0.75%	April-June	73.06%
Local Agency Investment Fund (LAIF)	151,558	0.55%	April-June	0.05%
Revolving Fund, Refundable Deposits and Cash in Banks	2,459,833	0.00%	April-June	0.88%
	<u>279,816,760</u>			<u>100.00%</u>

Rancho Santiago Community College District

Cash Position

June 30, 2016

	County Fund	RSCCD Fund	Cash in County 9110	Cash in County-Perkins 9111	Cash in County - Cal Grants 9112	Restricted Cash for GO Bonds 9119	Cash Clearing 9120-9126	Revolving Cash 9130	Cash with Fiscal Agent 9135	LAIF 9150	Fund Total
General Fund (11 & 12)	1	11/12/13	86,077,559				1,418,299	100,000			87,595,858
Child Development Fund	12	33	915,240								915,240
Bond Fund Measure E	22	42	1,811,069								1,811,069
Bond Fund Measure Q	23	43	43,197,060								43,197,060
Bond Int & Red Fund	31	24				27,757,365					27,757,365
Capital Outlay Projects Fund	40	41	61,452,804								61,452,804
Workers' Compensation Fund	68	62	7,786,374						10,000		7,796,374
Property and Liability Fund	70	61	3,769,281						25,000		3,794,281
Retiree Benefits Fund	71	63	44,430,474							151,558	44,582,032
Student Financial Aid	74	74	(21,915)	30,058			906,534				914,677
Totals			249,417,946	30,058	-	27,757,365	2,324,833	100,000	35,000	151,558	279,816,760

6.4 (3)



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



INTERDEPARTMENTAL COMMUNICATION

Date: July 15, 2016

To: Supervisor Lisa Bartlett, Chairwoman
Supervisor Michelle Steel, Vice-Chair
Supervisor Andrew Do
Supervisor Todd Spitzer
Supervisor Shawn Nelson

From: Shari L. Freidenrich, CPA, CCMT, CPFA, ACPFIM 

Subject: Treasurer's Investment Report for the Month Ended June 30, 2016

Attached, please find the Treasurer's Investment Report for the County of Orange for the month ended June 30, 2016. The County Treasurer provides this report in compliance with California Government Code Sections 53607, 53646, and 27134 and the County's Investment Policy Statement (IPS). We have included some charts and other data for your information including charts on fund composition and the top ten pool participants. This report is also publicly available on our website at ocgov.com/ocinvestments.

INVESTMENT POOL COMPOSITION

The investments contained within this report are as of June 30, 2016. The Investment Pool Statistics summary shows the total investment responsibility of the County Treasurer as delegated by the Board of Supervisors: the Orange County Investment Pool (OCIP) that includes the Voluntary Participants' funds, the Orange County Educational Investment Pool (OCEIP), the John Wayne Airport Investment Fund and various other non-Pooled investment funds. The investment practices and policies of the Treasurer are based on compliance with State law and prudent money management. The primary goal is to invest public funds in a manner which will provide maximum security of principal invested with secondary emphasis on providing adequate liquidity to Pool Participants and lastly to achieve a market rate of return within the parameters of prudent risk management while conforming to all applicable statutes and resolutions governing the investment of public funds.

The County Treasurer established three Money Market Funds, the Orange County Money Market Fund, the Orange County Educational Money Market Fund, and the John Wayne Airport Investment Fund, which all are invested in cash-equivalent securities and provide liquidity for immediate cash needs. Standard & Poor's, on August 11, 2015, reaffirmed their highest rating of AAAM on the Orange County and the Educational Money Market Funds. The County Treasurer also established the Extended Fund that is invested to meet cash needs between one and five years out. The Orange County Investment Pool is comprised of the Orange County Money Market Fund and portions of the Extended Fund. The Orange County Educational Investment Pool is comprised of the Orange County Educational Money Market Fund and portions of the Extended Fund.

The maximum maturity of investments for the Orange County and Educational Money Market Funds and the John Wayne Airport Investment Fund is 13 months, with a maximum weighted average maturity (WAM) of 60 days, and they have a current WAM of 56, 57 and 58 respectively. The maximum maturity of the Extended Fund is five years, with duration not to exceed the Merrill Lynch 1-3 Year index +25% (2.35). The duration is currently at 1.39. The investments in all of the funds are marked to market daily to determine the value of the funds. To further maintain safety, adherence to an investment strategy of only purchasing top-rated securities and diversification of instrument types and maturities is required.

ECONOMIC UPDATE

In June, the job market added 287,000 new jobs, and May's job numbers were revised downward by 27,000 to 11,000. The U.S. unemployment rate increased to 4.9% from 4.7%. The U.S. gross domestic product (GDP) was further revised up in the first quarter of 2016 to a 1.1% annualized rate from the prior revision of 0.8%. Both the Empire State Manufacturing Index and the Philadelphia Fed Index increased above zero to 6.0 and 4.7 respectively. The Federal Reserve uses these indexes as regional economic gauges, and a reading above zero signals economic expansion. With

respect to housing, S&P/CaseShiller reported that housing prices continue to show positive momentum as year-over-year prices increased for the forty-seventh consecutive month in April, up 5.4% from a year ago. The index for pending home sales increased 2.4% on a year-over-year basis in May. The United Kingdom voted to leave the European Union on June 23 and in the next two business days, the 10-year Treasury rate dropped 28 basis points from 1.74 to 1.46. For the month, the 10-year Treasury rate decreased 38 basis points to 1.49%.

The short-term 90-day T-bill ended the month at 0.26%, down from 0.28% in May, and the rate on the 2-year Treasury note was 0.58% at the end of June, down from 0.88% in May.

INVESTMENT INTEREST YIELDS AND FORECAST

The gross interest yield for fiscal year 2015/2016 is 0.64% for the Orange County Investment Pool and 0.65% for the Orange County Educational Investment Pool, slightly higher than last month's revised forecasted gross yields of 0.63% and 0.64% respectively. The net yield for fiscal year 2015/2016 is 0.58% and 0.59% respectively, higher than last month's revised forecast of 0.56% and 0.57%, lower than the January revised forecast of 0.63%, but higher than the original budget forecast of 0.48%. The budget forecasted net yield for the fiscal year 2016/2017 for the Orange County Investment Pool and Orange County Educational Investment Pool is 0.77%.

APPORTIONMENT OF COMMINGLED POOL INTEREST EARNINGS

Each month, the County Treasurer apportions the accrued interest earnings to each pool participant. As of the first business day of the following month accrued, but unpaid, interest earnings are added to pool participants' average balances in determining a participant's relative share of the pool's monthly earnings. The actual cash distribution will generally be paid in the months following. The June 2016 interest apportionment is expected to be paid by July 31, 2016. The estimated annual investment administrative fee for fiscal year 2015/2016 has been revised to 6.6 basis points from 7.0 basis points, primarily due to higher average balances for the two investment pools than originally estimated. Therefore, the monthly investment fee charged this month was reduced from 7.0 basis points to 2.0 basis points. The estimated investment administrative fee for fiscal year 2016/2017 is 6.5 basis points.

TEMPORARY TRANSFERS

The County Treasurer, as required by Constitution Article XVI, Section 6, and per the Board of Supervisor's Resolution 15-016, is authorized to make temporary transfers to school districts to address their short-term cash flow needs. The loans are secured by tax receipts to be received by the County Treasurer, as the banker for the school districts. There are no temporary transfers outstanding as of June 30, 2016.

PORTFOLIO HOLDINGS OF DEBT ISSUED BY POOL PARTICIPANTS

Under guidelines outlined in the current IPS, the County Treasurer may invest in A or above rated securities issued by municipalities. Municipal debt issued by the County of Orange is exempt from this credit rating requirement. The Investment Pools may invest no more- than 5% of pool assets in any one issuer, with the exception of the County of Orange which has a 10% limit. The Investment Pools have a total market value of \$153 million in AA rated County of Orange debt, which represents approximately 1.92% of assets. Prior to purchasing any pool participant debt, a standardized credit analysis is performed.

COMPLIANCE SUMMARY

The investment portfolios had no compliance exceptions for the month of June 2016. The Auditor-Controller report on Continuous Compliance Auditing of the Treasurer's Investment Portfolio for the Quarter Ended March 31, 2016 identified no deficiencies.

CREDIT UPDATE

During June, there were three update to issuers on the Treasurer's Approved Issuer List. Microsoft was placed automatically on hold as required by the Investment Policy Statement when S & P placed them on CreditWatch-Negative. In addition, the County Treasurer is updating the Approved Issuer List to include the Outlook Negative rating agency disclosure, when applicable. This disclosure was added for both Toronto Dominion Bank NY and Royal Bank of Canada NY. An ongoing credit analysis of all issuers owned in the Investment Pools is reviewed on a daily, monthly, quarterly and annual basis.

I certify that this report includes all pool and non-pooled investments as of June 30, 2016 and is in conformity with all State laws and the IPS approved by the Board of Supervisors on December 15, 2015. The investments herein shown provide adequate liquidity to meet the next six months of projected cash flow requirements. I am available if you have any questions on this Investment Report at (714) 834-7625.

Enclosures

cc: Distribution List

6.4 (5)

ORANGE COUNTY TREASURER-TAX COLLECTOR

SUMMARY OF INVESTMENT DATA

INVESTMENT TRENDS

	JUNE 2016	MAY 2016	INCREASE (DECREASE)	NET CHANGE %	JUNE 2015	INCREASE (DECREASE)	NET CHANGE %
<u>Orange County Investment Pool (OCIP)</u>							
End Of Month Market Value ^{1,2}	\$ 3,678,579,375	\$ 4,081,055,802	\$ (402,476,427)	-9.86%	\$ 3,519,550,504	\$ 159,028,871	4.52%
End Of Month Book Value ²	\$ 3,667,784,634	\$ 4,078,244,062	\$ (410,459,428)	-10.06%	\$ 3,517,221,571	\$ 150,563,063	4.28%
Monthly Average Balance ²	\$ 3,895,058,668	\$ 4,207,856,376	\$ (312,797,708)	-7.43%	\$ 3,540,256,459	\$ 354,802,209	10.02%
Year-To-Date Average Balance ²	\$ 3,820,526,372	\$ 3,813,750,709	\$ 6,775,663	0.18%	\$ 3,457,911,487	\$ 362,614,885	10.49%
Monthly Accrued Earnings ³	\$ 2,557,709	\$ 2,566,951	\$ (9,242)	-0.36%	\$ 1,451,538	\$ 1,106,171	76.21%
Monthly Net Yield ³	0.78%	0.65%	0.13%	20.17%	43.00%	-42.22%	-98.18%
Year-To-Date Net Yield ³	0.58%	0.56%	0.02%	3.57%	0.35%	0.23%	65.71%
Annual Estimated Gross Yield ⁴	0.63%	0.63%	0.00%	0.00%	0.41%	0.22%	53.66%
Weighted Average Maturity (WAM)	397	375	22	5.78%	391	6	1.45%
<u>Orange County Educational Investment Pool (OCEIP)</u>							
End Of Month Market Value ^{1,2}	\$ 4,248,728,320	\$ 4,179,978,557	\$ 68,749,763	1.64%	\$ 3,781,023,292	\$ 467,705,028	12.37%
End Of Month Book Value ²	\$ 4,238,288,367	\$ 4,176,962,111	\$ 61,326,256	1.47%	\$ 3,778,697,350	\$ 459,591,017	12.16%
Monthly Average Balance	\$ 4,125,783,003	\$ 4,299,345,230	\$ (173,562,227)	-4.04%	\$ 3,944,401,168	\$ 181,381,835	4.60%
Year-To-Date Average Balance	\$ 3,833,612,869	\$ 3,807,051,947	\$ 26,560,921	0.70%	\$ 3,684,448,110	\$ 149,164,759	4.05%
Monthly Accrued Earnings ³	\$ 2,572,788	\$ 2,559,818	\$ 12,970	0.51%	\$ 1,478,113	\$ 1,094,675	74.06%
Monthly Net Yield ³	0.74%	0.63%	0.11%	17.58%	0.39%	0.35%	89.94%
Year-To-Date Net Yield ³	0.59%	0.57%	0.02%	2.97%	0.34%	0.25%	73.53%
Annual Estimated Gross Yield ⁴	0.64%	0.64%	0.00%	0.00%	0.42%	0.22%	52.38%
Weighted Average Maturity (WAM)	339	357	(18)	-4.99%	370	(31)	-8.33%

¹ Market values provided by Bloomberg and Northern Trust.

² In June 2016, OCIP Monthly Average Balance and Year-To-Date Average Balance increased from June 2015 primarily due to higher balances in the County General Fund, Educational Revenue Augmentation Fund (ERAF) and higher bond proceeds on deposit due to issuance of County CFD bonds in October 2015. In June 2016, OCIP End of Month Market and Book Values decreased from the prior month primarily due to distributions of ERAF and Redevelopment property tax receipts.

³ In June 2016, OCIP and OCEIP Monthly Accrued Earnings, Monthly Net Yield and Year-To-Date Net Yield were higher than June 2015 primarily due to investments in longer-term, higher yielding securities, slightly higher short-term interest rates and higher average pool balances. In June 2016, OCIP Monthly Net Yield was higher than May 2016 due to the maturities of low-yielding, short-term securities that were distributed as secured property tax receipts to various county agencies, cities and school districts. In addition, OCEIP Monthly Net Yield increased over the prior month due to the investment of incoming receipts in higher yielding securities.

⁴ The OCIP and OCEIP Annual Estimated Gross Yield for June 2015 is reported at the actual annual gross yield for FY14/15, and their Annual Estimated Gross Yield for June 2016 is reported at the latest forecasted yields of 0.63% and 0.64% respectively. Their Annual Estimated Gross Yield for FY 15/16 is higher than FY 14/15 due to an increase in the short-term Federal Funds Rate of 0.25% on December 17, 2015, reductions in excess liquidity and improved cash management while maintaining the same high credit quality of securities.

ORANGE COUNTY TREASURER-TAX COLLECTOR
INVESTMENT POOL STATISTICS
 FOR THE MONTH, QUARTER, AND FISCAL YEAR ENDED: JUNE 30, 2016

INVESTMENT STATISTICS - By Investment Pool***

DESCRIPTION	CURRENT BALANCES	Average Days to Maturity	Daily Yield as of 6/30/16	MONTHLY Gross Yield	QUARTER Average Yield	ANNUAL Average Yield	Current NAV
COMBINED POOL BALANCES (includes the Extended Fund)							
Orange County Investment Pool	MARKET Value \$	3,678,579,375	397	0.76%			1.00
	COST (Capital) \$	3,679,105,929			0.80%		
	MONTHLY AVG Balance \$	3,895,058,668			0.74%		
	QUARTERLY AVG Balance \$	4,309,687,029				0.64%	
	ANNUAL AVG Balance \$	3,820,526,372					
	BOOK Value \$	3,667,784,634					
Orange County Educational Investment Pool	MARKET Value \$	4,248,728,320	339	0.72%			1.00
	COST (Capital) \$	4,249,060,501			0.76%		
	MONTHLY AVG Balance \$	4,125,783,003			0.75%		
	QUARTERLY AVG Balance \$	4,175,251,719				0.65%	
	ANNUAL AVG Balance \$	3,833,612,869					
	BOOK Value \$	4,238,288,367					

INVESTMENT STATISTICS - Non Pooled Investments **

DESCRIPTION	CURRENT BALANCE	BOOK BALANCE BY INVESTMENT TYPE
Specific Investment		
Funds:	MARKET Value \$	308,238,131
100, 15B, 283, 505, 650 FVSD	COST (Capital) \$	308,058,713
	MONTHLY AVG Balance \$	306,607,799
	QUARTERLY AVG Balance \$	304,743,910
	ANNUAL AVG Balance \$	267,067,953
	BOOK Value \$	307,754,837
		County General- Tax Exempt Non AMT \$ 221,771,788
		John Wayne Airport Investment Pool 50,212,143
		Repurchase Agreement 1,081,500
		Fountain Valley School District Fund 40 34,909,366
		GNMA Mortgage-Backed Securities 83,916
		\$ 308,058,713

MONTH END TOTALS

INVESTMENTS & CASH	FUND ACCOUNTING & SPECIFIC INVESTMENTS
COUNTY MONEY MARKET FUND	
County Money Market Fund \$ 928,388,018	County Funds \$3,693,219,346
County Cash 14,113,417	Educational Funds 4,270,223,905
EXTENDED FUND 5,388,717,911	Specific Investment Funds 308,058,713
EDUCATIONAL MONEY MARKET FUND	
Educational Money Market Fund 1,611,060,501	
Educational Cash 21,163,404	
NON-POOLED INVESTMENT	
Non Pooled Investments @ Cost 308,058,713	
\$ 8,271,501,964	\$ 8,271,501,964

KEY POOL STATISTICS

INTEREST RATE YIELD	WEIGHTED AVERAGE MATURITY (WAM)
OCMMF - MONTHLY GROSS YIELD 0.44%	OCMMF 56
OCEMMF - MONTHLY GROSS YIELD 0.43%	OCEMMF 57
JOHN WAYNE AIRPORT - MONTHLY GROSS YIELD 0.50%	JOHN WAYNE AIRPORT 58
OCIP - YTD NET YIELD**** 0.57%	LGIP (Standard & Poors) AAAM/AAm 43
OCEIP - YTD NET YIELD**** 0.58%	
90-DAY T-BILL YIELD - MONTHLY AVERAGE (Bloomberg) 0.26%	

ORANGE COUNTY TREASURER-TAX COLLECTOR
INVESTMENT POOL STATISTICS
FOR THE MONTH, QUARTER, AND FISCAL YEAR ENDED: JUNE 30, 2016

INVESTMENT STATISTICS - By Investment Fund*							
DESCRIPTION	CURRENT BALANCES	Average Days to Maturity	Daily Yield as of 6/30/16	MONTHLY Gross Yield	QUARTER Average Yield	ANNUAL Average Yield	Current NAV
<u>County Money Market Fund (OCMMF)</u>	MARKET Value \$	928,467,500	56	0.42%	0.44%	0.39%	1.00
	COST (Capital) \$	928,388,018					
	MONTHLY AVG Balance \$	1,147,793,690					
	QUARTERLY AVG Balance \$	1,609,417,054					
	ANNUAL AVG Balance \$	1,224,954,589					
	BOOK Value \$	928,208,118					
<u>Educational Money Market Fund (OCEMMF)</u>	MARKET Value \$	1,611,309,522	57	0.39%	0.43%	0.42%	1.00
	COST (Capital) \$	1,611,060,501					
	MONTHLY AVG Balance \$	1,487,783,003					
	QUARTERLY AVG Balance \$	1,557,251,719					
	ANNUAL AVG Balance \$	1,256,612,869					
	BOOK Value \$	1,610,973,214					
<u>Extended Fund</u>	MARKET Value \$	5,387,530,673	512	0.91%	0.95%	0.95%	1.00
	COST (Capital) \$	5,388,717,911					
	MONTHLY AVG Balance \$	5,385,264,979					
	QUARTERLY AVG Balance \$	5,318,269,975					
	ANNUAL AVG Balance \$	5,172,571,783					
	BOOK Value \$	5,366,891,669					
ALLOCATION OF EXTENDED FUND							
<u>Extended Fund</u> <u>OCIP Share</u>	MARKET Value \$	2,750,111,875	512	0.91%	0.95%	0.95%	1.00
	COST (Capital) \$	2,750,717,911					
	MONTHLY AVG Balance \$	2,602,679,007					
	QUARTERLY AVG Balance \$	2,598,436,563					
	ANNUAL AVG Balance \$	2,527,723,115					
	BOOK Value \$	2,739,576,516					
<u>OCEIP Share</u>	MARKET Value \$	2,637,418,798	512	0.91%	0.95%	0.95%	1.00
	COST (Capital) \$	2,638,000,000					
	MONTHLY AVG Balance \$	2,638,000,000					
	QUARTERLY AVG Balance \$	2,618,000,000					
	ANNUAL AVG Balance \$	2,577,000,000					
	BOOK Value \$	2,627,315,153					
<u>Modified Duration</u>		1.39					

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

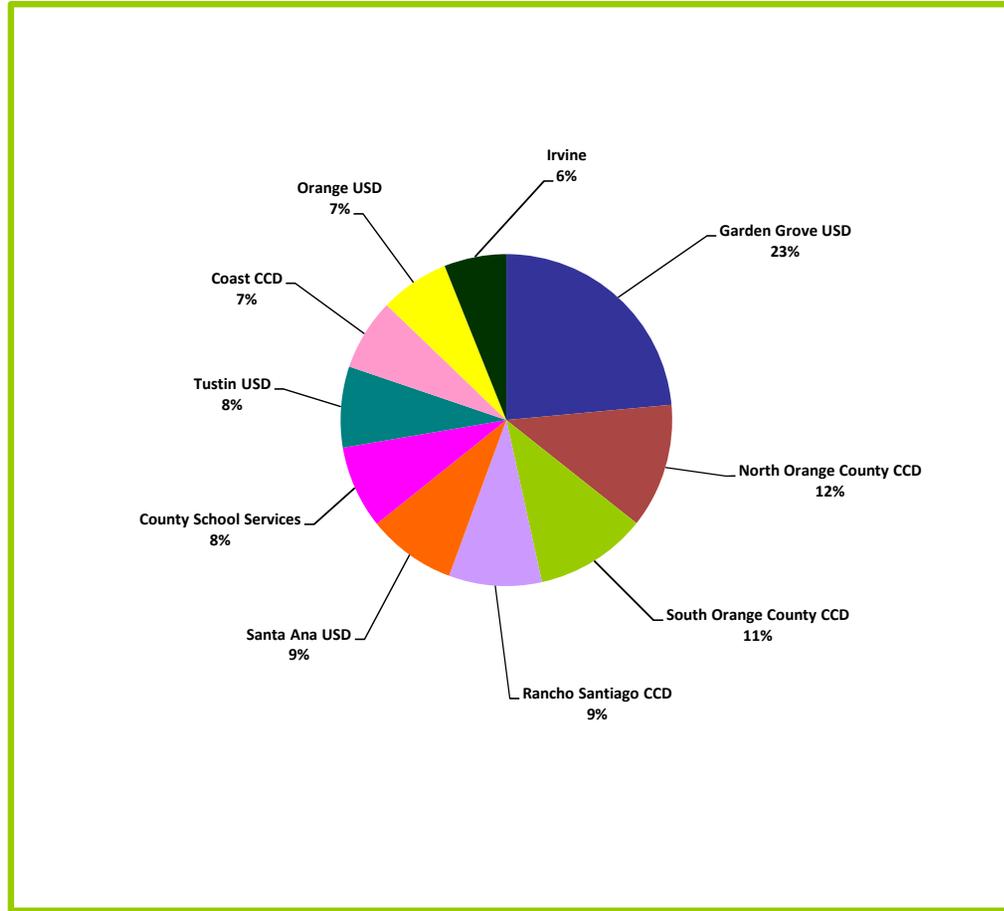
** Specific non pooled investments are reported in compliance with Government Code Section 53646 (b)(1). Detailed descriptions are included in the inventory listing in Section VII of this report.

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

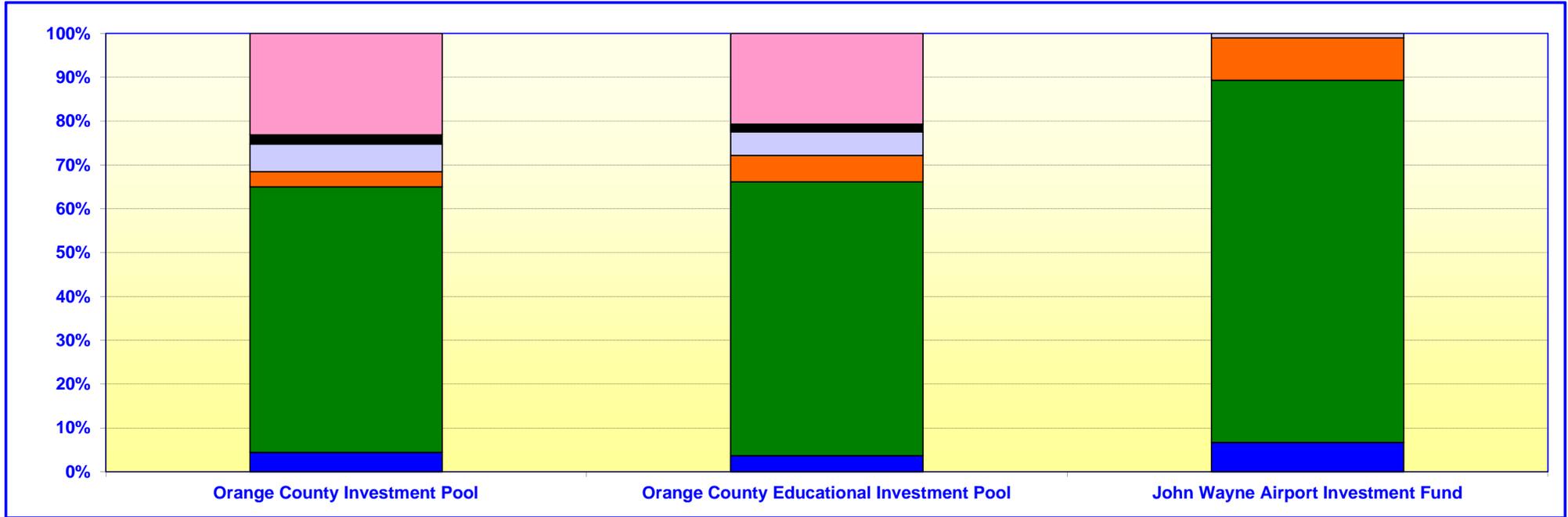
**** The Net Yield differs from the monthly average yield as it includes the Treasury administrative fees.

**ORANGE COUNTY EDUCATIONAL INVESTMENT POOL
TOP TEN POOL PARTICIPANTS
AS OF JUNE 30, 2016**

DISTRICT #	SCHOOL DISTRICT	BALANCE
72	Garden Grove USD	\$ 653,429,606
88	North Orange County CCD	336,558,107
96	South Orange County CCD	302,651,943
92	Rancho Santiago CCD	251,243,641
84	Santa Ana USD	239,961,542
94	County School Services	224,771,394
87	Tustin USD	218,675,363
90	Coast CCD	192,902,399
80	Orange USD	188,219,689
75	Irvine USD	168,154,557
TOTAL		<u>\$ 2,776,568,241</u>



ORANGE COUNTY TREASURER - TAX COLLECTOR
BY INVESTMENT TYPE - By Percentage Holdings
June 30, 2016



Orange County Investment Pool		
	In Thousands	%
U.S. GOVERNMENT AGENCIES	\$ 2,227,895	60.56%
U.S. TREASURIES	850,805	23.13%
MEDIUM - TERM NOTES	230,591	6.27%
MONEY MARKET MUTUAL FUNDS	128,556	3.49%
MUNICIPAL DEBT	77,851	2.12%
CERTIFICATES OF DEPOSIT	162,881	4.43%
	<u>\$ 3,678,579</u>	<u>100.00%</u>

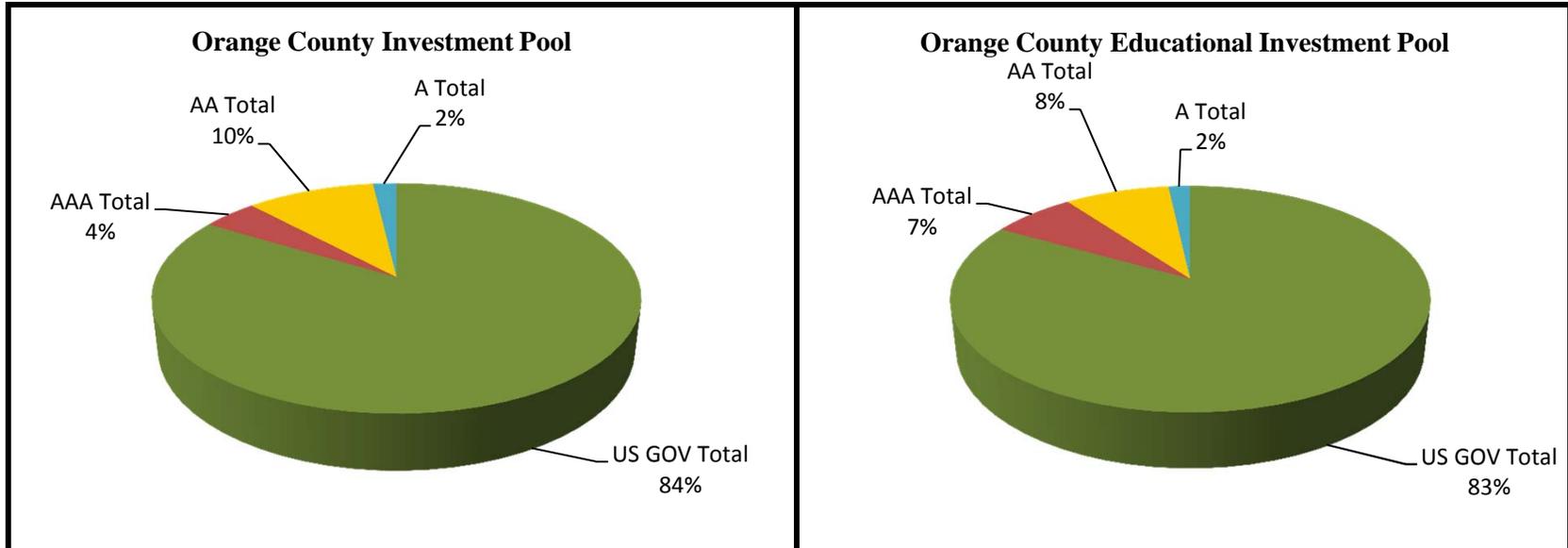
Orange County Educational Investment Pool		
	In Thousands	%
U.S. GOVERNMENT AGENCIES	\$ 2,654,575	62.47%
U.S. TREASURIES	878,115	20.67%
MEDIUM - TERM NOTES	229,702	5.41%
MONEY MARKET MUTUAL FUNDS	255,506	6.01%
MUNICIPAL DEBT	75,477	1.78%
CERTIFICATES OF DEPOSIT	155,353	3.66%
	<u>\$ 4,248,728</u>	<u>100.00%</u>

John Wayne Airport Investment Fund		
	In Thousands	%
U.S. GOVERNMENT AGENCIES	\$ 41,374	82.60%
MEDIUM - TERM NOTES	502	1.00%
MONEY MARKET MUTUAL FUNDS	4,865	9.71%
CERTIFICATES OF DEPOSIT	3,350	6.69%
	<u>\$ 50,091</u>	<u>100.00%</u>

Calculated Using Market Value at 6/30/2016

6.4 (10)

ORANGE COUNTY TREASURER - TAX COLLECTOR
CREDIT QUALITY BY MARKET VALUE
 June 30, 2016



US GOV Includes Agency & Treasury Debt

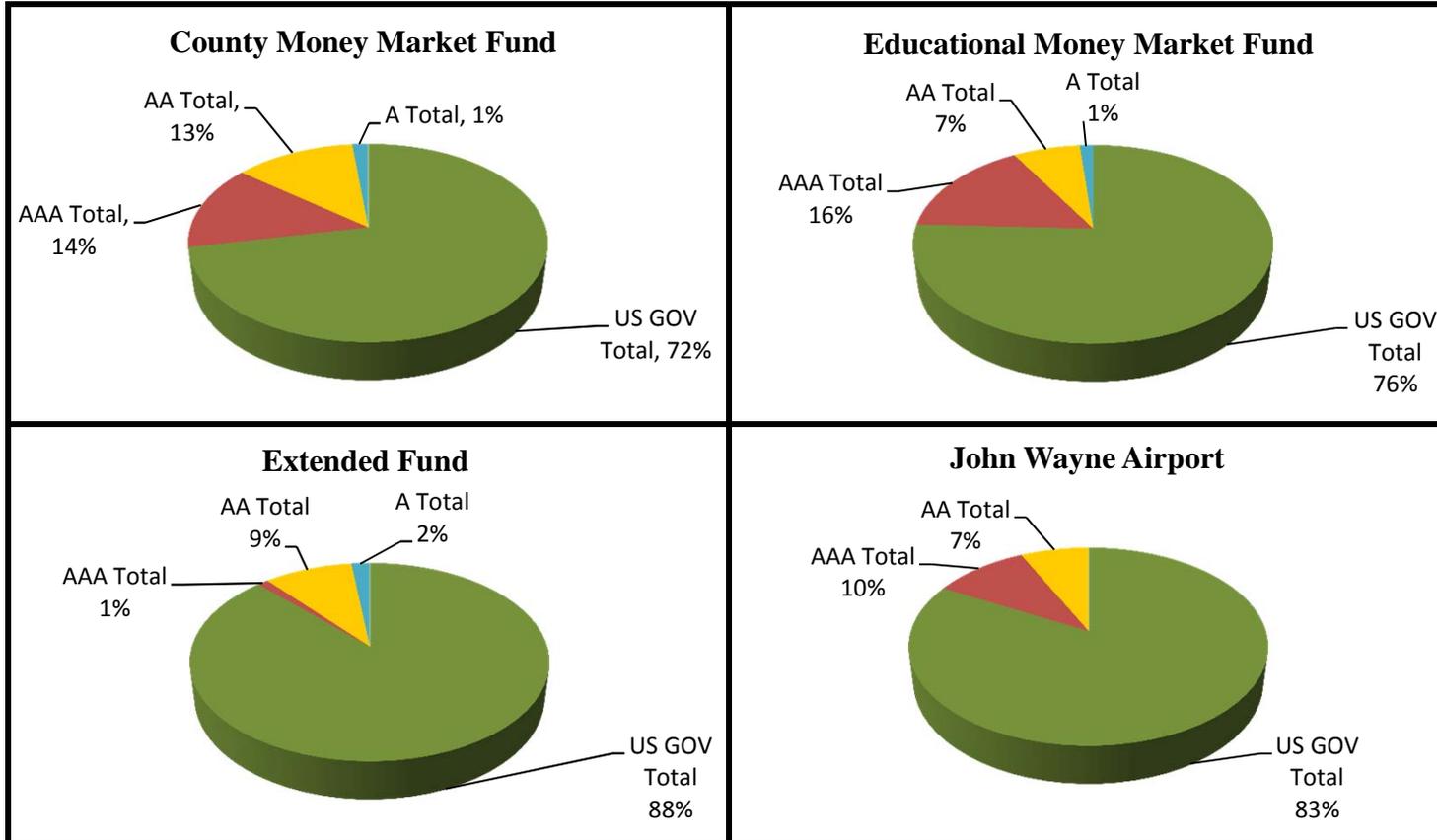
AA Includes AA+, AA- & AA

A Includes A+,A- & A

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

6.4 (11)

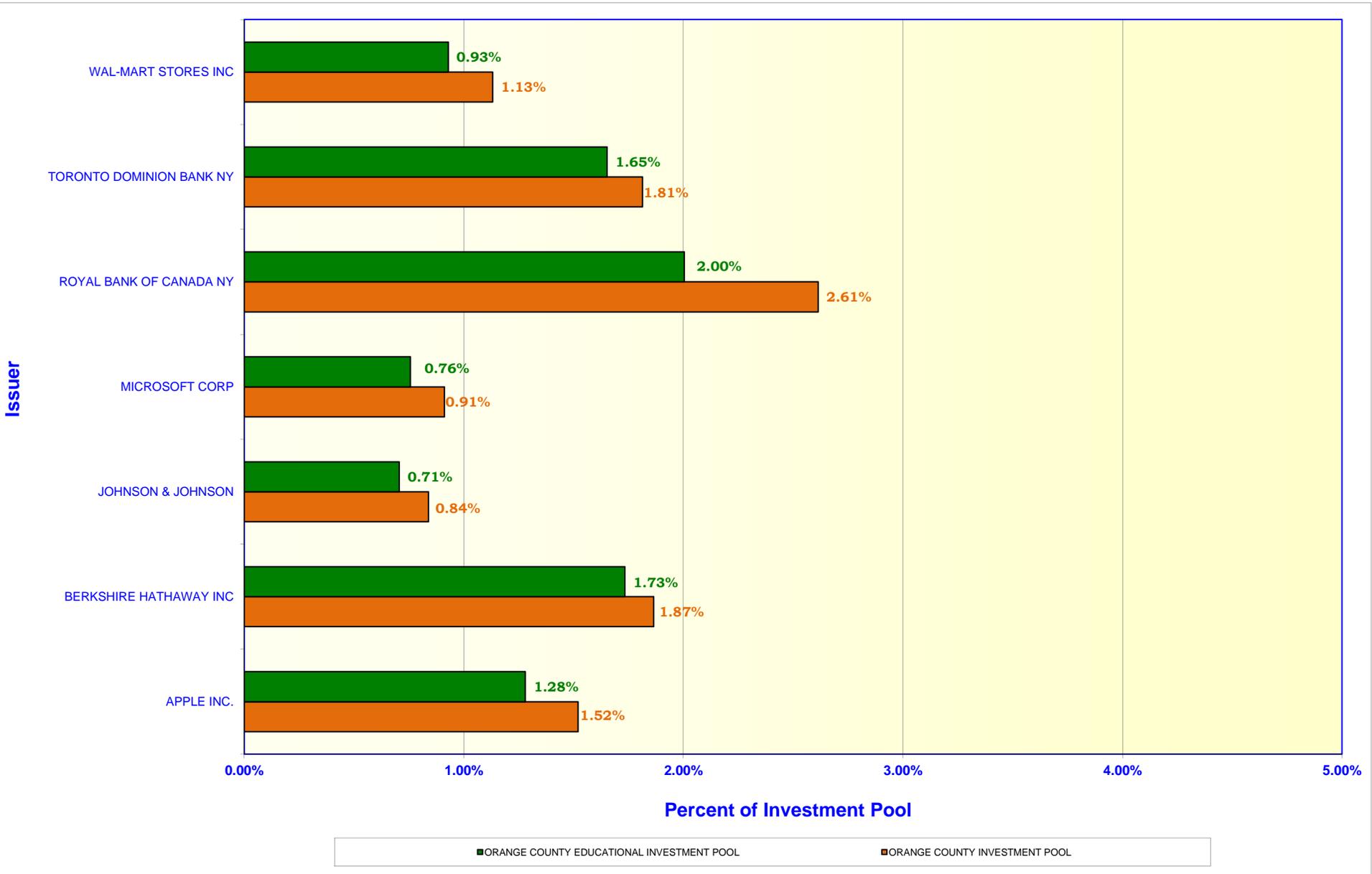
ORANGE COUNTY TREASURER - TAX COLLECTOR
CREDIT QUALITY BY MARKET VALUE
 June 30, 2016



US GOV Includes Agency & Treasury Debt
AA Includes AA+, AA- & AA
A Includes A+,A- & A
A-1 Includes A-1+, F-1+, P-1, A-1 & F-1

6.4 (12)

ORANGE COUNTY TREASURER - TAX COLLECTOR
ISSUER CONCENTRATION-By Investment Pool
 June 30, 2016



6.4 (13)

ORANGE COUNTY TREASURER-TAX COLLECTOR

APPROVED ISSUER LIST - OCIP, OCEIP, and JWA

June 30, 2016

ISSUER	S/T RATINGS			L/T RATINGS		
	S&P	Moody's	Fitch	S&P	Moody's	Fitch
U.S. TREASURY SECURITIES						
U.S. GOVERNMENT	A-1+	P-1	F1+	AA+	Aaa	AAA
U.S. GOVERNMENT AGENCY SECURITIES						
FEDERAL NATIONAL MORTGAGE ASSOCIATION	A-1+	P-1	F1+	AA+	Aaa	AAA
FEDERAL HOME LOAN MORTGAGE CORPORATION	A-1+	P-1	F1+	AA+	Aaa	AAA
FEDERAL HOME LOAN BANKS	A-1+	P-1	NR	AA+	Aaa	NR
FEDERAL FARM CREDIT BANKS	A-1+	P-1	F1+	AA+	Aaa	AAA
MEDIUM-TERM NOTES						
APPLE INC	A-1+	P-1	NR	AA+	Aa1	NR
BERKSHIRE HATHAWAY INC	A-1+	P-1	NR	AA	Aa2	A+
<i>BERKSHIRE HATHAWAY FINANCE</i>	NR	P-1	NR	NR	Aa2	A+
JOHNSON & JOHNSON	A-1+	P-1	F1+	AAA	Aaa	AAA
WAL-MART STORES INC	A-1+	P-1	F1+	AA	Aa2	AA
ISSUERS ON HOLD						
CHEVRON CORPORATION	A-1+	P-1	NR	AA-	Aa1	NR
MICROSOFT CORPORATION ***	A-1+	P-1	F1+	AAA	Aaa	AA+
STATE OR NATIONALLY CHARTERED BANKS *						
TORONTO DOMINION BANK NY ****	A-1+	P-1	F1+	AA-	Aa1	AA-
ROYAL BANK OF CANADA NY *****	A-1+	P-1	F1+	AA-	Aa3	AA
MUNICIPAL BONDS						
ORANGE CNTY CA PENSION OBLG 2015 A	NR	NR	F1+	AA	NR	AA
ORANGE CNTY CA PENSION OBLG 2016 A	NR	NR	F1+	AA	NR	AA
MONEY MARKET MUTUAL FUNDS **						
NAME OF FUND	S & P		Moody's	Fitch		
INVESCO GOVERNMENT & AGENCY SHORT-TERM INVESTMENTS TRUST (AIM)	AAAm		Aaa-mf	AAAmmf		
GOLDMAN SACHS FINANCIAL SQUARE GOVT FUND	AAAm		Aaa-mf	NR		
MORGAN STANLEY INSTITUTIONAL LIQUIDITY FUNDS - GOVT	AAAm		Aaa-mf	NR		
NORTHERN INSTITUTIONAL TREASURY PORTFOLIO	AAAm		NR	NR		

* Further purchase restrictions apply due to additional trading limits.

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

*** Moody's placed this issuer's S/T and L/T Ratings on Negative Watch on June 13, 2016, and Fitch placed this issuer's L/T Rating on Negative Watch on June 15, 2016.

**** Moody's placed this issuer on Negative Outlook on June 11, 2014.

***** S&P placed this issuer on Negative Outlook on June 6, 2016. Fitch placed this issuer on Negative Outlook on January 25, 2016, and Moody's placed this issuer on Negative Outlook on June 11, 2014.

**Orange County Treasurer-Tax Collector
Changes in Approved Issuer's List
For the Month Ended June 30, 2016**

During June, there were three changes made to issuers on the Treasurer's Approved Issuer List.

- Microsoft Corporation's S/T and L/T ratings were placed on Negative Watch by Moody's and per the Investment Policy Statement, any issuer on Credit Watch-Negative will be placed on hold. In addition, Microsoft's L/T rating was placed on Negative Watch by Fitch on June 15.
- Royal Bank of Canada NY was placed on Negative Outlook by Standard & Poor's on June 6, 2016. Previously, Royal Bank of Canada NY was placed on Negative Outlook by both Fitch on January 25, 2016 and Moody's on June 11, 2014.
- Toronto Dominion Bank NY was placed on Negative Outlook by Moody's on June 11, 2014.

June 16, 2016

Orange County
P.O. Box 4515
Santa Ana, CA 92702
Attention: Shari L. Freidenrich

Re: Orange County Money Market Fund

Dear Ms. Freidenrich:

Pursuant to your request for a rating on the above-referenced securities, S&P Global Ratings has affirmed a Principal Stability Fund Rating of “**AAAm**” to the shares of the funds.

This letter constitutes S&P Global Ratings’ permission for you to disseminate the above-assigned rating to interested parties in accordance with applicable laws and regulations. However, permission for such dissemination (other than to professional advisors bound by appropriate confidentiality arrangements) will become effective only after we’ve released the rating on standardandpoors.com. Any dissemination on any Website by you or your agents shall include the full analysis for the rating, including any updates, where applicable. To the extent that regulatory authorities allow a rating agency to acknowledge in one jurisdiction a rating issued in another jurisdiction for certain regulatory purposes, S&P Global Ratings may choose to acknowledge such a rating and denote such acknowledgement on www.standardandpoors.com with an alphabetic or other identifier affixed to such rating or by other means.

To maintain the rating, S&P Global Ratings must receive all information as indicated in the applicable Terms and Conditions. You understand that S&P Global Ratings relies on you and your agents and advisors for the accuracy, timeliness and completeness of the information submitted in connection with the rating and the continued flow of material information as part of the surveillance process. Please send all information via electronic delivery to: guyna.johnson@spglobal.com . If SEC rule 17g-5 is applicable, you may post such information on the appropriate website. For any information not available in electronic format or posted on the applicable website, please send hard copies to: S&P Global Ratings, 55 Water Street, New York, New York 10041-0003, Attention: Guyna Johnson.

The rating is subject to the Terms and Conditions attached to the Engagement Letter applicable to the rating. In the absence of such Engagement Letter and Terms and Conditions, the rating is subject to the attached Terms and Conditions. The applicable Terms and Conditions are incorporated herein by reference.

S&P Global Ratings is pleased to have the opportunity to provide its rating opinion. For more information please visit our website at www.standardandpoors.com. If you have any questions, please contact us. Thank you for choosing S&P Global Ratings.

Sincerely yours,

The logo for S&P Global Ratings, featuring the text "S&P Global Ratings" in a stylized, cursive script font.

S&P Global Ratings, acting through
Standard & Poor's Financial Services LLC

Analytical Contact: Guyna Johnson
312-233-7008

/ks



S&P Global Ratings Terms and Conditions Applicable To Credit Ratings

You understand and agree that:

General. The credit ratings and other views of S&P Global Ratings are statements of opinion and not statements of fact. Credit ratings and other views of S&P Global Ratings are not recommendations to purchase, hold, or sell any securities and do not comment on market price, marketability, investor preference or suitability of any security. While S&P Global Ratings bases its credit ratings and other views on information provided by issuers and their agents and advisors, and other information from sources it believes to be reliable, S&P Global Ratings does not perform an audit, and undertakes no duty of due diligence or independent verification, of any information it receives. Such information and S&P Global Ratings' opinions should not be relied upon in making any investment decision. S&P Global Ratings does not act as a "fiduciary" or an investment advisor. S&P Global Ratings neither recommends nor will recommend how an issuer can or should achieve a particular credit rating outcome nor provides or will provide consulting, advisory, financial or structuring advice.

All Credit Rating Actions in S&P Global Ratings' Sole Discretion. S&P Global Ratings may assign, raise, lower, suspend, place on CreditWatch, or withdraw a credit rating, and assign or revise an Outlook, at any time, in S&P Global Ratings' sole discretion. S&P Global Ratings may take any of the foregoing actions notwithstanding any request for a confidential or private credit rating or a withdrawal of a credit rating, or termination of this Agreement. S&P Global Ratings will not convert a public credit rating to a confidential or private credit rating, or a private credit rating to a confidential credit rating.

Publication. S&P Global Ratings reserves the right to use, publish, disseminate, or license others to use, publish or disseminate the credit rating provided hereunder and any analytical reports, including the rationale for the credit rating, unless you specifically request in connection with the initial credit rating that the credit rating be assigned and maintained on a confidential or private basis. If, however, a confidential or private credit rating or the existence of a confidential or private credit rating subsequently becomes public through disclosure other than by an act of S&P Global Ratings or its affiliates, S&P Global Ratings reserves the right to treat the credit rating as a public credit rating, including, without limitation, publishing the credit rating and any related analytical reports. Any analytical reports published by S&P Global Ratings are not issued by or on behalf of you or at your request. Notwithstanding anything to the contrary herein, S&P Global Ratings reserves the right to use, publish, disseminate or license others to use, publish or disseminate analytical reports with respect to public credit ratings that have been withdrawn, regardless of the reason for such withdrawal. S&P Global Ratings may publish explanations of S&P Global Ratings' credit ratings criteria from time to time and nothing in this Agreement shall be construed as limiting S&P Global Ratings' ability to modify or refine its credit ratings criteria at any time as S&P Global Ratings deems appropriate. The provisions of this paragraph are subject to the restrictions on disclosure of Confidential Information set forth in this Agreement.

Information to be Provided by You. For so long as this Agreement is in effect, in connection with the credit rating provided hereunder, you will provide, or cause to be provided, as promptly as practicable, to S&P Global Ratings all information requested by S&P Global Ratings in accordance with its applicable published credit ratings criteria. The credit rating, and the maintenance of the credit rating, may be affected by S&P Global Ratings' opinion of the information received from you or your authorized agents and advisors. Except for "Excluded Information", as defined below, all information provided to S&P Global Ratings by you or your authorized agents and advisors regarding the credit rating or, if applicable, surveillance of the credit rating, will, as of the date such information is provided, contain no untrue statement of material fact nor omit a material fact necessary in order to make such information, in light of the

circumstances in which it was provided, not misleading. Excluded Information means information you cause to be provided by your authorized agents and advisors pursuant to the first sentence of this paragraph with respect to which such agent or advisor has agreed in a writing provided to S&P Global Ratings to make the agreements in this paragraph and to be liable to S&P Global Ratings for breaches of such agreements to the same extent as if you provided the information directly to S&P Global Ratings hereunder. A material breach of the agreements in this paragraph shall constitute a material breach of this Agreement.

Liability Relating to Information to be Provided by You. To the extent permitted by applicable law, you will be liable to S&P Global Ratings and its affiliates for all Losses actually incurred and directly resulting from (x) a material breach of the agreements in the immediately preceding paragraph or (y) a claim that the provision by you or your authorized agents and advisors of information to S&P Global Ratings hereunder infringes or violates the intellectual property rights of a third party. For purposes of this paragraph, “Losses” means losses, damages, liabilities, judgments, costs, charges, expenses and reasonable attorneys’ fees, including any such losses arising from claims asserted by a third party against S&P Global Ratings, in each case as finally determined by a court of competent jurisdiction in a proceeding in which you are a party. Losses do not include amounts resulting from S&P Global Ratings’ gross negligence, intentional wrongdoing or willful misconduct as finally determined by a court of competent jurisdiction in a proceeding in which you are a party.

Confidential Information. For purposes of this Agreement, “Confidential Information” shall mean verbal or written information that you or your authorized agents and advisors have provided to S&P Global Ratings and, in connection with providing such information, have indicated in writing that the information is “Confidential.” Notwithstanding the foregoing, information disclosed by you or your authorized agents and advisors to S&P Global Ratings shall not be deemed to be Confidential Information, and S&P Global Ratings shall have no obligation to treat such information as Confidential Information, if such information (i) was known by S&P Global Ratings at the time of such disclosure and was not known by S&P Global Ratings to be subject to a prohibition on disclosure, (ii) was known to the public at the time of such disclosure, (iii) becomes known to the public (other than by an act of S&P Global Ratings or its affiliates) subsequent to such disclosure, (iv) is disclosed to S&P Global Ratings by a third party subsequent to such disclosure and S&P Global Ratings reasonably believes that such third party’s disclosure to S&P Global Ratings was not prohibited, (v) is developed independently by S&P Global Ratings or its affiliates without reference to the Confidential Information, or (vi) is approved in writing by you or your authorized agents and advisors for public disclosure. S&P Global Ratings is aware that U.S. and state securities laws may impose restrictions on trading in securities when in possession of material, non-public information and has adopted securities trading and communication policies to that effect.

S&P Global Ratings’ Use of Information. Except as required by applicable law or regulation or otherwise provided herein, S&P Global Ratings shall not disclose Confidential Information to third parties.

S&P Global Ratings may (i) use Confidential Information for its credit rating activities, including without limitation, to assign, raise, lower, suspend, place on CreditWatch, or withdraw a credit rating, and assign or revise an Outlook, as well as to make internal determinations about commercial arrangements for its credit rating activities, and (ii) share Confidential Information with its affiliates or agents engaged in the credit ratings business who are bound by appropriate confidentiality obligations (“Ratings Affiliates and Agents”).

Subject to the other provisions herein, S&P Global Ratings may also use, and share Confidential Information with any of its affiliates or agents engaged in other financial services businesses who are bound by appropriate confidentiality obligations (“Other Affiliates and Agents”, and together with Ratings Affiliates and Agents, “Affiliates and Agents”), for modelling, benchmarking and research purposes.

Subject to the other provisions herein, S&P Global Ratings may publish and/or share with its Affiliates and Agents, who also may publish, data aggregated or derived from Confidential Information, excluding data that is specific to and identifies individual debtors, customers or clients.

S&P Global Ratings will comply with all applicable U.S. and state laws, rules and regulations protecting personally-identifiable information and the privacy rights of individuals. S&P Global Ratings acknowledges for itself and on behalf of its affiliates that you may be entitled to seek specific performance and injunctive or other equitable relief as a remedy for

S&P Global Ratings' or its affiliates' disclosure of Confidential Information in violation of this Agreement. S&P Global Ratings and its Affiliates and Agents reserve the right to use, publish, disseminate, or license others to use, publish or disseminate any non-Confidential Information provided by you or your authorized agents and advisors.

S&P Global Ratings Not an Expert, Underwriter or Seller under Securities Laws. S&P Global Ratings has not consented to and will not consent to being named an "expert" or any similar designation under any applicable securities laws or other regulatory guidance, rules or recommendations, including without limitation, Section 7 of the U.S. Securities Act of 1933. S&P Global Ratings is not an "underwriter" or "seller" as those terms are defined under applicable securities laws or other regulatory guidance, rules or recommendations, including without limitation Sections 11 and 12(a)(2) of the U.S. Securities Act of 1933. S&P Global Ratings has not performed the role or tasks associated with an "underwriter" or "seller" under the United States federal securities laws or other regulatory guidance, rules or recommendations in connection with this engagement.

Office of Foreign Assets Control. As of the date of this Agreement, (a) neither you nor the issuer (if you are not the issuer) or any of your or the issuer's subsidiaries, or any director or corporate officer of any of the foregoing entities, is the subject of any U.S. sanctions administered by the Office of Foreign Assets Control of the U.S. Department of the Treasury ("OFAC Sanctions"), (b) neither you nor the issuer (if you are not the issuer) is 50% or more owned or controlled, directly or indirectly, individually or collectively, by one or more persons or entities that is or are the subject of OFAC Sanctions, and (c) to the best of your knowledge, no entity 50% or more owned or controlled by a direct or indirect parent of you or the issuer (if you are not the issuer) is the subject of OFAC Sanctions. For purposes of clause (c) in this section, "parent" is a person or entity owning or controlling, directly or indirectly, 50% or more of you or the issuer (if you are not the issuer). For so long as this Agreement is in effect, you will promptly notify S&P Global Ratings if any of these circumstances change.

S&P Global Ratings' Use of Confidential and Private Credit Ratings. S&P Global Ratings may use confidential and private credit ratings in its analysis of the debt issued by collateralized debt obligation (CDO) and other investment vehicles. S&P Global Ratings may disclose a confidential or private credit rating as a confidential credit estimate or assessment to the managers of CDO and similar investment vehicles. S&P Global Ratings may permit CDO managers to use and disseminate credit estimates or assessments on a limited basis and subject to various restrictions; however, S&P Global Ratings cannot control any such use or dissemination.

Entire Agreement. Nothing in this Agreement shall prevent you, the issuer (if you are not the issuer) or S&P Global Ratings from acting in accordance with applicable laws and regulations. Subject to the prior sentence, this Agreement, including any amendment made in accordance with the provisions hereof, constitutes the complete and entire agreement between the parties on all matters regarding the credit rating provided hereunder. The terms of this Agreement supersede any other terms and conditions relating to information provided to S&P Global Ratings by you or your authorized agents and advisors hereunder, including without limitation, terms and conditions found on, or applicable to, websites or other means through which you or your authorized agents and advisors make such information available to S&P Global Ratings, regardless if such terms and conditions are entered into before or after the date of this Agreement. Such terms and conditions shall be null and void as to S&P Global Ratings.

Limitation on Damages. S&P Global Ratings does not and cannot guarantee the accuracy, completeness, or timeliness of the information relied on in connection with a credit rating or the results obtained from the use of such information. S&P GLOBAL RATINGS GIVES NO EXPRESS OR IMPLIED WARRANTIES, INCLUDING, BUT NOT LIMITED TO, ANY WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE OR USE. S&P Global Ratings, its affiliates or third party providers, or any of their officers, directors, shareholders, employees or agents shall not be liable to you, your affiliates or any person asserting claims on your behalf, directly or indirectly, for any inaccuracies, errors, or omissions, in each case regardless of cause, actions, damages (consequential, special, indirect, incidental, punitive, compensatory, exemplary or otherwise), claims, liabilities, costs, expenses, legal fees or losses (including, without limitation, lost income or lost profits and opportunity costs) in any way arising out of or relating to the credit rating provided hereunder or the related analytic services even if advised of the possibility of such damages or other amounts except to the extent such damages or other amounts are finally determined by a court of competent jurisdiction in a proceeding in which you and S&P Global Ratings are parties to result from gross negligence, intentional wrongdoing or willful misconduct of S&P Global Ratings. In furtherance and not in limitation of the foregoing, S&P

Global Ratings will not be liable to you, your affiliates or any person asserting claims on your behalf in respect of any decisions alleged to be made by any person based on anything that may be perceived as advice or recommendations. In the event that S&P Global Ratings is nevertheless held liable to you, your affiliates, or any person asserting claims on your behalf for monetary damages under this Agreement, in no event shall S&P Global Ratings be liable in an aggregate amount in excess of seven times the aggregate fees paid to S&P Global Ratings for the credit rating giving rise to the cause of action, up to a maximum of US\$5,000,000 except to the extent such monetary damages directly result from S&P Global Ratings' intentional wrongdoing or willful misconduct. The provisions of this paragraph shall apply regardless of the form of action, damage, claim, liability, cost, expense, or loss, whether in contract, statute, tort (including, without limitation, negligence), or otherwise. Neither party waives any protections, privileges, or defenses it may have under law, including but not limited to, the First Amendment of the Constitution of the United States of America.

Credit Ratings Acknowledged for Use in Other Jurisdictions. To the extent that regulatory authorities allow a credit rating agency to acknowledge in one jurisdiction a credit rating issued in another jurisdiction for certain regulatory purposes, S&P Global Ratings may choose to acknowledge such a credit rating and denote such acknowledgement on www.standardandpoors.com with an alphabetic or other identifier affixed to such credit rating or by other means. S&P Global Ratings reserves the right to assign, withdraw or suspend such acknowledgement at any time and in its sole discretion. If S&P Global Ratings acknowledges such a credit rating for regulatory purposes, all limitations set out herein with respect to a credit rating will apply to such acknowledgment of the credit rating, including without limitation, that such acknowledgement is not a recommendation to purchase, hold, or sell any securities nor does it comment on market price, marketability, investor preference or suitability of any security. S&P Global Ratings, its affiliates or third party providers, or any of their officers, directors, shareholders, employees or agents shall not be liable to you, your affiliates or any person asserting claims on your behalf, directly or indirectly, for actions, damages (consequential, special, indirect, incidental, punitive, compensatory, exemplary or otherwise), claims, liabilities, costs, expenses, legal fees or losses (including, without limitation, lost income or lost profits and opportunity costs) in any way arising out of or relating to the assignment, withdrawal, or suspension of such acknowledgement, even if advised of the possibility of such damages or other amounts, except to the extent such damages or other amounts are finally determined by a court of competent jurisdiction in a proceeding in which you and S&P Global Ratings are parties to result from gross negligence, intentional wrongdoing or willful misconduct of S&P Global Ratings.

Termination of Agreement. This Agreement may be terminated by either party at any time upon written notice to the other party. Except where expressly limited to the term of this Agreement, these Terms and Conditions shall survive the termination of this Agreement.

No Third-Party Beneficiaries. Nothing in this Agreement, or the credit rating when issued, is intended or should be construed as creating any rights on behalf of any third parties, including, without limitation, any recipient of the credit rating. No person is intended as a third party beneficiary of this Agreement or of the credit rating when issued.

Binding Effect. This Agreement shall be binding on, and inure to the benefit of, the parties hereto and their successors and assigns. Subject to the limitations contained in this Agreement, S&P Global Ratings shall be liable for the conduct of its affiliates that would otherwise constitute a breach of the terms of this Agreement if S&P Global Ratings had engaged in such conduct itself.

Severability. In the event that any term or provision of this Agreement shall be held to be invalid, void, or unenforceable, then the remainder of this Agreement shall not be affected, impaired, or invalidated, and each such term and provision shall be valid and enforceable to the fullest extent permitted by law.

Amendments. This Agreement may not be amended or superseded except by a writing that specifically refers to this Agreement and is executed manually or electronically by authorized representatives of both parties.

Governing Law. This Agreement and the credit rating letter(s) shall be governed by the internal laws of the State of New York. The parties irrevocably agree that the state and federal courts of New York located in the County of New York shall be the exclusive forums for any dispute arising out of or relating to this Agreement or the credit rating letter(s) and the parties hereby consent to the personal jurisdiction of such courts.

June 16, 2016

Orange County
P.O. Box 4515
Santa Ana, CA 92702
Attention: Shari L. Freidenrich

Re: Orange County Educational Money Market Fund.

Dear Ms. Freidenrich:

Pursuant to your request for a rating on the above-referenced securities, S&P Global Ratings has affirmed a Principal Stability Fund Rating of “**AAAm**” to the shares of the funds.

This letter constitutes S&P Global Ratings’ permission for you to disseminate the above-assigned rating to interested parties in accordance with applicable laws and regulations. However, permission for such dissemination (other than to professional advisors bound by appropriate confidentiality arrangements) will become effective only after we’ve released the rating on standardandpoors.com. Any dissemination on any Website by you or your agents shall include the full analysis for the rating, including any updates, where applicable. To the extent that regulatory authorities allow a rating agency to acknowledge in one jurisdiction a rating issued in another jurisdiction for certain regulatory purposes, S&P Global Ratings may choose to acknowledge such a rating and denote such acknowledgement on www.standardandpoors.com with an alphabetic or other identifier affixed to such rating or by other means.

To maintain the rating, S&P Global Ratings must receive all information as indicated in the applicable Terms and Conditions. You understand that S&P Global Ratings relies on you and your agents and advisors for the accuracy, timeliness and completeness of the information submitted in connection with the rating and the continued flow of material information as part of the surveillance process. Please send all information via electronic delivery to: guyna.johnson@spglobal.com . If SEC rule 17g-5 is applicable, you may post such information on the appropriate website. For any information not available in electronic format or posted on the applicable website, please send hard copies to: S&P Global Ratings, 55 Water Street, New York, New York 10041-0003, Attention: Guyna Johnson.

The rating is subject to the Terms and Conditions attached to the Engagement Letter applicable to the rating. In the absence of such Engagement Letter and Terms and Conditions, the rating is subject to the attached Terms and Conditions. The applicable Terms and Conditions are incorporated herein by reference.

S&P Global Ratings is pleased to have the opportunity to provide its rating opinion. For more information please visit our website at www.standardandpoors.com. If you have any questions, please contact us. Thank you for choosing S&P Global Ratings.

Sincerely yours,

The logo for S&P Global Ratings, featuring the text "S&P Global Ratings" in a stylized, cursive script font.

S&P Global Ratings, acting through
Standard & Poor's Financial Services LLC

Analytical Contact: Guyna Johnson
312-233-7008

/ks



S&P Global Ratings Terms and Conditions Applicable To Credit Ratings

You understand and agree that:

General. The credit ratings and other views of S&P Global Ratings are statements of opinion and not statements of fact. Credit ratings and other views of S&P Global Ratings are not recommendations to purchase, hold, or sell any securities and do not comment on market price, marketability, investor preference or suitability of any security. While S&P Global Ratings bases its credit ratings and other views on information provided by issuers and their agents and advisors, and other information from sources it believes to be reliable, S&P Global Ratings does not perform an audit, and undertakes no duty of due diligence or independent verification, of any information it receives. Such information and S&P Global Ratings' opinions should not be relied upon in making any investment decision. S&P Global Ratings does not act as a "fiduciary" or an investment advisor. S&P Global Ratings neither recommends nor will recommend how an issuer can or should achieve a particular credit rating outcome nor provides or will provide consulting, advisory, financial or structuring advice.

All Credit Rating Actions in S&P Global Ratings' Sole Discretion. S&P Global Ratings may assign, raise, lower, suspend, place on CreditWatch, or withdraw a credit rating, and assign or revise an Outlook, at any time, in S&P Global Ratings' sole discretion. S&P Global Ratings may take any of the foregoing actions notwithstanding any request for a confidential or private credit rating or a withdrawal of a credit rating, or termination of this Agreement. S&P Global Ratings will not convert a public credit rating to a confidential or private credit rating, or a private credit rating to a confidential credit rating.

Publication. S&P Global Ratings reserves the right to use, publish, disseminate, or license others to use, publish or disseminate the credit rating provided hereunder and any analytical reports, including the rationale for the credit rating, unless you specifically request in connection with the initial credit rating that the credit rating be assigned and maintained on a confidential or private basis. If, however, a confidential or private credit rating or the existence of a confidential or private credit rating subsequently becomes public through disclosure other than by an act of S&P Global Ratings or its affiliates, S&P Global Ratings reserves the right to treat the credit rating as a public credit rating, including, without limitation, publishing the credit rating and any related analytical reports. Any analytical reports published by S&P Global Ratings are not issued by or on behalf of you or at your request. Notwithstanding anything to the contrary herein, S&P Global Ratings reserves the right to use, publish, disseminate or license others to use, publish or disseminate analytical reports with respect to public credit ratings that have been withdrawn, regardless of the reason for such withdrawal. S&P Global Ratings may publish explanations of S&P Global Ratings' credit ratings criteria from time to time and nothing in this Agreement shall be construed as limiting S&P Global Ratings' ability to modify or refine its credit ratings criteria at any time as S&P Global Ratings deems appropriate. The provisions of this paragraph are subject to the restrictions on disclosure of Confidential Information set forth in this Agreement.

Information to be Provided by You. For so long as this Agreement is in effect, in connection with the credit rating provided hereunder, you will provide, or cause to be provided, as promptly as practicable, to S&P Global Ratings all information requested by S&P Global Ratings in accordance with its applicable published credit ratings criteria. The credit rating, and the maintenance of the credit rating, may be affected by S&P Global Ratings' opinion of the information received from you or your authorized agents and advisors. Except for "Excluded Information", as defined below, all information provided to S&P Global Ratings by you or your authorized agents and advisors regarding the credit rating or, if applicable, surveillance of the credit rating, will, as of the date such information is provided, contain no untrue statement of material fact nor omit a material fact necessary in order to make such information, in light of the

circumstances in which it was provided, not misleading. Excluded Information means information you cause to be provided by your authorized agents and advisors pursuant to the first sentence of this paragraph with respect to which such agent or advisor has agreed in a writing provided to S&P Global Ratings to make the agreements in this paragraph and to be liable to S&P Global Ratings for breaches of such agreements to the same extent as if you provided the information directly to S&P Global Ratings hereunder. A material breach of the agreements in this paragraph shall constitute a material breach of this Agreement.

Liability Relating to Information to be Provided by You. To the extent permitted by applicable law, you will be liable to S&P Global Ratings and its affiliates for all Losses actually incurred and directly resulting from (x) a material breach of the agreements in the immediately preceding paragraph or (y) a claim that the provision by you or your authorized agents and advisors of information to S&P Global Ratings hereunder infringes or violates the intellectual property rights of a third party. For purposes of this paragraph, “Losses” means losses, damages, liabilities, judgments, costs, charges, expenses and reasonable attorneys’ fees, including any such losses arising from claims asserted by a third party against S&P Global Ratings, in each case as finally determined by a court of competent jurisdiction in a proceeding in which you are a party. Losses do not include amounts resulting from S&P Global Ratings’ gross negligence, intentional wrongdoing or willful misconduct as finally determined by a court of competent jurisdiction in a proceeding in which you are a party.

Confidential Information. For purposes of this Agreement, “Confidential Information” shall mean verbal or written information that you or your authorized agents and advisors have provided to S&P Global Ratings and, in connection with providing such information, have indicated in writing that the information is “Confidential.” Notwithstanding the foregoing, information disclosed by you or your authorized agents and advisors to S&P Global Ratings shall not be deemed to be Confidential Information, and S&P Global Ratings shall have no obligation to treat such information as Confidential Information, if such information (i) was known by S&P Global Ratings at the time of such disclosure and was not known by S&P Global Ratings to be subject to a prohibition on disclosure, (ii) was known to the public at the time of such disclosure, (iii) becomes known to the public (other than by an act of S&P Global Ratings or its affiliates) subsequent to such disclosure, (iv) is disclosed to S&P Global Ratings by a third party subsequent to such disclosure and S&P Global Ratings reasonably believes that such third party’s disclosure to S&P Global Ratings was not prohibited, (v) is developed independently by S&P Global Ratings or its affiliates without reference to the Confidential Information, or (vi) is approved in writing by you or your authorized agents and advisors for public disclosure. S&P Global Ratings is aware that U.S. and state securities laws may impose restrictions on trading in securities when in possession of material, non-public information and has adopted securities trading and communication policies to that effect.

S&P Global Ratings’ Use of Information. Except as required by applicable law or regulation or otherwise provided herein, S&P Global Ratings shall not disclose Confidential Information to third parties.

S&P Global Ratings may (i) use Confidential Information for its credit rating activities, including without limitation, to assign, raise, lower, suspend, place on CreditWatch, or withdraw a credit rating, and assign or revise an Outlook, as well as to make internal determinations about commercial arrangements for its credit rating activities, and (ii) share Confidential Information with its affiliates or agents engaged in the credit ratings business who are bound by appropriate confidentiality obligations (“Ratings Affiliates and Agents”).

Subject to the other provisions herein, S&P Global Ratings may also use, and share Confidential Information with any of its affiliates or agents engaged in other financial services businesses who are bound by appropriate confidentiality obligations (“Other Affiliates and Agents”, and together with Ratings Affiliates and Agents, “Affiliates and Agents”), for modelling, benchmarking and research purposes.

Subject to the other provisions herein, S&P Global Ratings may publish and/or share with its Affiliates and Agents, who also may publish, data aggregated or derived from Confidential Information, excluding data that is specific to and identifies individual debtors, customers or clients.

S&P Global Ratings will comply with all applicable U.S. and state laws, rules and regulations protecting personally-identifiable information and the privacy rights of individuals. S&P Global Ratings acknowledges for itself and on behalf of its affiliates that you may be entitled to seek specific performance and injunctive or other equitable relief as a remedy for

S&P Global Ratings' or its affiliates' disclosure of Confidential Information in violation of this Agreement. S&P Global Ratings and its Affiliates and Agents reserve the right to use, publish, disseminate, or license others to use, publish or disseminate any non-Confidential Information provided by you or your authorized agents and advisors.

S&P Global Ratings Not an Expert, Underwriter or Seller under Securities Laws. S&P Global Ratings has not consented to and will not consent to being named an "expert" or any similar designation under any applicable securities laws or other regulatory guidance, rules or recommendations, including without limitation, Section 7 of the U.S. Securities Act of 1933. S&P Global Ratings is not an "underwriter" or "seller" as those terms are defined under applicable securities laws or other regulatory guidance, rules or recommendations, including without limitation Sections 11 and 12(a)(2) of the U.S. Securities Act of 1933. S&P Global Ratings has not performed the role or tasks associated with an "underwriter" or "seller" under the United States federal securities laws or other regulatory guidance, rules or recommendations in connection with this engagement.

Office of Foreign Assets Control. As of the date of this Agreement, (a) neither you nor the issuer (if you are not the issuer) or any of your or the issuer's subsidiaries, or any director or corporate officer of any of the foregoing entities, is the subject of any U.S. sanctions administered by the Office of Foreign Assets Control of the U.S. Department of the Treasury ("OFAC Sanctions"), (b) neither you nor the issuer (if you are not the issuer) is 50% or more owned or controlled, directly or indirectly, individually or collectively, by one or more persons or entities that is or are the subject of OFAC Sanctions, and (c) to the best of your knowledge, no entity 50% or more owned or controlled by a direct or indirect parent of you or the issuer (if you are not the issuer) is the subject of OFAC Sanctions. For purposes of clause (c) in this section, "parent" is a person or entity owning or controlling, directly or indirectly, 50% or more of you or the issuer (if you are not the issuer). For so long as this Agreement is in effect, you will promptly notify S&P Global Ratings if any of these circumstances change.

S&P Global Ratings' Use of Confidential and Private Credit Ratings. S&P Global Ratings may use confidential and private credit ratings in its analysis of the debt issued by collateralized debt obligation (CDO) and other investment vehicles. S&P Global Ratings may disclose a confidential or private credit rating as a confidential credit estimate or assessment to the managers of CDO and similar investment vehicles. S&P Global Ratings may permit CDO managers to use and disseminate credit estimates or assessments on a limited basis and subject to various restrictions; however, S&P Global Ratings cannot control any such use or dissemination.

Entire Agreement. Nothing in this Agreement shall prevent you, the issuer (if you are not the issuer) or S&P Global Ratings from acting in accordance with applicable laws and regulations. Subject to the prior sentence, this Agreement, including any amendment made in accordance with the provisions hereof, constitutes the complete and entire agreement between the parties on all matters regarding the credit rating provided hereunder. The terms of this Agreement supersede any other terms and conditions relating to information provided to S&P Global Ratings by you or your authorized agents and advisors hereunder, including without limitation, terms and conditions found on, or applicable to, websites or other means through which you or your authorized agents and advisors make such information available to S&P Global Ratings, regardless if such terms and conditions are entered into before or after the date of this Agreement. Such terms and conditions shall be null and void as to S&P Global Ratings.

Limitation on Damages. S&P Global Ratings does not and cannot guarantee the accuracy, completeness, or timeliness of the information relied on in connection with a credit rating or the results obtained from the use of such information. S&P GLOBAL RATINGS GIVES NO EXPRESS OR IMPLIED WARRANTIES, INCLUDING, BUT NOT LIMITED TO, ANY WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE OR USE. S&P Global Ratings, its affiliates or third party providers, or any of their officers, directors, shareholders, employees or agents shall not be liable to you, your affiliates or any person asserting claims on your behalf, directly or indirectly, for any inaccuracies, errors, or omissions, in each case regardless of cause, actions, damages (consequential, special, indirect, incidental, punitive, compensatory, exemplary or otherwise), claims, liabilities, costs, expenses, legal fees or losses (including, without limitation, lost income or lost profits and opportunity costs) in any way arising out of or relating to the credit rating provided hereunder or the related analytic services even if advised of the possibility of such damages or other amounts except to the extent such damages or other amounts are finally determined by a court of competent jurisdiction in a proceeding in which you and S&P Global Ratings are parties to result from gross negligence, intentional wrongdoing or willful misconduct of S&P Global Ratings. In furtherance and not in limitation of the foregoing, S&P

Global Ratings will not be liable to you, your affiliates or any person asserting claims on your behalf in respect of any decisions alleged to be made by any person based on anything that may be perceived as advice or recommendations. In the event that S&P Global Ratings is nevertheless held liable to you, your affiliates, or any person asserting claims on your behalf for monetary damages under this Agreement, in no event shall S&P Global Ratings be liable in an aggregate amount in excess of seven times the aggregate fees paid to S&P Global Ratings for the credit rating giving rise to the cause of action, up to a maximum of US\$5,000,000 except to the extent such monetary damages directly result from S&P Global Ratings' intentional wrongdoing or willful misconduct. The provisions of this paragraph shall apply regardless of the form of action, damage, claim, liability, cost, expense, or loss, whether in contract, statute, tort (including, without limitation, negligence), or otherwise. Neither party waives any protections, privileges, or defenses it may have under law, including but not limited to, the First Amendment of the Constitution of the United States of America.

Credit Ratings Acknowledged for Use in Other Jurisdictions. To the extent that regulatory authorities allow a credit rating agency to acknowledge in one jurisdiction a credit rating issued in another jurisdiction for certain regulatory purposes, S&P Global Ratings may choose to acknowledge such a credit rating and denote such acknowledgement on www.standardandpoors.com with an alphabetic or other identifier affixed to such credit rating or by other means. S&P Global Ratings reserves the right to assign, withdraw or suspend such acknowledgement at any time and in its sole discretion. If S&P Global Ratings acknowledges such a credit rating for regulatory purposes, all limitations set out herein with respect to a credit rating will apply to such acknowledgment of the credit rating, including without limitation, that such acknowledgement is not a recommendation to purchase, hold, or sell any securities nor does it comment on market price, marketability, investor preference or suitability of any security. S&P Global Ratings, its affiliates or third party providers, or any of their officers, directors, shareholders, employees or agents shall not be liable to you, your affiliates or any person asserting claims on your behalf, directly or indirectly, for actions, damages (consequential, special, indirect, incidental, punitive, compensatory, exemplary or otherwise), claims, liabilities, costs, expenses, legal fees or losses (including, without limitation, lost income or lost profits and opportunity costs) in any way arising out of or relating to the assignment, withdrawal, or suspension of such acknowledgement, even if advised of the possibility of such damages or other amounts, except to the extent such damages or other amounts are finally determined by a court of competent jurisdiction in a proceeding in which you and S&P Global Ratings are parties to result from gross negligence, intentional wrongdoing or willful misconduct of S&P Global Ratings.

Termination of Agreement. This Agreement may be terminated by either party at any time upon written notice to the other party. Except where expressly limited to the term of this Agreement, these Terms and Conditions shall survive the termination of this Agreement.

No Third-Party Beneficiaries. Nothing in this Agreement, or the credit rating when issued, is intended or should be construed as creating any rights on behalf of any third parties, including, without limitation, any recipient of the credit rating. No person is intended as a third party beneficiary of this Agreement or of the credit rating when issued.

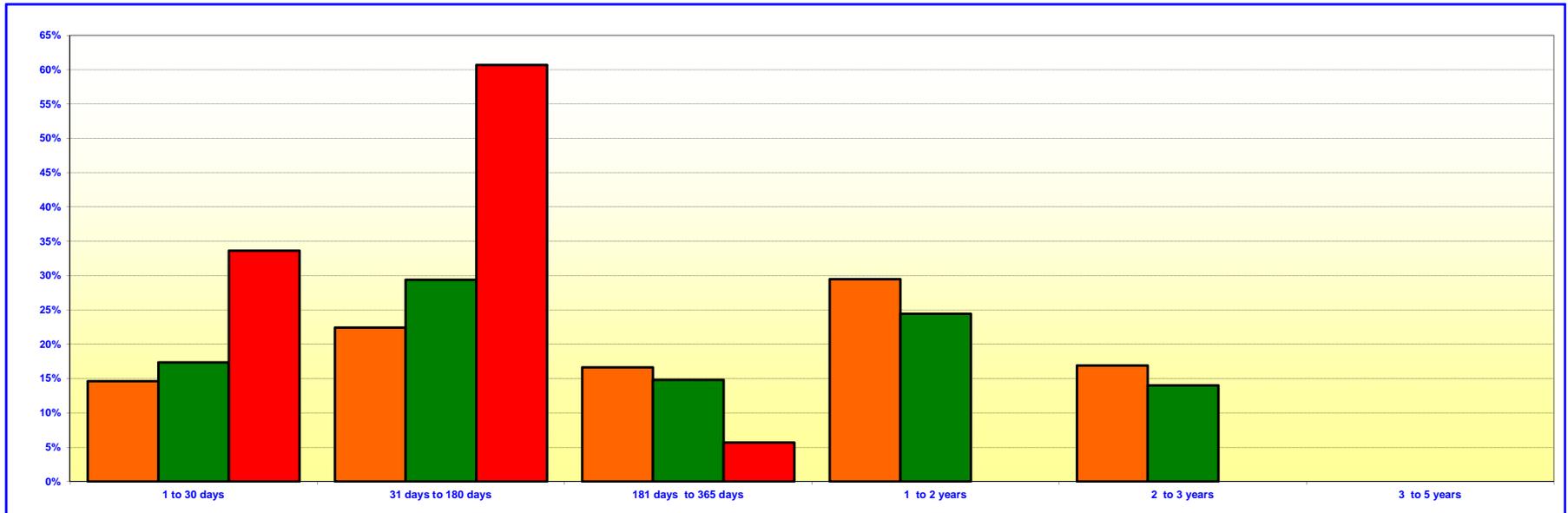
Binding Effect. This Agreement shall be binding on, and inure to the benefit of, the parties hereto and their successors and assigns. Subject to the limitations contained in this Agreement, S&P Global Ratings shall be liable for the conduct of its affiliates that would otherwise constitute a breach of the terms of this Agreement if S&P Global Ratings had engaged in such conduct itself.

Severability. In the event that any term or provision of this Agreement shall be held to be invalid, void, or unenforceable, then the remainder of this Agreement shall not be affected, impaired, or invalidated, and each such term and provision shall be valid and enforceable to the fullest extent permitted by law.

Amendments. This Agreement may not be amended or superseded except by a writing that specifically refers to this Agreement and is executed manually or electronically by authorized representatives of both parties.

Governing Law. This Agreement and the credit rating letter(s) shall be governed by the internal laws of the State of New York. The parties irrevocably agree that the state and federal courts of New York located in the County of New York shall be the exclusive forums for any dispute arising out of or relating to this Agreement or the credit rating letter(s) and the parties hereby consent to the personal jurisdiction of such courts.

**ORANGE COUNTY TREASURER - TAX COLLECTOR
MATURITIES DISTRIBUTION
June 30, 2016**



ORANGE COUNTY INVESTMENT POOL			
	In Thousands		%
1 TO 30 DAYS	\$ 534,462		14.61%
31 TO 180 DAYS	820,395		22.42%
181 TO 365 DAYS	607,955		16.61%
1 YEAR TO 2 YEARS	1,078,464		29.47%
2 YEARS TO 3 YEARS	617,923		16.89%
3 YEARS TO 5 YEARS	-		0.00%
TOTAL	\$ 3,659,199		100.00%

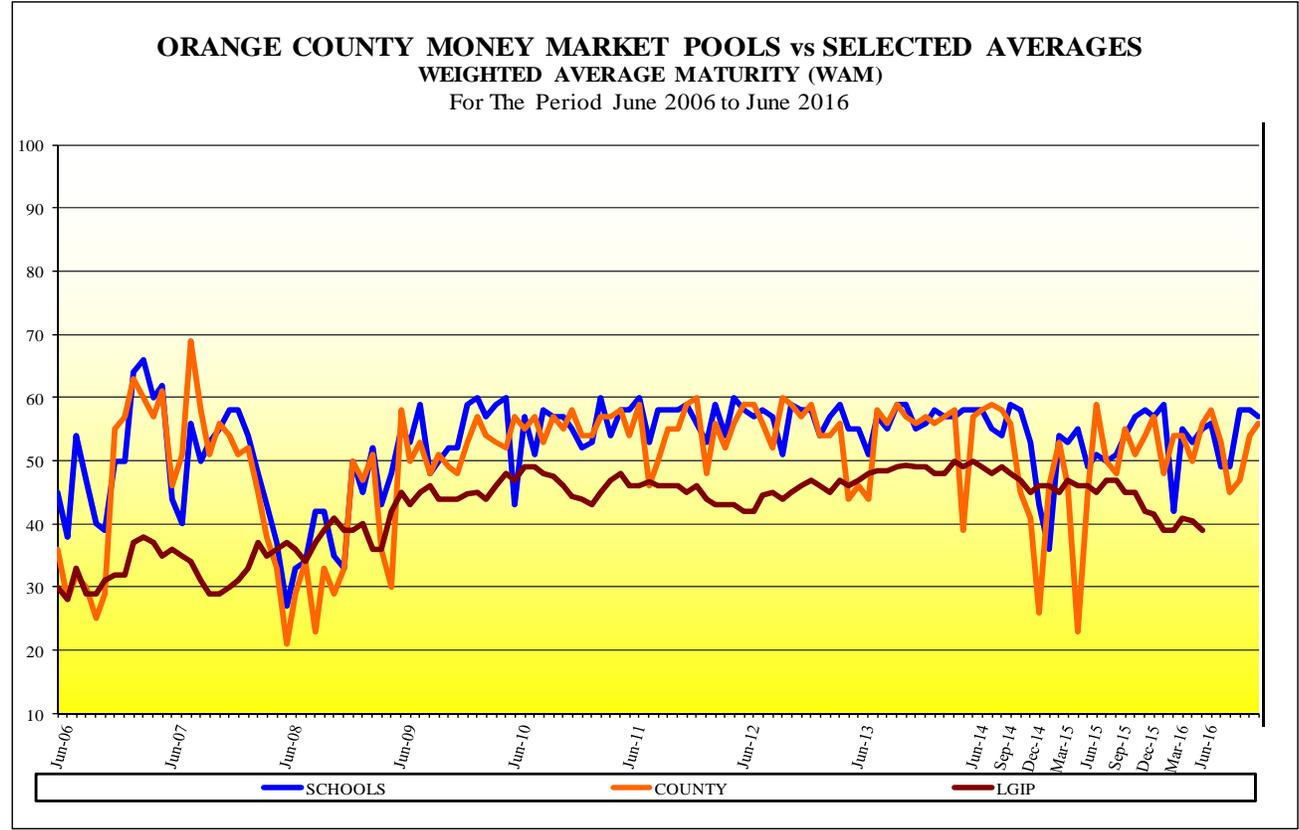
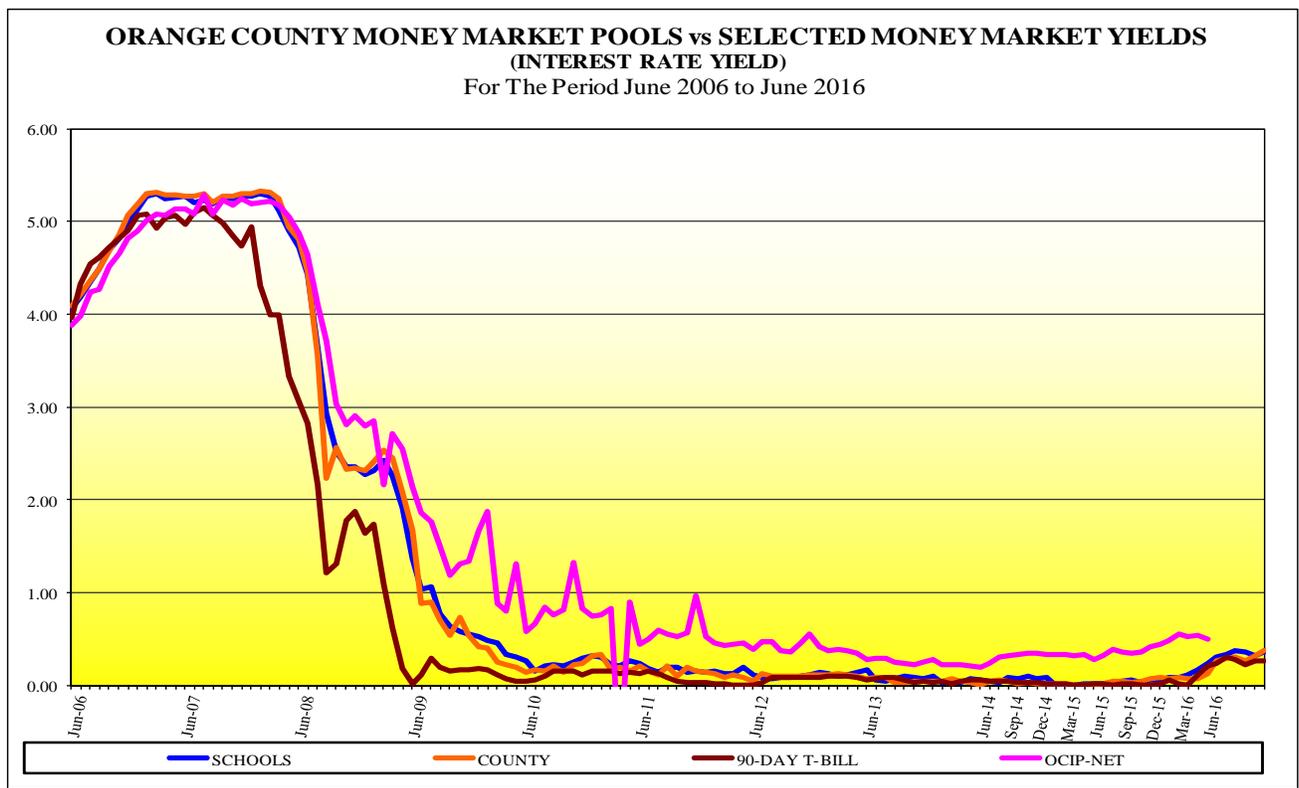
ORANGE COUNTY EDUCATIONAL INVESTMENT POOL			
	In Thousands		%
1 TO 30 DAYS	\$ 733,809		17.35%
31 TO 180 DAYS	1,243,372		29.39%
181 TO 365 DAYS	625,918		14.80%
1 YEAR TO 2 YEARS	1,034,271		24.45%
2 YEARS TO 3 YEARS	592,602		14.01%
3 YEARS TO 5 YEARS	-		0.00%
TOTAL	\$ 4,229,972		100.00%

JOHN WAYNE AIRPORT INVESTMENT FUND			
	In Thousands		%
1 TO 30 DAYS	\$ 16,797		33.62%
31 TO 180 DAYS	30,323		60.70%
181 TO 365 DAYS	2,839		5.68%
1 YEAR TO 2 YEARS	-		0.00%
TOTAL	\$ 49,959		100.00%

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

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

At 06/30/2016, Floating Rate Notes comprise 2.19%, 2.52%, and 11.40% of the Orange County Investment Pool, Orange County Educational Investment Pool, and JWA Investment Fund respectively.



•As of June 30, 2016, LGIP – 0.38; LGIP WAM -43; 90-Day T-Bill – 0.26; OCIP – Net – 0.578

ORANGE COUNTY TREASURER-TAX COLLECTOR

INVESTMENT POOL YIELDS

July 1, 2015 - June 30, 2016

PERIOD ENDING - MONTH / YEAR	MONTH END MARKET VALUE	EARNINGS FOR MONTH	GROSS AVERAGE YIELD FOR MONTH	MONTH END WAM
<i>Current Month - June 2016</i>				
County Pool - Money Market Fund	\$ 928,467,500	\$ 418,507	0.44%	56
Educational Pool - Money Market Fund	\$ 1,611,309,522	\$ 519,651	0.43%	57
Extended Fund	\$ 5,387,530,673	\$ 4,192,339	0.95%	512
<i>May 2016</i>				
County Pool - Money Market Fund	\$ 1,345,822,973	\$ 487,226	0.39%	54
Educational Pool - Money Market Fund	\$ 1,550,458,922	\$ 554,610	0.39%	58
Extended Fund	\$ 5,364,702,464	\$ 4,084,932	0.90%	532
<i>April 2016</i>				
County Pool - Money Market Fund	\$ 1,650,959,211	\$ 611,665	0.34%	47
Educational Pool - Money Market Fund	\$ 1,789,408,388	\$ 534,423	0.43%	58
Extended Fund	\$ 5,336,146,252	\$ 4,277,809	1.00%	526
<i>March 2016</i>				
County Pool - Money Market Fund	\$ 1,530,995,992	\$ 435,530	0.38%	45
Educational Pool - Money Market Fund	\$ 1,327,818,642	\$ 514,646	0.44%	49
Extended Fund	\$ 5,066,946,597	\$ 3,687,551	0.86%	507
<i>February 2016</i>				
County Pool - Money Market Fund	\$ 1,356,697,509	\$ 358,060	0.36%	53
Educational Pool - Money Market Fund	\$ 1,418,948,794	\$ 502,610	0.41%	49
Extended Fund	\$ 5,055,918,854	\$ 3,563,588	0.89%	501
<i>January 2016</i>				
County Pool - Money Market Fund	\$ 1,181,133,064	\$ 378,119	0.33%	58
Educational Pool - Money Market Fund	\$ 1,734,538,876	\$ 564,397	0.37%	56
Extended Fund	\$ 5,049,818,559	\$ 3,563,663	0.83%	503
<i>December 2015</i>				
County Pool - Money Market Fund	\$ 1,720,712,911	\$ 294,202	0.20%	56
Educational Pool - Money Market Fund	\$ 1,925,021,216	\$ 321,451	0.31%	55
Extended Fund	\$ 5,036,016,892	\$ 3,442,794	0.80%	525
<i>November 2015</i>				
County Pool - Money Market Fund	\$ 1,494,036,511	\$ 139,050	0.14%	50
Educational Pool - Money Market Fund	\$ 628,302,751	\$ 135,146	0.24%	53
Extended Fund	\$ 5,037,742,541	\$ 3,334,886	0.81%	532
<i>October 2015</i>				
County Pool - Money Market Fund	\$ 1,185,411,400	\$ 109,405	0.14%	54
Educational Pool - Money Market Fund	\$ 682,726,683	\$ 129,140	0.19%	55
Extended Fund	\$ 5,011,099,512	\$ 3,290,416	0.76%	523
<i>September 2015</i>				
County Pool - Money Market Fund	\$ 608,245,209	\$ 86,306	0.16%	54
Educational Pool - Money Market Fund	\$ 874,192,632	\$ 108,276	0.16%	42
Extended Fund	\$ 5,145,759,506	\$ 3,260,310	0.76%	540
<i>August 2015</i>				
County Pool - Money Market Fund	\$ 687,583,790	\$ 72,659	0.14%	48
Educational Pool - Money Market Fund	\$ 818,603,048	\$ 124,322	0.15%	59
Extended Fund	\$ 5,173,822,816	\$ 3,020,818	0.68%	500
<i>July 2015</i>				
County Pool - Money Market Fund	\$ 643,407,422	\$ 109,675	0.16%	57
Educational Pool - Money Market Fund	\$ 1,069,060,825	\$ 130,058	0.13%	57
Extended Fund	\$ 5,216,709,734	\$ 2,850,260	0.64%	504
Fiscal Year July 1, 2015 - June 30, 2016	Average Month End Market Value Balance	YTD Interest Income	YTD Gross Yield	YTD Average
Orange County Investment Pool	\$ 3,781,671,473	\$ 24,877,255	0.64%	374
Orange County Educational Investment Pool	\$ 3,855,501,960	\$ 25,331,242	0.65%	367

**ORANGE COUNTY TREASURER-TAX COLLECTOR
CASH AVAILABILITY PROJECTION
FOR THE SIX MONTHS ENDING DECEMBER 31, 2016**

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

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

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

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

The Cash Availability Projection for the six months ending December 31, 2016, indicates the ability of the pools to meet projected cash flow requirements. However, there will usually be differences between projected and actual results because events and circumstances frequently do not occur as expected and those differences may be material.

ORANGE COUNTY INVESTMENT POOL				
Month	Investment Maturities	Projected Deposits	Projected Disbursements	Cumulative Available Cash
June 2016 - Ending Cash				\$ 14,113,417
July	\$ 546,970,016	\$ 272,058,818	\$ 627,841,440	205,300,812
August	243,268,105	419,903,311	417,672,635	450,799,593
September	186,759,603	355,921,104	416,780,625	576,699,675
October	140,857,843	738,186,796	405,642,101	1,050,102,214
November	129,776,903	1,162,117,470	707,630,621	1,634,365,965
December	135,584,704	2,038,553,304	2,094,511,238	1,713,992,736

ORANGE COUNTY EDUCATIONAL INVESTMENT POOL				
Month	Investment Maturities	Projected Deposits	Projected Disbursements	Cumulative Available Cash
June 2016 - Ending Cash				\$ 21,163,404
July	\$ 756,266,265	\$ 306,218,569	\$ 522,946,018	560,702,221
August	555,977,416	215,754,431	562,954,351	769,479,716
September	290,770,173	536,423,174	625,057,805	971,615,258
October	147,565,842	319,854,281	668,746,615	770,288,766
November	118,891,578	533,913,939	647,545,845	775,548,438
December	149,473,073	1,507,489,535	428,934,392	2,003,576,653

ORANGE COUNTY TREASURER-TAX COLLECTOR
STATEMENT OF ACCOUNTABILITY
FOR THE MONTH, QUARTER AND FISCAL YEAR ENDED: JUNE 30, 2016

	<u>Month</u>	<u>Quarter</u>	<u>Year</u>
Treasurer's Accountability at the Beginning of the Period:	<u>\$8,583,010,166</u>	<u>\$8,269,398,588</u>	<u>\$7,604,245,641</u>
Cash Receipts:			
County	393,040,239	2,775,744,181	9,973,042,680
School and Community College Districts	760,533,540	2,363,925,019	7,685,436,932
Total Cash Receipts	<u>1,153,573,779</u>	<u>5,139,669,200</u>	<u>17,658,479,612</u>
Cash Disbursements:			
County	786,705,643	3,174,044,336	9,811,177,111
School and Community College Districts	682,522,066	1,967,829,105	7,316,670,128
Total Cash Disbursements	<u>1,469,227,709</u>	<u>5,141,873,441</u>	<u>17,127,847,239</u>
Net Change in Book Value of Pooled Assets	(315,653,930)	(2,204,241)	530,632,373
Net Increase in Specific Investments	<u>4,145,728</u>	<u>4,307,617</u>	<u>136,623,950</u>
Treasurer's Accountability at the End of the Period:	<u>\$8,271,501,964</u>	<u>\$8,271,501,964</u>	<u>\$8,271,501,964</u>
Assets in the Treasury at the End of the Period (at Book Value):			
Pooled Investments:			
O.C. Investment Pool			\$3,679,105,929
O.C. Educational Investment Pool			4,249,060,501
Total Orange County Investment Pools			<u>7,928,166,430</u>
Non Pooled Investments:			
Non Pooled Investments - John Wayne Airport			50,212,143
Non Pooled Investments - General Fund - Tax Exempt Non AMT			221,771,788
Non Pooled Investments - Fountain Valley School District Fund 40			34,909,366
Non Pooled Investments - Other			1,165,416
Total Non Pooled Investments			<u>308,058,713</u>
Cash:			
Cash in banks - County			14,033,462
Cash in Banks - Schools			21,163,404
Cash in vault			79,955
Total Cash			<u>35,276,821</u>
Total Assets in the Treasury at the End of the Period:			<u>\$8,271,501,964</u>



BETTY T. YEE

California State Controller

LOCAL AGENCY INVESTMENT FUND
REMITTANCE ADVICE

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

As of 07/15/2016, your Local Agency Investment Fund account has been directly credited with the interest earned on your deposits for the quarter ending 06/30/2016.

Earnings Ratio		.00001495296852820
Interest Rate		0.55%
Dollar Day Total	\$	13,780,308.71
Quarter End Principal Balance	\$	151,458.83
Quarterly Interest Earned	\$	206.06



**JOHN CHIANG
TREASURER
STATE OF CALIFORNIA**



PMIA Performance Report

Date	Daily Yield*	Quarter to Date Yield	Average Maturity (in days)
07/14/16	0.58	0.58	169
07/15/16	0.59	0.58	170
07/16/16	0.59	0.58	170
07/17/16	0.59	0.58	170
07/18/16	0.59	0.58	168
07/19/16	0.59	0.58	166
07/20/16	0.59	0.58	168
07/21/16	0.59	0.58	171
07/22/16	0.60	0.58	170
07/23/16	0.60	0.59	170
07/24/16	0.60	0.59	170
07/25/16	0.60	0.59	170
07/26/16	0.60	0.59	169
07/27/16	0.60	0.59	171

*Daily yield does not reflect capital gains or losses

LAIF Performance Report

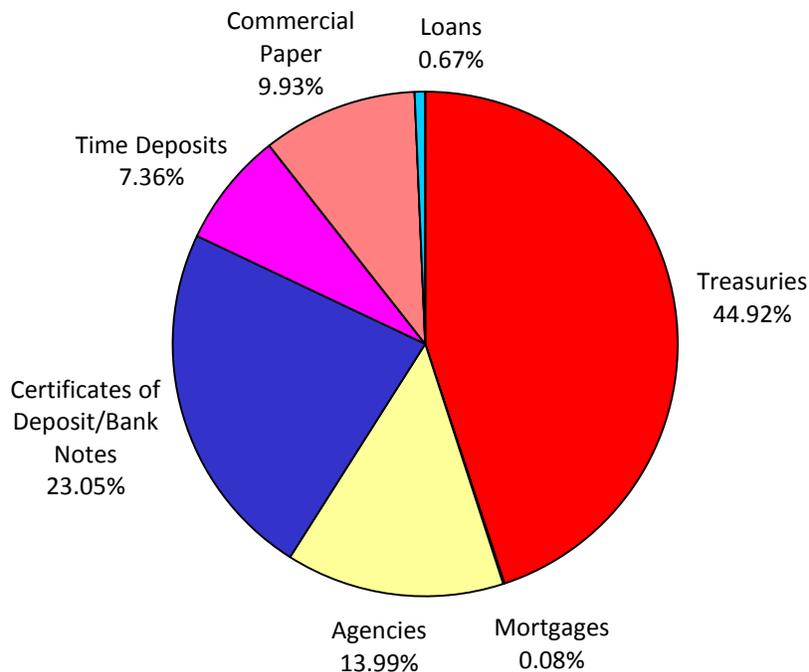
Quarter Ending 06/30/16

Apportionment Rate: 0.55%
 Earnings Ratio: 0.00001495296852820
 Fair Value Factor: 1.000621222
 Daily: 0.58%
 Quarter to Date: 0.55%
 Average Life: 167

PMIA Average Monthly Effective Yields

Jun 2016 0.576%
 May 2016 0.552%
 APR 2016 0.525%

**Pooled Money Investment Account
Portfolio Composition
06/30/16
\$75.4 billion**



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

To:	Board of Trustees	Date: August 15, 2016
Re:	Approval of Agreement with DLR Group for On-Call Architectural Design Services for Various Projects District-wide	
Action:	Request for Approval	

BACKGROUND:

This is a new agreement for on-call architectural design services for various facility improvement projects throughout the District. In order for the District to be able to timely evaluate and assess scope of work that is urgent due to fire life safety or other imminent investigations that are required, District staff is in need of having assistance from a licensed architect. The District has had to undertake and address a variety of projects, campus requests, and requests from other entities which requires District staff to evaluate, investigate and develop project scope of work in a proper manner to determine the necessary requirements should the project proceed. In order to streamline the planning and design process, the District has previously utilized architectural firms on an on-call basis and is in need of adding additional on-call contracts.

ANALYSIS:

A Request for Qualifications (RFQ) #1314-03 and #1414-03.01 for Architectural and Engineering services was released and advertised in August 2013 and April 2015. Sixty firms responded to the RFQs. A panel of six committee members convened in October 2013, July 2015 and August 2015 to review the qualifications. A total of twenty-one firms were deemed qualified for the short list.

A panel convened on July 7, 2016 and reviewed all the statements of qualifications for recommendation of an additional on-call architectural design services consultant. The selection committee recommends DLR Group by consensus based upon a thorough review and the culmination of their RFQ response, experience, team members, availability, reference checks, and hourly rates. It is recommended that the District enter into an agreement with DLR Group for architectural design services in order for the District to respond quickly on an as-needed basis for design assistance on various projects.

The services covered by this agreement shall commence August 16, 2016 and end December 31, 2019. The contract is a not-to-exceed fee of \$82,500.

This project is funded by Capital Outlay Funds.

RECOMMENDATION:

It is recommended that the Board of Trustees approve the contract with DLR Group for On-Call Architectural Design Services for Various Projects District-wide as presented.

Fiscal Impact:	\$82,500	Board Date: August 15, 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	

Board Agreement Summary

Board Date: 8/15/16

Project: Various Facility Improvement projects

Site: **District-wide**

Consultants: **DLR Group**

Type of Service: Architectural Design Services

Agreement Summary	No.	Amount	Reimbursables	Start	Duration	End
Original Contract Amount		\$ 82,500.00		8/16/2016		12/31/2019
Total Agreement Amount		<u>\$ 82,500.00</u>				

DESCRIPTION:

On-Call Architectural Design Consulting Services

Total Proposed Amount: \$ **82,500.00**

Contract End Date: **12/31/2019**

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

To:	Board of Trustees	Date: August 15, 2016
Re:	Approval of Agreement with Smith-Emery Laboratories, Inc. for On-Call Materials Testing and Inspection Consulting Services for Various Facility Improvement Projects	
Action:	Request for Approval	

BACKGROUND:

This is a new agreement for on-call materials testing and inspection consulting services for various facility improvement projects throughout the District. In order for the District to perform various material testing and special inspections in a streamlined fashion for small projects, the District desires to have available several on-call firms who can respond timely and have adequate resources to provide services on an as-needed basis. Materials testing and inspection services are required by the Division of the State Architect during the course of construction for specific scopes of work.

ANALYSIS:

A Request for Qualifications (RFQ) #1314-04 for materials testing and inspection services was released on August 28, 2013, with a due date of September 10, 2013. Eight firms responded to the RFQ. A panel of five committee members reviewed the responses on September 11, 2013. A list of pre-qualified firms was established with eight firms; Converse Consultants (Monrovia), Leighton Consulting, Inc. (Irvine), Ninyo & Moore (Irvine), Smith-Emery Laboratories, Inc. (Anaheim), Southwest Inspection and Testing, Inc. (La Habra), Twining Consulting, Inc. (Long Beach), C.E.M. Lab Corp. (Irvine), and Geo-Advantec Inc. (San Dimas).

A panel convened on July 19, 2016 and reviewed all the statements of qualifications for a recommendation of on-call materials testing and special inspections services consultants. The selection committee recommends Smith-Emery Laboratories, Inc. by consensus based upon a thorough review and culmination of their RFQ response, experience, team members, availability, reference checks, and hourly rates. It is recommended that the District enter into an agreement with Smith-Emery Laboratories, Inc. for on-call materials testing and inspections services for various facility improvement projects.

The services covered by this agreement will commence on August 16, 2016 and end December 31, 2019. The contract is a not-to-exceed fee of \$50,000.

This agreement is funded by Capital Outlay Funds.

RECOMMENDATION:

It is recommended that the Board of Trustees approve the agreement with Smith-Emery Laboratories, Inc. for On-Call Materials Testing and Inspection Consulting Services for Various Facility Improvement Projects as presented.

Fiscal Impact:	\$50,000	Board Date: August 15, 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: 8/15/16

Project: On-Call

Site: **District-Wide**

Consultants: **Smith-Emery Laboratories**

Type of Service: Materials Testing & Inspection Services

Agreement Summary	No.	Amount	Reimbursables	Duration	
				Start	End
Original Contract Amount		\$50,000.00		8/16/2016	12/31/2019
Total Agreement Amount		\$50,000.00			

DESCRIPTION:

Agreement for material testing & inspection services
for on-call services for various facility improvement projects

Total Proposed Amount: **\$50,000.00**

Contract End Date: **12/31/2019**

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

To:	Board of Trustees	Date: August 15, 2016
Re:	Approval of Amendment to Agreement with Facilities Planning & Program Services for Program Planning & Management Consulting Services	
Action:	Request for Approval	

BACKGROUND:

This is an amendment to an existing agreement for program planning and management consulting services. Facilities Planning & Program Services' contract was previously approved by the Board of Trustees on June 9, 2014. The facilities department is in need of adding immediate additional project management support for the department due to existing vacancies and maternity leave of staff. The manpower hours need to be adjusted to augment staffing needs to support the current project projects, priorities, and the demands of schedules and requests of the department.

ANALYSIS:

The current and projected volume of work, planning and execution of projects requires planning and on-going project consultant services to augment staff workloads. This amendment includes an increase of project management work. There are a number of scheduled maintenance projects, capital facility projects, Proposition 39 projects, and energy and water conservation projects. The department currently has over 80 active projects in progress.

The additional services covered by this amendment is for a fixed fee in the amount of \$290,400 with no reimbursable expenses. The hourly rates remain unchanged in the contract and range from \$80-\$150 an hour. The revised total contract amount is \$3,369,520. The contract duration for this agreement remains July 1, 2014 through June 30, 2017.

These services are funded by Capital Outlay funds.

RECOMMENDATION:

It is recommended that the Board approve the amendment with FPPS for Program Planning & Management Consulting Services as presented.

Fiscal Impact:	\$290,400	Board Date: August 15, 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	

Board Agreement Summary

Board Date: 8/15/16

Project: Program Planning & Management Consulting Services Site: District Office

Consultant: Facilities Planning & Programming Services

Type of Service: Planning and Programming Service

Agreement Summary	No.	Amount	Reimbursables	Start	Duration	
					Start	End
Contract Amount		\$969,720.00	\$ 2,500.00	7/1/2015	6/30/2015	
Amendment #1		\$1,976,960.00	\$ 2,500.00	7/1/2015	6/30/2017	
Amendment #2		\$127,440.00	N/A	7/1/2015	6/30/2017	
Amendment #3		\$290,400.00	N/A	7/1/2015	6/30/2017	
Total Agreement Amount		\$3,369,520.00				
		<i>(Not to exceed)</i>				

DESCRIPTION:

Amendment #3 for one additional project manager

Total Proposed Amount: \$290,400.00

Contract End Date: 6/30/2017

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

To:	Board of Trustees	Date: August 15, 2016
Re:	Rejection of Bid #1296 Fire Line Pump Replacement at District Office	
Action:	Request for Rejection	

BACKGROUND:

In the course of the annual inspection of the fire alarm system at the District Office, the fire water line pump and the pump controller failed to properly operate. Engineered plans and specifications were developed to replace the existing fire line pump equipment to meet code requirements specific to the District Office Center. Construction plans and specifications were submitted to and approved by the Orange County Fire Authority. The work will replace the equipment and meet the County requirements.

ANALYSIS:

In accordance with the California Uniform Public Construction Cost Accounting Act, Bid #1296 for fireline pump replacement at the District Office was advertised on June 6, 2016. A Notice Calling for Bids was sent to seventy-four (74) contractors from the District's qualified contractor list on June 6, 2016.

A mandatory job walk was conducted on June 16, 2016. Bids were opened on July 6, 2016, as noted on the attached bid results form. The District received two (2) bids for the project. A & D Fire Sprinklers, Inc. (Anaheim) and Gamma Builders, Inc. (Irvine). The District recommends rejection of all bids due to the reassessment of scope and schedules.

Per Board Policy 6603 and Administrative Regulation 6603, regarding Informal Bidding Procedures, the Vice Chancellor of Business Operations/Fiscal Services has rejected all bids, under the authority of CUPCCAA.

RECOMMENDATION:

It is recommended that the Board reject all bids for Bid #1296 Fire Line Pump Replacement at District Office as presented.

Fiscal Impact:	N/A	Board Date: August 15, 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	



ALL BIDS REJECTED

Facility Planning

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

BID RESULTS

BID #1296 Addendums Issued: 1	PROJECT: Fire Line Pump Replacement at District Office	DUE DATE: July 6, 2016 At 10:00 AM
---	--	--

BIDDER	TOTAL BID AMOUNT
A & D Fire Sprinklers, Incorporated 2100 East Howell Avenue, #209 Anaheim, CA 92806	\$35,250
Gamma Builders, Incorporated 2967 Michelson Drive, Suite G-710 Irvine, CA 92612	\$175,700

2 TOTAL BIDDERS

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

To:	Board of Trustees	Date: August 15, 2016
Re:	Award of Bid #1298 for Buildings E (Fitness), G (Gymnasium), K (Welding) and S (Administration) Roof Replacements at Santa Ana College	
Action:	Request for Approval	

BACKGROUND:

A comprehensive roof assessment undertaken for buildings E (Fitness), G (Gymnasium), K (Welding), and S (Administration) at Santa Ana College revealed multiple roof deficiencies. The deficiencies include metal coping problems, exposed roof penetrations, mechanical curb problems, mechanical screen enclosure problems, missing and damaged roofing screw connections, damaged gutters, improper and incomplete maintenance roof patching, cracking, blistering, ponding, and overall leak problems. These deficiencies have caused and will continue to cause multiple water leaks. Therefore, a complete roof removal is recommended for all buildings. The project scope includes removing and replacing existing roof, deck replacement, fascia board replacement, new metal sheet metal and coping, new gutters, new storm drains, new gravel system, a modified bituminous roofing system over a properly prepared substrate with a final application of a highly reflective coating designed to enhance the performance of the new roofing system. The new roof system will extend the expected useful life of the roof another twenty to thirty years. This bid is to cover the costs for labor and installation. The roof system has been purchased separately using CMAS (California Multiple Award Schedules).

ANALYSIS:

In accordance with the California Uniform Public Construction Cost Accounting Act, Bid #1298 for Building E, G, K and S Roof Replacements at Santa Ana College was advertised on June 27, and July 5, 2016, and a Notice Calling for Bids was sent to sixteen (16) contractors from the District's qualified contractors list on June 28, 2016.

A mandatory job walk was conducted on July 11, 2016. Bids were opened on July 25, 2016 as noted on the attached bid result form. The District received five (5) bids for the project. Best Contracting Services, Inc. (Gardena) submitted the lowest responsive base bid in the amount of \$499,995 (base bid). There were two (2) additional additive alternates. Additive alternate #1 is for the roof replacement of Building E (Fitness) in the amount of \$97,200 and additive alternate #2 is for the wooden planks on the roof of Building S (Administration) in the amount of \$21,100 for a total contract amount of \$618,295. The District recommends accepting by additive alternates for the total contract amount of \$618, 295. District staff conducted a due diligence review to ensure compliance with license and bid bond requirements. After review of the bids received, the District recommends approval of award of Bid #1298 to Best Contracting Services, Inc.

The anticipated construction start will be September 12, 2016, with an estimated construction duration of eighty-one (81) days.

The project is funded by Scheduled Maintenance.

RECOMMENDATION:

It is recommended that the Board award Bid #1298 to Best Contracting Services, Inc. for Buildings E (Fitness), G (Gymnasium), K (Welding) and S (Administration) Roof Replacements at Santa Ana College as presented.

Fiscal Impact:	\$618,295	Board Date: August 15, 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	



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

BID RESULTS

BID #1298 Addendums Issued: 1	PROJECT: Buildings E, G, K, and S Roof Replacements at Santa Ana College	DUE DATE: July 25, 2016 10:00 AM
---	---	---

BIDDER	TOTAL BASE BID AMOUNT	ADDITIVE ALTERNATE #1	ADDITIVE ALTERNATE #2	TOTAL BASE BID WITH ADDITIVE ALTERNATE #1 AND #2
Best Contracting Services, Incorporated 19027 South Hamilton Avenue Gardena, CA 90248	\$499,995	\$97,200	\$21,100	\$618,295
Chapman Coast Roof Company, Incorporated 2301 East Orangethorpe Avenue Fullerton, CA 92831	\$532,499	\$89,807	\$6,550	\$628,856
Danny Letner Incorporated DBA Letner Roofing Company 1490 North Glassell Street Orange, CA 92867	\$599,999	\$135,000	\$25,000	\$759,999
C.I. Services, Incorporated 26861 Trabuco Road, #353 Mission Viejo, CA	\$601,000	\$135,000	\$34,000	\$770,000
Tecta America Southern California, Incorporated 1217 East Wakeham Avenue Santa Ana, CA 92705	\$731,000	\$146,000	\$35,200	\$912,200

5 TOTAL BIDDERS

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

To:	Board of Trustees	Date: August 15, 2016
Re:	Rejection of Bid #1294 Building G (Gymnasium) Floor Repairs at Santa Ana College	
Action:	Request for Rejection	

BACKGROUND:

Santa Ana College reported deterioration to a portion of the wood floor playing surface in the Gymnasium. The size of the area affected is approximately 20' x 10'. It is recommended to remove and replace the affected area of existing wood planks and subfloor. As a result of the inspection and recommendation, Bid #1294 was issued for the removal and replacement of the Gymnasium damaged wood floor planks and subfloor in addition to sanding and refinishing of the entire Gym wood floor surface.

ANALYSIS:

In accordance with the California Uniform Public Construction Cost Accounting Act (CUPCCAA), Bid #1294 for gym floor repairs at Santa Ana College was advertised on June 3, 2016. A Notice Calling for Bids was sent to seventeen (17) contractors from the District's qualified contractor list on June 3, 2016.

A mandatory job walk was conducted on June 9, 2016. Bids were opened on June 23, 2016, as noted on the attached bid results form. The District received one (1) bid for the project. The District recommends rejecting all bids due to reassessment of scope and schedule.

Per Board Policy 6603 and Administrative Regulation 6603, regarding Informal Bidding Procedures, the Vice Chancellor of Business Operations/Fiscal Services has rejected all bids, under the authority of CUPCCAA.

RECOMMENDATION:

It is recommended that the Board reject the bid for Bid #1294 for Building G (Gymnasium) Floor Repairs at Santa Ana College as presented.

Fiscal Impact:	N/A	Board Date: August 15, 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	



ALL BIDS REJECTED

Facility Planning

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

BID RESULTS

BID #1294 Addendums Issued: 2	PROJECT: Bid #1294 Gym Floor Repairs At Santa Ana College	DUE DATE: June 23, 2016 At 10:00 A.M.
---	---	---

BIDDER	TOTAL BID AMOUNT
Geary Floors, Incorporated 1489 North Guyamaca Street El Cajon, CA 92020	\$42,730
1 TOTAL BIDDER	\$42,730

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

To:	Board of Trustees	Date: August 15, 2016
Re:	Approval of Change Order #1 for C.I. Services, Inc. for Building W (Exercise Science) Roof Replacement Project Bid #1280 at Santa Ana College	
Action:	Request for Approval	

BACKGROUND:

On April 25, 2016, the Board of Trustees approved a contract with C.I. Services, Inc. for the roof replacement at Building W (Exercise Science) at Santa Ana College. The roof replacement project scope of work consisted of the removal and replacement of the roofing membrane system, new gutters, new sheet work around the mechanical curbs and top of walls, drain adjustments, new roof gravel, and a new solar reflective coating system.

ANALYSIS:

The project was completed on July 29, 2016. The Deductive Change Order #1 decreases the contract by \$21,000 which is a credit back to the District for unused unforeseen conditions allowance expenditures. The revised contract amount is \$234,000. Pursuant to Administrative Regulation 6600, staff is recommending approval of this change order. A Notice of Completion has been scheduled for approval by the Board of Trustees on the same agenda of August 15, 2016.

This project is funded by Scheduled Maintenance.

RECOMMENDATION:

It is recommended that the Board of Trustees approve Change Order #1 for C.I. Services, Inc. for Building W (Exercise Science) Roof Replacement Project Bid #1280 at Santa Ana College as presented.

Fiscal Impact:	(\$21,000)	Board Date: August 15, 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	



Board Date: August 15, 2016
 Project/Bid No. 1280
 Site: Santa Ana College
 Change Order (CO) No. : 1

Project Name: Building W Roof Replacement
 Contractor: C.I Services, Inc.
 Contract #: 16-P041038

Contract Schedule Summary					
Notice to Proceed Date	Original Contract Duration (Days)	Original Contract Completion Date	Previous Extension Days Approved	Proposed CO Days Requested	New Revised Completion Date
05/24/16	89	08/21/16	0	0	8/21/2016

Change Order Summary			
Description	Number	Amount	% of Contract
Original Contract Amount		\$255,000.00	
Previous Change Orders	0	\$0.00	0.0%
This Change Order	1	-\$21,000.00	-8.2%
Total Change Order (s)		-\$21,000.00	-8.2%
Revised Contract Amount		\$234,000.00	

Items in Change Order							
Item No.	Description	Requester	Reason	Ext. Day	Credit	Add	Net
1	Deductive change order for the unused District allowance related to unforeseen repairs of the roof sub-structure such as plaster, concrete, metal, and wood directly related to the completion of the base scope of work. This shall be a credit to the contract amount.	Owner	5		(\$21,000.00)	\$0.00	(\$21,000.00)
Subtotal					(\$21,000.00)	\$0.00	(\$21,000.00)
Grand Total							(\$21,000.00)

- 1- CODE REQUIREMENT
- 2 - FIELD CONDITION
- 3 - INSPECTION REQUIREMENT
- 4 - DESIGN REQUIREMENT
- 5 - OWNER REQUIREMENT

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

To:	Board of Trustees	Date: August 15, 2016
Re:	Accept the Completion of Bid #1280 for Building W (Exercise Science) Roof Replacement Project at Santa Ana College and Approve a Recording of a Notice of Completion	
Action:	Request for Acceptance and Approval	

BACKGROUND:

On April 25, 2016, the Board of Trustees approved a contract with C.I. Services, Inc. Bid #1280 for the Building W (Exercise Science) Roof Replacement Project at Santa Ana College. The project was completed on July 29, 2016.

ANALYSIS:

The Project was completed on July 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 \$234,000.

This project was funded by Scheduled Maintenance.

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: August 15, 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 1540 W. 17th Street, Santa Ana, California, caused improvements to be made to the property to with: Bid #1280 Building W Roof Replacement, the contract for the doing of which was heretofore entered into on the 25th day of April, 2016, which contract was made with C.I. Services, Inc. PO 16-0041038 as contractor; that said improvements were completed on the 29th day of July, 2016 and accepted by formal action of the governing Board of said District on the 15th day of August, 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 Philadelphia Indemnity Insurance 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: August 15, 2016
Re:	Approval of Addendum for Lease with Career Technical Education Partnership Central Orange County	
Action:	Request for Approval	

BACKGROUND:

On August 1, 2000 the Board of Trustees approved an agreement with Orange County Department of Education for Career Technical Education Partnership (CTE) Central Orange County formerly Central Orange County Regional Occupational Program to lease Suite #301 at 2323 North Broadway Avenue, Santa Ana, California.

ANALYSIS:

Orange County Department of Education for Career Technical Education Partnership Central Orange County would like to extend the lease agreement with the Rancho Santiago Community College District for an additional year until August 11, 2017.

Rental Rates are as follows:

Period	Rentable Sq. Ft.	Rental Rate	Monthly Rate
8/12/16 – 8/11/17	3,343	\$1.45	\$4,847.35

Rental rates have not increased under this agreement with CTE due to the lack of Cost of Living Adjustments provided by the state for Regional Occupational Programs.

RECOMMENDATION:

It is recommended that the Board of Trustees approve the Addendum with Orange County Department of Education for Career Technical Education Partnership Central Orange County to lease Suite #301 at 2323 North Broadway Avenue, Santa Ana, California as presented.

Fiscal Impact:	N/A	Board Date: August 15, 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	

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

To:	Board of Trustees	Date: August 15, 2016
Re:	Approval of Amendment to Agreement with HPI Architecture for Professional Design Services for the Publication and Warehouse Relocation Project from the Orange Education Center to Santiago Canyon College	
Action:	Request for Approval	

BACKGROUND:

This is an amendment to the existing HPI Architect agreement for additional structural engineering services only. On September 14, 2015 the Board of Trustees approved an agreement with HPI Architecture for the second phase of work for professional design services for the interim relocation of the Publication and Warehouse operations from the Orange Education Center (OEC), located on North Batavia Street in the City of Orange, to Santiago Canyon College (SCC) maintenance and operations (M&O) building. As part of OEC Option 3, presented to the Board of Trustees on October 13, 2014, Publications and Warehouse are to be relocated from OEC to reduce the overall square footage of the existing OEC building. Consequently, the temporary location for Publications and Warehouse will be at the existing M&O building at SCC while the building undergoes renovation and reconstruction.

As part of DSA plan check review, DSA has requested live maximum load capacities for the existing pallet rack system located at the OEC Warehouse that is to be relocated to the M&O yard at Santiago Canyon College. The calculations for the pallet rack system are no longer available as the vendor is no longer in business. As a result, the pallet rack system will need to be re-analyzed by HPI's structural engineer to verify horizontal and vertical members, bolt sizing, spacing, strengths, and connections to obtain the maximum load capacities. These services were not part of the original scope.

ANALYSIS:

The amendment to this agreement is to increase the contract by \$10,000 and is a not-to-exceed amount. An analysis of hours and associated tasks was provided and evaluated to justify the additional fee requested. The District has reviewed the additional hours and found the added service fee to be fair and reasonable. The total revised contract amount is \$149,276. There are no changes to the contract duration.

This project is funded by Capital Outlay Funds.

RECOMMENDATION:

It is recommended that the Board of Trustees approve the amendment with HPI Architecture for Professional Design Services for the Publication and Warehouse Relocation Project from the Orange Education Center to Santiago Canyon College as presented.

Fiscal Impact:	\$10,000	Board Date: August 15, 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	

Board Agreement Summary

Board Date: 8/15/16

Project: Publication & Warehouse Relocation

Site: **Santiago Canyon College**

Consultants: HPI Architecture

Type of Service: Professional Design Services

Agreement Summary	No.	Amount	Reimbursables	Start	Duration End
Original Contract Amount		\$134,276.00	\$ 5,000.00	9/15/2015	6/30/2017
Amendment #1		\$10,000.00		9/15/2015	6/30/2017
Total Agreement Amount		\$149,276.00			

DESCRIPTION:

Amendment #1 for additional professional engineering services

Total Proposed Amount: **\$10,000.00**

Contract End Date: **6/30/2017**

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

To:	Board of Trustees	Date: August 15, 2016
Re:	Rejection of Bid #1297 for Building U Portable Renovations at Santiago Canyon College	
Action	Request for Rejection	

BACKGROUND:

The “U” portables consist of 28 portables, west of Building “A” at the Santiago Canyon College campus. The “U” portables are currently not DSA certified as they were originally placed as interim housing for classes during the construction and build out of the Measure “E” capital improvement program. The portables have had an interim designation for multiple years and now DSA considers the portable a permanent structure. As a result, DSA has requested multiple upgrades to bring the portable to the 2013 code and certify the building. The upgrades include fire alarm upgrades and ADA upgrades. The project will address deficient ADA access problems, non-complaint ADA interior and exterior signage, and non-compliant ADA door and hardware. Repairs are also required in the bathrooms to meet latest code requirements. There are also erosion control repairs needed at the perimeter and in-between the portables. The scope also includes interior renovations to increase efficiency in the use of space for multiple academic departments inclusive of the Career Technical Education and Continuing Education Programs. After completion of the project, the District will relocate the Continuing Education program from “S” portables into “U” portables in order to consolidate programs currently offered at “U” Portables. The aged “S” portables will be demolished from parking lot 6 and the areas may be redeveloped for future campus security operations.

ANALYSIS:

In accordance with the California Uniform Public Construction Cost Accounting Act, Bid #1297 for Building U Portable Renovations at Santiago Canyon was advertised on June 23 and June 30, 2016, and a Notice Calling for Bids was sent to one hundred fifty-four contractors (154) from the District’s qualified contractors list on June 23, 2016.

A mandatory job walk was conducted on July 6, 2016. Bids were opened on July 25, 2016 as noted on the attached bid result form. The District received eight (8) bids for the project. The District received two bid protests from Bishop, Inc. (Orange) and Patriot Contracting & Engineering (Yorba Linda). District staff requested legal review of the bids and the protest letters. Legal Counsel, Sherman Wong of Public Agency Law Group, reviewed the bids, bid protest letters, process and information. Upon conferring with legal counsel, the District recommends rejecting all bids at this time and will rescope, reschedule and rebid the project at a later date.

At this time, the District recommends rejecting all bids. Per Public Contract Code Section 20651, the Board of Trustees has the right to reject all bids.

This project is funded by Measure E Funds.

RECOMMENDATION:

It is recommended that the Board reject all bids for Bid #1297 for Building U Portable Renovations at Santiago Canyon College as presented.

Fiscal Impact:	N/A	Board Date: August 15, 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	



ALL BIDS REJECTED

Facility Planning

2323 North Broadway, Rm 112

Santa Ana, CA 92706-1640

BID RESULTS

BID #1297

Addendums Issued: 2

PROJECT: Building U Portable Renovations at
Santiago Canyon College

DUE DATE: July 25, 2016

At 10:00 AM

BIDDER	TOTAL BASE BID AMOUNT
FATA Construction & Development 20647 Brana Road Riverside, CA 92508	\$694,000
Bishop, Incorporated 1429 West Collins Avenue Orange, CA 92867	\$835,000
Patriot Contracting & Engineering 22601 La Palma Avenue, Suite 100 Yorba Linda, CA 92887	\$841,000
Hoffman Management & Construction 2301 East 7 th Street, Suite D116 Los Angeles, CA 90023	\$872,500
New Dynasty Construction Company 3002 Dow Avenue, Suite 218 Tustin, CA 92780	\$892,533
Two Brothers Construction Corporation 7299 Orangethorpe Avenue Buena Park, CA 90621	\$1,024,000
PCN3, Incorporated 5450 Katella Avenue, Suite 104 Los Alamitos, CA 90720	\$1,058,000
Caltec Corporation 8732 Westminster Boulevard, Suite 2 Westminster, CA 92683	\$1,062,000

8 TOTAL BIDDERS

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

To:	Board of Trustees	Date:	August 15, 2016
Re:	Approval of Foundation for California Community College (FCCC) - Microsoft Campus Agreement & Academic Select/Participation Agreements		
Action:	Request for Approval		

BACKGROUND

On September 08, 2014 the Board of Trustees approved the Foundation for California Community Colleges Microsoft Campus Agreement for licensing Microsoft software. This is the third year of this three-year agreement, which expires on September 14, 2017.

ANALYSIS

The Microsoft Campus Agreement is a licensing program that provides California Community Colleges the opportunity to license Microsoft products for an additional savings based on the school's employee FTE count.

This agreement includes Microsoft Office 365, which allows access to Word, Excel, PowerPoint, and other cloud based applications. We also use this agreement to provide each SAC and SCC active student with a college related email address. The Microsoft Select Agreement also complements the Campus Agreement, allowing the community colleges to purchase perpetual licenses with or without Software Assurance (upgrade insurance) for desktop or server platforms as needed. The cost of Software Assurance is prorated based on the number of full and partial years left in the agreement term, and is coterminous with the agreement.

This Microsoft suite of software has been the District standard for over thirteen years. The District has participated in the FCCC purchase program since inception. Annual renewal costs are calculated using current employee FTE levels reported by the State Chancellor's Office and the quantity and type of servers and other specialized software currently in production.

With over 6,000 workstations, devices, and server platforms in the District's technology assets portfolio, the cost per unit is significantly reduced and represents a significant savings not available outside of the FCCC program.

RECOMMENDATION

It is recommended that the Board of Trustees approve year three of three under the Microsoft Campus Agreement with the FCCC and Academic Select/Participation Agreements as presented.

Fiscal Impact:	\$123,325.80	Board Date:	August 15, 2016
Prepared by:	Lee Krichmar, Assistant VC of Information Technology Services		
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services		
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor		

➤ **Renewal Worksheet of Santa Ana College**

 [PRINT](#)

Validated Renewal Worksheet for Campus Agreement Licensing

Santa Ana College
Foundation for California Community Colleges (FCCC)
Microsoft Campus Agreement 2016 (Year 3 of 3)

Please use this quote to generate and submit your PO no later than **Friday, 16-Sep-2016** to insure a timely renewal for everyone.

Purchase Order to be made payable to:

ComputerLand Silicon Valley
482 West San Carlos Str.
San Jose, CA 95110
Federal Tax ID 77-0269631

Submit Purchase Order by fax or e-mail:

by FAX: **408-519-3260**
by E-mail: syork@cland.com

• **Choose a Desktop Bundle for Faculty and Staff**

	Desktop Bundle for Faculty & Staff	Item Price (per FTE)	Select	FTE Count	Ext. Price
1.	Desktop for Education with <u>Enterprise CALs</u> consisting of:	\$59.50 \$57.50	✓	899	\$51,692.50

• **Choose Optional Products Licensed Organization-Wide for Faculty/Staff**

	Optional Products Licensed Organization-Wide	Part Number	Item Price (per FTE)	Select	FTE Count	Ext. Price
1.	SQL Server CAL	359-00765CF	\$7.00	✓	899	\$6,293.00

• **Choose Optional Products Licensed per User or Device for Faculty/Staff**

	Optional Products Licensed per User or Device	Part Number	Item Price per User/Device	Number of Users/Devices	Ext. Price
1.	Office 365 Pro Plus add-on for faculty/staff (free with subscription to Office Pro Plus for all faculty/staff)	5XS-00003CFU	\$0.00	2000	\$0.00
2.	Project Professional per device	H30-00237CFU	\$64.00	18	\$1,152.00
3.	Visio Pro per device	D87-01057CFU	\$55.00	24	\$1,320.00
4.	Visual Studio Enterprise w/MSDN per user promo price (renewals only)	MX3-00251CFU	\$299.00	3	\$897.00
5.	Visual Studio Pro w/MSDN per user	77D-00110CFU	\$64.00	14	\$896.00

6.16 (2)

• **Choose Optional Products Licensed per User or Device for Students**

	Optional Products Licensed per User or Device	Part Number	Item Price per User/Device	Number of Users/Devices	Ext. Price
1.	Azure Active Directory Basic per student user	965-00002CSU	\$0.00	62437	\$0.00
2.	Exchange Online Plan 1 for alumni per user	5RS-00002CSU	\$0.00	250000	\$0.00
3.	Office 365 ProPlus for Students (free with subscription to Office Pro Plus for all faculty/staff)	5XS-00002CSU	\$0.00	62437	\$0.00

• **Server License Options**

	Server License	Part Number	Item Price per License	Number of Licenses	Ext. Price
1.	Azure Monetary Commitment for usage - use for a variety of Azure services including spinning up VMs, storage, data transfer, etc.	6QK-00001CF	\$1,320.00	1	\$1,320.00
2.	Core Infrastructure Svr Suite Datacenter - Combines Windows Server Datacenter and System Center Data Center Licenses. 1 license covers 2 physical processors and unlimited OSEs/VMs on the licensed physical machine.	FUD-00936CF	\$516.00	14	\$7,224.00
3.	Exchange Server Enterprise	395-02412CF	\$394.00	2	\$788.00
4.	Exchange Server Standard	312-02177CF	\$69.00	2	\$138.00
5.	SharePoint Server (requires SQL Svr)	H04-00232CF	\$526.00	1	\$526.00
6.	Skype for Business Server (formerly Lync Svr - CALs included in Desktop bundle)	5HU-00215CF	\$354.00	2	\$708.00
7.	SQL Server Enterprise Core - 2 Core license pack. You must license 4 cores minimum per physical processor on a standalone machine or 4 virtual cores minimum on a VM. License all physical cores to achieve maximum virtualization on the licensed machine, all	7JQ-00341CF	\$1,335.00	4	\$5,340.00
8.	SQL Server Standard per Server (requires SQL CALs for all clients)	228-04437CF	\$88.00	6	\$528.00
9.	Windows Server Standard - 2 processor (up to 2 processors and 2 virtual machines per license)	P73-05897CF	\$51.00	12	\$612.00

TOTAL \$79,434.50

Copyright © 1998-2016 by CCT Technologies, Inc. – dba ComputerLand Silicon Valley. All rights reserved. • [Privacy Policy](#) • Browser requirement: [Firefox 29.x](#), Internet Explorer 10, or higher. • Minimum screen resolution 1280 x 800 pixels.

➤ **Renewal Worksheet of Santiago Canyon College**

 [PRINT](#)

Validated Renewal Worksheet for Campus Agreement Licensing

Santiago Canyon College
Foundation for California Community Colleges (FCCC)
Microsoft Campus Agreement 2016 (Year 3 of 3)

Please use this quote to generate and submit your PO no later than **Friday, 16-Sep-2016** to insure a timely renewal for everyone.

Purchase Order to be made payable to:

ComputerLand Silicon Valley
482 West San Carlos Str.
San Jose, CA 95110
Federal Tax ID 77-0269631

Submit Purchase Order by fax or e-mail:

by FAX: **408-519-3260**
by E-mail: syork@cland.com

• **Choose a Desktop Bundle for Faculty and Staff**

	Desktop Bundle for Faculty & Staff	Item Price (per FTE)	Select	FTE Count	Ext. Price
1.	Desktop for Education with <u>Enterprise CALs</u> consisting of:	\$59.50	✓	457	\$27,191.50

• **Choose Optional Products Licensed Organization-Wide for Faculty/Staff**

	Optional Products Licensed Organization-Wide	Part Number	Item Price (per FTE)	Select	FTE Count	Ext. Price
1.	SQL Server CAL	359-00765CF	\$7.00	✓	457	\$3,199.00

• **Choose Optional Products Licensed per User or Device for Faculty/Staff**

	Optional Products Licensed per User or Device	Part Number	Item Price per User/Device	Number of Users/Devices	Ext. Price
1.	Azure Active Directory Basic per fac/staff user	965-00002CFU	\$0.00	1500	\$0.00
2.	Office 365 Pro Plus add-on for faculty/staff (free with subscription to Office Pro Plus for all faculty/staff)	5XS-00003CFU	\$0.00	1500	\$0.00
3.	Power BI Pro per fac/staff user	NK5-00001CFU	\$25.20	4	\$100.80
4.	Visio Pro per device	D87-01057CFU	\$55.00	15	\$825.00

• **Choose Optional Products Licensed per User or Device for Students**

6.16 (4)

	Optional Products Licensed per User or Device	Part Number	Item Price per User/Device	Number of Users/Devices	Ext. Price
1.	Azure Active Directory Basic per student user	965-00002CSU	\$0.00	26688	\$0.00
2.	Exchange Online Plan 1 for alumni per user	5RS-00002CSU	\$0.00	250000	\$0.00
3.	Office 365 ProPlus for Students (free with subscription to Office Pro Plus for all faculty/staff)	5XS-00002CSU	\$0.00	26688	\$0.00

• **Server License Options**

	Server License	Part Number	Item Price per License	Number of Licenses	Ext. Price
1.	Core Infrastructure Svr Suite Datacenter - Combines Windows Server Datacenter and System Center Data Center Licenses. 1 license covers 2 physical processors and unlimited OSEs/VMs on the licensed physical machine.	FUD-00936CF	\$516.00	9	\$4,644.00
2.	Exchange Server Enterprise	395-02412CF	\$394.00	2	\$788.00
3.	Exchange Server Standard	312-02177CF	\$69.00	2	\$138.00
4.	SharePoint Server (requires SQL Svr)	H04-00232CF	\$526.00	1	\$526.00
5.	Skype for Business Server (formerly Lync Svr - CALs included in Desktop bundle)	5HU-00215CF	\$354.00	2	\$708.00
6.	SQL Server Enterprise Core - 2 Core license pack. You must license 4 cores minimum per physical processor on a standalone machine or 4 virtual cores minimum on a VM. License all physical cores to achieve maximum virtualization on the licensed machine, all	7JQ-00341CF	\$1,335.00	4	\$5,340.00
7.	SQL Server Standard per Server (requires SQL CALs for all clients)	228-04437CF	\$88.00	2	\$176.00
8.	Windows Server Standard - 2 processor (up to 2 processors and 2 virtual machines per license)	P73-05897CF	\$51.00	5	\$255.00

TOTAL \$43,891.30

Copyright © 1998-2016 by CCT Technologies, Inc. – dba ComputerLand Silicon Valley. All rights reserved. • [Privacy Policy](#) • Browser requirement: [Firefox 29.x](#), Internet Explorer 10, or higher. • Minimum screen resolution 1280 x 800 pixels.

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

To:	Board of Trustees	Date: August 15, 2016
Re:	Approval of Vendor Name Change	
Action:	Request for Approval	

BACKGROUND

On June 13, 2016, the Board of Trustees approved the award of additional redevelopment consulting services to The Dolinka Group, LLC. Their services include early termination analysis for all projects that fall within the district boundaries.

We were recently informed that on July 1, 2016 it was announced that The Dolinka Group, LLC changed their name to Cooperative Strategies, LLC and was filed with the State of California on June 7, 2016.

ANALYSIS

In order to proceed with the existing consulting services and continue doing business, it is necessary to seek Board approval to change the vendor name to Cooperative Strategies, LLC. The name change does not change the terms and conditions of the current services provided by The Dolinka Group, LLC nor their tax identification number.

RECOMMENDATION

It is recommended that the Board of Trustees approve the vendor The Dolinka Group, LLC name change to Cooperative Strategies, LLC as presented.

Fiscal Impact:	N/A	Board Date: August 15, 2016
Prepared by:	Tracey Conner-Crabbe, Director of Purchasing Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor	

LLC-2

Amendment to Articles of Organization of a Limited Liability Company (LLC)

To change information of record for your California LLC, you can fill out this form, and submit for filing along with:

- A \$30 filing fee.
- A separate, non-refundable \$15 service fee also must be included, if you drop off the completed form.
- To file this form, the status of your LLC must be active on the records of the California Secretary of State...

Important! To change the LLC addresses, or to change the name or address of the LLC's agent for service of process, you must file a Statement of Information (Form LLC-12).

Items 4-6: Only fill out the information that is changing. Attach extra pages if you need more space or need to include any other matters.

FILED
Secretary of State
State of California
JUN 07 2016

lcc

This Space For Office Use Only

For questions about this form, go to www.sos.ca.gov/business/be/filing-tips.htm.

1 LLC's Exact Name (on file with CA Secretary of State)
Dolinka Group, LLC

2 LLC File No. (issued by CA Secretary of State)
200710110016

Purpose

- 3 The purpose of the limited liability company is to engage in any lawful act or activity for which a limited liability company may be organized under the California Revised Uniform Limited Liability Company Act.

New LLC Name (List the proposed LLC name exactly as it is to appear on the records of the California Secretary of State.)

- 4 Cooperative Strategies, LLC

Proposed LLC Name

The proposed new name must include: LLC, L.L.C., Limited Liability Company, Limited Liability Co., Ltd. Liability Co. or Ltd. Liability Company; and may not include: bank, trust, trustee, incorporated, inc., corporation, or corp., insurer, or insurance company.

Management (Check only one.)

- 5 The LLC will be managed by:
[] One Manager [x] More Than One Manager [] All Limited Liability Company Member(s)

Amendment to Text of the Articles of Organization (List both the current text, and the text as amended by this filing.)

- 6

Read and sign below: Unless a greater number is provided for in the Articles of Organization, this form must be signed by at least one manager, if the LLC is manager-managed or at least one member, if the LLC is member-managed.

Sign here
Benjamin E. Dolinka

Benjamin E. Dolinka
Print your name here

Manager
Your business title

Make check/money order payable to: Secretary of State
Upon filing, we will return one (1) uncertified copy of your filed document for free; and will certify the copy upon request and payment of a \$5 certification fee.

By Mail
Secretary of State
Business Entities, P.O. Box 944228
Sacramento, CA 94244-2280

Drop-Off
Secretary of State
1500 11th Street., 3rd Floor
Sacramento, CA 95814

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Board Meeting: August 15, 2016

INDEPENDENT CONTRACTORS

Susanne Mata

Attachment A – Independent Contractor Agreement

Service: To provide direct technical assistance to Career Technical Education Pathways Program grantees to support their career pathways work.

Attachment B – Proposal

Attachment C - Biography

Date(s) of Service: August 16, 2016 through December 31, 2016

Fee: Estimated at \$23,900.00

Requested by: Sarah Santoyo/Enrique Perez

Funded by: Resource Development - DO
12-2220-679000-53345-5100

INDEPENDENT CONTRACTOR AGREEMENT

THIS AGREEMENT, made and entered into this 16th of August, 2016 by and between Susanne Mata herein after referred to as INDEPENDENT CONTRACTOR and the RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT, hereafter referred to as DISTRICT.

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

WHEREAS the DISTRICT and INDEPENDENT CONTRACTOR mutually agree that the INDEPENDENT CONTRACTOR is specially qualified for and shall provide special services to the DISTRICT that no employee of the DISTRICT is qualified to perform and shall provide the following specific services:

TO PROVIDE DIRECT TECHNICAL ASSISTANCE TO CAREER TECHNICAL EDUCATION PATHWAYS PROGRAM GRANTEES TO SUPPORT THEIR CAREER PATHWAYS WORK

WHEREAS the Governing Board has determined that the INDEPENDENT CONTRACTOR is specially trained and experienced and competent to perform the special services required, and

WHEREAS the DISTRICT under the terms of this agreement hereby agrees to pay the INDEPENDENT CONTRACTOR for services at Twenty Three Thousand Nine Hundred Dollars & No Cents (\$23,900.00)

The contracted services are to commence on or about August 16, 2016 and to be completed on or about, but not later than December 31, 2016.

WHEREAS the INDEPENDENT CONTRACTOR in the performance of this agreement shall be and act as an INDEPENDENT CONTRACTOR providing the necessary tools and equipment and provide the Board of Trustees a final finished report and/or product within the prescribed time allocated, and

WHEREAS the INDEPENDENT CONTRACTOR shall assume all other expenses incurred in connection with the performance of this contract and the DISTRICT shall not be responsible for payment of any other expenses. The fees specified, unless otherwise indicated and agreed to, shall be the only obligation of the DISTRICT. While engaged in carrying out and complying with any of the terms and conditions of this agreement, the INDEPENDENT CONTRACTOR is not an officer, agent or employee of the DISTRICT, and

WHEREAS the INDEPENDENT CONTRACTOR shall provide worker's compensation insurance or self-insure services, and

WHEREAS the INDEPENDENT CONTRACTOR shall indemnify and hold harmless the DISTRICT, its officers, agents, and employees from every claim or demand made, and

every liability, loss, damages, or expense, of any nature whatsoever, which may be incurred by reason of:

- a) Contractor agrees to defend, indemnify, and hold harmless the Rancho Santiago Community District (District), its officers, agents, employees, and volunteers from all loss, cost, and expense arising out of any liability or claim of liability for personal injury, bodily injury to persons, contractual liability and damage to property sustained or claimed to have been sustained arising of activities of the Contractor, its subcontractors, or those of any of its officers, agents, or employees or volunteers, whether such act is authorized by this Agreement or not; and Contractor shall pay for any and all damage to the property of the District, or loss or theft of such property, done or caused by such persons. District assumes no responsibility whatsoever for any property placed on the premises. Contractor further agrees to waive all rights of subrogation against the District. The provisions of the Article do not apply to any damage or losses caused by the negligence of the District or any of its agents or employees.

WHEREAS the DISTRICT may at any time, with or without reason, terminate this AGREEMENT in whole or in part and compensate INDEPENDENT CONTRACTOR only for services satisfactorily rendered to the date of termination. Written notice by DISTRICT shall be sufficient to stop further performance of services by INDEPENDENT CONTRACTOR and shall specify the date of termination.

WHEREAS the parties to this agreement, under penalty of perjury, certify that all of the above items are to the best of their knowledge true and correct statements.

IN WITNESS where of, said parties have executed this agreement as of the date first written above.

INDEPENDENT CONTRACTOR

RANCHO SANTIAGO
COMMUNITY COLLEGE DISTRICT

Signature

By _____

Printed Name

Peter J. Hardash
Printed Name

Title

Vice Chancellor of Business Operations/
Fiscal Services
Title

Address City/State

Date

Date

Susanne Mata - Proposal

Susanne Mata will **provide direct technical assistance to CTE Pathways Program grantees** to support their career pathways work.

Activities

Under CATEMA Specialist Scope of work: The CATEMA Specialist will utilize her existing knowledge of CATEMA and expertise related to regional implementation to assist colleges and regions throughout the state with their implementation. They will serve as the primary point of contact and serve as a liaison between key stakeholders including the California Community Colleges Chancellor's Office, STATco, Statewide and Regional TAPs, community college districts, colleges and K12 districts, schools and ROPs.

Performance Outcomes

1. Consult and assist regional partner's development of marketing materials to engage individual colleges to utilize CATEMA.
2. Provide 2 Train the Trainer Workshops addressing marketing, training and implementation of CATEMA for regional K-14 CP TAP's, CCPT Grantees and CDE IG TAP's
3. Logistical Coordination Support of regional training model as needed for implementation of StatCo's CATEMA system in partnership with K-14 Career Pathway Regional Technical Assistance Providers (max of 10 sites X 2 trainings/site = 20 trainings)

Susanne Mata - Biography

Susanne Mata is the Director of CTE Projects for Mt. San Jacinto College and serves as the K 14 Career Pathways Technical Assistance Provider (SB 1070) Project Director for the Inland Empire/Desert Region. The \$1.4 million CTE Pathways Project is designed to bring systems alignment to CTE Pathways programs and services offered by the region’s 12 community colleges and their high school partners. She is working extensively on high school articulation, dual enrollment, concurrent enrollment, CTE pathway development, data collection and reporting. The hope is to help students more successfully complete pathways, earn college credit and become “college and career ready”. Prior to her current role, Ms. Mata worked as the Coordinator of Special Programs in the Career Technical Education (CTE) Department at Mt. San Jacinto College managing the District’s Perkins and CTE Transitions grants. Susanne has hosted and facilitated dozens of workshops, trainings and presentations in her roles at Mt. San Jacinto. Over the past six years, Susanne has successfully managed multiple federal and state grants totaling nearly \$2 million. She has nearly 15 years of experience working with grants and served in different capacities for several non-profit, community based agencies prior to joining the CTE Department at Mt. San Jacinto College in 2009. She has expertise in grant writing, program development, data collection and reporting, program design, budget development, high school articulation and Get Focused...Stay Focused™!

Purchase Order List

06/29/2016 thru 07/30/2016

P.O. #	Date	Fund	Department	Description	Vendor Name	PO Amount
16-P0038677	6/30/2016	12	A&R Office - Credit	Equip-All Other >\$1,000<\$5,000	GOLDEN STAR TECHNOLOGY, INC.	6,017.76
16-P0039292	6/30/2016	11	Maintenance	Non-Instructional Supplies	WESTERN ILLUMINATED PLASTICS	1,112.40
17-P0041491	7/1/2016	11	Communications & Media Studies	Reproduction/Printing Expenses	SAN DIEGUITO PUBLISHER'S INC	13,853.00
17-P0041492	7/1/2016	12	Fine & Performing Arts Office	Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	4,000.00
17-P0041494	7/1/2016	12	Fine & Performing Arts Office	Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	3,000.00
17-P0041495	7/1/2016	12	Library Services	Library Books	AMAZON COM	5,000.00
17-P0041496	7/1/2016	12	Library Services	Library Books	MIDWEST LIBRARY SVC	4,500.00
17-P0041498	7/1/2016	12	Library Services	Library Books	GALE GROUP	4,500.00
17-P0041565	7/1/2016	11	Risk Management	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	750.00
17-P0041566	7/1/2016	11	Academic Support - SAC	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	3,000.00
17-P0041567	7/1/2016	12	Professional Development	Food and Food Service Supplies	MARY W. HUEBSCH	165.12
17-P0041568	7/1/2016	12	Library Services	Library Books	AMAZON COM	4,500.00
17-P0041569	7/1/2016	11	Academic Support - SCC	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	1,000.00
17-P0041570	7/1/2016	12	Health & Wellness	Food and Food Service Supplies	RALPH'S GROCERY CO	200.00
17-P0041571	7/1/2016	11	District Wide Technology	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	5,000.00
17-P0041572	7/1/2016	12	Library Services	Library Books	YANKEE BOOK PEDDLER INC	28.79
17-P0041573	7/1/2016	12	Library Services	Library Books	ROWMAN & LITTLEFIELD PUBLISHING GROUP	33.36
16-P0041586	6/29/2016	33	EHS Administration	Non-Instructional Supplies	AKERS THOMAS	868.32
16-P0041588	6/29/2016	12	Safety & Parking - DO	Food and Food Service Supplies	CORNER BAKERY/CBC RESTAURANT	447.20
16-P0041589	6/29/2016	12	Career Counseling Center	Software License and Fees	BRIDGES TRANSITIONS CO	900.00
17-P0041591	7/1/2016	12	Pathways to Teaching	Conference Expenses	TOWNSEND LEADERSHIP COACH GROUP LLC	5,500.00
17-P0041592	7/1/2016	12	School & Community Partnership	Non-Instructional Supplies	4 IMPRINT	508.70
17-P0041593	7/1/2016	12	Financial Aid Office	Food and Food Service Supplies	STATER BROS	250.00
17-P0041594	7/1/2016	12	Financial Aid Office	Non-Instructional Supplies	DON BOOKSTORE	150.00
17-P0041595	7/1/2016	12	Financial Aid Office	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	1,500.00
17-P0041596	7/1/2016	12	EOPS	Other Exp Paid for Students	OLD MISSION SAN JUAN CAPISTRANO	480.00
17-P0041597	7/1/2016	12	EOPS	Transportation - Student	MICHELANGELO LEASING INC	892.50
17-P0041598	7/1/2016	12	Mathematics	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	2,670.30
17-P0041599	7/1/2016	12	Health & Wellness	Inst Dues & Memberships	HSACCC HEALTH SVCS ASSOC-	150.00
17-P0041600	7/1/2016	12	Student Services Office	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	223.23
17-P0041601	7/1/2016	12	Student Services Office	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	2,500.00
16-P0041602	6/30/2016	41	Facility Planning Office	Bldg Impr-Blueprint/Reprod/Adv	FREEDOM COMMUNICATIONS, INC	1,095.60
16-P0041603	6/30/2016	42	Facility Planning Office	Site Impr-Blueprint/Reprod/Adv	FREEDOM COMMUNICATIONS, INC	1,068.36
17-P0041604	7/1/2016	11	Administrative Services Office	Transportation - Student	AIRPORT VAN RENTAL INC	1,500.00
17-P0041605	7/1/2016	11	Administrative Services Office	Transportation - Student	MICHELANGELO LEASING INC	14,500.00
17-P0041606	7/1/2016	12	Counseling	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	2,000.00
17-P0041607	7/1/2016	33	CDC Centennial Education Ctr	Food and Food Service Supplies	SMART & FINAL	1,000.00

6.19 (1)

NO. 6.19

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

Printed: 8/2/2016 12:22:07PM

Environment: Colleague

LoginID: LNEVILS

Purchase Order List

06/29/2016 thru 07/30/2016

P.O. #	Date	Fund	Department	Description	Vendor Name	PO Amount	
17-P0041608	7/1/2016	1	33	CDC Centennial Education Ctr	Food and Food Service Supplies	B & D DISTRIBUTING INC	11,000.00
17-P0041609	7/1/2016	1	33	CDC Santa Ana College - East	Food and Food Service Supplies	SMART & FINAL	2,000.00
17-P0041610	7/1/2016	1	33	CDC Santa Ana College - East	Food and Food Service Supplies	SYSCO FOOD SVC	28,000.00
17-P0041611	7/1/2016	1	33	CDC Santa Ana College - East	Food and Food Service Supplies	NORTHGATE GONZALEZ MARKET	1,000.00
17-P0041612	7/1/2016	1	33	CDC Santa Ana College - East	Food and Food Service Supplies	B & D DISTRIBUTING INC	9,000.00
17-P0041613	7/1/2016	1	11	Publications	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	200.00
16-P0041614	6/30/2016	12	Manufacturing Technology	Equip-All Other >\$1,000<\$5,000	TECNARA TOOLING SYSTEMS INC	6,983.48	
16-P0041615	6/30/2016	12	SAC Continuing Ed-Instruction	Software License and Fees	WELLS FARGO BANK	1,830.00	
16-P0041616	6/30/2016	12	SAC Continuing Ed-Instruction	Software License and Fees	WELLS FARGO BANK	350.00	
16-P0041617	6/30/2016	12	Admin Services Office	Instructional Supplies	VERITIV OPERATING COMPANY	405.00	
16-P0041618	6/30/2016	12	Deaf & Hard of Hearing	Contracted Services	QUALITY OFFICE FURNISHINGS INC	1,090.00	
16-P0041619	6/30/2016	12	Biology	Conference Expenses	DENISE M. FOLEY	120.43	
17-P0041620	7/1/2016	1	Chancellor's Office	Conference Expenses	WELLS FARGO BANK	2,000.00	
17-P0041621	7/1/2016	1	Chancellor's Office	Food and Food Service Supplies	WELLS FARGO BANK	1,500.00	
16-P0041622	6/30/2016	11	Maintenance	Contracted Repair Services	GMS ELEVATOR	775.00	
16-P0041623	6/30/2016	12	Continuing Education Division	Contracted Services	ACCO BRANDS USA LLC	150.00	
17-P0041624	7/1/2016	1	Chancellor's Office	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	1,750.00	
17-P0041625	7/1/2016	1	Library Services	Library Books - Periodicals	EBSCO SUBSCRIPTION SVCS	2,245.58	
16-P0041626	6/30/2016	12	DSPS Office	Non-Instructional Supplies	ALLSTEEL INC	430.20	
17-P0041627	7/1/2016	1	33	CDC Santa Ana College	Food and Food Service Supplies	B & D DISTRIBUTING INC	14,000.00
17-P0041628	7/1/2016	1	33	CDC Santa Ana College	Food and Food Service Supplies	NORTHGATE GONZALEZ MARKET	1,000.00
17-P0041629	7/1/2016	1	33	EHS Administration	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	319.29
16-P0041630	6/30/2016	11	Maintenance	Contracted Repair Services	ABBA TERMITE & PEST CONTROL INC	195.00	
16-P0041631	6/30/2016	11	Digital Media Center	Contracted Services	WESTERN POWER SYSTEMS	467.00	
16-P0041632	6/30/2016	12	DSPS Office	Equip-All Other >\$1,000<\$5,000	GOLDEN STAR TECHNOLOGY, INC.	12,033.32	
16-P0041633	6/30/2016	11	Fire Academy	Instructional Agrmt - Salary	CITY OF ANAHEIM	8,931.42	
16-P0041634	6/30/2016	11	Fire Academy	Instructional Agrmt - Salary	CITY OF FOUNTAIN VALLEY	6,854.88	
16-P0041635	6/30/2016	11	Fire Academy	Instructional Agrmt - Salary	CITY OF FULLERTON	9,486.31	
16-P0041636	6/30/2016	11	Fire Academy	Instructional Agrmt - Salary	CITY OF GARDEN GROVE	10,804.63	
16-P0041637	6/30/2016	12	SAC Continuing Ed-Instruction	Rental - Facility (Short-term)	SANTA ANA UNIFIED SCHOOL DIST	29,469.50	
16-P0041638	6/30/2016	11	Fire Academy	Instructional Agrmt - Salary	CITY OF LAGUNA BEACH	9,650.71	
16-P0041639	6/30/2016	11	Fire Academy	Instructional Agrmt - Salary	DOWNEY FIRE DEPT	13,029.85	
16-P0041640	6/30/2016	11	Fire Academy	Instructional Agrmt - Salary	CITY OF LA VERNE	14,440.48	
16-P0041641	6/30/2016	11	Fire Academy	Instructional Agrmt - Salary	CITY OF MONTCLAIR	4,149.27	
16-P0041642	6/30/2016	11	Fire Academy	Instructional Agrmt - Salary	CITY OF UPLAND	4,418.69	
16-P0041643	6/30/2016	11	Fire Academy	Instructional Agrmt - Salary	CITY OF VERNON	5,322.25	
16-P0041644	6/30/2016	11	Fire Academy	Instructional Agrmt - Salary	CITY OF RIALTO	14,232.19	

6.19 (2)

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

Printed: 8/2/2016 12:22:07PM

Environment: Colleague

LoginID: LNEVILS

Purchase Order List

06/29/2016 thru 07/30/2016

P.O. #	Date	Fund	Department	Description	Vendor Name	PO Amount
16-P0041645	6/30/2016	11	Fire Academy	Instructional Agrmt - Salary	CITY OF RIVERSIDE	68,242.30
16-P0041646	6/30/2016	11	Fire Academy	Instructional Agrmt - Salary	SAN BERNARDINO COUNTY	85,600.79
16-P0041647	6/30/2016	11	Fire Academy	Instructional Agrmt - Salary	CITY OF SAN BERNARDINO FIRE DEPT	16,818.21
16-P0041648	6/30/2016	11	Fire Academy	Instructional Agrmt - Salary	CITY OF REDLANDS	15,379.63
16-P0041649	6/30/2016	11	Fire Academy	Instructional Agrmt - Salary	CITY OF RANCHO CUCAMONGA	19,950.81
16-P0041650	6/30/2016	11	Fire Academy	Instructional Agrmt - Salary	CITY OF ONTARIO	15,257.63
16-P0041651	6/30/2016	11	Fire Academy	Instructional Agrmt - Salary	CITY OF MONTEBELLO	16,523.38
16-P0041652	6/30/2016	11	Fire Academy	Instructional Agrmt - Salary	CITY OF CORONA	60,212.25
16-P0041653	6/30/2016	11	Fire Academy	Instructional Agrmt - Salary	CHINO VALLEY INDEPENDENT	22,281.52
16-P0041654	6/30/2016	11	Fire Academy	Instructional Agrmt - Salary	ORANGE COUNTY FIRE AUTHORITY	261,168.25
16-P0041655	6/30/2016	11	Fire Academy	Instructional Agrmt - Salary	CITY OF ORANGE	15,689.04
16-P0041656	6/30/2016	11	Fire Academy	Instructional Agrmt - Salary	CITY OF NEWPORT BEACH FIRE AND MARINE DEPT	37,311.75
16-P0041657	6/30/2016	11	Fire Academy	Instructional Agrmt - Salary	CITY OF HUNTINGTON BEACH	33,359.38
16-P0041658	6/30/2016	11	Fire Academy	Instructional Agrmt - Salary	CITY OF COSTA MESA	15,410.13
16-P0041659	6/30/2016	11	Fire Academy	Instructional Agrmt - Salary	CITY OF WEST COVINA	22,244.67
16-P0041660	6/30/2016	11	Fire Academy	Instructional Agrmt - Salary	CITY OF BREA	16,147.21
17-P0041661	7/5/2016	12	Financial Aid Office	Equip-All Other >\$200 < \$1,000	CN SCHOOL AND OFFICE SOLUTIONS INC	259.39
17-P0041662	7/1/2016	12	Student Equity	Software License and Fees	TABLEAU SOFTWARE INC	2,400.00
17-P0041663	7/5/2016	11	Custodial	Non-Instructional Supplies	ADVANTAGE WEST INVESTMENT ENTERPRISES INC	10,000.00
16-P0041664	6/30/2016	41	Facility Planning Office	Bldg Impr - Contractor Svcs	D4 SOLUTIONS INC.	727.24
16-P0041665	6/30/2016	11	Maintenance & Operations	Contracted Repair Services	AIR TREATMENT CORP	392.50
17-P0041666	7/5/2016	11	Custodial	Non-Instructional Supplies	ADVANTAGE WEST INVESTMENT ENTERPRISES INC	10,000.00
16-P0041667	6/30/2016	41	Facility Planning Office	Bldg Impr - Contractor Svcs	BISHOP INC	14,937.00
16-P0041668	6/30/2016	11	Networking	Contracted Repair Services	KLM INC	130.00
16-P0041669	6/30/2016	11	Digital Media Center	Maint/Oper Service Agreements	CONTROL AIR CONDITIONING CORP	1,517.00
16-P0041670	6/30/2016	41	Facility Planning Office	Bldg Impr - Relocation/Moving	MD INSTALLATIONS INTL INC	3,878.70
16-P0041671	6/30/2016	41	Facility Planning Office	Site Improv- Engineering Costs	MICHAEL BAKER INTL INC	8,287.00
16-P0041672	6/30/2016	12	Deaf & Hard of Hearing	Contracted Services	QUICK CAPTION	5,000.00
17-P0041673	7/5/2016	12	Student Services Office	Software License and Fees	NAT'L STUDENT CLEARINGHOUSE	1,479.50
17-P0041674	7/5/2016	11	Library Services	Software License and Fees	SPRINGSHARE LLC	926.00
16-P0041675	6/30/2016	11	Maintenance & Operations	Contracted Repair Services	PROFESSIONAL PLUMBING &	1,040.16
17-P0041676	7/6/2016	12	Student Services Office	Software License and Fees	COMPUTERLAND OF SILICON VALLEY	27.50
17-P0041677	7/6/2016	12	A&R Office - Veterans Services	Conference Expenses	DOROTHY N. SWAYNE	142.00
17-P0041678	7/6/2016	11	Custodial	Non-Instructional Supplies	GLASBY MAINTENANCE SUPPLY	28,080.00
17-P0041679	7/6/2016	11	Chancellor's Office	Telephone & Pager Services	WELLS FARGO BANK	600.00
17-P0041680	7/6/2016	33	CDC Administration	Contracted Repair Services	RAMCO REFRIGERATION & AIR	2,000.00
17-P0041681	7/6/2016	11	Academic Affairs Office	Conference Expenses	ACADEMIC SENATE FOR	2,725.00

6.19 (3)

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

Printed: 8/2/2016 12:22:07PM

Environment: Colleague

LoginID: LNEVILS

Purchase Order List

06/29/2016 thru 07/30/2016

P.O. #	Date	Fund	Department	Description	Vendor Name	PO Amount
17-P0041682	7/6/2016	12	Health & Wellness	Non-Instructional Supplies	MCKESSON GENERAL MEDICAL CORP	3,200.00
17-P0041683	7/6/2016	12	Health & Wellness	Non-Instructional Supplies	MOORE MEDICAL CORP	500.00
17-P0041684	7/6/2016	12	Health & Wellness	Non-Instructional Supplies	MCKESSON GENERAL MEDICAL CORP	1,200.00
16-P0041685	6/30/2016	12	Resource Development	Contracted Services	COAST ELECTRIC	480.00
17-P0041686	7/6/2016	12	Health & Wellness	Non-Instructional Supplies	PHARMEDIX	3,250.00
17-P0041687	7/6/2016	33	CDC Santiago Canyon College	Food and Food Service Supplies	SMART & FINAL	1,000.00
17-P0041688	7/6/2016	33	CDC Santiago Canyon College	Food and Food Service Supplies	B & D DISTRIBUTING INC	10,000.00
17-P0041689	7/6/2016	12	Health & Wellness	Non-Instructional Supplies	PHARMEDIX	7,000.00
17-P0041690	7/6/2016	12	Health & Wellness	Non-Instructional Supplies	QUEST DIAGNOSTICS	3,600.00
17-P0041691	7/6/2016	33	CDC Santiago Canyon College	Food and Food Service Supplies	ALBERTSON'S	2,000.00
17-P0041692	7/6/2016	12	Health & Wellness	Non-Instructional Supplies	SANOFI PASTEUR	1,655.00
17-P0041693	7/6/2016	12	Health & Wellness	Non-Instructional Supplies	GU LOGIC INC	450.00
17-P0041694	7/6/2016	12	Health & Wellness	Non-Instructional Supplies	SABERS RENA	1,000.00
17-P0041695	7/6/2016	11	District Wide Technology	Non-Instructional Supplies	BUSINESS MACHINES SECURITY	2,000.00
17-P0041696	7/6/2016	12	Health & Wellness	Non-Instructional Supplies	MCKESSON GENERAL MEDICAL CORP	1,500.00
17-P0041697	7/6/2016	12	Media Systems	Instructional Supplies	GOLDEN STAR TECHNOLOGY, INC.	2,000.00
17-P0041698	7/6/2016	12	Media Systems	Instructional Supplies	TROXELL COMM INC	2,000.00
17-P0041699	7/6/2016	12	Media Systems	Instructional Supplies	HOME DEPOT	2,000.00
17-P0041700	7/6/2016	12	Media Systems	Instructional Supplies	MAR VAC ELECTRONICS	2,000.00
17-P0041701	7/6/2016	12	Health & Wellness	Other Licenses & Fees	CALIF DHS/LABORATORY FIELD SERVICES	150.00
17-P0041702	7/6/2016	11	Maintenance	Repair & Replacement Parts	HOME DEPOT	7,500.00
17-P0041703	7/6/2016	11	Maintenance	Non-Instructional Supplies	GRAINGER	7,000.00
17-P0041704	7/6/2016	11	Maintenance	Non-Instructional Supplies	REGENCY LIGHTING	5,000.00
17-P0041705	7/6/2016	11	Maintenance	Non-Instructional Supplies	CONSOLIDATED ELECTRICAL DISTRIBUTORS	7,000.00
17-P0041706	7/6/2016	11	District Wide Technology	Non-Instructional Supplies	GOLDEN STAR TECHNOLOGY, INC.	5,000.00
17-P0041707	7/6/2016	11	Publications	Non-Instructional Supplies	HOME DEPOT	150.00
16-P0041708	6/30/2016	11	Admin Services Office	Contracted Services	WELLS FARGO BANK	258.30
16-P0041709	6/30/2016	12	Upward Bound	Food and Food Service Supplies	ROMELIA MADRIGAL	4,000.00
16-P0041710	6/30/2016	12	MESA	Conference Expenses	CATHERINE M. SHAFFER	7,300.00
16-P0041711	6/30/2016	11	Maintenance	Contracted Repair Services	HOFFMAN SOUTHWEST CORP	450.00
17-P0041712	7/7/2016	12	Talent Search	Fees Paid for Students	WALT DISNEY WORLD CO	2,720.00
17-P0041713	7/7/2016	12	Talent Search	Fees Paid for Students	MARCO A. RAMIREZ	3,726.00
17-P0041715	7/7/2016	11	Admin Services Office	Contracted Services	UTELOGY CORPORATION	7,970.00
17-P0041716	7/7/2016	33	CDC Administration	Contracted Repair Services	ITW FOOD EQUIPMENT GROUP LLC	3,986.08
16-P0041717	6/30/2016	43	Facility Planning Office	Buildings - Other Services	ARBORWELL INC	1,500.00
16-P0041718	6/30/2016	41	Facility Planning Office	Bldg Impr - Contractor Svcs	IRVINE VALLEY AIR CONDITIONING INC	382.50
16-P0041719	6/30/2016	41	Facility Planning Office	Bldg Impr - Contractor Svcs	IRVINE VALLEY AIR CONDITIONING INC	573.75

6.19 (4)

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

Printed: 8/2/2016 12:22:07PM

Environment: Colleague

LoginID: LNEVILS

Purchase Order List

06/29/2016 thru 07/30/2016

P.O. #	Date	Fund	Department	Description	Vendor Name	PO Amount
16-P0041720	6/30/2016	43	Facility Planning Office	Buildings - Other Services	ARBORWELL INC	775.00
16-P0041721	6/30/2016	33	CDC Administration	Food and Food Service Supplies	SYSCO FOOD SVC	10,000.00
17-P0041723	7/11/2016	11	District Wide Technology	Non-Instructional Supplies	MONOPRICE INC	10,000.00
17-P0041724	7/11/2016	12	Student Equity	Conference Expenses	CHRISTINE E. UMALI KOPP	1,200.00
17-P0041725	7/11/2016	12	Student Equity	Conference Expenses	MELINDA S. WOMACK	1,400.00
17-P0041726	7/11/2016	11	Administrative Services Office	Conference Expenses	ACBO	85.00
17-P0041727	7/11/2016	12	Health & Wellness	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	1,450.00
17-P0041728	7/11/2016	11	Maintenance & Operations	Non-Instructional Supplies	MONTGOMERY HARDWARE CO	1,500.00
17-P0041729	7/11/2016	11	Maintenance & Operations	Non-Instructional Supplies	TAYLOR FLAG & BANNER CO	1,000.00
17-P0041730	7/11/2016	11	Maintenance & Operations	Non-Instructional Supplies	EXPRESS PIPE & SUPPLY CO LLC	2,000.00
17-P0041731	7/11/2016	12	Student Services Office	Other Participant Travel Exp	UNIVERSITY OF NORTHERN IOWA	4,827.45
16-P0041732	6/30/2016	12	Talent Search	Contracted Services	UC REGENTS	4,470.00
17-P0041733	7/11/2016	12	EOPS	Food and Food Service Supplies	THE VINTAGE STAKEHOUSE INC	1,755.00
17-P0041734	7/11/2016	12	Chemistry	Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	400.00
17-P0041735	7/11/2016	12	EOPS	Other Exp Paid for Students	SVM LP	6,035.95
17-P0041736	7/11/2016	11	President's Office	Inst Dues & Memberships	ORANGE EMPIRE CONFERENCE	5,500.00
17-P0041737	7/11/2016	11	President's Office	Inst Dues & Memberships	SOUTHERN CALIFORNIA WRESTLING ALLIANCE	780.00
17-P0041738	7/11/2016	11	President's Office	Inst Dues & Memberships	SO CALIF FOOTBALL ASSOC	2,200.00
17-P0041739	7/11/2016	11	Accreditation	Other Licenses & Fees	ACCJC ACCREDITING COMMISSION	44,272.00
17-P0041740	7/11/2016	12	Digital Media Center	Inst Dues & Memberships	ASSOC. FOR CAREER & TECHNICAL ED	109.00
17-P0041741	7/11/2016	12	Upward Bound	Other Exp Paid for Students	KNOTTS BERRY FARM	837.00
17-P0041742	7/11/2016	12	Talent Search	Food and Food Service Supplies	SMART & FINAL	400.00
17-P0041743	7/11/2016	11	Transportation	Repair & Replacement Parts	POWERTRON	8,000.00
17-P0041744	7/11/2016	12	Biology	Instructional Supplies	NEW WAVE	400.00
17-P0041745	7/11/2016	12	Biology	Instructional Supplies	FISHER SCIENTIFIC	2,000.00
17-P0041746	7/11/2016	12	Biology	Instructional Supplies	CONNECTICUT VALLEY BIOLOGICAL	350.00
17-P0041747	7/11/2016	12	Biology	Instructional Supplies	CAROLINA BIOLOGICAL SUPPLY CO	1,000.00
17-P0041748	7/11/2016	12	Kinesiology - Intercol Athlet	Instructional Supplies	VARSITY BRANDS HOLDING CO INC	2,000.00
17-P0041749	7/11/2016	12	Biology	Instructional Supplies	VWR FUNDING INC	4,000.00
17-P0041750	7/11/2016	12	Biology	Instructional Supplies	ALBERTSON'S	600.00
17-P0041751	7/11/2016	11	Bus, Math & Sciences Office	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	1,120.00
17-P0041752	7/11/2016	12	Chemistry	Instructional Supplies	ALBERTSON'S	150.00
17-P0041753	7/11/2016	11	Board of Trustees	Non-Instructional Supplies	MICHAEL J MACKENZIE	600.00
17-P0041754	7/11/2016	11	Board of Trustees	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	1,600.00
17-P0041755	7/11/2016	11	Board of Trustees	Food and Food Service Supplies	WELLS FARGO BANK	3,000.00
17-P0041756	7/11/2016	12	Upward Bound	Food and Food Service Supplies	ALBERTSON'S	300.00
16-P0041757	6/30/2016	12	CJ/Academies	Instructional Supplies	SEHI COMPUTER PRODUCTS	160.07

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

Printed: 8/2/2016 12:22:07PM

Environment: Colleague

LoginID: LNEVILS

6.19 (5)

Purchase Order List

06/29/2016 thru 07/30/2016

P.O. #	Date	Fund	Department	Description	Vendor Name	PO Amount
17-P0041758	7/11/2016	11	Maintenance & Operations	Non-Instructional Supplies	GLASBY MAINTENANCE SUPPLY	5,000.00
17-P0041759	7/11/2016	12	Student Development	Transportation - Student	MICHELANGELO LEASING INC	800.00
17-P0041760	7/11/2016	11	Maintenance & Operations	Non-Instructional Supplies	ADVANTAGE WEST INVESTMENT ENTERPRISES INC	10,000.00
17-P0041761	7/11/2016	11	Maintenance	Non-Instructional Supplies	WATERLINE TECHNOLOGIES	9,000.00
17-P0041762	7/11/2016	11	Nursing	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	700.00
17-P0041763	7/11/2016	11	Maintenance & Operations	Non-Instructional Supplies	HOME DEPOT	5,000.00
17-P0041764	7/11/2016	12	CJ/Academies	Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	1,500.00
17-P0041765	7/11/2016	12	EOPS	Supplies Paid for Students	DON BOOKSTORE	2,000.00
17-P0041766	7/11/2016	12	EOPS	Food and Food Service Supplies	ALBERTSON'S	300.00
17-P0041767	7/11/2016	12	Welding	Instructional Supplies	HOME DEPOT	1,000.00
17-P0041768	7/11/2016	12	Kinesiology - Intercol Athlet	Instructional Supplies	HOME DEPOT	2,500.00
17-P0041769	7/11/2016	12	EOPS	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	1,000.00
17-P0041770	7/11/2016	12	Human Svcs & Technology Office	Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	2,000.00
17-P0041771	7/11/2016	12	Welding	Instructional Supplies	SIMS ORANGE WELDING SUPPLY	10,000.00
17-P0041772	7/11/2016	12	Media Systems	Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	700.00
16-P0041773	6/30/2016	11	Maintenance	Non-Instructional Supplies	SHIFFLER EQUIPMENT SALES INC	86.99
17-P0041774	7/11/2016	12	Reprographics	Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	8,000.00
16-P0041775	6/30/2016	42	Facility Planning Office	Site Improv - OCIP	ASCIP	81,368.00
16-P0041776	6/30/2016	42	Facility Planning Office	Bldg Impr - OCIP	ASCIP	57,014.00
17-P0041777	7/11/2016	43	Facility Planning Office	Buildings - Lic/Tax/Agcy Fees	CITY OF SANTA ANA	680.36
17-P0041778	7/11/2016	62	Risk Management	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	47.14
17-P0041779	7/11/2016	11	Kinesiology - Physical Educ	Repair & Replacement Parts	FITNESS REPAIR SHOP	4,000.00
17-P0041780	7/11/2016	12	Talent Search	Contracted Services	STUDY SMART TUTORS INC	8,400.00
17-P0041781	7/11/2016	11	Public Affairs/Gov Rel Office	Internet Services	JUDITH A. IANNACCONE	250.00
17-P0041782	7/11/2016	12	Talent Search	Transportation - Student	MICHELANGELO LEASING INC	2,486.00
16-P0041783	6/30/2016	11	Admin Services Office	Contracted Services	ENCORE PIANO & ORGAN MOVING LLC	200.00
17-P0041784	7/11/2016	12	Student Development	Other Exp Paid for Students	MEDIEVAL TIMES DINNER & TOURNAMENT INC	2,183.50
17-P0041785	7/11/2016	11	Facility Planning Office	Software License and Fees	FOUNDATION FOR CALIFORNIA	17,355.10
16-P0041786	6/30/2016	11	Environ Safety & Emer Services	Hazardous Materials Removal	ROSEMET ENVIRONMENTAL SVCS	7,292.10
17-P0041787	7/12/2016	12	Student Development	Food and Food Service Supplies	LITTLE CAESARS PIZZA	500.00
17-P0041788	7/12/2016	12	Student Development	Food and Food Service Supplies	SANTIAGO HILLS AUTO SPA INC	1,500.00
17-P0041789	7/12/2016	12	Student Development	Food and Food Service Supplies	ALBERTSON'S	2,000.00
17-P0041790	7/12/2016	12	Student Development	Transportation - Student	MICHELANGELO LEASING INC	3,000.00
17-P0041791	7/12/2016	12	Student Development	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	3,000.00
17-P0041792	7/12/2016	12	Kinesiology - Intercol Athlet	Instructional Supplies	VARSITY BRANDS HOLDING CO INC	3,381.58
17-P0041793	7/12/2016	12	Kinesiology - Intercol Athlet	Instructional Supplies	NAT'L SPORTS APPAREL LLC	647.08
17-P0041794	7/12/2016	12	Kinesiology - Intercol Athlet	Instructional Supplies	KAI ATHLETIC	620.32

6.19 (6)

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

Printed: 8/2/2016 12:22:07PM

Environment: Colleague

LoginID: LNEVILS

Purchase Order List

06/29/2016 thru 07/30/2016

P.O. #	Date	Fund	Department	Description	Vendor Name	PO Amount
17-P0041795	7/12/2016	12	Kinesiology - Intercoll Athlet	Instructional Supplies	KAI ATHLETIC	5,424.92
17-P0041796	7/12/2016	12	Kinesiology - Intercoll Athlet	Instructional Supplies	SPORTS PAGE SOCCER WAREHOUSE	4,770.08
17-P0041797	7/12/2016	12	Kinesiology - Intercoll Athlet	Instructional Supplies	NAT'L SPORTS APPAREL LLC	261.80
17-P0041798	7/12/2016	12	Kinesiology - Intercoll Athlet	Instructional Supplies	NAT'L SPORTS APPAREL LLC	458.68
17-P0041799	7/12/2016	12	Kinesiology - Intercoll Athlet	Instructional Supplies	NAT'L SPORTS APPAREL LLC	491.56
17-P0041800	7/12/2016	12	Career Education Office	Conference Expenses	CCLC COMMUNITY COLLEGE LEAGUE	765.00
17-P0041801	7/12/2016	12	Kinesiology - Intercoll Athlet	Instructional Supplies	CALIFORNIA ULTIMATE DESIGNS	4,627.49
17-P0041802	7/12/2016	12	Kinesiology - Intercoll Athlet	Instructional Supplies	POWER SYSTEMS	2,980.00
17-P0041803	7/12/2016	12	Kinesiology - Intercoll Athlet	Instructional Supplies	NAT'L SPORTS APPAREL LLC	145.96
17-P0041804	7/12/2016	12	Kinesiology - Intercoll Athlet	Instructional Supplies	CALIFORNIA ULTIMATE DESIGNS	4,797.68
17-P0041805	7/12/2016	12	Resource Development	Conference Expenses	THE MCNELLIS CORP	10,800.00
17-P0041806	7/12/2016	12	Financial Aid Office	Non-Instructional Supplies	SCHICK RECORDS MGMT	75.60
17-P0041807	7/12/2016	12	Student Equity	Books Paid for Students	DON BOOKSTORE	3,000.00
16-P0041808	6/30/2016	41	Facility Planning Office	Site Improv - Contractor Svcs	JB BOSTICK CO INC	30,000.00
17-P0041809	7/12/2016	12	Health & Wellness Center	Inst Dues & Memberships	AMERICAN PSYCHOLOGICAL ASSOC	2,000.00
17-P0041810	7/12/2016	12	Biology	Instructional Supplies	VWR FUNDING INC	3,302.21
17-P0041811	7/12/2016	12	Student Equity	Books Paid for Students	DON BOOKSTORE	5,000.00
17-P0041812	7/12/2016	12	EOPS	Supplies Paid for Students	OFFICE DEPOT BUSINESS SVCS	2,000.00
17-P0041813	7/12/2016	12	Upward Bound	Non-Instructional Supplies	4 IMPRINT	616.38
16-P0041814	6/30/2016	61	Risk Management	Contracted Services	EXECUTIVE ENVIRONMENTAL	2,299.36
17-P0041815	7/13/2016	11	Accounts Payable	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	2,000.00
17-P0041816	7/13/2016	12	EOPS	Non-Instructional Supplies	TAB PRODUCTS CO	113.78
16-P0041817	6/30/2016	11	Maintenance	Contracted Repair Services	GMS ELEVATOR	310.00
17-P0041818	7/13/2016	12	Student Equity	Conference Expenses	STIR FRY SEMINAR & CONSULTING INC	647.82
17-P0041819	7/13/2016	12	Student Equity	Conference Expenses	STIR FRY SEMINAR & CONSULTING INC	1,147.83
17-P0041820	7/13/2016	12	Kinesiology - Intercoll Athlet	Instructional Supplies	NAT'L SPORTS APPAREL LLC	1,594.94
16-P0041821	6/30/2016	42	Facility Planning Office	Bldg Impr - Relocation/Moving	KING OFFICE SERVICES	9,397.50
16-P0041822	6/30/2016	41	Facility Planning Office	Site Improv - Contractor Svcs	UNITED SITE SERVICES OF CALIF INC	738.96
17-P0041823	7/13/2016	33	CDC Administration	Other Licenses & Fees	DEPT OF SOCIAL SERVICES	242.00
17-P0041824	7/13/2016	12	Chemistry	Instructional Supplies	SIGMA ALDRICH INC	1,088.62
17-P0041825	7/13/2016	12	Chemistry	Instructional Supplies	AMICO SCIENTIFIC CORP	2,043.03
17-P0041826	7/13/2016	12	Chemistry	Instructional Supplies	SPECTRUM CHEMICALS & LABORATORY PRODUCTS	743.92
17-P0041827	7/13/2016	12	Chemistry	Instructional Supplies	FISHER SCIENTIFIC	3,288.85
17-P0041828	7/13/2016	12	Chemistry	Instructional Supplies	GRAINGER	146.47
17-P0041829	7/13/2016	12	Chemistry	Instructional Supplies	CAROLINA BIOLOGICAL SUPPLY CO	1,578.80
17-P0041830	7/13/2016	12	Chemistry	Instructional Supplies	PRAXAIR DIST INC	300.00
17-P0041831	7/13/2016	12	Sci, Math, Health Sci Office	Instructional Supplies	MICROTECH SCIENTIFIC	800.00

6.19 (7)

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

Printed: 8/2/2016 12:22:07PM

Environment: Colleague

LoginID: LNEVILS

Purchase Order List

06/29/2016 thru 07/30/2016

P.O. #	Date	Fund	Department	Description	Vendor Name	PO Amount
17-P0041832	7/13/2016	12	Sci, Math, Health Sci Office	Instructional Supplies	AMICO SCIENTIFIC CORP	700.00
17-P0041833	7/13/2016	12	Chemistry	Instructional Supplies	PRAXAIR DIST INC	500.00
17-P0041834	7/13/2016	12	Center for Teacher Education	Books Paid for Students	DON BOOKSTORE	4,500.00
17-P0041835	7/13/2016	12	Center for Teacher Education	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	500.00
17-P0041836	7/13/2016	12	Chemistry	Instructional Supplies	FISHER SCIENTIFIC	1,000.00
17-P0041837	7/13/2016	12	LA/OC Regional Consortia	Conference Expenses	LANCASTER JAMES R	495.00
17-P0041838	7/13/2016	11	Academic Affairs Office	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	2,000.00
17-P0041839	7/13/2016	12	Sci, Math, Health Sci Office	Instructional Supplies	CAROLINA BIOLOGICAL SUPPLY CO	700.00
17-P0041840	7/13/2016	12	Sci, Math, Health Sci Office	Instructional Supplies	HARDY DIAGNOSTICS	200.00
17-P0041841	7/13/2016	12	Sci, Math, Health Sci Office	Instructional Supplies	VWR FUNDING INC	650.00
17-P0041842	7/13/2016	12	Sci, Math, Health Sci Office	Instructional Supplies	MICROTECH SCIENTIFIC	300.00
17-P0041843	7/13/2016	12	Sci, Math, Health Sci Office	Instructional Supplies	SPECTRUM GAS PRODUCTS	500.00
17-P0041844	7/13/2016	12	Sci, Math, Health Sci Office	Instructional Supplies	GRAINGER	800.00
17-P0041845	7/13/2016	12	Sci, Math, Health Sci Office	Instructional Supplies	DON BOOKSTORE	500.00
17-P0041846	7/13/2016	12	Sci, Math, Health Sci Office	Instructional Supplies	SMART & FINAL	1,500.00
17-P0041847	7/13/2016	12	Sci, Math, Health Sci Office	Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	5,000.00
17-P0041848	7/13/2016	33	CDC Centennial Education Ctr	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	600.00
17-P0041849	7/13/2016	12	Sci, Math, Health Sci Office	Instructional Supplies	HOME DEPOT	1,000.00
17-P0041850	7/13/2016	12	Kinesiology - Intercoll Athlet	Instructional Supplies	VARSITY BRANDS HOLDING CO INC	234.00
17-P0041851	7/13/2016	11	Athletics	Inst Dues & Memberships	ORANGE EMPIRE CONFERENCE	5,500.00
17-P0041852	7/13/2016	12	Academic Affairs Office	Conference Expenses	CHABOT COLLEGE	75.00
17-P0041853	7/13/2016	12	Academic Affairs Office	Conference Expenses	WMK SACRAMENTO LLC	253.00
17-P0041854	7/13/2016	12	Chemistry	Instructional Supplies	FISHER SCIENTIFIC	2,170.47
17-P0041855	7/13/2016	12	Academic Affairs Office	Instructional Supplies	DUNN EDWARDS CORP	3,000.00
17-P0041856	7/13/2016	12	Library Services	Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	5,600.00
17-P0041857	7/13/2016	11	District Wide Technology	Contracted Services	D4 SOLUTIONS INC.	8,000.00
17-P0041859	7/13/2016	11	District Wide Technology	Software License and Fees	EDUCAUSE	120.00
17-P0041860	7/13/2016	12	Financial Aid Office	Equip-All Other >\$1,000<\$5,000	GOLDEN STAR TECHNOLOGY, INC.	2,105.53
* 17-P0041861	7/13/2016	12	Santiago Canyon College	All Risk/Athletic Insurance	STUDENT INSURANCE	64,236.00
* 17-P0041861	7/13/2016	61	Risk Management	All Risk/Athletic Insurance	STUDENT INSURANCE	114,296.00
PO Amt Total for *17-P0041861 :						178,532.00
17-P0041862	7/14/2016	11	Maintenance	Non-Instructional Supplies	HOME DEPOT	2,500.00
17-P0041863	7/14/2016	11	Custodial	Non-Instructional Supplies	ADVANTAGE WEST INVESTMENT ENTERPRISES INC	4,000.00
17-P0041864	7/14/2016	11	Maintenance	Non-Instructional Supplies	HOME DEPOT	600.00
17-P0041865	7/14/2016	12	Academic Affairs Office	Instructional Supplies	SEHI COMPUTER PRODUCTS	8,000.00

6.19 (8)

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

Printed: 8/2/2016 12:22:07PM

Environment: Colleague

LoginID: LNEVILS

Purchase Order List

06/29/2016 thru 07/30/2016

P.O. #	Date	Fund	Department	Description	Vendor Name	PO Amount
17-P0041866	7/14/2016	11	Maintenance	Repair & Replacement Parts	RSD REFRIGERATION SUPPLIES	10,000.00
17-P0041867	7/14/2016	11	Maintenance	Non-Instructional Supplies	DUNN EDWARDS CORP	5,000.00
17-P0041868	7/14/2016	11	Grounds	Non-Instructional Supplies	EBERHARD EQUIPMENT	2,000.00
17-P0041869	7/14/2016	11	Maintenance	Non-Instructional Supplies	GRAINGER	2,000.00
17-P0041870	7/14/2016	11	Admin Services Office	Non-Instructional Supplies	SEHI COMPUTER PRODUCTS	285.62
17-P0041871	7/14/2016	33	EHS Administration	Instructional Supplies	WELLS FARGO BANK	25.65
17-P0041872	7/14/2016	12	Family & Consumer Studies	Equip-All Other > \$5,000	WELLS FARGO BANK	6,306.00
16-P0041873	6/30/2016	11	Maintenance	Non-Instructional Supplies	GRAINGER	357.16
16-P0041874	6/30/2016	11	Maintenance & Operations	Contracted Repair Services	HILLS BROS LOCK & SAFE	59.00
17-P0041875	7/18/2016	11	Maintenance	Non-Instructional Supplies	WOODWARD'S ACE HARDWARE	1,000.00
17-P0041876	7/18/2016	11	Maintenance	Repair & Replacement Parts	JOHNSTONE SUPPLY	3,000.00
17-P0041877	7/18/2016	11	Maintenance	Repair & Replacement Parts	IRVINE PIPE SUPPLY	2,000.00
17-P0041878	7/18/2016	11	Maintenance	Non-Instructional Supplies	FERGUSON ENTERPRISES INC.	4,000.00
17-P0041879	7/18/2016	11	Admin Services Office	Postage	PURCHASE POWER	900.00
17-P0041880	7/18/2016	12	Sci, Math, Health Sci Office	Instructional Supplies	BUSINESS MACHINES SECURITY	400.00
17-P0041881	7/18/2016	11	Custodial	Non-Instructional Supplies	BUCKEYE INTERNATIONAL INC	4,000.00
17-P0041882	7/18/2016	11	Custodial	Non-Instructional Supplies	AMERICAN CHEMICAL & SANITARY	5,000.00
17-P0041883	7/18/2016	11	Maintenance	Non-Instructional Supplies	GREEN'S SECURITY CTR INC	500.00
17-P0041884	7/18/2016	11	Maintenance	Repair & Replacement Parts	WALTERS WHOLESALE ELECTRIC CO	1,000.00
17-P0041885	7/18/2016	11	Maintenance	Repair & Replacement Parts	AAA ELECTRIC MOTOR SALES	1,000.00
17-P0041886	7/18/2016	11	Maintenance	Non-Instructional Supplies	AAF AMERICAN AIR FILTERS	3,000.00
17-P0041887	7/19/2016	33	EHS Administration	Conference Expenses	ORANGE COUNTY DEPT OF ED	175.00
17-P0041888	7/19/2016	33	EHS Administration	Conference Expenses	PUBLIC HEALTH INSTITUTE	1,000.00
17-P0041889	7/19/2016	33	EHS Administration	Conference Expenses	ALICIA RAMIREZ	1,442.06
17-P0041890	7/19/2016	33	EHS Administration	Conference Expenses	ISELA CERVANTES	300.00
17-P0041891	7/19/2016	33	EHS Administration	Conference Expenses	JULISA I. COVARRUBIAS	300.00
17-P0041892	7/19/2016	33	EHS Administration	Conference Expenses	SANDRA SANTAMARIA	300.00
17-P0041893	7/19/2016	12	Professional Development	Food and Food Service Supplies	MARY W. HUEBSCH	165.12
17-P0041894	7/19/2016	12	Counseling	Non-Instructional Supplies	CAPP ASSOCIATES INC	1,510.36
17-P0041895	7/19/2016	12	Center for Teacher Education	Other Participant Prog Svc/Exp	RSCCD	46.00
17-P0041896	7/19/2016	12	Kinesiology - Intercoll Athlet	Instructional Supplies	NAT'L SPORTS APPAREL LLC	2,986.21
17-P0041897	7/19/2016	11	Mailroom	Contracted Repair Services	UNITED AUTOMOTIVE SVC INC	18.00
17-P0041899	7/19/2016	12	Sci, Math, Health Sci Office	Instructional Supplies	BIOQUIP PRODUCTS INC	170.60
17-P0041900	7/19/2016	12	School & Community Partnership	Non-Instructional Supplies	KULI IMAGE INCYKUSTOM IMPRINTS	1,170.08
17-P0041901	7/19/2016	12	Center for Teacher Education	Other Licenses & Fees	RSCCD	189.00
17-P0041902	7/19/2016	11	Risk Management	Non-Instructional Supplies	SCHICK RECORDS MGMT	37.80
17-P0041903	7/19/2016	11	Chancellor's Office	Inst Dues & Memberships	OCSBA ORANGE CO SCHOOL BOARD ASSOC	125.00

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

Printed: 8/2/2016 12:22:07PM

Environment: Colleague

LoginID: LNEVILS

6.19 (9)

Purchase Order List

06/29/2016 thru 07/30/2016

P.O. #	Date	Fund	Department	Description	Vendor Name	PO Amount
17-P0041904	7/19/2016	11	Continuing Education Division	Packaging/Mail Prep/Processing	TREND OFFSET PRINTING	10,300.63
17-P0041905	7/19/2016	11	Chancellor's Office	Inst Dues & Memberships	NCCHC NATIONAL COMMUNITY COLLEGE	500.00
17-P0041906	7/19/2016	11	Chancellor's Office	Inst Dues & Memberships	CCLC COMMUNITY COLLEGE LEAGUE	14,650.00
17-P0041907	7/19/2016	11	Chancellor's Office	Inst Dues & Memberships	ACCT ASSOC OF COMMUNITY	7,867.00
17-P0041908	7/19/2016	12	Resource Development	Equip-All Other >\$200 < \$1,000	VARIDESK LLC	426.60
17-P0041909	7/19/2016	12	Art Gallery	Instructional Supplies	ART SUPPLY WAREHOUSE	277.00
17-P0041910	7/19/2016	12	Art Gallery	Instructional Supplies	KUTTING EDGE DESIGN LLC	500.00
17-P0041911	7/19/2016	12	Art	Instructional Supplies	AARDVARK CLAY & SUPPLIES	500.00
17-P0041912	7/19/2016	12	Fine & Performing Arts Office	Instructional Supplies	AARDVARK CLAY & SUPPLIES	200.00
17-P0041913	7/19/2016	12	Graphics	Instructional Supplies	ART SUPPLY WAREHOUSE	500.00
17-P0041914	7/19/2016	12	Photography	Instructional Supplies	SAMY'S CAMERA	2,000.00
17-P0041915	7/19/2016	12	DSPS	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	1,000.00
17-P0041916	7/19/2016	11	Maintenance	Non-Instructional Supplies	TAYLOR FLAG & BANNER CO	3,000.00
17-P0041917	7/19/2016	12	Continuing Education Division	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	3,000.00
17-P0041918	7/19/2016	33	CDC Administration	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	750.00
17-P0041919	7/19/2016	11	Transportation	Contracted Repair Services	TURF STAR INC	4,000.00
17-P0041920	7/19/2016	12	Small Business Dev Ctr Office	Food and Food Service Supplies	SMART & FINAL	300.00
17-P0041921	7/19/2016	12	Sci, Math, Health Sci Office	Instructional Supplies	C2 REPROGRAPHICS	576.40
17-P0041922	7/19/2016	12	Sci, Math, Health Sci Office	Instructional Supplies	VWR FUNDING INC	7,087.19
17-P0041923	7/19/2016	12	Student Services Office	Reproduction/Printing Expenses	IMAGE PRINTING SOLUTIONS	303.76
17-P0041924	7/19/2016	12	Fire Technology	Food and Food Service Supplies	SUZANNE C. FREEMAN	540.00
17-P0041925	7/19/2016	12	Small Business Dev Ctr Office	Food and Food Service Supplies	SMART & FINAL	500.00
16-P0041926	6/30/2016	11	Maintenance	Contracted Repair Services	ACCO ENGINEERED SYSTEMS INC	945.98
17-P0041927	7/19/2016	11	Maintenance	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	1,500.00
17-P0041928	7/19/2016	12	Chemistry	Instructional Supplies	FISHER SCIENTIFIC	2,000.00
17-P0041929	7/19/2016	12	Chemistry	Instructional Supplies	AMICO SCIENTIFIC CORP	1,000.00
17-P0041930	7/19/2016	12	Continuing Education Division	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	7,000.00
17-P0041931	7/19/2016	12	Small Business Dev Ctr Office	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	1,500.00
17-P0041932	7/19/2016	11	Transportation	Gasoline	VOYAGER FLEET SYSTEM INC	5,000.00
17-P0041933	7/19/2016	11	Graphic Communications	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	150.00
17-P0041934	7/19/2016	12	Upward Bound	Conference Expenses	MANCHESTER GRAND HYATT	1,218.00
17-P0041935	7/19/2016	12	Upward Bound	Conference Expenses	COUNCIL FOR OPPORTUNITY IN EDUCATION	925.00
17-P0041936	7/19/2016	11	Chancellor's Office	Inst Dues & Memberships	CCLC COMMUNITY COLLEGE LEAGUE	34,059.00
17-P0041937	7/19/2016	11	Chancellor's Office	Inst Dues & Memberships	BOARD OF GOVERNORS	7,800.00
17-P0041938	7/19/2016	11	Kinesiology - Admin Office	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	800.00
17-P0041939	7/19/2016	11	Kinesiology - Physical Educ	Repair & Replacement Parts	NAT'L SPORTS APPAREL LLC	600.00
17-P0041940	7/19/2016	12	EOPS	Other Exp Paid for Students	DON BOOKSTORE	1,500.00

6.19 (10)

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

Printed: 8/2/2016 12:22:07PM

Environment: Colleague

LoginID: LNEVILS

Purchase Order List

06/29/2016 thru 07/30/2016

P.O. #	Date	Fund	Department	Description	Vendor Name	PO Amount
16-P0041941	6/30/2016	12	Academic Affairs Office	Instructional Supplies	SOCCER CENTRAL #2	2,961.36
17-P0041942	7/20/2016	13	Continuing Education Division	Contracted Services	PAUL GALLAGHER	14,280.00
17-P0041943	7/20/2016	12	Academic Affairs Office	Instructional Supplies	CANDELA CORP	2,000.00
17-P0041944	7/20/2016	11	Continuing Education Division	Non-Instructional Supplies	ADVANTAGE WEST INVESTMENT ENTERPRISES INC	9,000.00
17-P0041945	7/20/2016	11	Nursing	Other Licenses & Fees	STATE OF CALIFORNIA	300.00
17-P0041946	7/20/2016	12	Business Division Office	Instructional Supplies	BUSINESS MACHINES SECURITY	346.10
17-P0041947	7/20/2016	12	Student Equity	Non-Instructional Supplies	CN SCHOOL AND OFFICE SOLUTIONS INC	6,809.34
17-P0041948	7/20/2016	11	District Wide Technology	Contracted Services	OPTIV SECURITY INC	4,800.00
17-P0041949	7/20/2016	43	Facility Planning Office	Buildings - Lic/Tax/Agcy Fees	CALIF GEOLOGICAL SURVEY	3,600.00
17-P0041950	7/20/2016	41	Facility Planning Office	Bldg Impr - Contractor Svcs	AIR TREATMENT CORP	3,203.00
17-P0041951	7/20/2016	41	Facility Planning Office	Bldg Impr - Contractor Svcs	HANNEMAN TIM	3,587.48
16-P0041953	6/30/2016	42	Facility Planning Office	Site Improv - DSA Project Insp	INSPECTION SERVICE OF CALIF INC	3,600.00
17-P0041954	7/20/2016	11	Publications	Non-Instructional Supplies	VERITIV OPERATING COMPANY	6,269.01
17-P0041955	7/20/2016	13	Maintenance	Equip-All Other >\$1,000<\$5,000	CN SCHOOL AND OFFICE SOLUTIONS INC	75,274.07
17-P0041956	7/21/2016	12	Small Business Dev Ctr Office	Conference Expenses	ENTREPRENEURIAL LEARNING	1,504.95
17-P0041957	7/21/2016	11	Facility Planning Office	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	3,000.00
17-P0041958	7/21/2016	12	Continuing Education Division	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	3,358.80
17-P0041959	7/21/2016	12	Ctr for Intl Trade Dev Office	District Business/Sponsorships	WOMEN IN WORLD TRADE	330.00
17-P0041960	7/21/2016	11	Purchasing	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	250.00
17-P0041961	7/21/2016	12	School & Community Partnership	Non-Instructional Supplies	BALDWIN COOKE CO	267.36
17-P0041962	7/21/2016	11	Safety & Security Office	Non-Instructional Supplies	GRP2 UNIFORMS INC	14,500.00
17-P0041963	7/21/2016	11	Safety & Security Office	Non-Instructional Supplies	SC FUELS	6,200.00
17-P0041964	7/21/2016	11	Library Services	Non-Instructional Supplies	AMAZON COM	56.52
17-P0041965	7/21/2016	11	Grounds	Rental-Equipment (Short-term)	EBERHARD EQUIPMENT	1,000.00
17-P0041966	7/21/2016	11	Fiscal Services Office	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	1,500.00
17-P0041967	7/21/2016	11	Transportation	Contracted Repair Services	SOUTHERN AUTO BODY	4,000.00
17-P0041968	7/21/2016	11	Transportation	Gasoline	SO COUNTIES LUBRICANTS	2,100.00
17-P0041969	7/21/2016	11	Transportation	Gasoline	UNITED RENTALS	1,000.00
17-P0041970	7/21/2016	11	Transportation	Contracted Repair Services	UNITED AUTOMOTIVE SVC INC	7,000.00
17-P0041971	7/21/2016	11	Transportation	Contracted Repair Services	TENNANT SALES & SVC CO	5,000.00
17-P0041972	7/21/2016	11	Transportation	Repair & Replacement Parts	SADDLEBACK GOLF CARS	1,000.00
17-P0041973	7/21/2016	11	Transportation	Repair & Replacement Parts	YALE CHASE	4,000.00
17-P0041974	7/21/2016	11	Transportation	Repair & Replacement Parts	TENNANT SALES & SVC CO	5,000.00
17-P0041975	7/21/2016	11	President's Office	Inst Dues & Memberships	CIWEA CALIFORNIA INTERSHIP AND WORK	200.00
17-P0041976	7/21/2016	11	Transportation	Repair & Replacement Parts	ORANGE COUNTY AUTO PARTS	500.00
17-P0041977	7/21/2016	11	Transportation	Repair & Replacement Parts	NORTHSTAR ENTERPRISES INC	2,000.00
17-P0041978	7/21/2016	11	Transportation	Contracted Repair Services	METROPRO TOWING INC	200.00

6.19 (11)

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

Printed: 8/2/2016 12:22:07PM

Environment: Colleague

LoginID: LNEVILS

Purchase Order List

06/29/2016 thru 07/30/2016

P.O. #	Date	Fund	Department	Description	Vendor Name	PO Amount
17-P0041979	7/21/2016	12	Continuing Education Division	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	509.01
17-P0041980	7/21/2016	12	Continuing Education Division	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	38.23
17-P0041981	7/21/2016	11	Human Resources Office	Personnel Recruiting	JOB ELEPHANT COM INC	5,000.00
17-P0041982	7/21/2016	12	Resource Development	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	500.00
17-P0041983	7/21/2016	11	Library Services	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	1,000.00
17-P0041984	7/21/2016	11	Accounting	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	3,000.00
17-P0041985	7/21/2016	11	Admissions & Records	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	300.00
17-P0041986	7/21/2016	11	International Student Program	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	1,000.00
17-P0041987	7/21/2016	11	District Wide Technology	Non-Instructional Supplies	NTH GENERATION COMPUTING INC	716.27
17-P0041988	7/21/2016	12	Counseling	Software License and Fees	SARS SOFTWARE PRODUCTS INC	3,000.00
17-P0041989	7/21/2016	12	Chemistry	Instructional Supplies	FISHER SCIENTIFIC	1,196.68
17-P0041990	7/21/2016	12	Sci, Math, Health Sci Office	Instructional Supplies	BIO RAD LABORATORIES	750.00
17-P0041991	7/21/2016	12	SAC Continuing Ed-Instruction	Instructional Supplies	DON BOOKSTORE	291.60
17-P0041992	7/21/2016	12	Nursing	Non-Instructional Supplies	ATI ASSESSMENT TECHNOLOGIES	4,884.00
17-P0041993	7/21/2016	12	EOPS	Other Exp Paid for Students	RSCCD	10,360.00
17-P0041994	7/21/2016	12	Continuing Education Division	Non-Instructional Supplies	IMAGE PRINTING SOLUTIONS	2,356.56
17-P0041995	7/21/2016	33	CDC Administration	Inst Dues & Memberships	CCDAA CALIF CHILD DEV ADMIN ASSOC	1,500.00
17-P0041996	7/21/2016	11	Admin Services Office	Non-Instructional Supplies	DON BOOKSTORE	12.94
17-P0041997	7/21/2016	12	SAC Continuing Ed-Instruction	Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	10,000.00
17-P0041998	7/21/2016	12	Professional Development	Food and Food Service Supplies	MARY W. HUEBSCH	165.12
17-P0041999	7/21/2016	12	Engineering	Non-Instructional Supplies	SCHOOL SAVERS	4,997.18
17-P0042000	7/21/2016	11	Chancellor's Office	Contracted Services	TOWNSEND PUBLIC AFFAIRS INC	74,000.00
17-P0042001	7/21/2016	13	Chancellor's Office	Legal Expenses	ALVARADOSMITH	50,000.00
17-P0042002	7/21/2016	12	Deaf & Hard of Hearing	Contracted Services	GLOBAL WORKS INC	5,000.00
17-P0042003	7/21/2016	33	EHS Administration	Non-Instructional Supplies	LAKESHORE LEARNING MATERIALS	172.18
17-P0042004	7/21/2016	12	Continuing Education Division	Non-Instructional Supplies	DENNIS JAMES CLEEK	10,000.00
17-P0042005	7/21/2016	11	Custodial	Non-Instructional Supplies	SMART & FINAL	1,000.00
17-P0042006	7/21/2016	11	Custodial	Contracted Repair Services	WAXIE SANITARY SUPPLY	1,500.00
17-P0042007	7/21/2016	12	Art Gallery	Instructional Supplies	HOME DEPOT	500.00
17-P0042008	7/21/2016	11	Custodial	Non-Instructional Supplies	HOME DEPOT	3,000.00
17-P0042009	7/21/2016	11	Continuing Education Division	Non-Instructional Supplies	HOME DEPOT	5,000.00
17-P0042010	7/21/2016	11	Administrative Services Office	Conference Expenses	P3C MEDIA LLC	345.00
17-P0042011	7/21/2016	11	District Wide Technology	Equip-All Other >\$1,000<\$5,000	GOLDEN STAR TECHNOLOGY, INC.	50,138.82
17-P0042012	7/21/2016	12	Continuing Education Division	Repair & Replacement Parts	AAMES LOCK & SAFE CO	3,350.00
17-P0042013	7/21/2016	12	Drafting Technology	Contracted Services	ALLEYCAT DEVELOPMENT INC	12,980.00
17-P0042014	7/21/2016	41	Facility Planning Office	Bldg Impr - Contractor Svcs	FASONE CONSTRUCTION INC	14,957.83
17-P0042015	7/25/2016	11	Admin Services Office	Telephone & Pager Services	JAROTH INC	530.00

6.19 (12)

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

Printed: 8/2/2016 12:22:07PM

Environment: Colleague

LoginID: LNEVILS

Purchase Order List

06/29/2016 thru 07/30/2016

P.O. #	Date	Fund	Department	Description	Vendor Name	PO Amount
17-P0042016	7/25/2016	11	Facility Planning Office	Courier/Delivery Services	ON TRAC	400.00
17-P0042017	7/25/2016	11	Maintenance & Operations	Landscaping	BROADWAY PARTNERS	6,792.00
17-P0042018	7/25/2016	11	Maintenance & Operations	Contracted Repair Services	ACADEMY ELECTRIC INC	8,000.00
17-P0042019	7/25/2016	11	Maintenance & Operations	Contracted Services	SIMPLEXGRINNELL	4,045.00
17-P0042020	7/25/2016	11	Maintenance & Operations	Contracted Services	SUNBELT CONTROLS INC	2,000.00
17-P0042021	7/25/2016	11	Maintenance & Operations	Contracted Repair Services	HANNEMAN TIM	6,000.00
17-P0042022	7/25/2016	11	Maintenance	Maint/Oper Service Agreements	BLUERAY MANAGEMENT	5,100.00
17-P0042023	7/25/2016	12	Deaf & Hard of Hearing	Contracted Services	MUSICK, PEELER & GARRETT LLP	1,377.00
17-P0042024	7/25/2016	12	Center for Teacher Education	Conference Expenses	UC REGENTS	60.00
17-P0042025	7/25/2016	12	Center for Teacher Education	Conference Expenses	CAL POLY POMONA	75.00
17-P0042026	7/25/2016	12	Ctr for Intl Trade Dev Office	Conference Expenses	OCBC ORANGE CTY BUS COUNCIL	75.00
17-P0042027	7/25/2016	11	Publications	Non-Instructional Supplies	KELLY PAPER	2,788.24
17-P0042028	7/25/2016	11	Maintenance	Contracted Repair Services	WEATHERITE CORP	10,000.00
17-P0042029	7/26/2016	41	Facility Planning Office	Site Improv - Contractor Svcs	ENGINEERING/REMEDIATION RESOURCES	59,911.15
17-P0042030	7/26/2016	11	District Wide Technology	Contracted Services	LEXMARK ENTERPRISE SOFTWARE LLC	12,250.00
* 17-P0042031	7/26/2016	12	Continuing Education Division	Contracted Services	KYA SERVICES LLC	63,325.74
* 17-P0042031	7/26/2016	13	Continuing Education Division	Contracted Services	KYA SERVICES LLC	16,833.42
PO Amt Total for *17-P0042031 :						80,159.16
17-P0042032	7/26/2016	11	Manufacturing Technology	Contracted Services	DAN'S MACHINE REPAIR	3,000.00
17-P0042033	7/26/2016	11	Public Affairs/Gov Rel Office	Contracted Services	25TH HOUR COMMUNICATIONS	9,000.00
17-P0042034	7/26/2016	12	Upward Bound	Contracted Services	MAUST DAVID	1,120.00
17-P0042035	7/26/2016	12	Ctr for Intl Trade Dev Office	Contracted Services	MAURO NICHOLAS	2,000.00
17-P0042036	7/26/2016	11	Risk Management	Hazardous Materials Removal	STERICYCLE INC	3,500.00
17-P0042037	7/26/2016	11	District Wide Technology	Contracted Services	GOLDEN STAR TECHNOLOGY, INC.	5,000.00
17-P0042038	7/26/2016	62	Risk Management	Contracted Services	CORVEL ENTERPRISE COMP INC	7,350.00
17-P0042039	7/26/2016	11	Kinesiology - Physical Educ	Maint Contract - Other Equip	DONALD W BERNAL	1,265.00
17-P0042040	7/26/2016	11	Kinesiology - Physical Educ	Maint Contract - Other Equip	MKH ELECTRONICS	255.00
17-P0042041	7/27/2016	12	Fire Academy	Instructional Agreements	DEPT OF FORESTRY & FIRE PROTECTION	10,332.00
17-P0042042	7/27/2016	11	Business Operations' Office	Courier/Delivery Services	ORANGE COUNTY DEPT OF ED	3,700.00
17-P0042043	7/27/2016	11	Human Resources Office	Legal Expenses	MUSICK, PEELER & GARRETT LLP	1,215.00
17-P0042045	7/28/2016	11	Fire Academy	Gasoline	VOYAGER FLEET SYSTEM INC	2,000.00
17-P0042046	7/28/2016	13	Administrative Services Office	Equip-All Other >\$1,000<\$5,000	WELLS FARGO BANK	1,217.00
17-P0042047	7/28/2016	11	Maintenance & Operations	Non-Instructional Supplies	CN SCHOOL AND OFFICE SOLUTIONS INC	259.20
17-P0042048	7/28/2016	33	CDC Santiago Canyon College	Food and Food Service Supplies	SYSCO FOOD SVC	14,000.00
17-P0042049	7/28/2016	33	CDC Centennial Education Ctr	Food and Food Service Supplies	SYSCO FOOD SVC	14,000.00

6.19 (13)

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

Printed: 8/2/2016 12:22:07PM

Environment: Colleague

LoginID: LNEVILS

Purchase Order List

06/29/2016 thru 07/30/2016

P.O. #	Date	Fund	Department	Description	Vendor Name	PO Amount
17-P0042050	7/28/2016	33	CDC Santa Ana College	Food and Food Service Supplies	SYSCO FOOD SVC	14,000.00
17-P0042051	7/28/2016	11	District Wide Technology	Equip-All Other >\$200 < \$1,000	GOLDEN STAR TECHNOLOGY, INC.	25,069.41
17-P0042052	7/28/2016	12	Art	Instructional Supplies	HOME DEPOT	500.00
17-P0042053	7/28/2016	12	SAC Continuing Ed-Instruction	Non-Instructional Supplies	HOME DEPOT	3,000.00
17-P0042054	7/28/2016	11	Grounds	Non-Instructional Supplies	HOME DEPOT	3,000.00
17-P0042055	7/28/2016	12	SAC Continuing Ed-Instruction	Non-Instructional Supplies	GRIFFIN ACE HARDWARE	500.00
17-P0042056	7/28/2016	12	SAC Continuing Ed-Instruction	Non-Instructional Supplies	FRY'S ELECTRONICS	700.00
17-P0042057	7/28/2016	11	Custodial	Non-Instructional Supplies	GRAINGER	3,000.00
17-P0042058	7/28/2016	12	Media Systems	Instructional Supplies	GRAINGER	2,000.00
17-P0042059	7/28/2016	11	Grounds	Non-Instructional Supplies	ANGELUS QUARRIES BLDG	2,000.00
17-P0042060	7/28/2016	11	Grounds	Contracted Repair Services	ARIZONA MACHINERY	1,000.00
17-P0042061	7/28/2016	11	Grounds	Non-Instructional Supplies	VILLAGE NURSERIES	3,000.00
17-P0042062	7/28/2016	11	Grounds	Non-Instructional Supplies	ALAN'S LAWNMOWER & GARDEN CTR	2,000.00
17-P0042063	7/28/2016	11	Grounds	Non-Instructional Supplies	BISHOP CO	2,500.00
17-P0042064	7/28/2016	11	Grounds	Repair & Replacement Parts	EBERHARD EQUIPMENT	2,000.00
17-P0042065	7/28/2016	11	Grounds	Non-Instructional Supplies	ORANGE COUNTY FARM SUPPLY	2,000.00
17-P0042066	7/28/2016	11	Grounds	Non-Instructional Supplies	HYDRO SCAPE PRODUCTS INC	3,500.00
17-P0042067	7/28/2016	11	Maintenance	Non-Instructional Supplies	CLARK SECURITY PRODUCTS INC	7,000.00
16-P0169365	6/30/2016	12	Continuing Education Division	Contracted Services	SANTA ANA UNIFIED SCHOOL DIST	20,118.00
16-P0169366	6/30/2016	12	Digital Media Center	Contracted Services	NORTH ORANGE COUNTY CCD	12,000.00
16-P0169367	6/30/2016	12	Resource Development	Contracted Services	RIVERSIDE CITY COLLEGE	100,000.00
16-P0169368	6/30/2016	12	Resource Development	Contracted Services	SANTA BARBARA CITY COLLEGE	100,000.00
17-P0179010	7/1/2016	11	District Wide Technology	Software Support Service-Fixed	EN POINTE TECH SALES LLC	22,330.00
17-P0179011	7/1/2016	11	District Wide Technology	Software Support Service-Fixed	THE AMERGROUP INC	29,429.70
17-P0179012	7/1/2016	11	District Wide Technology	Contracted Services	COAST ELECTRIC	14,400.00
17-P0179013	7/1/2016	11	District Wide Technology	Contracted Services	DATA CLEAN CORP	4,028.00
17-P0179014	7/1/2016	11	District Wide Technology	Software Support Service-Fixed	LEXMARK ENTERPRISE SOFTWARE LLC	34,523.63
17-P0179015	7/1/2016	11	District Wide Technology	Software Support Service-Fixed	COMPUTERLAND OF SILICON VALLEY	1,775.00
17-P0179016	7/1/2016	11	District Wide Technology	Software Support Service-Fixed	SECTORPOINT INC	60,000.00
17-P0179017	7/1/2016	11	District Wide Technology	Software Support Service-Fixed	SECTORPOINT INC	72,000.00
17-P0179018	7/1/2016	11	District Wide Technology	Software Support Service-Fixed	COMPUTERLAND OF SILICON VALLEY	1,850.00
17-P0179019	7/1/2016	11	District Wide Technology	Software Support Service-Fixed	PRESIDIO NETWORKED SOLUTIONS	87,700.40
17-P0179020	7/1/2016	11	District Wide Technology	Software Support Service-Fixed	OPTIV SECURITY INC	55,164.48
17-P0179021	7/1/2016	11	District Wide Technology	Software Support Service-Fixed	COMPUTERLAND OF SILICON VALLEY	2,300.00
17-P0179022	7/1/2016	11	District Wide Technology	Software Support Service-Fixed	ITPI	9,800.00
17-P0179023	7/1/2016	11	District Wide Technology	Software Support Service-Fixed	IBM	2,565.87
17-P0179024	7/5/2016	11	District Wide Technology	Software Support Service-Fixed	GRUBER POWER SERVICES	12,379.35

6.19 (14)

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

Printed: 8/2/2016 12:22:07PM

Environment: Colleague

LoginID: LNEVILS

Purchase Order List

06/29/2016 thru 07/30/2016

P.O. #	Date	Fund	Department	Description	Vendor Name	PO Amount
17-P0179025	7/1/2016	11	District Wide Technology	Software Support Service-Fixed	ECS IMAGING INC	11,463.00
17-P0179026	7/1/2016	11	District Wide Technology	Software Support Service-Fixed	EVISIONS	1,317.00
17-P0179028	7/1/2016	11	District Wide Technology	Software Support Service-Fixed	CALERO SOFTWARE LLC	2,587.75
17-P0179029	7/1/2016	11	District Wide Technology	Software Support Service-Fixed	COMPUTERLAND OF SILICON VALLEY	20,976.00
17-P0179030	7/1/2016	11	District Wide Technology	Software Support Service-Fixed	CDW GOVERNMENT INC.	34,992.05
17-P0179031	7/1/2016	41	Continuing Education Division	Buildings - Facility Lease	2000 CHAPMAN INC.	242,590.50
17-P0179032	7/1/2016	12	Continuing Education Division	Buildings - Facility Lease	AFFORDABLE HOUSING SPECIALISTS GROUP LLC	168,399.00
17-P0179033	7/5/2016	11	Art Gallery	Lease Agreement - Facility	SANTORA GROUP LLC	25,200.00
17-P0179034	7/7/2016	11	District Wide Technology	Software Support Service-Fixed	ELLUCIAN INC.	439,835.00
17-P0179035	7/7/2016	11	District Wide Technology	Software Support Service-Fixed	ELLUCIAN INC.	14,304.00
17-P0179036	7/7/2016	11	District Wide Technology	Software Support Service-Fixed	ELLUCIAN INC.	5,984.00
17-P0179037	7/7/2016	11	District Wide Technology	Software Support Service-Fixed	ELLUCIAN INC.	354,000.00
17-P0179038	7/13/2016	11	Networking	Maint Contract - Other Equip	KLM INC	7,020.00
17-P0179039	7/5/2016	11	District Wide Technology	Software Support Service-Fixed	SIDEPATH INC	42,706.68
17-P0179040	7/5/2016	11	District Wide Technology	Software Support Service-Fixed	SIDEPATH INC	37,346.72
17-P0179041	7/5/2016	11	District Wide Technology	Software Support Service-Fixed	SHI INTERNATIONAL CORP	28,307.76
17-P0179042	7/7/2016	11	District Wide Technology	Software Support Service-Fixed	SHI INTERNATIONAL CORP	10,638.86
17-P0179043	7/5/2016	11	District Wide Technology	Software Support Service-Fixed	FOUNDATION FOR CALIFORNIA	93,876.00
17-P0179044	7/5/2016	11	District Wide Technology	Software Support Service-Fixed	NBC UNIVERSAL MEDIA LLC	9,680.00
17-P0179045	7/5/2016	11	District Wide Technology	Software Support Service-Fixed	SITEIMPROVE INC	11,680.00
17-P0179046	7/5/2016	11	District Wide Technology	Software Support Service-Fixed	CARD INTEGRATORS INC	2,450.00
17-P0179047	7/5/2016	11	District Wide Technology	Software Support Service-Fixed	SINGLEWIRE SOFTWARE LLC	14,000.00
17-P0179048	7/5/2016	11	District Wide Technology	Software Support Service-Fixed	TECHSTRATA LLC	3,680.00
17-P0179049	7/5/2016	11	District Wide Technology	Software Support Service-Fixed	THYCOTIC SOFTWARE LTD	761.04
17-P0179050	7/5/2016	11	Networking	Maint Contract-Data Processing	DELL COMPUTER	4,300.00
17-P0179051	7/5/2016	11	District Wide Technology	Software Support Service-Fixed	OPEN TEXT	7,641.00
17-P0179052	7/5/2016	11	District Wide Technology	Telecommunication Circuits	FREEDOM TELECOMMUNICATIONS LLC	186,000.00
17-P0179053	7/11/2016	33	CDC Santa Ana College - East	Lease Agreement - Facility	ST PETER EVANGELICAL	80,712.00
17-P0179054	7/20/2016	11	Maintenance & Operations	Contracted Services	GMS ELEVATOR	2,848.56
17-P0179055	7/11/2016	11	Publications	Maint Contract - Other Equip	DUPLO USA CORP	1,900.00
17-P0179057	7/11/2016	11	Publications	Software Support Service	ROCHESTER SOFTWARE ASSOC INC	11,600.00
17-P0179058	7/11/2016	12	Library Services	Library Books - Databases	CCLC COMMUNITY COLLEGE LEAGUE	19,468.89
17-P0179059	7/11/2016	61	Risk Management	Contracted Services	HEALTH ADVOCATE INC	37,219.80
17-P0179060	7/12/2016	11	Admin Services Office	Excess/Copies Usage	XEROX CORP	16,701.68
17-P0179061	7/12/2016	11	Admin Services Office	Excess/Copies Usage	XEROX CORP	4,078.47
17-P0179062	7/12/2016	11	Admin Services Office	Excess/Copies Usage	XEROX CORP	3,607.16
17-P0179063	7/12/2016	11	Admin Services Office	Excess/Copies Usage	XEROX CORP	4,299.48

6.19 (15)

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

Printed: 8/2/2016 12:22:07PM

Environment: Colleague

LoginID: LNEVILS

06/29/2016 thru 07/30/2016

P.O. #	Date	Fund	Department	Description	Vendor Name	PO Amount
17-P0179064	7/12/2016	11	Admin Services Office	Excess/Copies Useage	XEROX CORP	3,733.91
17-P0179065	7/12/2016	11	Admin Services Office	Excess/Copies Useage	XEROX CORP	3,727.43
17-P0179066	7/12/2016	11	Admin Services Office	Excess/Copies Useage	XEROX CORP	5,879.56
17-P0179067	7/12/2016	11	Admin Services Office	Excess/Copies Useage	XEROX CORP	4,588.06
17-P0179069	7/28/2016	11	Admin Services Office	Excess/Copies Useage	XEROX CORP	3,889.43
17-P0179070	7/12/2016	12	Continuing Education Division	Excess/Copies Useage	XEROX CORP	9,397.17
17-P0179071	7/12/2016	12	Continuing Education Division	Excess/Copies Useage	XEROX CORP	4,775.28
17-P0179074	7/12/2016	11	Admin Services Office	Excess/Copies Useage	XEROX CORP	608.16
17-P0179075	7/13/2016	11	Financial Aid Office	Excess/Copies Useage	XEROX CORP	253.80
17-P0179076	7/13/2016	12	Financial Aid Office	Excess/Copies Useage	XEROX CORP	566.84
17-P0179077	7/13/2016	11	Resource Development	Excess/Copies Useage	XEROX CORP	4,628.13
17-P0179078	7/13/2016	11	Risk Management	Excess/Copies Useage	XEROX CORP	2,643.00
* 17-P0179079	7/13/2016	11	Publications	Excess/Copies Useage	XEROX CORP	141,605.69
* 17-P0179079	7/13/2016	13	Publications	Lease Agreement - Equipment	XEROX CORP	1,554.49
PO Amt Total for *17-P0179079 :						143,160.18
* 17-P0179080	7/13/2016	11	Publications	Excess/Copies Useage	XEROX CORP	25,119.29
* 17-P0179080	7/13/2016	13	Publications	Lease Agreement - Equipment	XEROX CORP	24,764.16
PO Amt Total for *17-P0179080 :						49,883.45
* 17-P0179081	7/27/2016	11	Publications	Maint Contract - Other Equip	XEROX CORP	2,083.51
* 17-P0179081	7/27/2016	13	Publications	Maint Contract - Other Equip	XEROX CORP	6,250.54
PO Amt Total for *17-P0179081 :						8,334.05
17-P0179082	7/13/2016	11	Fine & Performing Arts Office	Excess/Copies Useage	XEROX CORP	1,027.11
17-P0179083	7/13/2016	11	Fine & Performing Arts Office	Excess/Copies Useage	XEROX CORP	3,117.81
17-P0179084	7/13/2016	11	Nursing	Excess/Copies Useage	XEROX CORP	636.24
17-P0179085	7/13/2016	11	Nursing	Excess/Copies Useage	XEROX CORP	486.72
17-P0179086	7/13/2016	12	EOPS	Excess/Copies Useage	XEROX CORP	2,346.28
17-P0179087	7/13/2016	12	Continuing Education Division	Excess/Copies Useage	XEROX CORP	631.80
17-P0179088	7/13/2016	11	Business Division Office	Excess/Copies Useage	XEROX CORP	3,745.33
17-P0179089	7/13/2016	11	Academic Support - SAC	Excess/Copies Useage	XEROX CORP	100.00
17-P0179090	7/13/2016	11	Human Svcs & Technology Office	Excess/Copies Useage	XEROX CORP	3,523.98
17-P0179091	7/13/2016	11	Reprographics	Excess/Copies Useage	XEROX CORP	4,440.55

6.19 (16)

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

Printed: 8/2/2016 12:22:07PM

Environment: Colleague

LoginID: LNEVILS

Purchase Order List

06/29/2016 thru 07/30/2016

P.O. #	Date	Fund	Department	Description	Vendor Name	PO Amount
17-P0179092	7/13/2016	11	Reprographics	Excess/Copies Usage	XEROX CORP	10,126.12
17-P0179094	7/27/2016	11	Digital Media Center	Maint Contract - Office Equip	XEROX CORP	1,113.48
17-P0179095	7/13/2016	11	Biology	Maint Contract - Other Equip	STERIS CORP	9,665.14
17-P0179096	7/13/2016	11	Sci, Math, Health Sci Office	Maint Contract - Other Equip	STERIS CORP	7,680.74
17-P0179097	7/13/2016	11	Chemistry	Rental-Equipment (Short-term)	EVOQUA WATER TECH LLC	2,477.24
17-P0179098	7/13/2016	11	Purchasing	Excess/Copies Usage	XEROX CORP	4,324.67
17-P0179099	7/13/2016	11	Purchasing	Maint Contract - Office Equip	PITNEY BOWES	2,930.19
17-P0179100	7/13/2016	11	Mailroom	Lease Agreement - Equipment	PITNEY BOWES	5,165.19
17-P0179101	7/19/2016	11	Chemistry	Maint Contract - Other Equip	THERMO ELECTRON NORTH AMERICA LLC	2,321.00
17-P0179102	7/19/2016	11	District Wide Technology	Software Support Service-Fixed	COMPUTERLAND OF SILICON VALLEY	77,292.00
17-P0179103	7/19/2016	11	SAC Continuing Ed-Instruction	Instructional Agrmt - Salary	SER JOBS FOR PROGRESS	72,960.00
17-P0179104	7/19/2016	11	SAC Continuing Ed-Instruction	Instructional Agrmt - Salary	SER JOBS FOR PROGRESS	393,300.00
17-P0179105	7/20/2016	12	Financial Aid Office	Lease Agreement - Equipment	KONICA MINOLTA BUSINESS	1,835.82
17-P0179106	7/20/2016	12	Financial Aid Office	Excess/Copies Usage	KONICA MINOLTA BUSINESS	265.25
17-P0179107	7/20/2016	11	District Wide Technology	Software Support Service-Fixed	AUTOMATION DYNAMICS INC	7,000.00
17-P0179108	7/20/2016	11	District Wide Technology	Software Support Service-Fixed	CCLC COMMUNITY COLLEGE LEAGUE	60,319.20
17-P0179109	7/20/2016	11	District Wide Technology	Software Support Service-Fixed	RSMART	20,318.00
17-P0179110	7/20/2016	11	District Wide Technology	Software Support Service-Fixed	AD ASTRA INFORMATION SYSTEM LLC	16,300.00
17-P0179111	7/20/2016	12	Financial Aid Office	Contracted Services	SANTIAGO CANYON COLLEGE FOUNDATION	170,869.00
17-P0179112	7/20/2016	11	Maintenance	Maint/Oper Service Agreements	GMS ELEVATOR	12,818.52
17-P0179113	7/20/2016	11	Digital Media Center	Maint/Oper Service Agreements	GMS ELEVATOR	1,423.44
17-P0179114	7/20/2016	11	Maintenance	Maint/Oper Service Agreements	GMS ELEVATOR	22,788.48
17-P0179115	7/25/2016	12	Library Services	Library Books - Databases	CCLC COMMUNITY COLLEGE LEAGUE	40,408.00
17-P0179116	7/25/2016	11	Grounds	Maint/Oper Service Agreements	ORKIN PEST CONTROL	14,460.00
17-P0179117	7/25/2016	11	Admin Services Office	Lease Agreement - Equipment	PITNEY BOWES	1,257.72
17-P0179118	7/25/2016	11	Grounds	Landscaping	SO CAL LAND MAINTENANCE INC	85,440.00
17-P0179119	7/25/2016	11	Grounds	Landscaping	TROPICAL PLAZA NURSERY	136,260.00
17-P0179120	7/25/2016	11	Maintenance	Maint/Oper Service Agreements	TAB ANSWER NETWORK	545.00
17-P0179121	7/25/2016	11	Maintenance	Maint/Oper Service Agreements	GARV INC	5,000.00
* 17-P0179122	7/25/2016	11	Grounds	Maint/Oper Service Agreements	VIEJO SWEEPING SERVICES	3,720.00
* 17-P0179122	7/25/2016	12	Admin Services Office	Maint/Oper Service Agreements	VIEJO SWEEPING SERVICES	16,080.00
PO Amt Total for *17-P0179122 :						19,800.00
17-P0179123	7/25/2016	11	Admin Services Office	Excess/Copies Usage	HEWLETT PACKARD CO	272.16
17-P0179124	7/25/2016	11	Humanities & Social Sci Office	Excess/Copies Usage	HEWLETT PACKARD CO	464.83
17-P0179125	7/25/2016	11	Maintenance	Maint/Oper Service Agreements	WESTERN PACIFIC SVCS	870.00

6.19 (17)

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

Printed: 8/2/2016 12:22:07PM

Environment: Colleague

LoginID: LNEVILS

Purchase Order List

06/29/2016 thru 07/30/2016

P.O. #	Date	Fund	Department	Description	Vendor Name	PO Amount
17-P0179126	7/25/2016	11	Operations	Trash Disposal	CR & R INC	8,290.20
17-P0179127	7/25/2016	11	Maintenance	Maint/Oper Service Agreements	KONE INC	5,207.52
17-P0179128	7/25/2016	11	Grounds	Maint/Oper Service Agreements	ADVANCED AQUATIC TECH INC	5,400.00
17-P0179129	7/25/2016	11	Grounds	Maint/Oper Service Agreements	ORKIN PEST CONTROL	4,019.40
17-P0179130	7/25/2016	11	Maintenance	Maint/Oper Service Agreements	ORKIN PEST CONTROL	1,416.00
17-P0179131	7/25/2016	11	Maintenance	Maint/Oper Service Agreements	ORKIN PEST CONTROL	3,720.00
17-P0179132	7/25/2016	11	Maintenance	Maint/Oper Service Agreements	ORKIN PEST CONTROL	12,648.00
17-P0179133	7/25/2016	11	Nursing	Maint Contract - Other Equip	SCANTRON CORP	1,003.00
17-P0179134	7/25/2016	11	Maintenance & Operations	Contracted Services	ORKIN PEST CONTROL	693.00
17-P0179135	7/25/2016	12	Nursing	Software License and Fees	SCANTRON CORP	1,120.00
17-P0179137	7/25/2016	12	Health & Wellness	Excess/Copies Usage	HEWLETT PACKARD CO	1,200.00
17-P0179138	7/25/2016	11	Maintenance & Operations	Contracted Services	TAB ANSWER NETWORK	503.75
17-P0179139	7/25/2016	11	Publications	Security Systems & Services	BOYD & ASSOCIATES	300.00
17-P0179140	7/26/2016	11	Maintenance	Maint/Oper Service Agreements	TAB ANSWER NETWORK	583.75
17-P0179141	7/26/2016	11	Digital Media Center	Contracted Services	TAB ANSWER NETWORK	503.75
17-P0179142	7/27/2016	12	Educational Services Office	Contracted Services	STEPHEN A WRIGHT LLC	155,000.00
17-P0179143	7/26/2016	11	Cosmetology	Instructional Agrmt - Salary	SANTA ANA BEAUTY ACADEMY	100,000.00
17-P0179144	7/26/2016	12	DSPS	Excess/Copies Usage	XEROX CORP	324.00
17-P0179145	7/26/2016	11	Kinesiology - Physical Educ	Excess/Copies Usage	XEROX CORP	2,445.03
17-P0179147	7/27/2016	11	Digital Media Center	Maint Contract - Office Equip	XEROX CORP	54.00
17-P0179148	7/27/2016	11	Fire Academy	Excess/Copies Usage	XEROX CORP	3,840.35
* 17-P0179149	7/27/2016	11	SAC Continuing Ed-Instruction	Excess/Copies Usage	XEROX CORP	345.60
* 17-P0179149	7/27/2016	12	SAC Continuing Ed-Instruction	Lease Agreement - Equipment	XEROX CORP	3,167.29
PO Amt Total for *17-P0179149 :						3,512.89
17-P0179150	7/27/2016	12	Continuing Education Division	Excess/Copies Usage	XEROX CORP	3,091.87
* 17-P0179151	7/27/2016	11	SAC Continuing Ed-Instruction	Lease Agreement - Equipment	XEROX CORP	3,642.15
* 17-P0179151	7/27/2016	12	SAC Continuing Ed-Instruction	Excess/Copies Usage	XEROX CORP	156.60
PO Amt Total for *17-P0179151 :						3,798.75
17-P0179152	7/27/2016	11	SAC Continuing Ed-Instruction	Excess/Copies Usage	XEROX CORP	4,911.97
17-P0179153	7/27/2016	11	SAC Continuing Ed-Instruction	Excess/Copies Usage	XEROX CORP	21,013.95
17-P0179154	7/27/2016	11	SAC Continuing Ed-Instruction	Excess/Copies Usage	XEROX CORP	1,404.00
17-P0179155	7/27/2016	11	SAC Continuing Ed-Instruction	Excess/Copies Usage	XEROX CORP	633.31

6.19 (18)

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

Printed: 8/2/2016 12:22:07PM

Environment: Colleague

LoginID: LNEVILS

Purchase Order List

06/29/2016 thru 07/30/2016

P.O. #	Date	Fund	Department	Description	Vendor Name	PO Amount
* 17-P0179156	7/27/2016	11	SAC Continuing Ed-Instruction	Maint Contract - Office Equip	XEROX CORP	386.42
* 17-P0179156	7/27/2016	12	SAC Continuing Ed-Instruction	Excess/Copies Useage	XEROX CORP	216.00
PO Amt Total for *17-P0179156 :						602.42
17-P0179157	7/27/2016	11	Sci, Math, Health Sci Office	Excess/Copies Useage	XEROX CORP	2,715.03
17-P0179158	7/27/2016	11	Administrative Services Office	Excess/Copies Useage	XEROX CORP	3,457.25
17-P0179159	7/27/2016	11	Human Resources Office	Software Support Service	GREENTREE SYSTEMS INC	18,667.00
17-P0179160	7/27/2016	11	Facility Planning Office	Excess/Copies Useage	XEROX CORP	8,473.08
17-P0179161	7/27/2016	11	Chancellor's Office	Excess/Copies Useage	XEROX CORP	2,847.14
17-P0179162	7/27/2016	11	Digital Media Center	Maint/Oper Service Agreements	ORKIN PEST CONTROL	1,953.00
17-P0179163	7/27/2016	11	Chemistry	Maint Contract - Other Equip	PERKIN ELMER	5,976.00
17-P0179164	7/27/2016	11	Digital Media Center	Contracted Services	CR & R INC	1,018.08
17-P0179165	7/27/2016	11	District Wide Technology	Software Support Service-Fixed	COLLEGESOURCE INC	1,218.00
17-P0179166	7/27/2016	12	Administrative Services Office	Maint/Oper Service Agreements	VIEJO SWEEPING SERVICES	13,780.00
17-P0179167	7/27/2016	11	Digital Media Center	Landscaping	TROPICAL PLAZA NURSERY	5,280.00
17-P0179168	7/27/2016	11	CJ/Academies	Instructional Agrmt - Salary	ADLERHORST INT'L INC	81,000.00
17-P0179169	7/27/2016	11	CJ/Academies	Instructional Agrmt - Salary	CITY OF COSTA MESA	27,000.00
17-P0179170	7/27/2016	11	CJ/Academies	Instructional Agrmt - Salary	CITY OF SANTA ANA	54,000.00
17-P0179171	7/27/2016	11	CJ/Academies	Instructional Agrmt - Salary	AGIAC ASIAN GANG INVESTIGATION	70,000.00
17-P0179172	7/27/2016	11	CJ/Academies	Instructional Agrmt - Salary	CAPE ASSOCIATON	27,000.00
17-P0179173	7/27/2016	11	CJ/Academies	Instructional Agrmt - Salary	CALIF NARCOTIC OFFICERS ASSOC	337,500.00
17-P0179174	7/27/2016	11	CJ/Academies	Instructional Agrmt - Salary	COUNTY OF ORANGE	25,000.00
17-P0179175	7/27/2016	11	CJ/Academies	Instructional Agrmt - Salary	CALIF NARCOTICS CANINE ASSOC	27,000.00
17-P0179176	7/27/2016	11	CJ/Academies	Instructional Agrmt - Salary	CITY OF FULLERTON	6,000.00
17-P0179177	7/27/2016	11	CJ/Academies	Instructional Agrmt - Salary	OC HUMAN RELATIONS	12,000.00
17-P0179188	7/27/2016	11	CJ/Academies	Instructional Agrmt - Salary	CITY OF TUSTIN	20,000.00
17-P0179246	7/27/2016	12	EOPS	Excess/Copies Useage	XEROX CORP	2,321.74
17-PO179207	7/13/2016	11	District Wide Technology	Software Support Service-Fixed	COMPUTERLAND OF SILICON VALLEY	315.00

Grand Total :

8,195,354.09

6.19 (19)

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

Printed: 8/2/2016 12:22:07PM

Environment: Colleague

LoginID: LNEVILS

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 Funds for this P.O.

Printed: 8/2/2016 12:22:07PM

Environment: Colleague

LoginID: LNEVILS

**PURCHASE ORDERS SUPPLEMENT
PURCHASE ORDERS OF \$15,000 AND OVER
FROM JUNE 29, 2016 THROUGH JULY 30, 2016
BOARD MEETING OF AUGUST 15, 2016**

P.O. #	Amount	Description	Department	Comment
16-P0041637	\$29,469.50	Facility rental for various Santa Ana USD sites for Spring 2016	CEC	Board approved: November 20, 2016
16-P0041645	\$68,242.30	Instructional hours for Fire Technology training for Fall 2015	SAC-Fire Technology	Board approved: July 20, 2015
16-P0041646	\$85,600.79	Instructional hours for Fire Technology training for Fall 2015	SAC-Fire Technology	Board approved: March 10, 2008
16-P0041647	\$16,818.21	Instructional hours for Fire Technology training for Fall 2015	SAC-Fire Technology	Board approved: January 22, 2008
16-P0041648	\$15,379.63	Instructional hours for Fire Technology training for Fall 2015	SAC-Fire Technology	Board approved: May 27, 2008
16-P0041649	\$19,950.81	Instructional hours for Fire Technology training for Fall 2015	SAC-Fire Technology	Board approved: December 10, 2007
16-P0041650	\$15,257.63	Instructional hours for Fire Technology training for Fall 2015	SAC-Fire Technology	Board approved: May 12, 2008
16-P0041651	\$16,523.38	Instructional hours for Fire Technology training for Fall 2015	SAC-Fire Technology	Board approved: December 8, 2008
16-P0041652	\$60,212.25	Instructional hours for Fire Technology training for Fall 2015	SAC-Fire Technology	Board approved: May 27, 2008
16-P0041653	\$22,281.52	Instructional hours for Fire Technology training for Fall 2015	SAC-Fire Technology	Board approved: April 7, 2008
16-P0041654	\$261,168.25	Instructional hours for Fire Technology training for Fall 2015	SAC-Fire Technology	Board approved: May 12, 2008
16-P0041655	\$15,689.04	Instructional hours for Fire Technology training for Fall 2015	SAC-Fire Technology	Board approved: January 22, 2008

**PURCHASE ORDERS SUPPLEMENT
PURCHASE ORDERS OF \$15,000 AND OVER
FROM JUNE 29, 2016 THROUGH JULY 30, 2016
BOARD MEETING OF AUGUST 15, 2016**

P.O. #	Amount	Description	Department	Comment
16-P0041656	\$37,311.75	Instructional hours for Fire Technology training for Fall 2015	SAC-Fire Technology	Board approved: April 21, 2008
16-P0041657	\$33,359.38	Instructional hours for Fire Technology training for Fall 2015	SAC-Fire Technology	Board approved: November 19, 2007
16-P0041658	\$15,410.13	Instructional hours for Fire Technology training for Fall 2015	SAC-Fire Technology	Board approved: December 10, 2007
16-P0041659	\$22,244.67	Instructional hours for Fire Technology training for Fall 2015	SAC-Fire Technology	Board approved: June 30, 2008
16-P0041660	\$16,147.21	Instructional hours for Fire Technology training for Fall 2015	SAC-Fire Technology	Board approved: February 25, 2008
16-P0041775	\$81,368.00	ASCIP/OCIP close-out insurance costs related to the Temporary Village, Tessmann Planetarium and Parking Lot #11 projects at Santa Ana College	DO-Facility Planning	Board approved: September 11, 2006
16-P0041776	\$57,014.00	ASCIP/OCIP controlled insurance costs related to the Dunlap Hall Renovation project at Santa Ana College	DO-Facility Planning	Board approved: September 11, 2006
16-P0041808	\$30,000.00	Parking Lot #6 Re-slurry & Re-striping project at Santiago Canyon College	DO-Facility Planning	Received Quotations: 1) * JB Bostick Co., Inc. 2) Mission Paving & Sealing, Inc. 3) All American Asphalt * Successful Bidder
16-P0169365	\$20,118.00	Sub-agreement with Santa Ana USD to provide child care services at Wilson & Serra Elementary School in relation to the AB 104 Adult Education Block Grant	CEC	Board approved: February 22, 2016

**PURCHASE ORDERS SUPPLEMENT
PURCHASE ORDERS OF \$15,000 AND OVER
FROM JUNE 29, 2016 THROUGH JULY 30, 2016
BOARD MEETING OF AUGUST 15, 2016**

P.O. #	Amount	Description	Department	Comment
16-P0169367	\$100,000.00	Sub-agreement with Riverside CCD to implement the Career Technical Education Data Unlocked Initiative grant	DO-Educational Services	Board approved: June 13, 2016
16-P0169368	\$100,000.00	Sub-agreement with Santa Barbara City College District to implement the Career Technical Education Data Unlocked Initiative grant	DO-Educational Services	Board approved: June 13, 2016
17-P0041610	\$28,000.00	Blanket PO for miscellaneous food and supplies for District's Child Development Centers	DO-Child Development Services	
17-P0041678	\$28,080.00	Custodial supplies	SAC-Custodial	Received Quotations: 1) * Glasby Maintenance Supply Co. 2) Advantage West * Successful Bidder
17-P0041739	\$44,272.00	Santa Ana College's annual dues for the Accrediting Commission for Community and Junior Colleges for 2016-2017	SAC-President's Office	
17-P0041785	\$17,355.10	Fusion software license	DO-Facility Planning	Board approved: June 13, 2016
17-P0041861	\$178,532.00	Annual premiums to cover student's basic, catastrophic and athletic insurance at Santa Ana College and Santiago Canyon College	DO-Risk Management	
17-P0041936	\$34,059.00	Annual District membership dues for 2016-2017 fiscal year	DO-Chancellor's Office	
17-P0041955	\$75,274.07	Enwork grid seat benches for Santa Ana College - Building A, C & I	SAC-Administrative Services	Received Quotations: 1) * CN School & Office Solutions 2) Vertex Business Interior 3) CS Office Interiors * Successful Bidder

**PURCHASE ORDERS SUPPLEMENT
PURCHASE ORDERS OF \$15,000 AND OVER
FROM JUNE 29, 2016 THROUGH JULY 30, 2016
BOARD MEETING OF AUGUST 15, 2016**

P.O. #	Amount	Description	Department	Comment
17-P0042000	\$74,000.00	Consultant services to assist the District in the areas of government and community relations and various projects for 2016-2017	DO-Chancellor's Office	Board approved: July 18, 2016
17-P0042001	\$50,000.00	Consultant services to provide general counsel services	DO-Chancellor's Office	Board approved: May 31, 2016
17-P0042011	\$50,138.82	HP desktop computers and extended warranties	SAC-ITS	Purchased from the Western States Contracting Alliance (WSCA) Master Price Agreement #MNNVP-133 Board approved: November 9, 2015
17-P0042029	\$59,911.15	Storm Water Improvements project at Santiago Canyon College	DO-Facility Planning	Board ratification: August 15, 2016
17-P0042031	\$80,159.16	Floor coverings for Santa Ana College - B15-B21 & B24-B31	SAC-Maintenance & Operations	Purchased from the California Multiple Award Schedule (CMAS) Contract #4-14-72-0057A Board approved: May 31, 2016
17-P0042051	\$25,069.41	HP desktop computers and extended warranties	SAC-ITS	Purchased from the Western States Contracting Alliance (WSCA) Master Price Agreement #MNNVP-133 Board approved: November 9, 2015
17-P0179010	\$22,330.00	Annual renewal for Symantec software licenses	DO-ITS	Received Quotations: 1) * En Pointe Tech Sales LLC 2) Datalink * Successful Bidder
17-P0179011	\$29,429.70	Annual software support for OnSSI camera licenses (video surveillance cameras)	DO-ITS	Received Quotations: 1) * American Security Group 2) Golden Star Technology, Inc. * Successful Bidder

**PURCHASE ORDERS SUPPLEMENT
PURCHASE ORDERS OF \$15,000 AND OVER
FROM JUNE 29, 2016 THROUGH JULY 30, 2016
BOARD MEETING OF AUGUST 15, 2016**

P.O. #	Amount	Description	Department	Comment
17-P0179014	\$34,523.63	Annual renewal for ImageNow and CaptureNow licenses	DO-ITS	Board approved: June 13, 2016
17-P0179016	\$60,000.00	Annual software support for Dynamic Web Suite for Santa Ana College, Santiago Canyon College and District websites and District intranet	DO-ITS	Board approved: June 13, 2016
17-P0179017	\$72,000.00	Annual renewal for Remote Service Provision (RSP) for District websites	DO-ITS	Board approved: June 13, 2016
17-P0179019	\$87,700.40	Annual renewal for Cisco Smartnet servers	DO-ITS	Bid #1195 Board approved: July 23, 2012
17-P0179020	\$55,164.48	Annual renewal for Aruba threat protection software licenses	DO-ITS	Purchased from the California Multiple Award Schedule (CMAS) Contract #3-09-70-2428M Board approved: October 26, 2009
17-P0179029	\$20,976.00	Annual subscription renewal for Symantec Academic software	DO-ITS	Board approved: June 15, 2015
17-P0179030	\$34,992.05	Annual renewal for Aruba threat protection software licenses	DO-ITS	Received Quotations: 1) * CDW-Government, Inc. 2) Optiv * Successful Bidder
17-P0179031	\$242,590.50	Facility lease located at 1937 W. Chapman Ave., Ste. 200, Orange, CA 92868	SCC-OEC	Board approved: January 14, 2013
17-P0179032	\$168,399.00	Facility lease located at 1572 N. Main St., Orange, CA 92867	SCC-OEC	Board approved: January 11, 2016
17-P0179033	\$25,200.00	Facility lease located at 207 N. Broadway, Ste. Q, Santa Ana, CA 92706	SAC-Fine & Performing Arts	Board approved: May 26, 2015

**PURCHASE ORDERS SUPPLEMENT
PURCHASE ORDERS OF \$15,000 AND OVER
FROM JUNE 29, 2016 THROUGH JULY 30, 2016
BOARD MEETING OF AUGUST 15, 2016**

P.O. #	Amount	Description	Department	Comment
17-P0179034	\$439,835.00	Annual maintenance and licenses renewal for Colleague (Core, Student, H/R and Financial modules), other electronic application utility and Official Payment E-commerce	DO-ITS	Board approved: June 15, 2015
17-P0179037	\$354,000.00	Elucian Application Management & Application Hosting services annual agreement	DO-ITS	Board approved: September 14, 2015
17-P0179039	\$42,706.68	Annual hardware/software support renewal for Dell Compellent data storage system for Santa Ana College	DO-ITS	Received Quotations: 1) * Sidepath Inc. 2) SHI International Corp. * Successful Bidder
17-P0179040	\$37,346.72	Annual hardware/software support renewal for Dell Compellent data storage system for Santiago Canyon College	DO-ITS	Received Quotations: 1) * Sidepath Inc. 2) SHI International Corp. * Successful Bidder
17-P0179041	\$28,307.76	Annual basic support coverage for VMware software licenses	DO-ITS	Received Quotations: 1) * SHI International Corp. 2) Computerland of Silicon Valley * Successful Bidder
17-P0179043	\$93,876.00	Annual license renewal for Blackboard Learn software	DO-ITS	Board approved: June 13, 2016
17-P0179052	\$186,000.00	Fourth year of a 5-year contract for monthly service for various fiber optic connection links District-wide	DO-ITS	RFP #1200 Board approved: November 13, 2012
17-P0179053	\$80,712.00	Facility lease located at 1510 N. Parton, Santa Ana CA 92706	DO-Child Development Services	Board approved: June 13, 2016
17-P0179058	\$19,468.89	Electronic library resources to access a variety of subscription databases	SAC-Library	Board approved: June 13, 2016

**PURCHASE ORDERS SUPPLEMENT
PURCHASE ORDERS OF \$15,000 AND OVER
FROM JUNE 29, 2016 THROUGH JULY 30, 2016
BOARD MEETING OF AUGUST 15, 2016**

P.O. #	Amount	Description	Department	Comment
17-P0179059	\$37,219.80	Employee Advocacy and Employee Assistance Program	DO-Risk Management	Board approved: July 20, 2015
17-P0179060	\$16,701.68	Final year of a 5-year lease of Xerox copier model 4112CP	SCC-Copy Center	Leased from Western States Contracting Alliance (WSCA) Master Agreement #7-09-36-06 Board approved: June 21, 2010
17-P0179079	\$143,160.18	Final year of a 5-year lease of Xerox copier model 6155PMC	OEC-Publications	Leased from California Multiple Award Schedule (CMAS) Contract #3-01-36-0030A Board approved: July 31, 2006
17-P0179080	\$49,883.45	Final year of a 5-year lease of Xerox printer model 700I	OEC-Publications	Leased from California Multiple Award Schedule (CMAS) Contract #3-01-36-0030A Board approved: July 31, 2006
17-P0179102	\$77,292.00	Annual renewal for Creative Cloud Enterprise ETLA site licenses	DO-ITS	Board approved: July 18, 2016
17-P0179103	\$72,960.00	Instructional agreement for vocational skills training	SAC-School of Continuing Education	Board approved: June 13, 2016
17-P0179104	\$393,300.00	Instructional agreement for basic skills training	SAC-School of Continuing Education	Board approved: June 13, 2016
17-P0179108	\$60,319.20	Annual license subscription for Turnitin	DO-ITS	Turnitin is a plagiarism preventative software that is used by faculty to verify authenticity of student's work. This software integrates with the district's Blackboard Learning Management software and is licensed by the Community College League of California at a reduced rate.

**PURCHASE ORDERS SUPPLEMENT
PURCHASE ORDERS OF \$15,000 AND OVER
FROM JUNE 29, 2016 THROUGH JULY 30, 2016
BOARD MEETING OF AUGUST 15, 2016**

P.O. #	Amount	Description	Department	Comment
17-P0179109	\$20,318.00	Final year of 3-year agreement with rSmart for OneCampus Solution - Standard SaaS subscription and support for Santa Ana College and Santiago Canyon College	DO-ITS	Board approved: September 22, 2014
17-P0179110	\$16,300.00	Annual maintenance and support fee for Astra Schedule software	DO-ITS	
17-P0179111	\$170,869.00	Sub-agreement with the Santiago Canyon College Foundation to implement the SCC STEM Scholars Academy project from the National Science Foundation	SCC-Financial Aid	Board approved: September 28, 2015
17-P0179114	\$22,788.48	Second year of a 5-year elevator repair and preventative maintenance services contract for various elevators at Santa Ana College	SAC-Maintenance & Operations	Bid #1259 Board approved: May 26, 2015
17-P0179115	\$40,408.00	Electronic library resources to access a variety of subscription databases	SCC-Library	Board approved: June 13, 2016
17-P0179118	\$85,440.00	Final year of a 5-year contract for sports field maintenance service for two soccer fields and one softball field at Santiago Canyon College	SCC-Administrative Services	Bid #1192 Board approved: June 18, 2012
17-P0179119	\$136,260.00	Fourth year of a 5-year contract for landscape maintenance services for Santiago Canyon College and Orange Education Center	SCC-Administrative Services	Bid #1208 Board approved: May 20, 2013
17-P0179122	\$19,800.00	Fourth year of a 5-year contract for parking lot sweeping services for Santiago Canyon College and Orange Education Center	SCC-Administrative Services	Bid #1207 Board approved: May 20, 2013
17-P0179142	\$155,000.00	Sub-agreement with Stephen Wright, LLC to implement the Sector Navigator-ICT/Digital Media program, Economic and Workforce Development Division	DO-Educational Services	Board approved: May 31, 2016

**PURCHASE ORDERS SUPPLEMENT
PURCHASE ORDERS OF \$15,000 AND OVER
FROM JUNE 29, 2016 THROUGH JULY 30, 2016
BOARD MEETING OF AUGUST 15, 2016**

P.O. #	Amount	Description	Department	Comment
17-P0179143	\$100,000.00	Supplemental instructional agreement for cosmetology apprentices	SCC-Career Technology Education	Board approved: May 16, 2016
17-P0179153	\$21,013.95	Final year of a 5-year lease of Xerox copier model 4112CP	CEC-Duplication Center	Leased from Western States Contracting Alliance (WSCA) MPA #1715, Contract #7-09-36-06 Board approved: June 21, 2010
17-P0179159	\$18,667.00	Annual hosting fee for recruitment & applicant tracking system software	DO-Human Resources	Board approved: June 13, 2016
17-P0179168	\$81,000.00	Instructional agreement for law enforcement training classes	CJTC	Board approved: July 23, 2012
17-P0179169	\$27,000.00	Instructional agreement for law enforcement training classes	CJTC	Board approved: May 20, 2013
17-P0179170	\$54,000.00	Instructional agreement for law enforcement training classes	CJTC	Board approved: June 18, 2012
17-P0179171	\$70,000.00	Instructional agreement for law enforcement training classes	CJTC	Board approved: May 26, 2015
17-P0179172	\$27,000.00	Instructional agreement for peace officer seminars	CJTC	Board approved: September 23, 2013
17-P0179173	\$337,500.00	Instructional agreement for law enforcement training classes	CJTC	Board approved: October 13, 2014
17-P0179174	\$25,000.00	Instructional agreement for coroner death investigation training	CJTC	Board approved: June 18, 2012
17-P0179175	\$27,000.00	Instructional agreement for CA K-9 association peace officer training seminars	CJTC	Board approved: September 22, 2014
17-P0179188	\$20,000.00	Instructional agreement for advanced peace officer training	CJTC	Board approved: May 20, 2013

P.O. #	Date	Fund	Department	Description	Vendor Name	PO Amount
17-B0001072	7/6/2016 1	79	A&R Office - Credit	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	5,000.00
17-B0001073	7/11/2016	79	Auxiliary Services Office	Non-Instructional Supplies	EDUCATIONAL TESTING SVC	776.00
17-B0001074	7/11/2016	81	Auxiliary Services Office	Diversified Agency Fund Expens	DON BOOKSTORE	1,310.04
17-B0001075	7/13/2016	79	Auxiliary Services Office	Non-Instructional Supplies	EVERBANK COMMERCIAL FINANCE, INC.	1,500.00
17-B0001076	7/13/2016	79	Auxiliary Services Office	Non-Instructional Supplies	STAPLES CONTRACT & COMMERCIAL INC	3,000.00
17-B0001077	7/13/2016	79	Auxiliary Services Office	Other Operating Exp & Services	PARADISE SPRINGS DRINKING WATER	450.00
17-B0001078	7/19/2016	81	Auxiliary Services Office	Diversified Agency Fund Expens	BSN SPORTS	1,121.70
Grand Total :						13,157.74

6.19 (30)

Board Meeting of 8/15/2016
 Bookstore Fund Purchase Order List
 07/02/16 thru 7/29/16

P.O. #	Date	Fund	Department	Description	Vendor Name	Amount
GM-EXPR001083	7/27/2016	31	Don Express	General Merchandise	BROWN BAG SANDWICH CO	\$406.62
GM-EXPR001084	7/27/2016	31	Don Express	General Merchandise	BROWN BAG SANDWICH CO	\$237.54
GM-EXPR001085	7/27/2016	31	Don Express	General Merchandise	BROWN BAG SANDWICH CO	\$391.10
GM-HAWK002001	7/12/2016	31	SCC Bookstore	General Merchandise	PENS ETC.	\$3,048.24
GM-HAWK002002	7/12/2016	31	SCC Bookstore	General Merchandise	NACSCORP	\$273.00
GM-HAWK002003	7/13/2016	31	SCC Bookstore	General Merchandise	ACTION PAC	\$280.00
GM-HAWK002004	7/13/2016	31	SCC Bookstore	General Merchandise	LENNY & LARRY'S,INC	\$144.00
GM-HAWK002005	7/13/2016	31	SCC Bookstore	General Merchandise	BARRY'S DISTRIBUTING	\$105.60
GM-HAWK002006	7/13/2016	31	SCC Bookstore	General Merchandise	BROWN BAG SANDWICH CO	\$175.25
GM-HAWK002007	7/13/2016	31	SCC Bookstore	General Merchandise	BROWN BAG SANDWICH CO	\$280.41
GM-HAWK002008	7/13/2016	31	SCC Bookstore	General Merchandise	PEPSI COLA CO	\$1,096.61
GM-HAWK002009	7/13/2016	31	SCC Bookstore	General Merchandise	GOPICNIC	\$133.92
GM-HAWK002010	7/13/2016	31	SCC Bookstore	General Merchandise	BROWN BAG SANDWICH CO	\$130.21
GM-HAWK002011	7/18/2016	31	SCC Bookstore	General Merchandise	RYAN DISTRUBUTORS	\$780.47
GM-HAWK002012	7/18/2016	31	SCC Bookstore	General Merchandise	BROWN BAG SANDWICH CO	\$180.23
GM-HAWK002013	7/19/2016	31	SCC Bookstore	General Merchandise	EL DORADO TRADING GROUP	\$5,302.14
GM-HAWK002014	7/21/2016	31	SCC Bookstore	General Merchandise	LENNY & LARRY'S,INC	\$90.00
GM-HAWK002015	7/21/2016	31	SCC Bookstore	General Merchandise	BROWN BAG SANDWICH CO	\$100.80
GM-HAWK002016	7/21/2016	31	SCC Bookstore	General Merchandise	BROWN BAG SANDWICH CO	\$155.56
GM-HAWK002017	7/25/2016	31	SCC Bookstore	General Merchandise	HAMILTON BELL CO	\$702.00
GM-HAWK002018	7/25/2016	31	SCC Bookstore	General Merchandise	BROWN BAG SANDWICH CO	\$125.79
GM-HAWK002019	7/25/2016	31	SCC Bookstore	General Merchandise	LENNY & LARRY'S,INC	\$54.00
GM-HAWK002022	7/26/2016	31	SCC Bookstore	General Merchandise	BARRY'S DISTRIBUTING	\$49.50
GM-HAWK002023	7/26/2016	31	SCC Bookstore	General Merchandise	BROWN BAG SANDWICH CO	\$202.12
GM-HAWK002029	7/27/2016	31	SCC Bookstore	General Merchandise	PEPSI COLA CO	\$791.76
GM-HAWK002031	7/27/2016	31	SCC Bookstore	General Merchandise	EL DORADO TRADING GROUP	\$513.14
GM-HAWK002032	7/28/2016	31	SCC Bookstore	General Merchandise	RYAN DISTRUBUTORS	\$754.70
TR-DON000047	7/14/2016	31	SAC Bookstore	Trade Book	NACSCORP	\$443.00
TX-CEC000356	7/6/2016	31	CEC Bookstore	Textbook	STECK VAUGHN PUBLISHING	\$1,130.50
TX-DON003746	7/13/2016	31	SAC Bookstore	Textbook	NACSCORP	\$360.00
TX-DON003747	7/20/2016	31	SAC Bookstore	Textbook	PEARSON EDUCATION	\$1,360.80
TX-DON003748	7/20/2016	31	SAC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$173.28
TX-DON003749	7/26/2016	31	SAC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$64,111.21
TX-DON003750	7/26/2016	31	SAC Bookstore	Textbook	MBS TEXTBOOK EXCHANGE	\$47,085.28
TX-DON003751	7/27/2016	31	SAC Bookstore	Textbook	BOOKBYTEDIRECT.COM	\$3,137.34
TX-DON003752	7/27/2016	31	SAC Bookstore	Textbook	MOSBY ELSEVIER	\$111.20
TX-DON003753	7/27/2016	31	SAC Bookstore	Textbook	NACSCORP	\$116.24

Board Meeting of 8/15/2016
 Bookstore Fund Purchase Order List
 07/02/16 thru 7/29/16

P.O. #	Date	Fund	Department	Description	Vendor Name	Amount
TX-HAWK002874	7/7/2016	31	SCC Bookstore	Textbook	NORTON, INC.	\$2,793.00
TX-HAWK002875	7/7/2016	31	SCC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$507.43
TX-HAWK002876	7/7/2016	31	SCC Bookstore	Textbook	NORTON, INC.	\$2,380.00
TX-HAWK002877	7/13/2016	31	SCC Bookstore	Textbook	AMAZON	\$119.42
TX-HAWK002878	7/24/2016	31	SCC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$38,222.35
TX-HAWK002879	7/24/2016	31	SCC Bookstore	Textbook	MBS TEXTBOOK EXCHANGE	\$12,653.41
TX-HAWK002880	7/25/2016	31	SCC Bookstore	Textbook	TEXAS BOOK COMPANY	\$3,033.00
TX-HAWK002881	7/25/2016	31	SCC Bookstore	Textbook	ACS DIVCHED EXAM INST.	\$342.00
TX-HAWK002882	7/25/2016	31	SCC Bookstore	Textbook	NACSCORP	\$1,016.61
TX-HAWK002883	7/25/2016	31	SCC Bookstore	Textbook	HAYDEN-MCNEIL	\$896.25
TX-HAWK002884	7/25/2016	31	SCC Bookstore	Textbook	KENDALL PUBLISHING	\$3,279.10
TX-HAWK002885	7/25/2016	31	SCC Bookstore	Textbook	AMAZON	\$1,996.39
TX-HAWK002886	7/25/2016	31	SCC Bookstore	Textbook	ACR PUBLICATIONS	\$1,562.40
TX-HAWK002887	7/25/2016	31	SCC Bookstore	Textbook	CENGAGE LEARNING	\$65,695.35
TX-HAWK002888	7/25/2016	31	SCC Bookstore	Textbook	NACSCORP	\$447.47
TX-HAWK002889	7/25/2016	31	SCC Bookstore	Textbook	INT JEWELERY PUBNS.	\$65.82
TX-HAWK002890	7/25/2016	31	SCC Bookstore	Textbook	BLUEDOOR	\$17,315.00
TX-HAWK002891	7/25/2016	31	SCC Bookstore	Textbook	UNIVERSITY ENTERPRISES	\$1,666.00
TX-HAWK002892	7/25/2016	31	SCC Bookstore	Textbook	BNI	\$539.64
TX-HAWK002893	7/25/2016	31	SCC Bookstore	Textbook	CAMBRIDGE UNIVERSITY PRES	\$651.00
TX-HAWK002894	7/25/2016	31	SCC Bookstore	Textbook	CENGAGE LEARNING	\$300.00
TX-HAWK002895	7/25/2016	31	SCC Bookstore	Textbook	PEARSON EDUCATION	\$222,078.56
TX-HAWK002896	7/25/2016	31	SCC Bookstore	Textbook	XYZ TEXTBOOKS	\$4,590.00
TX-HAWK002897	7/25/2016	31	SCC Bookstore	Textbook	J.A.MAJORS	\$167.72
TX-HAWK002898	7/25/2016	31	SCC Bookstore	Textbook	MCGRAW-HILL PUBLISHING CO	\$82,200.25
TX-HAWK002899	7/25/2016	31	SCC Bookstore	Textbook	UNIVERSITY OF CHICAGO PRE	\$37.95
TX-HAWK002900	7/25/2016	31	SCC Bookstore	Textbook	MONTEZUMA PUBLISHING	\$2,188.01
TX-HAWK002901	7/25/2016	31	SCC Bookstore	Textbook	NEBRASKA BOOK COMPANY	\$3,804.07
TX-HAWK002902	7/25/2016	31	SCC Bookstore	Textbook	NORTON, INC.	\$36,660.70
TX-HAWK002903	7/25/2016	31	SCC Bookstore	Textbook	JOHN WILEY & SONS, INC	\$30,576.00
TX-HAWK002904	7/25/2016	31	SCC Bookstore	Textbook	MCGRAW-HILL CREATE (PRIMIS)	\$22,263.20
TX-HAWK002905	7/25/2016	31	SCC Bookstore	Textbook	BVT PUBLISHING	\$3,209.70
TX-HAWK002906	7/25/2016	31	SCC Bookstore	Textbook	AMERICAN WATER WORKS ASSN	\$5,711.20
TX-HAWK002907	7/25/2016	31	SCC Bookstore	Textbook	EDUCATIONAL TEXTBOOK COMP	\$610.00
TX-HAWK002908	7/25/2016	31	SCC Bookstore	Textbook	MPS FORMERLY VHPS	\$8,525.50
TX-HAWK002909	7/25/2016	31	SCC Bookstore	Textbook	ARCHIMEDES PUBLISHING	\$432.00
TX-HAWK002910	7/25/2016	31	SCC Bookstore	Textbook	NACSCORP	\$249.60

P.O. #	Date	Fund	Department	Description	Vendor Name	Amount
TX-HAWK002911	7/25/2016	31	SCC Bookstore	Textbook	VISTA HIGHER LEARNING	\$19,800.00
TX-HAWK002912	7/25/2016	31	SCC Bookstore	Textbook	KAJITANI EDUCATION	\$104.93
TX-HAWK002913	7/25/2016	31	SCC Bookstore	Textbook	DAWN SIGN PRESS	\$4,553.32
TX-HAWK002914	7/25/2016	31	SCC Bookstore	Textbook	WAVELAND PRESS, INC.	\$703.36
TX-HAWK002915	7/25/2016	31	SCC Bookstore	Textbook	MORTON	\$1,783.32
TX-HAWK002916	7/25/2016	31	SCC Bookstore	Textbook	AGAINST THE CLOCK	\$575.88
TX-HAWK002917	7/25/2016	31	SCC Bookstore	Textbook	ROCKWELL PUBLISHING	\$1,736.77
TX-HAWK002919	7/25/2016	31	SCC Bookstore	Textbook	BROOKES PUB. CO	\$263.60
TX-HAWK002920	7/25/2016	31	SCC Bookstore	Textbook	DRAMATISTS PLAY SERVICE	\$34.20
TX-HAWK002921	7/29/2016	31	SCC Bookstore	Textbook	MCGRAW-HILL CREATE (PRIMIS)	\$2,244.40
TX-HAWK002922	7/29/2016	31	SCC Bookstore	Textbook	MPS FORMERLY VHPS	\$817.50
TX-HAWK002923	7/29/2016	31	SCC Bookstore	Textbook	XYZ TEXTBOOKS	\$2,869.00
Grand Total:						\$771,006.39

**PURCHASE ORDERS SUPPLEMENT
PURCHASE ORDERS OF \$15,000 AND OVER
FROM JULY 2, 2016 THROUGH JULY 29, 2016
BOARD MEETING OF AUGUST 15, 2016**

P.O. #	Amount	Description	Department	Comment
TX-DON003749	\$64,111.21	Textbooks for Resale: Fall 2016	SAC Bookstore	Purchased from Nebraska Book Co. Manager Review and Approval - R. Langston 7/26/2016
TX-DON003750	\$47,085.28	Textbooks for Resale: Fall 2016	SAC Bookstore	Purchased from MBS Textbook Exchange. Manager Review and Approval - R. Langston 7/26/2016
TX-HAWK002878	\$38,222.35	Textbooks for Resale: Fall 2016	SCC Bookstore	Purchased from Nebraska Book Co. Manager Review and Approval - B. Jeffery 7/24/2016
TX-HAWK002887	\$65,695.35	Textbooks for Resale: Fall 2016	SCC Bookstore	Purchased from Cengage Learning. Manager Review and Approval - B. Jeffery 7/25/2016
TX-HAWK002890	\$17,315.00	Textbooks for Resale: Fall 2016	SCC Bookstore	Purchased from Bluedoor. Manager Review and Approval - B. Jeffery 7/25/2016

**PURCHASE ORDERS SUPPLEMENT
PURCHASE ORDERS OF \$15,000 AND OVER
FROM JULY 2, 2016 THROUGH JULY 29, 2016
BOARD MEETING OF AUGUST 15, 2016**

P.O. #	Amount	Description	Department	Comment
TX-HAWK002895	\$222,078.56	Textbooks for Resale: Fall 2016	SCC Bookstore	Purchased from Pearson Education. Manager Review and Approval - B. Jeffery 7/25/2016
TX-HAWK002898	\$82,200.25	Textbooks for Resale: Fall 2016	SCC Bookstore	Purchased from McGraw Hill Publishing Co. Manager Review and Approval - B. Jeffery 7/25/2016
TX-HAWK002902	\$36,660.70	Textbooks for Resale: Fall 2016	SCC Bookstore	Purchased from Norton Inc. Manager Review and Approval - B. Jeffery 7/25/2016
TX-HAWK002903	\$30,576.00	Textbooks for Resale: Fall 2016	SCC Bookstore	Purchased from John Wiley and Sons. Manager Review and Approval - B. Jeffery 7/25/2016
TX-HAWK002904	\$22,263.20	Textbooks for Resale: Fall 2016	SCC Bookstore	Purchased from McGraw Hill (Primis). Manager Review and Approval - B. Jeffery 7/25/2016
TX-HAWK002911	\$19,800.00	Textbooks for Resale: Fall 2016	SCC Bookstore	Purchased from Vista Higher Learning. Manager Review and Approval - B. Jeffery 7/25/2016

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

6.19 (36)

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

Printed: 7/31/2016 9:31:02AM

Environment: Colleague

LoginID: KWHITE

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Educational Services

To:	Board of Trustees	Board Date: August 15, 2016
Re:	Approval of Resource Development Items	
Action:	Request for Approval	

ANALYSIS

Items for the following categorical program were developed:

<u>Project Title</u>	<u>Award Date</u>	<u>Amount</u>
<u>Fiscal Year 2015/2016</u>		
1. Basic Skills Initiative (SAC) - <i>Adjustment</i>	06/23/2016	-\$32,247
Second Principal (P2) apportionment adjustment for the Basic Skills Initiative funding from the California Community Colleges Chancellor's Office 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>		
Advance Apportionment \$550,382		
P1 Apportionment (March) \$545,397		
P1 Apportionment (April) \$536,603		
P2 Apportionment (June) \$504,356		
<i>Decreased by \$32,247</i>		
2. Basic Skills Initiative (SCC) – <i>Augmentation</i>	06/23/2016	\$25,136
Second Principal (P2) apportionment augmentation for the Basic Skills Initiative funding from the California Community Colleges Chancellor's Office 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>		
Advance Apportionment \$177,839		
P1 Apportionment (March) \$176,126		
P1 Apportionment (April) \$173,286		
P2 Augmentation (June) \$198,422		
<i>Augmented by \$25,136</i>		
<u>Fiscal Year 2016/2017</u>		
3. Early Head Start – Year 2 (District) - <i>Augmentation</i>	07/14/2016	\$31,754
Second year of a five-year non-competitive grant award from the U.S. Department of Health and Human Services, Administration for Children and Families, to		

Fiscal Impact: \$64,643	Board Date: August 15, 2016
Item Prepared by: Maria N. Gil, Resource Development Coordinator	
Item Submitted by: Enrique Perez, J.D., Interim Vice Chancellor, Educational Services	
Item Recommended by: Raúl Rodríguez, Ph.D., Chancellor	

Project Title

Award Date Amount

support enrollment of children and families into Early Head Start programs. (15/16, 16/17).

Operations Budget \$1,764,088 + \$31,754 Supplemental Funds = \$1,795,842

Training & Technical Assistance \$43,536 (No Change)

Total Award: \$1,839,378

The match is 20% of the total cost of the project that includes the EHS award (federal share) and the non-federal share. The match (non-federal) required for the supplemental funds is \$7,939 that consists of state-funded Child Development Center staff at \$4,127 and unclaimed indirect at \$3,812.

4. Governor's Office of Business & Economic Development (GO-Biz) 07/06/2016 \$40,000
Capital Infusion Program (CIP) Grant (District)

Sub-award to RSCCD's Orange County Small Business Development Center (SBDC) from the OC/Inland Empire SBDC Lead Center, hosted by California State University Fullerton (CSUF), the primary grantee of the Governor's Office of Business and Economic Development (GO-Biz) Capital Infusion Program (CIP) grant, to assist small businesses and entrepreneurs obtain access to capital and to provide funding for one-on-one business consulting services. (16/17). *The match required is 1:1 at \$40,000 that consists of SBDC's SBA/CSUF federally funded business experts at \$24,000 and other program costs at \$16,000.*

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: \$64,643	Board Date: August 15, 2016
Item Prepared by: Maria N. Gil, Resource Development Coordinator	
Item Submitted by: Enrique Perez, J.D., Interim 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: 8/2/2016

P1 Adjustment (March) (\$1,994)

PRIME SPONSOR: California Community Colleges Chancellor's Office

P1 Adjustment (April) (\$3,518)

FISCAL AGENT: Rancho Santiago CCD

P2 Adjustment (June) (\$12,899)

PRIME AWARD #: N/A

Revised Amount \$201,742

CFDA #: 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		70,747		57,848	12,899	
12-2034-499900-15051-5999	Special Project Holding Acct : Academic Affairs Off	70,747		57,848			12,899
	Total 2034 - BSI 16-Prog/Curr Plan & Dev	70,747	70,747	57,848	57,848	12,899	12,899
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		50,732		50,732	0	
12-2039-499900-15051-5999	Special Project Holding Acct : Academic Affairs Off	50,732		50,732			0
	Total 2039 - BSI 16-Staff Development	50,732	50,732	50,732	50,732	0	0
	Total - Basic Skills Initiative-15/16 (SAC - credit)	214,641	214,641	201,742	201,742	12,899	12,899

7.1 (3)

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

Revised Date: 8/2/2016

Adv. Apportionment \$330,229

P1 Adjustment (March) (\$2,991)

RIME SPONSOR: California Community Colleges Chancellor's Office

P1 Adjustment (April) (\$5,276)

FISCAL AGENT: Rancho Santiago CCD

P2 Adjustment (June) (\$19,348)

PRIME AWARD #: N/A

Revised Amount \$302,614

CFDA #: 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		4,224		4,224	0	
12-2035-499900-18200-5999	Special Project Holding Acct : SAC Continuing Ed-In	4,224		4,224			0
	Total 2035 - BSI 16-Student Assessment	4,224	4,224	4,224	4,224	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		115,095	19,348	
12-2038-499900-18200-5999	Special Project Holding Acct : SAC Continuing Ed-In	134,443		115,095			19,348
	Total 2038 - BSI 16-Coordination/Research	134,443	134,443	115,095	115,095	19,348	19,348
12-2039-000000-10000-8629	Other Gen Categorical Apport : Santa Ana College		21,464		21,464	0	
12-2039-499900-18200-5999	Special Project Holding Acct : SAC Continuing Ed-In	21,464		21,464			0
	Total 2039 - BSI 16-Staff Development	21,464	21,464	21,464	21,464	0	0
	Total - Basic Skills Initiative-15/16 (SAC - non-credit)	321,962	321,962	302,614	302,614	19,348	19,348

7.1 (4)

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. Marilyn Flores

CONTRACT INCOME:

PRJ. DIR. Marilyn Flores

Adv. Apportionment \$177,839

Revised Date: 8/2/2016

P1 Adjustment (March) (\$1,713)

PRIME SPONSOR: California Community Colleges Chancellor's Office

P1 Adjustment (April) (\$2,840)

FISCAL AGENT: Rancho Santiago CCD

P2 Augmentation (June) \$25,136

PRIME AWARD #: N/A

Revised Amount \$198,422

CFDA #: 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		97,375		25,136
12-2037-499900-25051-5999	Special Project Holding Acct : Academic Affairs Off	72,239		97,375		25,136	
	Total 2037 - BSI 16-Suppl Instr & Tutoring	72,239	72,239	97,375	97,375	25,136	25,136
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		13,842		13,842		0
12-2039-499900-25051-5999	Special Project Holding Acct : Academic Affairs Off	13,842		13,842		0	
	Total 2039 - BSI 16-Staff Development	13,842	13,842	13,842	13,842	0	0
	Total - Basic Skills Initiative-15/16 (SCC)	173,286	173,286	198,422	198,422	25,136	25,136

7.1 (5)

SPECIAL PROJECT DETAILED BUDGET #1287
NAME: Early Head Start Operating Yr. 2 of 5 (District)
FISCAL YEAR: 2016/2017 (Carryover)

CONTRACT PERIOD: 01/01/2016 - 12/31/2016
CONTRACT INCOME: \$1,764,088
FY 15/16 Expenses: (\$848,260)
FY 15/16 Balance: \$915,828
FY 16/17 Augmentation: \$31,754
FY 16/17 Carryover: \$947,582

PROJ. ADM. Enrique Perez
PROJ. DIR. Janneth Linnell
Date: 8/2/2016
Prime Sponsor: U.S. Dept. of HHS/Administration for Children & Families
Fiscal Agent: Rancho Santiago CCD
Prime Award No.: 09CH9178
CFDA No. 93.600

GL Account String	Description	Existing Budget		Revised Budget		Budget Change (+/-)	
		Debit	Credit	Debit	Credit	Debit	Credit
33_1287_000000_50000_8199	Other Federal Revenues : District Operations		1,764,088		947,582	816,506	
33_1287_672000_50000_5865	Indirect Costs : District Operations (4%) - exclude equipment	62,832		36,223			26,609
33_1287_692000_53320_1270	Child Development Teachers : Valley CDC Marybel Arreguin-Lopez, MT VHS @ 50% (BA-5) +stipend Consuelo Ortiz, MT VHS (MA-2) @ 50%	0		22,749		22,749	
33_1287_692000_53320_1470	Part-Time Child Dev Teachers : Valley CDC	0		1,941		1,941	
33_1287_692000_53320_1471	Sub Child Dev Teachr-Shortterm : Valley CDC	0		1,645		1,645	
33_1287_692000_53320_3115	STRS - Non-Instructional : Valley CDC	0		3,313		3,313	
33_1287_692000_53320_3325	Medicare - Non-Instructional : Valley CDC	0		405		405	
33_1287_692000_53320_3415	H & W - Non-Instructional : Valley CDC	0		3,612		3,612	
33_1287_692000_53320_3435	H & W - Retiree Fund Non-Inst : Valley CDC	0		279		279	
33_1287_692000_53320_3515	SUI - Non-Instructional : Valley CDC	0		14		14	
33_1287_692000_53320_3615	WCI - Non-Instructional : Valley CDC	0		629		629	
33_1287_692000_53320_3915	Other Benefits - Non-Instruct : Valley CDC	0		1,600		1,600	
33_1287_692000_53328_1210	Academic Management : EHS Santa Ana College Jerelyn Cowan, Director II, SAC CDC (30%)	22,166		10,814			11,352
33_1287_692000_53328_1270	Child Development Teachers : EHS Santa Ana Co Luz Cordoba, CDMT (BA-7) @ 25% Alisa Daniels, CDMT (BA-7) @ 25% Juana Escalera, CDMT (BA-4) @ 25% Imelda Iniguez, CDMT (AA-7) @ 25% Paz Jorquera, CDMT (AA-6) @ 25% Jacqueline Karter, CDMT (BA-12) @ 25% Keo Salinas, CDMT (MA-7) @ 25% + Asst.Dir. Stipend Daisy Castaneda, CDMT (BA-9) @ 25% (eff.7/1) (Sandra Shinn, resigned eff. 4/15/16)	88,813		44,990			43,823

7.1 (6)

SPECIAL PROJECT DETAILED BUDGET #1287
NAME: Early Head Start Operating Yr. 2 of 5 (District)
FISCAL YEAR: 2016/2017 (Carryover)

CONTRACT PERIOD: 01/01/2016 - 12/31/2016
CONTRACT INCOME: \$1,764,088
FY 15/16 Expenses: (\$848,260)
FY 15/16 Balance: \$915,828
FY 16/17 Augmentation: \$31,754
FY 16/17 Carryover: \$947,582

PROJ. ADM. Enrique Perez
PROJ. DIR. Janneth Linnell
Date: 8/2/2016
Prime Sponsor: U.S. Dept. of HHS/Administration for Children & Families
Fiscal Agent: Rancho Santiago CCD
Prime Award No.: 09CH9178
CFDA No. 93.600

GL Account String	Description	Existing Budget		Revised Budget		Budget Change (+/-)	
		Debit	Credit	Debit	Credit	Debit	Credit
33_1287_692000_53328_1471	Sub Child Dev Teachr-Shortterm : EHS Santa An Substitutes @ \$17.50/hr. Jessica Gonzalez; Briseyda Witron	2,000		14,700		12,700	
33_1287_692000_53328_2130	Classified Employees : EHS Santa Ana College Isabel Mata, Administrative Clerk @ 50% (10-6 +2.5%Bil)	27,692		13,849			13,843
33_1287_692000_53328_2320	Classified Employees - Hourly : EHS Santa Ana Fausta Medina, Nutrition Specialist, \$17.20/hr.	72,542		1,376			71,166
33_1287_692000_53328_2340	Student Assistants - Hourly : EHS Santa Ana Assistants x \$10/hrs.	22,356		25,928		3,572	
33_1287_692000_53328_2345	Professional Experts : EHS Santa Ana College Interns x \$10.25/hr. - \$11.25/hr.	0		87,900		87,900	
33_1287_692000_53328_3115	STRS - Non-Instructional : EHS Santa Ana Coll	11,908		8,869			3,039
33_1287_692000_53328_3215	PERS - Non-Instructional : EHS Santa Ana Coll	11,875		8,218			3,657
33_1287_692000_53328_3315	OASDHI - Non-Instructional : EHS Santa Ana Co	6,256		3,692			2,564
33_1287_692000_53328_3325	Medicare - Non-Instructional : EHS Santa Ana	1,785		2,576		791	
33_1287_692000_53328_3335	PARS - Non-Instructional : EHS Santa Ana Coll	0		571		571	
33_1287_692000_53328_3415	H & W - Non-Instructional : EHS Santa Ana Col	48,320		21,193			27,127
33_1287_692000_53328_3435	H & W - Retiree Fund Non-Inst : EHS Santa Ana	2,406		2,036			370
33_1287_692000_53328_3515	SUI - Non-Instructional : EHS Santa Ana Colle	109		89			20
33_1287_692000_53328_3615	WCI - Non-Instructional : EHS Santa Ana Colle	5,775		4,581			1,194
33_1287_692000_53328_3915	Other Benefits - Non-Instruct : EHS Santa Ana	7,076		4,036			3,040
33_1287_692000_53328_4310	Instructional Supplies : EHS Santa Ana Colleg	4,000		3,018			982
33_1287_692000_53328_4610	Non-Instructional Supplies : EHS Santa Ana Co	10,200		8,769			1,431
33_1287_692000_53328_4710	Food and Food Service Supplies : EHS Santa An	2,500		0			2,500
33_1287_675000_53329_5210	Conference Expenses : EHS Administration	0		4,292		4,292	
33_1287_675000_53329_5215	Online Training Courses : EHS Administration	225		0			225

7.1 (7)

SPECIAL PROJECT DETAILED BUDGET #1287
NAME: Early Head Start Operating Yr. 2 of 5 (District)
FISCAL YEAR: 2016/2017 (Carryover)

CONTRACT PERIOD: 01/01/2016 - 12/31/2016
CONTRACT INCOME: \$1,764,088
FY 15/16 Expenses: (\$848,260)
FY 15/16 Balance: \$915,828
FY 16/17 Augmentation: \$31,754
FY 16/17 Carryover: \$947,582

PROJ. ADM. Enrique Perez
PROJ. DIR. Janneth Linnell
Date: 8/2/2016
Prime Sponsor: U.S. Dept. of HHS/Administration for Children & Families
Fiscal Agent: Rancho Santiago CCD
Prime Award No.: 09CH9178
CFDA No. 93.600

GL Account String	Description	Existing Budget		Revised Budget		Budget Change (+/-)	
		Debit	Credit	Debit	Credit	Debit	Credit
33_1287_692000_53329_1210	Academic Management : EHS Administration Janneth Linnell, Executive Director CDS (E-5, 30%) My Le Pham, Director II EHS (J-3, 100%) J. Pruznick, Assoc. Director II Ed/Disabilities (O-4, 100%) C. Van, Assoc. Director II Parent Sv/ERSEA (O-6, 100%)	247,557		126,809			120,748
33_1287_692000_53329_1270	Child Development Teachers : EHS Administrati (7) Homebase Parent Educators each at 100%: Catherine Candela, EHS MT (BA-5) Isela Cervantes, EHS MT (BA-5) Julisa Covarrubias, EHS MT (BA-1) (eff.7/5) Ana Maria Fregoso, EHS MT (AA-12) Laura Montalbetti de Perez, EHS MT (BA-1) (eff. 7/1) Sandra Santamaria, EHS MT (AA-5) TBD, EHS MT (BA-1) (Vacancy)	345,785		137,517			208,268
33_1287_692000_53329_2130	Classified Employees : EHS Administration Cherie Ericson, Accountant (13-6, 50%) +5%L+ 4PG Jessica Avalos, Adm. Clerk (10-4, 100%) +2.5%Bil +3 PG C. Saldana, Admin. Cler (10-2, 100%) +2.5%Bil (eff. 6/27) A. Ramirez, Admin. Clerk (10-2, 100%) +2.5%Bil (eff. 7/1)	201,060		88,393			112,667
33_1287_692000_53329_2320	Classified Employees - Hourly : EHS Administr Juana Palomino, Senior Clerk, resigned eff. 3/4/16	6,781		0			6,781
33_1287_692000_53329_3115	STRS - Non-Instructional : EHS Administration	63,880		33,252			30,628
33_1287_692000_53329_3215	PERS - Non-Instructional : EHS Administration	26,469		12,276			14,193
33_1287_692000_53329_3315	OASDHI - Non-Instructional : EHS Administrati	14,187		5,643			8,544
33_1287_692000_53329_3325	Medicare - Non-Instructional : EHS Administra	12,440		5,360			7,080
33_1287_692000_53329_3415	H & W - Non-Instructional : EHS Administratio	246,309		100,055			146,254
33_1287_692000_53329_3435	H & W - Retiree Fund Non-Inst : EHS Administr	8,579		3,697			4,882
33_1287_692000_53329_3515	SUI - Non-Instructional : EHS Administration	430		185			245

Carryover Budget +Augmentation (Amendment 2)

Board Approval Date: August 15, 2016

Prepared by: Maria Gil

Accountant: Melissa Tran

7.1 (8)

SPECIAL PROJECT DETAILED BUDGET #1287
NAME: Early Head Start Operating Yr. 2 of 5 (District)
FISCAL YEAR: 2016/2017 (Carryover)

CONTRACT PERIOD: 01/01/2016 - 12/31/2016
CONTRACT INCOME: \$1,764,088
FY 15/16 Expenses: (\$848,260)
FY 15/16 Balance: \$915,828
FY 16/17 Augmentation: \$31,754
FY 16/17 Carryover: \$947,582

PROJ. ADM. Enrique Perez
PROJ. DIR. Janneth Linnell
Date: 8/2/2016
Prime Sponsor: U.S. Dept. of HHS/Administration for Children & Families
Fiscal Agent: Rancho Santiago CCD
Prime Award No.: 09CH9178
CFDA No. 93.600

7.1 (9)

GL Account String	Description	Existing Budget		Revised Budget		Budget Change (+/-)	
		Debit	Credit	Debit	Credit	Debit	Credit
33_1287_692000_53329_3615	WCI - Non-Instructional : EHS Administration	20,589		8,318			12,271
33_1287_692000_53329_3915	Other Benefits - Non-Instruct : EHS Administr	39,130		16,953			22,177
33_1287_692000_53329_4310	Instructional Supplies : EHS Administration	4,695		2,904			1,791
33_1287_692000_53329_4610	Non-Instructional Supplies : EHS Administrati	12,338		2,212			10,126
33_1287_692000_53329_4710	Food and Food Service Supplies : EHS Administ	7,000		3,639			3,361
33_1287_692000_53329_5100	Contracted Services : EHS Administration <u>Current POs open and balances:</u> Sharon Rodriguez PO#38708 \$2,000 Gayle McLean, PO#38797 \$3,487 Jennifer Walsvick, PO#39002 \$7,675 Public Health Foundation, PO#39003 \$16,402.04 Karen Goran, PO#39081 \$5,570 Maryam Kavenzadeh, PO#40606 \$180	58,800		40,315			18,485
33_1287_692000_53329_5220	Mileage/Parking Expenses : EHS Administration	12,500		4,658			7,842
33_1287_692000_53329_5300	Inst Dues & Memberships : EHS Administration	3,400		3,400			0
33_1287_692000_53329_5610	Lease Agreement - Equipment : EHS Administrat	1,250		346			904
33_1287_692000_53329_5845	Excess/Copies Useage : EHS Administration	750		400			350
33_1287_692000_53329_5850	Fingerprinting : EHS Administration	1,000		1,000			0
33_1287_692000_53329_5940	Reproduction/Printing Expenses : EHS Administ	323		323			0
33_1287_692000_53329_5950	Software License and Fees : EHS Administratio	3,000		236			2,764
33_1287_692000_53329_6253	Bldg Impr - Contractor Svcs : EHS Administrat	5,000		0			5,000
33_1287_692000_53329_6409	Equip-All Other >\$200 < \$1,000 : EHS Administ	5,000		3,209			1,791
33_1287_692000_53329_6412	Equip-Fed Prgm >\$1,000< \$5,000 : EHS Administ	5,000		2,575			2,425
	Total 1287 - EHS CY 2016 Opearting (COB)	1,764,088	1,764,088	947,582	947,582	962,519	962,519

The match is 20% of the total cost of the project that includes the EHS award (federal share) and the non-federal share. The match (non-federal) required for the supplemental amount of \$31,754 is \$7,939 that consists of state-funded Child Development Center staff at \$4,127 and unclaimed indirect at \$3,812 (rate at 11%).

SPECIAL PROJECT DETAILED BUDGET #2216

NAME: Governor's Office of Business & Economic Development (GO-Biz) Capital Infusion Program (CIP) Grant - Orange County SBDC (District)
FISCAL YEAR 2016/2017

Contract Period: 07/01/2016 - 6/30/2017

Contract Amount: \$40,000

Prime Sponsor: State of California - Office of Small Business Advocate (OSBA)

Fiscal Agent: CSU Fullerton Auxiliary Services Corporation

Prime Award #: TBD

Sub-Award #: TBD

CFDA #: N/A

PROJ ADM: Enrique Perez

PROJ DIR: Leila Mozaffari

Date: 7/28/2016

GL Account String	Description	Existing Budget		Revised Budget		Budget Change (+/-)	
		Debit	Credit	Debit	Credit	Debit	Credit
12_2216_000000_50000_8659	Other Reimb Categorical Allow : District Oper		45,000		40,000	5,000	
12_2216_684000_53410_2320	Classified Employees - Hourly : Small Business Business Experts @ \$45/hr. x 712.05 hrs.	36,601		32,042			4,559
12_2216_684000_53410_3215	PERS - Non-Instructional : Small Business Dev	4,337		4,450		113	
12_2216_684000_53410_3315	OASDHI - Non-Instructional : Small Business D	2,269		1,987			282
12_2216_684000_53410_3325	Medicare - Non-Instructional : Small Business	531		464			67
12_2216_684000_53410_3435	H & W - Retiree Fund Non-Inst : Small Busines	366		320			46
12_2216_684000_53410_3515	SUI - Non-Instructional : Small Business Dev	18		16			2
12_2216_684000_53410_3615	WCI - Non-Instructional : Small Business Dev	878		721			157
	Total 2216 FY 16/17 GO-Biz CIP	45,000	45,000	40,000	40,000	5,113	5,113

The match required is 1:1 at \$40,000 that consists of SBDC's SBA/CSUF federally funded project staff at \$24,000 and other program costs at \$16,000.

12-1322-684000-53410-2320	Classified Employees - Hourly : Small Business Business Experts @ \$45/hr. x 427.25 hrs.	19,226.25
12-1322-684000-53410-3xxx	Benefit rate at 24.838%	4,773.42
12-1322-684000-53410-5xxx	Program Marketing: advertising, marketing, publication and community outreach	8,000.00
	Client Trainings - workshops for small business clients	4,000.00
	Administration - cost of training business counselors	4,000.00
	Total Match (12-1322) SBA/CSUF SBDC	40,000

7.1 (10)

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Educational Services

To:	Board of Trustees	Date: August 15, 2016
Re:	Approval of Sub-Agreements between RSCCD and Contra Costa, Kern, Los Rios, Marin, Riverside, State Center, West Hills, and West Valley Mission Community College Districts for the CTE Data Unlocked grant	
Action:	Request for Approval	

BACKGROUND

Rancho Santiago Community College District was selected to serve as the Fiscal Agent for the California Community College Chancellor's Office's CTE Data Unlocked Initiative to support CTE program development and improvement efforts by providing a suite of tools, training, technical assistance and outcome and labor market data for the California community colleges. As the Fiscal Agent, RSCCD will develop sub-agreements with CTE Data Unlocked Initiative implementation partners.

ANALYSIS

As part of the CTE Data Unlocked Initiative the Chancellor's Office established \$50,000 grants available to the community colleges to implement projects to increase their capacity to improve data management and use on their campuses. The colleges below have submitted project applications and have been approved to receive an award.

Agreement No	Organization	Legal Name	Amount
DO-17-2220-93	Sacramento City College	Los Rios Community College District	\$50,000
DO-17-2220-94	West Valley College	West Valley Mission Community College District	\$50,000
DO-17-2220-95	College of Marin	Marin Community College District	\$50,000
DO-17-2220-96	Los Medanos College	Contra Costa Community College District	\$50,000
DO-17-2220-97	West Hills College, Lemoore	West Hills Community College District	\$50,000
DO-17-2220-99	Fresno City College	State Center Community College District	\$50,000
DO-17-2220-100	Moreno Valley College	Riverside Community College District	\$50,000
DO-17-2220-101	Porterville College	Kern Community College District	\$50,000

Project Director: Sarah Santoyo **Project Administrator:** Enrique Perez

RECOMMENDATION

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

Fiscal Impact: \$400,000 (grant-funded)	Board Date: August 15, 2016
Prepared by: Sarah Santoyo, Director of Grants	
Submitted by: Enrique Perez, J.D., Interim Vice Chancellor of Educational Services	
Recommended by: Raúl Rodríguez, Ph.D., Chancellor	

**GRANT SUB-AGREEMENT BETWEEN
RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
AND
SUBCONTRACTOR/LEGAL ENTITY NAME**

This grant sub-agreement (hereinafter “Agreement”) is entered into on this 15th day of August, 2016, between Rancho Santiago Community College District (hereinafter “RSCCD”) and LEGAL ENTITY (hereinafter “SUBCONTRACTOR”), on behalf of the NAME OF COLLEGE. RSCCD and SUBCONTRACTOR may be referred to individually as a “Party” and collectively as the “Parties” in this Agreement.

WHEREAS, RSCCD was selected to serve as the Fiscal Agent for the “CTE Data Unlocked Initiative,” Prime Award #15-197-001 (hereinafter “Grant”), from the California Community Colleges Chancellor’s Office (hereinafter “PRIME SPONSOR”), Workforce and Economic Development Division, to support CTE program development and improvement efforts by providing a suite of tools, training, technical assistance and outcome and labor market data for the California community colleges.

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 the Grant according to the terms and conditions hereinafter set forth.

NOW, THEREFORE, the Parties hereby agree as follows:

ARTICLE I

1. **Statement of Work**

SUBCONTRACTOR agrees to perform the work as described in the Scope of Work (*Exhibit A*), which by reference is incorporated into this Agreement. SUBCONTRACTOR agrees to comply with all provisions, to perform all work 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 August 1, 2016 through October 31, 2017.

3. **Total Cost**

The total cost to RSCCD for performance of this Agreement shall not exceed \$50,000.00 USD.

4. Budget

SUBCONTRACTOR agrees that expenditure of funds under this Agreement will be in accordance with the Scope of Work (*Exhibit A*) submitted by the SUBCONTRACTOR and approved by the PRIME SPONSOR and/or RSCCD, as appropriate, which by reference is incorporated into this Agreement. Modifications to the budget are allowed without prior approval, as long as budget categories are not added or deleted, the total dollar amount is not affected, and the outcomes of the Agreement will not be materially affected.

5. Payment

A one-time payment of the total cost will be issued to SUBCONTRACTOR upon RSCCD's receipt of the fully executed Agreement and an invoice for payment indicating that the required training has been completed. Payment to the SUBCONTRACTOR will not exceed the amount listed above under Article I.3. Total Costs.

6. Invoices

One invoice is to be submitted for payment for the total costs of the agreement that includes a statement indicating the date(s) the training was completed. Invoices must include the Agreement number (refer to footer), and should be submitted to the following address:

Rancho Santiago Community College District
ATTN: Sarah Santoyo, Director of Grants
2323 North Broadway, Suite 350
Santa Ana, CA 92706
Santoyo_Sarah@rsccd.edu

7. Reporting

Through this Agreement, SUBCONTRACTOR agrees to provide data and submit reports, if requested and required by the PRIME SPONSOR. SUBCONTRACTOR will provide this information to RSCCD in a timely manner.

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 funds received and for any misappropriation or dis-allowment of Grant funds.

9. Independent Contractor

SUBCONTRACTOR agrees that the service provided hereunder are 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.

10. Subcontract Assignment

No subcontract or assignment shall terminate or alter the legal obligation of SUBCONTRACTOR pursuant to this Agreement. SUBCONTRACTOR shall ensure that all subcontracts for services and contracted staff are procured in a manner consistent with state guidelines. Upon request, SUBCONTRACTOR shall submit to RSCCD copies of all subcontracts for services and contracted staff, and other agreements, as well as documentation

indicating the approving authority's approval that relate to this Agreement.

11. 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.

12. 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 the performance of this Agreement.

13. 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.

14. 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 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.

15. 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.

16. Notices

All notices, reports and correspondence between the Parties hereto respecting this Agreement shall be via email or deposited in the United States Mail addressed as follows:

RSCCD:

Primary Contact:

Rancho Santiago Community College District
Sarah Santoyo, Director of Grants
2323 N. Broadway, Suite 350
Santa Ana, CA 92706
(714) 480-7466; santoyo_sarah@rsccd.edu

Fiscal Representative:

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

SUBCONTRACTOR:

Primary Contact:

Name, Title
Address
City, State Zip
Phone, Email

17. 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.

18. 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 Agreement, RFA Specifications and the Grant Agreement Legal Terms and Conditions (Articles I, Rev. 01/16 and Article II, Rev. 05/14), 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. SUBCONTRACTOR agrees to expend all funds in accordance with all applicable federal, state and local laws and regulations.

2. Assurances

By signing this Agreement the Parties certify that they comply with the Legal Terms and Conditions described in Article II (Rev. 5/14) regarding Standards of Conduct, Workers' Compensation Insurance, Participation in Grant-Funded Activities, the Nondiscrimination Clause, Accessibility for Persons with Disabilities, and Drug-Free Workplace Certification.

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: Name

By: _____
Name: Peter J. Hardash

Vice Chancellor
Title: Business Operations/Fiscal Services

Date: _____

By: _____
Name: _____

Title: _____
Date: _____

Board Approval Date: August 15, 2016

Employer/Taxpayer Identification Number (EIN)

List of Exhibits

Exhibit A: Scope of Work

Exhibit B: Articles I, Rev. 01/16 and Article II, Rev. 05/14

CTE Data Unlocked Funding & Technical Assistance Application

The Chancellor's Office is providing funding and technical assistance to strengthen colleges' abilities to find, understand, and use CTE data. While this is a noncompetitive application, resources must be utilized to integrate data into college processes and support evidence based decision making for CTE programs.

There are three sections of the application: Current Data Usage, Technical Assistance, and Funding. This document summarizes the questions that colleges will be asked to respond to as part of the application.

Current Data Usage

The first section will give the Chancellor's Office a better understanding of the types of data your college is currently accessing, to better tailor technical assistance.

- 1) Where does your college get information on CTE outcomes at other colleges or training providers? (Please check all that apply)
 - Conversations with colleagues
 - Advisory committees
 - Surveys
 - Statewide or national data systems (e.g., Datamart, LaunchBoard, IPEDS)
 - Data files shared by other colleges or training partners
 - Purchased through a service or vendor (e.g., National Student Clearinghouse)
 - No access to this information currently
 - I'm not sure

- 2) Where does your college get information on employment and earnings? (Please check all that apply)
 - Conversations with students
 - Advisory committees
 - Surveys (e.g., CTE Outcomes Survey, post-graduation surveys, employer surveys)
 - Statewide or national data systems (e.g., Salary Surfer, Wage Tracker, LaunchBoard, Perkins report)
 - Purchased through a service or vendor (e.g., custom file from EDD)
 - No access to this information currently
 - I'm not sure

- 3) Where does your college get information on labor market information like projected job openings and desired skills? (Please check all that apply)
 - Conversations with students and employers
 - Advisory committees
 - Surveys (e.g., employer surveys)
 - Statewide or national data systems (e.g., LMID, Bureau of Labor Statistics, O*NET)

EXHIBIT A

- Purchased through a service or vendor (e.g., EMSI, Burning Glass, Help Wanted Online)
- No access to this information currently
- I'm not sure

Technical Assistance

The Technical Assistance section will clarify the content, timing, and responsible party for support.

1) You will be asked to pick activities within **one** of the following categories:

Help with data clean up

- Technical support to examine TOP code and SAM code assignments
- Technical support on reporting locally-issued certificates
- Technical support on other missing data elements, such as flags for specific student characteristics (e.g., Perkins flags)
- Other (please specify)

Training on CTE data tools

- Overview training, where participants learn about CTE data tools and engage in hands-on exercises related to program review, accreditation, and planning
- Deep dive training into a scenario such as program review, planning, or accreditation, where participants do hands-on work to find data in statewide tools and apply it to local processes
- Training with a specific department or program, where participants examine outcomes in various statewide data tools
- Other (please specify)

Assistance with integrating data into college processes

- Pull and format data from statewide data tools to support program review, biannual CTE program evaluation, and accreditation
- Pull and format data from statewide data tools to support local and regional planning
- Develop a CTE profile for the college that documents the following information: participation levels, student characteristics, milestone attainment, success outcomes, and employment and earnings data, benchmarked against regional and statewide figures
- Other (please specify)

Locally-defined support

- You will be given up to 500 words to describe the support you would like to receive.

The college would like help in determining how best to use technical assistance

- You will be asked to provide the name, job title, and contact information for a person who can be contacted by a member of the CTE Data Unlocked team in mid-June to discuss how best to design a technical assistance solution that meets your college's needs.

EXHIBIT A

No technical assistance requested

- Colleges can elect not to receive technical assistance.
- 2) Colleges can pool technical assistance resources with other colleges to create larger, joint projects, so you will be given a place to indicate if you'd like to do a joint project.
 - 3) You will also be asked to list the name, job title, and contact information for the person who will be responsible for working with the technical assistance provider.
 - 4) You will be asked for the timeframe in which you would like to receive assistance.

Funding

The Funding section will clarify the content, timing, and responsible party for support.

- 1) You will be asked to pick activities within **one** of the following categories:

Help with data clean up

- Technical support to examine TOP code and SAM code assignments
- Technical support on reporting locally-issued certificates
- Technical support on other missing data elements, such as flags for specific student characteristics (e.g., Perkins flags)
- Other (please specify)

Assistance with integrating data into college processes

- Pay someone to revise policies, processes, procedures, and associated documents to incorporate CTE data into college processes
- Pay someone to provide additional training and facilitation on data integration
- Pay someone to pull and format data from statewide data tools to support program review, biannual CTE program evaluation, and accreditation
- Pay someone to pull and format data from CTE data tools to support program or sector planning
- Pay someone to pull and format data from statewide data tools to support college planning
- Pay someone to pull and format data from statewide data tools to support regional planning
- Other (please specify)

Creating communications materials based on data

- Pay someone to develop outreach materials based on data found in CTE data tools
- Pay someone to develop educational planning materials based on data found in CTE data tools
- Pay someone to create written profiles of programs with strong skills-builder outcomes
- Other (please specify)

EXHIBIT A

Support adoption of new data tools such as the LaunchBoard, CATEMA, and the CTE Outcomes Survey

- Support integration of the CATEMA system, such as faculty stipends to support the development of processes with K-12 partners and A&R offices to gather and process information on articulated courses and credit by exam
- Improve response rates for the CTE Outcomes Survey, such as purchasing services that can provide updated contact information for former students or providing faculty stipends to develop communications plans to clarify the importance of the survey to students
- Conduct training on the LaunchBoard
- Conduct training on the Student Success Scorecard
- Conduct training on Data Mart
- Conduct training on Salary Surfer and Wage Tracker
- Other (please specify)

Locally-defined support

- You will be given up to 500 words to describe how you intend to use the \$50,000.

The college would like help in determining how best to use the funding

- You will be asked to provide the name, job title, and contact information for a person who can be contacted by a member of the CTE Data Unlocked team in mid-June to discuss how to use the funds to meet your needs.
- 2) Colleges can pool funding with other colleges to create larger, joint projects, so you will be given a place to indicate if you'd like to do a joint project.
 - 3) You will also be asked to list the name, job title, and contact information for the person who will be responsible for implementing the work associated with the funding.
 - 4) You will be asked if you would like help identifying a consultant for the project you've identified.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Educational Services

To:	Board of Trustees	Date: August 15, 2016
Re:	Approval of Sub-Agreement between RSCCD and The RP Group, Inc. for the CTE Data Unlocked Grant	
Action:	Request for Approval	

BACKGROUND

Rancho Santiago Community College District was selected to serve as the Fiscal Agent for the California Community College Chancellor's Office's CTE Data Unlocked Initiative to support CTE program development and improvement efforts by providing a suite of tools, training, technical assistance and outcome and labor market data for the California community colleges. As the Fiscal Agent, RSCCD will develop sub-agreements with CTE Data Unlocked Initiative implementation partners.

ANALYSIS

The Chancellor's Office has selected The RP Group, Inc. as an implementation partner to contribute to development and refinement of LaunchBoard tools (such as Program SnapShot and Adult Education), to develop resource guides for the LaunchBoard tools, and to provide support for technical assistance, presentations and trainings for the CTE Data Unlocked Initiative. Agreement DO-17-2220-10 has been developed for The RP Group, Inc. to perform this work.

Project Director: Sarah Santoyo **Project Administrator:** Enrique Perez

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 related contractual agreements on behalf of the district.

Fiscal Impact: \$212,600.00 (grant-funded)	Board Date: August 15, 2016
Prepared by: Sarah Santoyo, Director of Grants	
Submitted by: Enrique Perez, J.D., Interim Vice Chancellor of Educational Services	
Recommended by: Raúl Rodríguez, Ph.D., Chancellor	

**GRANT SUB-AGREEMENT BETWEEN
RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
AND
THE RP GROUP, INC.**

This grant sub-agreement (hereinafter “Agreement”) is entered into on this 15th day of August, 2016, between Rancho Santiago Community College District (hereinafter “RSCCD”) and The RP Group, Inc. (hereinafter “SUBCONTRACTOR”). RSCCD and SUBCONTRACTOR may be referred to individually as a “Party” and collectively as the “Parties” in this Agreement.

WHEREAS, RSCCD was selected to serve as the Fiscal Agent for the “CTE Data Unlocked Initiative,” Prime Award #15-197-001 (hereinafter “Grant”), from the California Community Colleges Chancellor’s Office (hereinafter “PRIME SPONSOR”), Workforce and Economic Development Division, to support CTE program development and improvement efforts by providing a suite of tools, training, technical assistance and outcome and labor market data for the California community colleges.

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 the Grant according to the terms and conditions hereinafter set forth.

NOW, THEREFORE, the Parties hereby agree as follows:

ARTICLE I

1. Statement of Work

SUBCONTRACTOR agrees to perform the work as described in the Scope of Work (*Exhibit A*), which by reference is incorporated into this Agreement. SUBCONTRACTOR agrees to comply with all provisions, to perform all work 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, 2016 through June 30, 2017.

3. Total Cost

The total cost to RSCCD for performance of this Agreement shall not exceed \$212,600.00 USD.

4. Budget

SUBCONTRACTOR agrees that expenditure of funds under this Agreement will be in accordance with the Scope of Work (*Exhibit A*) submitted by the SUBCONTRACTOR and

approved by the PRIME SPONSOR and/or RSCCD, as appropriate, which by reference is incorporated into this Agreement. Modifications to the budget are allowed without prior approval, as long as budget categories are not added or deleted, the total dollar amount is not affected, and the outcomes of the Agreement will not be materially affected.

5. Payment

Payment will occur through four equal installments of \$53,150.00 according to the following schedule: September 2016, December 2016, April 2017 and July 2017. Payment is dependent upon RSCCD's receipt of the fully executed Agreement and submission of invoices for payment. Payment to the SUBCONTRACTOR will not exceed the amount listed above under Article I.3. "Total Costs".

6. Invoices

Detailed invoices must include the Agreement number (refer to footer), and should be submitted to the address listed below. Backup documentation may be requested if required by the PRIME SPONSOR or RSCCD:

Rancho Santiago Community College District
ATTN: Sarah Santoyo, Director of Grants
2323 North Broadway, Suite 350
Santa Ana, CA 92706
Santoyo_Sarah@rsccd.edu

7. Reporting

Through this Agreement, SUBCONTRACTOR agrees to provide data and submit reports, as requested and required by the PRIME SPONSOR. SUBCONTRACTOR will provide this information to RSCCD in a timely manner.

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 funds received and for any misappropriation or dis-allowment of Grant funds.

9. Modifications

Substantial changes to the program components and service levels detailed in the Scope of Work must be submitted for prior approval to the PRIME SPONSOR and/or RSCCD.

10. Time Extensions

SUBCONTRACTOR must spend all of the funds allocated through this Agreement within the timeframe of the Agreement.

11. Independent Contractor

SUBCONTRACTOR agrees that the service provided hereunder are 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.

12. 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 approval by the PRIME SPONSOR. No subcontract or assignment shall terminate or alter the legal obligation of SUBCONTRACTOR pursuant to this Agreement. SUBCONTRACTOR shall ensure that all subcontracts for services and contracted staff are procured in a manner consistent with state guidelines. 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.

13. 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.

14. 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 the performance of this Agreement.

15. 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.

16. 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 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.

17. 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.

18. Notices

All notices, reports and correspondence between the Parties hereto respecting this Agreement shall be via email or deposited in the United States Mail addressed as follows:

RSCCD: Primary Contact:
Rancho Santiago Community College District
Sarah Santoyo, Director of Grants
2323 N. Broadway, Suite 350
Santa Ana, CA 92706
(714) 480-7466; santoyo_sarah@rsccd.edu

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

SUBCONTRACTOR:

Primary Contact:

Alyssa Nguyen
Associate Director of Research and Evaluation
1102 Q Street, Suite 3500
Sacramento, CA 95815
(510) 527-8500 x. 263
anguyen@rpgroup.org

19. 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.

20. 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 Agreement, RFA Specifications and the Grant Agreement Legal Terms and Conditions (Articles I, Rev. 01/16 and Article II, Rev. 05/14), 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. SUBCONTRACTOR agrees to expend all funds in accordance with all applicable federal, state and local laws and regulations.

2. Assurances

By signing this Agreement the Parties certify that they comply with the Legal Terms and Conditions described in Article II (Rev. 5/14) regarding Standards of Conduct, Workers' Compensation Insurance, Participation in Grant-Funded Activities, the Nondiscrimination Clause, Accessibility for Persons with Disabilities, and Drug-Free Workplace Certification.

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: *The RP Group, Inc.*

By: _____
Name: Peter J. Hardash

Vice Chancellor
Title: Business Operations/Fiscal Services

Date: _____

By: _____
Name: Michael Howe

Title: Executive Director

Date: _____

Board Approval Date: August 15, 2016

94-3207140

Employer/Taxpayer Identification Number (EIN)

List of Exhibits

Exhibit A: Scope of Work

Exhibit B: Articles I, Rev. 01/16 and Article II, Rev. 05/14



LaunchBoard and CTE Data Unlocked Technical Assistance Scope of Work July 2016 – June 2017

Overview of the Project

The Research and Planning Group (The RP Group) for California Community Colleges is proposing to contract with Rancho Santiago CCD to continue the technical support and development assistance for the California Community Colleges Chancellor's Office career technical education data system called the LaunchBoard, as well as the statewide CTE Data Unlocked Initiative.

This document provides the proposed timeline, deliverables, and budget for the project.

Timeline and Deliverables

Work for the project will begin on July 1, 2016 and end on June 30, 2017. The following information is a list of the specific activities the RP Group will perform associated with the grant's objectives:

1. LaunchBoard
 - a. Provide advice and technical assistance support for the development and refinement of existing LaunchBoard tools such as Program Snapshot and future tools such as Adult Education
 - b. Attend meetings with Launchboard development team and community partners
 - c. Develop resources and guides related to the LaunchBoard tools
2. CTE Data Unlocked
 - a. Develop resource materials for CTE Data Unlocked
 - b. Travel to and participate in other trainings/presentations
 - c. Provide support for initiative planning
 - d. Provide support for the technical assistance funding application process
 - e. Attend CTE Data Unlocked executive team meetings
 - f. Attend meetings with CTE Data Unlocked partners

Budget

The table below outlines the proposed activities the RP Group will conduct to achieve the deliverables described above. The total amount for this work is a flat rate of \$212,600, which includes expenses. The RP Group will invoice Rancho Santiago CCD in four equal installments of \$53,150 in September 2016, December 2016, April 2017, and July 2017.

EXHIBIT A

Activity	Description	Estimated Hours	Cost (\$165/hr)
Meetings	Maintain regular communication with Chancellor's Office, WestEd, Cal-PASS Plus, and other partners as appropriate	200	\$33,000
Technical Support	Provide technical support and development assistance related to the LaunchBoard and CTE Data Unlocked efforts	600	\$99,000
Trainings and Presentations	Prepare and conduct trainings and presentations related to the LaunchBoard and CTE Data Unlocked Efforts	150	\$24,750
Project Management	Coordinating tasks to complete the project	240	\$39,600
Travel Time	Time traveling to and from in person meetings and trainings/presentations (\$82.5/hr)	100	\$8,250
Travel Expenses	Expenses related to attending meeting(s) and presentations		\$8,000
Total		1,290	\$212,600

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Educational Services

To:	Board of Trustees	Date: August 15, 2016
Re:	Approval of Sub-Agreement between RSCCD and Sonoma County Junior College District on behalf of Santa Rosa Junior College for the CTE Data Unlocked Grant	
Action:	Request for Approval	

BACKGROUND

Rancho Santiago Community College District was selected to serve as the Fiscal Agent for the California Community College Chancellor's Office's CTE Data Unlocked Initiative to support CTE program development and improvement efforts by providing a suite of tools, training, technical assistance and outcome and labor market data for the California community colleges. As the Fiscal Agent, RSCCD will develop sub-agreements with CTE Data Unlocked Initiative implementation partners.

ANALYSIS

The Chancellor's Office has selected Santa Rosa Junior College to conduct the CTE Outcomes Survey (CTEOS) for all community colleges and two continuing education centers in California. Results from the CTEOS provide important information on the effectiveness of CTE programs to prepare students to find and persist in employment in their fields of study, and earn higher-wages and access career opportunities. Agreement DO-17-2220-92 has been developed for Santa Rosa Junior College to perform this work.

Project Director: Sarah Santoyo **Project Administrator:** Enrique Perez

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 related contractual agreements on behalf of the district.

Fiscal Impact: \$1,790,201 (grant-funded)	Board Date: August 15, 2016
Prepared by: Sarah Santoyo, Director of Grants	
Submitted by: Enrique Perez, J.D., Interim Vice Chancellor of Educational Services	
Recommended by: Raúl Rodríguez, Ph.D., Chancellor	

**GRANT SUB-AGREEMENT BETWEEN
RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
AND
SONOMA COUNTY JUNIOR COLLEGE DISTRICT**

This grant sub-agreement (hereinafter “Agreement”) is entered into on this 15th day of August, 2016, between Rancho Santiago Community College District (hereinafter “RSCCD”) and Sonoma County Junior College District (hereinafter “SUBCONTRACTOR”), on behalf of the Santa Rosa Junior College. RSCCD and SUBCONTRACTOR may be referred to individually as a “Party” and collectively as the “Parties” in this Agreement.

WHEREAS, RSCCD was selected to serve as the Fiscal Agent for the “CTE Data Unlocked Initiative,” Prime Award #15-197-001 (hereinafter “Grant”), from the California Community Colleges Chancellor’s Office (hereinafter “PRIME SPONSOR”), Workforce and Economic Development Division, to support CTE program development and improvement efforts by providing a suite of tools, training, technical assistance and outcome and labor market data for the California community colleges.

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 the Grant according to the terms and conditions hereinafter set forth.

NOW, THEREFORE, the Parties hereby agree as follows:

ARTICLE I

1. Statement of Work
SUBCONTRACTOR agrees to perform the work as described in the Scope of Work (*Exhibit A*), which by reference is incorporated into this Agreement. SUBCONTRACTOR agrees to comply with all provisions, to perform all work 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, 2016 through September 31, 2017.
3. Total Cost
The total cost to RSCCD for performance of this Agreement shall not exceed \$1,790,201.00 USD.
4. Budget
SUBCONTRACTOR agrees that expenditure of funds under this Agreement will be in accordance with the Scope of Work (*Exhibit A*) submitted by the SUBCONTRACTOR and approved by the PRIME SPONSOR and/or RSCCD, as appropriate, which by reference is

incorporated into this Agreement. Modifications to the budget are allowed without prior approval, as long as budget categories are not added or deleted, the total dollar amount is not affected, and the outcomes of the Agreement will not be materially affected.

5. Payment

RSCCD shall reimburse SUBCONTRACTOR on a quarterly basis for the cost of the work performed through an invoicing process (see I.6 “Invoices”), up to but not exceeding the amount listed above under Article I.3. “Total Costs”. The quarterly schedule is as follows:

Quarter 1: July – September, 2016	Invoice Due: October 20, 2016
Quarter 2: October – December, 2016	Invoice Due: January 20, 2017
Quarter 3: January – March, 2017	Invoice Due: April 20, 2017
Quarter 4: April – June, 2017	Invoice Due: July 20, 2017
Quarter 5: July – September, 2017	Invoice Due: October 20, 2017

6. Invoices

Detailed invoices must include the Agreement number (refer to footer), and be submitted on a quarterly basis (see submission schedule listed under I.5 Payment). Back-up documentation for expenditures may be requested, if required to adhere to compliance terms and standards. Invoices should be submitted to the following:

Rancho Santiago Community College District
ATTN: Sarah Santoyo, Director of Grants
2323 North Broadway, Suite 350
Santa Ana, CA 92706
Santoyo_Sarah@rsccd.edu

7. Reporting

One final summary report for the work completed will be due at the end of the project, by October 20, 2017, and should be emailed to the contact listed in Article I.6 “Invoices”.

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 funds received and for any misappropriation or dis-allowment of Grant funds.

9. Modifications

Substantial changes to the program components and service levels detailed in the Scope of Work must be submitted for prior approval to the PRIME SPONSOR and/or RSCCD.

10. Time Extensions

SUBCONTRACTOR must spend all of the funds allocated through this Agreement within the timeframe of the Agreement.

11. Independent Contractor

SUBCONTRACTOR agrees that the service provided hereunder are 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.

12. 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 approval by the PRIME SPONSOR. No subcontract or assignment shall terminate or alter the legal obligation of SUBCONTRACTOR pursuant to this Agreement. SUBCONTRACTOR shall ensure that all subcontracts for services and contracted staff are procured in a manner consistent with state guidelines. 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.

13. 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.

14. 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 the performance of this Agreement.

15. 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.

16. 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 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.

17. 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.

18. Notices

All notices, reports and correspondence between the Parties hereto respecting this Agreement shall be via email or deposited in the United States Mail addressed as follows:

RSCCD: Primary Contact:
Rancho Santiago Community College District
Sarah Santoyo, Director of Grants
2323 N. Broadway, Suite 350
Santa Ana, CA 92706
(714) 480-7466; santoyo_sarah@rsccd.edu

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

SUBCONTRACTOR:

Primary Contact:

KC Greaney
Director of Institutional Research
Santa Rosa Junior College
1501 Mendocino Avenue
Santa Rosa, CA 95401-4395
kgreaney@santarosa.edu

19. 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.

20. 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 Agreement, RFA Specifications and the Grant Agreement Legal Terms and Conditions (Articles I, Rev. 01/16 and Article II, Rev. 05/14), 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. SUBCONTRACTOR agrees to expend all funds in accordance with all applicable federal, state and local laws and regulations.

2. Assurances

By signing this Agreement the Parties certify that they comply with the Legal Terms and Conditions described in Article II (Rev. 5/14) regarding Standards of Conduct, Workers' Compensation Insurance, Participation in Grant-Funded Activities, the Nondiscrimination Clause, Accessibility for Persons with Disabilities, and Drug-Free Workplace Certification.

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: *Sonoma County
Junior College District*

By: _____
Name: Peter J. Hardash

Vice Chancellor
Title: Business Operations/Fiscal Services

Date: _____

By: _____
Name: Douglas Roberts

Senior Vice President, Finance &
Title: Administrative Services

Date: _____

Board Approval Date: August 15, 2016

94-6033759

Employer/Taxpayer Identification Number (EIN)

List of Exhibits

Exhibit A: Scope of Work and Budget

Exhibit B: Articles I, Rev. 01/16 and Article II, Rev. 05/14

Scope of Work: California Community College CTE Outcomes Survey 2016-2017

(Outlining work to be completed by the Sonoma County Junior College District (herein “the SCJCD”) doing business as “Santa Rosa Junior College”)

I. Summary

The SCJCD will survey approximately 175,000 former California Community College CTE students 1.5-2 years after they stopped enrolling to assess their employment outcomes and to gather other relevant information. The survey shall be administered via e-mail, US mail, and telephone to ensure a higher response rate. Individual reports shall be provided to all participating colleges, and the complete data file shall be provided to the Chancellor’s Office for inclusion in the “CTE Data Unlocked” online tool.

II. Survey Administration

The Office of Institutional Research (OIR) at the SCJCD shall administer the survey on behalf of all California Community Colleges.

The Chief Instructional Officer at each college will identify the primary college contact for the survey, and identify the college or district employee who shall be tasked with providing student contact information to the SCJCD by September 30, 2016. The California Community Colleges Chief Instructional Officers (CCCCIO) association shall assist with the initial communication.

The SCJCD will contract with a mailing house and with a phone center to conduct the US mail and telephone surveys, with oversight from the SCJCD.

III. Cohort for Survey

The Chancellor’s Office Management and Information Unit (COMIS) shall provide to the SCJCD, in a secure manner, a data file containing MIS data elements (list will be attached as an appendix) for all California Community College students who meet the criteria. This data shall be provided to the SCJCD by November 30, 2016.

For the 2016-2017 survey, the cohort of students will include those who in the 2014-2015 academic year:

1. Completers: received a vocational/CTE award that is Chancellor’s Office approved and enroll in 0-5 units each semester the next year (not enrolled or minimally enrolled).
2. Terminal Certificates: received a vocational/CTE award of at least 6 units that is not Chancellor’s Office approved (such as certificates requiring fewer than 12 units) and are not enrolled the following year.
3. Skills Builders: completed 9 units that are SAM coded A-D, with at least one course SAM coded A-C (within the prior 3 years), have not received a vocational/CTE award of 6 or more units, and are not enrolled the following year.

IV. Student Contact Information

In order that the former students may be surveyed, each college/district shall provide contact information, to the extent available to the college/district, to the SCJCD for the students identified by COMIS for inclusion in the survey (cohort parameters are listed above). Student contact information provided by the college/district to the SCJCD shall include:

- Full first name
- Full last name
- Address
- City
- State
- ZIP
- e-mail 1
- e-mail 2
- phone 1
- phone 2

V. Responsibilities of the SCJCD

1. The SCJCD will collaborate with CCCCIO to identify the primary contact at each college, and to identify the college/district employee who shall provide cohort student contact information to the SCJCD.
2. The SCJCD will coordinate with COMIS to conduct the data extraction according to cohort parameters (listed above).
3. The SCJCD will provide the identified college contacts with a list of unique student identification numbers (COMIS data element SB00) reflective of the survey cohort, which the college/district will use to provide the student contact information listed above. In addition, colleges will be asked to provide high and low resolution versions of the college logo to brand the survey for their students.
4. Upon receipt of the student contact information, the SCJCD will conduct the e-mail survey to all students, including a minimum of one reminder.
5. The SCJCD will contract with a mailing center and a call center to administer the US mail and telephone surveys.
6. The SCJCD will provide each college with an individualized report regarding student responses.
7. The SCJCD will provide each college with the data set for its students.
8. The SCJCD will provide an aggregated statewide report for all students in the survey.
9. The SCJCD will provide the Chancellor's Office with a complete statewide data set for inclusion in the online CTE Data Unlocked tool.

EXHIBIT A

VI. Timeline

This survey project will span the 2016-2017 academic year and will conclude by September 30, 2017.

- By August 1st 2016, the CCCCIO will forward an informational e-mail message to its members, asking each CIO to identify a primary contact at the college, and to name the college/district employee who shall be tasked with providing student contact information to the SCJCD,
- By September 30th 2016, colleges will provide contact information to the SCJCD.
- By November 30th 2016, COMIS will provide a data file of MIS data elements for students identified for inclusion in the survey.
- By December 15th 2016, the SCJCD will provide the list of unique student identification numbers (COMIS data element SB00) to the appointed employee at each college/district to extract student contact information
- By January 15th, each college/district will provide student contact information to the SCJCD and low and high resolution logos
- By the end of February 2017, SCJCD will administer the surveys electronically
- By the end of April 2017, the survey will be administered by US mail
- By the end of July 2017, the survey will be administered by telephone
- By the end of August 2017, the SCJCD will provide individual college reports and an aggregated statewide report.
- By the middle of September 2017, the SCJCD will provide colleges with individual detailed data sets, and will provide a complete statewide data file to the Chancellor's Office for inclusion in the online CTE Data Unlocked tool.

EXHIBIT A

Budget: California Community College CTE Outcomes Survey 2016-2017

Cohort Size: Based on COMIS figures for 2015-2016, we estimate the cohort size to be 175,000 in 2016-2017

Cost Assumptions:

\$500 per college base cost for survey administration

\$0.50 per e-mail survey

\$1.50 per US mail survey (including postage costs)

\$6.00 per phone survey

12% overhead

Response Rate Assumption: 9% per modality for total of 27%

56,500	Base survey administration/coordination with colleges
87,500	e-mail survey costs
238,875	US mail survey costs
869,505	Phone survey costs
148,753	Research Staff (including benefits), 1.0 FTE Research Analyst, .50 FTE Research Technician, .25 FTE Administrative Assistant
50,561	Project Director (including benefits), .35 FTE Director of Institutional Research
35,000	Short Term Non Continuing staff
10,100	Software (Survey and data analysis software tools)
9,500	Hardware (OMR scanners, computers)
2,100	Office supplies
13,000	Travel (trainings, survey promotion, conferences)
32,000	External Survey Validation study
45,000	Purchase updated addresses/contact information from credit agency
191,807	12% overhead
1,790,201	TOTAL

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Educational Services

To:	Board of Trustees	Date: August 15, 2016
Re:	Approval of Sub-Agreements between RSCCD and Butte-Glenn, El Camino, Riverside, San Diego, State Center and Solano Community College Districts for the CTE Data Unlocked Grant	
Action:	Request for Approval	

BACKGROUND

Rancho Santiago Community College District was selected to serve as the Fiscal Agent for the California Community College Chancellor’s Office’s CTE Data Unlocked Initiative to support CTE program development and improvement efforts by providing a suite of tools, training, technical assistance and outcome and labor market data for the California community colleges. As the Fiscal Agent, RSCCD will develop sub-agreements with CTE Data Unlocked Initiative implementation partners.

ANALYSIS

The Chancellor’s Office has allocated \$40,000 to each Sector Navigator in the state to support their work on behalf of the CTE Data Unlocked Initiative. Sector Navigators are industry experts who work state-wide to identify workforce trends, share educational best practices, and develop connection opportunities between businesses/employers and the colleges.

Sector Navigator	Host Organization	Agreement Number
Advanced Manufacturing	El Camino CCD	DO-17-2220-83
Agriculture, Water & Environmental Technologies	State Center CCD	DO-17-2220-84
Health	Butte-Glenn CCD	DO-17-2220-85
Global Trade & Logistics	Riverside CCD	DO-17-2220-87
Life Sciences/Biotech	San Diego CCD	DO-17-2220-88
Retail/Hospitality/Tourism	El Camino CCD	DO-17-2220-89
Small Business	Solano County CCD	DO-17-2220-90
Advanced Transportation & Renewables	San Diego CCD	DO-17-2220-91
<i>As the Sector Navigator for ICT/Digital Media is hosted by Rancho Santiago CCD the \$40,000 allocation will be developed as a budget in Datatel.</i>		

Project Director: Sarah Santoyo **Project Administrator:** Enrique Perez

RECOMMENDATION

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

Fiscal Impact: \$320,000 (grant-funded)	Board Date: August 15, 2016
Prepared by: Sarah Santoyo, Director of Grants	
Submitted by: Enrique Perez, J.D., Vice Chancellor of Educational Services	
Recommended by: Raúl Rodríguez, Ph.D., Chancellor	

**GRANT SUB-AGREEMENT BETWEEN
RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
AND
SUBCONTRACTOR/LEGAL ENTITY NAME**

This grant sub-agreement (hereinafter “Agreement”) is entered into on this 15th day of August, 2016, between Rancho Santiago Community College District (hereinafter “RSCCD”) and LEGAL ENTITY (hereinafter “SUBCONTRACTOR”), on behalf of the NAME OF COLLEGE, host of the Sector Navigator for NAME OF SECTOR. RSCCD and SUBCONTRACTOR may be referred to individually as a “Party” and collectively as the “Parties” in this Agreement.

WHEREAS, RSCCD was selected to serve as the Fiscal Agent for the “CTE Data Unlocked Initiative,” Prime Award #15-197-001 (hereinafter “Grant”), from the California Community Colleges Chancellor’s Office (hereinafter “PRIME SPONSOR”), Workforce and Economic Development Division, to support CTE program development and improvement efforts by providing a suite of tools, training, technical assistance and outcome and labor market data for the California community colleges.

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 the Grant according to the terms and conditions hereinafter set forth.

NOW, THEREFORE, the Parties hereby agree as follows:

ARTICLE I

1. Statement of Work

SUBCONTRACTOR agrees to perform the work as described in the Scope of Work (*Exhibit A*), which by reference is incorporated into this Agreement. SUBCONTRACTOR agrees to comply with all provisions, to perform all work 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 August 16, 2016 through October 31, 2017.

3. Total Cost

The total cost to RSCCD for performance of this Agreement shall not exceed \$40,000.00 USD.

4. Budget

SUBCONTRACTOR agrees that expenditure of funds under this Agreement will be in accordance with the Scope of Work (*Exhibit A*) submitted by the SUBCONTRACTOR and approved by the PRIME SPONSOR and/or RSCCD, as appropriate, which by reference is incorporated into this Agreement. Modifications to the budget are allowed without prior approval, as long as budget categories are not added or deleted, the total dollar amount is not affected, and the outcomes of the Agreement will not be materially affected.

5. Payment

A one-time payment of the total cost will be issued to SUBCONTRACTOR upon RSCCD's receipt of the fully executed Agreement and an invoice for payment. Payment to the SUBCONTRACTOR will not exceed the amount listed above under Article I.3. Total Costs.

6. Invoices

One invoice is to be submitted for payment of the total costs of the agreement. Invoices must include the Agreement number (refer to footer), and should be submitted to the following address:

Rancho Santiago Community College District
ATTN: Sarah Santoyo, Director of Grants
2323 North Broadway, Suite 350
Santa Ana, CA 92706
Santoyo_Sarah@rsccd.edu

7. Reporting

Through this Agreement, SUBCONTRACTOR agrees to provide data and submit reports, if requested and required by the PRIME SPONSOR. SUBCONTRACTOR will provide this information to RSCCD in a timely manner.

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 funds received and for any misappropriation or dis-allowment of Grant funds.

9. Modifications

Substantial changes to the program components and service levels detailed in the Scope of Work must be submitted for prior approval to the PRIME SPONSOR and/or RSCCD.

10. Time Extensions

SUBCONTRACTOR must spend all of the funds allocated through this Agreement within the timeframe of the Agreement.

11. Independent Contractor

SUBCONTRACTOR agrees that the service provided hereunder are 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.

12. 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 approval by the PRIME SPONSOR. No subcontract or assignment shall terminate or alter the legal obligation of SUBCONTRACTOR pursuant to this Agreement. SUBCONTRACTOR shall ensure that all subcontracts for services and contracted staff are procured in a manner consistent with state guidelines. 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.

13. 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.

14. 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 the performance of this Agreement.

15. 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.

16. 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 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.

17. 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.

18. Notices

All notices, reports and correspondence between the Parties hereto respecting this Agreement shall be via email or deposited in the United States Mail addressed as follows:

RSCCD: Primary Contact:
Rancho Santiago Community College District
Sarah Santoyo, Director of Grants
2323 N. Broadway, Suite 350
Santa Ana, CA 92706
(714) 480-7466; santoyo_sarah@rsccd.edu

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

SUBCONTRACTOR:

Primary Contact:

Name, Title
Address
City, State Zip
Phone, Email

19. 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.

20. 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 Agreement, RFA Specifications and the Grant Agreement Legal Terms and Conditions (Articles I, Rev. 01/16 and Article II, Rev. 05/14), 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. SUBCONTRACTOR agrees to expend all funds in accordance with all applicable federal, state and local laws and regulations.

2. Assurances

By signing this Agreement the Parties certify that they comply with the Legal Terms and Conditions described in Article II (Rev. 5/14) regarding Standards of Conduct, Workers' Compensation Insurance, Participation in Grant-Funded Activities, the Nondiscrimination Clause, Accessibility for Persons with Disabilities, and Drug-Free Workplace Certification.

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: Name

By: _____

By: _____

Name: Peter J. Hardash

Name: _____

Title: Vice Chancellor

Title: _____

Title: Business Operations/Fiscal Services

Title: _____

Date: _____

Date: _____

Board Approval Date: August 15, 2016

XX-XXXXXXX

Employer/Taxpayer Identification Number (EIN)

List of Exhibits

Exhibit A: Scope of Work

Exhibit B: Articles I, Rev. 01/16 and Article II, Rev. 05/14

EXHIBIT A

Sector Navigator CTE Data Unlocked Scope of Work and Budget

1. Provide industry connections and sector based industry reports and data to supplement CTE Data Unlocked. Budget: \$2,500
2. Continue to convene statewide industry advisory groups to validate and vet LMI data for CTE Data Unlocked. Budget: \$15,000
3. Lead the sector strategies aspect of regional planning. Secure sector-based industry and economic development representatives including Workforce Development Board partners, Industry and Trade Associations, etc. Budget: \$5,000
4. Provide sector-based investment options for college and regional planning. Budget: \$10,000
5. Coordinate DSN and SN participate in all regional planning sessions. Budget: \$5,500
6. Other scope that facilitates the implementation of the Strong Workforce Task Force recommendations. Budget: \$1,000
7. Reinforce CTE Data Unlocked training with DSN's, college faculty and deans. Budget: \$1,000

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Educational Services

To:	Board of Trustees	Date: August 15, 2016
Re:	Approval of Sub-Agreement between RSCCD and WestEd for the CTE Data Unlocked Grant	
Action:	Request for Approval	

BACKGROUND

Rancho Santiago Community College District was selected to serve as the Fiscal Agent for the California Community College Chancellor's Office's CTE Data Unlocked Initiative to support CTE program development and improvement efforts by providing a suite of tools, training, technical assistance and outcome and labor market data for the California community colleges. As the Fiscal Agent, RSCCD will develop sub-agreements with CTE Data Unlocked Initiative implementation partners.

ANALYSIS

The Chancellor's Office has selected WestEd to develop a data management tool for Adult Education in the LaunchBoard system. Launchboard provides detailed information on programs and student outcomes to provide community colleges with critical information needed for strategic planning. Agreement DO-17-2220-98 has been development for WestEd to perform this work.

Project Director: Sarah Santoyo **Project Administrator:** Enrique Perez

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 related contractual agreements on behalf of the district.

Fiscal Impact: \$105,000 (grant-funded)	Board Date: August 15, 2016
Prepared by: Sarah Santoyo, Director of Grants	
Submitted by: Enrique Perez, J.D., Interim Vice Chancellor of Educational Services	
Recommended by: Raúl Rodríguez, Ph.D., Chancellor	

**GRANT SUB-AGREEMENT BETWEEN
RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
AND
WESTED**

This grant sub-agreement (hereinafter “Agreement”) is entered into on this August 15th, 2016, between Rancho Santiago Community College District (hereinafter “RSCCD”) and WestEd (hereinafter “SUBCONTRACTOR”). RSCCD and SUBCONTRACTOR may be referred to individually as a “Party” and collectively as the “Parties” in this Agreement.

WHEREAS, RSCCD was selected to serve as the Fiscal Agent for the “CTE Data Unlocked Initiative,” Prime Award #15-197-001 (hereinafter “Grant”), from the California Community Colleges Chancellor’s Office (hereinafter “PRIME SPONSOR”), Workforce and Economic Development Division, to support CTE program development and improvement efforts by providing a suite of tools, training, technical assistance and outcome and labor market data for the California community colleges.

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 the Grant according to the terms and conditions hereinafter set forth;

NOW, THEREFORE, the Parties hereby agree as follows:

ARTICLE I

1. **Statement of Work**
SUBCONTRACTOR agrees to perform the work as described in the Scope of Work (*Exhibit A*), which by reference is incorporated into this Agreement. SUBCONTRACTOR agrees to comply with all provisions, to perform all work 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 September 1, 2016 – December 31, 2017.
3. **Total Cost**
The total cost to RSCCD for performance of this Agreement shall not exceed \$105,000.00 USD.
4. **Budget**
SUBCONTRACTOR agrees that expenditure of funds under this Agreement will be in accordance with the Project Budget (*Exhibit B*) submitted by the SUBCONTRACTOR and approved by the PRIME SPONSOR and/or RSCCD, as appropriate, which by reference is incorporated into this Agreement.
5. **Payment**

RSCCD shall reimburse SUBCONTRACTOR on a quarterly basis for the cost of the work performed through an invoicing process (see I.6 “Invoices”), up to but not exceeding the amount listed above under Article I.3. Total Costs. The quarterly schedule is as follows:

Quarter 1: July – September, 2016	Invoice Due: October 20, 2016
Quarter 2: October – December, 2016	Invoice Due: January 20, 2016
Quarter 3: January – March, 2017	Invoice Due: April 20, 2017
Quarter 4: April – June, 2017	Invoice Due: July 20, 2017
Quarter 5: July – September, 2017	Invoice Due: October 20, 2017
Quarter 6: October – December, 2017	Invoice Due: January 20, 2017

6. Invoices

Detailed invoices must include the Agreement number (refer to footer), and be submitted on a quarterly basis (see submission schedule listed under I.5 Payment). Back-up documentation for expenditures may be requested, if required to adhere to compliance terms and standards. Invoices should be submitted to the following:

Rancho Santiago Community College District
 ATTN: Sarah Santoyo
 2323 North Broadway, Suite 350
 Santa Ana, CA 92706
 Santoyo_Sarah@rsccd.edu

7. Reporting

One final summary report for the work completed will be due at the end of the project, by January 20, 2017, and should be emailed to the contact listed in I.6 Invoices.

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 funds received and for any misappropriation or dis-allowment of Grant funds.

9. Time Extensions

SUBCONTRACTOR must spend all of the funds allocated through this Agreement within the timeframe of the Agreement.

10. Independent Contractor

SUBCONTRACTOR agrees that the service provided hereunder are 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

No subcontract or assignment shall terminate or alter the legal obligation of SUBCONTRACTOR pursuant to this Agreement.

SUBCONTRACTOR shall ensure that all subcontracts for services and contracted staff are procured in a manner consistent with state guidelines. 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 the 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 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 this Agreement shall be via email or deposited in the United States Mail addressed as follows:

RSCCD:

Primary Contact:

Rancho Santiago Community College District
Sarah Santoyo, Director of Grants
2323 N. Broadway, Suite 350
Santa Ana, CA 92706
(714) 480-7466; santoyo_sarah@rsccd.edu

Fiscal Representative:

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

SUBCONTRACTOR:

Primary Contact:

Kathy Booth, Senior Research Associate
WestEd
300 Lakeside Drive, 25th Floor
Oakland, CA 94612
(510) 302-4208, Kbooth@wested.org

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 Agreement, RFA Specifications and the Grant Agreement Legal Terms and Conditions (Articles I, Rev. 01/16 and Article II, Rev. 05/14), 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. SUBCONTRACTOR agrees to expend all funds in accordance with all applicable federal, state and local laws and regulations.

2. Assurances

By signing this Agreement the Parties certify that they comply with the Legal Terms and Conditions described in Article II (Rev. 5/14) regarding Standards of Conduct, Workers' Compensation Insurance, Participation in Grant-Funded Activities, the Nondiscrimination Clause, Accessibility for Persons with Disabilities, and Drug-Free Workplace Certification.

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: Name

By: _____
Name: Peter J. Hardash

Vice Chancellor
Title: Business Operations/Fiscal Services

Date: _____

By: _____
Name: Michael J. Neuenfeldt

Director of Finance & Contracts
Title: _____
Date: _____

Board Approval Date: August 15, 2016

94-3233542

Employer/Taxpayer Identification Number (EIN)

List of Exhibits

Exhibit A: Scope of Work and Budget

Exhibit B: Articles I, Rev. 01/16 and Article II, Rev. 05/14

EXHIBIT A

WestEd Task Summary for Adult Ed Project

Budget: \$105,000

Phase 1: Initial Build Out | September – December 2016

- Lead development of the final design (September 2016)
- Support the collection of MOUs and logistics for data exchanges (September-November 2016)
- Support the development of testing protocol (September 2016)
- Participate in testing dashboard (November 2016)
- Lead focus groups to discuss testing results and possible adjustments to the model (November-December 2016)

Phase 2: Second Iteration | January – August 2017

- Lead the development of a change specifications list (January 2017)
- Participate in testing dashboard (February-March 2017)
- Support the development of a feedback survey (March 2017)
- Provide technical assistance to users (March -August 2017)
- Lead regional trainings regarding use of the tool (April-June 2017)
- Lead focus group of providers in the summer (June-August 2017)

Phase 3: Third Iteration | August – December 2017

- Provide technical assistance to users (August-December 2017)
- Lead the development of a change specifications list (September 2017)
- Participate in testing dashboard (November-December 2017)

EXHIBIT A

WESTED

Adult Ed LaunchBoard Tab Budget

Expense Classification	Phase 1	Phase 2-3	TOTAL
Salaries	\$ 8,755	\$ 38,595	\$ 47,350
Benefits	\$ 3,187	\$ 14,049	\$ 17,236
Travel	\$ 532	\$ 6,186	\$ 6,718
Telephone	\$ 153	\$ 679	\$ 832
Copying and Shared Equipment	\$ 74	\$ 346	\$ 420
Office Supplies and Expenses	\$ 30	\$ 144	\$ 174
Information Systems	\$ 1,064	\$ 4,481	\$ 5,545
Facility	\$ 977	\$ 4,441	\$ 5,418
Program Support	\$ 935	\$ 3,946	\$ 4,881
Total Direct Costs	\$ 15,707	\$ 72,867	\$ 88,574
Indirect Cost*	\$ 2,026	\$ 9,400	\$ 11,426
Total Direct & Indirect Costs	\$ 17,733	\$ 82,267	\$ 100,000
Management Fee	\$ 887	\$ 4,113	\$ 5,000
Total Task Costs	\$ 18,620	\$ 86,380	\$ 105,000

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Educational Services

To: Board of Trustees	Date: August 15, 2016
Re: Approval of Amendment to Sub-Agreement between RSCCD and Stephen A. Wright, LLC for the Sector Navigator ICT/Digital Media Grant	
Action: Request for Approval	

BACKGROUND

The District was selected to host the Sector Navigator-Information Communications Technology/ Digital Media, grant No. 16-151-006, by the Chancellor's Office, Economic and Workforce Development Division. The Sector Navigator for ICT/Digital Media implements a statewide project to strengthen and develop the California Community Colleges' information communications technology and digital media programs by providing up-to-date and expert information on industry trends and workforce needs, serving to improve the connections between employers and colleges, and providing professional development and support for faculty-led projects to increase program capacity and alignment with industry workforce needs.

ANALYSIS

The District hosts the Sector Navigator ICT/Digital Media, Stephen A. Wright, LLC. The Chancellor's Office directs the work of the Sector Navigator and has significantly increased the travel and participation obligations for 16/17, which has increased the cost to perform the work of the Sector Navigator. Therefore, an amendment to increase the cost of the agreement from \$155,000 to \$172,000 (an increase of \$17,000) has been developed to cover the expanded level of performance.

The Project Administrator is Enrique Perez.

RECOMMENDATION

It is recommended that the Board approve the amendment to the sub-agreement with Stephen A. Wright, LLC, and that the Vice Chancellor, Business Operations/Fiscal Services or his designee be authorized to sign the agreement on behalf of the district.

Fiscal Impact: \$17,000 (grant-funded)	Board Date: August 15, 2016
Prepared by: Sarah Santoyo, Director of Grants	
Submitted by: Enrique Perez, J.D., Assistant Vice Chancellor of Educational Services	
Recommended by: Raúl Rodríguez, Ph.D., Chancellor	

**FIRST AMENDMENT TO AGREEMENT BETWEEN
RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
AND
*Stephen A. Wright, LLC***

This **FIRST AMENDMENT** is entered into this 15th day of August 2016, between Rancho Santiago Community College District (hereinafter “RSCCD”) and Stephen A. Wright, LLC (hereinafter “SUBCONTRACTOR”) to amend that certain Agreement between the parties dated June 1, 2016, with a term of July 1, 2016 through June 30, 2017, (hereinafter “Term”); and

WHEREAS, RSCCD was awarded a “Sector Navigator – Information Communications Technology/Digital Media Sector” grant RFA #13-151 (hereinafter “Grant”), from the California Community Colleges Chancellor’s Office, Workforce and Economic Development Division; and

WHEREAS, RSCCD and SUBCONTRACTOR mutually agree to increase the total amount of the agreement;

NOW, THEREFORE items under Article I in the have been amended, and replace the items in the original agreement, as follows:

3. Total Cost

The total cost to RSCCD for performance of this Agreement shall not exceed \$172,000 USD.

Except as amended herein, all other terms and provisions of the Agreement, to the extent that they are not inconsistent with this First Amendment, remain unchanged.

IN WITNESS WHEREOF, the parties hereto certify that they have read and understand all the terms and conditions contained herein and have hereby caused this FIRST AMENDMENT to the Agreement to be executed as of this 15th day of August 2016.

**RANCHO SANTIAGO COMMUNITY
COLLEGE DISTRICT**

STEPHEN A. WRIGHT, LLC

By: _____

By: _____

Name: Peter J. Hardash
Vice Chancellor, Business Operations

Name: Stephen A. Wright

Title: and Fiscal Services

Title: Manager

Date: _____

Date: _____

Board Approval Date: August 15, 2016

Employer/Taxpayer Identification Number (EIN)
81-2592903

**SAWright Projected Compensation and Expenses to be directly paid
Sector Navigator 2016-17**

**2016-17
assign to SAW contract**

2000	Classified		
4000	Supplies and	ICT/DM marketing and outreach materials: pathways Trifolds BIW and others. \$5,000	\$5,000.00
		Program supplies: paper, toner, binders, folders, USB storage, easels, etc \$1,000	\$1,000.00
5000	Travel		
		ICT/DM Conferences/Expos: 4 events per year @ \$500/event, including registration, travel, hotel. 2,000	\$2,000.00
		added travel	\$10,000.00
		So. by SW(SXSW) Conf. Austin, TX: \$650 air+(\$150/night x 6 nights)+(\$71/diem x 7 days)+ pkg & transport 300, S700 reg \$3000	\$3,000.00
		Chancellor's Office Meetings: 4 times per year @ \$500 for travel costs \$2,000	\$2,000.00
		Attend 4 Regional Consortia Meetings@ \$500ea \$2,000	\$2,000.00
		ICT/DM Statewide Advisory Meetings: 2 times per year Meeting refreshmentst \$500; \$1,000	\$2,000.00
	Subcontractors		
		Steve Wright to serve as full-time 100% Sector Navigator \$145,000 (includes benefits)	\$145,000.00
			\$172,000.00
		Initial Contract signed 6/7/16	\$155,000.00
		Amount to be amended	\$17,000.00

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Educational Services

To: Board of Trustees	Date: August 15, 2016
Re: Approval of First Amendments to Sub-Agreements between RSCCD and Garden Grove Unified School District and Santa Ana Unified School District 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 December 31, 2017 that includes a three-year implementation plan cycle (fiscal years 15/16, 16/17 and 17/18).

ANALYSIS

The enclosed amendments for Garden Grove Unified School District and Santa Ana Unified School District are to extend the term of the sub-contract agreements in order to continue the implementation of AB 104 Adult Education Block Grant activities within that district. The performance period of July 1, 2015 through June 30, 2016 shall be extended to December 31, 2017, with no changes to the total costs.

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

RECOMMENDATION

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

Fiscal Impact: none	Board Date: August 15, 2016
Prepared by: Maria N. Gil, Resource Development Coordinator	
Submitted by: Enrique Perez, J.D., Interim Vice Chancellor of Educational Services	
Recommended by: Raúl Rodríguez, Ph.D., Chancellor	

**FIRST AMENDMENT TO
GRANT SUB-AGREEMENT
BETWEEN
RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
AND
GARDEN GROVE UNIFIED SCHOOL DISTRICT**

This first amendment (hereinafter “Amendment”) is entered into on this 15th day of August, 2016, between Rancho Santiago Community College District (hereinafter “RSCCD”) and Garden Grove Unified School District (hereinafter “SUBCONTRACTOR”) to amend that certain agreement #DO-16-2218-01 (hereinafter “Agreement”) between the parties dated January 11, 2016, with a term of July 1, 2015 through June 30, 2016 (hereinafter “Term”). 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 the 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 it is mutually agreed by the Parties to amend the following:

Statement of Work will be amended as follows:

1. Statement of Work
SUBCONTRACTOR will provide services as described in the attached Statement of Work (**Exhibit A-1**), 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.

Period of Performance will be amended as follows:

2. Period of Performance
The Term of this Agreement from July 1, 2015 through June 30, 2016, **shall be extended to December 31, 2017**. NOTE: The entire term of the Grant appropriation is from July 1, 2015 through December 31, 2017 (project years 15/16, 16/17, 17/18).

Budget will be amended as follows:

4. Budget

SUBCONTRACTOR agrees that the expenditures of any and all funds under this Agreement will be in accordance with the Project Budget (**Exhibit B-1**), which by this reference is incorporated herein and made a part hereof as if fully set forth. 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.

Invoices will be amended as follows:

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-1**), upon receipt of a final invoice requesting payment due **January 15, 2018**, and the Project Director's certification of the final report. Invoice(s) should be submitted to the following address:

Christine Gascon, AEBG Project Director
Santiago Canyon College, Division of Continuing Education
College and Workforce Preparation Center
1572 N. Main Street
Orange, CA 92867

Reporting will be amended as follows:

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-1**). The final reports are due **January 15, 2018**.

Reports related to this Agreement should be submitted to Christine Gascon, AEBG Project Director via email at Gascon_Christine@sccollege.edu.

Time Extensions will be amended as follows:

9. Time Extensions

RSCCD will not be requesting a time extension for program activities from the PRIME SPONSOR. As a result, SUBCONTRACTOR will not be granted an extension. Therefore, 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 **December 31, 2017**.

Notices will be amended as follows:

Replace Mary Walker, AB 86 Project Director with Christine Gascon, AEBG Project Director.

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: Christine Gascon, AEBG Project Director
Santiago Canyon College, Division of Continuing Education
College and Workforce Preparation Center
1572 N. Main Street
Orange, CA 92867
(714) 628-5969; Gascon_Christine@sccollege.edu

Except as amended herein, all other terms and provisions of the Agreement, to the extent that they are not inconsistent with this Amendment, remain unchanged.

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

RANCHO SANTIAGO COMMUNITY
COLLEGE DISTRICT

SUBCONTRACTOR: GARDEN GROVE
UNIFIED SCHOOL DISTRICT

By: _____

By: _____

Name: Peter J. Hardash
Vice Chancellor

Name: Rick Nakano

Title: Business Operations/Fiscal Services

Title: Assistant Superintendent Business Services

Date: _____

Date: _____

Board Approval Date: August 15, 2016

95-2378800
Employer/Taxpayer Identification Number (EIN)

**Garden Grove Unified School District
Adult Education Block Grant
Rancho Santiago Adult Education Consortium**

**Scope of Work
(revised August 1, 2016)**

Summary:

Our goal is to increase the number of adult education students continuing their education at a community college or vocational program. To assist in reaching this goal we will hire a Teacher on Special Assignment (TOSA). This person will work closely with the colleges and adult education classes to promote the mindset of adults continuing their education. We will coordinate with the community colleges to ensure that we are closing the gap regarding the transition of students from adult education to community colleges. The focus will be on the coordination of our English as a Second Language (ESL) classes with the community colleges. We will also have our teachers attend Professional Development activities focusing on transition of adults to community colleges or vocational programs. To accelerate learning, we would like to continue to explore the I-BEST model of team-teaching. The TOSA will coordinate with the community colleges to provide information to students on transitioning and expectations while focusing on the benefits of continuing education. Community Liaisons will assist in the registration and accuracy of data collection as well as communicating consortium and GGAE School Mission and Objectives. Chromebooks will support and enhance student curriculum, digital literacy, Internet accessibility and opportunities for all students to access the latest technology.

Directions: Use this template to outline the major components of your proposed project, expected completion timelines, and expected outcomes. Begin with the project's key objective.

Objective 1: Increase the number of adult education students transitioning to community college.		
Activities	Timeline	Performance Outcomes
Implementation of a TOSA	July 1, 2015 - December 31, 2017	Better coordination with the community colleges in the transition of students from adult education to higher education.
Objective 2: Coordinate English as a Second Language (ESL) programs at the adult education level with the community colleges.		
Activities	Timeline	Performance Outcomes
Professional development and in-state and out of state (with prior state approval) conferences, and AEBG approved conferences	July 1, 2015 - December 31, 2017	Increase student knowledge about higher education and increased enrollment in post-secondary education programs.
Objective 3: Implement a team-teaching approach with community college teachers and adult education teachers in English as a second language classes, computer classes and integrate math concepts. (I-BEST model)		
Activities	Timeline	Performance Outcomes
Implement team teaching a computer class.	July 1, 2015 - December 31, 2017	Coordination of expectations of teachers and students in the transition to higher education.

Exhibit A-1

Objective 4: Increase enrollment and support data collection		
Activities	Timeline	Performance Outcomes
Implementation of two Community Liaisons	July 1, 2015 - December 31, 2017	Coordination of registration process and enrollment for data collection and accuracy. Communicate RSAEC course offerings, class descriptions, career pathways and
Objective 5: Accelerate career and educational pathways		
Activities	Timeline	Performance Outcomes
Purchase and implement use of Chromebooks in an adult education program.	July 1, 2015 - December 31, 2017	Support and enhance student curriculum, digital literacy, Internet accessibility and opportunities for all students to

**Garden Grove Unified School District
Adult Education Block Grant
Rancho Santiago Adult Education Consortium**

**BUDGET DETAIL SHEET
(revised August 1, 2016)**

Contact	Name	Email	Phone No.
GGUSD	Connie Van Luit, Director AD-ED	cvanluit@ggusd.us	(714) 663-6305
GGUSD	Eric Padget, Interim Director AD-ED	epadget@ggusd.us	(714) 663-6187
GGUSD	Karen Duong, Budget Tech II	kduong@ggusd.us	(714) 663-6170

Object Code	Description	TOTAL COSTS
1000	Admin/Tchr Support	32,637
	Admin/Tchr Professional Development	6,295
	Teacher on Special Assignment	93,463
	TOSA Extra Duty	4,512
2000		
3000	Certificated Benefits	36,839
4000	Materials & Supplies	14,000
5000	Conferences	4,084
6000		
Total Direct Costs:		191,830
Total Indirect Costs (not to exceed 5% of Direct Costs):		7,897
TOTAL COSTS:		199,727

**FIRST AMENDMENT TO
GRANT SUB-AGREEMENT
BETWEEN
RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
AND
SANTA ANA UNIFIED SCHOOL DISTRICT**

This first amendment (hereinafter “Amendment”) is entered into on this 15th day of August, 2016, between Rancho Santiago Community College District (hereinafter “RSCCD”) and Santa Ana Unified School District (hereinafter “SUBCONTRACTOR”) to amend that certain agreement #DO-16-2218-03 (hereinafter “Agreement”) between the parties dated February 22, 2016, with a term of July 1, 2015 through June 30, 2016 (hereinafter “Term”). 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 the 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 it is mutually agreed by the Parties to amend the following:

Statement of Work will be amended as follows:

1. Statement of Work
SUBCONTRACTOR will provide services as described in the attached Statement of Work (**Exhibit A-1**), 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.

Period of Performance will be amended as follows:

2. Period of Performance
The Term of this Agreement from July 1, 2015 through June 30, 2016, **shall be extended to December 31, 2017**. NOTE: The entire term of the Grant appropriation is from July 1, 2015 through December 31, 2017 (project years 15/16, 16/17, 17/18).

Invoices will be amended as follows:

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-1**), upon receipt of a final invoice requesting payment due **January 15, 2018**, and the Project Director's certification of the final report. Invoice(s) should be submitted to the following address:

Christine Gascon, AEBG Project Director
Santiago Canyon College, Division of Continuing Education
College and Workforce Preparation Center
1572 N. Main Street
Orange, CA 92867

Reporting will be amended as follows:

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-1**). The final reports are due **January 15, 2018**.

Reports related to this Agreement should be submitted to Christine Gascon, AEBG Project Director via email at Gascon_Christine@sccollege.edu.

Time Extensions will be amended as follows:

9. Time Extensions

As the full term of the Grant is from July 1, 2015 through December 31, 2017, 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 December 31, 2017, time extensions for use of Grant appropriation funds will be possible up to but not beyond December 31, 2017, and require approval by RSCCD.

RSCCD will not be requesting a time extension for program activities from the PRIME SPONSOR. As a result, SUBCONTRACTOR will not be granted an extension. Therefore, 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 **December 31, 2017**.

Notices will be amended as follows:

Replace Mary Walker, AB 86 Project Director with Christine Gascon, AEBG Project Director.

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: Christine Gascon, AEBG Project Director
Santiago Canyon College, Division of Continuing Education
College and Workforce Preparation Center
1572 N. Main Street
Orange, CA 92867
(714) 628-5969; Gascon_Christine@sccollege.edu

Except as amended herein, all other terms and provisions of the Agreement, to the extent that they are not inconsistent with this Amendment, remain unchanged.

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

RANCHO SANTIAGO COMMUNITY
COLLEGE DISTRICT

SUBCONTRACTOR: Santa Ana Unified
School District

By: _____

By: _____

Name: Peter J. Hardash
Vice Chancellor

Name: Tina Douglas
Assistant Superintendent

Title: Business Operations/Fiscal Services

Title: Business Services

Date: _____

Date: _____

Board Approval Date: August 15, 2016

95-6002823
Employer/Taxpayer Identification Number (EIN)

**SANTA ANA UNIFIED SCHOOL DISTRICT
Adult Education Block Grant
Rancho Santiago Adult Education Consortium**

Scope of Work
(revised August 1, 2016)

Summary:

Funding to support Santa Ana Unified School District’s consortium member(s) to attend RSAEC-AEBG related activities, such as meetings, conferences, professional development, etc. Collaboration between SAC-SCE and SAUSD to cover the cost of babysitting for adult students attending ESL, GED and/or CTE classes at Wilson Elementary School or Sierra Preparatory Intermediate Academy. Rancho Santiago Adult Education Consortium (RSAEC) will reimburse/pay for babysitting costs. SAUSD will provide babysitting services. This strategy is to address the gaps in service for students who wish to attend daytime and/or evening classes, but cannot attend because of the lack of childcare. The primary outcome of this strategy is to provide educational opportunities to students who would not otherwise have access, increase the attendance and retention ratios, and accelerate student learning gains.

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

Activities	Timeline	Performance Outcomes
Rancho Santiago Adult Education Consortium (RSAEC) activities, include but not limited to attending meetings, professional development, conferences, and	July 1, 2015 – December 31, 2017	Increase involvement in AEBG and RSAEC activities.
Provide babysitting services at Wilson Elementary.	January 11, 2016 – December 31, 2017	Increase in student attendance and retention.
Provide babysitting services at Sierra Preparatory Intermediate Academy.	January 11, 2016 – December 31, 2017	Increase in student attendance and retention.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Office of the Chancellor

To:	Board of Trustees	Date: August 15, 2016
Re:	Adoption of Board Policy	
Action:	Request for Approval	

BACKGROUND

The Board Policy Committee met on June 20, 2016 and reviewed the revised policy. This policy was presented to the Board for a First Reading on July 18, 2016 and is now presented for adoption.

ANALYSIS

The District subscribes to the Policy and Procedure Service of the Community College League of California (CCLC). This service provides the district with model board policies which comply with state law, Title 5 regulations and address the relevant accreditation standards. CCLC provides the District with semi-annual updates to these policies, which reflect recent changes in law, state regulations and accreditation standards. The Board Policy Committee is recommending the attached policy be updated and revised to conform to the CCLC recommendations and to reflect changes in the organization.

RECOMMENDATION

It is recommended that the Board adopt the revised policy.

Fiscal Impact:	None	Board Date: August 15, 2016
Prepared by:	Debra Gerard, Executive Assistant to the Chancellor	
Submitted by:	Debra Gerard, Executive Assistant to the Chancellor	
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor	

BP 2432 Chancellor Succession

References:

Education Code Sections 70902(d) and 72400; Title 5 Section 53021(b)

The Board of Trustees shall appoint a properly qualified person to be Chancellor. The chancellor shall be accountable to the Board for the administration of all district activities not reserved by the Board or by the Education Code.

In the case of a Chancellor vacancy, the board shall establish a search process to fill the vacancy. The process shall be fair and open and comply with relevant regulations.

The Board delegates authority to the Chancellor to appoint an acting Chancellor to serve in his or her absence.

In the absence of the Chancellor and when an acting Chancellor has not been named, administrative responsibility shall reside with (in order):

- Vice Chancellor, Business Operations & Fiscal Services
- Vice Chancellor, Educational Services
- Vice Chancellor, Human Resources
- President, Santa Ana College
- President, Santiago Canyon College

The Board shall appoint an interim Chancellor whenever the position is vacant.

Revised: October 8, 2012 (Previously BP2110)

Revised: August 15, 2016

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

HUMAN RESOURCES DOCKET
MANAGEMENT/ACADEMIC
August 15, 2016

MANAGEMENT

Employment Agreement/Attachment #1

Martinez-Flores, Marilyn
Vice President, Academic Affairs
Santiago Canyon College

Interim Assignment

Arteaga, Elizabeth
Director, Small Business Initiative
Educational Services
District Operations

Effective: July 1, 2016 – June 30, 2017
Salary Placement: F-2 \$95,117.64/Year

Baker, Scott E.
Lieutenant, District Safety & Security
Business Operations & Fiscal Services
District Operations

Effective: July 18 – December 31, 2016
Salary Placement: H-5 \$97,767.60/Year

Bland, Antoinette D.
Interim Chief of District Safety/Security
Business Operations & Fiscal Services
District Operations

Effective: September 12, 2016 – June 30, 2017
Salary Placement: D-7 \$136,981.65/Year

Breeden, Carolyn K.
Interim Dean
Arts, Humanities & Social
Sciences Division
Santiago Canyon College

Effective: August 8, 2016
Salary Placement: B-1 \$522.82/Day
(Not to Exceed 79 Working Days)

Pacheco, Michael R.
Chief, District Safety & Security
Business Operations & Fiscal Services
District Operations

Effective: July 18 – September 11, 2016
Salary Placement: D-1 \$108,252.71/Year

Adjusted Effective Date for Interim Assignment

Isira, Abdul M.
Interim Dean
Instruction & Student Services
Continuing Education Division
Santiago Canyon College

From: July 19, 2016
To: August 1, 2016
Salary Placement: B-1 \$125,477.33/Year

MANAGEMENT (CONT'D)

Ratification of Resignation/Retirement

Colver, Michael
Lieutenant, District Safety & Security
Business Operations & Fiscal Services
District Operations

Effective: July 17, 2016
Reason: Resignation

Marshall, Steven R.
Facilities Project Manager
Facility Planning & District Construction
& Support Services
District Operations

Effective: August 2, 2016
Reason: Resignation

FACULTY

2016/2017 Column Changes for Part-time Faculty/Attachment #2

Appointment

Guevara, Angela
Assistant Professor/Coordinator, Adults
With Disabilities
Continuing Education Division
Santiago Canyon College

Effective: August 15, 2016
Tentative Salary Placement: II-3 \$58,339.29/Year
(Requisition #AC16-0541)

Hiring of Long-term Substitute per E.C. 87481 & 87482

Cass, Anne
Long-term Substitute Counselor
Counseling & Student Support
Services Division
Santiago Canyon College

Effective: August 8, 2016 – June 30, 2017
Salary Placement: II-5 \$53.50/Hour

Ha, Michael
Long-term Substitute Counselor
Continuing Education Division
Santiago Canyon College

Effective: August 15, 2016 – June 30, 2017
Salary Placement: II-5 \$53.50/Hour

Extension of Interim Assignment

Lemus Vallejo, Cristina
Acting Master Teacher
SAC East Child Development Center
Child Development Services
District Operations

Effective: July 1 – August 12, 2016
Salary Placement: MT/AA-1 \$37,541.22/Year

FACULTY (CONT'D)

Extension of Voluntary Workload Reduction

Salgado, Susana
Professor/Psychologist, DSPS
Student Services
Santa Ana College

Effective: August 15, 2016 – June 10, 2017
Voluntary Reduction: 80% Workload

Return to Regular Assignment/Change of Location

Lemus Vallejo, Cristina
Teacher, SAC Early Childhood Education Center
Child Development Services
District Operations

Effective: August 13, 2016
Salary Placement: T/P-6 \$34,913.84/Year
Stipend: \$75.00/Month

Approval of Additional Faculty Service Area (FSA)

James, Scott
Assistant Professor/Coordinator, Distance Education
Academic Affairs
Santiago Canyon College

Effective: August 15, 2016
FSA: Education (Equivalency)

Final Salary Placement

Dinh-Mahavongtrakul, Minhan
Assistant Professor, Biology
Science, Mathematics &
Health Sciences Division
Santa Ana College

Effective: August 15, 2016
Final Placement: VII-4 \$74,326.69/Year
(Requisition #AC16-0515)

Frizler, Karla
Assistant Professor/Coordinator, ESL
Continuing Education Division
Santiago Canyon College

Effective: August 22, 2016
Final Placement: V-11 \$86,376.26/Year
(Requisition #AC16-0529)

Kelley, Sara
Assistant Professor, English
Humanities & Social
Sciences Division
Santa Ana College

Effective: August 15, 2016
Final Placement: II-8 \$70,845.47/Year
(Requisition #AC16-0510#01)

Nguyen, Kelly
Assistant Professor, Mathematics
Science, Mathematics & Health
Sciences Division
Santa Ana College

Effective: August 15, 2016
Final Placement: II-11 \$78,356.04/Year
(Requisition #AC16-0514)

FACULTY (CONT'D)

Final Salary Placement (cont'd)

Sung, Linda
Assistant Professor, Accounting
Business Division
Santa Ana College

Effective: August 15, 2016
Final Placement: IV-11 \$83,703.20/Year
(Requisition #AC16-0507)

Adjusted Final Salary Placement

Covarrubias, Julisa
Master Teacher
Parent Educator Home Based
Child Development Services
District Operations

Effective: July 5, 2016
From: MT/AA-1 \$37,541.22/Year
To: MT/BA-1 \$39,418.07/Year

Torneo, Nicole
Assistant Professor, Chemistry
Mathematics & Sciences Division
Santiago Canyon College

Effective: August 17, 2015
From: IV-11 \$83,703.20/Year
To: V-11 \$86,376.26/Year

Adjusted Contract Step Placement

Torneo, Nicole
Assistant Professor, Chemistry
Mathematics & Sciences Division
Santiago Canyon College

Effective: August 15, 2016
From: V-11 \$86,376.26/Year
To: V-12 \$88,871.46/Year

Adjusted 2015/2016 Additional Contract Extension Days

Morris-Pfyl, Sandra
Professor/Career Specialist/Job Developer
Counseling Division
Santa Ana College

Effective: July 1, 2015 – June 30, 2016
From: 8 Contract Extension Days
To: 10 Contract Extension Days
Contract Extension Rate: \$494.40/Day

2016/2017 Contract Extension Days

Frizler, Karla
Assistant Professor/Coordinator, ESL
Continuing Education Division
Santiago Canyon College

Effective: August 22, 2016 – June 30, 2017
Contract Extension: 35 Days
Contract Extension Rate: \$291.70/Day

Khalid, Donna Sir
Assistant Professor/Coordinator, ASE Science
Continuing Education Division
Santa Ana College

Effective: August 22, 2016 – June 30, 2017
Contract Extension: 40 Days
Contract Extension Rate: \$359.16/Day

FACULTY (CONT'D)

2016/2017 Contract Extension Days (cont'd)

Sakido, Denise
Assistant Professor/Coordinator, ABE/HSS
Continuing Education Division
Santiago Canyon College

Effective: August 22, 2016 – June 30, 2017
Contract Extension: 35 Days
Contract Extension Rate: \$291.70/Day

Contract Stipend

Kubicka-Miller, Tara
Professor, Communication
Arts, Humanities & Social Sciences Division
Santiago Canyon College

Effective: July 1, 2016 – June 30, 2017
Amount: \$3,000.00/Year
Reason: Coach, Forensics

Adjusted Contract Stipend

Camarco, Lisa
Professor, Kinesiology
From: Kinesiology, Health Science &
Athletics Division/SAC
To: Mathematics & Sciences Division/SCC

Effective: July 1, 2016 – June 30, 2016
Amount: \$1,750.00/Year
Reason: Head Coach, Softball

Kubicka-Miller, Jared
Professor, Communication
Arts, Humanities & Social Sciences Division
Santiago Canyon College

Effective: July 1, 2016 – June 30, 2017
From: \$6,000.00/Year
To: \$3,000.00/Year
Reason: Coach, Forensics

Vu, Binh
Associate Professor, Music
Arts, Humanities & Social
Sciences Division
Santiago Canyon College

Effective: August 15, 2016 – June 10, 2017
From: \$3,000.00/Year
To: \$6,000.00/Year
Reason: Coach, Performing Arts Programs

Woodhead, Ian
Professor, Kinesiology
From: Kinesiology, Health Science &
Athletics Division/SAC
To: Mathematics & Sciences Division/SCC

Effective: July 1, 2016 – June 30, 2016
Amount: \$1,750.00/Year
Reason: Head Coach, Women's Soccer

Beyond Contract/Overload Stipends

Gause, Tiffany
Assistant Professor, Sociology
Arts, Humanities & Social
Sciences Division
Santiago Canyon College

Effective: December 8, 2016
Amount: \$1,500.00
Reason: Program Facilitation
(Project #2549)

FACULTY (CONT'D)

Beyond Contract/Overload Stipends (cont'd)

Leeds, Kelvin
Professor, Mathematics
Science, Mathematics &
Health Sciences Division
Santa Ana College

Effective: July 23, 2016
Amount: \$250.00
Reason: Staff Development
(Project #2548)

Luppani, Maria F.
Professor, Kinesiology
Kinesiology, Health &
Athletics Division
Santa Ana College

Effective: July 26, 2016
Amount: \$500.00
Reason: Program Facilitation
(Project #2548)

Pecenkovic, Nidzara
Assistant Professor, English
Arts, Humanities & Social
Sciences Division
Santiago Canyon College

Effective: August 16, 2016
Amount: \$587.00
Reason: Program Facilitation
(Project #2415)

Zarske, John
Professor, Mathematics
Science, Mathematics &
Health Sciences Division
Santa Ana College

Effective: July 23, 2016
Amount: \$250.00
Reason: Staff Development
(Project #2548)

Rescinded Beyond Contract/Overload Stipend

Evett, Corinna
Professor, English
Arts, Humanities & Social
Sciences Division
Santiago Canyon College

Effective: August 16, 2016
Amount: \$587.00
Reason: Program Facilitation
(Project #2415)

Adjusted Leave of Absence

Macdonald, Juli
Professor, Reading
From: Humanities & Social Sciences Division
To: Kinesiology, Health & Athletics Division
Santa Ana College

Effective: February 6 – June 10, 2017
Reason: Banking Leave (15 LHE)

Sosta, Rachel
Professor, English
Humanities & Social Sciences Division
Santa Ana College

From: February 6 – June 10, 2017
To: August 15 – December 20, 2016
Reason: Partial Banking Leave (4 LHE)

HUMAN RESOURCES MANAGEMENT/ACADEMIC DOCKET
August 15, 2016

Page 7

FACULTY (CONT'D)

Part-time Hourly Hire/Rehire

Blackshear, Amelia F
Instructor, Fire Technology/Wellness/Fitness
Human Services & Technology Division
Santa Ana College
Effective: August 1, 2016
Hourly Lecture/Lab Rates: I-3 \$54.37/\$48.93

Campbell, Shasta N
Instructor, Counseling
Counseling & Student Support Services Division
Santiago Canyon College
Effective: September 19, 2016
Hourly Lecture Rate: II-3 \$57.09

Elliott, Marissa M
Instructor, English
Humanities & Social Sciences Division
Santa Ana College
Effective: August 22, 2016
Hourly Lecture Rate: II-3 \$57.09

Franco, Douglas
Instructor, High School Subjects/Bridge
Continuing Education Division #OEC
Santiago Canyon College
Effective: August 23, 2016
Hourly Lecture Rate: I-3 \$47.94

Gonzalez, Sara D
Instructor, English
Arts, Humanities & Social Sciences Division
Santiago Canyon College
Effective: August 22, 2016
Hourly Lecture Rate: II-3 \$57.09

Hacholski, Matthew J
Instructor, History
Humanities & Social Sciences Division
Santa Ana College
Effective: August 15, 2016
Hourly Lecture Rate: II-3 \$57.09

Hirst, Brent A
Instructor, Fire Technology
Human Services & Technology Division
Santa Ana College
Effective: August 1, 2016
Hourly Lecture/Lab Rates: I-3 \$54.37/\$48.93

Hyatt Solomina, Yelena P
Instructor, Older Adults
Continuing Education Division (OEC)
Santiago Canyon College
Effective: August 22, 2016
Hourly Lecture Rate: II-3 \$49.14

Knapp, Jr, Larry J
Instructor, Fire Technology/Wellness & Fitness
Human Services & Technology Division
Santa Ana College
Effective: August 1, 2016
Hourly Lecture/Lab Rates: II-3 \$57.09/\$51.38

FACULTY (CONT'D)

Part-time Hourly Hire/Rehire (cont'd)

Latthitham, Anisa
Instructor, Pharmacy Technology
Human Services & Technology Division
Santa Ana College

Effective: August 15, 2016
Hourly Lecture Rate: I-3 \$54.37

Malone, Sunshine H
Instructor, American Sign Language
Arts, Humanities & Social Sciences Division
Santiago Canyon College

Effective: August 22, 2016
Hourly Lecture/Lab Rates: II-3 \$57.09/\$51.38

Martinez, Amanda N
Instructor, Mathematics
Mathematics & Sciences Division
Santiago Canyon College

Effective: August 15, 2016
Hourly Lecture/Lab Rate: II-3 \$57.09/\$51.38

Navarro-Crux, Giselle E.
Instructor, Child Development
Human Services & Technology Division
Santa Ana College

Effective: August 15, 2016
Hourly Lecture Rate: IV-3 \$62.94

Nguyen, Kelly
Instructor, Mathematics
Science, Math & Health Sciences Division
Santa Ana College

Effective: July 22, 2016
Hourly Rate: II-4 \$ 29.98

Petrilla, Gary J
Instructor, Fire Technology/Wellness & Fitness
Human Services & Technology Division
Santa Ana College

Effective: August 1, 2016
Hourly Lecture/Lab Rates: I-3 \$54.37/\$48.93

Pham, Jacqueline T
Instructor, English
Arts, Humanities & Social Sciences Division
Santiago Canyon College

Effective: August 22, 2016
Hourly Lecture Rate: \$57.09

Rodriguez, Eric O
Instructor, Business Administration/
Management/Marketing
Business Division
Santa Ana College

Effective: August 15, 2016
Hourly Lecture Rate: IV-3 \$62.94

FACULTY (CONT'D)

Part-time Hourly Hire/Rehire (cont'd)

Roth, Talia J
Instructor, Fire Technology/Wellness & Fitness
Human Services & Technology Division
Santa Ana College
Effective: August 1, 2016
Hourly Lecture/Lab Rates: II-3 \$57.09/\$51.38

Sanyal, Prabal K
Instructor, Vocational/Business Skills
Continuing Education Division (OEC)
Santiago Canyon College
Effective: August 22, 2016
Hourly Lecture Rate: II-3 \$49.14

Schuld, Corey P
Instructor, High School Subjects/Bridge
Continuing Education Division (OEC)
Santiago Canyon College
Effective: August 24, 2016
Hourly Lecture Rate: II-3 \$49.14

Shapiro, Katie M
Instructor, Art/Photography
Fine & Performing Arts Division
Santa Ana College
Effective: August 22, 2016
Hourly Lecture/Lab Rates: II-3 \$57.09/\$51.38

Shuler, Kevin R
Instructor, Business/Management/Marketing
Business Division
Santa Ana College
Effective: August 15, 2016
Hourly Lecture Rate: II-3 \$57.09

Stites, Donovan I
Instructor, EMLS
Humanities & Social Sciences Division
Santa Ana College
Effective: August 15, 2016
Hourly Lecture Rate: II-3 \$57.09

Suppe, Dustin C
Instructor, Fire Technology/Wellness & Fitness
Human Services & Technology Division
Santa Ana College
Effective: August 8, 2016
Hourly Lecture/Lab Rates: I-3 \$54.37/\$48.93

Teal, Deborah J
Instructor, High School Subjects/English
Continuing Education Division (CEC)
Santa Ana College
Effective: August 25, 2016
Hourly Lecture Rate: II-3 \$49.14

Torres, Hilario Angel
Counselor
Counseling Division
Santa Ana College
Effective: July 28, 2016
Hourly Rate: II-3 \$48.53

FACULTY (CONT'D)

Part-time Hourly Hire/Rehire (cont'd)

Tran, Anh-Thu Annie
Instructor, Mathematics
Science, Math & Health Sciences Division
Santa Ana College

Effective: August 15, 2016
Hourly Lecture/Lab Rates: IV-3 \$62.94/\$56.65

Weiss, Mark S
Instructor, Fire Technology/Wildland
Human Services & Technology Division
Santa Ana College

Effective: August 1, 2016
Hourly Lecture/Lab Rates: I-3 \$54.37/\$48.93

Villanueva Michelle
Instructor, Counseling
Counseling & Student Support Services Division
Santiago Canyon College

Effective: September 19, 2016
Hourly Lecture Rate: II-3 \$57.09

Zargari, Nima
Instructor, Chemistry
Mathematics & Sciences Division
Santiago Canyon College

Effective: August 15, 2016
Hourly Lecture/Lab Rates: IV-3 \$62.94/\$56.65

Non-paid Instructor of Record

Campagna, Mark E
Instructor, Fire Technology (equivalency)
Human Services & Technology Division
Santa Ana College

Effective: August 1, 2016

Williams, Russell L
Instructor, CJA/Narcotics
Human Services & Technology Division
Santa Ana College

Effective: August 8, 2016

Non-paid Intern Service

Alvarado, Alejandra
Student Intern
Student Affairs
Santa Ana College

Effective: August 16 – December 23, 2016
College Affiliation: CSU, Fullerton
Discipline: Human Services

Alvarado, Celeste
Talent Search Intern
Student Affairs
Santa Ana College

Effective: August 16, 2016 – June 30, 2017
College Affiliation: CSU, Fullerton
Discipline: Human Services

FACULTY (CONT'D)

Non-paid Intern Service (cont'd)

Briseno, Miguel
Counseling Intern
Counseling Division
Santa Ana College

Effective: August 16, 2016 – June 30, 2017
College Affiliation: CSU, Long Beach
Discipline: Counseling

Castillo, Lovrina
Counseling Intern
Counseling Division
Santa Ana College

Effective: August 16, 2016 – June 30, 2017
College Affiliation: CSU, Dominguez Hills
Discipline: Counseling

Chavez, Evani
Counseling Intern
Counseling Division
Santa Ana College

Effective: August 16, 2016 – June 30, 2017
College Affiliation: CSU, Long Beach
Discipline: Counseling

Franco, Issamar
Student Intern
Student Affairs
Santa Ana College

Effective: August 16 – December 23, 2016
College Affiliation: CSU, Fullerton
Discipline: Human Services

Fuentes, Vilma
Counseling Intern
Counseling Division
Santa Ana College

Effective: August 16, 2016 – June 30, 2017
College Affiliation: USC
Discipline: Counseling

Tran, Maria
Counseling Intern
Counseling Division
Santa Ana College

Effective: August 16, 2016 – June 30, 2017
College Affiliation: CSU, Dominguez Hills
Discipline: Counseling

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

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

2. **Position.** District hereby employs Administrator in the position of **Vice President of Academic Affairs for Santiago Canyon College** (“Position”). Administrator is an “academic employee” as defined in sub-section “a” of Section 87001 of the *Education Code*, is an “educational administrator” as defined in sub-section “b” of Section 87002 of the *Education Code*, and is a “management employee” as defined in sub-section “g” of Section 3540.1 of the *Government Code*.

3. **Term.** District agrees to employ Administrator, and Administrator agrees to serve in the Position, for the period commencing **July 19, 2016** and ending **June 30, 2018**. If, prior to June 30 of any other year other than the last year of this Agreement the District does not send or deliver a written notice to Administrator that this Agreement shall not be extended for an additional year, then this Agreement automatically shall be extended for one more year. Any notice of non-reemployment in the position must be given by the District at least six (6) months in advance of the date of termination of this Agreement. If notice of non-reemployment is not given by the District at least six (6) months in advance of the date of termination of this Agreement, then the Agreement shall be extended for one (1) additional year pursuant to Education Code Section 72411(c).

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

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

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

7. **Salary.** District shall pay an annual salary to Administrator in the amount of **\$169,596.31** per academic year (July 1 through June 30), pro-rated if less than a full academic year, paid on a monthly basis. District reserves the right to increase the salary of Administrator during the term of this Agreement, but any such increase shall not be construed as an indication that this Agreement will be renewed or extended. Administrator agrees that District also reserves the right to decrease the salary of Administrator during the term of this Agreement as long as such decrease, on a percentage basis, is no more than what is implemented on a general basis for regular, full-time faculty of the District. Administrator is an exempt employee and is not eligible for overtime pay or compensatory time off.

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

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

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

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

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

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

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

15. **Retreat Rights.** If Administrator's first date of paid service was prior to July 1, 1990, Administrator's rights to faculty tenure are governed by the laws of the State of California

in effect as of June 30, 1990. The retreat rights for Administrator, if hired on or after July 1, 1990, and if Administrator does not have faculty tenure in the District, shall be in accordance with Section 87458 of the *Education Code*. Administrator has the responsibility to present the necessary transcripts and materials to District pursuant to Board policy and procedures in order to maintain any current faculty service area or acquire faculty service areas.

16. **Return to Tenured Faculty Position.** If Administrator has tenure in the District, and if Administrator has not been dismissed pursuant to Section 20 of this Agreement, then Administrator will be entitled to return to a tenured faculty position upon termination or expiration of this Agreement.

17. **Dismissal or Imposition of Penalties During the Term of this Agreement.** Pursuant to Section 72411.5 of the *Education Code*, if Administrator does not have faculty tenure in the District, then the grounds for dismissal or for imposition of penalties on Administrator during the term of this Agreement shall be dishonesty, insubordination, incompetence, unsatisfactory performance, unprofessional conduct, inability to perform, persistent or serious violation of law or of Board Policy or procedures, or any material and substantial breach of this Agreement. Administrator shall be entitled to due process protections as required by law.

18. **Dismissal or Imposition of Penalties During the Term of this Agreement If Tenured.** Pursuant to Section 72411.5 of the *Education Code*, if Administrator has faculty tenure in the District, then the grounds for dismissal or for imposition of penalties on Administrator during the term of this Agreement shall be in accordance with the statutory provisions applicable to tenured faculty members as set forth in Section 87732 of the *Education Code*. Administrator shall be entitled to due process protections as required by law.

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

20. **Buy-Out of Agreement.** Pursuant to Section 53260 of the *Government Code*, except if District terminates this Agreement pursuant to Sections 17 or 18 of this Agreement, the maximum cash settlement that Administrator may receive shall be an amount equal to the monthly salary of Administrator multiplied by the number of months left on the unexpired term of this Agreement. However, if the unexpired term of this Agreement is greater than 18 months, the maximum cash settlement shall be an amount equal to the monthly salary of Administrator multiplied by 18. Any cash settlement shall not include any other non-cash items except health benefits which may be continued for the same duration of time as covered in the settlement or until Administrator finds other employment, whichever comes first. If the unexpired term is greater than 18 months, then the maximum time for continued health benefits paid for by District shall be 18 months.

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

Board of Trustees or the Chancellor indicating whether Administrator is able, with or without reasonable accommodation, to perform the essential functions of the Position.

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

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

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

25. **Mandatory Mediation and Arbitration.** Except as otherwise prohibited by law, the Parties agree that any dispute, claim, or controversy arising out of the Parties' employment relationship, including, but not limited to, alleged violations of federal, state, or local statutes, including those prohibiting harassment and discrimination, and any other claims, including alleged violations of any provisions of the *Education Code*, which cannot be resolved through informal and confidential discussions, shall be submitted to mediation, and if mediation if unsuccessful, to binding arbitration before a neutral Arbitrator. The mediator and any necessary Arbitrator shall be selected through Judicial Arbitration & Mediation Services/Endispute (JAMS). Attachment "A" to this Agreement sets forth the procedures to be utilized and is hereby incorporated by reference into this Agreement as if fully set forth within. The Parties agree that they have carefully read Attachment "A," knowingly agree to all of its contents, and knowingly agree to the covenant to mediate and arbitrate all employment disputes contained in Attachment "A".

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

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

2016/2017 COLUMN CHANGES FOR PART-TIME FACULTY
EFFECTIVE 08/09/2016

ATTACHMENT #2

LAST NAME	FIRST NAME	SITE	OLD COLUMN	STEP	OLD LEC RATE	OLD LAB/NX RATE	NEW COLUMN	NEW LEC RATE	NEW LAB/NX RATE
Campbell	Michael	SCC	3	5	\$66.08	\$59.48	4	\$69.39	\$62.45
Garnett	Philip	CEC	2	5	\$51.64	\$25.82	3	\$52.93	\$26.47
Johnson	Randall	SAC	3	5	\$66.08	\$59.48	4	\$69.39	\$62.45
Kepler	Marc	CEC	2	5	\$51.64	\$25.82	3	\$52.93	\$26.47
Lederman	Jayshree	CEC	2	5	\$51.64	\$25.82	3	\$52.93	\$26.47
Lim	Lisa	SCC	3	4	\$62.94	\$56.65	4	\$66.08	\$59.48
Lopez	Terry E	SAC	2	4	\$59.94	\$53.95	4	\$66.08	\$59.48
Mayfield	Lorraine	OEC	1	3	\$47.94	-	2	\$49.14	-
Merlihan	Kimberly	OEC	1	5	\$50.38	\$25.19	2	\$51.64	\$25.82
Myers	Daniel	SAC	3	5	\$66.08	-	4	\$69.39	-
Ou	Mark	SAC	1	5	\$59.94	\$53.95	4	\$69.39	\$62.45
Palmier	Christine	SAC	3	5	\$66.08	\$59.48	4	\$69.39	\$64.45
Patel	Denny	SAC	3	5	\$66.08	\$59.48	4	\$69.39	\$62.45
Rios	Adrian	CEC	2	5	\$51.64	\$25.82	3	\$52.93	\$26.47
Sleiman	Angela	CEC	1	5	\$50.38	\$25.19	2	\$51.64	\$25.82
Smith	Daria	SAC	3	5	\$66.08	\$59.48	4	\$69.39	\$62.45
Smith	Tim	SAC	3	5	\$66.08	\$59.48	4	\$69.39	\$62.45
Wilmington	Chenille	OEC	2	5	\$51.64	\$25.82	3	\$52.93	\$26.47

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

HUMAN RESOURCES DOCKET

CLASSIFIED

AUGUST 15, 2016

CLASSIFIED

New Appointment

Gutierrez, Katherine
Admissions & Records Spec. II
(CL16-0811) Admissions/ SAC

Effective: July 19, 2016
Grade 8, Step 5 \$47,316.77

Yu, Young
Senior Accountant (CL16-0821)
Fiscal Services/ District

Effective: July 28, 2016
Grade 15, Step 6 \$69,599.20

Hourly Ongoing to Contract

Torres, Esmeralda
From: Account Clerk
To: Intermediate Account Clerk
(CL15-0738)

Effective: July 11, 2016
Grade 6, Step 1 \$35,901.62

Temporary to Contract

Nguyen, Trang
Admissions & Records Specialist II
(CL16-0637) Admissions/ SAC

Effective: June 28, 2016
Grade 8, Step 1 \$38,870.07

Truong, James
Admissions & Records Specialist II
(CL16-0773) Admissions/ SCC

Effective: July 18, 2016
Grade 8, Step 1 \$38,870.07

Professional Growth Increments

Campbell, Amanda
Transfer Center Specialist/ Counseling/
SCC

Effective: September 1, 2016
Grade 11, Step 4 + 3PG (1500)
\$52,715.24

Esparza, Wendy
Student Program Specialist/ School of
Continuing Education/ SAC

Effective: September 1, 2016
Grade 10, Step 1 + 2.5%Bil + 2.5%L +
7PG (3500) \$47,952.14

Out of Class Assignment

Cabrera, Anabelle Business Systems Analyst/ ITS/ District	Effective: 07/01/16 – 07/04/16 Grade 15, Step 4 \$63,101.76
Gallegos, Nicole High School & Comm. Outreach Spec./ School of Continuing Education/ SAC	Effective: 08/07/16 – 12/17/16 Grade 13, Step 1 + 2 PG (1000) \$49,985.72
Lordanich, Joseph Sergeant, District Safety/ District <i>Supervisory</i>	Effective: 07/01/16 – 12/31/16 Grade K, Step 1 \$68,427.13
Luna, Miguel Graduation Specialist/ Student Services/ SCC	Effective: 07/01/16 – 08/08/16 Grade 15, Step 1 \$54,527.66
McAdam, Justin Gardener/Utility Worker/ Admin. Services/ SAC	Effective: 07/01/16 – 06/30/17 Grade 8, Step 4 + 3PG(1500) \$46,561.77
Nguyen, Annie Admissions & Records Spec. I/ School of Continuing Education/ SAC	Effective: 07/05/16 – 12/31/16 Grade 6, Step 6 + 2.5%L + 2.5%Bil + 3PG (1000) \$49,197.74
Palomares, Maria Senior Custodian/ Admin. Services/ SAC	Effective: 07/01/16 – 06/30/17 Grade 7, Step 5 + 2.5%L + 1PG (500) \$47,119.25
Penning, Kerry Admissions & Records Spec. I/ School of Continuing Education/ SAC	Effective: 07/05/16 – 12/31/16 Grade 6, Step 6 + 7.5%L \$49,343.31
Torres, Jetzamina Dir, Special Programs DMC/ District	Effective: 07/01/16 – 06/30/17 Grade H, Step 1 \$80,428.30 <i>Supervisory</i>
Villasenor, Francisco Resource Development Coordinator/ Resource Dev. / District	Effective: 07/01/16 – 06/30/17 Grade 16, Step 4 + 1PG (500) \$67,474.74
Zul, Armida Lead Custodian/ OEC/ SCC	Effective: 07/18/16 – 08/16/16 Grade 8, Step 4 + 2.5%L \$46,188.31

Longevity Increment

Bagdonas, Sheri Administrative Secretary/ Business Div./ SAC	Effective: July 1, 2016 Grade 12, Step 6 + 4PG (2000) + 5%L \$64,431.00
Benavides, Ricardo Custodian/ Admin. Services/ SAC	Effective: July 1, 2016 Grade 4, Step 6 + 7.5%GY + 5%L \$48,229.27
Collins, Jeremy Technical Specialist III/ ITS/ District	Effective: September 1, 2016 Grade 17, Step 6 + 5%L \$82,202.36
Garcia, Elvia Administrative Secretary/ Human Resources/ District	Effective: September 1, 2016 Grade 12, Step 6 + 5%L \$62,431.00
Gilson, Christine Library Technician II/ SCC	Effective: September 1, 2016 Grade 12, Step 6 + 6PG (3000) + 2.5%L \$63,944.54
Gunderson, Linda Financial Aid Computer Analyst/ SCC	Effective: September 1, 2016 Grade 13, Step 6 + 5PG (2500) + 2.5%L \$66,630.84
Marthell, Monique Assessment Assistant/ Counseling/ SCC	Effective: July 1, 2016 Grade 5, Step 2 + 5%L \$38,245.16
McWilliam, Janell Administrative Secretary/ Academic Affairs/ SCC	Effective: July 1, 2016 Grade 12, Step 6 + 5%L \$62,431.00
Mills, Linda Library Tech. II/ Human Services & Tech./ SAC	Effective: July 1, 2016 Grade 12, Step 6 + 10%L \$65,403.90
Nguyen, Huy Network Specialist II/ ITS/ SAC	Effective: July 1, 2016 Grade 17, Step 6 + 7PG (3500) + 5%L \$85,702.36
Norris, Robert DSPS Specialist/ DPSP/ SAC	Effective: September 1, 2016 Grade 11, Step 6 + 12.5%L \$63,536.50

Longevity Increment cont'd

Odle, Ann Reprographics Tech./ Publications/ District	Effective: July 1, 2016 Grade 9, Step 6 + 12.5%L \$58,247.70
Palmer, Jason Network Specialist III/ ITS/ District	Effective: August 1, 2016 Grade 19, Step 6 + 5%L \$92,984.30
Rodriguez, Ruth Sr. Interpreter/ SAC	Effective: July 1, 2016 Grade 20, Step 6 + 10%L \$103,998.79
Salas, Solomon Technical Specialist II/ ITS/ District	Effective: July 1, 2016 Grade 15, Step 6 + 10%L \$76,559.12
Sura, Alma Instructional Center Tech./ Arts, Humanities & Soc. Sci./ SCC	Effective: August 1, 2016 Grade 7, Step 6 + 4PG (2000) + 2.5%L \$50,180.60
Vaught, Melody Executive Secretary/ Academic Affairs/ SCC	Effective: July 1, 2016 Grade 14, Step 6 + 5PG (2500) + 10%L \$75,051.53
Ward, Michael Applications Specialist III/ ITS/ District	Effective: August 1, 2016 Grade 19, Step 6 + 2PG (1000) + 5%L \$93,984.30
White, Kathleen Senior Accountant/ Auxiliary Services/ SAC	Effective: September 1, 2016 Grade 15, Step 6 + 7PG (3500) + 5%L \$76,579.16

Change in Position

Cabrera, Anabelle From: Administrative Secretary To: Business Systems Analyst (CL16-0763) ITS/ District	Effective: July 5, 2016 Grade 15, Step 4 \$63,101.76
--	---

Change in Position cont'd

Luna, Miguel
From: Transfer Center Specialist
To: Student Services Coord. (CL16-0781)
Counseling/ SCC
Effective: August 9, 2016
Grade 15, Step 1 \$54,527.66

Pleitez, Roxana
From: Sr. Account Clerk/ Fiscal Serv.
To: Administrative Secretary (CL15-0735)
Child Dev. Services/ District
Effective: August 22, 2016
Grade 12, Setp 2 + 2.5% Bil + 1PG(500)
\$50,632.00

Leave of Absence

Bailey, Debra
Intermediate Clerk/ Student Services/ SAC
Effective: 08/08/16 – 08/12/16
12/12/16 – 12/16/16
02/06/17 – 02/10/17
06/12/17 – 06/16/17
Reason: Non Work Days for 11 Month
Contract

Ratification of Resignation/Retirement

Freeman, Diane
Support Services Assistant/ Business Div./
SAC
Effective: July 1, 2016
Reason: Retirement

Hurtado, Alejandra
Financial Aid Analyst/ Financial Aid/ SAC
Effective: August 4, 2016
Reason: Resignation

Marquez, Juan
Custodian/ Admin. Services/ SCC
Effective: September 1, 2016
Reason: Resignation

Monzon, Julieta
Intermediate Account Clerk/ Fiscal
Services/ District
Effective: July 30, 2016
Reason: Retirement

Nguyen, Man
Technical Specialist I/ ITS/ SAC
Effective: August 5, 2016
Reason: Resignation

CLASSIFIED HOURLY

New Appointments

Almanza, Danielle
Job Developer (CL16-0772)
Science & Math /SAC

Effective: August 16, 2016
19 Hours/Week 10 Months/Year
Grade 12, Step A \$22.28/Hour

Sanchez, Antonio
Student Activities Specialist (CL16-0760)
OEC/ SCC

Effective: August 1, 2016
19 Hours/Week 12 Months/Year
Grade 8, Step A + 2.5%Bil \$19.08/Hour

Temporary to Hourly Ongoing

Vazquez, Evelyn
District Safety Officer (CL16-0788)
District Safety/ District

Effective: July 5, 2016
Up to 19 Hours/Week School Session
Grade 9, Step A \$19.40/Hour

Longevity Increment

Garcia, Jose
Custodian/ Admin. Services/ SAC

Effective: July 1, 2016
Grade 4, Step A + 2.5%L
\$16.49/Hour

Montanez, Jesse
District Safety Officer/ District

Effective: September 1, 2016
Grade 9, Step A + 5%L
\$20.36/Hour

Nguyen, Trinity
Science Lab Storekeeper/ Science & Math
/SCC

Effective: September 1, 2016
Grade 7, Step A + 2PG (500) + 2.5%L
\$18.34/Hour + \$41.67/Mo. PG

Out of Class Assignment

Cardenas, Maria
Admissions & Records Spec. I/ School of
Continuing Education/ SAC

Effective: 07/05/16 – 12/31/16
Grade 6, Step A + 2.5%Bil \$17.63/hour

Gamboa, Dillon
Senior Account Clerk/ OEC/ SCC

Effective: 06/13/16 – 06/25/16
Grade 10, Step A \$20.28/hour

Out of Class Assignment cont'd

Leung, Sharon
Admissions & Records Spec. I/ School of
Continuing Education/ SAC
Effective: 07/05/16 – 12/31/16
Grade 6, Step A + 5% L + 2.5% Bil
\$18.49/Hour

Macias, Jazmin
Information Systems Specialist/ Auxiliary
Services/ SAC
Effective: 07/18/16 – 12/30/16
Grade 11, Step A \$21.18/Hour

Leave of Absence

Butler, Aaron
Athletic Field/Grounds Worker/ SAC
Effective: 07/01/16 – 07/31/16
06/01/17 – 06/30/17
Reason: Non Work Days for 10 Month
Contract

Connaker, William
Learning Assistant/ Academic Affairs/
SCC
Effective: 07/11/16 – 07/15/16
08/15/16 – 08/19/16
01/09/17 – 01/13/17
01/23/17 – 01/27/17
Reason: Non Work Days for 11 Month
Contract

Khan, Khadija
Student Program Specialist/ Scholarship/
SAC
Effective: 09/26/16 – 09/30/16
11/28/16 – 12/02/16
01/09/17 – 01/13/17
02/27/17 – 03/03/17
Reason: Non Work Days for 11 Month
Contract

Leung, Sharon
Intermediate Clerk/ School of Continuing
Education/ SAC
Effective: 08/08/16 – 08/12/16
12/05/16 – 12/08/16
02/13/17 – 02/17/17
04/03/17 – 04/07/17
Reason: Non Work Days for 11 Month
Contract

Shah, Sumitra
Learning Assistant/ Academic Affairs/
SCC
Effective: 08/22/16 – 09/02/16
02/06/17 – 02/10/17
06/12/17 – 06/16/17
Reason: Non Work Days for 11 Month
Contract

Leave of Absence cont'd

Tran, Vien Publications Assistant/ Human Services & Tech./ SAC	Effective: 08/15/16 – 08/19/16 12/12/16 – 12/16/16 01/02/17 – 02/10/17 06/12/17 – 06/16/17 Reason: Non Work Days for 10 Month Contract
--	---

Ratification of Resignation/Retirement

Chang, Timothy Instructional Assistant/ OEC/ SCC	Effective: June 30, 2016 Reason: Resignation
Low Aranyi, Milicent Intermediate Clerk/ Fine & Performing Arts/ SAC	Effective: June 30, 2016 Reason: Resignation

TEMPORARY ASSIGNMENT

Aguilar, Luis Learning Facilitator /Science & Math /SAC	Effective: 08/29/16 – 06/09/17
Allen, Susan Library Clerk/ Library/ SAC	Effective: 08/22/16 – 06/30/17
Araiza, Nicholas Learning Facilitator /Science & Math /SAC	Effective: 08/29/16 – 06/09/17
Armijo, Konnor Learning Facilitator /Science & Math /SAC	Effective: 08/29/16 – 06/09/17
Bonilla, Jesse Instructional Assistant/ Science & Math /SAC	Effective: 08/16/16 – 06/30/17
Brean, Corey Learning Facilitator / Science & Math /SAC	Effective: 08/29/16 – 06/09/17
Budean Zorilo, Bianca Instructional Assistant/ Science & Math /SAC	Effective: 08/16/16 – 06/30//17

TEMPORARY ASSIGNMENT cont'd

Bustamante Ochoa, David Learning Facilitator /Science & Math / SAC	Effective: 08/24/16 – 06/09/17
Bustamante, Robert Account Clerk/ Student Services/ SCC	Effective: 08/16/16 – 06/30/17
Cadena, Robert Learning Facilitator / Science & Math/ SAC	Effective: 08/29/16 – 06/16/17
Campbell, Timothy Fine Arts & Theater Facilities Tech./ Fine & Performing Arts/ SAC	Effective: 08/22/16 – 06/30/17
Ceballos, Brian Instructional Assistant/ Business & Career Tech./ SCC	Effective: 08/22/16 – 06/02/17
Chang, Grace Instructional Assistant/ Fine & Performing Arts/ SAC	Effective: 08/22/16 – 06/30/17
Cisneros, Theresa Instructional Assistant/ Fine & Performing Arts/ SAC	Effective: 08/22/16 – 06/30/17
Cooper, Laura Instructional Assistant/ Arts, Humanities & Soc. Sci./ SCC	Effective: 09/06/16 – 06/09/17
Cordova, Aimee Electronic & Comp. Tech I/ ITS	Effective: 08/16/16 – 06/30/17
Cordova, Juan Instructional Assistant/ Science & Math /SAC	Effective: 08/16/16 – 06/30/17
Cruz Lopez, Norelly Instructional Assistant/ Counseling/ SAC	Effective: 08/22/16 – 12/12/16

TEMPORARY ASSIGNMENT cont'd

Daly, Shelby Asst. Athletic Trainer/ Therapist/ Kinesiology/ SAC	Effective: 08/16/16 – 12/09/16
Dang, Luan Instructional Assistant/ Science & Math /SAC	Effective: 08/16/16 – 06/30/17
Daniels, Lani Library Clerk/ Library/ SAC	Effective: 08/22/16 – 06/30/17
Dinh, Anh Instructional Assistant/ Humanities & Soc. Sci./ SAC	Effective: 08/29/16 – 06/11/17
Dinh, Brian Instructional Assistant/ Science & Math /SAC	Effective: 08/16/16 – 06/30/17
Do, Vinh Media Systems Elec. Tech./ Admin. Services/ SCC	Effective: 08/16/16 – 06/30/17
Dong, Anna Instructional Assistant/ Human Services & Tech./ SAC	Effective: 08/16/16 – 06/16/17
Dunn, Sarah Learning Facilitator / Science & Math /SAC	Effective: 08/16/16 -12/09/16
Duprey, Karen Instructional Assistant/ Fine & Performing Arts/ SAC	Effective: 08/22/16 – 06/30/17
Flanagan, Jackson Instructional Assistant/ Science & Math /SCC	Effective: 08/16/16 – 12/16/16
Flores, Vanessa Instructional Assistant-DSPS/ DSPS/ SCC	Effective: 08/16/16 – 06/09/17

TEMPORARY ASSIGNMENT cont'd

Fugate, Adam Learning Facilitator / Science & Math /SAC	Effective: 08/29/16 – 06/09/17
Gama Guillen, Daisy Instructional Assistant-DSPS/ Student Services/ SCC	Effective: 08/16/16 – 12/09/16
Garcia Sandoval, Reyna Instructional Assistant-DSPS/ Student Services/ SCC	Effective: 08/16/16 – 12/09/16
Garcia, Gilbert Video Tech./ Fine & Performing Arts/ SAC	Effective: 08/22/16 – 06/30/17
Gomez, Pablo Instructional Assistant/ Science & Math /SAC	Effective: 08/16/16 – 06/30/17
Gonzalez, Brenda Instructional Assistant/ Science & Math /SAC	Effective: 08/16/16 -06/30/17
Gray, Malcolm Instructional Assistant/ Science & Math /SAC	Effective: 08/16/16 – 06/30/17
Gutierrez, Carolina Instructional Assistant/ Science & Math /SAC	Effective: 08/16/16 – 06/30/17
Guzman, Yanelly Learning Facilitator / Science & Math /SAC	Effective: 08/16/16 – 06/16/17
Hagie, Tyler Learning Facilitator / Science & Math /SAC	Effective: 08/29/16 – 06/09/17
Hashemi Tari, Seyed Instructional Assistant/ Science & Math /SAC	Effective: 08/16/16 – 06/30/17

TEMPORARY ASSIGNMENT cont'd

Ho, Thi Instructional Assistant/ Science & Math /SAC	Effective: 08/16/16 – 06/30/17
Hoang, Jayden Instructional Assistant/ Science & Math /SAC	Effective: 08/16/16 – 06/30/17
Huynh, Phuong Instructional Assistant/ Science & Math /SAC	Effective: 08/16/16 – 06/30/17
Kammen, Carl Instructional Assistant/ Science & Math /SAC	Effective: 08/16/16 – 06/30/17
Lambing, Corazon Senior Clerk/ Humanities & Soc. Sci./ SAC	Effective: 08/22/16 – 12/11/16
Landeros, Cristina Instructional Assistant/ Science & Math /SAC	Effective: 08/16/16 – 06/30/17
Le, Theodore Learning Facilitator /Science & Math /SAC	Effective: 08/24/16 – 06/09/17
Leal, Daisy Administrative Clerk/ Business Div./ SAC	Effective: 08/16/16 – 12/16/16
Leal, Soraida General Office Clerk/ Science & Math /SAC	Effective: 08/16/16 – 06/30/17
Leanos, Natalie General Office Clerk/ Humanities & Soc. Sci./ SAC	Effective: 08/22/16 – 06/30/17
Lee, Alfred Instructional Assistant/ Science & Math /SAC	Effective: 08/16/16 – 06/30/17

TEMPORARY ASSIGNMENT cont'd

Leja Jeronimo, Lorene Instructional Assistant/ Science & Math /SAC	Effective: 08/16/16 – 06/30/17
Lopez, Brenda Instructional Assistant/ Science & Math /SAC	Effective: 08/16/16 – 06/30/17
Lowry, Carolyn Instructional Assistant/ Science & Math /SCC	Effective: 08/22/16 – 06/09/17
Luarte, Joseph Fine Arts & Theater Facilities Tech./ Fine & Performing Arts/ SAC	Effective: 08/22/16 – 06/30/17
Macias, Anthony Instructional Assistant/ Science & Math /SAC	Effective: 08/16/16 – 06/30/17
Maldonado Apaez, Lizbeth Instructional Assistant-DSPS/ Student Services/ SCC	Effective: 08/16/16 – 12/09/16
Merino Campos, Guadalupe Instructional Assistant/ Science & Math /SAC	Effective: 08/16/16 – 06/30/17
Nava, Omar Instructional Assistant/ Science & Math /SAC	Effective: 08/16/16 – 06/30/17
Nezda, Stacey Costume Tech	Effective: 08/22/16 – 06/30/17
Ngo, Hanh Instructional Assistant/ Science & Math /SAC	Effective: 08/16/16 – 06/30/17
Nguyen, Michael Instructional Assistant/ Science & Math /SAC	Effective: 08/16/16 – 06/30/17

TEMPORARY ASSIGNMENT cont'd

Nguyen, Nhu Instructional Assistant/ Science & Math /SAC	Effective: 08/16/16 – 06/30/17
Nguyen, Thuan Instructional Assistant/ Science & Math SAC	Effective: 08/16/16 – 06/30/17
Ochoa, Antonio Athletic PE Equipment Asst./ Kinesiology/ SAC	Effective: 08/16/16 – 12/09/16
Ortiz Ruiz, Maria Instructional Assistant/ Science & Math /SCC	Effective: 08/16/16 – 12/09/16
Perez Cruz, Leticia Instructional Assistant/ Science & Math /SAC	Effective: 08/16/16 – 06/30/17
Pham, Victor Instructional Assistant/ Science & Math /SAC	Effective: 08/16/16 – 06/30/17
Phan, Kevin Accompanist/ Arts, Humanities & Soc. Sci./ SCC	Effective: 08/22/16 – 06/10/17
Pineda, Catherine Instructional Assistant-DSPS/ Student Services/ SCC	Effective: 08/16/16 – 12/09/16
Pineda, Diana Counseling Assistant/ Student Services/ SCC	Effective: 08/16/16 – 06/30/17
Puskas, Peggy Instructional Assistant/ OEC/ SCC	Effective: 08/22/16 – 12/17/16
Ramirez, Yiria Instructional Assistant/ OEC/ SCC	Effective: 08/22/16 – 12/17/16

TEMPORARY ASSIGNMENT cont'd

Ramos, Doria Instructional Assistant/ Science & Math/ SAC	Effective: 08/16/16 – 06/30/17
Resendiz, Monica Instructional Assistant/ Science & Math /SAC	Effective: 08/16/16 – 06/30/17
Reyes Jimenez, Carol Instructional Assistant/ Science & Math/SAC	Effective: 08/16/16 – 06/30/17
Rios, Denise Instructional Assistant/ Science & Math /SAC	Effective: 08/16/16 – 06/30/17
Rodarte, Patricia Learning Facilitator / Science & Math /SAC	Effective: 08/24/16 – 06/09/17
Rosales, Mauro Video Tech./ Fine& Performing Arts/ SAC	Effective: 08/22/16 – 06/30/17
Saavedra, Juan Instructional Assistant/ Science & Math /SAC	Effective: 08/16/16 – 06/30/17
Santiago, Joshua Instructional Assistant/ Science & Math /SAC	Effective: 08/16/16 – 06/30/17
Shapiro, Matthew Instructional Assistant/ Arts, Humanities & Soc. Sci./ SCC	Effective: 09/06/16 – 06/09/17
Sibley, Craig Fine Arts & Theater Facilities Tech./ Fine & Performing Arts/ SAC	Effective: 08/22/16 – 06/30/17
Sossaman, Randall Learning Facilitator / Science & Math /SAC	Effective: 08/29/16 – 06/09/17

TEMPORARY ASSIGNMENT cont'd

Stremier, Theresa Instructional Assistant/ Science & Math /SAC	Effective: 08/16/16 – 06/30/17
Than, Uyen Phuong Accompanist/ Fine & Performing Arts/ SAC	Effective: 08/22/16 – 06/30/17
Tomasick, James Learning Facilitator / Science & Math /SAC	Effective: 08/29/16 – 06/09/17
Topete, Elizabeth Instructional Assistant/ Science & Math /SAC	Effective: 08/16/16 – 06/30/17
Torres, Kevin Instructional Assistant/ Science & Math /SAC	Effective: 08/16/16 – 06/30/17
Tran, Ana Instructional Assistant/ Science & Math /SAC	Effective: 08/16/16 – 06/30/17
Tran, Dang Accompanist/ Fine & Performing Arts/ SAC	Effective: 08/22/16 – 06/30/17
Tran, Van Instructional Assistant/ Science & Math /SAC	Effective: 08/16/16 – 06/30/17
Truong, Trinh Instructional Assistant/ Fine & Performing Arts/ SAC	Effective: 08/22/16 – 06/30/17
Vejar, Manuel Instructional Assistant/ Science & Math /SCC	Effective: 08/16/16 – 12/16/16
Ventura Calleja, Jose Instructional Assistant/ Science & Math /SAC	Effective: 08/16/16 – 06/30/17

TEMPORARY ASSIGNMENT cont'd

Vu, Jennifer
Learning Facilitator / Science & Math
/SAC

Effective: 08/24/16 – 06/09/17

Walter, Alexander
Instructional Assistant/ Science & Math
/SAC

Effective: 08/16/16 – 06/30/17

Additional Hours for Ongoing Assignment

Avalos, Omar
Instructional Assistant/ Fine & Performing
Arts/ SAC

Effective: 08/22/16 – 06/30/17
Not to exceed 19 consecutive days in any
given period.

Ball, Grace
Test Proctor/ Counseling/ SAC

Effective: 06/01/16 – 06/30/16
Not to exceed 19 consecutive days in any
given period.

Cardenas, Maria
Intermediate Clerk/ Student Services/
SAC

Effective: 08/22/16 – 06/30/17
Not to exceed 19 consecutive days in any
given period.

Champion, Michael
Instructional Assistant/ Science & Math
/SCC

Effective: 08/15/16 – 12/09/16
Not to exceed 19 consecutive days in any
given period.

Farris, Karlene
Instructional Center Tech./ Humanities &
Soc. Sci./ SAC

Effective: 07/05/16 – 06/11/17
Not to exceed 19 consecutive days in any
given period.

Flores, Maria
Intermediate Clerk/ OEC/ SCC

Effective: 07/05/16 – 08/11/16
Not to exceed 19 consecutive days in any
given period.

Garcia, Francisco
Instructional Assistant/ OEC/ SCC

Effective: 07/18/16 – 08/11/16
Not to exceed 19 consecutive days in any
given period.

Gaytan, Rafaela
CDC Cook Nutrition Spec./ Child Dev.
Services/ SAC

Effective: 07/01/16 – 06/30/17
Not to exceed 19 consecutive days in any
given period.

Additional Hours for Ongoing Assignment cont'd

Gomez, Lisa Alternate Media Specialist/ Student Services/ SAC	Effective: 08/22/16 – 12/16/16 Not to exceed 19 consecutive days in any given period.
Heiland, Daneille Lifeguard/ Kinesiology/ SCC	Effective: 08/22/16 – 12/11/16 Not to exceed 19 consecutive days in any given period.
Herrera, Daniel Instructional Assistant/ Humanities & Soc. Sci./ SAC	Effective: 08/22/16 – 06/11/17 Not to exceed 19 consecutive days in any given period.
Lepe, Maria Administrative Clerk/ DMC/ District	Effective: 07/11/16 – 12/30/16 Not to exceed 19 consecutive days in any given period.
Medina de la Rosa, Jorge Learning Facilitator / Humanities & Soc. Sci./ SAC	Effective: 08/29/16 – 06/11/17 Not to exceed 19 consecutive days in any given period.
Medina, Fausta CDC Cook Nutrition Specialist/ Child Dev. Services/ SAC	Effective: 07/01/16 – 06/30/17 Not to exceed 19 consecutive days in any given period.
Mendoza, Nancy Video Tech./ Fine & Performing Arts/ SAC	Effective: 08/22/16 – 06/30/17 Not to exceed 19 consecutive days in any given period.
Montes de Oca, Adriana Instructional Assistant/ School of Continuing Education/ SAC	Effective: 07/11/16 – 06/30/17 Not to exceed 19 consecutive days in any given period.
Murphy, Aileen Learning Facilitator / Humanities & Soc. Sci./ SAC	Effective: 08/22/16 – 06/30/17 Not to exceed 19 consecutive days in any given period.
Nguyen, Trinity Science Storekeeper/Lab Tech/ Science & Math /SCC	Effective: 06/29/16 – 08/31/16 Not to exceed 19 consecutive days in any given period.
Nguyen, Trinity Instructional Assistant/ Science & Math /SCC	Effective: 08/22/16 – 12/09/16 Not to exceed 19 consecutive days in any given period.

Additional Hours for Ongoing Assignment cont'd

Palencia Funes, Debora Instructional Assistant/ Humanities & Soc. Sci./ SAC	Effective: 08/29/16 – 06/11/17 Not to exceed 19 consecutive days in any given period.
Palencia Funes, Debora Instructional Assistant/ Science & Math/SAC	Effective: 08/16/16 – 12/30/16 Not to exceed 19 consecutive days in any given period.
Pena Arias, Marisol Assessment Assistant/ School of Continuing Education/ SAC	Effective: 07/01/16 – 06/30/17 Not to exceed 19 consecutive days in any given period.
Phan, David Learning Facilitator / Humanities & Soc. Sci./ SAC	Effective: 08/29/16 – 06/11/17 Not to exceed 19 consecutive days in any given period.
Ruesga, Claudia Instructional Assistant/ Humanities & Soc. Sci./ SAC	Effective: 07/05/16 – 06/11/17 Not to exceed 19 consecutive days in any given period.
Ryou Choi, Joohee Learning Facilitator /Humanities & Soc. Sci./ SAC	Effective: 08/22/16 – 06/11/17 Not to exceed 19 consecutive days in any given period.
Torres Medina, Joa'n Instructional Assistant/ Humanities & Soc. Sci./ SAC	Effective: 07/05/16 – 06/11/17 Not to exceed 19 consecutive days in any given period.
Vazquez, Alexis Student Services Specialist/ Student Services/ SCC	Effective: 07/01/16 – 06/30/17 Not to exceed 19 consecutive days in any given period.
Villa, Jessica Instructional Assistant/ OEC/ SCC	Effective: 07/18/16 – 08/11/16 Not to exceed 19 consecutive days in any given period.
Vu, Michelle Learning Facilitator /Humanities & Soc. Sci./ SAC	Effective: 08/29/16 – 06/11/17 Not to exceed 19 consecutive days in any given period.

Substitute Assignments

Cardona, Elizabeth Custodian/ Admin. Services/ SAC	Effective: 07/01/16 - 06/30/17
Carrillo, Carlos Custodian/ Admin. Services/ SAC	Effective: 07/01/16 – 06/30/17
Cloyd, Shiloh Custodian/ Admin. Services/ SAC	Effective: 07/01/16 – 06/30/17
Coney, Sara HS Comm. Outreach Spec./ Student Services/ SCC	Effective: 07/19/16 – 08/05/16
Do, Vinh Custodian/ Admin. Services/ SAC	Effective: 07/01/16 – 06/30/17
Dominguez, Michael Custodian/ Admin. Services/ SAC	Effective: 07/01/16 – 06/30/17
Gavilanes, Jose Custodian/ Admin. Services/ SCC	Effective: 07/01/16 – 06/30/17
Guillen, Carla Administrative Clerk/ Child Dev. Services/ District	Effective: 07/06/16 – 06/30/17
Hernandez, Jesus Skilled Maintenance Worker/ Admin. Services/ SCC	Effective: 07/01/16 – 08/31/16
Kelly, Tracie Senior Clerk/ Admin. Services/ SCC	Effective: 07/01/16 – 06/30/17
Logsdon, Gina Library Clerk/ Library/ SCC	Effective: 08/15/16 – 06/30/17
Macias, Jazmin Information Systems Specialist/ Auxiliary Services/ District	Effective: 07/18/16 – 12/30/16 Not to exceed 19 consecutive days in any given period.
Martinez Marcial, Rosa Counseling Assistant/ School of Continuing Education/ SAC	Effective: 07/01/16 – 06/30/17

Substitute Assignments cont'd

Naushina, Moon Accountant/ Resource Dev./ District	Effective: 07/19/16 – 06/30/17
Perez, Rodolfo Custodian/ Admin. Services/ SCC	Effective: 07/01/16 – 06/30/17
Ramos Soto, Maria Custodian/ Admin. Services/ SCC	Effective: 07/01/16 – 06/30/17
Rodriguez, Bobby Custodian/ Admin. Services/ SCC	Effective: 07/01/16 – 06/30/17
Rostran, Blanca Counseling Assistant/ School of Continuing Education/ SAC	Effective: 07/01/16 – 06/30/17
Ruesga, Elias Custodian/ Admin. Services/ SCC	Effective: 07/01/16 – 06/30/17

MISCELLANEOUS POSITIONS

Alderette, Xavier Model/ Fine & Performing Arts/ SAC	Effective: 08/22/16 – 06/30/17
Alimo, Michael Community Services Presenter/ Community Services/ SAC	Effective: 07/11/16
Avila, Katherine Child Dev. Intern II/ Child Dev. Services/ SAC	Effective: 07/01/16 – 06/30/17
Bell, Brian Coaching Assistant/ Kinesiology/ SAC	Effective: 07/20/16 – 06/30/17
Blackwell, Jana Model/ Fine & Performing Arts/ SAC	Effective: 08/22/16 – 06/30/17
Blackwell, Pamela Model/ Fine & Performing Arts/ SAC	Effective: 08/22/16 – 06/30/17

MISCELLANEOUS POSITIONS cont'd

Blackwell, Pamela Model/ Fine & Performing Arts/ SAC	Effective: 08/22/16 – 06/30/17
Bush, Nicholas Stage Assistant/ Fine & Performing Arts/ SAC	Effective: 08/22/16 – 06/30/17
Camargo, Denice Child Dev. Intern I/ Child Dev. Services/ SAC	Effective: 07/07/16 – 06/30/17
Chavez, Estefani Child Dev. Intern II/ Child Dev. Services/ SAC	Effective: 07/01/16 – 06/30/17
Chavez, Jessica Child Dev. Intern II/ Child Dev. Services/ SAC	Effective: 07/01/16 – 06/30/17
Chavez, Karina Child Dev. Intern I/ Child Dev. Services/ SAC	Effective: 07/01/16 – 06/30/17
Cole, John Model/ Fine & Performing Arts/ SAC	Effective: 08/22/16 – 06/30/17
Cortez, Sonia Child Dev. Intern I/ Child Dev. Services/ SCC	Effective: 07/01/16 – 06/30/17
De Rosas, Angelica Child Dev. Intern I/ Child Dev. Services/ SCC	Effective: 07/01/16 – 06/30/17
Equihua Bernal, Gabriela Child Dev. Intern I/ Child Dev. Services/ SAC	Effective: 07/01/16 – 06/30/17
Feola, Collette Child Dev. Intern II/ Child Dev. Services/ SAC	Effective: 07/01/16 – 06/30/17

MISCELLANEOUS POSITIONS cont'd

Figueroa, Claudia Community Presenter II/ Science & Math /SAC	Effective: 07/19/16 – 06/30/17
Garcia, Delia Child Dev. Intern II/ Child Dev. Services/ SAC	Effective: 07/01/16 – 06/30/17
Garza, Michael Coaching Assistant/ Kinesiology/ SAC	Effective: 07/05/16 – 06/30/17
Gaspar Don Juan, Ana Child Dev. Intern I/ Child Dev. Services/ School of Continuing Education/ SAC	Effective: 07/01/16 – 06/30/17
Gazda, Patricia Community Services Presenter II/ Science & Math /SAC	Effective: 07/19/16 – 06/30/17
Gomez Holbrook, Angela Business Expert Professional I/ Resource Dev./ District	Effective: 06/28/16 – 06/30/16 07/01/16 – 06/30/17
Gomez Holbrook, Angela Business Expert Prof. I/ Educ. Services/ District	Effective: 07/01/16 – 06/30/17
Gomez, Bianca Lizette Child Dev. Intern II/ Child Dev. Service/ SAC	Effective: 07/01/16 – 06/30/17
Gomez, Cassandra Child Dev. Intern I/ Child Dev. Services/ SAC	Effective: 07/01/16 – 06/30/17
Gomez, Maria Julia Child Dev. Intern III/ Child Dev. Services/ School of Continuing Education/ SAC	Effective: 07/01/16 – 06/30/17
Gonzalez, Erica Child Dev. Intern II/ Child Dev. Services/ SAC	Effective: 07/01/16 – 06/30/17

MISCELLANEOUS POSITIONS cont'd

Grajeda Arroyo, Jessica Child Dev. Intern I/ Child Dev. Services/ SAC	Effective: 08/16/16 – 06/30/17
Gutierrez, Fatima Child Dev. Intern II/ Child Dev. Services/ SAC	Effective: 07/01/16 – 06/30/17
Guzman Avila, Xochitl Child Dev. Intern II/ Child Dev. Services/ SAC	Effective: 07/01/16 – 06/30/17
Henderson, Bonnie Community Services Presenter/ OEC/ SCC	Effective: 06/30/16 – 06/30/17
Hernandez Delgado, Vanesa Child Dev. Intern I/ Child Dev. Services/ SAC	Effective: 07/01/16 -06/30/17
Jacinto, Abraham Coaching Assistant/ Kinesiology/ SCC	Effective: 07/14/16 – 06/30/17
Jaramillo, Jason Coaching Assistant/ Kinesiology/ SAC	Effective: 07/14/16 – 06/30/17
Jhon, Miriam Child Dev. Intern II/ Child Dev. Services/ SAC	Effective: 07/01/16 – 06/30/17
Jimenez, Ana Child Dev Intern I/ Child Dev. Services/ SAC	Effective: 07/01/16 – 06/30/17
Jimenez, Eric Child Dev. Intern II/ Child Dev. Services/ SAC	Effective: 07/01/16 – 06/30/17
Juarez Velez, Maria Daniela Child Dev. Intern II/ Child Dev. Services/ SAC	Effective: 07/01/16 – 06/30/17

MISCELLANEOUS POSITIONS cont'd

Kersch, Timothy Community Services Presenter/ Community Services/ SAC	Effective: 07/11/16
Le, By Child Dev. Intern II/ Child Dev. Services/ SAC	Effective: 07/01/16 – 06/30/17
Lilly, Michael Coaching Assistant/ Kinesiology/ SAC	Effective: 07/27/16 – 06/30/17
Lopez de Bernal, Norma Child Dev. Intern II/ Child Dev. Services/ SAC	Effective: 07/01/16 – 06/30/17
Lopez, Wendy Child Dev. Intern I/ Child Dev. Services/ School of Continuing Education/ SAC	Effective: 07/01/16 – 06/30/17
Lucero Michaca, Lorena Child Dev. Intern II/ Child Dev. Services/ SAC	Effective: 07/01/16 – 06/30/17
Martinez, Christopher Coaching Assistant/ Kinesiology/SCC	Effective: 07/18/16 – 06/30/17
McKim, Catherine Child Dev. Intern III/ Child Dev. Services/ SCC	Effective: 07/01/16 – 06/30/17
Mendoza, Jamie Child Dev. Intern II/ Child Dev. Services/ SAC	Effective: 07/01/16 – 06/30/17
Mercado, Carrie Child Dev. Intern III/ Child Dev. Services/ SCC	Effective: 07/01/16 – 06/30/17
Millan, Marco Coaching Assistant/ Kinesiology/ SAC	Effective: 07/14/16 – 06/30/17

MISCELLANEOUS POSITIONS cont'd

Navarro, Alejandra Child Dev. Intern I/ Child Dev. Services/ SAC	Effective: 07/01/16 – 06/30/17
Nguyen, Kevin Community Services Presenter/ Science & Math /SAC	Effective: 07/19/16 – 06/30/17
Ortiz Loeza, Elda Child Dev. Intern II/ Child Dev. Services/ School of Continuing Education/ SAC	Effective: 07/01/16 – 06/30/17
Palestino, Patricia Clerical Assistant/ Child Dev. Services/ District	Effective: 07/05/16 – 06/30/17
Perez, Maryalice Community Services Presenter/ Community Services/ SAC	Effective: 07/11/16
Perkins, Alexandra Coaching Assistant/ Kinesiology/ SAC	Effective: 08/22/16 – 06/30/17
Pinedo, Ana Child Dev. Intern II/ Child Dev. Services/ SAC	Effective: 07/01/16 – 06/30/17
Posada, Estela Stage Assistant/ Fine & Performing Arts/ SAC	Effective: 08/22/16 – 06/30/17
Roberts, Audrea Child Dev. Intern II/ Child Dev. Services/ SAC	Effective: 07/01/16 – 06/30/17
Ruiz, Iliana Child Dev. Intern II/ Child Dev. Services/ SAC	Effective: 07/01/16 – 06/30/17
Serrato, Eleanor Child Dev. Intern III/ Child Dev. Services/ SAC	Effective: 07/01/16 – 06/30/17

MISCELLANEOUS POSITIONS cont'd

Siegfried, Wayne Stage Assistant/ Fine & Performing Arts/ SAC	Effective: 08/22/16 – 06/30/17
Sierra, Karina Child Dev. Intern II/ Child Dev. Services/ SAC	Effective: 07/01/16 – 06/30/17
Torres, Claudia Child Dev. Intern II/ Child Dev. Services/ School of Continuing Education/ SAC	Effective: 07/01/16 – 06/30/17
Trujillo, Crystal Child Dev. Intern I/ Child Dev. Services/ SAC	Effective: 07/01/16 – 06/30/17
Turner, Tracey Model/ Fine & Performing Arts/ SAC	Effective: 08/22/16 – 06/30/17
Valencia Cruz, Ashley Child Dev. Intern I/ Child Dev. Services/ SCC	Effective: 07/01/16 – 06/30/17
Vazquez Lima, Danny Clerical Assistant/ Science & Math /SAC	Effective: 08/16/16 – 06/30/17
Webb, Joshua Coaching Assistant/ Kinesiology/ SAC	Effective: 07/13/16 – 06/30/17
Worthy, Jeffrey Coaching Assistant/ Kinesiology/ SAC	Effective: 07/25/16 – 06/30/17
Zarate, Leticia Child Dev. Intern II/ Child Dev. Services/ SAC	Effective: 07/01/16 – 06/30/17

Instructional Associates/Associate Assistants

Criminal Justice

Giroux, Brett	Effective: 08/16/16
---------------	---------------------

Instructional Associates/Associate Assistants

Nursing

Wilder, Douglas

Effective: 08/22/16 – 6/30/17

COMMUNITY SERVICE PRESENTERS

Stipends Effective May 11 – June 10, 2016

Cohen, Robert	Amount: \$ 50.90
Conley, Dana	Amount: \$ 256.48
Diebolt Price, Julie	Amount: \$ 394.98
Dumon, Dori	Amount: \$ 210.00
Eyre, John	Amount: \$ 12.18
Fischermilitaru, Mariana	Amount: \$ 682.50
Friebert, Martin	Amount: \$ 660.00
Goldman, Deborah	Amount: \$ 313.20
Jackson, Michelle	Amount: \$ 228.63
Krusemark, Leeanne	Amount: \$ 128.06
Mack, Karen	Amount: \$ 205.32
Nolasco, Jeffrey	Amount: \$ 300.00
Rivera, Rodrigo	Amount: \$ 123.19
Truong, Lee Lee	Amount: \$ 210.00
Watson, Katherine	Amount: \$ 225.85

COMMUNITY SERVICE PRESENTERS

Stipends Effective July 1 – July 10, 2016

Crowley, Debra	Amount: \$ 870.00
----------------	-------------------

COMMUNITY SERVICE PRESENTERS

Stipends Effective July 1 – July 10, 2016 cont'd

Dumon, Dori	Amount: \$ 140.00
English, Noemi	Amount: \$ 500.00
Haugen, Nancy	Amount: \$ 280.00
Maldonado, Sonia	Amount: \$ 420.00
McCampbell, Semora	Amount: \$ 101.52
Perez, Eden	Amount: \$ 267.34
Reyes, Alfred	Amount: \$ 500.00

VOLUNTEERS

Bory, Reaksa Volunteer/ Student Services/ SAC	Effective: 08/22/16 – 06/30/17
Chavarria, Rosa Volunteer/ Student Services/ SAC	Effective: 08/22/16 – 06/30/17
Crabill, Dahiana Non Student Volunteer/ Counseling/ SAC	Effective: 08/16/16 – 06/30/17
Hernandez, Irsamar Volunteer/ Student Services/ SAC	Effective: 08/22/16 – 06/30/17
Litman, Lisa Non Student Volunteer/ Counseling/ SAC	Effective: 08/16/16- 06/30/17
Lucero, John Volunteer/ Kinesiology/ SAC	Effective: 08/16/16 – 06/30/17
McCartney, Ronald Non Student Volunteer/ Continuing Ed./ SCC	Effective: 08/16/16 – 06/30/17
Rodriguez, Liliana Volunteer/ Student Services/ SAC	Effective: 08/22/16 – 06/30/17

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Human Resources and Educational Services

To:	Board of Trustees	Date: August 15, 2016
Re:	Presentation of Rancho Santiago Community College District Initial Bargaining Proposal to the California School Employees Association (CSEA) Chapter 579.	
Action:	Receipt of Initial Bargaining Proposal and Scheduling of Public Hearing	

BACKGROUND

Pursuant to Government Code Section 3547(a) the Rancho Santiago Community College District's initial bargaining proposal to the California School Employees Association (CSEA) is presented for information and public review. The Government Code requires that the Board of Trustees conduct a public hearing on this proposal at its next regularly scheduled meeting.

ANALYSIS

Contract negotiations cannot begin until after the Board of Trustees conducts a public hearing and formally adopts its bargaining proposal.

RECOMMENDATION

It is recommended that the Board of Trustees receive and file the district's initial bargaining proposal to the California School Employees Association (CSEA) Chapter 579 and schedule a public hearing for September 12, 2016.

Fiscal Impact: To be Determined	Board Date: August 15, 2016
Item Prepared by: Judyanne Chitlik Vice Chancellor, Human Resources	
Item Submitted by: Judyanne Chitlik Vice Chancellor, Human Resources	
Item Recommended by: Raúl Rodríguez, Ph.D., Chancellor	

**INITIAL BARGAINING PROPOSAL OF THE
RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
TO THE CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION, CHAPTER 579
August 15, 2016**

Article 8 – Evaluation Procedures

Review (8.7.2) Comments

Article 14 – Wages and Hours

Maintain current salary schedule (14.1)

Work Schedules (14.3)

Review Graveyard Shift Hours

Article 19 – Health and Welfare

Maintain district contributions at current levels (19.5 a)