

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

BOARD OF TRUSTEES (Regular Meeting)

ADDENDUM TO AGENDA

Monday, March 8, 2010

➤ **Add:**

5.0 **BUSINESS OPERATIONS/FISCAL SERVICES**

- 5.6 Approval of Emergency Repairs to the Main Electrical Duct Bank to the Science Center at Santiago Canyon College Action
The administration recommends approval of the emergency repairs as presented in the attached spreadsheet in the estimated amount of \$139,000.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Board of Trustees (Regular meeting)
Monday, March 8, 2010
2323 North Broadway, #107
Santa Ana, CA 92706

Vision Statement (Board of Trustees)

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

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

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

Americans with Disabilities Acts (ADA)

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

A G E N D A

1.0 PROCEDURAL MATTERS 4:30 p.m.

1.1 Call to Order

1.2 Pledge of Allegiance to the United States Flag

1.3 Public Comment

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

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

1.4 Approval of Minutes – Regular meeting of February 22, 2010 Action

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

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

2.0 INFORMATIONAL ITEMS AND ORAL REPORTS

- 2.1 Report from the Chancellor
- 2.2 Reports from College Presidents
 - Enrollment
 - Facilities
 - College activities
 - Upcoming events
- 2.3 Report from Student Trustee
- 2.4 Reports from Student Presidents
 - Student activities
- 2.5 Reports from Academic Senate Presidents
 - Senate meetings
- 2.6 Informational Presentation on the Budget

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
 - f. Educational Administrator Appointments
 - (1) Administrative Dean
 - (2) Associate Dean
 - (3) Director
 - (4) Vice President
 - g. Other Educational and Classified Administrators
2. Conference with Labor Negotiator (pursuant to Government Code Section 54957.6)
Agency Negotiator: Mr. John Didion, Executive Vice Chancellor of Human Resources & Educational Services
Employee Organizations: Faculty Association of Rancho Santiago Community College District
California School Employees Association, Chapter 579
Continuing Education Faculty Association
Child Development Centers Teachers Association
3. Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])

RECONVENE

Issues discussed in Closed Session (Board Clerk)

Public Comment

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

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

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

3.0 HUMAN RESOURCES

3.1 Management/Academic Personnel Action

- Approval of Permission to Accept Outside Assignments
- Approval of Tenure Review Recommendations for 2010-2011
- Approval of Change of Assignments
- Approval of Part-time/Hourly Hires/Rehires
- Approval of Non-paid Instructors of Record

3.2 Classified Personnel Action

- Approval of Professional Growth Increments
- Ratification of Resignations/Retirements
- Approval of Additional Hours for On Going Assignments
- Approval of Volunteers
- Approval of Student Assistant Lists

3.3 Adoption of Resolution No. 10-07 – Reduction in Force Action

The administration recommends adoption of Resolution No. 10-07 – Reduction in Force.

3.4 Authorization for Board Travel/Conferences Action

4.0 INSTRUCTION

***4.1 Approval of Amendment to Nursing Program Agreement and College Hospital Costa Mesa** Action

The administration recommends approval of this clinical affiliation agreement amendment for College Hospital in Costa Mesa, California.

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

- *4.2 Receipt of Gender Equity Review of Intercollegiate Athletics at Santiago Canyon College Action
The administration recommends the board acknowledge receipt of the Gender Equity Review of Intercollegiate Athletics confirming Santiago Canyon College's continued compliance with Title IX regulations.

5.0 BUSINESS OPERATIONS/FISCAL SERVICES

- *5.1 Approval of Payment of Bills Action
The administration recommends payment of bills as submitted.
- *5.2 Approval of Architectural Services to update the Santa Ana College and Santiago Canyon College Master Plans Action
The administration recommends approval of the services provided by HMC Architects on the Santa Ana College and Santiago Canyon College Master Plans as presented.
- *5.3 Approval of Change Order #2 for Bid #1055 – Concrete for new Science Building (State Portion) at Santiago Canyon College Action
The administration recommends approval of change order #2 for Angeles Contractor, Inc. for Bid #1055 for concrete for the new science building at Santiago Canyon College as presented.
- *5.4 Approval of Change Order #2 for Bid #1058 - Interior Systems for new Science Building (State Portion) at Santiago Canyon College Action
The administration recommends approval of change order #2 for Angeles Contractor, Inc. for Bid #1058 for construction of the interior systems for the new science building at Santiago Canyon College as presented.
- *5.5 Approval of Notice of Completion: Bid #1090 – Fire Alarm System Replacement, Phase I at Santa Ana College Action
The administration recommends approval of the notice of completion for the fire alarm system replacement, phase I at Santa Ana College as presented.

6.0 GENERAL

- *6.1 Approval of Resource Development Items Action
The administration recommends approval of budgets, acceptance of grants, and authorization of the chancellor or his designee to enter into related contractual agreements on behalf of the district for the following:
- Cooperative Agencies Resources for Education (CARE) (SAC) \$ 59,403
 - Disabled Students Programs & Services (DSPS) (SAC) \$1,105,003

- *6.1 Approval of Resource Development Items – (cont.)
 - Extended Opportunity Programs & Services (EOPS) (SAC) \$1,028,308
 - Matriculation Non-Credit (DO/SAC/SCC) \$1,327,174

- *6.2 Approval of Memorandum of Understanding (MOU) with Orange Unified School District for AmeriCorps Learning Highways Tutoring Program Grant Action

The administration recommends approval of this memorandum of understanding and authorization of Vice Chancellor, Business Operations/Fiscal Services or his designee to sign the MOU.

- *6.3 Approval of Subcontract Agreement with Orange County Superintendent of Schools for the Career Technical education (CTE) Community Collaborative II Grant Action

The administration recommends approval of the subcontract agreement and authorization of Vice Chancellor, Business Operations/Fiscal Services or his designee to sign the subcontract agreement.

- 6.4 Board Member Comments Information

7.0 ADJOURNMENT - The next regular meeting of the Board of Trustees will be held on March 22, 2010 at The Spot (Student Lounge) at Santa Ana College, 1530 W. 17th St., Santa Ana, California.

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

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

Board of Trustees (Regular meeting)

Monday, February 22, 2010

MINUTES

1.0 PROCEDURAL MATTERS

1.1 Call to Order

The meeting was called to order at 4:30 p.m. by Mr. Larry Labrado. Other members present were Dr. David Chapel, Mr. Brian Conley, Mr. John Hanna, Ms. Gloria Holguin, Mr. Mark McLoughlin, Ms. Lisa Woolery, and Mr. Phillip Yarbrough.

Administrators present during the regular meeting were Ms. Judy Chitlik, Mr. Peter Hardash, Dr. Edward Hernandez, Jr., Dr. Erlinda Martinez, and Mr. Juan Vázquez. Ms. Anita Lucarelli was present as record keeper.

1.2 Pledge of Allegiance to the United States Flag

The Pledge of Allegiance was led by Mr. Ian Woodhead, Women's Soccer Coach, Santiago Canyon College (SCC).

1.3 Recognition of SCC Women's Soccer Team by Supervisor Bill Campbell

Supervisor Campbell presented a resolution to SCC's women's soccer team on behalf of the Orange County Board of Supervisors.

Mr. Labrado called a brief recess at 4:35 p.m.

The board reconvened at 4:40 p.m.

1.4 Public Comment

There were no public comments.

1.5. Presentation by Darlene J. Bloom, Orange County Clerk of the Board of Supervisors, on New Online Form 700 Reporting Requirements

Since Ms. Bloom was unavailable due to a recent injury, Mr. Hardash presented the new online Form 700 reporting requirements to the board as information.

1.6 Approval of Minutes

It was moved by Mr. Yarbrough, seconded by Mr. Conley, and carried unanimously to approve the minutes of the regular meeting held January 11, 2010, and the regular meeting held February 1, 2010.

1.7 Approval of Consent Calendar

It was moved by Mr. Conley, seconded by Mr. Hanna, and carried unanimously to approve the recommended action on the following items as listed on the Consent Calendar, with the exception of Item 5.6 (Approval of Travel Reimbursement for Mr. Benjamin Mendoza), removed from the agenda by Ms. Woolery; and Item 5.26 (Approval of Additional DSA Inspection Services – Maintenance & Operations Building at SCC), removed by Mr. Yarbrough:

4.1 Approval of Amendment #2 of OTA Agreement - Cedars-Sinai Medical Center
The board approved this amendment #2 with Cedars-Sinai Medical Center in Los Angeles, California.

4.2 Approval of New OTA Agreement – Loma Linda University Medical Center
The board approved this agreement with Loma Linda University Medical Center in Loma Linda, California.

4.3 Approval of New OTA Agreement – Progressus Therapy
The board approved this agreement with Progressus Therapy in Baltimore, Maryland.

4.4 Approval of New Pharmacy Technology Agreement – Ramsay Rexall Drugs
The board approved this agreement with Ramsay Rexall Drugs in Costa Mesa, California.

4.5 Approval of ENLACE Sub-Contract to Santa Ana College Foundation:
Student Success Fund
The board approved this subcontract agreement between Rancho Santiago Community College District and Santa Ana College Foundation.

4.6 Approval of Nursing Program Agreement – French Park Care Center
The board approved this clinical affiliation agreement renewal with French Park Care Center in Santa Ana, California.

5.1 Approval of Payment of Bills
The board approved payment of bills as submitted.

1.7 Approval of Consent Calendar – (cont.)

5.2 Approval of Budget Transfers and Budget Increases/Decreases

The board approved budget transfers, increases, and decreases during the period of December 17, 2009, through February 4, 2010.

5.3 Approval to hire Vicenti, Lloyd & Stutzman LLP

The board approved hiring Vicenti, Lloyd & Stutzman LLP for auditing services for the 2009-2010 fiscal year and authorized the Vice Chancellor of Business Operations/Fiscal Services to enter into the contract agreement on behalf of the district.

5.4 Approval of the Quarterly Financial Status Report (CCFS-311Q) for Period Ended December 31, 2009

The board approved the CCFS-311Q for the period ending December 31, 2009.

5.5 Adoption of Resolution No. 10-06 – Conflict of Interest Code

The board adopted Resolution No. 10-06 – Conflict of Interest Code.

5.8 Approval of Changes to Santa Ana College's Master Plan at the SAC Orange County Sheriff's Academy for a Memorial for Fallen Officers

The board approved changes to SAC's master plan at the SAC Orange County Sheriff's Academy for a memorial for fallen officers.

5.9 Approval of Additional Services – Facilities Planning & Program Services, Inc.

The board approved the extension of services for Facilities Planning & Program Services, Inc. as presented.

5.10 Approval of Award of Bid #1156 – Child Development Center Renovation at Centennial Education Center (CEC)

The board approved awarding Bid #1156 for the Child Development Center renovation at Centennial Education Center to MDE Group, Inc. as presented.

5.11 Approval of DSA Inspection Services for Bid #1156 – Child Development Center Renovation at Centennial Education Center

The board approved an agreement with Johnston Inspections, Inc. for DSA mandated inspection services as presented.

5.12 Approval of Construction Management Services: ADA Improvements and New Scoreboard for Baseball Field at Santa Ana College and Child Development Center Renovation at Centennial Education Center

The board approved this agreement for construction management services for ADA improvements and new scoreboard for the baseball field at SAC and renovation of the Child Development Center at CEC with Bernards Construction Management Services as presented.

1.7 Approval of Consent Calendar – (cont.)

5.13 Approval of Application for Custom Work from AT&T at the new Maintenance & Operations Building at Santiago Canyon College

The board approved the application for custom work at an estimated cost of \$84,936.16 as presented.

5.14 Approval of Commissioning Proposal for LEED Certification at Santiago Canyon College Humanities Building

The board approved the contract with Tsuchlyama Kaino Sun & Carter in the amount of \$53,000 for various projects as presented.

5.15 Approval of Change Order #1 for Bid #1097 – General Construction for new Child Development Center at Santa Ana College

The board approved change order #1 for ISEC, Inc. for Bid #1097, general construction for the new Child Development Center at SAC as presented.

5.16 Approval of Change Order #1 for Bid #1100 – Concrete for new Child Development Center at Santa Ana College

The board approved change order #1 for Micon Construction, Inc. for Bid #1100, concrete for the new Child Development Center at SAC as presented.

5.17 Approval of Change Order #1 for Bid #1121 – Structural Steel at new Child Development Center at Santa Ana College

The board approved change order #1 for Columbia Steel, Inc. for Bid #1121 for Structural Steel for the new Child Development Center at SAC as presented.

5.18 Approval of Change Order #1 for Bid #1104 – Drywall and Plastering at new Child Development Center at Santa Ana College

The board approved change order #1 for Insul Drywall and Plastering for Bid #1104, drywall and plastering at the new Child Development Center at SAC as presented.

5.19 Approval of Change Order #1 for Bid #1124 – HVAC at new Child Development Center at Santa Ana College

The board approved change order #1 for APEX Construction, Inc. for Bid #1124, HVAC at the new Child Development Center at SAC as presented.

5.20 Approval of Change Order #3 for Bid #1064 – Electrical for new Science Building (Bond Portion) at Santiago Canyon College

The board approved change order #3 for Baker Electric for Bid #1064, electrical in SCC's science building as presented.

1.7 Approval of Consent Calendar – (cont.)

- 5.21 Approval of Change Order #4 for Bid #1064 – Electrical for new Science Building (State Portion) at Santiago Canyon College
The board approved change order #4 for Baker Electric for Bid #1064, electrical in SCC's science building as presented.
- 5.22 Approval of Change Order #2 for Bid #1076 – Glass/Glazing for new Science Building (Bond Portion) at Santiago Canyon College
The board approved change order #2 for Best Contracting Services for Bid #1076, glass and glazing for the new science building at SCC as presented.
- 5.23 Approval of Change Order #4 for Bid #1116 – Gym Restroom Addition, Gym Floor Replacement, and Fire Sprinkler Installation at Santa Ana College
The board approved change order #4 for General Consolidated Constructors, Inc. for Bid #1116, construction of the gym restroom addition, gym floor replacement, and fire sprinkler installation at SAC as presented.
- 5.24 Approval of Change Order #1 for Bid #1055 – Concrete for new Science Building (Bond Portion) at Santiago Canyon College
The board approved change order #1 for Angeles Contractor, Inc. for Bid #1055, concrete for the new science building at SCC as presented.
- 5.25 Approval of Change Order #2 for Bid #1058 – Interior Systems for new Science Building (Bond Portion) at Santiago Canyon College
The board approved change order #2 for Angeles Contractor, Inc. for Bid #1058, construction of the interior systems for the new science building at SCC as presented.
- 5.27 Approval of Change Order #2 for Bid #1127 – 12-Inch Fire Water Line at Santa Ana College
The board approved change order #2 for Dominguez Engineering, Inc. for Bid #1127 for the installation of a 12-inch fire water line at SAC as presented.
- 5.28 Approval of Notice of Completion: Bid #1127 – 12-inch Fire Water Line at Santa Ana College
The board approved the notice of completion for the 12-inch fire water line project at SAC as presented.

1.7 Approval of Consent Calendar – (cont.)

5.29 Approval of Change Order #1 for Bid #1117 – Obstacle Course Lighting Project at Santa Ana College Orange County Sheriff’s Regional Training Academy
The board approved change order #1 for R & M Electrical Contracting for Bid #1117, course lighting at SAC Orange County Sheriff’s Regional Training Academy as presented.

5.30 Approval of Change Order #2 for Bid #1117 – Obstacle Course Lighting Project at Santa Ana College Orange County Sheriff’s Regional Training Academy
The board approved change order #2 for R & M Electrical Contracting for Bid #1117, course lighting at SAC Orange County Sheriff’s Regional Training Academy as presented.

5.31 Approval of Notice of Completion: Bid #1117 – Obstacle Course Lighting Project at Santa Ana College Orange County Sheriff’s Regional Training Academy

The board approved the notice of completion for the obstacle course lighting project at SAC Orange County Sheriff’s Regional Training Academy as presented.

5.32 Approval of Change Order #2 for Bid #1129 – Electrical at new Child Development Center at Santa Ana College
The board approved change order #2 for EMAE International, Inc. for Bid #1129, electrical at the new Child Development Center at SAC as presented.

5.33 Adoption of Resolution No. 10-04 - Declaration of Intent to Lease Real Property at Santa Ana College
The board adopted Resolution No. 10-04 – Declaration of Intent to lease real property at SAC.

5.34 Adoption of Resolution No. 10-05 – Implementing Prequalification of Construction Contractors for Bidding of Swimming Pool at Santiago Canyon College
The board adopted Resolution No. 10-05 – Implementing Prequalification of Construction Contractors for bidding of swimming pool at SCC.

5.35 Approval of Surplus for Baseball Scoreboard
The board declared the Nevco baseball scoreboard as surplus property and approved utilization of The Liquidation Company to conduct an auction as presented.

1.7 Approval of Consent Calendar – (cont.)

5.36 Approval of Independent Contractors

The board approved the following independent contractor: Muckenthaler & Associates, Inc. for consulting services to provide training and technical assistance as a start-up planner for the Early Head Start (EHS) program. Dates of service are February 23, 2010, through June 30, 2010. The fee is estimated at \$50,000 plus \$8,000 allowable expenses.

5.37 Approval of Purchase Orders

The board approved the purchase order listing for the period December 13, 2009, through February 6, 2010.

6.1 Approval of Resource Development Items

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

- CalWORKS/TANF/Child Care (SAC/CEC/SCC/District)	\$414,312
- Child Development Infant Toddler Resource (District)	\$ 1,781
- CTE Community Collaborative III (District)	\$310,000
- CTE Community Collaborative – Supplemental (District)	\$ 79,000
- Cooperative Agencies Resources for Education (CARE) (SCC)	\$ 18,736
- Disabled Students Programs & Services (DSPS) (SCC)	\$303,846
- Extended Opportunity Programs & Services (EOPS) (SCC)	\$244,331
- Faculty Collaboration for Course Transformation (FACCTS) in Developmental Mathematics (SAC) – <i>Correction</i>	\$ 5,000
- GEAR UP Planning Design (SAC)	\$ 24,000
- Kinder Connect (District/SAC/CEC/OEC) - Matriculation – Credit (SCC)	\$ 25,000 \$393,678
- SBA/CSUF – SBDC (District)	\$604,706
- WIA Center for Nursing II (SAC)	\$385,862
- Entrepreneurship Career Pathways (YEP) – CITD (District)	\$ 35,000
- Entrepreneurship Career Pathways (YEP) – SBDC (District) - <i>Correction</i>	\$ 32,000

6.2 Adoption of Resolution No. 10-02 – California Department of Education (CIMS-9398)

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

1.7 Approval of Consent Calendar – (cont.)

6.3 Approval of Subcontracts with HABLA, CHOC/Help Me Grow, UCI/Help Me Grow, and MOMS Orange County

The board approved these subcontracts and authorized the Vice Chancellor, Business Operations/Fiscal Services to enter into related contractual agreements on behalf of the district.

2.0 INFORMATIONAL ITEMS AND ORAL REPORTS

2.1 Report from Chancellor

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

2.2 Reports from College Presidents

The following college presidents provided reports to the board:

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

2.3 Report from Student Trustee

Ms. Gloria Holguin provided a report to the board.

2.4 Reports from Student Presidents

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

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

2.5 Reports from Academic Senate Presidents

The following academic senate presidents provided reports to the board:

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

2.6 Informational Presentation on the Budget

Mr. Hardash provided an informational report on the budget to the board.

2.7 Informational Report on Legislative Visits

Ms. Laurie Weidner provided a report on recent legislative visits in Sacramento to the board.

RECESS TO CLOSED SESSION

The board convened into closed session at 6:30 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

2. Conference with Labor Negotiator (pursuant to Government Code Section 54957.6)
Agency Negotiator: Mr. John Didion, Executive Vice Chancellor of Human Resources & Educational Services
Employee Organizations: Faculty Association of Rancho Santiago Community College District
California School Employees Association, Chapter 579
Continuing Education Faculty Association
Child Development Centers Teachers Association

3. Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])

The board reconvened at 7:25 p.m.

Closed Session Report

Mr. Yarbrough reported the board discussed the aforementioned items and took action to suspend John Nastasi, Skilled Maintenance Worker, at Santa Ana College for ten days, and John Nguyen, District Safety Officer, for three days.

Public Comment

There were no public comments.

3.0 HUMAN RESOURCES

3.1 Management/Academic Personnel

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

- Approve New Job Descriptions
- Approve Changes of Assignment
- Approve Interim Assignments
- Approve Interim to Permanent Assignments
- Approve STRS Reduced Workload Agreements
- Approve Leaves of Absence
- Ratify Resignations/Retirements
- Approve Stipends
- Approve Part-time/Hourly Hires/Rehires
- Approve Non-paid Instructors of Record
- Approve Non-paid Intern Services

3.2 Classified Personnel

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

- Approve New Appointments
- Approve Professional Growth Increments
- Approve Out of Class Assignments
- Approve Return to Regular Assignments
- Approve Changes in Salary Placement
- Approve Leaves of Absence
- Ratify Resignations/Retirements
- Approve Return to Regular Assignments
- Approve Temporary Assignments
- Approve Corrections to Temporary Assignment
- Approve Additional Hours for On Going Assignments
- Approve Substitute Assignments
- Approve Miscellaneous Positions
- Approve Instructional Associates/Associate Assistants
- Approve Volunteers
- Approve Student Assistants

3.3 Approval of Non-Credit Instructional Calendar 2010-2011

It was moved by Mr. Yarbrough, seconded by Mr. Conley, and carried unanimously to approve the 2010-2011 non-credit instructional calendar.

3.4 Authorization for Board Travel/Conferences

It was moved by Mr. Yarbrough, seconded by Mr. Conley, and carried unanimously to approve the submitted conference and travel by board members.

4.0 INSTRUCTION

All items listed under Instruction were approved as part of Item 1.7: Consent Calendar.

5.0 BUSINESS OPERATIONS/FISCAL SERVICES

Items 5.1, 5.2, 5.3, 5.4, 5.5, 5.8 through 5.25, and 5.27 through 5.37 were approved as part of Item 1.7: Consent Calendar.

5.6 Approval of Travel Reimbursement for Mr. Benjamin Mendoza

It was moved by Ms. Woolery, seconded by Mr. Hanna, and carried unanimously to table this item.

5.7 Quarterly Investment Report as of December 31, 2009

The quarterly investment report as of December 31, 2009, was presented as information.

5.26 Approval of Additional DSA Inspection Services – Maintenance & Operations Building at Santiago Canyon College

It was moved by Mr. Conley and seconded by Mr. McLoughlin to approve the extension of services for Universal Laboratories to provide DSA mandated inspection services at SCC as presented. Discussion ensued. The motion carried unanimously.

6.0 GENERAL

Item 6.1, 6.2, and 6.3 were approved as part of Item 1.7: Consent Calendar.

6.4 Approval of Reduction of Student Parking Fees

It was moved by Mr. Hanna and seconded by Ms. Holguin to reduce student parking fees to an amount equal to but not to exceed the cost of staff parking fees. Discussion ensued.

6.4 Approval of Reduction of Student Parking Fees – (cont.)

It was moved by Mr. Hanna and seconded by Mr. Yarbrough to postpone action on this item. The motion to postpone action carried with the following vote: Aye – Dr. Chapel, Mr. Hanna, Mr. McLoughlin, Ms. Woolery, and Mr. Yarbrough; Nay – Mr. Conley and Mr. Labrado. Student trustee Holguin’s advisory vote was nay.

Mr. Yarbrough left the meeting at this time. Before leaving, Mr. Yarbrough expressed support for Dr. Chapel to serve on the CCLC Commission on the Future (Item 6.6).

6.5 Meeting with Academic Senate

The board discussed whether a request by academic senate presidents to hold regularly scheduled meetings with them is a violation of the shared governance rule.

Those who supported having regularly scheduled meetings stated:

- Two-way communication with the academic senate is not available at board meetings.
- It’s a common practice in K-12.
- It should not be considered micro-management since academic senate presidents are not college presidents or managers.
- The meetings are used to clarify items in academic senate minutes.
- If it is appropriate to have a board member phone the academic senate for clarification on issues, why should it be inappropriate to meet in person to discuss a clarification?
- Development of personal relationships.
- It should not be considered a meeting since there is no agenda or minutes.
- The academic senate has a right to connect with the board according to Title 5.
- Academic senate presidents have previously met with board members.

Those who opposed having the regularly scheduled meetings stated:

- It was appropriate to meet with the chancellor and inappropriate to meet with representatives from college organizations as it may be considered micro-management.
- In the accreditation report, micro-management was listed as one of the areas the district was cited for.
- Professional relationships with constituency groups should be maintained.
- A possible violation of AB 1725.
- The board president may have information regarding the academic senate that other board members are not privy to. The current practice enables each board member to receive the answer to questions posed to the chancellor by board members.

6.5 Meeting with Academic Senate – (cont.)

Those who opposed having the regularly scheduled meetings stated: - (cont.)

- The board president does not influence board members and should not represent the board's point of view to the academic senate.
- The accreditation report states the board should not contact staff directly.
- Board members notify the chancellor of communications and/or meetings with staff.
- Board members should not circumvent the shared governance process by excluding the chancellor and college presidents.
- Board members don't have meetings with college presidents; therefore, it would seem inappropriate to meet with academic senate presidents.

In an effort to improve communication between the board and constituency groups yet not violate shared governance or accreditation standards, Mr. Hanna asked the board policy committee to review the request by the academic senate presidents to hold regularly scheduled meetings with academic senate presidents.

Mr. Labrado thanked everyone for their comments and informed the academic senate presidents that he does not plan to meet with them at regularly scheduled meetings.

6.6 Approval of Appointment to Serve on the Community College League of California (CCLC) Commission on the Future

It was moved by Mr. Hanna, seconded by Mr. McLoughlin, and carried unanimously for the board to support David Chapel serving on the Commission on the Future for CCLC during 2010.

6.7 Board Member Comments

Mr. McLoughlin reported that he or Mr. Yarbrough plans to attend the upcoming Orange County Business Council meeting.

Mr. McLoughlin asked for the cost of hosting a KinderCaminata event at Santiago Canyon College.

Mr. Hanna thanked Mr. McLoughlin for his efforts in fundraising for the chancellor's retirement dinner/fundraiser for student programs and reported the currently amount of pledges is \$50,000.

Mr. Hanna asked for the cost analysis of offering a student the opportunity to pay \$50 in September for an annual parking pass rather than \$30 each semester and \$10 for intercession.

Mr. Hanna thanked staff and Townsend Public Affairs for their hard work during the recent legislative visit to Sacramento.

Mr. Hanna asked that the minutes reflect details in Item 6.5 (Meeting with Academic Senate).

Mr. Conley thanked staff for the budget and legislative reports.

Ms. Woolery suggested the board consider holding receptions before board meetings on a quarterly basis to improve communication with the academic senate.

Dr. Chapel reported he recently attended an Orange County Legislative Coalition meeting and invited board members to an April 21 rally in Sacramento.

7.0 ADJOURNMENT

The next regular meeting of the Board of Trustees will be held on March 8, 2010, at the District Office, 2323 N. Broadway, Santa Ana, California.

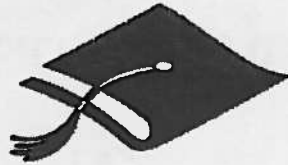
There being no further business, Mr. Labrado declared this meeting adjourned at 8:46 p.m.

Respectfully submitted,

Eddie Hernandez, Jr., Ed.D.
Chancellor

Approved: _____
Clerk of the Board

Minutes approved: March 8, 2010



RANCHO SANTIAGO
COMMUNITY COLLEGE DISTRICT



**Santiago
Canyon
College**

2009-2010
2010-2011
Budget Update

Board of Trustees Meeting
March 8, 2010

Item 2.6

Budget Update

- **ABX8 5 - Additional deferrals approved by Legislature and Governor**
 - March 2010 state apportionment delayed as late as May 1, 2010
 - Almost all of March apportionment deferred
 - was \$3,153,950
 - now only \$264,075
- **Deferrals encourage inaction by Legislature**
 - Needed for the state to borrow more

Budget Update

- ▶ LAO recommends tuition fee increase
 - From \$26 per unit to \$40 per unit
 - Use fee increase to fund system wide growth 2.2%
 - ▶ Fund current overcap unfunded growth
 - ▶ RSCCD unique growth cap approximately 0.5%
 - ▶ Should be redistributed to restore workload reduction of 3.39%
 - ▶ Triggers Full Time Faculty Obligation increase
 - Use fee increase to offset negative COLA -0.38%
- ▶ LAO recommends increased categorical program flexibility
 - EOPS, Basic Skills, Fund For Student Success (Middle College High School, Puente, MESA) and Financial Aid Administration should be included as “unprotected” programs

Budget Update

- LAO recommends additional flexibility
 - Suspend Full Time Faculty Obligation to 2012-2013
 - Suspend/modify 50% Law to 2012-2013
- LAO also recommends that the Legislature may need to seriously consider suspension of Proposition 98 funding guarantees
 - To assist the non education portion of the state budget

RSCCD Budget Update

- At least \$5.9 million in additional expenditures identified for 2010-2011 tentative budget

- Vacant position list due to current hiring freeze
 - Currently approximately \$825,000 in vacant positions
 - Likelihood of funding some vacant positions

RSCCD Budget Process

- **2010-2011 Tentative Budget Assumptions**
 - Budget Allocation and Planning Review (BAPR) Committee to discuss on March 24
 - Recommendations to Chancellor
 - Chancellor recommendations to BOT April 12
 - Budget Assumptions annually approved by BOT as basis for preparation of budget documents
 - Provide formal link for Planning and Budget process
 - Included in Board Planning Session to demonstrate link
 - Linking of Planning and Budget Process is important for Accreditation purposes

RSCCD Budget Process

- ▲ Encourage good management of current year budgets to grow the ending balance
 - Soften the impact of additional reductions in 2010-2011

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

**HUMAN RESOURCES DOCKET
MANAGEMENT/ACADEMIC**

March 8, 2010

MANAGEMENT

Permission to Accept Outside Assignment

Weispfenning, John – To serve as a member of the accreditation site visit team for Chaffey College, representing the Accrediting Commission for Community and Junior Colleges, from March 1 – 4, 2010.

Ratification of Resignation/Retirement

Halvorson, Mary
Vice President
Academic Affairs
Santiago Canyon College

Effective: July 1, 2010
Reason: Retirement

FACULTY

Tenure Review Recommendations for 2010/2011/Attachment #1

Change of Assignment

Simmons, Kathleen
Professor, ESL and Reading
Humanities and Social Sciences Division
Santa Ana College

Effective: August 16, 2010
Salary Placement: III-15 \$86,612

Non-renewal of Temporary Non-tenure Track Employee per E.C. 87470

Brown, Stephan
Assistant Professor, Nursing
Science and Math Division
Santa Ana College

Effective: June 3, 2010
Reason: Lack of Funding

Ratification of Resignation/Retirement

Macias, Aaron
Professor, ESL and Spanish
Humanities and Social Sciences Division
Santa Ana College

Effective: June 4, 2010
Reason: Retirement

FACULTY (CONT'D)

Part-time/Hourly Hires/Rehires

Castellanos, Carlos
Instructor, Public Works (equivalency)
Career Education Division
Santiago Canyon College

Effective: March 9, 2010
Hourly Lecture Rate: II-3 \$54.32

Coffelt, Rusty
Instructor, Fire Technology
Human Services and Technology Division
Santa Ana College

Effective: February 23, 2010
Hourly Lecture/Lab Rate: I-4 \$54.32

Kavati, Kamala
Instructor, High School Subjects
Continuing Education Division
Santa Ana College

Effective: February 22, 2010
Hourly Lecture Rate: II-2 \$41.97

Masuzumi, Bobby
Instructor, Fire Technology (equivalency)
Human Services and Technology Division
Santa Ana College

Effective: March 8, 2010
Hourly Lecture/Lab Rates: I-3 \$51.73/\$43.97

Rodriguez, Sergio
Instructor, Survey/Mapping
Career Education Division
Santiago Canyon College

Effective: February 17, 2010
Hourly Lecture Rate: II-3 \$54.32

Stempniak, Stephen
Instructor, Criminal Justice Academy
Human Services and Technology Division
Santa Ana College

Effective: February 23, 2010
Hourly Lecture/Lab Rate: II-3 \$54.32/\$46.17

Zawahreh, Louie
Instructor, Economics
Humanities and Social Sciences Division
Santa Ana College

Effective: February 19, 2010
Hourly Lecture Rate: II-3 \$54.32

FACULTY (CONT'D)

Non-paid Instructors of Record

Boyd, Glen
Instructor, Apprenticeship/Maintenance Mechanic
Career Education Division
Santiago Canyon College

Effective: March 9, 2010

O'Neal, John
Instructor, Apprenticeship/Carpentry
Career Education Division
Santiago Canyon College

Effective: March 9, 2010

Bonilla, Alfredo
Instructor, Apprenticeship/Carpentry
Career Education Division
Santiago Canyon College

Effective: March 9, 2010

Non-paid Intern Service

Santacruz, Rudy
Student Services Intern
Counseling Division
Santa Ana College

Effective: March 8 – June 5, 2010
College Affiliation: CSU, Long Beach

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
2010/2011
TENURE REVIEW RECOMMENDATIONS**

Attachment #1

3.1 (4)

NAME	TITLE	DISCIPLINE/ASSIGNMENT	DIVISION	CAMPUS	RECOMMENDATION
Aguilar, Maria	Coordinator	Disabled Students Programs & Services	Special Services	SAC	Contract III
Bass, Stacey	Assistant Professor	Nursing	Science & Math	SAC	Tenure
Beyersdorf, Matthew	Assistant Professor	English	Human Services & Technology	SAC	Tenure
Camarco, Lisa	Assistant Professor	Exercise Science	Business, Math & Science	SCC	Tenure
Carrion, Rodolfo	Counselor	Extended Opportunities Programs & Services	Counseling & Student Support Services	SCC	Tenure
Collins, Monica	Coordinator	Deaf & Hard of Hearing Program	Special Services	SAC	Tenure
Coyne, Claire	Assistant Professor	Geology	Science & Math	SAC	Tenure
Deeley, Steven	Assistant Professor	Business Administration	Business, Math & Science	SCC	Tenure
Ettinger, Becky	Assistant Professor	Nursing	Science & Math	SAC	Tenure
Foley, Denise	Assistant Professor	Biology	Business, Math & Science	SCC	Tenure
Granitto, James	Assistant Professor	Philosophy	Humanities & Social Science	SCC	Tenure
Guzman, Kristen	Assistant Professor	History	Humanities & Social Science	SAC	Tenure
Huynh-Dang, KC	Assistant Professor	Pharmacy Technology	Human Services & Technology	SAC	Tenure
Hyman, Deborah	Assistant Professor	Occupational Therapy Assistant	Human Services & Technology	SAC	Contract II
Isaac, John	Assistant Professor	High School Subjects (CEC)	Continuing Education	SAC	Contract III
Kubicka-Miller, Jared	Assistant Professor	Communication	Humanities & Social Science	SCC	Tenure
Le, Phi Loan	Psychologist	Health & Wellness Center	Special Services	SAC	Tenure
Martino, Danielle	Assistant Professor	Astronomy	Business, Math & Science	SCC	Tenure
McMullin, Mary	Assistant Professor	Reading	Humanities & Social Science	SCC	Tenure
Miller, Renee	Coordinator	Communication Disabilities	Special Services	SAC	Tenure
Mitzner, Rita	Assistant Professor	English	Humanities & Social Science	SAC	Tenure
Oertel, Patricia	Assistant Professor	Microbiology	Science & Math	SAC	Contract III
Paunovic, Mila	Assistant Professor	Nursing	Science & Math	SAC	Tenure
Quimzon, Eden	Assistant Professor	English as a Second Language (OEC)	Continuing Education	SCC	Tenure
Robertson, Mario	Assistant Professor	Anthropology	Humanities & Social Science	SAC	Tenure
Ross Jr, John	Assistant Professor	Pharmacy Technology	Human Services & Technology	SAC	Contract II
Ross, Kristina	Coordinator	Fire Technology (Physical Fitness/Wellness)	Human Services & Technology	SAC	Tenure
Serrano, Jr, Maximilano	Assistant Professor	Automotive Technology	Human Services & Technology	SAC	Contract III
Shaffer, Catherine	Coordinator	CARE Program (EOPS)	Student Services	SAC	Tenure
Shain, Shella	Assistant Professor	Business Administration	Business	SAC	Tenure
Shields, Jolene	Assistant Professor	Adult Basic Education/High School Subjects (OEC)	Continuing Education	SCC	Contract III
Stucken, Robert	Assistant Professor	Nursing	Science & Math	SAC	Tenure
Swift, Cynthia	Assistant Professor	Physics	Business, Math & Science	SCC	Tenure
Takahashi, Craig	Assistant Professor	Engineering	Business	SAC	Tenure
Vu, Dahlia	Assistant Professor	Math	Science & Math	SAC	Tenure

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

**ADDENDUM TO HUMAN RESOURCES DOCKET
MANAGEMENT/ACADEMIC**

March 8, 2010

MANAGEMENT

Permission to Accept Outside Assignment

Martinez, Erlinda – To serve as the CEO Representative on the Statewide Academic Senate Prerequisite Task Force from March 1, through August 13, 2010.

FACULTY

Non-paid Intern Service

Haynes, Belinda
Speech Language Pathology
Assistant Intern
Disabled Students Programs and Services
Santa Ana College

Effective: March 9 – June 3, 2010
College Affiliation: Santa Ana College (PYLUSD)

Lam, Tina
Speech Language Pathology
Assistant Intern
Disabled Students Programs and Services
Santa Ana College

Effective: March 9 – June 3, 2010
College Affiliation: Santa Ana College (PYLUSD)

McCullough, Marion
Speech Language Pathology
Assistant Intern
Disabled Students Programs and Services
Santa Ana College

Effective: March 9 – June 3, 2010
College Affiliation: Santa Ana College (CUSD)

Tran, Honghanh
Speech Language Pathology
Assistant Intern
Disabled Students Programs and Services
Santa Ana College

Effective: March 9 – June 3, 2010
College Affiliation: Santa Ana College (WUSD)

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

HUMAN RESOURCES DOCKET
CLASSIFIED
MARCH 8, 2010

CLASSIFIED

Professional Growth Increments

Nguyen, Huy
Tech Specialist II/ ITS/ SAC

Effective: April 1, 2010
Grade 15, Step 6 + 6PG \$5713

Simmavong, Ketsana
General Office Clerk/ Academic Affairs/
SAC

Effective: April 1, 2010
Grade 3, Step 3 + 2PG \$2896.33

Vu, Vivien
Student Program Specialist/ DSPS/ SAC

Effective: April 1, 2010
Grade 10, Step 4 + 2PG \$3932.33

Ratification of Resignation/Retirement

Slattery, Diane
Administrative Secretary/ Humanities/
SAC

Effective: June 4, 2010
Reason: Retirement

TEMPORARY ASSIGNMENT

Additional Hours for On Going Assignment

Shirley, Jacqueline
Intermediate Clerk/ Health Center/ SAC

Effective: 02/16/10 – 06/30/10
Not to exceed 19 consecutive working days
in any given period.

Ventura, Yesenia
Transfer Center Specialist/ Counseling/
SAC

Effective: 02/22/10 – 06/04/10
Not to exceed 19 consecutive working days
in any given period.

Williams, Dawn
Intermediate Clerk/ Health Center/ SAC

Effective: 02/16/10 – 06/30/10
Not to exceed 19 consecutive working days
in any given period.

MISCELLANEOUS POSITIONS

Instructional Associates/Associate Assistants

Nursing

Harada, Shiloh

Effective: 03/01/10

Criminal Justice

Mendez, Sylvia

Effective: 03/09/10

VOLUNTEERS

Acuna, John

Non Student/ Counseling/ SAC

Effective: 03/09/10 – 06/30/10

Barasch, Richard

Non Student/ Tutorial Center/ SAC

Effective: 03/09/10 – 06/30/10

Felix, Priscilla

Student Driver/ Exercise Science/ SAC

Effective: 03/09/10 – 06/30/10

Johnson, William

Non Student/ Tutorial Learning Ctr./ SAC

Effective: 03/09/10 – 06/30/10

Samuels, Charlotte

Student/ Humanities/ SCC

Effective: 03/09/10 – 06/30/10

**SANTA ANA COLLEGE
STUDENT ASSISTANT LIST**

Bustamante, Mayra

Effective: 02/24/10-06/30/10

Chavez, Jasmine

Effective: 02/17/10-06/30/10

Miramontes, Denise Gallardo

Effective: 02/23/10-06/30/10

Nyquist, Ruth Lymari

Effective: 02/18/10-06/30/10

Correction from 2/22/10 Docket

Cantorán, Mary Christy

Effective: 02/09/10 – 06/30/10

SAC FIN Stipend Fall 2009

Gonzalez, Sandra N

Effective: 9/29/09

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

Gutierrez, Nathanael

Effective: 02/04/10-06/30/10

Lugo, Maria T

Effective: 02/08/10-06/30/10

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
HUMAN RESOURCES DOCKET**

**CLASSIFIED
MARCH 8, 2010
ADDENDUM**

CLASSIFIED HOURLY

Ratification of Resignation/Retirement

Stuart, Deidre
Sr. Cashier/ Bookstore/ SAC

Effective: March 31, 2010
Reason: Retirement

TEMPORARY

Campos, Rudy
Instructional Assistant/ Biology/ SAC

Effective: 03/09/10 – 06/06/10

Jimenez, Ariadna
Instructional Assistant/ EOPS/ SAC

Effective: 03/09/10 – 06/04/10

Nguyen, Thuc
Financial Aid Tech/ SCC

Effective: 03/09/10 – 06/30/10

Trinh, Hang
Instructional Assistant/ Earth Science/ SAC

Effective: 03/09/10 – 06/06/10

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
(Human Resources)

To: Board of Trustees	Date: March 8, 2010
Re: Adoption of Resolution 10-07 regarding Reduction in Force of Classified Staff	
Action: Request for Approval	

BACKGROUND

As a result of continuing budget reductions and declining sales in Bookstore Operations, the District's Auxiliary Services is experiencing a budget deficit for the current year.

ANALYSIS

Reductions in services and personnel expenditures are required in order to balance the Auxiliary Services budget and avoid an encroachment on the District's General Fund.

RECOMMENDATION

It is recommended that the Board of Trustees adopt Resolution No. 10-07.

Fiscal Impact: TBD	Board Date: March 8, 2010
Prepared by: John Didion, Executive Vice Chancellor, Human Res. & Ed. Services	
Submitted by: John Didion, Executive Vice Chancellor, Human Res. & Ed. Services	
Recommended by: Dr. Edward Hernandez, Jr., Chancellor	

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

Resolution Regarding the Reduction in Force of Classified Staff in Auxiliary Services

Resolution No. 10-07

Whereas, continuing budget reductions and declining sales revenue in the District's Auxiliary Services has resulted in an on-going operational deficit; and

Whereas, the District is required to reduce staff costs in Auxiliary Services in order to prevent encroachment on the general fund; and

Whereas, due to a lack of funds, the Governing Board finds it in the best interest of the District, that as of April 22, 2010, certain services now being provided by the District be reduced or discontinued by the following extent as delineated in the attached chart.

NOW, THEREFORE, BE IT RESOLVED, that as of April 22, 2010, the classified workforce of the District will be reduced or discontinued to the extent set forth above.

BE IT FURTHER RESOLVED that the Executive Vice Chancellor of Human Resources and Educational Services be and hereby is authorized and directed to give notice of layoff of these positions and of displacement rights to the affected classified employees of the District.

Dated this 8th day of March 2010

Ayes:
Noes:
Absent:
Abstain:

Edward Hernandez, Jr., Ed.D.
Secretary to the Board of Trustees

Classified Reduction in Force
Attachment to Resolution 10-07
March 8, 2010

Job Title/Classification	Months	Department	Location	Action
Bookstore Buyer – 100%	12	Auxiliary Services	Santiago Canyon College	Layoff
Bookstore Storekeeper – 47.5%	12	Auxiliary Services	Santa Ana College	Layoff
Intermediate Clerk – 100%	12	Auxiliary Services	Santa Ana College	Layoff
Senior Cashier – 47.5%	12	Auxiliary Services	Santiago Canyon College	Layoff
Senior Cashier – 47.5%	12	Auxiliary Services	Santa Ana College	Layoff
Senior Clerk – 47.5%	12	Auxiliary Services	Santa Ana College	Layoff

Board of Trustees
March 8, 2010

Conference Docket
No. 3.4

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

BOARD MEMBERS (to be approved)

LEGISLATIVE ADVOCACY TRIP
Washington, D.C. – April 8, 2010

1 Board Member
(Brian Conley)

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**Santa Ana College - Science, Math, and Health Sciences Division**

To: Board of Trustees	Date: March 8, 2010
Re: Approval of Amendment to Nursing Program Agreement and College Hospital Costa Mesa	
Action: Request for Approval	

BACKGROUND

Students in the Nursing Program are required to participate in clinical rotation activities at sites throughout the community in order to gain practical field experiences and to apply knowledge and skills learned in college classes. The proposed clinical affiliation agreement amendment is to add the Health Insurance Portability & Accountability Act of 1996 ("HIPAA") and the American Recovery & Reinvestment Act of 2009 ("The Act") for College Hospital Costa Mesa, located in Costa Mesa.

ANALYSIS

The clinical affiliation agreement amendment covers the change in contract assignment of the facility as well as other issues relating to responsibilities for both parties. The amendment has been reviewed and approved by RSCCD Risk Management and college staff. The amendment carries no costs or other financial arrangements and is in effect unless otherwise terminated by either party.

RECOMMENDATION

It is recommended that the Board of Trustees approve this clinical affiliation agreement amendment for College Hospital Costa Mesa.

Fiscal Impact: None	Board Date: March 8, 2010
Prepared by: Norman Fujimoto, Vice President of Academic Affairs Carol Comeau, Dean of Science, Mathematics, and Health Sciences	
Submitted by: Erlinda J. Martinez, Ed.D., President, Santa Ana College	
Recommended by: Edward Hernandez, Jr., Ed.D., Chancellor, RSCCD	

ADDENDUM TO AGREEMENT

This Addendum is a Business Associate Agreement (“Agreement”) hereby entered into by and between CHCM, Inc., dba College Hospital Costa Mesa, a covered entity (“CE”), and **Rancho Santiago Community College District** on behalf of **Santa Ana College**, a Business Associate, (“Associate”), and is effective as of this 9th day of March, 2010 (“Effective Date”).

RECITALS

- A. CE discloses protected health information (“PHI”) or electronic protected health information (“EPHI”) (hereinafter collectively referred to as “Protected Information”) to Associate under this Agreement for purposes of assisting CE with healthcare operations.
- B. All parties wish to comply with any and all applicable State and/or Federal privacy laws, including but not limited to the Health Insurance Portability & Accountability Act of 1996 (“HIPAA”) and the American Recovery & Reinvestment Act of 2009 (“The Act”).
- C. CE and Associate intend to protect the privacy and provide for the security of Protected Information disclosed to Associate.

Therefore, in consideration of the mutual promises below, the parties agree as follows:

1. Definitions.

- a. **Business Associate:** a person, independent contractor, vendor, consultant, and/or other entity who, on behalf of CE, performs or assists in the performance of a function or activity involving the use or disclosure of individually identifiable health information, including, but not limited to, claims processing or administration, data analysis, processing or administration, utilization review, quality assurance, billing, benefit management, practice management, and re-pricing; or provides legal, actuarial, accounting, consulting, data aggregation, management, administrative, accreditation, or financial services to or for CE where the provisions of such service involves the disclosure of Protected Information from CE or from another Associate of CE.
- b. **Breach:** A breach is considered to be any unlawful or unauthorized access to, use or disclosure of Protected Information. This means, for example, any inappropriate access, review, or viewing of patient medical information without the need.
- c. **Covered Entity:** a health plan, health care clearinghouse, or a provider of medical or health services and any other person or organization who furnishes, bills, or is paid for health care in the normal course of business and/or who transmits any health information in electronic form.
- d. **Data Aggregation:** the combining of Protected Information by the Associate in its capacity as an Associate of another covered entity, to permit data analyses that relate to the health care operations of the respective CE.

- e. **Designated Record Set:** A group of records maintained by or for CE that is the medical record and billing record about individuals maintained by or for CE used in whole or in part by or for CE. The record means any item, collection, or grouping of information that includes Protected Information and is maintained, collected, used, or disseminated by or for CE.
- f. **Health Care Operations** shall have the meaning given to such term under the Privacy Rule, including, but not limited to, 45 CFR Section 164.501.
- g. **Privacy Rules** shall mean any and all State and Federal laws pertaining to Protected Information and include but are not limited to HIPAA and The Act.
- h. **Protected Health Information or PHI:** any information, whether oral or recorded in any form or medium including electronic media as defined below; is created or received by a health care provider, health plan, employer, or health care clearinghouse; and (i) that relates to the past, present or future physical or mental condition of an individual; the provision of health care to an individual; or the past, present or future payment for the provision of health care to an individual; and (ii) that identifies the individual or with respect to which there is a reasonable basis to believe the information can be used to identify the individual.
- i. **Protected Information:** PHI and/or EPHI provided by CE to Associate or created or received by Associate on CE's behalf.
- j. **Electronic media** has the meaning in 45 CFR 160.103, which is:
 - i. **Electronic storage media** including memory devices in computers (hard drives) and any removable or transportable digital memory medium, such as magnetic tape or disk, optical disk, or digital memory card; or
 - ii. **Transmission media** used to exchange information already in electronic storage media. Transmission media include, for example, the Internet, extranet, leased lines, dial-up lines, private networks, and the physical movement of removable/transportable electronic storage media. Certain transmissions, including of paper, via facsimile, and via telephone, are not considered transmissions via electronic media because the information did not exist in electronic form before the transmission.
- k. **Electronic Protected Health Information or "EPHI"** has the meaning in 45 CFR 160.103.

2. Obligations of Associate.

- b. **Permitted Uses/Disclosures.** Associate shall not use or disclose Protected Information except for the purpose of performing Associate's obligations under the Agreement and as permitted. Further, Associate shall not use Protected Information in any manner that would constitute a violation of the Privacy Rules if so used by CE, except that Associate may use Protected Information (i) for the proper management and administration of Associate, (ii) to carry out the legal responsibilities of Associate, or (iii) for Data Aggregation purposes for the Health Care Operations of CE. To the extent that Associate discloses Protected

Information to a third party, Associate must obtain prior to making any such disclosure, (i) reasonable assurances from such third party that such Protected Information will be held confidential as provided pursuant to this Addendum and only disclosed as required by law or for the purposes for which it was disclosed to such third party, and (ii) an agreement from such third party to immediately notify Associate of any breaches of confidentiality of the Protected Information, to the extent it has obtained knowledge of such breach.

- c. Appropriate Safeguards. Associate shall implement appropriate physical and technical safeguards as are necessary to prevent the use or disclosure of Protected Information. Associate shall implement administrative, physical and technical safeguards that reasonably and appropriately protect the confidentiality, integrity, and availability of the Protected Information that it creates, receives, maintains, transmits and maintain policies and procedures for documentation of compliance with the security standards on behalf of CE. Associate shall maintain a comprehensive written information privacy and security program that includes administrative, technical and physical safeguards appropriate to the size and complexity of the Associate's operations and the nature and scope of its activities.
- d. Reporting of Improper Use or Disclosure. Associate shall report to CE any improper use or disclosure of Protected Information immediately upon becoming aware of such use or disclosure. Immediate reporting to CE will allow CE to comply with its own reporting obligations to the California Department of Public Health and to the individual whose Protected Information has been or is reasonably believed to have been improperly accessed, acquired or disclosed.
- e. Associate's Agents. Associate shall ensure that any agents, including subcontractors, to whom it provides Protected Information, agree in writing to the same restrictions and conditions that apply to Associate with respect to such Protected Information. Associate shall implement and maintain sanctions against agents and subcontractors that violate such restrictions and conditions and shall mitigate the effects of any such violation.
- f. Access to Protected Information. Associate shall make Protected Information maintained by Associate or its agents or subcontractors in Designated Record Sets available to CE for inspection and copying within ten (10) days of a request by CE to enable CE to fulfill its obligations under the Privacy Rules.
- g. Amendment of PHI. Within ten (10) days of receipt of a request from CE for an amendment of Protected Information or a record about an individual contained in a Designated Record Set, Associate or its agents or subcontractors shall make such Protected Information available to CE for amendment and incorporate any such amendment to enable CE to fulfill its obligations under the Privacy Rules. If any individual requests an amendment of Protected Information directly from Associate or its agents or subcontractors, Associate must notify CE in writing within five (5) days of the request. Any approval or denial of amendment of Protected Information maintained by Associate or its agents or subcontractors shall be the responsibility of CE.

- h. **Accounting Rights.** Within ten (10) days of notice by CE of a request for an accounting of disclosures of Protected Information, Associate and its agents or subcontractors shall make available to CE the information required to provide an accounting of disclosures to enable CE to fulfill its obligations under the Privacy Rules. Associate agrees to implement a process that allows for an accounting to be collected and maintained by Associate and its agents or subcontractors for at least six (6) years prior to the request, but not before the compliance date of the Privacy Rules. At a minimum, such information shall include: (i) the date of disclosure; (ii) the name of the entity or person; (iii) a brief description of Protected Information disclosed; and (iv) a brief statement of purpose of the disclosure that reasonably informs the individual of the basis for the disclosure, or a copy of the individual's authorization, or a copy of the written request for disclosure. In the event that the request for an accounting is delivered directly to Associate or its agents or subcontractors, Associate shall within five (5) days of a request forward it to CE in writing. It shall be CE's responsibility to prepare and deliver any such accounting requested. Associate shall not disclose any Protected Information except as set forth in this Agreement.
- i. **Governmental Access to Records.** Associate shall make its internal practices, books and records relating to the use and disclosure of Protected Information available to CE and to the Secretary of the U.S. Department of Health and Human Services (the "Secretary"). Associate shall provide to CE a copy of any Protected Information that Associate provides to the Secretary concurrently with providing such Protected Information to the Secretary.
- j. **Minimum Necessary.** Associate (and its agents or subcontractors) shall only request, use and disclose the minimum amount of Protected Information necessary to accomplish the purpose of the request, use or disclosure.
- k. **Data Ownership.** Associate acknowledges that Associate has no ownership rights with respect to Protected Information.
- l. **Retention of Protected Information.** Associate and its subcontractors or agents shall retain all Protected Information throughout the term of the Agreement and shall continue to maintain the information required under Section 2.g of this Addendum for a period of six (6) years after termination of the Agreement.
- m. **Notification of Breach.** During the term of this Agreement, Associate shall notify CE immediately of any suspected or actual breach of security, intrusion or unauthorized use or disclosure of Protected Information of which Associate has become aware and/or any actual or suspected use or disclosure of data in violation of the Privacy Rules. Associate shall take (i) prompt corrective action to cure any such deficiencies and (ii) any action pertaining to such unauthorized disclosure required by applicable federal and state laws and regulations.
- n. **Audits, Inspection and Enforcement.** Within ten (10) days of a written request by CE, Associate and its agents or subcontractors shall allow CE to conduct a reasonable inspection of the facilities, systems books, records, agreements, policies and procedures relating to the use or disclosure of Protected Information

pursuant to this Addendum for the purpose of determining whether Associate has complied with this Agreement.

3. Termination.

- a. Material Breach. A breach by Associate of any provision of this Agreement, as determined by CE, shall constitute a material breach and shall provide grounds for immediate termination.
- b. Effect of Termination. Upon termination of this Agreement for any reason, Associate shall, at the option of CE, return or destroy all Protected Information that Associate or its agents or subcontractors still maintain in any form, and shall retain no copies of such Protected Information. If return or destruction is not feasible, as determined by CE, Associate shall continue to extend the protections of Section 2 of this Addendum to such information, and limit further use of such PHI to those purposes that make the return or destruction of such PHI infeasible. If CE elects destruction of the PHI and/or EPHI, Associate shall certify in writing to CE that such Protected Information has been destroyed.

4. Indemnification/Limitation of Liability. Each party to this Agreement will indemnify, defend and hold harmless the other party from and against any and all claims, losses, liabilities, costs and other expenses incurred as a result of, or arising directly or indirectly out of or in connection with: (i) any misrepresentation, breach of warranty or non-fulfillment of any undertaking on the part of a party under this Agreement; and (ii) any claims, demands, awards, judgments, actions and proceedings made by any person or organization arising out of or in any way connected with a party's performance under this Agreement.

5. Insurance.

- a. Associate shall maintain a policy of insurance covering any loss arising from any act or omission related to the performance of its obligation under this Agreement, with insurance limits of not less than 1 million per occurrence and 3 million aggregate.

6. General Responsibilities and Privileges (Per Title XXII regulation 70713). CE retains professional and administrative responsibility for the provision of patient care and all services provided. Associate shall, and shall require all its employees, subcontractors and agents to abide by all local, State, and/or Federal laws and regulatory agencies including, but not limited to, JCAHO, HCFA and DPHS.

7. Confidentiality of Information. Associate acknowledges and agrees that, during the term of this Agreement, Associate will have contact with confidential business plans, methods of operations, marketing strategies, fee schedules, Protected Information, quality assurance, risk management and peer review information, trade secrets and other information of a confidential nature regarding the CE and its patients. Associate shall access, use and disclose such information only as necessary to provide services under the Agreement. Associate shall, and shall require all its employees, subcontractors and agents to, comply with and recognize all confidentiality and non-disclosure requirements that apply to CE under State and Federal law as well as CE's policies and procedures.

During and after the term of this Agreement, Associate shall not in any manner, directly or indirectly, disclose to any person or other entity not directly affiliated with CE, or use for any purpose, any confidential information. At the time this Agreement terminates for any reason, all books, records, lists, charts, forms and other typed, printed or electronic materials, whether furnished by CE or prepared by Associate, which contain any information relating to CE or its business, activities, or existing or prospective customers or clients, shall be returned to CE or, at CE's direction, destroyed. Associate shall neither make nor retain any copies of such materials without prior written consent of CE.

8. **Representations and Warranties.** Associate represents and warrants to CE that during the term of this Agreement, Associate and all of its owners, officers, directors and managing employees shall not have been (a) suspended or excluded from participation in a Federal or State health care program (including, without limitation, Medicare, Medi-Cal, or CHAMPUS/Tricare), or (b) convicted of any criminal offense related to the delivery of any good or service paid for by a Federal or State health care program or to the neglect or abuse of patients, or (c) suspended, excluded or sanctioned under any other Federal program, including the Department of Defense and/or the Department of Veterans Affairs. Associate shall notify CE immediately if any event occurs which would make the foregoing representation untrue. Breach of this provision shall be grounds for immediate termination of this Agreement.
9. **Compliance by Associate.** Associate represents and warrants to CE all of the following:
 - a. Associate has all permits, approvals and authorities required under applicable laws to carry out its business;
 - b. Associate has established a formal compliance program, or alternatively, has established policies and procedures for the periodic audit of its work for compliance with all applicable laws, regulations and rules and the standards of third party payors. Associate shall notify CE immediately upon the occurrence of any event that would make the foregoing representation and warranties untrue in whole or in part. CE shall have the right to terminate this Agreement immediately upon breach of the foregoing representations and warranties.
 - c. Associate shall provide CE with regular documentation of compliance for performance improvement analysis on a preferred quarterly, but no less than yearly basis.
10. **Cooperation with Compliance Program(s).** Associate agrees to cooperate with CE as necessary so that CE may meet all requirements imposed by law or ordinance or established by the rules and regulations of any Federal, State or local agency, department, commission, association or other governing or advisory body having authority to set standards governing the operation of CE. Associate further agrees to fully cooperate with any compliance-related activities of CE, whether voluntarily initiated by CE or required by any Federal, State, or local agency, including without limitation, attending training sessions and providing certifications as requested by CE. Breach of this provision shall be a ground for immediate termination of this Agreement.
11. **Maintenance of Books and Records.** Associate shall cooperate fully with CE by maintaining and making available all necessary records, or by executing any agreements, in order to assure that CE will be able to meet all requirements for participation and payment associated with public or private third party payment programs including, but

not limited to, the Federal Medicare program. Consistent with the foregoing, Associate agrees to comply with § 1861(v)(1)(I) of the Social Security Act, as amended, and any regulations promulgated pursuant thereto, under which Associate agrees to maintain its books, documents and records that are necessary to certify the nature and extent of such services and payments under this Agreement and to furnish such books, documents and records, upon written request to the Secretary of Health and Human Services or to the Comptroller General, or any other of their duly authorized representatives. If Associate is requested to disclose books, documents or records pursuant to this addendum for purpose of an audit, Associate shall notify CE of the nature and scope of such request and Associate shall make available, upon written request of CE, all books, documents or records, during regular business hours of Associate.

12. Governing Law; Severability. This Agreement shall be construed under, and governed in accordance with the laws of the state of California. The invalidity or unenforceability of any provision herein shall not affect the validity or enforceability of any other provision.

13. Amendment.

- a. Assistance in Litigation or Administrative Proceedings. Associate shall make itself, and any subcontractors, employees or agents assisting Associate in the performance of its obligations under this Contract, available to CE, at no cost to CE, to testify as witnesses, or otherwise, in the event of litigation or administrative proceedings being commenced against CE, its directors, officers or employees based upon a claimed violation of The Act and/or HIPAA, or other laws relating to security and privacy, except where Associate or its subcontractor, employee or agent is named adverse party.
- b. No Third Party Beneficiaries. Nothing express or implied in this Agreement is intended to confer, nor shall anything herein confer, upon any person other than CE, Associate and their respective successors or assigns, any rights, remedies, obligations or liabilities whatsoever.

IN WITNESS WHEREOF, the parties hereto have duly executed this Agreement as of the Effective Date.

CHCM, INC.

ASSOCIATE

By: _____

By: _____

Print Name: _____

Print Name: Peter J. Hardash *PH*

Title: _____

Title: Vice Chancellor, Fiscal Services and
Business Operations

Date: _____

Date: _____

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Santiago Canyon College – Business, Mathematics and Sciences
Athletics

To:	Board of Trustees	Date: March 8, 2010
Re:	Receipt of Gender Equity Review of Intercollegiate Athletics at Santiago Canyon College	
Action:	Information	

BACKGROUND

In 2002, Athletic Director Fran Cummings conducted the first study to determine if Santiago Canyon College was in compliance with the regulations of Title IX, regulating gender equity in athletics. The report showed that the college was in full compliance with the law.

ANALYSIS

Since the last report, Santiago Canyon College intercollegiate athletics has added three sports: Men's Track and Field 2003, Women's Track and Field 2003, and Softball 2007. In October, 2009, Associate Dean/Athletic Director Martin Stringer completed the attached Gender Equity Review of Intercollegiate Athletics at Santiago Canyon College to confirm that the college continued to be in compliance. The self-review followed the guidelines written by the Commission on Athletics (COA), the governing body of intercollegiate athletics for the California Community Colleges. The report demonstrated that the college is, and always has been, in full compliance with Title IX.

RECOMMENDATION

It is recommended the RSCCD Board of Trustees acknowledge receipt of the attached document, confirming Santiago Canyon College's continued compliance with Title IX regulations.

Fiscal Impact: None	Board Date: March 8, 2010
Prepared by:	Martin Stringer, Associate Dean/Athletic Director, Exercise Science
Submitted by:	Juan Vázquez, President, Santiago Canyon College
Recommended by:	Dr. Edward Hernandez, Jr., Chancellor

Gender Equity Review

Of

Intercollegiate Athletics

At

Santiago Canyon College

October 2009

Rancho Santiago Community College District

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Appendix A (Section 11) – Santiago Canyon College Policy & Procedure Handbook	
Appendix B (Section 12) - California Community College Gender Equity Self-Review Manual	
Supporting documents needed for evaluation can be found at the end of each section	

**Santiago Canyon College
Administrators, Faculty and Staff**

The following people have participated in the preparation of this report:

SCC Athletic Department Personnel:

Martin Stringer, Athletic Director

Coaches:-

Ian Woodhead, Head Coach Women's Soccer

Tom Shine, Head Coach Men's and Women's Golf

Wade Fraser, Head Coach Men's Soccer

Shawn Cummins, Head Coach Men's & Women's Cross Country

Lisa Field, Head Coach Women's Softball

Staff:-

Lisa Hermen, Eligibility Clerk, Fitness Center Coordinator, Asst. Coach Women's Soccer

Kelsey Bains, Athletic Trainer

Josh Levy, Sports Information Director

Acknowledgement:-

I would like to acknowledge the work done by my predecessor Fran Cummings. Her outstanding report, submitted to the RSCCD Board in 2002, served as a wonderful example and foundation for my own research. She was obviously an outstanding Athletic Director and leader.

Martin Stringer

Introduction and History of Intercollegiate Athletics At Santiago Canyon College

Intercollegiate athletics at Santiago Canyon College began in 1997 when the college President asked the Santiago Canyon College Department of Exercise Science, Health and Athletics (ESHA) to prepare a 5-year timeline outlining what would be needed to offer competitive opportunities for students. The athletic program facilitator was assigned the task by the Dean of Student Services and the timeline was developed with input from the ESHA chair and faculty members.

In starting athletics, it was important to have an operating philosophy. SCC was concerned with several issues. These were, and still are, the following:

1. SCC will offer sports that are compatible with the facilities that we have on campus or can access through rental agreements (such as golf).
2. SCC will make a strong commitment to gender equity and offer access and opportunities for women the same as men.
3. SCC will hire the best coaches and staff available and provide them with the necessary resources to insure their success.
4. SCC will provide for the needs of the student-athletes to help them achieve both athletically and academically.

To this end, a timeline for the establishment of athletic teams was developed and proposed in December of 1997 and accepted by the Rancho Santiago Community College District (RSCCD) Board of Trustees in Spring of 1998. To date the following four men's and five women's sports compete for the Hawks of SCC:

Men's Cross Country	(began Fall, 1999)
Women's Cross Country	(began Fall, 1999)
Men's Golf	(began Spring, 2000)
Men's Soccer	(began Fall, 2000)
Women's Soccer	(began Fall, 2000)
Women's Golf	(began Fall, 2001)
Men's Track & Field	(began Spring, 2003)
Women's Track & Field	(began Spring, 2003)
Softball	(began Spring 2007)

SCC has been a full dues paying member of the Orange Empire Conference (OEC) since July of 1999 and competes under the rules and regulations of the California Community College Commission on Athletics (COA).

Athletic Department Philosophy At Santiago Canyon College

In August, 1999, SCC Athletic Director Fran Cummings developed the Athletic Department Handbook (Appendix A), an operating manual given to all SCC coaches and staff. The philosophy of SCC intercollegiate athletics is stated on page 2 of the handbook and is listed below.

“Santiago Canyon College subscribes to the philosophy that intercollegiate athletics plays an integral role in the total educational experience. Athletics promotes social growth, leadership qualities, individual character, physical fitness and the development of sportsmanship and team concepts. The college also believes that an exemplary Exercise Science program, including Health and Fitness courses, provides a sound basis for an intercollegiate athletic program and meets student interest needs through the offering of a variety of activities and levels of competition.

The college encourages the development of programs for the highly skilled student-athlete and provides a variety of programs, support services and activities to meet the needs of these men and women. The college is also aware of and supportive of the concepts of gender equity and Title IX and will exhibit equal opportunity in athletics.

The basic philosophy of Santiago Canyon College is to accomplish and fulfill the goals of wholesome and desirable experiences for all student-athletes and to offer the opportunity for these participants to reach their full athletic and academic potential. The Board of Trustees, the administrative and support staff, and all of the coaches coordinate and control intercollegiate athletic competition so that the result will be compatible with the Commission on Athletics (COA) Constitution, the Orange Empire Conference (OEC) Constitution, and the highest standards of student-athlete conduct. The college’s aim is for the experience of all participants to reflect dignity and exemplify competition at its finest.”

The SCC Athletic Department philosophy is in line with the Mission Statement of the college, which states in part that the college is: “ ... a learning community dedicated to intellectual and personal growth. Our purpose is to foster a learning environment, which develops knowledge, critical thinking, sound decision making, cultural awareness and effective communication skills.”

Athletic Equity Standards

A Review of Title IX and Gender Equity

According to the California Community College Gender Equity Self-Review Manual (Appendix B), "the COA is committed to the value of gender equity for both men and women in intercollegiate athletics through its structures, policies, and procedures. The Commission and its colleges shall act affirmatively to assure gender equity in the quality and quantity of participation in athletics"

The manual continues, stating that Title IX of the Education Amendments of 1972 prohibits sex-based discrimination in educational institutions receiving federal financial assistance. The intercollegiate athletic requirements of Title IX address three aspects of college and university sports programs:

- 1) The participation opportunities provided to male and female students;
- 2) The athletic financial aid allocated to male and female participants in intercollegiate athletics, and;
- 3) All other benefits, opportunities, and treatment afforded participant of each sex. (p. 8, App. B).

The Title IX compliance assessment is made on a program-wide basis. Neither football nor revenue-producing sports as a class are exempt from Title IX, nor are these sports treated separately from other parts of the intercollegiate athletic program.

The requirement that both men's and women's interests and abilities be accommodated includes the obligation to provide a sufficient number of participation opportunities for individuals of each sex. "Participation opportunities" are defined as the number of slots on teams as determined by the number of athletes on each team. The Office of Civil Rights (OCR) developed a test to use to determine whether the required number of participation opportunities is being provided for male and female athletes. The test states that an institution is in compliance if it meets any one of the following components:

- ✓ That intercollegiate participation opportunities for its students of each sex are substantially proportionate to its male and female undergraduate enrollments *, or
- ✓ A history and continuing practice of program expansion responsive to developing interests and abilities of member of the "underrepresented sex," or
- ✓ That the interests and abilities of the "underrepresented sex" are "fully and effectively accommodated" by the existing program. (p. 8, App. B)

* According to the COA Self Review manual "If a college can show that the numbers of male and female participants in its intercollegiate sports program are substantially proportionate to its male and female undergraduate enrollments, the institution will be found in compliance without further inquiry." (p. 8, App. B).


Santiago Canyon College is in full compliance with Title IX because SCC's participation opportunities are proportionate to its male and female enrollment numbers, and benefits, opportunities and treatment are equal for all of its student-athletes.

California Community College Gender Equity Self-Review

10 Components Used to Determine Compliance


The following ten program component areas are delineated in the California Community College Gender Equity Manual for Self-Review (Appendix B). These components are derived from the OCR Policy Interpretations Section 106.41 (c) and apply to the specific needs and characteristics of community colleges in California

<u>COMPONENT</u>	<u>SCC COMPLIANCE</u>
1. Accommodation of Interests and Abilities	✓ Satisfied
2. Equipment and Supplies	✓ Satisfied
3. Scheduling of Games and Practice Times	✓ Satisfied
4. Travel and Per Diem Allowance	✓ Satisfied
5. Opportunities to Receive Coaching	✓ Satisfied
6. Locker Rooms, Practice, and Competitive Facilities	✓ Satisfied
7. Medical and Training Facilities and Services	✓ Satisfied
8. Publicity and Promotion	✓ Satisfied
9. Support Services	✓ Satisfied
10. Recruitment of Student Athletes	✓ Satisfied



SANTIAGO CANYON COLLEGE

WOMEN'S SOCCER



FALL 2008

<u>Day</u>	<u>Date</u>	<u>Opponent</u>	<u>Location</u>	<u>Time</u>
Sat.	Aug. 16	Bakersfield (Scrimmage)	Santiago Canyon	7pm
Fri.	Aug. 22	Victor Valley (Scrimmage)	Victor Valley	4pm
Wed.	Aug. 27	Mount SAC	Mount SAC	6pm
Sat.	Aug. 30	Oxnard Tournament	Oxnard	TBC
Sun.	Aug. 31	Oxnard Tournament	Oxnard	TBC
Wed.	Sept. 3	Grossmont	Santiago Canyon	3pm
Sat.	Sept. 6	Palomar	Santiago Canyon	6:30pm
Fri.	Sept. 12	Ventura	Ventura	5pm
Tue.	Sept. 16	Saddleback	Rancho Capistrano	3pm
Fri.	Sept. 19	Orange Coast	Orange Coast	3pm
Tue.	Sept. 23	Fullerton	Santiago Canyon	3pm
Tue.	Sept. 30	Santa Ana	Santa Ana	3pm
Fri.	Oct. 3	Golden West	Santiago Canyon	3pm
Tue.	Oct. 7	Irvine Valley	Irvine Valley	3pm
Fri.	Oct. 10	Riverside	Santiago Canyon	6pm
Tue.	Oct. 14	Cypress	Cypress	3pm
Fri.	Oct. 17	Saddleback	Santiago Canyon	6pm
Tue.	Oct. 21	Orange Coast	Santiago Canyon	3pm
Fri.	Oct. 24	Fullerton	Fullerton	3pm
Fri.	Oct. 31	Santa Ana	Santiago Canyon	3pm
Tue.	Nov. 4	Golden West	Golden West	6pm
Fri.	Nov. 7	Irvine Valley	Santiago Canyon	3pm
Tue.	Nov. 11	Riverside	Riverside – Bobby Bonds Park	3pm
Fri.	Nov. 14	Cypress	Santiago Canyon	6pm
Sat.	Nov. 22	So Cal Regional Playoff	TBA	TBA
Tue.	Nov. 25	So Cal Regional Playoff	TBA	TBA
Sat.	Nov. 29	So Cal Regional Playoff	TBA	TBA
Fri. & Sun.	Dec. 5 & 7	State Championship Festival	TBA	TBA

Head Coach:	Ian Woodhead	Office: (714) 628-4906	Room S-104
Assistants	Ed Kephart, Lisa Hermen, Chris Woolley, Mike Stauber		
Athletic Director:	Martin Stringer	Office: (714) 628-4816 / FAX (714) 633-4786	
Sports Information:	Josh Levy	Office: (714) 628-4839	
Athletic Trainer:	Kelsey Bains	Office: (714) 628-4904	
SCC Colors:	Blue and Gold	SCC Mascot: The Hawks	



SANTIAGO CANYON COLLEGE

WOMEN'S GOLF



FALL 2008

<u>Day</u>	<u>Date</u>	<u>Opponent</u>	<u>Location</u>	<u>Time</u>
Wed.	Sept. 3	Tee Off Classic	El Prado	8:30am
Fri./Sat.	Sept. 5/6	Desert Tournament	Indian Canyons	7am
	Sept 10	Mount Sac	El Prado	10am
	Sept. 15	*Irvine Valley	Oak Creek	12:30pm
	Sept. 22	*Santa Ana	Riverview	11am
	Sept. 24	*Saddleback	Tijeras Creek	10:30am.
	Sept. 29	*Host – IVC, SAC, Sad, Full	El Prado	10am
	Oct. 1	*Fullerton	Los Serranos	11am
	Oct. 6	*Irvine Valley	Oak Creek	12:30pm
	Oct. 8	League Cup – Match Play	Riverview	11am
	Oct. 13	*Santa Ana	Riverview	11am
	Oct. 15	*Saddleback	Tijeras Creek	10:30am
	Oct. 20	*Host – IVC, SAC, Sad, Full	El Prado	10am
	Oct. 22	*Fullerton	Los Serranos	11am
	Nov. 3/5	Conference Finals	Los Serranos	9am
	Nov. 10/11	Regionals	TBA (Palm Springs)	7am
	Nov. 17/18	State Championship	Ventura	7am

Bold indicates a home match

*Conference Match

Head Coach:	Tom Shine	Office: (714) 628-4908	Room S-104
		e-mail: shine_tom@sccollege.edu	
Athletic Director:	Martin Stringer	Office: (714) 628-4816	Room S-104
		Athletics FAX: (714) 633-4786	
Sports Information:	Josh Levy	Office: (714) 628-4839	
Athletic Trainer:	Kelsey Bains	Office: (714) 628-4904	Room S-104

SCC Colors: Blue and Gold

SCC Mascot: The Hawks



SANTIAGO CANYON COLLEGE

MEN'S & WOMEN'S CROSS COUNTRY

FALL 2008

<u>DAY</u>	<u>DATE</u>	<u>COMPETITION</u>	<u>LOCATION</u>	<u>TIME</u>
Sat.	Aug. 30	Riverside Short Course Invit.	RCC, Moreno Valley	9:00am
Sat.	Sept. 6	Asics/UC Irvine Invitational	ARC Field, Irvine	9:00am
Sat.	Sept. 13	Fresno Invitational	Woodward Park, Fresno	8:30am
Sat.	Sept. 20	OEC Preview/Orange Coast Inv.	Fairview Park, Costa Mesa	10:00am
Sat.	Sept. 27	UC Riverside Invitational	UCR Agricultural Center	7:30am
Fri.	Oct. 3	SoCal Preview/Bakersfield Invite	Kern County Soccer Park (Bakersfield)	3:00pm
Sat.	Oct. 11	Irvine Invitational	Irvine Regional Park, Orange	10:00am
Fri.	Oct. 17	Mt. SAC Invitational	Mt. SAC, Walnut	11:00am
Sat.	Nov. 1	OEC Championships	Fairview Park, Costa Mesa	10:00am
Fri.	Nov. 7	SoCal Regional Championships	Kern County Soccer Park (Bakersfield)	2:00pm
Sat.	Nov. 22	California State Championships	Woodward Park, Fresno	10:00am

* Conference Meets printed in bold type

Head Coach: Shawn Cummins Office: (714) 628-4910 Room S-104
 Athletics FAX: (714) 633-4786

Assistants: Gary Pickett, Dan Swaney, James Bronson, Alex Valentine, Deana Cummins

Athletics Director: Martin Stringer Office: (714) 628-4816 Room S-104

Sports Information: Josh Levy Office: (714) 628-4839 Room A-213

Athletic Trainer: Kelsey Bains Office: (714) 628-4904 Room S-104

SCC Colors: Blue and Gold

SCC Mascot: The Hawks

Revised 7/28/2008

4.2 (11)



SANTIAGO CANYON COLLEGE



MEN'S SOCCER

FALL 2008

<u>DATE</u>	<u>OPPONENT</u>	<u>TIME</u>	<u>LOCATION</u>
29-Aug	VANGUARD (SCRIMMAGE)	5:00 PM	VANGUARD

MT. SAC ADIDAS TOURNAMENT

Th	4-Sep	RIO HONDO	5:00 PM	MT. SAC
Fr	5-Sep	TBD	TBD	MT. SAC
S	6-Sep	TBD	TBD	MT. SAC

M	8-Sep	SOUTHWESTERN	3:00 PM	SOUTHWESTERN
W	10-Sep	MOORPARK	3:00 PM	SANTIAGO
F	19-Sep	OXNARD	4:00 PM	SANTIAGO
M	22-Sep	RIO HONDO	4:00 PM	RIO HONDO
	26-Sep	LONG BEACH CITY	4:00 PM	SANTIAGO

CONFERENCE

	30-Sep	ORANGE COAST	3:00 PM	ORANGE COAST
	3-Oct	GOLDEN WEST	5:00 PM	SANTIAGO
	7-Oct	SANTA ANA	3:00 PM	SANTIAGO
	10-Oct	IRVINE VALLEY	1:00 PM	IRVINE VALLEY
	14-Oct	CYPRESS	4:00 PM	SANTIAGO
	17-Oct	RIVERSIDE	3:00 PM	RIVERSIDE (BOBBY BONDS PARK)
	21-Oct	FULLERTON	3:00 PM	FULLERTON
	24-Oct	ORANGE COAST	3:00 PM	SANTIAGO
	28-Oct	GOLDEN WEST	7:00 PM	GOLDEN WEST
	31-Oct	SANTA ANA	3:00 PM	SANTA ANA
	4-Nov	IRVINE VALLEY	3:00 PM	SANTIAGO
	7-Nov	CYPRESS	3:00 PM	CYPRESS
	11-Nov	RIVERSIDE	3:00 PM	SANTIAGO
	14-Nov	FULLERTON	3:00 PM	SANTIAGO

Head Coach:	Wade Fraser	Office: (714) 628-4907	Room S-104
		e-mail: wfras@cox.net	
Assistant Coaches:	Mario Gonzalez, Mike Whitaker		
Athletics Director:	Martin Stringer	Office: (714) 628-4816	Room S-104
		Athletics FAX: (714) 633-4786	
Sports Information:	Josh Levy	Office: (714) 628-4839	
Athletic Trainer:	Kelsey Bains	Office: (714) 628-4704	Room S-104

SCC Colors: Blue and gold

SCC Mascot: The Hawks

TEAM ELIGIBILITY

Athlete Registration/Competition Used

Santiago Canyon College
College Reporting

Orange Empire
Conference

Cross Country
Sport

Men's
 Women's

2008-2009
Sport Season/Yr.

This form is to be sent to your conference commissioner twice: 1) Prior to the first contest; 2) At the conclusion of the sport season.

Name	ID Number	Last Institution Attended (excluding the present)	Date of High School Graduation (mm/yy)	✓ If In-District HS	✓ If Recruiting Area HS	✓ In-State HS	✓ If Out-Of-State HS	Date of Enrollment at 1 st College (mm/yy)	Sport Season		(3) Injury/Illness Waiver	(2) Season of competition used?	
									1st	2nd		Yes	No
Acosta, Vincent	sco19881205	El Modena High School	06/2007	✓				08/2007		✓		X	✓
Aryan, Garrett	ary19890717	El Modena High School	06/2007	✓				08/2007		✓		X	✓
Becker, Brian	bec19890203	El Modena High School	06/2007	✓				08/2007	✓			X	✓
Belleque, Vincent	bel19900418	Fullerton High School	06/2008		✓			06/2008	✓			X	✓
Carroll, Fletcher	car19900710	Villa Park High School	06/2008	✓				06/2008	✓			X	✓
Ferreira, David	fer19880925	Foothill High School	06/2007		✓			08/2007		✓		X	✓
Graham, Brandon	gra19890715	Villa Park High School	06/2007	✓				08/2007	✓			X	✓
Kurie, Chad	kur19890331	Irvine High School	06/2008		✓			06/2008	✓			X	✓
Lembeck, Joshua	lem19871231	El Modena High School	06/2006	✓				08/2006	✓			X	✓
Martinez, Jose M	mar19890613	El Modena High School	06/2007	✓				08/2007		✓		X	✓
Martinez, Martin	mar19900519	Villa Park High School	06/2008	✓				06/2008	✓				X
Morales, Andy	mor19890408	Foothill High School	06/2007		✓			08/2007		✓		X	✓
Morales, Sam	mor19891101	Esperanza High School	60/2007		✓			06/2007		✓		X	✓
Moreno, Carlo	mor19880326	Fullerton College Cal State Fullerton	05/2006		✓			08/2006	✓			X	✓
Nazareth, Shane	naz19900216	El Modena High School	06/2007	✓				08/2007	✓			X	✓
Puente, Anthony	pue19891129	El Modena High School	06/2007	✓				08/2007		✓			X
Robinson, Jacob	rob19891101	Villa Park High School	06/2007	✓				06/2007	✓			X	✓
Rocha, Bryan	roc19890912	Concordia University Chino Hills High School	06/2007		✓			08/2007	✓			X	✓
Vasquez, Arnulfo	vas19900128	Orange High School	06/2008	✓				06/2008	✓			X	✓

(1) We certify that all are eligible for participation.

(1) _____
Shane Nazareth
Shane Nazareth
VER SIGNED BY COLLEGE ADMINISTRATOR *Verified*

9/11/2007
 11/17/2008
 2008-08-28 18:07:39

(2) We certify season of participation status.

(2) _____
[Signature]
 College Official Signature

Date

TEAM ELIGIBILITY

Athlete Registration/Competition Used



4.2 (14)

Santiago Canyon College
College Reporting

Orange Empire
Conference

Soccer
Sport

Men's 2008-2009
 Women's Sport Season/Yr.

This form is to be sent to your conference commissioner twice: 1) Prior to the first contest; 2) At the conclusion of the sport season.

Name	ID Number	Last Institution Attended (excluding the present)	Date of High School Graduation (mm/yy)	(1) Prior to 1 st contest				Date of Enrollment at 1 st College (mm/yy)	Sport Season		(2) Injury/Illness Waiver	(2) Season of competition used?		
				✓ If In-District HS	✓ If Recruiting Area HS	✓ In-State HS	✓ If Out-Of-State HS		1st	2nd		Yes	No	
Schlimmer, Annie	sch19890407	San Clemente High School	06/2007		✓			08/2007		✓			✓	
Siddiq, Brina	sid19890702	Mater Dei High School	06/2007		✓			08/2007					✓	
Silva, Monique	sil19901101	El Dorado High School	06/2008		✓			04/2008	✓				✓	
Turner, Jacqueline	tur19890125	San Jose State University Orange Lutheran High School	06/2007	✓				08/2007	✓				✓	
Wagerle, Kristi	wag19890315	Esperanza High School	06/2007		✓			08/2007		✓			✓	
Yanes, Nina	yan19890809	Capistrano Valley High School	06/2007		✓			08/2007		✓			✓	

(1) We certify that all are eligible for participation.

(1) *[Signature]*
WEB SIGNET BY COLLEGE ADMINISTRATOR *Verified*

2008-08-26 13:16:52

(2) We certify season of participation status.

(2) *[Signature]*
College Official/Signature

9/5/08
Date

TEAM ELIGIBILITY

Athlete Registration/Competition Used



Santiago Canyon College
College Reporting

Orange Empire
Conference

Soccer
Sport

Men's
 Women's

2008-2009
Sport Season/Yr.

This form is to be sent to your conference commissioner twice: 1) Prior to the first contest; 2) At the conclusion of the sport season.

(1) Prior to 1 st contest												(2) Season of competition used?			
Name	ID Number	Last Institution Attended (excluding the present)	Date of High School Graduation (mm/yy)	✓ If In-District HS	✓ If Recruiting Area HS	✓ In-State HS	✓ If Out-Of-State HS	Date of Enrollment at 1 st College (mm/yy)	Sport Season		✓ Injury/ Illness Waiver			Yes	No
									1 st	2 nd					
Pellic, Tawny	pel19990221	Saddleback College Capistrano Valley High School	06/2007		✓			08/2007	✓				✓		
Brillantes, Jessica	bril19900210	Loara High School	06/2008		✓			08/2008	✓				✓		
Carels, Michelle	car19900501	El Dorado High School	06/2008		✓			08/2008	✓				✓		
Dague, Kristina	dag19900718	Fountain Valley High School	06/2008		✓			04/2008	✓				✓		
Dos Santos, Tatiana	dos19880530	Ayala High School	06/2007		✓			08/2007		✓			✓		
Foley, Sara	fol19900101	Marina High School	06/2008		✓			04/2008	✓				✓		
Gomez, Evelyn	gom19900604	Foothill High School	06/2008		✓			04/2008	✓				✓		
Hanna, Caroline	han19890627	El Modena High School	06/2007	✓				08/2007		✓			✓		
Hanna, Jacqueline	han19900822	El Modena High School	06/2008	✓				04/2008	✓				✓		
Hardeman, Amanda	har19890428	Saddleback College Dana Hills High School	06/2007		✓			08/2007	✓				✓		
Herman, Casey	her19900907	Chino Hills High School	06/2008		✓			04/2008	✓				✓		
Lindblom, Kristen	lin19890524	Esperanza High School	06/2007		✓			08/2007		✓			✓		
Marshall, Katherine	mar19880801	Orange Coast College Foothill High School	06/2006		✓			08/2006		✓			✓		
McCaughin, Brooke	mcc19891102	Esperanza High School	06/2008		✓			04/2008	✓				✓		
Mena, Crystal	men19900516	Newport Harbor High School	06/2008		✓			07/2008	✓				✓		
Morgan, Kelsey	mor19890514	Santiago High School	06/2007		✓			08/2007		✓			✓		
Orozco, Angelica	oro19900305	Irvine High School	06/2008		✓			04/2008	✓				✓		
Prindible, Kristen	pri19890724	Vanguard University Sunny Hills High School	06/2007		✓			09/2007	✓				✓		
Russell, Shayna	rus19890808	Dana Hills High School	06/2007		✓			08/2007		✓			✓		
Scarborough, Jenna L.	sca19861223	Santa Barbara City College Northwood High School	06/2005		✓			08/2005		✓			✓		

4.2 (15)

(1) We certify that all are eligible for participation.

(1) _____

(2) We certify season of participation status.

(2) _____

Woodhead
WEB SIGNED BY COLLEGE ADMINISTRATOR *Verified*

[Signature]
College Official Signature

2008-08-26 13:16:52

9/5/08
Date

FORM 3

TEAM ELIGIBILITY
Athlete Registration/Competition Used



4.2 (16)

Santiago Canyon College
College Reporting

Orange Empire
Conference

Golf
Sport

Men's
 Women's

2008-2009
Sport Season/Yr.

This form is to be sent to your conference commissioner twice: 1) Prior to the first contest; 2) At the conclusion of the sport season.

Name	ID Number	Last Institution Attended (excluding the present)	Date of High School Graduation (mm/yyyy)	(1) Prior to 1 st contest				Date of Enrollment at 1st College (mm/yyyy)	Sport Season		(2) Injury/ Illness Waiver	(2) Season of competition used?	
				✓If In- District HS	✓If Recruiting Area HS	✓In-State HS	✓If Out-Of- State HS		1st	2nd		Yes	No
Holborn, Rachel	hol19900621	Canyon High School	06/2008		✓		08/2008	✓			✓		
Ko, Yuh Ling	ko19881227	Canyon High School	06/2007	✓			08/2007		✓		✓		
Linza, Kelli	lin19890701	Cal Poly San Luis Obispo Santiago High School (Corona)	06/2007		✓		09/2007	✓			✓		
Miller, Amanda	mil19900503	Western High School	06/2008		✓		08/2008	✓			✓		
Randolph, Natalie	ran19900722	Villa Park High School	06/2008	✓			08/2008	✓			✓		
Robinson, Katie	rob19900808	Villa Park High School	06/2008	✓			08/2008	✓			✓		

(1) We certify that all are eligible for participation.

(1) WEL SIGNED BY COLLEGE ADMINISTRATOR

2008-08-25 19:57:05

(2) We certify season of participation status.

(2) [Signature]

8/27/08

College Official Signature

Date

TEAM ELIGIBILITY

Athlete Registration/Competition Used



Santiago Canyon College
College Reporting

Orange Empire
Conference

Golf
Sport

Men's
 Women's

2008-2009
Sport Season/Yr.

This form is to be sent to your conference commissioner twice: 1) Prior to the first contest; 2) At the conclusion of the sport season.

Name	ID Number	Last Institution Attended (excluding the present)	Date of High School Graduation (mm/yyyy)	✓ If In- District HS	- If Recruiting Area HS	✓ In-State HS	✓ If Out-Of- State HS	Date of Enrollment at 1st College (mm/yyyy)	Sport Season		(2) Injury/ Illness Waiver	(2) Season of competition used?	
									1st	2nd		Yes	No
									(1) Prior to 1 st contest				
Abarca, Curtis	aba19890912	El Dorado High School	06/2007		✓			08/2007	✓			X	✓
Defrancis, Anthony	def19880621	Servite High School	06/2007		✓			02/2008	✓			X	X
Foster, Gavin	fos19880312	San Jose State University Mater Dei High School	05/2006		✓			08/2006	✓			X	✓
Glenn, Austin	gle19880812	El Dorado High School	06/2006		✓			08/2006		✓		X	✓
Hall, Kyle	hal19890826	Foothill High School	06/2007		✓			08/2007	✓			X	✓
Harter, Kevin	har19880627	El Dorado High School	06/2007		✓			08/2007	✓			X	✓
Lazare, Lyon	laz19910415	Pacific Coast High School	01/28/2008		✓			02/2008	✓			X	✓
Mahl, Michael	mah19880819	Orange High School	06/2006	✓				08/2006	✓			X	✓
Ramos, Cristofer	ram19890313	Fullerton Union High School	06/2007		✓			02/2008	✓			X	X
Wilson, Grant	wil19880128	El Modena High School	06/2006	✓				08/2006	✓			X	✓

(1) We certify that all are eligible for participation.

(2) We certify season of participation status.

(1) WEB SAVED BY COLLEGE ADMINISTRATOR

(2) [Signature]
College Official/ Signature

2008-01-23 12:12:01

21908
Date

4.2 (17)

TEAM ELIGIBILITY

Athlete Registration/Competition Used



4.2 (18)

Santiago Canyon College
College Reporting

Orange Empire
Conference

Track & Field
Sport

Men's 2008-2009
 Women's Sport Season/Yr.

This form is to be sent to your conference commissioner twice: 1) Prior to the first contest; 2) At the conclusion of the sport season.

Name	ID Number	Last Institution Attended (excluding the present)	(1) Prior to 1 st contest						Sport Season		(3) Injury/ Illness Waiver	(2) Season of competition used?		
			Date of High School Graduation (mm/yy)	• If In-District HS	• If Recruiting Area HS	• In-State HS	• If Out-Of- State HS	Date of Enrollment at 1 st College (mm/yy)	1 st	2 nd		Yes	No	
Alvarez, Angela	alv19900516	Villa Park High School	06/2008	•					08/2008	•			X	•
Babtkis, Brianna	bab19900614	University of Las Vegas, Nevada Foothill High School	06/2008		•				08/2008	•			X	•
Bartlett, Sara	bar19890527	El Modena High School	06/2007	•					06/2007		•		X	•
Follo, Carrie	fol19891118	Foothill High School	06/2007		•				08/2007		•		X	•
Fortelny, Lauren	for19880821	Foothill High School	06/2006		•				08/2006		•		X	•
Krystek, Heather	kry19890818	Esperanza High School	06/2007		•				08/2007		•		X	•
Mena, Crystal	men19900516	Newport Harbor High School	06/2008		•				07/2008	•				X
Sims, Nicole	sim19880511	Fullerton College Valencia High School	06/2006		•				08/2006	•			X	•
Velasco, Jonne	vel19890831	El Modena High School	06/2007	•					08/2007		•		X	•
Vlatkovich, Kelsey	vla19900414	El Modena High School	06/2008	•					06/2008	•				X
White, Macee	whi19890810	Rim of the World High School	06/2007				•		08/2007		•		X	•

(1) We certify that all are eligible for participation.

(1) _____
WEB SIGNED BY COLLEGE ADMINISTRATOR *1/10/09*

(2) We certify season of participation status.

(2) _____

College Official/Signature

3-17-2009
2009-01-30 09:48:21

3-18-2009
Date

FORM 3

TEAM ELIGIBILITY
Athlete Registration/Competition Used

Santiago Canyon College
College Reporting

Orange Empire
Conference

Golf
Sport

Men's
 Women's

2008-2009
Sport Season/Yr.

This form is to be sent to your conference commissioner twice: 1) Prior to the first contest; 2) At the conclusion of the sport season.

Name	ID Number	Last Institution Attended (excluding the present)	Date of High School Graduation (mm/yyyy)	- If In- District HS	- If Recruiting Area HS	- In-State HS	- If Out-Of- State HS	Date of Enrollment at 1st College (mm/yyyy)	Sport Season		(2) Injury/ Illness Waiver	(2) Season of competition used?	
									1st	2nd		Yes	No
									(1) Prior to 1 st contest				
Covington, Connor	cov19900702	Villa Park High School	06/2008	.				08/2008	.				
DePietro, Guiseppe	dep19901018	El Modena High School	06/2008	.				08/2008	.				
Gouirand, Steven	gou19900303	Esperanza High School	06/2008	.				08/2008	.				
Hall, Kyle	hal19890826	Foothill High School	06/2007	.				08/2007	.				
Langarica, Ray	lan19900911	El Dorado High Scholl	06/2008	.				08/2008	.				
Parkovich, Matt	par19900510	Edison High School	06/2008	.				08/2008	.				
Paul, Tyler	pau19900316	Edison High School	06/2008	.				08/2008	.				
Ramirez, Julian	ram19900922	Brea Olinda High School	06/2008	.				08/2008	.				
Santa Maria, Benny	san19901111	Mater Die High School	06/2008	.				08/2008	.				
Wilson, Grant	wil19880128	El Modena High School	06/2006	.				08/2006	.				

(1) We certify that all are eligible for participation.

(1) _____

WEB SIGNED BY COLLEGE ADMINISTRATOR

2009-01-22 13:07:46

(2) We certify season of participation status.

(2) _____

College Official/Signature

1/22/09
Date

Hard copies sent to Conference Commissioner must be signed by College Administrator

4.2 (19)

FORM 3

TEAM ELIGIBILITY
Athlete Registration/Competition Used



4.2 (20)

Santiago Canyon College
College Reporting

Orange Empire
Conference

Softball
Sport

Men's
 Women's

2008-2009
Sport Season/Yr.

This form is to be sent to your conference commissioner twice: 1) Prior to the first contest; 2) At the conclusion of the sport season.

(1) Prior to 1 st contest											(2) Injury/ Illness Waiver	(2) Season of competition used?	
Name	ID Number	Last Institution Attended (excluding the present)	Date of High School Graduation (mm/yyyy)	- If In- District HS	- If Recruiting Area HS	- In-State HS	- If Out-Of- State HS	Date of Enrollment at 1st College (mm/yyyy)	Sport Season			Yes	No
									1st	2nd			
Aden, Courtney	ade19900505	Pacifica High School	06/2008		✓			06/2008	✓				
Betian, Jessie	bet19900328	Villa Park High School	06/2008	✓				06/2008	✓				
Brillantes, Jessica	bri19900210	Loara High School	06/2008		✓			08/2008	✓				
Erickson, Samantha	eri19900928	Canyon High School	06/2008		✓			06/2008	✓				
Flatten, Ashley	fla19901013	Pacifica High School	06/2008		✓			06/2008	✓				
Hunt, Heather	hun19900813	Pacifica High School	06/2008		✓			06/2008	✓				
Methven, Cara	met19900612	Corona High School	06/2008		✓			06/2008	✓				
Munoz, Danica	mun19900509	El Modena High School	06/2008		✓			07/2008	✓				
Nejman, Courtney	nej19890524	Canyon High School	06/2007		✓			06/2007		✓			
Ousley, Rhannon	ous19890924	Canyon High School	06/2007		✓			06/2007		✓			
Prado, Brittni	pra19900702	Corona High School	06/2008		✓			06/2008	✓				
Valenzuela, Chloe	val19900219	Foothill High School	06/2008		✓			06/2008	✓				
Villareal, Lauren	vil19900721	Cypress High School	06/2008		✓			08/2008	✓				
Zamora, Erica	zam19880828	Cal State Fullerton Loara High School	06/2006		✓			08/2006		✓			

(1) We certify that all are eligible for participation.

(1)

WEB SIGNED BY COLLEGE ADMINISTRATOR

2009-01-22 13:09:04

(2) We certify season of participation status.

(2)

College Official/Signature

Date

1/22/09.

TEAM ELIGIBILITY

Athlete Registration/Competition Used

Santiago Canyon College
College Reporting

Orange Empire
Conference

Track & Field
Sport

Men's 2008-2009
 Women's Sport Season/Yr.

This form is to be sent to your conference commissioner twice: 1) Prior to the first contest; 2) At the conclusion of the sport season.

Name	ID Number	Last Institution Attended (excluding the present)	(1) Prior to 1 st contest							Sport Season		<input type="checkbox"/> Injury/ Illness Waiver	(2) Season of competition used?	
			Date of High School Graduation (mm/yyyy)	<input type="checkbox"/> In-District HS	<input type="checkbox"/> If Recruiting Area HS	<input type="checkbox"/> In-State HS	<input type="checkbox"/> If Out-Of-State HS	Date of Enrollment at 1 st College (mm/yyyy)	1 st	2 nd	Yes		No	
Vasquez, Arnulfo	vas19900128	Orange High School	06/2008					06/2008				X		
Vega, Daniel	veg19870205	Foothill High School	06/2005					08/2005				X		

(1) We certify that all are eligible for participation.

(1) John V. [Signature]
WEB SIGNED BY COLLEGE ADMINISTRATOR *Verified*

2-5-2009
2009-01-30 09:48:37

(2) We certify season of participation status.

(2) [Signature]
College Official/Signature

2-5-09.
Date

4.2 (21)

TEAM ELIGIBILITY

Athlete Registration/Competition Used

4.2 (22)

Santiago Canyon College
College Reporting

Orange Empire
Conference

Track & Field
Sport

Men's 2008-2009
 Women's Sport Season/Yr.

This form is to be sent to your conference commissioner twice: 1) Prior to the first contest; 2) At the conclusion of the sport season.

Name	ID Number	Last Institution Attended (excluding the present)	Date of High School Graduation (mm/yy)	• If In-District HS	• If Recruiting Area HS	• In-State HS	• If Out-Of- State HS	Date of Enrollment at 1 st College (mm/yy)	Sport Season		(2) Injury/ Illness Waiver	(2) Season of competition used?	
									1 st	2 nd		Yes	No
									Alatorre, Roberto	ala1990106		Orange High School	06/2008
Becker, Brian	bec19890203	El Modena High School	06/2007	•				08/2007		•		X	•
Carroll, Fletcher	cai19900710	Villa Park High School	06/2008	•				06/2008	•			X	•
Graham, Brandon	gra19890715	Villa Park High School	06/2007	•				08/2007		•		X	•
Huerta, Richard	hue19900515	Villa Park High School	08/2008	•				08/2008	•			X	•
Hyde, Adam	hyd19871117	Trabuco Hills High School	06/2005		•			02/2008	•			X	•
Kemberling, Geoff	kem19890801	Esperanza High School	06/2007		•			08/2007		•		X	•
Kurtle, Chad	kur19890331	Irvine High School	06/2008		•			06/2008	•				X
Morales, Jonathan	mor19901125	Esperanza High School	06/2008		•			02/2009	•			X	•
Morales, Sam	mor19891101	Esperanza High School	06/2007		•			06/2007		•		X	•
Moreno, Carlo	mor19880326	Fullerton College Cal State Fullerton	05/2006		•			08/2006	•			X	•
Nazareth, Shane	naz19900216	El Modena High School	06/2007	•				08/2007	•			X	•
Nixon, Mylan	nix19900802	Tesoro High School	06/2008		•			02/2008	•			X	•
Pio, Zachary	pio19891121	Villa Park High School	06/2008	•				08/2008	•			X	•
Privitelli, Anthony	pri19900705	Villa Park High School	06/2008	•				08/2008	•			X	•
Puente, Anthony	pue19891129	El Modena High School	06/2007	•				08/2007		•		X	•
Reyna, Luis	rey19890116	El Modena High School	08/2007	•				08/2007	•			X	•
Robinson, Jacob	rob19891101	Villa Park High School	06/2007	•				06/2007		•		X	•
Smith, Josh	smi19900601	Villa Park High School	06/2008	•				08/2008	•			X	•
Thai, Victor	tha19880314	Foothill High School	06/2006		•			06/2006		•		X	•

(1) We certify that all are eligible for participation.

(1) _____
WEB SIGNED BY COLLEGE ADMINISTRATOR *Verified*

(2) We certify season of participation status.

(2) _____
College Official/Signature

2-5-2009
2009-01-30 09:48:37

2-5-09
Date

TEAM ELIGIBILITY

Athlete Registration/Competition Used

Santiago Canyon College
College Reporting

Orange Empire
Conference

Cross Country
Sport

Men's 2008-2009
 Women's Sport Season/Yr.

This form is to be sent to your conference commissioner twice: 1) Prior to the first contest; 2) At the conclusion of the sport season

Name	ID Number	Last Institution Attended (excluding the present)	Date of High School Graduation (mm/yy)	<input type="checkbox"/> If In-District HS	<input type="checkbox"/> If Recruiting Area HS	<input type="checkbox"/> In-State HS	<input type="checkbox"/> If Out-Of- State HS	Date of Enrollment at 1 st College (mm/yy)	Sport Season		(C) Injury/ Illness Waiver	(2) Season of competition used?	
									1 st	2 nd		Yes	No
									(1) Prior to 1 st contest				
Acosta, Vincent	aco19881205	El Modena High School	06/2007	<input checked="" type="checkbox"/>				08/2007		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
Aryan, Garrett	ary19890717	El Modena High School	06/2007	<input checked="" type="checkbox"/>				08/2007		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
Becker, Brian	bec19890203	El Modena High School	06/2007	<input checked="" type="checkbox"/>				08/2007	<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>	
Belleque, Vincent	bel19900418	Fullerton High School	06/2008		<input checked="" type="checkbox"/>			06/2008	<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>	
Carroll, Fletcher	car19900710	Villa Park High School	06/2008	<input checked="" type="checkbox"/>				06/2008	<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>	
Ferreira, David	fer19880925	Foothill High School	06/2007		<input checked="" type="checkbox"/>			08/2007		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
Graham, Brandon	gra19890715	Villa Park High School	06/2007	<input checked="" type="checkbox"/>				08/2007	<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>	
Kurrie, Chad	ku19890331	Irvine High School	06/2008		<input checked="" type="checkbox"/>			06/2008	<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>	
Lembeck, Joshua	lem19871231	El Modena High School	06/2006	<input checked="" type="checkbox"/>				08/2006	<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>	
Martinez, Jose M	mar19890613	El Modena High School	06/2007	<input checked="" type="checkbox"/>				08/2007		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
Martinez, Martin	mar19900519	Villa Park High School	06/2008	<input checked="" type="checkbox"/>				06/2008	<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>	
Morales, Andy	mor19890408	Foothill High School	06/2007		<input checked="" type="checkbox"/>			08/2007		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
Morales, Sam	mor19891101	Esperanza High School	60/2007		<input checked="" type="checkbox"/>			06/2007		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
Moueno, Carlo	mor19880326	Fullerton College Cal State Fullerton	05/2006		<input checked="" type="checkbox"/>			08/2006	<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>	
Nazareth, Shane	naz19900216	El Modena High School	06/2007	<input checked="" type="checkbox"/>				08/2007	<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>	
Puente, Anthony	pue19891129	El Modena High School	06/2007	<input checked="" type="checkbox"/>				08/2007		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
Robinson, Jacob	rob19891101	Villa Park High School	06/2007	<input checked="" type="checkbox"/>				06/2007	<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>	
Rocha, Bryan	roc19890912	Concordia University Chino Hills High School	06/2007		<input checked="" type="checkbox"/>			08/2007	<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>	
Vasquez, Arnulfo	vas19900128	Orange High School	06/2008	<input checked="" type="checkbox"/>				06/2008	<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>	

(1) We certify that all are eligible for participation.

(1) WEB SIGNED BY COLLEGE ADMINISTRATOR *Verified*

2008-08-28 18:07:39

(2) We certify season of participation status.

(2) WEB SIGNED BY COLLEGE ADMINISTRATOR *Verified*

2008-11-20 11:51:40

College Official/Signature

Date

TEAM ELIGIBILITY

Athlete Registration/Competition Used



4.2 (24)

Santiago Canyon College
College Reporting

Orange Empire
Conference

Soccer
Sport

Men's 2008-2009
 Women's Sport Season/Yr.

This form is to be sent to your conference commissioner twice: 1) Prior to the first contest; 2) At the conclusion of the sport season

Name	ID Number	Last Institution Attended (excluding the present)	Date of High School Graduation (mm/yy)	(1) Prior to 1 st contest				Date of Enrollment at 1 st College (mm/yy)	Sport Season		<input type="checkbox"/> Injury/Illness Waiver	(2) Season of competition used?	
				<input checked="" type="checkbox"/> In-District HS	<input checked="" type="checkbox"/> In-Recruiting Area HS	<input checked="" type="checkbox"/> In-State HS	<input checked="" type="checkbox"/> Out-Of-State HS		1st	2nd		Yes	No
Schlimmer, Annie	sch19890407	San Clemente High School	06/2007		<input checked="" type="checkbox"/>			08/2007		<input checked="" type="checkbox"/>			
Siddiq, Brina	sid19890702	Mater Dei High School	06/2007		<input checked="" type="checkbox"/>			08/2007		<input checked="" type="checkbox"/>			
Silva, Monique	sil19901101	El Dorado High School	06/2008		<input checked="" type="checkbox"/>			04/2008	<input checked="" type="checkbox"/>				
Turner, Jacqueline	tur19890125	San Jose State University Orange Lutheran High School	06/2007	<input checked="" type="checkbox"/>				08/2007	<input checked="" type="checkbox"/>				
Wagarle, Kristi	wag19890315	Esperanza High School	06/2007		<input checked="" type="checkbox"/>			08/2007		<input checked="" type="checkbox"/>			
Yanes, Nina	yan19890809	Capistrano Valley High School	06/2007		<input checked="" type="checkbox"/>			08/2007		<input checked="" type="checkbox"/>			

(1) We certify that all are eligible for participation.

(1) WEB SIGNED BY COLLEGE ADMINISTRATOR *Verified*

2008-08-26 13:16:52

(2) We certify season of participation status.

(2) WEB SIGNED BY COLLEGE ADMINISTRATOR *Verified*

2008-12-01 12:43:08

College Official/Signature

Date

TEAM ELIGIBILITY

Athlete Registration/Competition Used

Santiago Canyon College
College Reporting

Orange Empire
Conference

Soccer
Sport

Men's 2008-2009
 Women's Sport Season/Yr.

This form is to be sent to your conference commissioner twice: 1) Prior to the first contest; 2) At the conclusion of the sport season.

(1) Prior to 1 st contest										(3) Injury/ Illness Waiver	(2) Season of competition used?		
Name	ID Number	Last Institution Attended (excluding the present)	Date of High School Graduation (mm/yy)	✓ If In-District HS	✓ If Recruiting Area HS	✓ In-State HS	✓ If Out-Of- State HS	Date of Enrollment at 1 st College (mm/yy)	Sport Season		Yes	No	
									1 st				2 nd
Bolduc, Tawny	bol19890221	Saddleback College Capistrano Valley High School	06/2007		✓			08/2007	✓				
Brillantes, Jessica	bri19900210	Loara High School	06/2008		✓			08/2008	✓				
Carels, Michelle	car19900501	El Dorado High School	06/2008		✓			08/2008	✓				
Dague, Kristina	dag19900718	Fountain Valley High School	06/2008		✓			04/2008	✓				
Dos Santos, Tatiana	dos19880530	Ayala High School	06/2007		✓			08/2007		✓			
Foley, Sara	fol19900101	Marina High School	06/2008		✓			04/2008	✓				
Gomez, Evelyn	gom19900604	Foothill High School	06/2008		✓			04/2008	✓				
Hanna, Caroline	han19890627	El Modena High School	06/2007	✓				08/2007		✓			
Hanna, Jacqueline	han19900822	El Modena High School	06/2008	✓				04/2008	✓				
Hardeman, Amanda	har19890428	Saddleback College Dana Hills High School	06/2007		✓			08/2007	✓				
Herman, Casey	her19900907	Chino Hills High School	06/2008		✓			04/2008	✓				
Lindblom, Kristen	lin19890524	Esperanza High School	06/2007		✓			08/2007		✓			
Marshall, Katherine	mar19880801	Orange Coast College Foothill High School	06/2006		✓			08/2006		✓			
McCaughin, Brooke	mcc19891102	Esperanza High School	06/2008		✓			04/2008	✓				
Mena, Crystal	men19900516	Newport Harbor High School	06/2008		✓			07/2008	✓				
Morgan, Kelsey	mor19890514	Santiago High School	06/2007		✓			08/2007		✓			
Orozco, Angelica	oro19900305	Irvine High School	06/2008		✓			04/2008	✓				
Prindible, Kristen	pri19890724	Vanguard University Sunny Hills High School	06/2007		✓			09/2007	✓				
Russell, Shayna	rus19890808	Dana Hills High School	06/2007		✓			08/2007		✓			
Scarborough, Jenna L	sca19861223	Santa Barbara City College Northwood High School	06/2005		✓			08/2005		✓			

4.2 (25)

(1) We certify that all are eligible for participation.

(1) WEB SIGNED BY COLLEGE ADMINISTRATOR *Verified*

2008-08-26 13:16:52

(2) We certify season of participation status.

(2) WEB SIGNED BY COLLEGE ADMINISTRATOR *Verified*

2008-12-01 12:43:08

College Official/Signature

Date

TEAM ELIGIBILITY

Athlete Registration/Competition Used



4.2 (26)

Santiago Canyon College
College Reporting

Orange Empire
Conference

Cross Country
Sport

Men's 2008-2009
 Women's Sport Season/Yr

This form is to be sent to your conference commissioner twice: 1) Prior to the first contest; 2) At the conclusion of the sport season

Name	ID Number	Last Institution Attended (excluding the present)	Date of High School Graduation (mm/yy)	(1) Prior to 1 st contest				Date of Enrollment at 1 st College (mm/yy)	Sport Season		(3) Injury/ Illness Waiver	(2) Season of competition used?	
				✓ If In-District HS	✓ If Recruiting Area HS	✓ In-State HS	✓ If Out-Of- State HS		1 st	2 nd		Yes	No
Bartlett, Sara	bar19890527	El Modena High School	06/2007	✓				06/2007		✓			
Follo, Carrie	fol19891118	Foothill High School	06/2007		✓			08/2007		✓			
Griffith, Melissa	gri19871118	Parkland Community College Beecher High School	05/2006				✓	08/2006	✓				
Krystek, Heather	kry19890818	Esperanza High School	06/2007		✓			08/2007		✓			
Loney, Monica N	lon	Santiago Canyon College Tustin H.S.	06/2006	✓				06/2006	✓				
Quinones, Brittany	qui19900109	Canyon High School	06/2008	✓				06/2008	✓				
Schurawel, Raissa	sch19870714	Irvine High School	06/2006		✓			09/2006		✓			✓
Valdez, Lorenza	val19890816	El Modena High School	06/2007	✓				06/2007		✓			
Velasco, Ionne	val19890831	El Modena High School	06/2007	✓				08/2007		✓			
Vlatkovich, Kelsey	vla19900414	El Modena High School	06/2008	✓				06/2008	✓				
White, Macee	whi19890810	Rim of the World High School	06/2007			✓		08/2007	✓				

(1) We certify that all are eligible for participation. (1) WEB SIGNED BY COLLEGE ADMINISTRATOR *Verified* 2008-08-28 12:30:40

(2) We certify season of participation status. (2) WEB SIGNED BY COLLEGE ADMINISTRATOR *Verified* 2008-11-20 11:50:23

College Official/Signature Date

TEAM ELIGIBILITY

Athlete Registration/Competition Used

Santiago Canyon College
College Reporting

Orange Empire
Conference

Golf
Sport

Men's
 Women's

2008-2009
Sport Season/Yr.

This form is to be sent to your conference commissioner twice: 1) Prior to the first contest; 2) At the conclusion of the sport season

(1) Prior to 1 st contest											(2) Season of competition used?		
Name	ID Number	Last Institution Attended (excluding the present)	Date of High School Graduation (mm/yy)	✓ If In-District HS	✓ If Recruiting Area HS	✓ In-State HS	✓ If Out-Of-State HS	Date of Enrollment at 1 st College (mm/yy)	Sport Season		(3) Injury/Illness Waiver	Yes	No
									1st	2nd			
Holborn, Rachel	hol19900621	Canyon High School	06/2008		✓			08/2008	✓				
Ko, Yuh Ling	ko19881227	Canyon High School	06/2007	✓				08/2007		✓			
Linza, Kelli	lin19890701	Cal Poly San Luis Obispo Santiago High School (Corona)	06/2007		✓			09/2007	✓				
Miller, Amanda	mil19900503	Western High School	06/2008		✓			08/2008	✓				
Randolph, Natalie	ran19900722	Villa Park High School	06/2008	✓				08/2008	✓				
Robinson, Katie	rob19900808	Villa Park High School	06/2008	✓				08/2008	✓				

(1) We certify that all are eligible for participation.

(1) WEB SIGNED BY COLLEGE ADMINISTRATOR *Verified*

2008-08-25 19:57:05

(2) We certify season of participation status.

(2) WEB SIGNED BY COLLEGE ADMINISTRATOR *Verified*

2008-11-20 11:48:13

College Official/Signature

Date

4.2 (27)

TEAM ELIGIBILITY

Athlete Registration/Competition Used



4.2 (28)

Santiago Canyon College
College Reporting

Orange Empire
Conference

Soccer
Sport

Men's 2008-2009
 Women's Sport Season/Yr.

This form is to be sent to your conference commissioner twice: 1) Prior to the first contest; 2) At the conclusion of the sport season.

Name	ID Number	Last Institution Attended (excluding the present)	Date of High School Graduation (mm/yy)	(1) Prior to 1 st contest				Date of Enrollment at 1 st College (mm/yy)	Sport Season		(2) Injury/Illness Waiver	(2) Season of competition used?	
				✓ If In-District HS	✓ If Recruiting Area HS	✓ In-State HS	✓ If Out-Of-State HS		1st	2nd		Yes	No
				Orrny, Alan	orr19881016	Esperanza High School	06/2007			✓			
Petry, Tyler	pet19890114	Edison High School	06/2007		✓			08/2007		✓	✓	✓	
Plummer, Jack M	plu	Henry Cort HS	06/2005				✓	08/2007		✓	✓	✓	
Slater, Steven	sla19880410	Musselburgh Grammer	07/2004				✓	08/2008	✓		✓	✓	
Trujillo, Ruben	tru19881224	Newport Harbor High School	06/2007		✓			08/2007		✓	✓	✓	
Trujillo, William	tru19881224	Newport Harbor High School	06/2007		✓			08/2007		✓	✓	✓	
Villalobos, James	vill19870305	Orange High School	06/2005	✓				02/2008	✓		✓	✓	
White, Trevor	whi19891006	Villa Park High School	06/2008	✓				08/2008	✓		✓	✓	
Woolley, Keith	woo19900507	Capistrano Valley High School	06/2008		✓			04/2008	✓		✓	✓	

(1) We certify that all are eligible for participation.

(1) *[Signature]* Verified
College Official/Signature

2008-08-28 18:41:14 11/18/08

(2) We certify season of participation status.

(2) *[Signature]* per Martin
College Official/Signature Shinger

9/19/2008
Date

TEAM ELIGIBILITY

Athlete Registration/Competition Used

Santiago Canyon College
College Reporting

Orange Empire
Conference

Soccer
Sport

Men's 2008-2009
 Women's Sport Season/Yr.

This form is to be sent to your conference commissioner twice: 1) Prior to the first contest; 2) At the conclusion of the sport season.

(1) Prior to 1 st contest											(2) Injury/Illness Waiver	(2) Season of competition used?	
Name	ID Number	Last Institution Attended (excluding the present)	Date of High School Graduation (mm/yy)	✓ If In-District HS	✓ If Recruiting Area HS	✓ In-State HS	✓ If Out-Of-State HS	Date of Enrollment at 1 st College (mm/yy)	Sport Season			Yes	No
									1 st	2 nd			
Anaya, Anthony	ana19891210	El Modena High School	06/2008	✓				05/2008	✓		✓		
Andrews, Ryan	and19890515	Canyon High School	06/2007	✓				08/2007	✓			✗	
Barstad, Ryan	bar19890810	Esperanza High School	06/2007		✓			08/2007		✓	✓		
Carroll, Ryan	car19890523	El Modena High School	06/2007	✓				08/2007		✓	✓		
Casco, Andrew	cas19870108	San Diego City College Saddleback College	06/2005		✓			08/2005		✓	✓		
Cortez, Brandon	cor19900609	Trabuco Hills High School	06/2008		✓			06/2008	✓		✓		
davis, peter	dav19900528	St. Marks	05/2006				✓	08/2008	✓		✓		
Duarte, Christian	dna19880211	Capistrano Valley High School	06/2006		✓			08/2007	✓		✓		
Escutia, Marco	esc19891009	El Toro High School	06/2007		✓			08/2007		✓	✓		
Ganoza, Manuel	gan19900527	Trabuco Hills High School	06/2008		✓			06/2008	✓			✗	
Greer, Michael	gre19870419	Orange Coast College Villa Park High School	06/2005					08/2005		✓	✓		
Griffin, Greg	gri19891221	Trabuco Hills High School	06/2008		✓			02/2008	✓		✓		
Hyde, Lawrence	hyd19890128	Chichester College Midhurst Grammar School	06/2005				✓	09/2005	✓		✓		
James, Jonathon	jam19890323	Western Washington University Tesoro High School	06/2007		✓			09/2007	✓		✓		
Jamir, Anton S	jam	Cypress HS	06/2003		✓	✓		10/2003	✓		✓		
Jeffreys, Marc	jef19870902	Woodhey High School	06/2004				✓	08/2008	✓			✗	
Martin, Jered	mar19890523	Esperanza High School	07/2008		✓			04/2008	✓		✓		
Meza, Aaron	mez19900516	Trabuco Hills High School	06/2008		✓			06/2008	✓		✓		
Morales, Sam	mor19891101	Esperanza High School	60/2007		✓			06/2007	✓		✓		
Nixon, Mylan	nix19900802	Tesoro High School	06/2008		✓			02/2008	✓		✓		

4.2 (29)

(1) We certify that all are eligible for participation.

(1) [Signature] COLLEGE ADMINISTRATOR *Verified*

2008-08-28 18:41:14

(2) We certify season of participation status.

(2) [Signature] per Martin Shinger
College Official/Signature

9/19/2008

Date

SCC Gender Distribution (Unduplicated Headcount)*						
Fall Semester	Student Population	male		female		total count
		count	percent	count	percent	
2006	all SCC	5882	53%	5227	47%	11109
	12+ units	1921	50%	1889	50%	3810
2007	all SCC	7295	55%	5907	45%	13196
	12+ units	2105	49%	2207	51%	4312
2008	all SCC	7062	54%	6054	46%	13116
	12+ units	2350	51%	2217	49%	4567

*based upon first census (3rd week) counts, Research Dept. Data Warehouse

SCC Athletics Department Gender Distribution (Unduplicated Headcount)*						
Fall Semester	Student Population	male		female		total count
		count	percent	count	percent	
2006	all SCC	668	46%	754	54%	1422
	12+ units	368	53%	323	47%	691
2007	all SCC	868	46%	1066	55%	1934
	12+ units	472	48%	504	52%	976
2008	all SCC	1060	48%	1101	52%	2161
	12+ units	596	55%	496	45%	1092

*based upon first census (3rd week) counts, Research Dept. Data Warehouse
 **includes all Exercise Science subject areas 01860-01880

SCC Gender Distribution Summary (Headcount)*					
Fall Semester	Student Population	male		female	
		all SCC	SCC Athletics	all SCC	SCC Athletics
2006	all SCC	53%	46%	47%	54%
	12+ units	50%	53%	50%	47%
2007	all SCC	55%	46%	48%	55%
	12+ units	49%	48%	51%	52%
2008	all SCC	54%	48%	46%	52%
	12+ units	51%	55%	49%	45%

*based upon first census (3rd week) counts, Research Dept. Data
 **includes all Exercise Science subject areas 01860-01880

Levels of Competition

The athletic programs at Santiago Canyon are all varsity level programs and there has never been provision for junior varsity or club programs. Consequently, all schedules for our teams, both male and female are made at the varsity level with other community colleges. The numbers of students participating on our athletic teams clearly provide proportionately similar numbers of male and female athletes with equivalently advanced opportunities to compete.

It is the philosophy of the department to add sports as facilities allow and at the varsity level and the history of the department clearly demonstrates this goal. Recently (2007) softball was added to our sports offerings, originally playing home contests at a local city facility, but now housed in our own state-of-the-art softball facility on campus.

Competition schedules for all nine teams are included in this section. The numbers of contests for each sport are determined by the COA; post-season competition is available for all teams, male and female, that qualify.

SCC is in full compliance with each of the above components.

Self Review of Santiago Canyon College Intercollegiate Athletics
Component One – Accommodation of Interests and Abilities

1. Equal opportunities to compete

Note: All SCC teams are varsity level and only eligible student-athletes (those listed on COA Form 3, copies of which follow in this section) are listed below.

Then numbers below clearly demonstrate intercollegiate/interscholastic participation opportunities for male and female students are provided in numbers substantially proportionate to their respective enrollments.

2008-2009 Team Numbers

<u>Team</u>	<u>Total Athletes</u>	
Men's Cross Country	17	
Men's Golf	9	
Men's Soccer	27	
<u>Men's Track & Field</u>	<u>22</u>	
Total Male Athletes	75	53% Male Athletes
Women's Cross Country	11	
Women's Golf	6	
Women's Soccer	26	
Softball	14	
<u>Women's Track & Field</u>	<u>10</u>	
Total Female Athletes	67	47% Female Athletes
Total Athletes	142	100% Athletes

Number of Full-Time Undergraduates (Fall Semester 2008)

	Number	Percentage
Male Undergraduates	2350	51% Males Total FT
Female Undergraduates	2217	49% Females Total FT
Total Undergraduates	4567	100%



SANTIAGO CANYON COLLEGE

SOFTBALL

Date	Day	Opponent	Place	Time
Jan 21	Wed	Scrimmage: San Diego City, Imperial Valley	SD City	11:00, 1:00
Jan 28	Wed	San Diego City College	Santiago Canyon	3:00
Jan 31	Sat	Palomar and Mt. San Jacinto	Santiago Canyon	12:00, 2:00
Feb 3	Tue	Southwestern College (double header)	Santiago Canyon	1:00, 3:00
Feb 5	Thur	Moorpark College	Santiago Canyon	2:30
Feb 7-8	Sat	Green and Gold Tournament	Irvine	TBA
Feb 9	Mon	Chaffey College	Santiago Canyon	3:00
Feb 11	Wed	* Riverside City College	Riverside	6:00
Feb 18	Wed	* Cypress College	Santiago Canyon College	3:00
Feb 20	Fri	* Fullerton College	Fullerton	2:00
Feb 23	Mon	* Saddleback College	Santiago Canyon	3:00
Feb 25	Wed	* Golden West College	Santiago Canyon	3:00
Feb 27	Fri	* Orange Coast College	Orange Coast	2:00
Mar 2	Mon	Long Beach City College	Santiago Canyon	3:00
Mar 4	Wed	* Santa Ana College	Santiago Canyon	3:00
Mar 5	Thur	Riverside City College	Santiago Canyon	3:00
Mar 9	Mon	Grossmont College	Grossmont	3:00
Mar 11	Wed	Saddleback College	Saddleback	3:00
Mar 13	Fri	Cypress College	Cypress	2:00
Mar 16	Mon	Cerritos College	Santiago Canyon	3:00
Mar 18	Wed	* Fullerton College	Santiago Canyon	3:00
Mar 19	Thur	Chris College	Santiago Canyon	3:00
Mar 20	Fri	* Golden West College	Golden West	6:00
Mar 23	Mon	Antelope Valley College	Santiago Canyon	3:00
Mar 25	Wed	* Orange Coast College	Santiago Canyon	3:00
Mar 27	Fri	Santa Ana College	Santa Ana	2:00
Mar 28	Sat	Mount SAC, Sacramento City College (double header)	MT SAC	2:00, 4:00
Apr 1	Wed	Riverside City College	Riverside	3:00
Apr 5	Wed	Orange College	Santiago Canyon	3:00
Apr 8	Thur	Saddleback College	Santiago Canyon	3:00
Apr 15	Wed	Golden West College	Santiago Canyon	3:00
Apr 17	Fri	Orange Coast College	Orange Coast	2:00
Apr 18	Sat	LA Mission College	Santa Ana	1:00
Apr 20	Mon	Fullerton College	Fullerton	3:00
Apr 22	Wed	Santa Ana College	Santiago Canyon	3:00
Apr 23	Thur	Northridge	TBA	TBA
Apr 24	Fri	Santa Ana College	TBA	TBA
Apr 27	Mon	Duke University	TBA	TBA
Apr 29	Wed	Duke University	TBA	TBA
Apr 30	Thur	Duke University	TBA	TBA
May 1	Fri	Duke University	TBA	TBA
May 2	Sat	Duke University	TBA	TBA
May 3	Sun	Duke University	TBA	TBA
May 4	Mon	Duke University	TBA	TBA
May 5	Tue	Duke University	TBA	TBA
May 6	Wed	Duke University	TBA	TBA
May 7	Thur	Duke University	TBA	TBA
May 8	Fri	Duke University	TBA	TBA
May 9	Sat	Duke University	TBA	TBA
May 10	Sun	Duke University	TBA	TBA
May 11	Mon	Duke University	TBA	TBA
May 12	Tue	Duke University	TBA	TBA
May 13	Wed	Duke University	TBA	TBA
May 14	Thur	Duke University	TBA	TBA
May 15	Fri	Duke University	TBA	TBA
May 16	Sat	Duke University	TBA	TBA
May 17	Sun	Duke University	TBA	TBA
May 18	Mon	Duke University	TBA	TBA
May 19	Tue	Duke University	TBA	TBA
May 20	Wed	Duke University	TBA	TBA
May 21	Thur	Duke University	TBA	TBA
May 22	Fri	Duke University	TBA	TBA
May 23	Sat	Duke University	TBA	TBA
May 24	Sun	Duke University	TBA	TBA
May 25	Mon	Duke University	TBA	TBA
May 26	Tue	Duke University	TBA	TBA
May 27	Wed	Duke University	TBA	TBA
May 28	Thur	Duke University	TBA	TBA
May 29	Fri	Duke University	TBA	TBA
May 30	Sat	Duke University	TBA	TBA
May 31	Sun	Duke University	TBA	TBA

Head Coach: [Name] Assistant Coach: [Name] Assistant Coach: [Name] Assistant Coach: [Name]
 Athletic Trainer: [Name]



SANTIAGO CANYON COLLEGE

MEN'S & WOMEN'S TRACK & FIELD

SPRING 2009

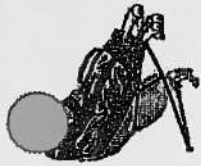
<u>DAY</u>	<u>DATE</u>	<u>COMPETITION</u>	<u>LOCATION</u>	<u>TIME</u>
Fri.	Jan. 30	Golden West Pentathlon	Golden West College	11:00am
Fri.	Feb. 6	Orange Empire Conference Relays	Orange Coast College	10:00am
Fri.	Feb. 13	South Coast Conference All-Comers	Mt. San Antonio College	12:00pm
Thur.-Sat.	Feb. 19-21	Cerritos Invitational	Cerritos College	9:00am
Fri.	Feb. 27	OEC: SCC & Riverside @ Santa Ana	Santa Ana College	2:00pm
Fri.-Sat.	Mar. 6-7	Ben Brown Invitational	Mt. San Antonio College	9:00am
Fri.	Mar. 13	OEC: SCC & Saddleback @ Golden West	Golden West College	2:00pm
Thur.-Fri.	Mar. 19-20	Northridge Multi-Events	Cal State Northridge	9:00am
Fri.	Mar. 20	OEC: SCC & Fullerton @ Orange Coast	Orange Coast College	2:00pm
Tue.-Wed.	Mar. 24-25	Southern California Multi-Events Championship (Heptathlon / Decathlon ONLY)	Cerritos College	9:00am
Fri.	Mar. 27	RCC Invitational	Riverside City College	2:00pm
Fri.	April 10	Orange Coast Open	Orange Coast College	1:00pm
Sat.	April 11	Mount SAC Invitational	Mt. San Antonio College	10:00am
Fri.	April 17	Orange Empire Conference Prelims	Orange Coast College	10:00am
Fri.	April 24	Orange Empire Conference Championships	Orange Coast College	12:00pm
Sat.	May 2	SoCal Regional Prelims	Mt. San Antonio College	TBA
Sat.	May 9	SoCal Regional Championships	Mt. San Antonio College	TBA
Fri.-Sat.	May 15-16	California State Championships	College of San Mateo	11:00am

* Conference Meets printed in bold type

Head Coach:	Shawn Cummins	Office: (714) 628-4910	Room S-104
		FAX: (714) 633-4786	
Assistant Coaches:	Gary Pickett, Alex Valentine, Dan Swaney, Jim Bronson, Steve Truong, Deana Cummins		
Athletics Director:	Martin Stringer	Office: (714) 628-4816	Room S-104
Sports Information:	Josh Levy	Office: (714) 628-4839	Room A-213
Athletic Trainer:	Kelsey Bains	Office: (714) 628-4904	Room S-104

SCC Colors: Blue and Gold

SCC Mascot: The Hawks



SANTIAGO CANYON COLLEGE



MEN'S GOLF

SPRING 2009

Day	Date	Opponent	Location	Time
Monday	Jan 26	Pnoomonia Open (Scrimmage)	Victorville	10am
Monday	Feb 2	Tee Off Classic – Los Serranos G.C.	Chino	8am
Wednesday	Feb 4	Tee Off Classic – Los Serranos G.C.	Chino	8am
Wednesday	Feb 11	At Citrus – San Dimas Canyon G.C.	San Dimas	10am
Friday	Feb 13	Rio Hondo Open – California C.C.	Whittier	10am
Wednesday	Feb 18	*at Cypress – Navy Course	Los Alamitos	11am
Monday	Feb 23	*at Santa Ana – Los Serranos G.C.	Chino	10am
Wednesday	Feb 25	*at Irvine Valley –Oak Creek G.C.	Irvine	12
Monday	Mar 2	*Host – Cyp/Pal –El Prado	Chino	10am
Monday	Mar 9	*at Palomar –Twin Oaks G.C.	San Marcos	11am
Wednesday	Mar 11	*at Saddleback – Tijeras Creek	Mission Viejo	8am
Monday	Mar 16	Canyons Tournament – Wood Ranch G.C.	Simi Valley	10am
Wednesday	Mar 18	*at Orange Coast – Santa Ana C.C.	Costa Mesa	8:30am
Monday	Mar 23	*Host – Sac/Riv/lvc –El Prado	Chino	10am
Monday	Mar 30	*at Cuyamaca – Singing Hills G.C.	El Cajon	11am
Wednesday	Apr 1	Saddleback –Tustin Ranch G.C.	Tustin	11:30am
Monday	Apr 6	*Host – Occ/Cuy/Sad –El Prado	Chino	10am
Wednesday	Apr 8	at Saddleback –Tijeras Creek	Mission Viejo	9am
Wednesday	Apr 15	Citrus –Tustin Ranch G. C.	Tustin	11:30am
Monday	Apr 20	*at Riverside – Moreno Valley G. C.	Moreno Valley	10am
Monday	Apr 27	Conference Tournament –Los Serranos G.C	Chino	7am
Monday	May 4	Regionals – Marisella Ranch G. C.	Lompoc	7am
Monday	May 11	State - Sacramento	Sacramento	7am

Head Coach:	Tom Shine	Office: (714) 628-4908	Room S-104
		e-mail: shine_tom@scccollege.edu	
Athletic Director:	Martin Stringer	Office: (714) 628-4816	Room S-104
		Athletics FAX: (714) 633-4786	
Athletic Trainer:	Kelsey Bains	Office: (714) 628-4904	Room S-104
Sports Information:	Josh Levy	Office: (714) 628-4839	

SCC Colors: Blue, black and gold

SCC Mascot: The Hawks

12/12/2008

Self Review of Santiago Canyon College Intercollegiate Athletics

Component Two – Equipment & Supplies

Equipment and supplies include uniforms, shoes, other apparel, sports-specific equipment and supplies, instructional devices and weight training equipment. The equipment and supplies for each sport must be comparable for both males and females.

At Santiago Canyon College all equipment is requested by the Head Coaches, approved by the Athletic Director and processed for purchase by the Administrative Assistant. It is this latter person who sets up the purchase order and tracks the order itself. Some equipment such as balls etc. is purchased on an annual basis due to their short seasonal life. Other equipment such as uniforms and practice equipment is purchased on a rotational basis to replace worn uniforms.

There is no inventory process or storage facility onsite so to speak due to a lack of facilities. Indeed, there is no provision for an Equipment Manager and all uniforms and other related equipment is stored in one of the storage containers adjacent to the soccer fields. This location is centralized to all our Head Coaches and all sports on campus.

Coaches, along with the Athletic Director, are responsible for the care, issuance and storage of all equipment and uniforms. The department currently has no laundry service or facility. Practice gear, shoes, socks etc. are purchased on a yearly basis and are kept by the athletes at the conclusion of their season.

The following factors are taken into consideration with regard to equipment and supplies:-

1. **Quality:** condition, age, durability, top-of-the-line or cut-rate.
2. **Suitability:** regulation, officially sanctioned, meets specifications of athletic associations for balls, uniforms and nets.
3. **Amount:** number, i.e. too many, adequate, too few, same number for each gender in similar sports. As much as possible the department will endeavor to purchase equal amounts for both men's and women's sports. However, there are times when this is strictly not feasible or demand outweighs this formula. For all intents and purposes equipment and supplies will be ordered along equal lines.
4. **Maintenance:** maintenance services such as equipment storage, upkeep and repair.
5. **Replacement:** schedules for replacement of uniforms, shoes, bats, balls, i.e. is replacement semiannual, annual, or every two, three, or four years.
6. **Availability:** the amount of time that equipment and supplies are accessible to athletes in each sport, i.e. always, not on Sundays, restricted to hours not used by a particular team.

Santiago Canyon College Athletics
Equipment and Supplies – Program Comparison 2008-09

Men's Programs

Teams	Equipment Provided to Athletes	Budget Amount/Cost	Equipment Provided by Athletes	Additional Team Equipment
Cross Country	Practice Shirts Uniform: Shorts Tops Warm Ups	3 @ \$8 1 @ \$18 1 @ \$18 1 @ \$137 Total Per Athlete \$197.00	Shoes: Training Competition Team Bag	Stop Watches Walkie Talkies Cones Flags Flag posts Bib Numbers
Golf	Shirt Hat Wind shirt Golf Bag Golf Balls	2 @ \$25 1 @ \$10 1 @ \$30 1 @ \$200 \$44 per person (\$400 for 9 players) Total Per Athlete \$334.00	Pants Shoes Umbrella Bag Golf Clubs	Golf Balls Towels Range Balls for Practice
Soccer	Practice Shirt Uniform shorts Uniform Shirt Warm Ups Practice Shorts Team Bag Uniform Socks	5 @ \$14 3 @ \$18.50 3 @ \$26.88 1 @ \$62.20 5 @ \$11 1 @ \$29.25 3 @ \$7 Total Per Athlete \$355.09	Goalkeeper Jersey Goalkeeper Gloves	Practice Balls Game Balls Goalposts Cones Corner Flags Ball Bags Easy-Ups
Track & Field	Practice shirts Uniform Shorts Uniform Tops Warm-ups	3 @ \$7 1 @ \$18 1 @ \$18 1 @ \$137 Total Per Athlete \$194.00	Team Bag Training Shoes Competition Shoes	Javelin Javelin Heel Shot Put Hammer Hammer Gloves Discus Pole Vault Pole Replacement Spikes

Santiago Canyon College Athletics
Equipment and Supplies – Program Comparison 2008-09

Women's Programs

Teams	Equipment Provided to Athletes	Budget Amount/Cost	Equipment Provided by Athletes	Additional Team Equipment
Cross Country	Practice Shirts Uniform: Shorts Tops Warm Ups	3 @ \$8 1 @ \$15 1 @ \$24 1 @ \$137 Total Per Athlete \$200.00	Shoes: Training Competition Team Bag	Stopwatches Walkie Talkies
Golf	Shirt Hat Wind shirt Golf Bag Golf Balls	2 @ \$25 1 @ \$10 1 @ \$30 1 @ \$200 \$67 per player (\$400 for 6 players) Total Per Athlete \$357.00	Pants Shoes Umbrella Clubs	Golf Balls Towels Range Balls for Practice
Soccer	Practice Shirt Uniform: Shorts Uniform Shirt Warm-Ups Practice Shorts Team Bag Uniform Socks	5 @ \$18 2 @ \$18 2 @ \$32 1 @ \$73 5 @ \$11 1 @ \$29.25 2 @ \$4 Total Per Athlete \$355.25		Goalkeeper Jersey Goalkeeper Gloves Practice Balls Game Balls Goalposts Cones Corner Flags Ball Bags
Track & Field	Practice shirts Uniform Shorts Uniform Tops Warm-ups	3 @ \$8 1 @ \$15 1 @ \$24 1 @ \$137 Total Per Athlete \$197.00	Shoes: Competition Training Team Bag	Javelin Javelin Heel Shot Put Hammer Hammer Gloves Discus Pole Vault Pole
Softball	Uniform: Tops & Bottoms Warm Ups Team Bag	2 @ \$225 1 @ \$80 1 @ \$50 Total Per Athlete \$580	Under Armor Gloves Batting Gloves	Balls Light Flight Balls 3 bats @ \$300 Helmets Catching Equipt. Tees

Sources of Funding

There are essentially three sources of funding for the athletic teams at Santiago Canyon College; categorical funds, diversified funds and fundraised monies. Categorical funds are managed and overseen by the Athletic Director and Administrative Assistant as described with equal distribution and parity in mind. Diversified funds are made available and generated by the Associated Student Body and are equally distributed to both male and female sports. Equal opportunities to fundraise are available to both male and female programs. Some coaches choose to pursue this avenue more than others to supplement their program's needs nonetheless all are afforded equal opportunity.

Quality and Quantity of Equipment and Supplies

The quality and standard of equipment and supplies purchased and available to male and female programs is of equal status. Game day shirts, game day shorts, game day socks, practice shirts, practice shorts and practice socks, warm-ups and so forth are purchased for the athletes. Footwear such as cleats and running shoes are furnished by the athletes themselves. Negligible differences in the amounts spent from male to female program are the result of different pricing for female cuts and fittings or different styles of apparel for a certain sex. Otherwise expenditure is essentially equal across the board. However, compliance in this component does not require equal expenditures for each team or program. There may be nondiscriminatory differences based on the unique aspects of particular sports.

Santiago Canyon College is in full compliance with each of the above components.

Self Review of Santiago Canyon College Intercollegiate Athletics

Component Three – Scheduling of Games and Practice Times

There are five factors to consider for this component:

- Number of competitive events per sport
- Number and length of practice opportunities
- Time of day competitive events are scheduled
- Time of day practice opportunities are scheduled
- Opportunities for post conference competition

Number of Competitive Events

The Head Coach of each sport is responsible for developing their team's competitive schedule in accordance with the Orange Empire Conference schedule and the COA guidelines. They have the opportunity for pre-season contests as well as attending tournaments, games meets or matches that may take them out-of-town for an overnight stay. If the team (and/or individual player in golf) is successful it will advance to post conference play in accordance with the COA schedule and guidelines.

It is the belief of the Athletic Director that Head Coaches should be afforded the professional freedom to set their own schedules to account for strength of opposition, knowledge of their own playing squad and relationships with opposing coaches. Each Head Coach is afforded this professional courtesy on an equal basis.

Clear guidelines for the scheduling of contests are delineated in the Santiago Canyon College Athletic Handbook on pages 4 & 5 and consideration is also given to the following:-

- Compliance with COA and OEC constitutional guidelines
- Consideration of the student's academic schedule
- Consideration of budgetary restraints for overnight trips

The conference and/or host school schedules the day for competitive events. For example, men's and women's soccer compete on Tuesdays and Fridays at 3:00pm, home and away. The SCC Schedules for 2008-2009, show that SCC has equitable competitive opportunities in all sports.

In terms of practice times and facilities there is little potential for conflict due to limited facilities. The golf teams play on local golf courses, the track and field teams do not have a track facility at the college; the softball team has its own new stadium and the cross country program needs local trails and roads to operate. Only the two soccer teams have to work around each other's practice and game schedules. This is easily done due to the fact that two fields are available and equitable practice times and game times are arranged between the two programs. This is clearly demonstrated in the charts that follow in this chapter.

All teams have participated in post conference competition over the years when they have qualified. The cost of regional competition comes from the Diversified Budget.

Scheduling of games and practice times-team chart

Team: Men's Cross Country

Participants: 17

Number of regular season games	Home: 0 Away: 9 Total: 9
Number of pre-season games/meets	0
Number of post-season games/meets	2
Days of the week/times meets are held	Fridays and Saturdays
Date Practice begins	August 15th
Days and times of practices	Monday thru Thursday & Saturday 7.30-9.30 am
Any pre-season or post season competition denied	No. Available to both men's and women's programs per COA Constitution
Comments	1 date allowed for non-traditional season of sport. Same as women.

Scheduling of games and practice times-team chart

Team: Men's Soccer

Participants: 26

Number of regular season games	Home: 10 Away: 12 Total: 22
Number of pre-season games/meets	8
Number of post-season games/meets	0
Days of the week games are held	Conference games are Tuesdays 3.00 & 4.00 p.m & Fridays 1.00 or 3.00 p.m. per constitution. Pre-season games are scheduled in accordance with availability of fields/facilities
Date Practice begins	August 15th
Days and times of practices	Mon.-Fri.
Any pre-season or post season competition denied	No Available to both men's and women's programs per COA Constitution.
Comments	Non traditional season of sport - 3 games between February and April/Same as women

Scheduling of games and practice times-team chart

Team: Men's Golf

Participants: 7

Number of regular season games	Home: 3 Away: 15 Total: 18
Number of pre-season games/meets	3
Number of post-season games/meets	3
Days of the week/times meets are held	Times vary depending on availability of golf course. Generally between 9:00am and 11:00 a.m.
Date Practice begins	January 15
Days and times of practices	Tuesdays and Thursday between 2:00 pm and 4:00 pm
Any pre-season or post season opportunities denied	No. Available to both men's and women's programs per COA Constitution.
Comments	No allowance for non-traditional season of sport/same as women

Scheduling of games and practice times-team chart

Team: Men's Track & Field

Participants: 21

Number of regular season games	Home: 0 Away: 14 Total: 14
Number of pre-season games/meets	1
Number of post-season games/meets	3
Days of the week/times meets are held	Friday or Saturday Friday 12-6 and Saturdays 9-8
Date Practice begins	January 15
Days and times of practices	Monday – Thursday 7.30-9.30 and Saturdays if no meets
Any pre-season or post season opportunities denied	No. Available to all athletes per COA Constitution
Comments	The college does not have a track facility and consequently is unable to host track & field meets. Provision of one date for non-traditional season of sport.

Scheduling of games and practice times-team chart

Team: Women's Cross Country

Participants: 11

Number of regular season games	Home: 0 Away: 9 Total: 9
Number of pre-season games/meets	0
Number of post-season games/meets	2
Days of the week/times meets are held	Friday or Saturday mornings
Date Practice begins	August 15 th
Days and times of practices	Monday thru Thursday & Saturday 7.30-9.30 am
Any pre-season or post-season opportunities denied	No. Available to both men's and women's programs per COA Constitution
Comments	1 date allowed for non –traditional season of sport. Same as men.

Scheduling of games and practice times-team chart

Team: Women's Soccer

Participants: 26

Number of regular season games	Home: 10 Away: 12 Total: 22
Number of pre-season games/meets	6
Number of post-season games/meets	3
Days of the week/times meets are held	Tuesday/Friday with 3 p.m. kick off usually
Date Practice begins	August 15
Days and times of practices	Mon-Friday 1.45 p.m. – 4.00 p.m.
Any pre-season or post-season opportunities denied	No. Available to both men's and women's programs per COA Constitution
Comments	Non traditional season of sport – 3 games between February and April/Same as men

Scheduling of games and practice times-team chart

Team: Women's Softball

Participants: 14

Number of regular season games	Home: 22 Away: 15 Total: 37
Number of pre-season games/meets	8
Number of post-season games/meets	0
Days of the week/times games are held	Monday & Wednesdays @ 3.00 p.m. Friday games are 2.00 p.m. Occasional weekend games.
Date Practice begins	January 15
Days and times of practices	Monday -- Friday 1.30 p.m. -- 3.30 p.m.
Any pre-season or post season opportunities denied	No. Available per COA Constitution
Comments	Softball practices and plays in its own designated facility.

Scheduling of games and practice times-team chart

Team: Women's Golf

Participants: 6

Number of regular season games	Home: 4 Away: 10 Total: 14
Number of pre-season games/meets	3
Number of post-season games/meets	3
Days of the week/times meets are held	Times vary depending on availability of golf course. Generally between 9:00am and 11:00 a.m.
Date Practice begins	January 15 th
Days and times of practices	Tuesdays and Thursday between 2:00 pm and 4:00 pm
Any pre-season or post season opportunities denied	No. Available to both men's and women's programs per COA Constitution.
Comments	No allowance for non-traditional season of sport/same as men

Scheduling of games and practice times-team chart

Team: Women's Track & Field

Participants: 10

Number of regular season games	Home: 0 Away: 14 Total: 14
Number of pre-season games/meets	1
Number of post-season games/meets	3
Days of the week/times meets are held	Friday or Saturday Friday 12-6 and Saturdays 9-8
Date Practice begins	January 15
Days and times of practices	Monday -- Thursday 7.30-9.30 and Saturdays if no meets
Any pre-season or post season opportunities denied	No. Available to all athletes per COA Constitution
Comments	The college does not have a track facility and consequently is unable to host track & field meets. Provision of one date for non-traditional season of sport.

These statistics clearly demonstrate overall equity in the standards set forth for the scheduling of games and practices and equal access and use of college facilities for men's and women's programs. Each Head Coach is allowed to set his or her own schedule and there is equal provision for both pre-season and post-season play for all sports across the board regardless of gender. There is equity in the provision of game times, practice times, use of facilities and the times they are made available for all programs. Coaches are not restricted on the number of practices they may hold, or the time of day, day itself or the length of practices.

Proportionally the number of home and away contests is equal. Distances traveled to away contests are equal as well as the opportunities for teams to travel extensive distances to compete. No teams have priority in scheduling and any conflicts that arise are resolved by determining which contest is the more important. For example, a conference game will supersede a pre-season game. Otherwise conflicts will be resolved on a rotational basis.

Santiago Canyon College is in full compliance with this component.

These calculations are based on the type of sport, number of athletes involved and different scheduling and transportation needs.

Monies are made available to the coaches on an equal basis as are the opportunities to fundraise. No program or gender of program is given an advantage. Everyone starts at the same point and coaches are free to supplement their Diversified Budgets with as much fundraising as they wish to undertake.

Coaches have the prerogative of spending diversified funds on meals and lodging as they wish. Sometimes lodging is unnecessary though if the coach has not scheduled games or meets that require an overnight stay or if a team fails to make the playoffs. Again though, each coach has equal freedom to set their own schedule.

Different amounts in the charts and tables above simply demonstrate one coaches' choice to purchase meals more than another, different numbers of male to female athletes in a particular sport or an athletic schedule that does not incorporate overnight stays.

Santiago Canyon College is in full compliance with this component.

Self Review of Santiago Canyon College Intercollegiate Athletics *Component Four – Travel time and per diem allowance*

This section is concerned with factors relating to the following:

- Transportation
- Lodging
- Meals and per diem allowances

Policies and procedures pertaining to SCC travel and team expenses in this regard are in the SCC Athletic Handbook, pages 8-10 and 23.

The Associated Students Diversified Budget covers items related to this component. It is clearly specified in the Athletic Handbook that such funds are to be used for purposes such as meals and lodging, officials, entry fees, team awards and banquets.

For the 2008-2009 academic years, SCC athletic teams received the following amounts:

<u>Team</u>	<u>Diversified Budget</u>
Men's Cross Country	\$1,600.00
Men's Golf	\$2,400.00
Men's Soccer	\$3,000.00
Men's Track & Field	\$3,250.00
Total Men's Teams	\$10, 250.00
Women's Cross Country	\$1,600.00
Women's Golf	\$2,400.00
Women's Soccer	\$3,000.00
Women's Track & Field	\$3,250.00
Women's Softball	\$4,000.00
Total Women's Teams	\$14,250.00

SCC follows the Student Business Office rules and regulations for accessing advances or receiving reimbursement for all student-athlete's travel costs and meal expenses. The college also strictly adheres to per diem allowances set forth for state playoffs by the COA Constitution. The stipulated internal limits for meals within the department are as follows:

Breakfast	\$5.00
Lunch	\$7.00
Dinner	\$8.00

Transportation

All the SCC athletic teams travel by school vans, yellow school buses or reclining charter buses. The mode of transportation chosen is dictated by two factors, those being distance of travel and number of passengers. Drivers for rental vans are the coaches and/or their assistants and, on certain occasions, the Athletic Director. The Risk Management department for the district approves all drivers.

Men's Program Teams	Number of Athletes	Mode(s) of Transportation
Men's Cross Country	17	Rental Vans
Men's Golf	9	School Vans
Men's Soccer	26	Passenger Bus
Men's Track & Field	21	Passenger Bus/Rental Vans

Women's Program Teams	Number of Athletes	Mode(s) of Transportation
Women's Cross Country	11	Rental Vans
Women's Golf	6	School Vans
Women's Soccer	26	Passenger Bus
Women's Softball	14	Passenger Bus
Women's Track & Field	9	Passenger Bus/Rental Vans

Meals and Lodging Expenses

Men's Sports	Meal Expenses	Lodging Expenses
Men's Cross Country	\$523.63	\$869.00
Men's Golf	\$853.22	\$586.90
Men's Soccer	\$242.76	\$0
Men's Track & Field	\$791.21	\$114.45
Total Men's Expenses	\$2410.82	\$1570.35

Women's Sports	Meal Expenses	Lodging Expenses
Women's Cross Country	\$523.63	\$336.00
Women's Golf	\$564.21	\$1679.80
Women's Soccer	\$1620.00	\$869.00
Women's Track & Field	\$791.21	\$114.45
Women's Softball	\$3196.00	\$0
Total Women's Expenses	\$6695.05	\$2999.25

Team Expenditures

It is important to note that monies available to different sports programs are equal.

Men's Cross Country	\$1,600	Women's Cross Country
Men's Soccer	\$3,000	Women's Soccer
Men's Track & Field	\$3,250	Women's Track & Field
Men's Golf	\$2,400	Women's Golf
	\$4,000	Women's Softball

Self Review of Santiago Canyon College Intercollegiate Athletics

Component Five – Opportunities to Receive Coaching

Factors used to evaluate this component include the following:

- Coaching assignments
- Availability of coaches and student-athletes
- Compensation of Head and Assistant Coaches

SCC coaches are hired according to Faculty Hiring policies and procedures within the district. Coaches are paid using Lecture Hour Equivalency (LHE) for class instruction and stipends. If the Head Coach is a full time employee they may receive release time from teaching duties and contract extension days for recruitment and other associated coaching duties and responsibilities.

Listed below is the compensation awarded to the coaching staff and different athletic teams for the 2008-2009 season of sport; coaches are paid the instructional rate for any classes taught during the academic year. All salaries, stipends and contract extension days follow RSCCD policies.

Availability of Coaches

All coaches (full-time head coaches, part-time coaches, assistant coaches and volunteer coaches) are available to serve our student-athletes and their respective programs on an equal basis. None are available more than others nor is preference given to any program in this regard.

Coaching salaries may differ depending on the status of a coach or longevity of service within the district. An equal number of LHE is applied to all Head Coaches (7.5) with the exception that those coaches overseeing both Fall and Spring programs are given one extra LHE (8.5) because they are coaching teams in two semesters. The extra one unit of coaching LHE is for offseason coaching responsibilities for the opposite season of sport. All Head Coaches are given an equal stipend. Equally, there are equivalent monies given to all programs for Assistant Coaches and coaches have the option of splitting stipends to accommodate their needs. Since the last Santiago Canyon College Gender Equity report (2002), LHE has been reduced from 8.0 LHE to 7.5 LHE across the board for all Head Coaches. Also, a policy was adopted with the idea of adding Assistant Coaches to programs as they grew numerically. The basic formula is to have an Assistant Coach for every 9 student-athletes. As our newer programs grow they will be monitored and coaching assignments adjusted accordingly.

Assignment of Coaches

Coaches are all very qualified in their respective fields and meet district requirements regarding qualifications for their respective coaching positions. Once a vacancy arises the position is advertized and applicants are screened and interviewed by a committee of collegiate peers based on their experience and qualifications. (A copy of the district vacancy announcement is enclosed at the end of this chapter).

Coaching stipends are based on district salary scales pertaining to experience and longevity of service. Consequently, all coaches are paid a correlated salary with no coach being paid a salary that is significantly higher than other coaches, other than for length of service in the district. There is no pattern of assigning less qualified coaches to male or female teams.

The training, experience and professional qualifications of coaches assigned to both male and female teams is equivalent in effect. Individual backgrounds may vary considerably but with regard to suitable

qualifications, leadership ability and experience in their own arena of sport; coaches are equal for both male and female teams. All teams have Assistant Coaches with the exception of the men's golf team and the women's golf team. Each of these teams has one Head Coach due to the small number participating in the sport of golf.

Sport	Coach	LHE	Stipend	Total Paid Per Sport
MEN'S TEAMS				
Cross Country	1 Head Coach (Cummins)	8.5	\$1750	\$6500
	1 Asst. Coach (Pickett)	0	\$4750	
	1 Volunteer Asst. Coach (Valentine)	0	\$0	
Golf	1 Head Coach (Shine)	8.5	\$1750	\$1750
Soccer	1 Head Coach (Fraser)	15.0	\$1750	\$12750
	1 Asst. Coach (Ditta)	0	\$6000	
	1 Asst. Coach (Gonzalez)	0	\$2500	
	1 Asst. Coach (Whittaker)	0	\$2500	
Track & Field	1 Head Coach (Cummins)	8.5	\$1750	\$6500
	1 Asst. Coach (Pickett)	0	\$4750	
	1 Volunteer Asst. Coach (Valentine)	0	\$0	
Totals	4 Head Coaches, 5 Assistant Coaches	40.5	\$27500	\$27500

Sport	Coach	LHE	Stipend	Total Paid Per Sport
WOMEN'S TEAMS				
Cross Country	1 Head Coach (Cummins)	8.5	\$1750	\$6500
	1 Asst. Coach (Swaney)	0	\$2250	
	1 Asst. Coach (Bronson)	0	\$2250	
	1 Asst. Coach (Pickett)	0	\$250	
Golf	1 Head Coach (Shine)	8.5	\$1750	\$1750
Soccer	1 Head Coach (Woodhead)	15.0	\$1750	\$12750
	1 Asst. Coach (Kephart)	0	\$4500	
	1 Asst. Coach (Woolley)	0	\$3250	
	1 Asst. Coach (Hermen)	0	\$3250	
	1 Volunteer Asst. Coach (Stauber)	0	\$0	
Softball	1 Head Coach (Field)	7.5	\$1750	\$12750
	1 Asst. Coach (Rapoza)	0	\$6500	
	1 Asst. Coach (Klabacha)	0	\$4500	
Track & Field	1 Head Coach (Cummins)	8.5	\$1750	\$6500
	1 Asst. Coach (Swaney)	0	\$2250	
	1 Asst. Coach (Bronson)	0	\$2250	
	1 Asst. Coach (Pickett)	0	\$250	
Totals	5 Head Coaches, 11 Assistant Coaches	48	\$40250	\$40250

Sport	Participants	Number of Coaches	
MEN'S TEAMS			
Cross Country	17	1 Head Coach 1 Assistant Coach 1 Volunteer Coach	
Golf	9	1 Head Coach	
Soccer	27	1 Head Coach 3 Assistant Coaches	
Track & Field	22	1 Head Coach 1 Assistant Coach 1 Volunteer Coach	
Total Number of Male Athletes	75	Total Number of Coaches	12

Sport	Participants	Number of Coaches	
WOMEN'S TEAMS			
Cross Country	11	1 Head Coach 1 Assistant Coach	
Golf	6	1 Head Coach	
Soccer	26	1 Head Coach 3 Assistant Coaches (second stipend split) 1 Volunteer Assistant	
Softball	14	1 Head Coach 2 Assistant Coaches	
Track & Field	10	1 Head Coach 2 Assistant Coaches(split stipend)	
Total Number of Female Athletes	67	Total Number of Coaches	16

Compensation for Coaches

As previously stated, salaries for Head Coaches are commensurate with qualifications and experience. Salaries for Assistant Coaches are equal across the board for all sports with Head Coaches having the option to split stipends if they see the need to do so. The bottom line is the monies apportioned to each sport are essentially the same based on the number of athletes in that particular sport.

Santiago Canyon College is in full compliance with this component

Men's Teams	Availability of Head Coach	Qualifications & Experience of Head Coaches	Head Coach Pay, Contract Terms & Work Conditions	Availability of Asst. Coaches	Qualifications & Experience of Asst. Coaches	Assistant Coaches Pay, Contract Terms, Work Conditions
Cross Country	Full Time	Meets district qualifications	8.5 LHE paid per district salary schedule plus \$1750 stipend during season of sport. Also, 20 contract extension days. Opportunity for off-season classes.	1 part-time paid assistant stipend	Meets district qualifications	One \$4500 stipend
Golf	Full Time	Meets district qualifications	8.5 LHE paid per district salary schedule plus \$1750 stipend during season of sport. Also, 20 contract extension days. Opportunity for off-season classes.	No assistant coaches needed	Meets district qualifications	NA
Soccer	Part Time	Meets district qualifications	7.5 LHE paid per district salary schedule plus \$1750 stipend. Opportunity for off-season classes	2 part-time paid assistant coach stipends (stipend split so 3 assistants)	Meets district qualifications	One \$4500 stipend, one \$3000 stipend for season of sport
Track & Field	Full Time	Meets district qualifications	8.5 LHE paid per district salary schedule plus \$1750 stipend during season of sport. Also, 20 contract extension days. Opportunity for off-season classes.	1 part-time paid assistant stipend	Meets district qualifications	One \$4500 stipend
Women's Teams						
Cross Country	Full Time	Meets district qualifications	8.5 LHE paid per district salary schedule plus \$1750 stipend during season of sport. Also, 20 contract extension days. Opportunity for off-season classes.	1 part-time paid assistant stipend	Meets district qualifications	One \$4500 stipend
Golf	Full Time	Meets district qualifications	8.5 LHE paid per district salary schedule plus \$1750 stipend during season of sport. Also, 20 contract extension days. Opportunity for off-season classes.	No assistant coaches needed	Meets district qualifications	NA
Soccer	Full Time	Meets district qualifications	7.5 LHE paid per district salary schedule plus \$1750 stipend during season of sport. Also, 20 contract extension days. Opportunity for off-season classes.	2 part-time paid assistant coach stipends (stipend split so 3 assistants)	Meets district qualifications	One \$4500 stipend, one \$3000 stipend for season of sport
Softball	Full Time	Meets district qualifications	7.5 LHE paid per district salary schedule plus \$1750 stipend during season of sport. Also, 20 contract extension days. Opportunity for off-season classes.	2 part-time paid assistant coach stipends	Meets district qualifications	One \$4500 stipend, one \$3000 stipend for season of sport
Track & Field	Full Time	Meets district qualifications	8.5 LHE paid per district salary schedule plus \$1750 stipend during season of sport. Also, 20 contract extension days. Opportunity for off-season classes.	1 part-time paid assistant coach stipend	Meets district qualifications	One \$4500 stipend



Position

Assistant Professor of Exercise Science/
Athletic Head Coach (Men's Soccer) #AC08-0139
Exercise Science, Health & Athletic Division/Santiago Canyon College
Tenure Track position

Salary

RSCCD has one of the highest faculty salary schedules among California's 72 community college districts. New faculty may be placed as high as step 11 on the salary schedule based upon verified teaching/work experience. The starting salary may range from \$51,661 to \$87,376 for the 10-month academic year, depending upon education and experience. Additional compensation is provided for work beyond the basic teaching contract including summer.

Benefits

The district will contribute up to \$17,666.50 per year toward the medical/dental insurance expense for the employee and any eligible dependents, plus \$1,250 per year for additional fringe benefit expenses; Life insurance coverage of \$50,000 or the employee's annual salary, whichever is greater; Ten days of sick leave per year. Membership in the State Teacher's Retirement System.

Starting Date: 2008 Fall Semester

Deadline to Apply: Applications will be accepted until the position is filled; however, the Screening Committee will begin reviewing applications on Monday, May 5, 2008.

Responsibilities

Organize, recruit, prepare and coach the men's soccer team. Learn and conform to the regulations of the California Commission of Athletics and the Orange Empire Conference. Develop competition schedule, arrange for team transportation, and liaise with Athletic Director for the purchase of uniforms and management of equipment and supplies as necessary. Oversee and manage the departmental operating budget as needed. Teach all assigned classes unless excused according to Board Policy provisions and participate in related activities such as staff and conference meetings. Keep accurate records of student enrollment, attendance, scholastic progress, and observe the administrative regulations as they appear in the Faculty Handbook.

Minimum Qualifications (Applicants must meet one of the following):

- Possess from an accredited institution: A master's degree in physical education, exercise science, education, with an emphasis in physical education, kinesiology, physiology of exercise, or adaptive physical education, OR Bachelor's in any of the above AND Master's in any life science, dance, physiology, health education, recreation administration, or physical therapy, OR
- Possess a valid California Community College credential authorizing service in the discipline, OR
- The equivalent (applicants who do not meet the above minimum qualifications must complete the Equivalencies Section in the application form.)
- Must have a valid California Driver's License.

Desirable Qualifications

- Demonstrated knowledge of the sport of soccer, including a level of expertise and experience necessary to successfully prepare and coach student athletes in an academic setting.
- Experience in teaching general physical education activity courses, fitness courses, or lecture courses in health education.
- Evidence of sensitivity to and an understanding of diverse academic, socioeconomic, cultural, disability, and ethnic backgrounds of community college students.
- Demonstrated ability to develop a comprehensive intercollegiate soccer program, which encourages student athletes to reach their full potential.
- A working knowledge of, and experience with, student learning outcomes and assessment.

Selection Criteria

Application Screening

In addition to the requirements and responsibilities listed, the following criteria will be considered in selecting candidates for interviews:

- Educational experience - breadth and depth
- Work experience - breadth and depth
- Demonstrated leadership capabilities
- Curriculum development
- Program development
- Community involvement
- Demonstrated experience in working with a diverse socioeconomic community
- Credentials or minimum qualifications authorizing service in other areas of need
- Demonstrated ability to work cooperatively with others
- Bilingual ability (if needed)

Based upon the information presented on the application materials, a limited number of candidates with qualifications most pertinent to the position will be invited to participate in the selection process, which may include a written test and oral interview.

Interview

Applicants selected for an interview may be required to take additional tests or assessments and will be notified of such prior to the date of the interview. During the oral session, those selected for interviews, in addition to the above, may be evaluated on the following factors:

- Oral communication skills
- Presentation
- Problem solving skills
- Successful teaching, problem solving or performance demonstration
- Writing skills/demonstration

Applicants are requested to provide thorough yet concise information on their related experience to ensure correct evaluation of their qualifications. A predetermined set of questions will be asked during all interviews. Evaluation criteria will be applied consistently to all applicants.

Method of Application

For consideration in the selection process, interested persons must complete online district academic application by the specified closing date for the position at www.rscdd.org or come to Human Resources Department, 2323 North Broadway, Santa Ana, California, 92706, between the hours of 8:00 a.m. and 5:00 p.m., Monday - Friday. In addition to online application, please submit the following required materials:

- Resume
- Unofficial transcripts (showing that the minimum qualifications are met)

Pre-Employment Requirements

Candidates selected for employment will be required to provide current verification of a negative TB test or chest x-ray, complete the district's fingerprinting process, and bring proof of their legal right to work in the United States. Cost of TB testing, fingerprinting and the fee for criminal record check will be paid for by the candidates.

The District is an equal opportunity employer and does not discriminate against any employee or applicant for employment because of race, sex, color, age, religion, national origin, disability, marital status, Vietnam-era veteran status or sexual orientation.

The District will make reasonable accommodations for applicants with disabilities. Applicant should contact the Human Resources Office for assistance.

Self Review of Santiago Canyon College Intercollegiate Athletics

Component Six – Locker Rooms, Practice and Competitive Facilities

There are six factors used to evaluate this component:

- Quality and availability of practice and competitive facilities
- Availability of locker rooms
- Quality of locker rooms
- Maintenance of practice and competitive facilities
- Preparation of facilities for practice and competitive events

There are only two on-site facilities to accommodate our sports offerings at Santiago Canyon College. The first accommodates our two soccer teams. We have a practice field, a regulation field, bleachers and team benches. This facility is shared equitably between both the men's and women's soccer programs for practices and competitive games. The second, the newly constructed softball complex opened in January 2009 accommodates the college softball program.

The Fitness Center located in S-102 (and the adjoining room S-103) is the only weight training facility on campus. It is closed to all regular students between 2.00 p.m. and 4.00 p.m. on weekdays and is available equitably to all teams for conditioning during those times. The Fitness Center features state-of-the-art weight training facilities as well as a variety of cardiovascular machines. Most of our teams work out in the Fitness Center as well as practicing at the appropriate facility. The cross country teams practice off campus in the surrounding hills and trails which are ideal local accommodations for the sport.

There are two locker rooms on campus, one for the men and one for the women. Both of these facilities are located adjacent to the coaches' offices, classroom and Fitness Center. These locker rooms are exactly the same and each has 36 lockers, three showers and toilet facilities. These facilities are open to use by all students on campus and are not dedicated to use only for athletes and department members.

Use of Facilities

Each sport has use of the facilities during their respective seasons. S-103 is used by most, if not all, of our teams as an area for congregation for team talks, video reviews, lectures and socialization. Each team and program on both male and female sides has equal access to all facilities.

The two soccer fields and softball diamond are maintained internally for game day preparation; the maintenance staff lines the fields and locates and cleans the bleachers and trash cans. In addition the maintenance department is responsible for the watering schedule on both fields. An outside agency contracted by the district cuts the fields on a weekly basis and performs the necessary repairs during the course of the year. All maintenance and preparation is done equitably for both male and female programs.

Quality of Facilities

The quality of the outdoor facilities is very good. We are fortunate to have two fields of the size and quality we have for soccer and the softball diamond is an outstanding facility. Unfortunately, there is no track & field facility despite the fact that the college fields two teams in this area; both a women's and men's track and field team.

The quality of the locker room facilities is adequate at best and not really suitable for an athletic program that currently accommodates nine teams. There are no special features available at the facilities

such as a laundry service or equipment manager and the Athletic Trainer is currently housed with the Athletic Director, Head Coaches and Eligibility Clerk. There are no concession facilities until the completion of the concession stand, currently projected for November 2009.

Both soccer and softball facilities do have public address systems. The soccer system is a permanently affixed one and the softball system relies on a portable unit brought to and from games by personnel from the audio-visual department. It is the hope of the department that funds can be found to install a permanent public address system in the softball complex. Both the main soccer field and the softball complex have electronic scoreboards that are essentially brand new and serve the respective facilities well during game times.

Summary

None of the policies, procedures or criteria used for allocating locker rooms, practice and competitive facilities differ for the male or female programs; the quality and availability of practice and competitive facilities for male and female programs is equitable; the quality and availability of locker room facilities is equal; there are no issues with exclusive use of any facility for a male or female program and facilities are shared fairly and equitably; the maintenance and preparation of our practice and competitive facilities is the same for both male and female programs. Ultimately, there are no differences that result in any type of disparity.

Santiago Canyon College is in full compliance with this component

**Santiago Canyon College College Athletics
Facility Chart – Locker Room Facilities**

Name and Type of Facility	Men's Locker Room
Location and Proximity to Practice/Competitive Facilities	This locker room is located in the S-Building complex and is adjacent to the Fitness Center. It is the only locker room on campus for men and is a short walk from both soccer fields. Please refer to the campus map in this section.
Schedule of Teams Using Facility	The men's cross country, track & field and soccer teams share this facility
Others Who Use Facility	Faculty, staff and exercise science students use the fitness center and/or take classes in the center. They use the locker rooms and shower facilities on a daily basis.
Number and Type of Lockers	There are 36 lockers that use a combination lock
General Size	The lockers are half-size, approximately 3' by 1'
Quality	The locker rooms are part of the portable S building complex and are at least 15 years old. The quality is adequate at best.
Cleanliness	Adequate
Number and Quality of Showers/Restrooms	There are 3 showers, 1 toilet and 1 urinal. The quality is adequate at best.
Special Features	None
Other	

**Santiago Canyon College Athletics
Facility Chart – Locker Room Facilities**

Name and Type of Facility	Women's Locker Room
Location and Proximity to Practice/Competitive Facilities	This locker room is located in the S-Building complex and is adjacent to the Fitness Center. It is the only locker room on campus for women and is a short walk from both soccer fields. Please refer to the campus map in this section.
Schedule of Teams Using Facility	The women's cross country, softball, track & field and soccer teams share this facility
Others Who Use Facility	Faculty, staff and exercise science students use the fitness center and/or take classes in the center. They use the locker rooms and shower facilities on a daily basis.
Number and Type of Lockers	There are 36 lockers that use a combination lock
General Size	The lockers are half-size, approximately 3' by 1'
Quality	The locker rooms are part of the portable S building complex and are at least 15 years old. The quality is adequate at best.
Cleanliness	Adequate
Number and Quality of Showers/Restrooms	There are 3 showers and 2 toilets. The quality is adequate at best.
Special Features	None
Other	

Santiago Canyon College Athletics
Facility Chart – Practice and Competitive Facilities – Soccer

Name and Type of Facility	Santiago Canyon College Soccer Fields SCC has two athletic fields Soccer Field: Competitive Field Soccer Field: Practice Field
Location	On Campus. Please refer to the map of the college in this section
Schedule of Teams Using Facility	The men's and women's soccer teams use both fields on a schedule developed by both coaches and approved by the Athletic Director. On occasion the practices overlap and one team may be on the main field while the other is on the practice field. This conflict will be resolved equitably.
Others Who Use Facility	SCC students use the field for exercise science activity classes during the fall and spring semesters. Occasionally our cross country or track and field athletes will utilize them also. There is also a joint-use facility agreement with the City of Orange for local youth soccer teams to use the field. Additionally a former NFL quarterback uses the fields for his football camps.
Quality	The fields are of good quality and are maintained regularly by an outside agency contracted by the college.
Age	Both fields are now nine years old
Seating capacity	With the addition of extra bleachers the field capacity is approximately 200 people.
General size	The main field is regulation size and the practice field is approximately 50' by 70'
Special Features	There is a lit parking facility that provides parking for those who attend soccer games and practices. The general public can also use the restrooms housed in the S-Building complex. Construction of a new facility which will house restrooms and a snack stand to accommodate these two fields is under way and expected to be completed by November of 2009
Other	

Santiago Canyon College Athletics
Facility Chart – Practice and Competitive Facilities – Softball

Name and Type of Facility	Santiago Canyon College Softball Complex
Location	On Campus. Please refer to the map of the college in this section
Schedule of Teams Using Facility	The SCC Women's Softball team utilizes the facility for both its practices and games. They are the only program on campus that utilizes the facility.
Others Who Use Facility	SCC students enrolled in softball classes within the college exercise science curriculum use the softball facility. There are no outside agencies currently contracted to use the facility.
Quality	The fields and the facility are of excellent quality but an improved maintenance plan needs to be adopted in order for the opening levels of excellence to be maintained. The SCC administration needs to examine the incorporation of outside agencies to oversee field and outfield maintenance or assign an internal member of the maintenance department to regularly assist with the upkeep of the facility.
Age	The facility is brand new and was dedicated in January, 2009.
Seating capacity	The facility is easily capable of accommodating 200 people.
General size	Standard NCAA softball dimensions. (190' down the lines and 210' to center).
Special Features	There is a lit parking facility that provides parking for those who attend softball games and practices. The general public can also use the restrooms housed in the S-Building complex. Construction of a new facility which will house restrooms and a snack stand to accommodate this complex is under way and expected to be completed by November 2009.



Santiago Canyon College

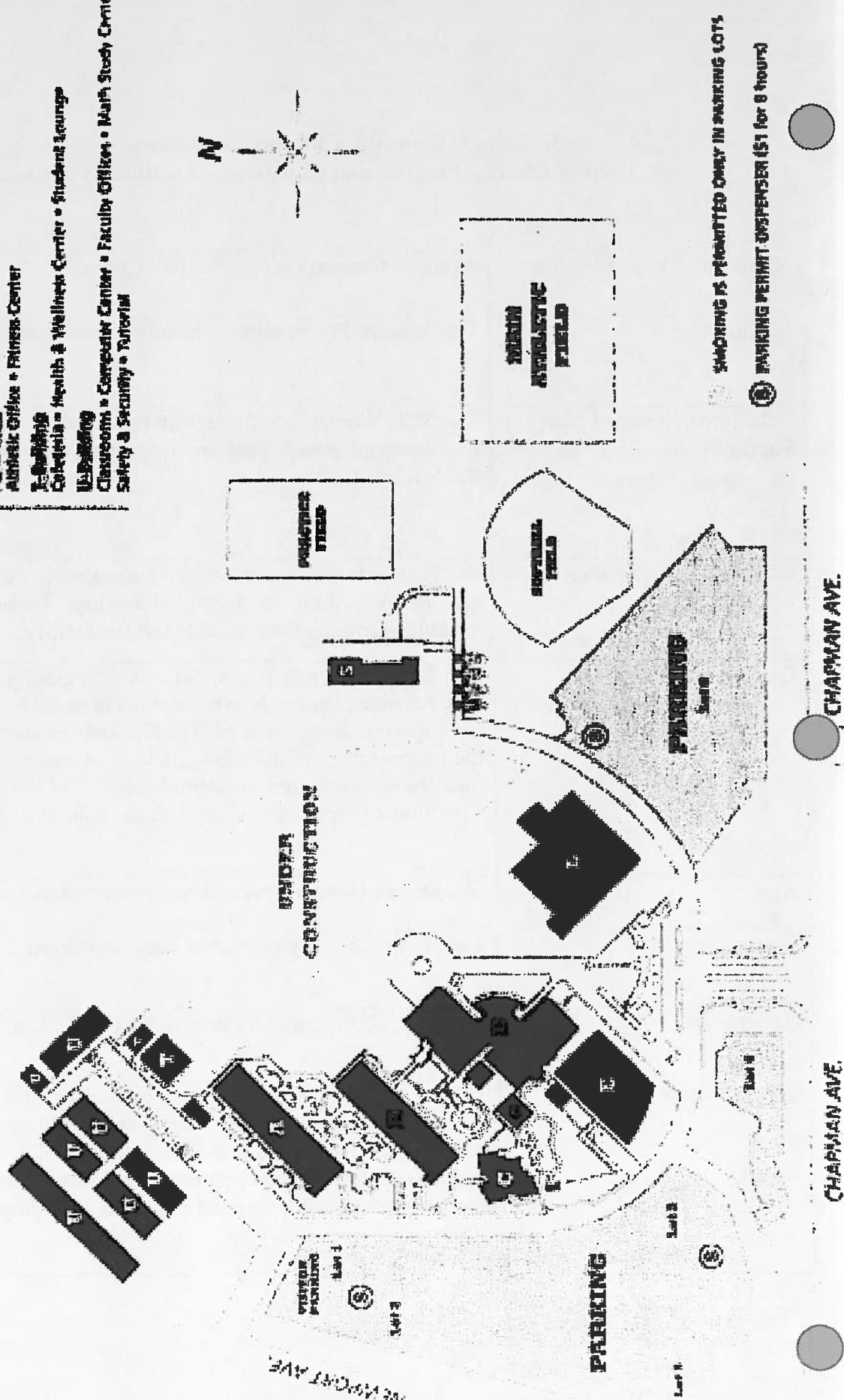
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3035 East Chapman Avenue
Orange, CA 92668
(714) 773-5900

www.sccollege.edu

- A-Lower Level
Breakroom • Classrooms • Media Systems Office
- A-Upper Level
Administration • Administrative Services • AmeriCorps
Associated Student Government • CAIAP • Classroom
Community Services • Foundation • Publications
Student Life & Leadership • Writing Center
- B-Lower Level
Classrooms • Faculty Offices
- B-Upper Level
Classrooms
- C-Building
Child Development Center

- D-First Floor
Adult Re-Entry • Career Center • Classrooms • Counseling
Faculty Offices • Job Placement • Transfer Center
- D-Second Floor
Academic Success Center • Classrooms • Faculty Offices
- E-First Floor
Admissions • CalWORKS • CARE • Career/Financial Aid • EOP
Disabled Students Program • Graduation Office • Photo ID
- E-Second Floor
Classrooms
- E-Third Floor
Classroom • Faculty Offices • Foreign Language Lab • Learning Center
Library
- F-Building
Athletic Office • Fitness Center
- F-Building
Cafeteria • Health & Wellness Center • Student Lounge
- H-Building
Classroom • Computer Center • Faculty Offices • Math Study Center
Safety & Security • Tutorial



① SHOWING IS PERMITTED ONLY IN PARKING LOTS
 ② PARKING PERMIT DISPENSER (\$1 for 8 hours)

Self Review of Santiago Canyon College Intercollegiate Athletics

Component Seven – Medical and Training Facilities and Services

The areas for consideration for this component are:

- Availability of medical personnel and assistance
- Health, accident and injury insurance coverage
- Availability and qualifications of Athletic Trainers
- Availability and quality of weight training and conditioning facilities

The SCC Athletic Training Room is located in S-104 and the hours of operation are generally determined by team practice. The hours of operation are 10.00 a.m. until 6:00 p.m. During the Fall and Spring sport seasons the trainer is extremely accommodating and the hours of operation are often between 9:00 a.m. and 9:00 p.m. A certified Athletic Trainer (ATC) is present for all practices and home competitions. The athletic trainer is scheduled to officially work a 40 hour week but her commitment to the program goes far beyond the stipulated hours to the benefit of the athletes within our athletic department. Generally speaking the Athletic Trainers do not travel with the teams to competitions at other venues. The home school is responsible for all athletic injury coverage.

SCC follows the District Risk Management department rules in order to comply with this component. Training Room policies and procedures are clearly outlined in the SCC Athletic Handbook. Athletic Trainers have always been on staff since the inception of the athletic program at Santiago Canyon College. Initially the district employed two part-time trainers but since April 2007 have employed one full-time, 40-hour per week trainer. The trainer is assisted by student athletic trainers who are accruing hours towards their Bachelors of Science in Athletic Training at local universities. The student-trainers are purely voluntary and not employed by the District. The Athletic Trainer is a member of the National Athletic Trainer's Association (NATA) and is Board of Certification (BOC) certified. The one trainer is responsible for the care of our nine athletic teams and the associated student-athletes.

In case of injury due to athletic participation, a student's own insurance will act as the primary coverage, and the district's coverage is secondary. If the student-athlete has no insurance, the District's insurance becomes the primary coverage. All athletes must have a health screening before participating as well as having health and insurance information on file with the Athletic Trainer. A local orthopedic surgeon, Dr. Brett Powers comes to the college on an annual basis to conduct the athletic physicals. He also avails himself to our student-athletes on a weekly basis and works with all teams, both male and female.

A copy of the insurance policy used by the District is available at the end of this section. The cost to the athletes varies between \$50 and \$100 depending on the sport played. Coverage is equivalent for both male and female athletes.

The training room has barely adequate facilities to service the needs of the student-athletes and there is need for more space and equipment. Regarding the treatment of student-athletes, there are no differences between the facilities and services provided the women's and the men's programs. The Athletic Trainer has 8 years of experience treating both male and female athletes; she supervises no personnel other than 1-2 student-trainers during the course of each semester and these student-trainers are allocated to each team equally on an as-needed basis consistently. The student-athletes use the training room on both a scheduled and a drop-in basis depending on their needs with no preference being given to either sex.

The Athletic Trainer is responsible for the training facilities and a member of the Exercise Science department has the responsibility of overseeing the upkeep and maintenance within the Fitness Center. No policies applied to the arena of Athletic Training, insurance or the treatment of athletes differ on the basis of gender equity; medical personnel (including doctors, physiotherapists, nurses and paramedics) are equally available to both men's and women's teams and the quality and availability of medical personnel is equal for both men's and women's teams.

The weight and conditioning facilities at the college are equal in quality and accessibility for both male and female programs; no team has exclusive use of any facility and no teams have priority in any weight or training facility. Also, the quality and availability of said facilities does not differ between the male and female programs.

The attached charts detail the training facilities for Santiago Canyon College.

Santiago Canyon College is in full compliance with this component.

Santiago Canyon College Athletics

Medical and Training Facilities and Services -- Summary program comparison

Men's Teams	Quality and Availability of Trainers/Medical Personnel	Name, Schedule and Quality of Conditioning Facilities	Name, Schedule and Quality of Training Facilities	Insurance
Cross Country	Certified Athletic Trainer (ATC) present for all practices and games	Fitness Center S-102 available to all teams with appropriate supervision from 2-4 pm Monday through Friday	Athletic Training Room (ATR), S104 is open as needed for all team practices, competitions and individual treatments as needed	Student-athletes covered by own policy and/or supplemental policy as contracted by Risk Management at the District Office as part of the American Association of Community Colleges Plan (AACCC-SI)
Golf	ATC available to all athletes. Hours vary and are subject to practice times of other teams. (Team is off campus).	Fitness Center S-102 available to all teams with appropriate supervision from 2-4 pm Monday through Friday	Athletic Training Room (ATR), S104 is open as needed for all team practices, competitions and individual treatments as needed	Student-athletes covered by own policy and/or supplemental policy as contracted by Risk Management at the District Office as part of the American Association of Community Colleges Plan (AACCC-SI)
Soccer	Certified Athletic Trainer (ATC) present for all practices and games	Fitness Center S-102 available to all teams with appropriate supervision from 2-4 pm Monday through Friday	Athletic Training Room (ATR), S104 is open as needed for all team practices, competitions and individual treatments as needed	Student-athletes covered by own policy and/or supplemental policy as contracted by Risk Management at the District Office as part of the American Association of Community Colleges Plan (AACCC-SI)
Track & Field	ATC available to all athletes. Hours vary and are subject to practice times of other teams (Team is off campus)	Fitness Center S-102 available to all teams with appropriate supervision from 2-4 pm Monday through Friday	Athletic Training Room (ATR), S104 is open as needed for all team practices, competitions and individual treatments as needed	Student-athletes covered by own policy and/or supplemental policy as contracted by Risk Management at the District Office as part of the American Association of Community Colleges Plan (AACCC-SI)
Women's Teams				
Cross Country	Certified Athletic Trainer (ATC) present for all practices and games	Fitness Center S-102 available to all teams with appropriate supervision from 2-4 pm Monday through Friday	Athletic Training Room (ATR), S104 is open as needed for all team practices, competitions and individual treatments as needed	Student-athletes covered by own policy and/or supplemental policy as contracted by Risk Management at the District Office as part of the American Association of Community Colleges Plan (AACCC-SI)
Golf	ATC available to all athletes. Hours vary and are subject to practice times of other teams (Team is off campus).	Fitness Center S-102 available to all teams with appropriate supervision from 2-4 pm Monday through Friday	Athletic Training Room (ATR), S104 is open as needed for all team practices, competitions and individual treatments as needed	Student-athletes covered by own policy and/or supplemental policy as contracted by Risk Management at the District Office as part of the American Association of Community Colleges Plan (AACCC-SI)
Soccer	Certified Athletic Trainer (ATC) present for all practices and games	Fitness Center S-102 available to all teams with appropriate supervision from 2-4 pm Monday through Friday	Athletic Training Room (ATR), S104 is open as needed for all team practices, competitions and individual treatments as needed	Student-athletes covered by own policy and/or supplemental policy as contracted by Risk Management at the District Office as part of the American Association of Community Colleges Plan (AACCC-SI)
Softball	Certified Athletic Trainer (ATC) present for all practices and games	Fitness Center S-102 available to all teams with appropriate supervision from 2-4 pm Monday through Friday	Athletic Training Room (ATR), S104 is open as needed for all team practices, competitions and individual treatments as needed	Student-athletes covered by own policy and/or supplemental policy as contracted by Risk Management at the District Office as part of the American Association of Community Colleges Plan (AACCC-SI)
Track & Field	ATC available to all athletes. Hours vary and are subject to practice times of other teams. (Team is off campus).	Fitness Center S-102 available to all teams with appropriate supervision from 2-4 pm Monday through Friday	Athletic Training Room (ATR), S104 is open as needed for all team practices, competitions and individual treatments as needed	Student-athletes covered by own policy and/or supplemental policy as contracted by Risk Management at the District Office as part of the American Association of Community Colleges Plan (AACCC-SI)

Santiago Canyon College Athletics
Facility Chart-Medical and Training Facilities

Number & Type of Facility	Athletic Training Room and Office of the Athletic Trainer, Certified (ATC) located in S-104	
	Rehab may also be done in the Fitness Center	
Number & Type of Machines/Equipment	2 ultrasound/E-stim units Water Water jugs/bottles First aid equipment Bosu Ball Incline Board Vacuum splints Foam rollers (2)	Ice Machine 3 treatment tables 1 balance board Exercise ball Exercise bands Taping supplies AED Crutches
Schedule of Teams Using Facility	All SCC athletic teams use the athletic training room and it is open to all athletes, with the ATC present, before, during and after their scheduled practices. Rehab of injuries is done before, during or after practices.	
Others Who Use Facility	The facility is for eligible student-athletes only	
Quality	Adequate. Some items are 1-2 years old but the majority of the equipments is at least four years old.	
General Size or Capacity	The training room area is able to accommodate 2-3 athletes at a time. Practice times for teams are staggered and this allows for appropriate treatment for athletes who need it.	
Cleanliness/Maintenance	The training room area is cleaned on a nightly basis by the college maintenance staff. The trainer maintains equipment according to NATA blood-borne pathogen guidelines.	
Proximity to Lockers, Practice and Competitive Facilities	The training room is a short distance from the soccer fields, softball diamond and the fitness center	
Supervision	The athletic training room is only open when the ATC is present. The ATC arrives one hour prior to the first practice of the day and stays for one hour after the last practice ends.	
Other	A team physician is available by appointment	

Locker Room, Practice and Competitive Facilities-Summary Program Comparison

Men's Program Teams	Quality & Availability of Competitive Facilities	Quality & Availability of Practice Facilities	Exclusive Use of Practice/Competitive Facilities	Quality & Availability of Locker Rooms	Maintenance & Preparation of Practice/Competitive Facilities
Cross Country	Excellent-Surrounding areas (Irvine Park) have trails to use.	Excellent-can also use the Fitness Center-S104	No	Adequate	None needed
Golf	Excellent-use local courses and driving ranges	Excellent	No	Not needed by team members	None needed
Soccer	Excellent-main field is well-maintained	Excellent-shared facility; available as needed	No	Adequate	Maintenance performed by off-campus contracted vendor. Coaches set up field for game day
Track & Field	None available on campus. Local high school used	None available on campus. Local high school used	No	Adequate	NA
Women's Program Teams					
Cross Country	Excellent-Surrounding areas (Irvine Park) have trails to use.	Excellent-can also use the Fitness Center-S104	No	Adequate	None needed
Golf	Excellent-use local courses and driving ranges	Excellent	No	Not needed by team members	None needed
Soccer	Excellent-main field is well-maintained	Excellent-shared facility; available as needed	No	Adequate	Maintenance performed by off-campus contracted vendor. Coaches set up field for game day
Softball	Excellent-softball diamond on campus	Excellent-softball diamond on campus	Yes	Adequate	Maintenance performed by college maintenance staff and outside contracted vendor
Track & Field	None available on campus. Local high school used	None available on campus. Local high school used	No	Adequate	NA

- Acupuncture treatment, acupressure, or massage to control pain, treat illness or promote health by applying pressure to one or more specific areas of the body based on dermatoses or acupuncture points
- Inpatient or outpatient services of a private duty nurse
- Services or supplies for the treatment of a pre-existing condition during a period of six months following the insured person's effective date

REIMBURSEMENT FOR ACTS OF

THIRD PARTIES

No payment will be made under this plan for expenses incurred for or in connection with any illness, injury, or condition for which a third party may be liable or legally responsible by reason of negligence, an intentional act or breach of any legal obligation. However, we will provide the benefits of this plan subject to reimbursement of benefits paid if the insured person recovers damages from the third party.

NON-DUPLICATION OF BENEFITS

This plan only provides benefits for covered expense which is not paid or payable under any other insurance or medical coverage, except for certain governmental programs if an insured person is covered by more than one group health plan, their benefits under this plan will be reduced by the benefits payable under the other plan.

COST CONTAINMENT

Benefits are provided only for medically necessary services. Cost containment provides the insured person with valuable information, so that unexpected out-of-pocket costs can be avoided. There are three cost containment programs:

They are Utilization Review, Authorization and Personal Case Management. When the cost containment programs are properly used, the insured person will know in advance whether the services are determined to be medically necessary by Anthem Blue Cross Life and Health Insurance Company and therefore eligible for benefits.

For more information on the cost containment programs, call (800) 274-7767.

BINDING ARBITRATION

Any dispute between an insured person and Anthem Blue Cross Life and Health Insurance Company must be submitted to binding arbitration if the amount in dispute exceeds the jurisdictional limits of the small claims court. This arbitration procedure is begun by them making written demand on Anthem Blue Cross Life and Health.

THE ARBITRATION FINDINGS WILL BE FINAL AND BINDING.

ACCIDENTAL DEATH AND DISMEMBERMENT

Loss of Life	\$7,500
Single Dismemberment	\$1,000
Double Dismemberment	\$5,000

ACCIDENTAL DEATH AND DISMEMBERMENT EXCLUSIONS

All hernias, any disease or infirmity of mind or body, ptomaines or bacterial infections (except those which occur with or through an accidental cut or wound or as a result of an accidental ingestion) or medical or surgical treatment thereof.

Suicide or attempted suicide, while sane or insane; self-inflicted injury or self-destruction.

War or any act of war whether or not declared, or participation in a riot.

The commission, or the attempt to commit, an assault or felony, or participation in strikes, riots, civil commotion, or fighting (except in self-defense) injury sustained while in the armed forces of any country or international authority.

Injury while riding in any aircraft; unless riding as a passenger on any civilian commercial airline authorized to provide regular passenger service between named cities at regular and specified times.

Injuries sustained while under the influence of any narcotic, drug or alcohol, except when prescribed by a physician.

WHERE & HOW TO REPORT AN ACCIDENT

Immediately report all accidents to the instructor, coach or trainer. All accidents must be reported to COLLEGE AUTHORITY and Health Center as soon as possible. An accident report is required to substantiate an insurance claim. Contact the Health Office or Athletic Trainer for insurance reporting forms and information. Time is of the essence!

DO NOT DELAY REPORTING: Written notice of claim must be submitted within 120 days after the date of the accidental injury. Proof of loss (itemized bills) must be submitted within 90 days after services and supplies are received. Any bills submitted more than 12 months after the date of the service will be denied per the policy terms.

Any bills, explanations of benefits, etc. should be mailed directly to Student Health Claims Dept., Attn: Claims Manager, 21555 Oxnard St., Woodland Hills, California 91367. Anthem Blue Cross Life and Health Insurance Company may be contacted at (866) 811-7946.

The Plan is administered by Student Insurance, 11661 San Vicente Boulevard, Suite 200, Los Angeles, California 90049. For more information after a claim is filed, contact Student Insurance at (310) 820-8631.

PLEASE NOTE: This is a brief outline of the current student accident insurance program. It is presented in general terms and does not include all the exact provisions and conditions of the policies involved. The master policies are on file at each college and the district office. No individual certificates will be issued if any statements in this Information Bulletin and any policy differ, the policy will govern.

Medical and Accidental Death and Dismemberment benefits provided by Anthem Blue Cross Life and Health Insurance Company. Anthem Blue Cross Life and Health Insurance Company is an independent licensee of the Blue Cross Association. © ANTHEM is a registered trademark. © The Blue Cross name and symbol are registered marks of the Blue Cross Association.

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Blue Cross

**Rancho Santiago
Community
College District**

**SANTA ANA COLLEGE
SANTIAGO CANYON COLLEGE**

2008-2009

**Student and Athlete
Insurance Network**

A Prudent Buyer Plan

Information Bulletin

Plan B

CLASSES OF PERSONS INSURED

ENROLLED AND REGISTERED STUDENTS

While attending regularly scheduled classes at college; or

While attending college-sponsored activities, including club activities, or traveling under college supervision to and from college sponsored events

ENROLLED AND REGISTERED

STUDENT ATHLETES

While participating in or attending any regularly scheduled practice or competition supervised by an authorized representative of the college; or

While traveling directly to and from practice or competition with other members as a group, provided such members as a group, provided such travel is supervised by an authorized representative of the college

CHILD(REN) OF ENROLLED AND

REGISTERED STUDENTS

While in or about the child care facility provided by the college, provided that the facility is on the college campus; or

While attending "Mommy and Me" classes provided by the college with their student parent

OFFICIAL VISITORS

Who have been formally invited to the campus or who are on campus to conduct research or to address the faculty and/or students. Vendors and non-student spectators, regardless of activity, are not Official Visitors

BENEFITS

DEDUCTIBLES

Per Accident Deductibles

Student Activities Deductible	\$50
Class 1 Athletic Activities* Deductible	\$100
Class 2 Athletic Activities* Deductible	\$50
Child of Student in Child Care Facility Activities Deductible	\$50
Official Visitor Activities Deductible	\$50

*Class 1 Athletic Activities: football, soccer, wrestling, surfing, gymnastics, and skiing.
Class 2 Athletic Activities: all other sports

Note: No deductible applies to emergency illness

PAYMENT RATE

After the Per Accident Deductible has been satisfied, we will pay the following percentages of covered expense

- Prudent Buyer Participating Providers 100%
- Non-Participating Providers 50%*

*But, it will be 100% for covered expense incurred: (a) in SKILLED NURSING FACILITIES, and (b) for EMERGENCY SERVICES (for the first 48 hours only, unless the insured person cannot be safely moved)

Prudent Buyer Participating Provider: Anthem Blue Cross Life and Health Insurance Company has established a network of "Participating Providers". They are "participating" because they have agreed to participate in our preferred provider plan (PPO) and the Prudent Buyer Plan. They have agreed to provide our PPO members services at a discount or fixed fee. The Group has a directory of Participating Providers. You may call Anthem Blue Cross Life and Health to verify if your provider is a participating provider

Non-Participating Provider: Non-participating providers are providers which have not agreed to participate in our PPO plan

MEDICAL BENEFIT MAXIMUMS

We will pay, for the following services and supplies, up to the maximum amounts, or for the maximum number of days or visits shown below in connection with the treatment of a covered accidental injury

- Skilled nursing facility care, up to 100 days per accident

Home health services, up to 100 visits per accident

Prosthetic Devices, up to \$1,000 per accident

Durable Medical Equipment, charges for rental or purchase, up to \$2,000 per accident

Physical Therapy, Physical Medicine and Occupational Therapy, for covered outpatient services, up to 24 visits per accident; and for each covered visit when provided by a non-participating provider, up to \$25 per visit

Accidental Injury, for all covered services, up to \$2,000 per accident

MAXIMUM PER ACCIDENT

The maximum is determined by the nature of the insured person's activities at the time of the accident

- Student Activities Maximum \$50,000/accident
- Athletic Activities Maximum \$25,000/accident
- Child of Student in Child Care Facility Activities Maximum \$50,000/accident
- Official Visitor Activities Maximum \$1,000/accident

BENEFIT PERIOD

One year starting on the date of the accidental injury. First treatment must occur within 120 days of the date of the accidental injury

MAXIMUM PER EMERGENCY ILLNESS

- For all covered services \$500 for all emergency illness per semester

Medical Care that is not Covered

No payment will be made under this plan for expenses incurred for or in connection with any of the items below

- Services or supplies that are not medically necessary, as defined in the policy or medication
- Illness or injury that is self-inflicted
- Conditions that result from an act of war, commission or attempt to commit a felony, fighting or brawling, except in self-defense; intoxication from alcohol, drugs or narcotics, unless administered or prescribed by a physician; or any release of nuclear energy, whether or not the result of war
- Services received before the effective date or after the coverage ends
- Any amounts in excess of covered expense, the Maximum per Accident, or the Maximum per Emergency Illness
- Services rendered by any person employed or retained by the group
- Services received while attending or participating in a "club sponsored" event

Work-related conditions if benefits are recovered or can be recovered, under any workers compensation, employer's liability law or occupational disease law

- Any services provided by a local, state or federal government agency, except when payment under this plan is expressly required by federal or state law
- Professional services received from a person who lives in the insured person's home or who is related to them by blood or marriage
- Services for which the insured person has no legal obligation to pay, or for which no charge would be made in the absence of insurance coverage or other health plan coverage, except services received at a non-governmental charitable research hospital
- Services not specifically listed in this plan as covered services
- Inpatient room and board charges in connection with a hospital stay primarily for diagnostic tests which could have been performed safely on an outpatient basis
- Dental treatment, except for Dental injury Cosmetic dental surgery or other dental services for beautification
- Hearing aids and routine hearing tests
- Services and supplies in connection with a hernia of any kind, no matter how caused
- Routine eye exams and routine eye-refractions Eyeglasses or contact lenses
- Cosmetic surgery. This exclusion does not apply to reconstructive surgery to restore a bodily function, or to correct a deformity caused by injury. Cosmetic surgery does not become reconstructive surgery because of psychological or psychiatric reasons.
- Orthopedic shoes (except when joined to braces) or shoe inserts

Inpatient room and board charges in connection with a hospital stay primarily for environmental change or physical therapy for environmental causes or treatment of chronic pain

Any supplies for a unit of equipment

Any supplies for a unit of equipment

Any supplies for a unit of equipment

Any supplies for a unit of equipment

Any supplies for a unit of equipment

Any supplies for a unit of equipment

Any supplies for a unit of equipment

Any supplies for a unit of equipment

Any supplies for a unit of equipment

SANTIAGO CANYON COLLEGE

ATHLETICS

Dear Student Athlete:

Enclosed you will find a medical history, assumption of risk, and physical health screening forms that must be thoroughly completed by you and returned to the athletic training office located in building S104. If these forms are not properly completed, it could result in the loss of your eligibility to compete. Please be sure to respond to every question completely, as blank questions could result in a delay in athletic clearance. Note: the health screening form must be completed by a licensed medical doctor within the state of California.

The following items must be completed thoroughly:

- Health Screening packet (last page must be completed by licensed medical doctor)
- Insurance Verification packet
- Emergency Cards
- Photocopy of the front and back of your current Medical Insurance Card

If the above forms are not properly and fully completed, it may result in the loss of your eligibility to compete in SCC athletics.

Thank you for your cooperation. I look forward to working with you all this year.

Kelsey Bains, ATC

Santiago Canyon College Athletic Trainer

SANTIAGO CANYON COLLEGE
ATHLETICS

**Warning, Agreement to Obey Instructions, Release
Assumption of Risk and Agreement to Hold Harmless for
Participation in Voluntary Sports Program**

This form must be signed by the student/athlete, and if the student is under 18 years old, it must also be signed by a parent or guardian, before any athletic team activity begins.

Sport: (check all that apply)

- | | |
|--|--|
| <input type="checkbox"/> Men's cross country | <input type="checkbox"/> Women's cross country |
| <input type="checkbox"/> Men's Golf | <input type="checkbox"/> Women's Golf |
| <input type="checkbox"/> Men's Soccer | <input type="checkbox"/> Women's Soccer |
| <input type="checkbox"/> Men's Track and Field | <input type="checkbox"/> Women's Track and Field |
| | <input type="checkbox"/> Women's Softball |

I, _____ am aware that playing or practicing in any sport can be a dangerous activity involving **MANY RISKS OF INJURY**. I understand that the dangers and risks of playing or practicing in the above sport(s) include but are not limited to: **DEATH, SERIOUS NECK AND SPINAL INJURIES WHICH MAY RESULT IN COMPLETE OR PARTIAL PARALYSIS, BRAIN DAMAGE, SERIOUS INJURY TO VIRTUALLY ALL INTERNAL ORGANS, AND/OR BONES, JOINTS, LIGAMENTS, MUSCLES, TENDONS AND OTHER ASPECTS OF THE MUSCULOSKELETAL SYSTEM. THERE IS ALSO POSSIBILITY OF SERIOUS INJURY OR IMPAIRMENT TO OTHER ASPECTS OF MY BODY, GENERAL HEALTH AND WELL BEING.** I understand that the dangers and risks of playing or practicing in the above named sport(s) may result in not only a serious injury, but in a serious impairment of my future abilities to earn a living, to engage in other business, social and recreational activities, and generally to enjoy life.

Because of the dangers of participating in the above sport(s), I recognize the importance of following the coaches' instructions regarding playing techniques, training and other team rules, etc. and to agree to obey such instructions.

In consideration of the school district permitting me to try out for the Santiago Canyon College _____ team and to engage in all activities related to the team, including but not limited to; trying out, practicing or playing that sport, I hereby assume all risks associated with the participation and agree to hold the school district, its employees, agents, representatives, athletic trainers, coaches and volunteers harmless from any liability, actions, causes of action, debts, claims or demands of any kind and nature whatsoever which may arise by or in connection with my participation in any activities related to the Santiago Canyon College _____ team. The terms hereof shall serve as release and assumption of risk for my heirs, estate, executor, administrator, assignees and all members of my family.

Signature _____ Date: _____

IF UNDER 18 YEARS OF AGE, PLEASE SEE REVERSE

8045 East Chapman Avenue, Orange, CA 92869-4512

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SANTIAGO CANYON COLLEGE
ATHLETICS

**IF YOU ARE UNDER 18 YEARS OF AGE, YOUR
PARENT/GUARDIAN MUST SIGN THIS FORM.**

I, _____ am the parent/legal guardian of _____.

I have read the warning release on the previous page and understand that all sports can involve many **RISKS OF INJURY**, including but not limited to those risks outlined on the previous page.

In consideration of the school district, I permit my child/dependent to try out for the Santiago Canyon College _____ team and to engage in all activities related to the team including but not limited to; trying out, practicing or playing in competitive contests.

I hereby agree to hold the school district, its employees, agents, representatives, athletic trainers, coaches and volunteers harmless from any and all liability, actions, causes of action, debts, claims, or demands of every kind and nature whatsoever which arise by or in connection with participation of my child/dependent in any activity related to the Santiago Canyon College athletic program. The terms hereof shall serve as a release from heirs, estate, executor, administrator, assignees, and all members of my family.

Signature of Parent/Legal Guardian

Date

SANTIAGO CANYON COLLEGE
ATHLETICS

Health History Form

NAME _____ SOCIAL SECURITY # _____

ADDRESS _____ CITY _____ ZIP _____

HOME # _____ CELL # _____ WORK # _____

BIRTHDATE _____ AGE _____

IF YOU ARE UNDER 18 YEARS OF AGE:

NAME OF PARENT/GUARDIAN _____

ADDRESS _____ CITY _____ ZIP _____

HOME # _____ CELL # _____ WORK # _____

Please answer ALL of the following questions below. Give details to ALL "YES" answers.

MEDICAL HISTORY:

YES NO

1. Has a doctor ever denied or restricted your participation in sports for ANY reason?

FAMILY HISTORY:

2. Do any of your family members have any of the following?
 A. Sudden death or heart problems under the age of 50? Who? _____
 B. High Blood Pressure? Who? _____
 C. Diabetes? Who? _____
 D. Sickle Cell Anemia? Who? _____
 E. Depression or Bipolar Disorder? Who? _____

PERSONAL HISTORY:

3. Do YOU have a history of the following?
 A. Fainting during exercise? _____
 B. Respiratory Problems (pneumonia, bronchitis, sinus problems)? _____
 C. Chest discomfort during exercise? _____
 D. Asthma or Wheezing? Meds used _____
 E. Seizures, Convulsions, Epilepsy? _____
 F. ADD or ADHD? _____
 G. Heart disease (rheumatic fever, murmur)? _____
 H. Other medical illnesses? _____
 I. Anorexia/Bulimia/Eating Disorder? _____
 J. Chronic Skin Disease (e.g. eczema, psoriasis)? _____
 K. Hepatitis/Yellow Jaundice, Kidney/Bladder Disease? _____
 L. Digestive Tract Disease (e.g. ulcer, colitis) or Hernia? _____
 M. Headache (migraine)? _____

- N. High Blood Pressure/Cholesterol? _____
- O Depression or Anxiety? _____
- P Speech, Hearing, or Vision Problems? _____
- Q Sexually Transmitted Disease, HIV, or Cancer? _____
- R. Thrombophlebitis or Blood Clots? _____
- S. Thyroid, Endocrine Disturbance, or Diabetes? _____
- T. Amenorrhea (Females)? _____

HEAD INJURIES:

- 4. Have you ever been knocked unconscious? _____
- 5. Have you ever had a head injury of any kind? _____

ILLNESS:

YES NO

- 6. In the past year, have you had?
 - A. Mono? _____
 - B. Appendicitis? _____
 - C. Any other acute illness? _____
 - D. Any blood disorders, including sickle cell disease, anemia, etc.? _____
 - E. Any heat related illness? _____

ALLERGIES:

- 7. Are you allergic to any of the following?
 - A. Bee Stings? _____
 - B. Food? _____
 - C. Medicine? _____
 - D. Other? _____

HOSPITALIZATION:

- 8. Have you been hospitalized in the past two years?
 - A. For an Injury? _____
 - B. For a medical condition? _____
 - C. Have you ever required surgery for any medical illness or injury? _____

MICELLANEOUS:

- 9. Are you currently under a physician's care? _____
- 10. Are you on any medication? If yes, please state name and reason for taking medication (s)? _____
- 11. Do you have any missing or non-functioning organs? (Testes, ovaries, eyes, kidneys, etc.) _____
- 12. Have you been immunized against Diphtheria and/or Tetanus?
 - A. Date of Immunization _____
- 13. Do you wear contact lenses, eyeglasses, or a dental appliance of any kind? _____
- 14. Do you have any medical illnesses or injury which has not been mentioned? _____

FEMALES:

- 15. Do you have irregular or heavy menstrual periods? _____
- 16. Any other gynecological problems? _____

**SANTIAGO CANYON COLLEGE
ATHLETICS**

Pre-Participation Physical Evaluation

ID NUMBER _____ **SPORT(s)** _____

NAME _____ **DATE OF BIRTH** _____

LAST **FIRST** **M.I.**

HEIGHT **WEIGHT** **BP** / **PULSE**

VISION R 20/ **L 20/** **w/Correction: Y N** **PUPILS: Equal** **Unequal**

<u>MEDICAL</u>	<u>NORMAL</u>	<u>ABNORMAL FINDINGS</u>
Appearance		
Eyes/Ears/Nose/Throat		
Lymph Nodes		
Heart		
Pulse		
Lungs		
Abdomen		
Genitalia (males only)		
Hernia		
Skin		
Neurological		
<u>MUSCULOSKELETAL</u>	<u>NORMAL</u>	<u>ABNORMAL FINDINGS</u>
Neck		
Back		
Shoulder/Arm		
Elbow/Forearm		
Wrist/Hand/Fingers		
Hip/Thigh		
Knee		
Leg/Ankle		
Foot/Toes		

RECOMMENDATIONS AND DAGNOSIS:

EXAMINING PHYSICIAN (PRINT)

DATE

ADDRESS

PHONE

Examining Physicians Signature

MEDICAL OFFICE STAMP



FIANL CLEARANCE FROM TEAM PHYSICIAN

- _____ **No Athletic Participation**
- _____ **Limited Athletic Participation:** _____
- _____ **Cleared after completing evaluation/ rehabilitation for:** _____
- _____ **Full Clearance**

Team Physician's Signature

Date

SANTIAGO CANYON COLLEGE ATHLETICS

Dear Student Athlete:

Please find the enclosed medical insurance policy and information forms. In order for you to be medically eligible to compete at Santiago Canyon College, these forms must be completed thoroughly and accurately by you.

In order for us to better serve you, we ask that you return these forms along with a front and back copy of your insurance card. This will allow for faster, more accurate medical coverage.

If you are covered through your health insurance, then the Santiago Canyon College athletic insurance becomes a secondary policy. If you are not covered through your health insurance, then the athletic insurance is a primary insurance and the athlete will be responsible to pay a deductible if seen by a doctor. Soccer has a \$100.00 deductible per injury: All other sports have a \$50.00 deductible per injury.

It is the athlete's responsibility to contact the athletic trainer if any changes occur in the information that is listed on these forms.

Thank you for your cooperation.

Kelsey Bains, ATC

Santiago Canyon College Athletic Trainer

SANTIAGO CANYON COLLEGE

ATHLETICS

Dear Student Athlete:

Please find the enclosed medical insurance policy and information forms. In order for you to be medically eligible to compete at Santiago Canyon College, these forms must be completed thoroughly and accurately by you.

In order for us to better serve you, we ask that you return these forms along with a front and back copy of your insurance card. This will allow for faster, more accurate medical coverage.

If you are covered through your health insurance, then the Santiago Canyon College athletic insurance becomes a secondary policy. If you are not covered through your health insurance, then the athletic insurance is a primary insurance and the athlete will be responsible to pay a deductible if seen by a doctor. Soccer has a \$100.00 deductible per injury: All other sports have a \$50.00 deductible per injury.

It is the athlete's responsibility to contact the athletic trainer if any changes occur in the information that is listed on these forms.

Thank you for your cooperation.

Kelsey Bains, ATC

Santiago Canyon College Athletic Trainer

SANTIAGO CANYON COLLEGE
ATHLETICS

Intercollegiate Athletic Insurance Information

As an athlete at Santiago Canyon College, you should understand the nature of the athletic insurance policy that the college has in case you are injured while participating as an athlete. We feel it is important that you understand the type of policy that we have and ask that you sign this form. (This indicates that you have been made aware of the coverage and that you have provided accurate information on any other insurance that might cover you.)

The most common type of athletic insurance used by colleges today is "excess" or "secondary" insurance. This means that our insurance coverage only goes into effect after all other insurance you might have yourself through work, parents, and/or spouse have been exhausted. Most insurance companies will cover a dependent until the age of 24 if the dependent is a **FULL TIME** student. Insurance companies can and will check on other insurance coverage, but between outside or "primary" insurance coverage and the athletic insurance coverage through Santiago Canyon College, you may possibly be covered 100%. However, insurance companies **DO NOT ALWAYS PAY ALL BILLS, SO YOU, AS THE PATIENT ARE HELD RESPONSIBLE FOR ALL BILLS INCURRED.** It is important that you cooperate with the athletic department to the fullest in order for bills to be paid.

The policy covers up to \$25,000 maximum, and the injuries will have to be treated within 120 days from the date of the injury. Coverage extends up to 365 days from the date of injury. **Benefits are not provided for the following:**

1. Orthopedic appliances, unless prescribed by a physician
2. Pre-Existing conditions
3. Illnesses in general
4. Injury incurred during the transportation to an event except those occurring while being transported in a school vehicle.
5. Only injuries to sound teeth are covered, orthodontics will not be covered.

If you are injured in an "official" (supervised) practice or game, you are responsible for submitting your medical bills to your primary or private insurance company first. After that insurance company has paid its share, the balance of the bills will then be submitted to the athletic insurance company. Remember: Doctors and hospitals will hold you responsible for all payments until the insurance companies pay. Lack of cooperation with our department may result in the loss of your credit rating.

Soccer has a \$100.00 deductible per injury and all other sports have a \$50.00 deductible per injury.

Name	Sport
Athlete's Signature	Date
Parent's Signature (if athlete is a minor)	Date

SANTIAGO CANYON COLLEGE
ATHLETICS

Authorization to Obtain and Disclose Information

I authorize any physician, medical practitioner, hospital, clinic, other medical or medically related facility, insurance or reinsuring company, the Medical Information Bureau, Inc., consumer reporting agency or employer having information available as to diagnosis, medical history, treatment and the prognosis with respect to any physical or mental condition and/or treatment of myself or my minor child and any other non-medical information of myself or my minor child to give any and all such information to Student Insurance or its legal representative.

I understand the information obtained by use of the Authorization will be used by Student Insurance to determine eligibility for benefits under an existing policy. Any information obtained will not be released by Student Insurance to any person or organization **EXCEPT** to reinsuring companies, the Medical Information Bureau, Inc., or other person or organization performing business or legal services in connection with my claim or as may be otherwise required, or as I may further authorize.

I KNOW that I am entitled, upon request, to receive a copy of this Authorization and I am also entitled to receive it through my authorized representative.

I AGREE that a photographic copy of this authorization shall be as valid as the original.

I AGREE the Authorization shall be valid for the term of coverage of myself or my minor child's policy/certificate related to the claim information sought.

Name of Athlete

Athletes Signature

Date

Parents Signature (if athlete is a minor)

Date

If a copy of this authorization is requested by Insured/Athlete or Parent/Guardian, complete the following statement:

A true copy of this authorization furnished: _____

Date

Agent/Claims Person

8045 East Chapman Avenue, Orange, CA 92869-4512

4.2 (79)

SANTIAGO CANYON COLLEGE
ATHLETICS
Verification of Other Insurance

NAME _____ **SOCIAL SECURITY** _____
ADDRESS _____ **CITY/STATE** _____ **ZIP** _____
DATE OF BIRTH _____ **SEX. M** **F** **I.D.#** _____ **PHONE** _____
ACCIDENTIAL DEATH BENEFICIARY
_____ **FULL NAME** _____ **RELATIONSHIP** _____

FATHER'S NAME _____ **SOCIAL SECURITY** _____
ADDRESS _____
DATE OF BIRTH _____ **STREET** _____ **CITY** _____ **STATE** _____ **ZIP** _____
EMPLOYER _____ **HOME PHONE** _____
ADDRESS _____ **WORK PHONE** _____
INSURANCE COMPNAY NAME _____
ADDRESS _____
PHONE NO. _____ **STREET** _____ **CITY** _____ **STATE** _____ **ZIP** _____
GROUP NO. _____ **POLICY NO.** _____
_____ **ID OR SS #** _____

MOTHER'S NAME _____ **SOCIAL SECURITY** _____
ADDRESS _____
DATE OF BIRTH _____ **STREET** _____ **CITY** _____ **STATE** _____ **ZIP** _____
EMPLOYER _____ **HOME PHONE** _____
ADDRESS _____ **WORK PHONE** _____
INSURANCE COMPNAY NAME _____
ADDRESS _____
PHONE NO. _____ **STREET** _____ **CITY** _____ **STATE** _____ **ZIP** _____
GROUP NO. _____ **POLICY NO.** _____
_____ **ID OR SS #** _____

INSURANCE COVERAGE: YES NO

INSURANCE COVERAGE THROUGH: SELF MOTHER FATHER SPOUSE

MUST GO TO OWN DOCTOR? Yes No

NAME OF DOCTOR _____ **PHONE NO** _____

NAME OF CLINIC _____ **PHONE NO.** _____

SPOUSE'S NAME		SOCIAL SECURITY		
ADDRESS				
	STREET	CITY	STATE	ZIP
DATE OF BIRTH	HOME PHONE			
EMPLOYER	WORK PHONE			
ADDRESS				
	STREET	CITY	STATE	ZIP
INSURANCE COMPANY NAME				
ADDRESS				
	STREET	CITY	STATE	ZIP
PHONE NO.	POLICY NO.			
GROUP NO.		ID OR SS #		

I HEREBY CERTIFY THAT THE FOREGOING ANSWERS I HAVE DESIGNATED TO THE STATED QUESTIONS ARE TRUE, COMPLETE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

_____	_____
Signature	Date
_____	_____
Parents Signature (if under 18)	Date

SANTIAGO CANYON COLLEGE
ATHLETICS
CONSENT FOR TREATMENT

I understand that I may be injured while participating in intercollegiate athletics at Santiago Canyon College; I authorize the school to obtain, through a physician of its own choice, any emergency care that may become necessary while participating in or traveling with Santiago Canyon College's intercollegiate athletic program. I also authorize the college team physician and athletic trainer to administer those treatments deemed necessary throughout the year.

ATHLETE'S SIGNATURE _____ **DATE** _____

PARENT'S SIGNATURE (if under 18) _____ **DATE** _____

SANTIAGO CANYON COLLEGE
ATHLETICS
MEDICAL EMERGENCY CARD
SCC Athletic Training Room 714.628.4704

Name _____ **Phone** _____ **Sport** _____

Address _____

Emergency Contact Information:

Name _____ **Relationship** _____ **Phone (H)** _____ **(W)** _____

Name _____ **Relationship** _____ **Phone(H)** _____ **(W)** _____

Allergies _____ **Medical Problems/Conditions** _____

Medications _____

Previous Major Injuries _____

Family Physician _____ **Phone** _____

Primary Insurance _____ **Policy #** _____

Group # _____ **Restrictions** _____

Secondary Insurance _____ **Policy #** _____

Group # _____ **Restrictions** _____

**SANTIAGO CANYON COLLEGE
ATHLETICS**

STUDENT ATHLETE: _____
SPORT: _____ **DATE OF BIRTH:** _____
SOCIAL SECURITY NUMBER: _____

I hereby authorize Santiago Canyon College Department of Intercollegiate Athletics to release my protected health information. Protected health information may include:

- Injury or Illness relevant to past, present or future participation in intercollegiate athletics at Santiago Canyon College.
- Information contained in my personal medical records unrelated to my participation in intercollegiate athletics at Santiago Canyon College.
- Information concerning my medical status, medical condition, injuries, prognosis, diagnosis and other related personally identifiable health information, including injury reports, test results, x-rays, progress reports and any other documentation regarding my health status.

Authorization is granted for release of my protected health information to:

- My parents/guardian and/or spouse for the purpose of assisting me in making healthcare decisions while I am a student-athlete.
- The coaches, assistant coaches, and other athletic staff so that they may make decisions regarding my athletic ability and suitability to compete while I am a student-athlete.
- The student athletic trainers and other students who are participating in the provision of sports medicine healthcare to assist and participate in the provision of healthcare to me while I am a student-athlete.
- Athletic counselor and academic departments within Santiago Canyon College for the purpose of making decisions regarding my ability and suitability to perform academically while I am a student-athlete.
- Applicable insurance providers for the purpose of processing insurance claims while I am a student-athlete.
- Be transferred along with emergency contact information to an emergency card that will be carried by the head coach to be used in the event of an accident or injury during athletic participation.

I understand that unless revoked by me, in writing, this authorization will automatically expire two (2) years for the date it was signed.

Please Note the Following:

You may refuse to sign this authorization. Your refusal will not affect your ability to obtain treatment or payment.

1. If the persons or entities who are authorized to receive the information above are not health care providers or health plans covered by federal health privacy laws, they may re-disclose the information and those laws would no longer protect the disclosed health information.
2. Once you sign this authorization, we can reply on it until you revoke it or, if you have not revoked it, until it expires. Any revocation will not be effective as to information already disclosed in reliance on the authorization. You can revoke this authorization by delivering a dated and signed letter to the Athletic Training Department.

Athletic Training Department
Santiago Canyon College
8045 East Chapman Avenue
Orange, CA 92869-4512

3. The information authorized for release may include records which indicate the presence of a communicable or venereal disease including, but not limited to, hepatitis, syphilis, gonorrhea and the human immunodeficiency virus, also known as Acquired Immune Deficiency Syndrome ("AIDS") and/or mental health information.
4. Santiago Canyon College will not receive compensation for its use or disclosure of your protected health information.
5. I understand that I may inspect or copy any information to be used or disclosed under this authorization.

Printed Name of Student/Athlete

Signature _____ Date _____
Student/Athlete

Signature _____ Date _____
Parent or Legal Guardian (if athlete is under 18)

Capacity of Legal Representative (if applicable) _____

***May be requested to provide verification of representative status.**



RANCHO SANTIAGO

COMMUNITY COLLEGE DISTRICT

Santa Ana College • Santiago Canyon College

2323 North Broadway

Santa Ana, California

92706 -1640

(714) 480-7300

Medical Treatment Authorization Waiver, Release and Indemnity Agreement Assumption of Risk for Participation in Voluntary Sports Program

(please print)

Student/Participant's Name: _____ Student Perm # _____
Description of Activity: _____ Date(s) of Activity: _____

By my signature below, I hereby give permission for my son/daughter to participate in the above-described activity. I realize that this activity is voluntary as part of the Rancho Santiago Community College District (District) sports program. I understand that this activity could cause serious illness and/or injury or death, and I assume all risk for any such illness and/or injury or death. I am aware of the transportation arrangements for this activity and acknowledge that if the school is providing no transportation, the parent has complete and sole responsibility for all transportation agreements. I am aware that the District does not provide coverage or medial treatment in connection with this activity. If a participant does not have private medial insurance, low-cost school insurance is available through the District.

For and in consideration of permitting the above named participant to participate in the activity described above, the undersigned hereby voluntarily releases, discharges, waives and relinquishes any and all actions or cause of action for personal injury, bodily injury, property damage or wrongful death occurring to his/her participant/ward or him/herself arising in any way whatsoever as a result of engaging in said activity or any activities incidental thereto wherever or however the same may occur and for whatever period said activities may continue. The undersigned does for him/herself, his/her heirs, executors, administrators and assigns hereby release, waive discharge and relinquish any action or causes of action, aforesaid, which may hereafter arise for him/herself and for his/her estate, and agrees that under no circumstances will he/she or his/her heirs, executors, administrators and assigns prosecute, present any claim for personal injury, bodily injury, property damage or wrongful death against the District or any of its officers, agents, or employees or any of said causes of action, whether the same shall arise by the negligence of any of said persons, or otherwise.

The undersigned hereby acknowledges that he/she knowingly and voluntarily assumes all risks of bodily injury to his/her child/ward or him/herself, as stated, and expressly acknowledges their intention, by executing this instrument, to exempt and relieve the District, its officers, agents, and employees, from any liability for personal injury, bodily injury, property damage or wrongful death that may arise out of or in any way be connected with the above-described activity. I have read and understand the foregoing and have voluntarily signed this agreement. I am aware of the potential risks involved in this activity and I am fully aware of the legal consequences of signing this instrument. I further acknowledge that the District does not provide medical coverage for participants in this activity.

Health or special needs. Check as appropriate:

<input type="checkbox"/>	Participant has no special health needs that the staff should be aware of, and no medication is required.
<input type="checkbox"/>	Participant has a special need, an instructions are attached. Number of attached pages: _____
<input type="checkbox"/>	Other: _____

In the event of illness or injury, I do hereby consent to whatever x-ray examination, anesthetic, medical, surgical or dental diagnosis or treatment and hospital care and transportation considered necessary in the best judgment of the attending physician, surgeon, athletic trainer, or dentist and performed under the supervision of a member of the medical staff of the hospital or facility furnishing medical or dental services.

Parent/Guardian Signature _____ Date _____ Participant Signature _____ Date _____

Parent/Guardian Name _____ Day Phone # _____ Evening Phone # _____
Address _____ City _____ Zip _____

Plan: _____ Plan # _____
of Trustees

Lpiazza;8/00;sportsmedicalwaiverform
Brian E. Conley, M.A. • John R. Hanna, J.D. • Lawrence R. "Larry" Labrado • Michael N. Ortell, J.D. • Enriqueta L. Ramos, Ph.D. • Lisa Woolery • Phillip E. Yarbrough
Edward Hernandez Jr., Ed.D., Chancellor

4.2 (85)

Building the future through quality education

SANTIAGO CANYON COLLEGE

8045 East Chapman Avenue, Orange CA 92869-4512 (714) 628-4900 (714) 628-4723 www.sccollege.edu

ORANGE EDUCATION CENTER

1466 N. Batavia Street · Orange, CA 92867-3504 (714) 628-5900 (714) 628-5909 www.sccollege.edu

HEALTH & WELLNESS CENTER Health Insurance Portability and Accountability Act (HIPAA) Notice of Privacy Practices

- I. This notice describes how medical information about you may be used and disclosed and how you can get access to this information. PLEASE REVIEW IT CAREFULLY
- II. IT IS OUR LEGAL DUTY TO SAFEGUARD YOUR PROTECTED HEALTH INFORMATION (PHI).
- III. The Santiago Canyon College Health & Wellness Center and the Staff (hereafter referred to solely as the "Health Center") is legally required to protect the privacy of your PHI, which includes information that can be used to identify you which the Health Center has created or received about your past, present, or future health or condition, the provision of health care to you, or the payment for such health care. SCC must provide you with this notice which must explain how, when, and why the Health Center will "use" and "disclose" your PHI. "Use" refers to sharing, examining, utilizing, applying, or analyzing your PHI within the Health Center. "Disclose" refers to releasing, transferring, giving, or otherwise, divulging your PHI to a third party outside of the Health Center. With some exceptions, The Health Center may not use or disclose more of your PHI than is necessary to accomplish the purpose for which the use or disclosure is made. The Health Center is always legally required to follow the privacy practices described in this Notice.

Please note that SCC and The Rancho Santiago Community College District reserve the right to change the terms of this Notice and the Health Center policies at any time. Any changes will apply to PHI already on file with the Health Center. Before any important changes are made to policies, SCC will change this Notice and post a new copy of it in the Health Center. You can request a copy of this Notice from the Health Center Staff.

IV. HOW MAY THE HEALTH CENTER USE AND DISCLOSE YOUR PHI.

SCC will use and disclose your PHI for many different reasons. Some of these will require your prior written authorization; others will not. See below for different categories of potential uses and disclosures along with some examples.

- A. Uses and Disclosures Relating to Treatment, Payment or Health Care Operations Do Not Require Your Written Consent.
 1. Treatment. SCC may disclose your PHI to physicians, psychiatrists, psychologists, and other licensed health care providers who provide you with health care services or are involved in your care. For example, if you are being treated by a psychiatrist, The Health Center may disclose your PHI to your psychiatrist in order to coordinate your care.
 2. Health Care Operations. The Health Center may disclose your PHI to evaluate the quality of services you received or to accountants, attorneys, consultants, and others to make sure the college is in compliance with applicable laws.
 3. Other. Your consent isn't required if you need emergency treatment, provided the Health Center attempted to get your consent after treatment was rendered or, if the Health Center tried to get your consent but you were unable to communicate with staff because, for example, you were unconscious or in severe pain.
- B. Certain Other Uses and Disclosures Do Not Require Your Consent.
 1. Disclosure may be required by federal, state, or local law; judicial board, or administrative proceedings; or law enforcement. For example, the Health Center may disclose PHI because the law requires victims of abuse or neglect to be reported (e.g. of a child, spousal, elder or dependent adult), or when the Health Center is ordered to disclose information in a judicial or administrative proceeding.
 2. Legal Proceeding. Disclosure may be compelled by a party to a proceeding before a court or an administrative agency.
 3. Search Warrant. Disclosure may be required by a lawfully issued search warrant.
 4. California Health and Safety Codes or corresponding federal statutes or regulations. Disclosures may be compelled by you or your representative based on such codes or statutes, etc. such as the Privacy Rule that requires this Notice.
 5. Threat of Harm. Disclosure may be compelled or permitted if you make a serious/imminent threat of physical violence against a reasonably identifiable victim. The Health Center may provide PHI to law enforcement and persons able to prevent or mitigate a serious threat to the health and safety of a person or the public.
 6. Danger. Disclosure may be compelled or permitted if you are in a mental or emotional condition that is dangerous to yourself or the person or property of others and the Health Center determines that disclosure is necessary to prevent the threatened danger.
 7. Public Health Activities. Example: In the event of your death the Health Center may need to give the coroner information about you.
 8. Health Oversight Activities. Example: The Health Center may be required to provide information to assist the government in their investigation or inspection of a health care organization or provider.
 9. Specific Government Functions. Example: The Health Center may disclose PHI in the interests of national security.
 10. Workers' Compensation. The Health Center may provide PHI in order to comply with Workers' Compensation Laws.
 11. Information/Appointment Reminders. Example: The Health Center may use PHI to remind you of an appointment or to give you information about alternative treatment options or health care services or benefits offered.

- 12. Arbitration. The Health Center may be required to disclose PHI when arbitration is lawfully requested by either party, pursuant to a subpoena *duces tecum* or any other provision authorizing disclosure in a proceeding before an arbitrator or arbitration panel.
- 13. Health Oversight. The Health Center may be compelled to disclose PHI to the U.S. Secretary of Health and Human Services to investigate or assess the Health Center's compliance with HIPPA regulations.
- 14. Law. If another applicable law prohibits or limits the use or disclosure of your PHI, the Health Center will abide by the more stringent law.

C. Certain Uses and Disclosures require you to have the Opportunity to Object.

Unless you object, in whole or in part, the Health Center may provide your PHI to a family member, friend or other individual who you indicate is involved in your case or responsible for payment or for your health care. Retroactive consent may be obtained in emergency situations.

D. Uses and Disclosures that require your Prior Written Authorization.

Any situation not described above requires your authorization for release of PHI. If you sign an authorization to disclose PHI, you may later revoke that authorization to stop any future uses or disclosures previously authorized.

IV. RIGHTS YOU HAVE REGARDING YOUR PHI.

A. The right to See and Get Copies of your PHI.

In general, you have the right to see your PHI or to get copies of it. You must make your request in writing. You will receive a response from the Health Center within 30 days of receiving your written request. Under certain circumstances the Health Center may deny your request. If your request for review of your PHI is denied, you will be notified in writing of the reasons for the denial. You have the right to have the decision of denial reviewed.

If you ask for copies of your PHI, the Health Center will charge you not more than \$0.25 for each page. The Health Center may provide you with a summary of explanation of the PHI, if you agree to it, as well as the cost in advance.

B. The Right to Request Limits on Uses and Disclosures of PHI.

You have the right to ask that the Health Center limit how your PHI is used and disclosed. The Health Center will put any limits in writing and abide by them except in emergency situations. You do not have the right to limit the uses and disclosures that the Health Center is legally required or permitted to make.

C. The Right to Choose Where the Health Center Sends PHI to You.

You may ask that PHI be sent to you at an alternative address, for example, to a work address instead of your home address.

The Right to Get a List of Disclosures The Health Center Has Made.

You are entitled to a list of your PHI disclosures which the Health Center has made – except uses or disclosures you've consented to or those made for national security purposes, to corrections or law enforcement agencies, or those made before April 15, 2003. After April 15, 2003, disclosure records will be held for six years.

The Health Center will respond to your request for a list of disclosures within 60 days of the day of your request. The list will include disclosures made in the previous six years (the first six year period being 2003-2009) unless you indicate a shorter period. The list will include the date of disclosure, to whom PHI was disclosed (including their address, if known), a description of the information disclosed, and the reason for the disclosure. The Health Center will provide the list at no cost to you unless you make more than one request in the same year. The Health Center will charge you a reasonable sum based on cost for each additional request within a year.

E. The Right to Amend Your PHI.

If you believe there is some error in your PHI or that important information has been omitted, you may request that the Health Center correct the existing information or add the missing information. Your request and the reason for the request must be made in writing. You will receive a response within 60 days of the Health Center's receipt of your request. If the request for correction is agreed to, the Health Center will make the change to your PHI. Additionally, the Health Center will advise you that the change has been made, and the Health Center will advise all others who need to know about the change to your PHI. The Health Center may deny your request, in writing, if it is found that the PHI is: a.) correct and complete, b.) forbidden to be disclosed, c.) not part of your records, d.) written by someone other than the Health Center. The denial must be in writing and must state the reasons for the denial. It must also explain your right to file a written statement objecting to the denial. If you do not file a written objection, you still have the right to ask that your request and the Health Center's denial be attached to any future disclosures of your PHI.

V. WHO TO COMPLAIN TO ABOUT THE HEALTH CENTER PRACTICE.

If, in your opinion, the Health Center may have violated your privacy rights, or if you object to a decision that was made about access to your PHI, you are entitled to file a complaint with the Health Center. You may also send a written complaint to the Secretary of the Department of Health and Human Services at: 200 Independence Ave., S.W., Washington D.C. 20201. If you file a complaint about the Health Center policies, SCC will take no retaliatory action against you.

VI. PERSON TO CONTACT FOR INFORMATION ABOUT THIS NOTICE OR TO COMPLAIN ABOUT MY PRIVACY PRACTICES.

If you have any questions about this notice or any complaints about these privacy practices, or would like to know how to file a complaint with the Secretary of the Department of Health and Human Services, please contact: The Health Center at: Santiago Canyon College Health Services; 8045 East Chapman Avenue, Orange, California 92869-4512 Attn: The Health Center Nurse Coordinator

VII. EFFECTIVE DATE OF THIS NOTICE: APRIL 14, 2003

**Santiago Canyon College Health and Wellness Center
Chart Face Sheet**

8045 E. Chapman Avenue T-102
Orange, CA 92869-4512

Date: _____

Account # _____

Alternate ID:

Last Name: _____

Middle Initial:

First Name: _____

AKA:

Address: _____

City _____ State _____ Zip _____

Phone (Home): () _____ OK to Call?

(Work): () _____ OK to Call?

(Mobile): () _____ OK to Call?

Sex: Male Female

Ethnicity:

Date of Birth _____

AGE _____

Insurance Company:

Policy Holder:

Policy #

Emergency Contact: _____

Relationship: _____

Phone: () _____ OK to Call?

Address: _____

Street _____

City _____ State _____ Zip _____

Allergies:

Private Medical Doctor (PMD)

Medications:

Special Conditions:

Mother's Maiden Name

(TO BE USED WHEN CALLING IN FOR RESULTS OR OTHER I.D. PURPOSE'S)

HEALTH QUESTIONNAIRE

Name _____	Date _____	Date of Birth _____	Sex: Male / Female
------------	------------	---------------------	--------------------

PLEASE check all recent or active medical problems

SKIN <input type="checkbox"/> Psoriasis <input type="checkbox"/> Hives <input type="checkbox"/> Acne <input type="checkbox"/> Moles <input type="checkbox"/> Rash <input type="checkbox"/> Dry Skin	RESPIRATORY <input type="checkbox"/> Wheezing <input type="checkbox"/> Coughing <input type="checkbox"/> Coughing Blood <input type="checkbox"/> Sputum Daily <input type="checkbox"/> Asthma <input type="checkbox"/> Shortness of Breath <input type="checkbox"/> Pneumonia	MOOD DISORDERS <input type="checkbox"/> Anxiety <input type="checkbox"/> Sleeping Problems <input type="checkbox"/> Stress <input type="checkbox"/> Family Problems <input type="checkbox"/> Marital Problems <input type="checkbox"/> Depression	PAST MEDICAL HISTORY OR OTHER DISEASES <input type="checkbox"/> Valvular Disease <input type="checkbox"/> Thyroid Problem <input type="checkbox"/> High Cholesterol <input type="checkbox"/> Arthritis <input type="checkbox"/> Lupus <input type="checkbox"/> Osteoporosis <input type="checkbox"/> Gout <input type="checkbox"/> Cataracts <input type="checkbox"/> Fractures <input type="checkbox"/> Birth Defects <input type="checkbox"/> Liver Problems <input type="checkbox"/> Headaches <input type="checkbox"/> Drug/Alcohol Use (in recovery) <input type="checkbox"/> IV Drug Use (past / current) <input type="checkbox"/> Unprotected Sex (past / current) <input type="checkbox"/> Diabetes since age: _____ <input type="checkbox"/> Stroke
HEAD <input type="checkbox"/> Sinusitis <input type="checkbox"/> Stuffy Nose <input type="checkbox"/> Itchy Eyes <input type="checkbox"/> Nose Bleeds <input type="checkbox"/> Ear Pain <input type="checkbox"/> Headaches <input type="checkbox"/> Seizures	URINARY <input type="checkbox"/> Frequency <input type="checkbox"/> Burning <input type="checkbox"/> Frequent Infection <input type="checkbox"/> Urinating at Night <input type="checkbox"/> Blood in Urine <input type="checkbox"/> Sexual Problems <input type="checkbox"/> Discharge	NUTRITION <input type="checkbox"/> Weight Loss (unexplained) <input type="checkbox"/> Weight Gain <input type="checkbox"/> Special Diet	<input type="checkbox"/> Cancer of: _____ <input type="checkbox"/> Seizures <input type="checkbox"/> Kidney Problems <input type="checkbox"/> Special Nutritional Needs <input type="checkbox"/> Hypertension Since Age: _____ <input type="checkbox"/> Coronary Artery Disease <input type="checkbox"/> Heart Attack at Age: _____ <input type="checkbox"/> Asthma Began at age: _____ <input type="checkbox"/> Gynecological Problems <input type="checkbox"/> Menopausal
HEART <input type="checkbox"/> Chest Pain <input type="checkbox"/> Shortness of Breath <input type="checkbox"/> Heart Murmur <input type="checkbox"/> Swelling Legs <input type="checkbox"/> Palpitations	MUSCLE/BONE <input type="checkbox"/> Pain <input type="checkbox"/> Low Back Pain <input type="checkbox"/> Neck Pain <input type="checkbox"/> Difficulty Walking <input type="checkbox"/> Arthritis <input type="checkbox"/> Numbness <input type="checkbox"/> Weakness	CHILDHOOD ILLNESS <input type="checkbox"/> Measles <input type="checkbox"/> Tuberculosis <input type="checkbox"/> Chicken Pox <input type="checkbox"/> Mumps <input type="checkbox"/> Rheumatic Fever	

DIGESTIVE
 Diarrhea
 Constipation
 Cramping
 Rectal Bleeding
 Abdominal Pain
 Liver Problems

SEXUAL HISTORY
 Sexually Active
 Sexual Problems

HISTORY OF:
 Chlamydia
 Herpes
 Warts
 Other _____

SENSORY ORGANS
 Hearing Problems
 Vision Problems
 Dizziness
 Glasses

ENDOCRINE FUNCTION
 Thyroid Disease
 Diabetes
 Other Endocrine Problems

Family History - List illnesses and/or Cause of Death

Father: _____ Brothers: _____ Sons: _____
 Mother: _____ Sisters: _____ Daughters: _____

Your Surgeries or Hospitalizations	YEAR

FEMALES

Last PAP: _____ Last Period: _____ Implants Yes No
 Current Method of Birth Control: _____

TOBACCO USE: None Cigarettes Cigars Pipes
 Smokeless Tobacco How much? _____

Did you get a flu shot last year? (Yes / No) _____
 Have you received a tetanus shot? (Yes / No) _____ When? _____
 Do you wear a seatbelt every time you ride in a car? (Yes / No) _____
 What exercise do you do regularly? _____
 How many times per week? _____

Telephone numbers for contacting you

Day: _____
 Eve: _____

Is it okay to leave a message at your home? (Yes / No) _____

The Alcohol Use Disorders Identification Test: Self-Report Version

STUDENT. Because alcohol use can affect your health and can interfere with certain medications and treatments, it is important that we ask some questions about your use of alcohol. Your answers will remain confidential so please be honest.

Place an X in one box that best describes your answer to each question.

Today's Date: _____

Questions	0	1	2	3	4
1 How often do you have a drink containing alcohol? If never - skip to question 9	Never	Monthly or less	2 to 4 times a month	2 to 3 times a week	4 or more times a week
2 How many drinks containing alcohol do you have on a typical day when you are drinking?	1 or 2	3 or 4	5 or 6	7, 8, or 9	10 or more
3 How often do you have six or more drinks on one occasion?	Never	Less than Monthly	Monthly	Weekly	Daily or almost daily
4 How often during the last year have you found that you were not able to stop drinking once you had started?	Never	Less than Monthly	Monthly	Weekly	Daily or almost daily
5 How often during the last year have you failed to do what was normally expected from you because of drinking?	Never	Less than Monthly	Monthly	Weekly	Daily or almost daily
6 How often during the last year have you needed a first drink in the morning to get yourself going after a heavy drinking session?	Never	Less than Monthly	Monthly	Weekly	Daily or almost daily
7 How often during the last year have you had a feeling of guilt or remorse after drinking?	Never	Less than Monthly	Monthly	Weekly	Daily or almost daily
8 How often during the last year have you been unable to remember what happened the night before because you had been drinking?	Never	Less than Monthly	Monthly	Weekly	Daily or almost daily
9 Have you or someone else been injured as a result of your drinking?	No		Yes, but not in the last year		Yes, during the last year
10 Has a relative or friend or a doctor, or another health worker been concerned about your drinking or suggested you cut down?	No		Yes, but not in the last year		Yes, during the last year

4.2 (90)

Total _____

**SANTIAGO CANYON COLLEGE
STUDENT HEALTH & WELLNESS CENTER
(714) 628-4773**

GENERAL CONSENT TO TREAT

The undersigned patient and/or parent or guardian hereby consents to and authorizes Santiago Canyon College Student Health & Wellness Center's physicians and medical personnel to administer and perform any and all medical examinations, treatments, designated procedures, vaccinations and immunizations against disease which may be now or during the course of the patient's care as an outpatient be deemed advisable or necessary.

I have been advised of the Health Insurance Portability and Accountability Act (HIPAA) as posted at the Health Center front desk. I understand that I may request a copy of this document for my records.

(Patient) Print Name

Patient Signature

Date

(Patient/Guardian) Print Name

Parent/Guardian Signature
(For Minor)

Date

Relationship to Patient

Witness

Date

**SANTIAGO CANYON COLLEGE
HEALTH AND WELLNESS CENTER**

**HEALTH SERVICES
CONSENT FOR TREATMENT
OF MINOR**

I hereby consent to and authorize the administration of all diagnostic and therapeutic treatments that may be considered advisable or necessary in the judgment of the physician at the SANTIAGO CANYON COLLEGE HEALTH AND WELLNESS CENTER for my son/daughter by the name of:

(Print Name)

(Print Parent's or Legal Guardian's Name)

(Student Perm. Number)

(Address)

(Social Security Number)

(City, Zip)

(Birth date)

(Work/Home Phone)

What medication (prescription or non-prescription) is the above named student currently taking?

Describe any medical condition(s) which the college physician should be aware of before treatment.

Date

Signature

Relationship

Date

Witness

Self Review of Santiago Canyon College Intercollegiate Athletics

Component Eight – Publicity and Promotion

The factors to be considered in this component are:

- Availability and quality of sports information personnel;
- Access to other publicity resources for male and female programs;
- Quantity and quality of publications and other promotional devices featuring male and female teams.

Santiago Canyon College hired a 24 hour Sports Information Director in the Fall of 2005. He has been responsible for a variety of tasks associated with the athletic programs at SCC including:

- Creating and designing layouts for printed athletic materials
- Conferring with other college staff to coordinate the production of printed material
- Updating and maintaining the internet and intranet web pages relating to the athletic programs
- Coordinating the production of schedules, marketing material and other promotional material
- Coordinating and preparing newsletters and other internal and external publications describing events, activities and feature stories
- Preparing and maintaining athletic historical files and records relating to Santiago Canyon College Athletics
- Taking statistics for all required home contests
- Performing other duties as assigned that support the overall objective of the Athletic Department
- Producing game programs with home and opponent information for home sports (Men's and Women's soccer and softball)
- Initiating and maintaining contact with local press and media
- Maintaining communication with the Orange Empire Conference Sports Information Director and filing reports as needed.
- Furnishing information as needed by the COA (Commission on Athletics)
- Responsible for coordinating the athletic department photography
- Producing end-of-year athletic summary and statistical booklet
- Promotion of SCC athletes for Orange Empire Conference and Commission on Athletics Athlete of the Month/Year awards and Scholar Athlete Awards
- Attending off-campus golf matches, cross country and track & field meets to take photographs of the event for inclusion on the college athletic website
- Producing end of year manuals to highlight and maintain statistics in all sports programs.

There is only one sports information director and he is responsible for reporting and maintaining statistics on all nine sports at Santiago Canyon College. The coaches take equal ownership for their own websites and have started placing more information on there themselves. This is in no way an indictment of the Sports Information Director but simply a sign of the dedication and pride the Head Coaches have towards their programs.

The publicity documents, match programs, schedule cards and brochures are equal for both men's and women's programs and samples are available at the end of this component. There are no differences between the provision for each gender and both men's and women's athletics are promoted equally. The SID is present for all home contests across the board and it is the departmental expectation that publicity services will be equal for both men's and women's programs. Obviously, the quality of the sports information personnel (background, experience etc.) is equal for both male and female programs because it is one individual; his availability and time spent with both sports genders are equal (taking into consideration we have one more female sport than male sport) and the quality and quantity of sports information and publication and promotional services provided to the men's teams is equal to the quality and quantity provided to the women's teams.

The unique aspects of a particular sport may occasionally require nondiscriminatory differences. For example, in a particular year a team or individual may advance significantly into the regional or state playoffs. This will create unique demands or temporary imbalances in particular program components, including publicity. However, it is important to note that equal opportunities for teams of the other sex are not limited. Local media services such as newspapers, TV and other media may not be equally responsive to our efforts but this is simply a reflection of their negligence and not the attempts of the Sports Information Director to provide equivalent publicity services to its male and female programs.

Santiago Canyon College is in full compliance with this component.

**Santiago Canyon College Athletics
Publicity – Summary Program Comparison**

Men's Program Teams	Availability of Sports Information Personnel	Quality of Sports Information Personnel	Quantity and Type of Publications & Promotional Devices	Coaches' Publicity Duties	Other
Cross Country	Available for selected contests throughout the course of the season	Very good	Photos and articles written and posted on college cross country athletic page	Call in results to newspapers/inform SID of results	
Golf	Available for selected contests throughout the course of the season	Very good	Photos and articles written and posted on college golf athletic page	Call in results to newspapers/inform SID of results	Golfer voted COA athlete of the month
Soccer	Available for all home games	Very good	Schedule card/Media guide/program review/game day programs. Photos and articles written and posted on college golf athletic page	Call in results of away contests to newspapers	
Track & Field	Available for selected contests throughout the course of the season	Very good	Photos and articles written and posted on college athletic page	Call in results to newspapers/inform SID of results	
Women's Program Teams					
Cross Country	Available for selected contests throughout the course of the season	Very good	Photos and articles written and posted on college cross country athletic age	Call in results to newspapers/inform SID of results	
Golf	Available for selected contests throughout the course of the season	Very good	Photos and articles written and posted on college golf athletic page	Call in results to newspapers/inform SID of results	
Soccer	Available for all home games	Very good	Schedule card/Media guide/program review/game day programs. Photos and articles written and posted on college golf athletic page	Call in results of away contests to newspapers	
Softball	Available for all home games	Very good	Schedule card/Media guide/program review/game day programs. Photos and articles written and posted on college golf athletic page	Call in results of away contests to newspapers	Softball diamond dedication ceremony materials produced
Track & Field	Available for selected contests throughout the course of the season	Very good	Photos and articles written and posted on college athletic page	Call in results to newspapers/inform SID of results	

**California Community College Athletic Association
Athletes of the Month – March 2009**

The CCCAA Athlete of the Month program is coordinated by the California Community College Sports Information Association (CCCSIA) and the California Community College Athletic Association (CCCAA).



**KINYADA JOHNSON – PASADENA CITY COLLEGE,
WOMEN'S BASKETBALL**

The diminutive guard with size 6 shoes led the Pasadena City College women's basketball team to the first CCCAA state championship in the history of women's sports at PCC (sanctioned in 1977).

Named MVP of the CCCAA Elite Eight at Fresno, Johnson was spectacular in both the regionals and state tournament. She scored a school playoff record 35 points in helping the Lancers beat Chaffey in the SoCal Bracket Semifinals.

Johnson averaged a remarkable 27.4 points a game in five playoff games, three on the big stage at Selland Arena. She converted 12 of 21 shots from 3-point range in the three state tourney contests, and averaged 26 points and 9 assists, breaking the PCC record for assists in a postseason game with 12 in PCC's upset of previously undefeated Ventura.

Johnson also managed to become PCC's all-time scoring leader, finishing her illustrious 2-year career with 1,091 points. She also is the Lancers career assists leader and is second in steals for a career. Besides helping the team to a 33-4 overall record, Johnson had the distinction of being named MVP of four different tournaments, culminating with her selection at the state tournament.

An accomplished student-athlete, she was Scholar Baller's selection as PCC's top student-athlete at the state tourney. Kinyada helped PCC secure its first state team title in any sport (male or female) in 25 years.



**MATT PARKOVICH – SANTIAGO CANYON COLLEGE,
MEN'S GOLF**

During the month of March, Santiago Canyon College freshman Matt Parkovich led the Hawks at five events including the 2009 Canyons Invitational and matches against Palomar, Cypress, Saddleback, Orange Coast, RCC, Irvine Valley and Santa Ana. He averaged 72.2 for the month with two 2-under-par performances. Parkovich has been a consistent performer in his first season with the Hawks, helping his team to a 2nd place finish at the Rio Hondo Open and a 4th place finish at the 2009 Tee-Off Classic in February.

- o On Mar. 2, Santiago Canyon College led the Hawks with a 2-under-par round of 70 in an Orange Empire Conference (OEC) match against Palomar College and Cypress College at the par-72 El Prado Golf Course in Chino.
- o On March 11, helped SCC to an OEC victory over Saddleback as he shot a 1-over-par round of 73 at the par-72 Tijeras Creek Golf Club in Rancho Santa Margarita.
- o On March 16, led SCC to a fifth place finish out of 18 teams at the 2009 Canyons Invitational held at the par-72 Wood Ranch Golf Club in Simi Valley . He finished the event with a 76.
- o On March 18, Led SCC to conference win over Orange Coast College at the par-72 Santa Ana Country Club as he shot an even-par round of 72 to earn medalist honors.
- o On March 23, the SCC men's golf team picked up three wins in conference with victories over Riverside City College , Irvine Valley College and Santa Ana College at the par-72 El Prado Golf Course. The Hawks finished 2-under as a team (358) and 4-under-par on the last six holes led by Parkovich who finished 3-under on the back nine to card a 2-under-par round of 70 for the afternoon.


Honorable Mention Male

Nicholas Armstrong – Cerritos College, Track & Field

Armstrong compiled 6479 points to win the Southern California Decathlon Championships and has automatically advanced to the state championships. The multi-talented Armstrong won two of the 10 events, placed second in one and had three fourth place finishes. Armstrong won the discus with a distance of 130' 7 1/2", as well as his specialty, the high jump. In that event, he leaped 6' 7" to easily defeat his opponents. In the first event of the decathlon, Armstrong raced to a 15.46 in the 110-meter IH to come in second place, while his time of 50.88 was good for fourth place in the 400-meters. He also came in fourth place in the shot put (38' 8 1/2") and in the long jump (20' 6 3/4"), while he turned in sixth place finishes in both the javelin (153' 7") and the 100-meters, with a time of 11.66. In addition to winning the decathlon championship in the month of March, Armstrong also placed second in the javelin at the USC Invitational, while he won the javelin and placed fourth in the discus to help the Falcons win the South Coast Conference Preview Meet. In two other dual meets, Armstrong won three events, placed second in two others and added three third place finishes in multiple events.

Fletcher Carlyle - Sacramento City College, Track & Field

Carlyle has been ranked #1 in the high jump for the last two months and has kept that ranking while improving his lead. In March he had solid performances at the Beaver Relays, Michael Souza, Aggie Invite at UC Davis, California Relays (Cerritos College), and the Stanford Invite. His 7-1 jump at Stanford finally placed him on the top ten list at Sacramento City College placing him #4 All-Time among the elite group of high jumpers. For Fletcher to make the top ten he had to jump at least 7-0 which is #10 on the All-Time List at Sacramento City College.



ATHLETICS UPDATE

SANTIAGO CANYON COLLEGE

April 15, 2009



Sophomore Courtney Nejman hit the first home run in the history of the SCC Softball Complex.

Softball

Season Winding Down: The SCC softball team is currently 15-17 overall and 5-12 in the Orange Empire Conference. The Hawks have four remaining conference games on their schedule including today's home game against Golden West College (4/15). SCC will take on Santa Ana College in its final game of the season next Wednesday (4/22) at the SCC Softball Field. Both games are scheduled to begin at 3 p.m.

Touch 'Em All: On March 31 in a non-conference home game against Moorpark College, sophomore Courtney Nejman hit the first home run in the history of the SCC Softball Complex to lead the Hawks to a 9-1 victory. With the score tied at 1-1 in the bottom of the fifth inning, Nejman hit a shot over the fence in left field with a runner on first base to give the Hawks a 3-1 lead. She finished the game 2-for-3 with three RBI and a walk.



Matt Parkovich was named the CCCAA Male Athlete of the Month for March.

Men's Golf

Hawks Sit at 8-7 in Conference: The SCC men's golf team moved to 8-7 in the Orange Empire Conference on April 6 at the par-72 El Prado Golf Course in Chino. The Hawks finished with a team score of 366 to pick up victories over Saddleback College (378) and Cuyamaca College (388), while dropping their match against Orange Coast College (364). Freshman Matt Parkovich led SCC as he finished with five birdies and an eagle to shoot a 2-under-par round of 70. Sophomore Grant Wilson made four birdies to card an even-par round of 72.

Parkovich Named CCCAA Athlete of the Month: Parkovich was recently named the California Community College Athletic Association (CCCAA) Male Athlete of the Month for March. He has been a consistent performer all season for SCC and led the Hawks in five events during the month as he averaged 72.2 per round.



Freshman Anthony Privitelli recently broke SCC records in two events.

Track & Field

Privitelli Leads SCC at RCC Invite: The SCC men's and women's track and field teams recently competed in the Riverside Community College Invitational led by the performance of freshman sprinter Anthony Privitelli. He continued his impressive freshman campaign by establishing new SCC records in the 100 meter dash (10.95) and 200 meter dash (22.86).

The women's squad was led by freshman sprinter Angela Alvarez who broke the SCC record in the 200 meter dash with her time of 28.01 seconds. Alvarez also recorded personal best marks in the 100 meters (13.77) and triple jump (28'10").

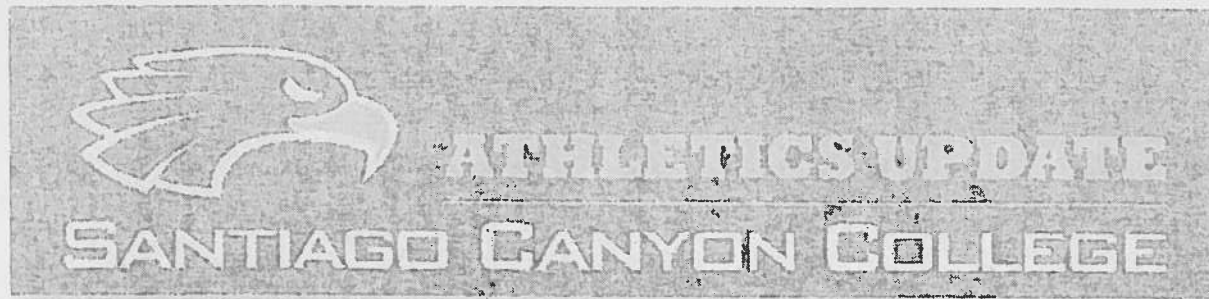
SCC Golf Tournament

Hawks Golf Tourney this Friday: The 9th Annual Santiago Canyon College Hawks Golf Tournament will take place on Friday, April 17 at the Tustin Ranch Golf Club. Proceeds from the tournament benefit the



SCC athletic department, student-athlete scholarships and the college foundation. For more information on the tournament, contact the SCC Foundation Office at (714) 628-4790.

For up-to-date scores, schedules and news, please visit the Santiago Canyon College athletics website at www.sccollege.edu/athletics



May 18, 2009



Men's Golf

Hawks Place 5th at Regional Championships: The SCC men's golf team finished in fifth place out of 11 teams with a total score of 770 at the 2009 Southern California Men's Golf Regional Championships held at the Marshalla Golf Club in Lompoc. The Hawks finished one spot from making the state championship round as a team, but individually freshman **Benny Santa Maria** finished in a tie for eighth place with a two-round score of 148 to earn a spot in the state final.

Freshman **Matt Parkovich** finished in a tie for 13th place with a 151 and lost in a sudden death playoff for the final state championship qualifying spot. After sticking an iron to within four feet from 100 yards, his competitor holed out from the same distance to end the playoff in dramatic fashion. Other scores for SCC included freshman **Julian Ramirez** in a tie for 21st place (153), freshman **Connor Covington** in a tie for 41st place (158) and sophomore **Grant Wilson** in a tie for 49th place (160).

Santa Maria Finishes 1-Over-Par at State Finals: SCC freshman **Benny Santa Maria** shot a two-round total of 145 to finish in a tie for 21st place at the 2009 California Community College Men's Golf Championships held on May 11 at the Sierra View Country Club in Roseville. He shot a 3-under-par 69 in his first round as he finished with three birdies and no bogies. He finished with a 76 in the second round to finish 1-over-par for the event.



Heather Krystek competing in the steeplechase at the Southern California Regional Championships.

Track & Field

SCC Represented by 10 at SoCal Regional Championships: Ten members of the SCC track and field teams competed at the 2009 Southern California Regional Championships held on May 2 at Mt. San Antonio College. The meet highlight for the women's team was the setting of a new SCC record in the 4x400 meter relay by **Sara Bartlett, Angela Alvarez, Heather Krystek and Macee White**. They combined to run a time of 4:32.15, beating the previous record by nearly two seconds. Standout individual performances included **Lauren Fortelny** who finished 21st in the region in the javelin event, **Bartlett** who finished 20th in the triple jump and **Krystek** who finished 20th in the 3000 meter steeplechase.

The highlight of the meet on the men's side was the shattering of the SCC record in the 4x400 meter relay by over two seconds. The mark was set by sophomore **Sam Morales** and the freshmen trio of **Jonathan Morales, Mylan Nixon and Anthony Privitelli**. Nixon also placed 18th in the region in the 400 meter hurdles.

For up-to-date scores, schedules and news, please visit the Santiago Canyon College athletics website at www.sccollege.edu/athletics

Habitat for Humanity

It started with a dream. Habitat for Humanity founders' Millard and Linda Fuller dreamed about a world in which poverty housing no longer existed and where families would no longer live in shacks. Modeled after a housing project in developing countries where the poor helped to build and pay for their homes, Habitat for Humanity began in the U.S. in 1976 and quickly spread across the nation and the world.

In 1988, this dream took root in Orange County when a pastor named George Tolman had the idea to start the local affiliate of Habitat for Humanity and convinced Ken Karlstad to leave his job as a Ford Motor Company engineer to lead the organization.

"Our first offices were donated by First Presbyterian Church in Orange," says Lynda Hill, Habitat for Humanity's controller, who joined the organization in 1993. "We had one room upstairs and it was partitioned to accommodate our staff of two and a half people."

Joe Perring, Habitat for Humanity of Orange

County board member and volunteer since 1989, remembers board meetings held in empty church kindergarten and first grade classrooms.

"We spent a lot of time sitting in little tiny chairs and working at little tiny tables," he says.

From that modest beginning, the Orange County affiliate has grown to an organization of 8,700 volunteers, 10 AmeriCorps volunteers, a small professional staff, two Habitat ReStores and a track record of having built 128 homes for and with families in Orange County. Habitat for Humanity of Orange County's title offerings have also built 326 homes in Romania, Northern Ireland, Mexico, Bangladesh and Egypt.

Thanks to long-time volunteer Sister Kathleen McCuiston and the Sisters of St. Joseph of Orange, meetings are now held at the St. Joseph Motherhouse - with grown-up tables and chairs. And because of numerous donors and volunteers, the lives of 700 women, men and children living in Habitat homes in Orange County have been changed forever.

Celebrating
20 Years of
Changing
Lives in
Orange
County

NEWS & NOTES

College for Kids at SCC

The Santiago Canyon College

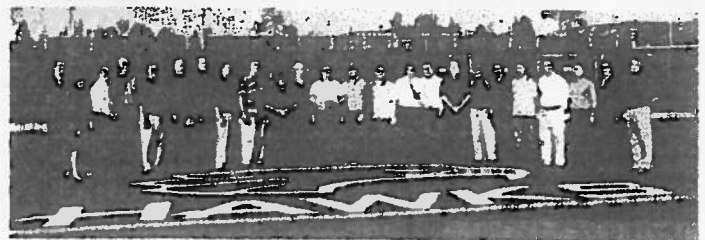
Community Services Program offers College for Kids and Teens, a wide variety of fun summer classes for students ages 8 to 15. Classes are designed to challenge students' imaginations and inspire creativity. Students can improve academic skills and develop self-confidence while making new friends. Classes begin June 15. For more information on College for Kids and Teens or other Community Services classes, call (714) 628-4960 or visit www.sccollege.edu/cs.



lete scholarships and the college foundation. For more information on the tournament, contact the SCC Foundation Office at (714) 628-4790.

Building a Tradition

On Jan. 28 Santiago Canyon College administrators joined elected officials in posing for a picture during the Grand Opening Ceremony of the SCC Softball Complex. Following the ceremony, the Hawks won their first game on the team's new field by an 8-1 margin over visiting San Diego City College.



The 9th Annual Santiago Canyon College Hawks Golf Tournament

This exciting annual event will take place on Friday, April 17 at the Tustin Ranch Golf Club. Proceeds from the tournament benefit the SCC athletic department, student-ath-





COURTESY PHOTO

Edward Hernandez Jr., chancellor of Rancho Santiago Community College District; R. David Chapel, president of the district's Board of Trustees; and Juan Vasquez, Santiago Canyon College president, from left, throw the ceremonial pitches.

Santiago Canyon College opens new softball field

The \$2.3 million complex gives 3-year-old school team, the Hawks, a home on campus.

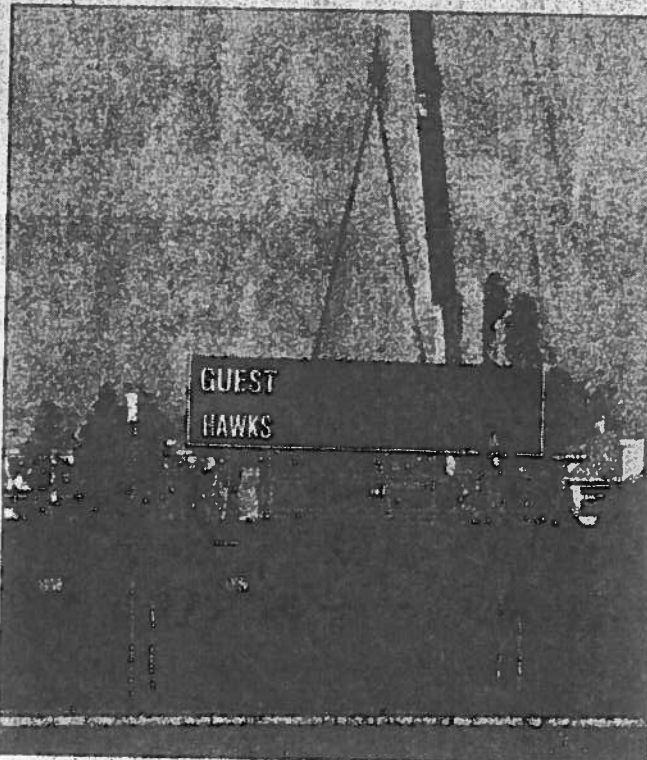
By EUGENE W. FIELDS
THE ORANGE COUNTY REGISTER

ORANGE • The Santiago Canyon College softball team hadn't played a game yet when construction of its home field began in October 2007.

The team had to play its home games at Hart Park for two seasons.

The Hawks finally got a home of their own on campus when the \$2.3 million softball complex was christened on Jan. 28, just before the team's 8-1 victory over San Diego City College.

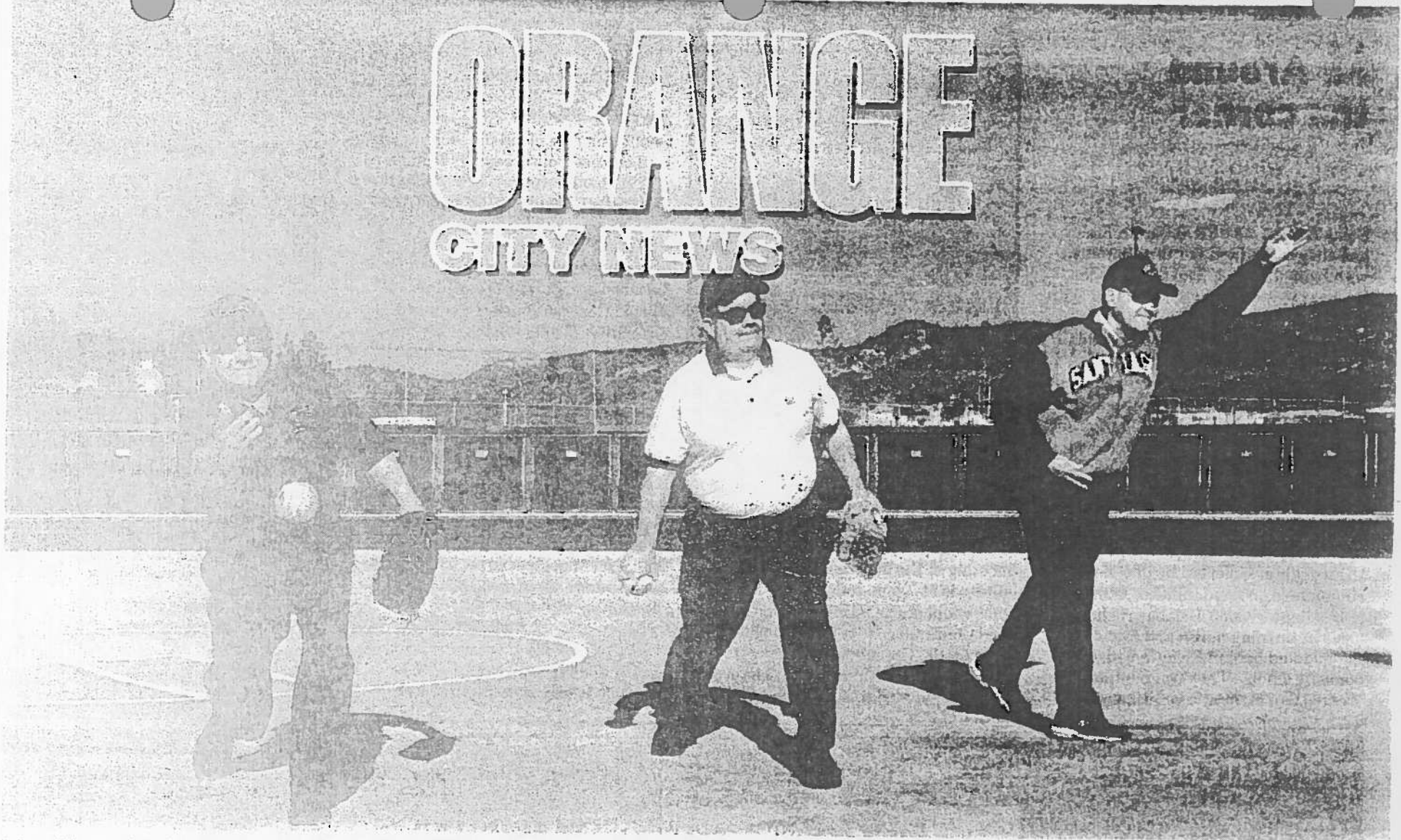
Larry Mercadante, inter-



EUGENE W. FIELDS, THE ORANGE COUNTY REGISTER

Workers lower the scoreboard into place at the new Santiago Canyon College softball complex.

ORANGE CITY NEWS



Edward Hernandez, Jr., chancellor of the Rancho Santiago Community College District; R. David Chapel, president, RSCCD Board of Trustees; and Santiago Canyon College President Juan Vasquez throw out the ceremonial first pitch to celebrate the opening of the Santiago Canyon College softball complex. > COURTESY PHOTO

FIELD OF DREAMS

4.2 (103)



Athletics on the Move

Santiago
Canyon
College
updates
sports
facilities

If you've driven by Santiago Canyon College recently, you may have noticed some changes to the campus landscape. The college exercise science and athletic department now has two new soccer fields and a softball field. In addition, the building site has been prepared for a planned gymnasium and swimming facility.

The new softball complex features a state-of-the-art team room, enclosed and lighted batting cages, storage rooms, a new scoreboard and a top-of-the-line netting system. The Santiago Canyon College softball field will be among the first in Southern California to incorporate artificial field turf.

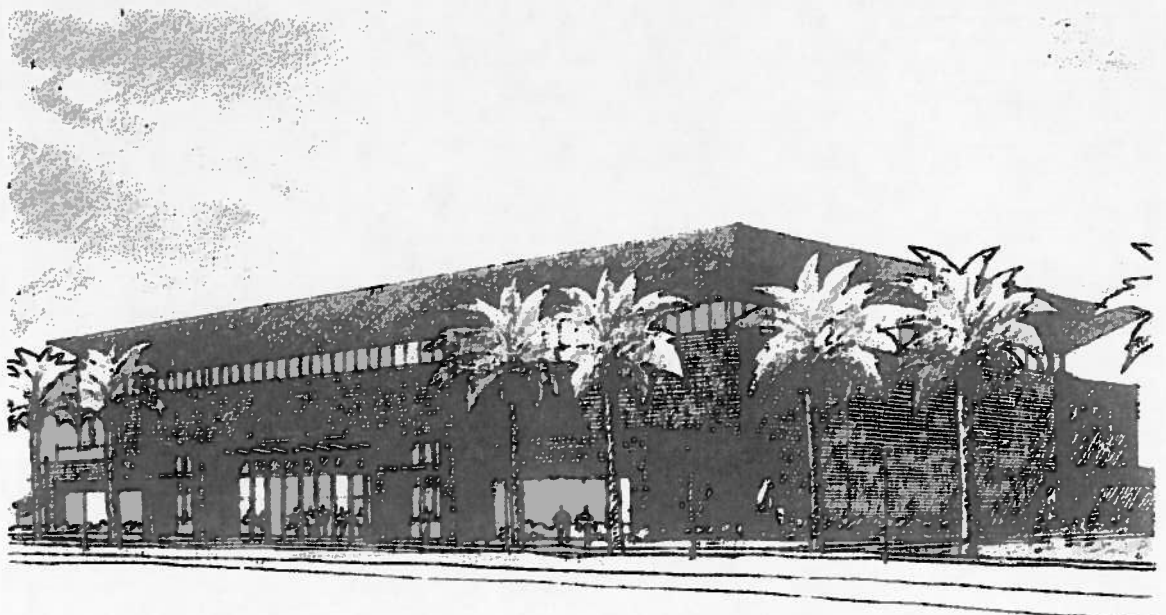
Plans for the future gymnasium and swimming facility include basketball courts, an aerobics room, fitness center, strength lab and Olympic-size swimming pool. On completion of this facility, the Santiago Canyon College Athletic Department expects to add men's and women's teams in basketball, volleyball, badminton, water polo and swimming. The new facility will also allow more exercise science classes to be offered, such as yoga, dance and cardio workouts.

"With the new softball diamond, and the planned gym and swimming complex, the college will be better able to serve our students and the community," says college President Juan Vázquez.

Santiago Canyon College has been building new classrooms and facilities since 2002, when voters in the college district approved bond Measure E.

The general obligation bond provided \$337 million for renovation and new construction at both Santiago Canyon and Santa Ana Colleges. Recent Measure E projects include construction on a 60,000-square foot science building that will include specially designed classrooms, labs and instructional areas. The college's award-winning 40,000-square foot library opened in 2006. **OM**

Larry Mercadante is the interim dean of business, math and science at Santiago Canyon College. The college is located at 8045 E. Chapman Avenue in Orange (at the intersection of Chapman and Jamboree). For more information, visit the website at www.sccollege.edu or call (714) 628-4901.



All Athletic Highlights

Contributed by Josh Levy, sports information coordinator

Below are some highlights from the Santiago Canyon College athletic department during the 2008 fall season.

Women's Soccer

The women's soccer team finished the 2008 season with an 18-2-5 record and as co-champions of the Orange Empire Conference (OEC). The Hawks advanced to the third round of the Southern California Regional Playoffs led by sophomore Katie Marshall who was named the conference's Most Valuable Player. Freshman Amanda Hardaman and sophomores Caroline Hanna, Kelsey Morgan and Jenna Scarborough were named to the All-OEC First-Team, while sophomores Tatiana Dos Santos and Nina Yanes and freshmen Crystal Mena and Monique Silva were named Second-Team All-OEC.



Led by sophomore Katie Marshall, the Hawks advanced to the third round of the Southern California Regional Playoffs.

Women's Golf

The women's golf team finished second in the Orange Empire Conference with a 39-9 record. The Hawks also qualified to play in the Southern California Regional Finals at the Desert Dunes Golf in Desert Hot Springs. Sophomore Jessica Ko led the way for SCC as she earned a qualifying spot in the 2008 California Community College Women's Golf State Championships held at the Olivas Links Golf Course in Ventura. Ko finished the event with a two-day total score of 154 to finish in second place individually and earn All-State honors. Ko and fellow sophomore Kelli Linza joined freshmen Rachel Holborn and Katie Robinson on the All-OEC First-Team.



Sophomore Jessica Ko competed in the 2008 California Community College Women's Golf State Championships and finished in second place individually.

Building a Tradition

The grand opening of the SCC Softball Complex will take place on Wednesday, January 28 on the softball field at 2:30 p.m. Light refreshments will be served. The softball facilities feature a state-of-the-art team room, enclosed and lighted batting cages, storage rooms and a top-of-the-line netting system. The complex is also among the first in Southern California to incorporate artificial FieldTurf. After the ceremony, the Hawks will take on San Diego City College in their first game of the season in a non-conference contest beginning at 3:00 p.m. For more information, call extension 4816 or visit scc.edu/athletics.



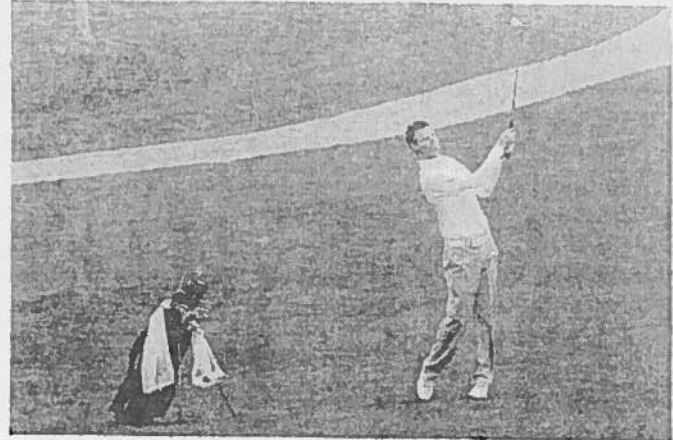
The SCC Softball Complex grand opening will take place on Wednesday, January 28 at 2:30 p.m.

Spring Athletic Highlights

Contributed by Josh Levy, sports information coordinator

MEN'S GOLF

The SCC men's golf team finished third in the competitive Orange Empire Conference (OEC) with a 12-8 overall record led by the play of freshman Matt Parkovich. During the season, Parkovich was named the California Community College Athletic Association Male Athlete of the Month for March and he later earned OEC Player of the Year honors. He finished with the lowest average in the conference (71.58) and led SCC at the 2009 OEC Championships where he finished the 36-hole tournament with a 5-under-par 141 (69-72) to earn medalist honors. Freshman Connor Covington also earned a spot on the All-OEC Team as he finished with the 11th highest average in the conference (74.5).



Freshman Matt Parkovich was named the Orange Empire Conference Player of the Year.

TRACK AND FIELD

Some impressive records were set this season by the SCC track and field teams. On the men's side, Anthony Privitelli set new SCC records in both the 100 and 200 meters and was a vital member of three record-setting performances by the college's relay teams. The sophomore duo of Macee White and Sara Bartlett also helped set new SCC records for the women's squad. White set a new record in the heptathlon event and helped establish new college marks as the anchor of the 4x100 and 4x400 relay teams. Bartlett led SCC in scoring in eight meets this season while setting a new college record in the 100 meter hurdles. She also ran leadoff as part of the record-setting relay teams.



Freshman Anthony Privitelli was one of many track and field athletes to set new SCC records in 2009.

SOFTBALL

Freshman shortstop Chloe Valenzuela was a leader on both offense and defense for the SCC softball team this season and was named to the National Fastpitch Coaches Association 2009 All-American Team for her efforts. Valenzuela was also named to the All-Southern California Team and First-Team All-Orange Empire Conference. She finished the season with an overall batting average of .414 while pounding out 46 hits and 21 RBI. She also added seven doubles and 13 stolen bases, all while striking out only three times.



Freshman shortstop Chloe Valenzuela was named to the NFCA 2009 All-American Team.

SANTIAGO CANYON COLLEGE



2006 STATE CHAMPIONS
2007 STATE FINALISTS

**Head Coach Ian Woodhead: 714) 628-4906 • Woodhead_Ian@sccollege.edu
www.sccollege.edu/athletics**

SANTIAGO CANYON COLLEGE



2008 CONFERENCE CO-CHAMPIONS

00	Kristina Dague	Goalkeeper	Freshman	Fountain Valley, CA • Fountain Valley H.S.
1	Angie Orozco	Goalkeeper	Freshman	Irvine, CA • Irvine H.S.
2	Tatiana Dos Santos	Midfielder	Sophomore	Sugar Land, TX • Ruben Ayala H.S.
3	Jacqueline Hanna	Defender	Freshman	Orange, CA • El Modena H.S.
4	Kelsey Morgan	Forward	Sophomore	Corona, CA • Santiago H.S.
5	Jessica Brillantes	Forward	Freshman	Anaheim, CA • Loara H.S.
6	Jenna Scarborough	Defender	Sophomore	Irvine, CA • Northwood H.S.
7	Brooke McCaughin	Midfielder	Freshman	Yorba Linda, CA • Esperanza H.S.
8	Annie Schlimmer	Midfielder	Sophomore	San Clemente, CA • San Clemente H.S.
9	Evelyn Gomez	Midfielder	Freshman	Santa Ana, CA • Foothill H.S.
10	Brina Siddiq	Defender	Sophomore	Newport Beach, CA • Mater Dei H.S.
11	Casey Herman	Midfielder	Freshman	Chino Hills, CA • Chino Hills H.S.
12	Monique Silva	Midfielder	Freshman	Yorba Linda, CA • El Dorado H.S.
13	Katie Marshall	Midfielder	Sophomore	Tustin, CA • Foothill H.S.
14	Caroline Hanna	Defender	Sophomore	Orange, CA • El Modena H.S.
15	Crystal Mena	Defender	Freshman	Costa Mesa, CA • Newport Harbor H.S.
16	Kristen Prindible	Defender	Freshman	Brea, CA • Sunny Hills/ H.S
17	Amanda Hardeman	Forward	Freshman	Laguna Niguel, CA • Dana Hills H.S
18	Shayna Russell	Midfielder	Sophomore	Laguna Niguel, CA • Dana Hills H.S.
19	Kristen Lindblom	Forward	Sophomore	Yorba Linda, CA • Esperanza H.S.
20	Kristi Wagerle	Forward	Sophomore	Yorba Linda, CA • Esperanza H.S.
21	Tawny Bolduc	Forward	Sophomore	Mission Viejo, CA • Capo Valley H.S.
22	Nina Yanes	Midfielder	Sophomore	Mission Viejo, CA • Capo Valley H.S.
23	Sara Foley	Forward	Freshman	Westminster, CA • Marina H.S.
25	Jacqueline Turner	Midfielder	Freshman	Orange, CA • Orange Lutheran H.S.
26	Michelle Carels	Forward	Freshman	Anaheim, CA • El Dorado H.S.

Meet the Hawks



Kristina Dague



Angie Orozco



Tatiana Dos Santos



Jacqueline Hanna



Kelsey Morgan



Jessica Brillantes



Jenna Scarborough



Brooke McCaughin



Annie Schlimmer



Evelyn Gomez



Brina Siddiq



Casey Herman



Monique Silva



Katie Marshall



Caroline Hanna



Crystal Mena



Kristen Prindible



Amanda Hardeman



Shayna Russel



Kristen Lindblom



Kristi Wagerle



Tawny Bolduc



Nina Yanes



Sara Foley



Jacqueline Turner



Michelle Carols

Hawks Flying On

Many student-athletes from the Santiago Canyon College women's soccer program move on to four-year universities each season. Below are a few recent examples of players who excelled on the field and in the classroom at the community college level. Each one of them received a scholarship to continue their athletic and academic careers at NCAA Division I or II programs.



Kaitlin Thulin (2007)
University of Houston



Katie Graul (2007) Loyola
Marymount University



Sarah Califf (2007)
Cal State Los Angeles



Megan Konishi (2006)
San Diego State



Kim Horn (2005)
UC Irvine

Player Comments

"From all the friends I made, to the experiences I had, being part of this amazing program was the best experience I've ever had."

- Alyssa Matheson, Mission Viejo HS • SCC 2007; now playing at California State University, Monterey Bay

"I am so grateful that I got to be a part of this program for two years. It was an amazing experience I will never forget. A for Awesome!"

- Kaitlin Thulin, Edison HS • SCC 2007; now playing at the University of Houston

"I loved being part of the Santiago Canyon College Soccer program. It prepared me to be a better soccer player and to go off to a four-year college and succeed. I love the togetherness, the preparation, the focused practices. It was a great experience."

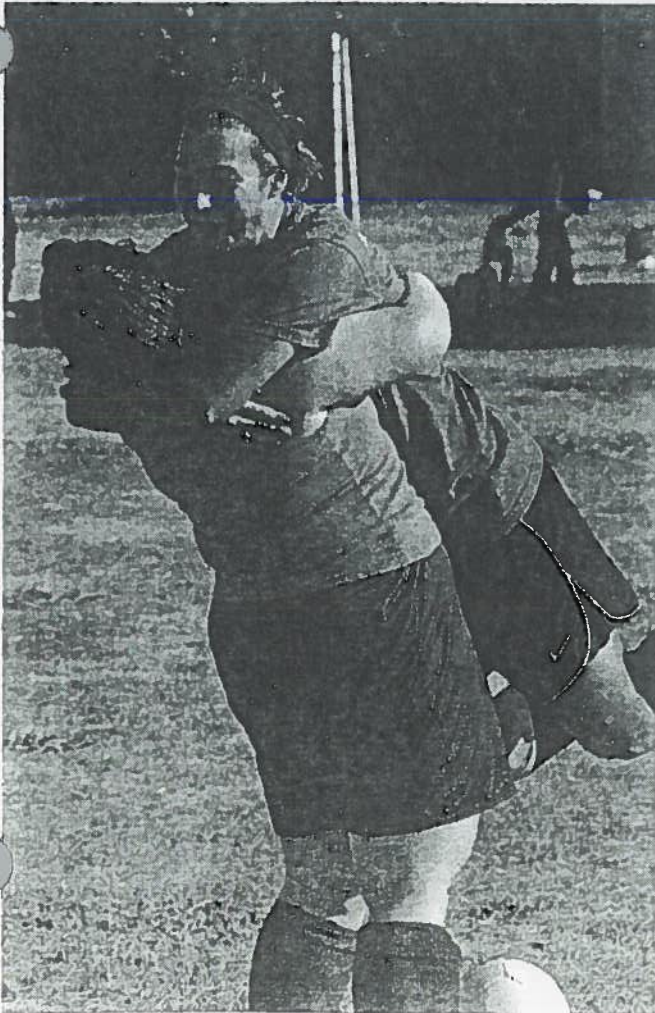
- Sarah Califf, Orange HS • SCC 2007; now playing at California State University, Los Angeles

Hawks in the Community

During the 2008 season, the Santiago Canyon College (SCC) women's soccer team had the opportunity to reach out to the local community. Players and coaches began the season with a practice session for young athletes in Placentia as part of the Junior United Soccer Association's (JUSA) TOPSoccer program that provides opportunities for athletes with physical and mental disabilities. Athletes worked on their dribbling, passing and shooting while receiving guidance and encouragement from the SCC staff.

Later in the season, SCC student-athletes teamed up with a local group of children from the Orange Junior Soccer Club for exercises and a scrimmage. Participants ran through a series of activities designed to teach the game of soccer and improve overall soccer skills.

Both clinics were a huge success filled with fitness, fun and soccer.



2006 State Champions



The Santiago Canyon College women's soccer team captured its first-ever state championship in 2006 as the Hawks defeated Cypress College 2-0 in the final game of the California Community Colleges Commission on Athletics Soccer Championships at

Fresno Pacific University. SCC recorded five shutouts during the 2006 playoffs, outscoring opponents by a 24-0 margin. The Hawks finished the season with a 25-1-1 overall record and ranked No. 2 in the nation.

An Olympian Visits SCC

During the 2006 and 2007 seasons, SCC assistant women's soccer coach Lisa Hermen arranged surprise visits for team members from star player Shannon Boxx. A member of the U.S. Women's National Team since 2003, Shannon played in the 2007 World Cup and the 2008 Olympics in Beijing, where the team won a gold medal. Shannon gave the SCC women's soccer team motivational talks about her experiences and ran practice drills with the team.



Hawks in the News

Second Chances

Some of Santiago Canyon's women's soccer players are using JC sports as a vehicle to higher goals in education or business.

By Jaime Cárdenas, Orange County Register • December 3, 2005
Reprinted with permission

When Santiago Canyon College's Kim Horn was in high school she didn't have much interest in her classes. Back then, grades were less important than soccer to last year's Orange Empire Conference MVP. Especially the first two years.

"It wasn't until I was a junior and senior that I realized the importance of it," said Horn, who has always wanted to go to UCLA, her dream school.

On the field, she was talented enough that she received strong looks from the Bruins. Off the field, "I knew my grades weren't good enough," the Capistrano Valley High graduate said.

Horn still is being recruited by UCLA, according to Santiago Canyon coach Ian Woodhead. However, Horn, a history major, doesn't have to rely on soccer for admission into her dream school. The sophomore is on course to graduate from Santiago Canyon in August having completed the honors program, an academic partnership with UC schools that gives program graduates priority of admission when transferring over high school graduates and other transfers. Included in the program is, yes, UCLA.

Brittney Carbone and Jessica Suszek were in the same situation. Carbone -- who said she "didn't care for school" at San Clemente -- felt her high school grades were so under-par that she didn't even fill out an application for UCLA.

"But even if I would have gone there, I wouldn't have lasted. I wouldn't have been prepared," said Carbone, who is in the honors program to transfer to UCLA. "This school has prepared me."

Suszek said that going to community college has helped her mature and become more focused with school. Both are communication majors, the most impacted school at UCLA.

"Santiago Canyon is a second chance," said Horn, a forward on the Hawks' undefeated team that plays host to Cypress tonight at 7 for the right to go to its first California Community College Championships women's final four in Fresno. "We didn't get the right grades in high school, but we were lucky to be getting a second chance."

Some use community college as an opportunity to improve their grades, others use it to find their way in life. Lindsey Crancer didn't have problems with grades in high school. But, like many students who go to community colleges, she wasn't sure of what she wanted to do for a career. Crancer, who commutes from Norco, had a 4.17 grade-point

average and was accepted by some UC and California State universities.

"But I'm positive now," said the former Norco High standout who wants to get a degree in business and open her own beauty shop.



"It was a really good transition," Crancer said. "For me, it would have been scary going to a San Diego State or San Francisco State. I'm really thankful that I went to community college first, not only for soccer, but because I'm positive now of what I want to do."

Woodhead, the only women's soccer coach the school has had, built a program that is one of the tops in the state. In only six years, the Hawks have gone from 5-12 in 2000 to winning the conference title the past two years, including winning their first outright title this year with a 20-0-2 record. They go into today's game ranked fifth in the nation by the National Soccer Coaches Association of America.

Equally impressive is last year's graduation rate. Woodhead graduated all 11 of his sophomores -- six are at universities, one is at a nursing school, one is in the Army Reserve and three still are at Santiago Canyon and will move on to a university next fall.

"Academics are crucial. It's a major part of what we do," Woodhead said. "It was a good year. Other years that numbers is not that high, but it is something we strive for every time."

Not everyone on the team is motivated by a high grade-point average or UCLA. The conference's leading scorer, Rachel Housepian, who has a grade-point average near the 3s, keeps going to school to play soccer. In order to play at Santiago Canyon, you need to have good grades. "He demands it of us," Horn said. "He's always checking up."

Woodhead checks up on his players with monthly progress reports and meetings to discuss their grades. "The danger without doing it is they can lose track of the real reason they are in college," Woodhead said. "They get so immersed in soccer that classes become a secondary thing. Santiago Canyon is the hidden jewel of education in Orange County and now the word is out."

Meet the Coaches



Ian Woodhead • Head Coach

A large part of the success of the Santiago Canyon College women's soccer program can be attributed to the continuity of the coaching staff. Head Coach Ian Woodhead and Assistant Coach Ed Kephart began the program together in 2000. Assistant Coaches Lisa Hermen and Chris Woolley have been on the staff for six seasons, while the newcomer on the staff is scout Mike Stauber who is in his fifth season with the Hawks.

"The strength of our coaching staff is that each coach brings something different to the table and we are not dependant on any one person to make things happen," says Woodhead. "We work closely together as a team and we are honest with each other as to what needs to be done and what needs to improve."

Woodhead has been named the Orange Empire Conference Coach of the Year in four of the last six seasons and also received the Santiago Canyon College Faculty Excellence Award in 2007. "I'm proud to receive the recognition, but it's really a testament to the work of the coaching staff as a whole," said Woodhead. "I'm proud to be a part of it."

To get more information on the Hawks, call the women's soccer office at (714) 628-4906 or email Coach Woodhead at Woodhead_ian@sccollege.edu.



**Lisa Hermen
Assistant Coach**



**Ed Kephart
Assistant Coach**



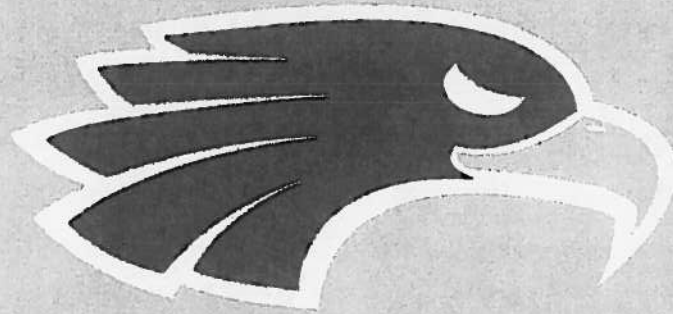
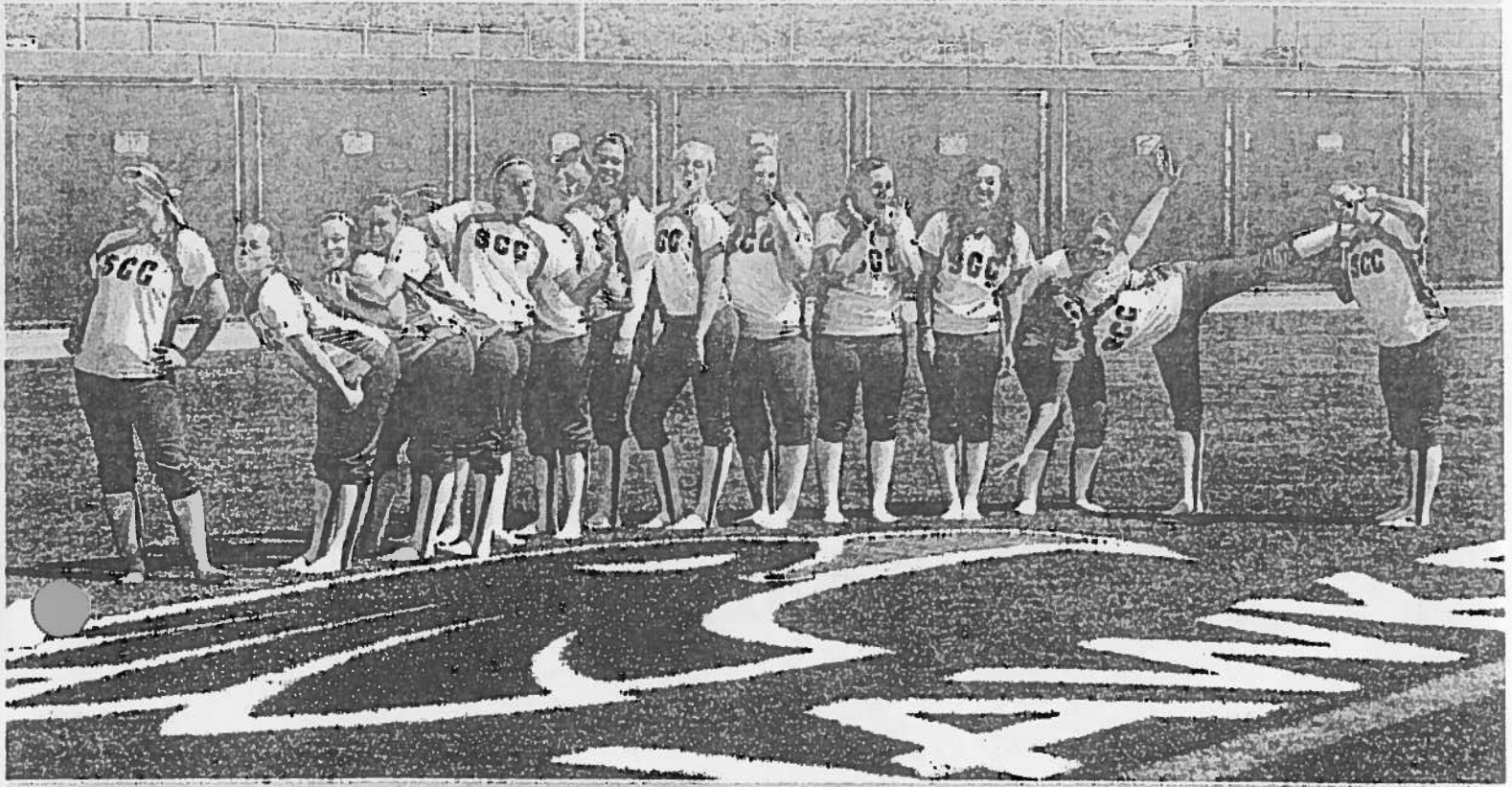
**Mike Stauber
Assistant Coach**



**Chris Woolley
Assistant Coach**



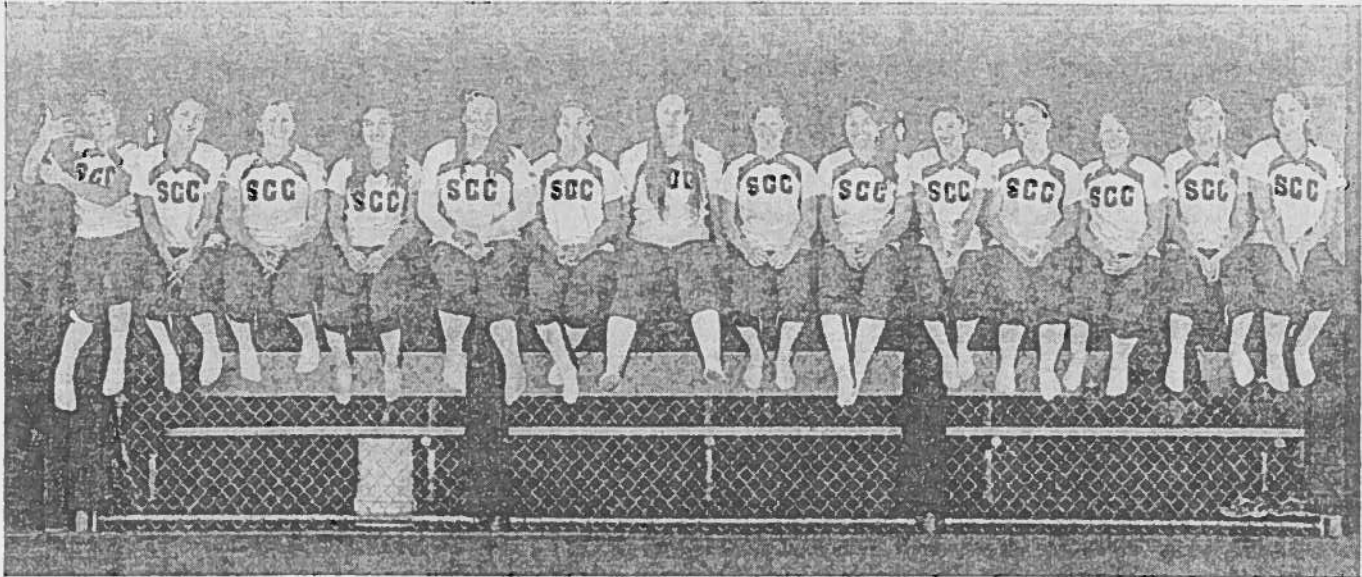
SANTIAGO CANYON COLLEGE



SOFTBALL

Head Coach Lisa Field: (714) 628-4992 • Field_Lisa@sccollege.edu
www.sccollege.edu/athletics

SANTIAGO CANYON COLLEGE



2009 SOFTBALL ROSTER

	NAME	POSITION	YEAR	HIGH SCHOOL • HOMETOWN
1	Heather Hunt	Outfield	Freshman	Pacifica • Garden Grove, CA
2	Samantha Erickson	Infield	Freshman	Canyon • Anaheim Hills, CA
4	Brittni Prado	Catcher	Freshman	Corona • Corona, CA
7	Courtney Aden	Infield	Freshman	Pacifica • Garden Grove, CA
8	Chloe Valenzuela	Infield	Freshman	Foothill • Orange, CA
9	Danica Munoz	Outfield	Freshman	El Modena • Anaheim Hills, CA
15	Jessie Betian	Catcher	Freshman	Villa Park • Orange, CA
16	Courtney Nejman	Infield	Sophomore	Canyon • Anaheim Hills, CA
18	Erica Zamora	Pitcher	Sophomore	Loara • Anaheim, CA
20	Lauren Villareal	Outfield	Freshman	Cypress • Cypress, CA
21	Rhiannon Ousley	Utility	Sophomore	Canyon • Anaheim Hills, CA
22	Cara Methven	Infield	Freshman	Corona • Corona, CA
23	Ashley Flatten	Outfield	Freshman	Pacifica/Garden Grove, CA
26	Jessica Brillantes	Outfield	Freshman	Loara • Anaheim, CA

Meet the Hawks



Courtney Aden



Jessie Betian



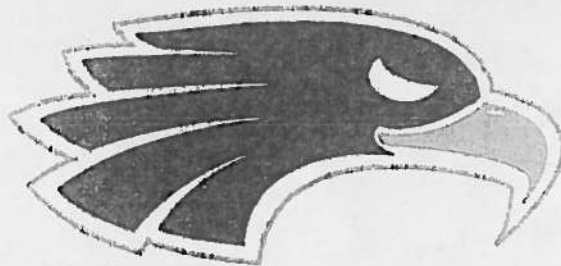
Jessica Brillantes



Samantha Erickson



Ashley Flatten



Heather Hunt



Cara Methven



Danica Munoz



Courtney Nejman



Rhiannon Ousley



Brittini Prado



Chloe Valenzuela



Lauren Villareal

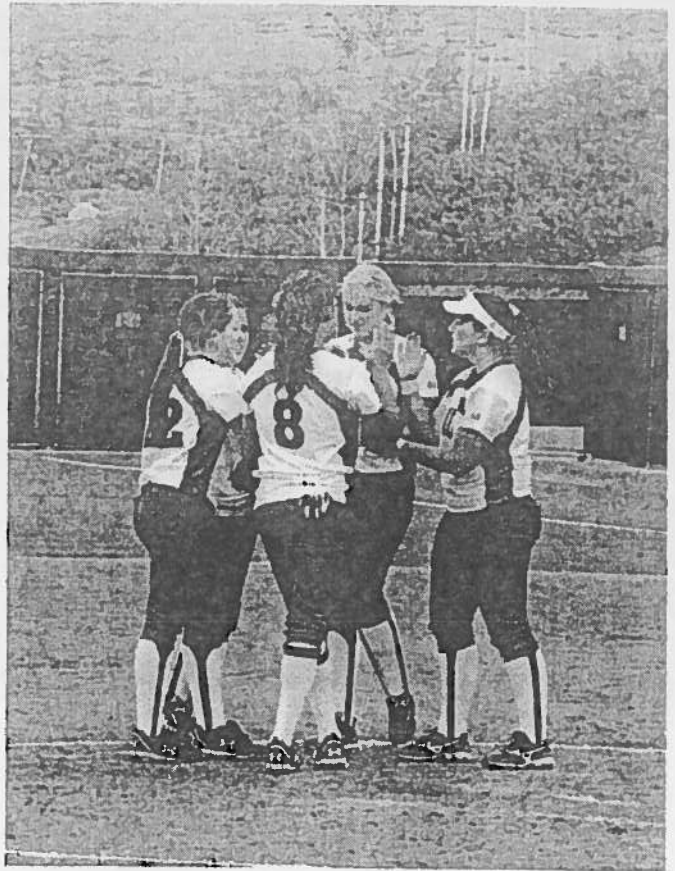
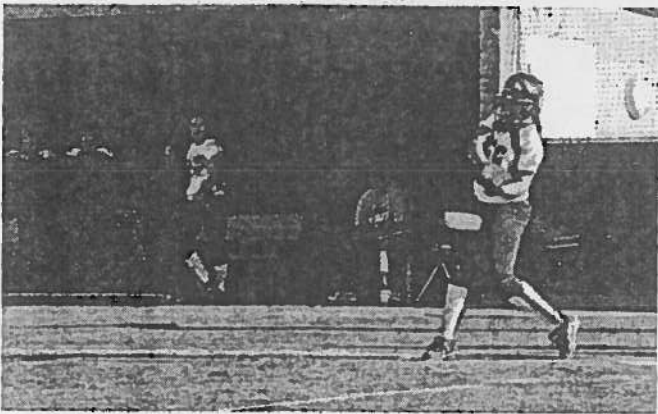
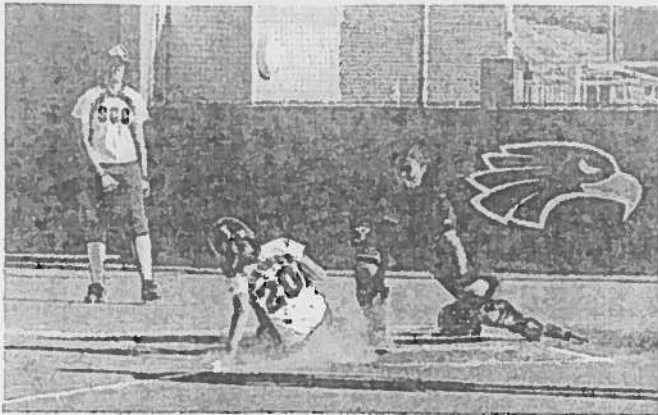


Erica Zamora

Hawks in Action



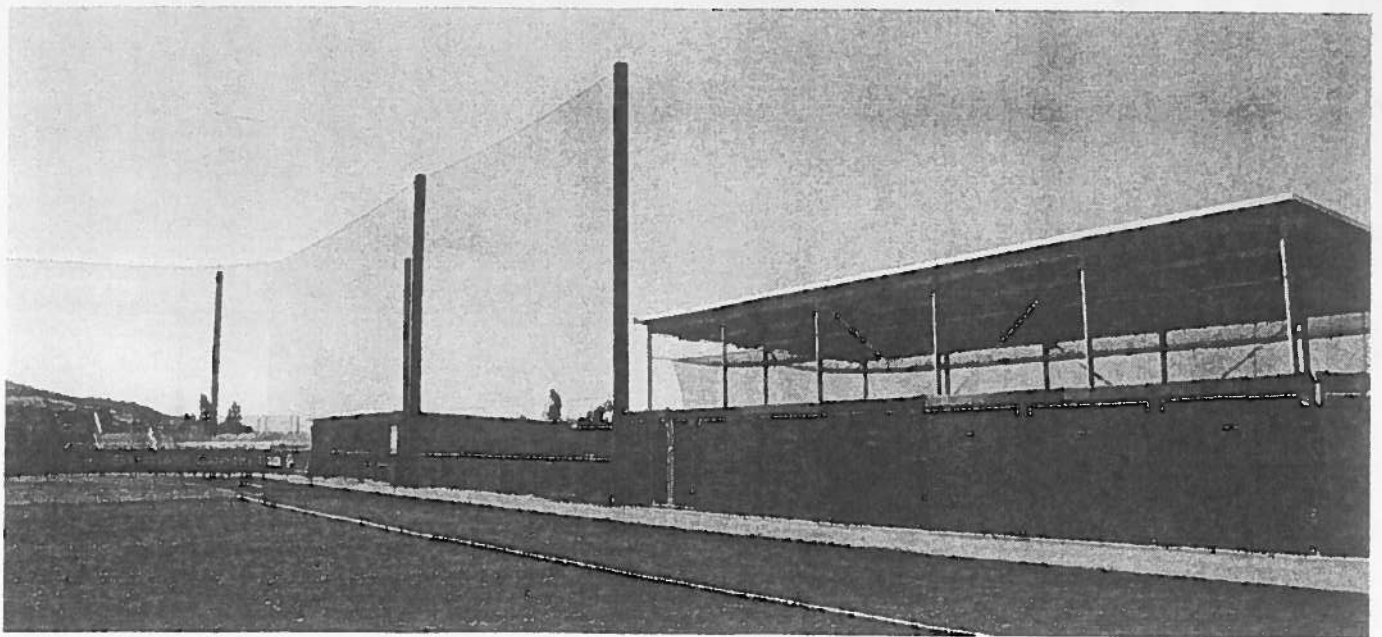
Hawks in Action



New Softball Complex



The brand new softball complex features a state-of-the-art team room, enclosed and lighted batting cages, storage rooms, a new scoreboard and a top-of-the-line netting system. The Santiago Canyon College softball field is among the first in Southern California to incorporate artificial field turf.



Hawks in the News

Community Colleges Put Students at Advantage

By LISA FIELD

Head Coach, Santiago Canyon College

This article was reprinted with permission and originally published in Fastpitch Delivery, the official newspaper of the National Fastpitch Coaches Association (NFCA).

Recruiting...it's our lifeblood as coaches. I once heard a coach say, "You can't take a mule to the Kentucky Derby." After starting a brand new softball program in the Orange Empire Conference, one of the most daunting conferences in community college softball, I value the importance of recruiting.

The CalJC organization is governed by certain recruiting rules. We are divided into districts that we are allowed to actively recruit from. Anyone outside of our own district or a district that touches our district must make the first contact with us; we may not approach them for an initial contact. We are also not allowed to offer an athletic scholarship, which puts us at a disadvantage to both four-year programs and out of state community colleges that are able to offer money to their athletes.

That being said, I believe one of the most difficult issues community colleges face today is overcoming the athlete's perception that playing anywhere other than a Division I school is a disappointment. I have seen too many athletes (especially coaching in Orange County, California, where quality athletes seem to be a dime a dozen) sign with any school that comes along and offers them money, only to be disillusioned by the level of play and want to come back home. Why settle when you can play at a quality two-year program and give yourself a chance to play at a university where you truly want to be?

I am always amazed that when I talk to athletes that have played at both a community college and then gone on to play at a four-year program, that their most fond memories lie at the community college. I truly believe the tools we give these student-athletes put them at an advantage. It is a jumping off point for them to mature academically and refine their skills athletically before taking that next step. For others, it is a second chance. These are the athletes who are either disappointed they were overlooked by four-year schools, were academically ineligible, or are returning to the game after taking a year or more off. There is so much development physically, emotionally, and mentally that occurs in the first two years of college that the community college system is designed to nurture. Our goal is to put our student-athletes in an environment where they can be successful in all areas of their life.

When recruiting athletes to our program, it must be a fit for both the athlete and for us. I am fortunate

to work alongside three extremely knowledgeable and talented coaches. I have no doubt that we can teach anyone to play the game at a high level. Heart and passion for the game, however, is something that can't necessarily be taught. I do believe it can be contagious if the coaching staff can reflect that passion and commitment, however, it ultimately must come from the individual athlete.

There are certain criteria I look for when recruiting an athlete to play at Santiago Canyon College. First I believe that recruiting athletes out of winning programs is important. Winning is a habit and knowing how to be a winner is half the battle. I look for athletes who hustle throughout the entire game. We actually have a sign in our team room that states, "It does not take talent to hustle." I never really want a player to know that I am there watching them because I think that a true competitor is someone who works hard when no one is watching.

During my first year, when even putting a team on the field at all was a challenge, I passed on athletes who did not exemplify the qualities I wanted my program to reflect. I went to a high school game to watch a pitcher who would have greatly helped out my program. Unfortunately she showed up late to warm up for the game that day, which in my opinion is inexcusable and I had to pass on having her be a part of our team. Coaching is a rare profession where you are evaluated on someone else's performance, and for that reason we must all take careful thought about who we want representing us.

On the flip side, we as community college coaches have a responsibility to the athletes in our program to prepare them to the best of our ability both athletically and academically to send them on to a four-year school. This means putting them in a position to earn their associate's degree along with making contacts with the coaches of the programs the athletes are interested in moving onto.

Recruiting at this level is a never-ending process. There is such a high turnaround rate of athletes at this level that we must constantly be on the recruiting trail. It can be grueling, tiring, even disheartening at times. But the reward of getting quality athletes into your program and then putting them into a position to go on and play at a four-year school makes it all worth it.

Meet the Coaches



Lisa Field • Head Coach

Head Coach Lisa Field began the Santiago Canyon College softball program in 2007 after serving as an assistant coach and adjunct instructor at San Diego City College (SDCC). Prior to coaching at SDCC, Field played four years of softball at Point Loma Nazarene University (PLNU) where she graduated with a degree in Physical Education and was named an Academic All-American. While playing at PLNU, Lisa helped lead the Sea Lions to three consecutive conference championships, three regional championships and four NAIA College World Series appearances.

Field is joined by third year assistant coach Jessica Rapoza and second year assistant coach Lindsey Klabacha. Rapoza was also a four year starter at PLNU where she was a three-time All-Conference and All-Region player and two-time All-American. Rapoza is also a member of the PLNU Athletics Hall of Fame. Klabacha brings experience from within the Orange Empire Conference where as a player she earned All-State, All-American and Southern California Pitcher of the Year honors.



Jessica Rapoza • Assistant Coach



Lindsey Klabacha • Assistant Coach

INFORMATION

Address 8045 East Cheeman Ave.
Orange, CA 92669

Chancellor Dr. Edward Hernandez, Jr.
President Juan Vázquez
Athletic Director Larry Mercadante
Athletic Trainer Kelsey Bains
Sports Information Josh Levy

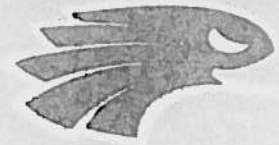
Contact Information
Santiago Canyon College 1-714-628-4900
Athletic Director 1-714-628-4816
Athletic Trainer 1-714-628-4704
Sports Information 1-714-628-4839
Website www.sccollege.edu/athletics

General Information
Founded 1985
Enrollment 13,000
Nickname Hawks
Colors Navy Blue and Gold

About Santiago Canyon College

Santiago Canyon College is one of the newest and fastest-growing community colleges in California. Accredited since 2000, today the college serves more than 13,000 students from throughout Orange County. The Santiago Canyon College learning community provides education for academic transfer and careers, and both credit and non-credit courses for personal and professional development.

SANTIAGO CANYON COLLEGE



WOMEN'S SOCCER

INFORMATION

Address 8045 East Chapman Ave.
Orange, CA 92669

Chancellor Dr. Edward Hernandez, Jr.
President Juan Vázquez
Athletic Director Larry Mercadante
Athletic Trainer Kelsey Bains
Sports Information Josh Levy

Contact Information
Santiago Canyon College 1-714-628-4900
Athletic Director 1-714-628-4816
Athletic Trainer 1-714-628-4704
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SANTIAGO CANYON COLLEGE



2008

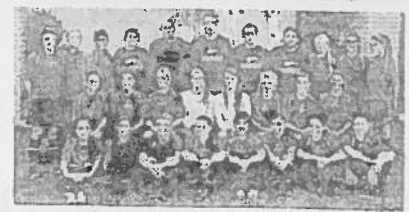
MEN'S SOCCER

**SANTIAGO CANYON COLLEGE
WOMEN'S SOCCER—FALL 2008**

Day	Date	Opponent	Location	Time
Fri	Aug 22	Victor Valley (Scrimmage)	Victor Valley	4pm
Wed	Aug 27	Mt. SAC	Mt. SAC	6pm
Sat	Aug 30	Osward Tournament	Osward	1pm
Sun	Aug 31	Osward Tournament	Osward	9am
Wed	Sept 3	Crossment	Santiago Canyon	3pm
Sat	Sept 6	Palomar	Santiago Canyon	6:30pm
Fri	Sept 12	Ventura	Ventura	5pm
Tue	Sept 16	*Saddleback	Rancho Capistrano	3pm
Fri	Sept 19	*Orange Coast	Orange Coast	3pm
Tue	Sept 23	*Fullerton	Santiago Canyon	3pm
Tue	Sept 30	*Santa Ana	Santa Ana	3pm
Fri	Oct 3	*Golden West	Santiago Canyon	3pm
Tue	Oct 7	*Irvine Valley	Irvine Valley	3pm
Fri	Oct 10	*Riverside	Santiago Canyon	6pm
Tue	Oct 14	*Cypress	Cypress	3pm
Fri	Oct 17	*Saddleback	Santiago Canyon	6pm
Tue	Oct 21	*Orange Coast	Santiago Canyon	3pm
Fri	Oct 24	*Fullerton	Fullerton	3pm
Fri	Oct 31	*Santa Ana	Santiago Canyon	3pm
Tue	Nov 4	*Golden West	Golden West	6pm
Fri	Nov 7	*Irvine Valley	Santiago Canyon	3pm
Sat	Nov 11	*Riverside	Sunny Bonds Park	3pm
Fri	Nov 14	*Cypress	Santiago Canyon	6pm
Sat	Nov 22	So Cal Regional Playoff	TBA	TBA
Tue	Nov 25	So Cal Regional Playoff	TBA	TBA
Sat	Nov 29	So Cal Regional Playoff	TBA	TBA
Fri/Sun/Dec 5-7	State Championship Festival	TBA	TBA	TBA

*Denotes Orange Empire Conference Game. Bold type denotes home games.
 Head Coach: Ian Woodhead Assistants: Ed Kuppert
 Office: 1-714-620-4905 Lisa Harman
 Room 5-104 Chris Woolley
 Email: woodhead_ian@scoll.edu Mike Stauber

**SANTIAGO CANYON COLLEGE
WOMEN'S SOCCER
2007 State Finalists
2006 State Champions
2004, 2005, 2006, 2007 Orange
Empire Conference Champions**



The Santiago Canyon College women's soccer team finished the 2007 season with a 17-3 record and as state finalists in the California Community College Women's Soccer Championships. The Hawks also won their fourth consecutive Orange Empire Conference Championship and finished the season ranked third in the National Soccer Coaches Association of America (NSCAA) national rankings.

Follow the Hawks on the web at:
www.scoll.edu/athletics
www.ccsocemews.com
www.nscas.com

**SANTIAGO CANYON COLLEGE
MEN'S SOCCER—FALL 2008**

Day	Date	Opponent	Location	Time
Thu	Sept 4	Rio Hondo/Mt. SAC Tourn	Mt. SAC	5 pm
Fri	Sept 5	Cerritos/Mt. SAC Tourn	Mt. SAC	TBA
Sat	Sept 6	Osward/Mt. SAC Tourn	Mt. SAC	TBA
Mon	Sept 8	Southwestern	Southwestern	3 pm
Wed	Sept 10	Monterey Park	Santiago Canyon	3 pm
Fri	Sept 18	Osward	Santiago Canyon	4 pm
Mon	Sept 22	Rio Hondo	Rio Hondo	4 pm
Fri	Sept 28	Long Beach City	Santiago Canyon	4 pm
Tue	Sept 30	*Orange Coast	Orange Coast	3 pm
Fri	Oct 3	*Golden West	Santiago Canyon	5 pm
Tue	Oct 7	*Santa Ana	Santiago Canyon	3 pm
Fri	Oct 10	*Irvine Valley	Irvine Valley	1 pm
Tue	Oct 14	*Cypress	Santiago Canyon	4 pm
Fri	Oct 17	*Riverside	Sunny Bonds Park	3 pm
Tue	Oct 21	*Fullerton	Fullerton	3 pm
Fri	Oct 24	*Orange Coast	Santiago Canyon	3 pm
Tue	Oct 28	*Golden West	Golden West	7 pm
Fri	Oct 31	*Santa Ana	Santa Ana	3 pm
Tue	Nov 4	*Irvine Valley	Santiago Canyon	3 pm
Fri	Nov 7	*Cypress	Cypress	3 pm
Tue	Nov 11	*Riverside	Santiago Canyon	3 pm
Fri	Nov 14	*Fullerton	Santiago Canyon	3 pm
Sat	Nov 22	So Cal Regional Playoff	TBA	TBA
Tue	Nov 25	So Cal Regional Playoff	TBA	TBA
Sat	Nov 29	So Cal Regional Playoff	TBA	TBA
Fri/Sun/Dec 5-7	State Championship Festival	TBA	TBA	TBA

*Denotes Orange Empire Conference Game. Bold type denotes home games.
 Head Coach: Wade Fraser (2nd season) Assistants: Mike Ditta
 Office: 1-714-620-4907 Mario Gonzalez
 Room 5-104 Mike Whittaker
 Email: wfraser@cox.net

**SANTIAGO CANYON COLLEGE
MEN'S SOCCER ROSTER**

#	Name	Position	Year	High School
0	Alan Orrey	Goalkeeper	Soph	Esperanza
1	Greg Griffin	Goalkeeper	Fresh	Trabuco Hills
2	Ruben Trujillo	Defender	Soph	Newport Harbor
3	Ryan Carroll	Defender	Soph	El Modena
4	Anthony Anaya	Forward	Fresh	El Toro
5	Marcos Estrella	Midfielder	Soph	Canyon
7	Ryan Andrews	Forward	Soph	Henry Court (JK)
8	Jack Plummer	Midfielder	Soph	Cypress
9	Anton Jamar	Forward	Fresh	Esperanza
10	Ryan Barstad	Midfielder	Soph	Newport Harbor
11	William Trujillo	Midfielder	Soph	Villa Park
12	Michael Greer	Midfielder	Soph	Trabuco Hills
13	Brandon Cortez	Midfielder	Fresh	Edison
14	Tyler Petry	Forward	Soph	Tesoro
15	Andrew Casco	Forward	Soph	Villa Park
16	Trevor White	Midfielder	Fresh	Capistrano Valley
17	Christian Duarte	Midfielder	Fresh	Muzalburgh Grammar (JK)
18	Steven Slater	Midfielder	Fresh	Tesoro
19	Jonathan James	Defender	Fresh	(JK)
20	Peter Davis	Forward	Fresh	Esperanza
21	Sam Morales	Midfielder	Soph	Orange
22	Jered Martin	Midfielder	Fresh	Capistrano Valley
23	James Villalobos	Forward	Fresh	Midhurst Grammar (JK)
24	Keith Wooley	Forward	Fresh	Tesoro
25	Lawrence Hyde	Defender	Fresh	Trabuco Hills
26	Mylan Nison	Defender	Fresh	Trabuco Hills
27	Manuel Ganoza	Forward	Fresh	Woodway (JK)
28	Aaron Meza	Forward	Fresh	
31	Marc Jefferys	Defender	Fresh	

Follow the Hawks on the Web at:
www.scoll.edu/athletics
www.ccsocemews.com

2009 Season Schedule

<u>Day/Date</u>	<u>Opponent/Location</u>	<u>Time/Result</u>	<u>Record</u>
Wed/Jan. 28	San Diego City/SCC	W, 8-1	1-0
Sat/Jan. 31	Mt. San Jacinto(2)/SCC	W,10-5/W, 8-0 (5)	3-0
Tue/Feb. 3	Southwestern (2)/SCC	W, 9-4/W, 13-9 (6)	5-0
Thur/Feb. 5	Moorpark/SCC	2:30 p.m.	
SatSun/Feb7-8	Green&Gold/Bill Barber	TBA	
Mon/Feb. 9	Chaffey/SCC	3 p.m.	
Wed/Feb. 11	*Riverside/RCC	6 p.m.	
Wed/Feb. 18	*Cypress/SCC	3 p.m.	
Fri/Feb. 20	*Fullerton/Fullerton	2 p.m.	
Mon/Feb. 23	*Saddleback/SCC	3 p.m.	
Wed/Feb. 25	*Golden West/SCC	3 p.m.	
Fri/Feb. 27	*Orange Coast/OCC	2 p.m.	
Mon/Mar. 2	Long Beach City/SCC	3 p.m.	
Wed/Mar. 4	*Santa Ana/SCC	3 p.m.	
Thur/Mar. 5	*Riverside/SCC	3 p.m.	
Mon/Mar. 9	Grossmont/Grossmont	3 p.m.	
Wed/Mar. 11	*Saddleback/Saddleback	3 p.m.	
Fri/Mar. 13	*Cypress/Cypress	2 p.m.	
Mon/Mar. 16	Cerritos/SCC	3 p.m.	
Wed/Mar. 18	*Fullerton/SCC	3 p.m.	
Thur/Mar. 19	Citrus/SCC	3 p.m.	
Fri/Mar. 20	*Golden West/Golden West	6 p.m.	
Mon/Mar. 23	Antelope Valley/SCC	3 p.m.	
Wed/Mar. 25	*Orange Coast/SCC	3 p.m.	
Fri/Mar. 27	*Santa Ana/SAC	2 p.m.	
Sat/Mar. 28	Mt. SAC & Sac.City/Mt.SAC	2 p.m./4 p.m.	
Wed/Apr. 1	*Riverside/RCC	3 p.m.	
Wed/Apr. 8	*Cypress/SCC	3 p.m.	
Thur/Apr. 9	*Saddleback/SCC	3 p.m.	
Wed/Apr. 15	*Golden West/SCC	3 p.m.	
Fri/Apr. 17	*Orange Coast/OCC	2 p.m.	
Sat/Apr. 18	LA Mission/SAC	1 p.m.	
Mon/Apr. 20	*Fullerton/Fullerton	3 p.m.	
Wed/Apr. 22	*Santa Ana/SCC	3 p.m.	

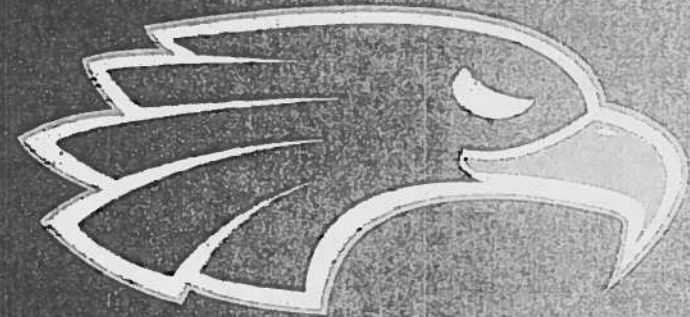
*Orange Empire Conference game.

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GO HAWKS!!!

SANTIAGO CANYON COLLEGE

HAWKS



**GAME DAY
PROGRAM**

sccollege.edu/athletics

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(126)**2009 Santiago Canyon College Softball Roster**

<u>Player/Year</u>	<u>Position</u>	<u>High School/Hometown</u>
Heather Hunt (Fr)	Outfield	Pacifica/Garden Grove, CA
Samantha Erickson (Fr)	Infield	Canyon/Anaheim Hills, CA
Brittini Prado (Fr)	Catcher	Corona/Corona, CA
Courtney Aden (Fr)	Infield	Pacifica/Garden Grove, CA
Chloe Valenzuela (Fr)	Infield	Foothill/Orange, CA
Danica Muñoz (Fr)	Outfield	El Modena/Anaheim Hills, CA
Jessie Betian (Fr)	Catcher	Villa Park/Orange, CA
Courtney Neiman (So)	Infield	Canyon/Anaheim Hills, CA
Erica Zamora (So)	Pitcher	Loara/Anaheim, CA
Lauren Villarcal (Fr)	Outfield	Cypress/Cypress, CA
Rhianon Ousley (So)	Utility	Canyon/Anaheim Hills, CA
Cara Methven (Fr)	Infield	Corona/Corona, CA
Ashley Flatten (Fr)	Outfield	Pacifica/Garden Grove, CA
Jessica Brillantes (Fr)	Outfield	Loara/Anaheim, CA

Head Coach: Lisa Field (3rd season).
 Assistants: Jessica Rapoza, Lindsey Klabacha.
 Athletic Director: Martin Stringer.
 Athletic Trainer: Kelsey Bains ATC.

News & Notes

The SCC softball team improved to 5-0 on the season with a pair of wins against visiting Southwestern College on Tuesday. The Hawks took game one by a 9-4 margin and earned a 13-9 come-from-behind victory in the second game in six innings. Freshman Chloe Valenzuela went 3-for-3 with three RBI and a run scored to lead the Hawks in game one. In the second game, freshman Cara Methven went 3-for-4 with an RBI, while Valenzuela and freshman Ashley Flatten each finished 2-for-4 with two RBI. Flatten also pitched over four innings of relief allowing only four hits to earn her first victory of the season.

2009 Moorpark College Softball Roster

<u>#</u>	<u>Player/Year</u>	<u>Position</u>
1	Brittany Gonzalez (Fr)	Infield
2	Jamie Yaller (Fr)	Infield
3	Arianna Drulias (Fr)	Utility
4	Brittany Alfino (So)	Outfield
5	Kaylynn Shuman (Fr)	Infield
6	Bonnie Ward (So)	Pitcher
7	Cayla Nelson (Fr)	Outfield
8	Jennifer Irvine (So)	Infield
	Kristen Torres (So)	Utility
11	Rebecca Grant (Fr)	Utility
12	Kelly Eder (Fr)	Pitcher
13	Bryanne Schwartz (Fr)	Utility
14	Ariella Ortiz (So)	Infield
15	Racquel Ruiz (Fr)	Utility
16	Michelle Zakosek (Fr)	Infield
21	Taylor Neumann (Fr)	Catcher
25	Tara Hale (Fr)	Catcher

Head Coach: Kelly Lovato.
 Assistants: Darrell Fitzpatrick, Mercedes Lovato.
 Athletic Director: Howard Davis.

Follow the Hawks on the web at:

sccollege.edu/athletics

www.oecsports.com

www.coasports.org

Santiago Canyon College Men's Soccer

2008 Results

<u>Date</u>	<u>Opponent/Location</u>	<u>Result</u>
Sept. 4	Rio Hondo/Mt. SAC	T, 0-0
Sept. 5	Cerritos/Mt. SAC	L, 2-1
Sept. 6	Oxnard/Mt. SAC	W, 2-0
Sept. 8	Southwestern/Sthwstn.	L, 3-1
Sept. 10	Moorpark/SCC	T, 1-1
Sept. 19	Oxnard/SCC	L, 3-0
Sept. 22	Rio Hondo/Rio Hondo	L, 3-0
Sept. 26	Long Beach City/SCC	T, 1-1
Sep. 30	*Orange Coast/OCC	W, 2-1
Oct. 3	*Golden West/SCC	T, 0-0
Oct. 7	*Santa Ana/SCC	T, 2-2
Oct. 10	*Irvine Valley/IVC	L, 4-1
Oct. 14	*Cypress/SCC	W, 6-1
Oct. 17	*Riverside/RCC	W, 3-1
Oct. 21	*Fullerton/Fullerton	W, 1-0
Oct. 24	*Orange Coast/SCC	T, 1-1
Oct. 28	*Golden West/GWC	W, 3-0
Oct. 31	*Santa Ana/SAC	T, 0-0
Nov. 4	*Irvine Valley/SCC	W, 2-1
Nov. 7	*Cypress/Cypress	W, 2-0
Nov. 11	*Riverside/SCC	L, 2-1

2008 Remaining Schedule

<u>Day</u>	<u>Date</u>	<u>Opponent/Location</u>	<u>Time</u>
Fri.	Nov. 14	*Fullerton/SCC	3 pm

*Denotes Orange Empire Conference (OEC) game.

GO HAWKS!!!

4.2 (127)

SANTIAGO CANYON COLLEGE

HAWKS



**GAME DAY
PROGRAM**

sccollege.edu/athletics

2008 Santiago Canyon College Men's Soccer Roster

#	Player/Year	Position	High School/Hometown
0	Alan Orriny (So)	GK	Esperanza/Yorba Linda, CA
1	Greg Griffin (Fr)	GK	Trab. Hills/Foothill Ranch, CA
3	Ryan Carroll (So)	Def	El Modena/Orange, CA
4	Anthony Anaya (Fr)	Fwd	El Modena/Orange, CA
5	Marcos Escutia (So)	Mid	Ei Toro/Lake Forest, CA
8	Jack Plummer (So)	Mid	Henry Court/Portsmouth (UK)
10	Ryan Barstad (So)	Mid	Esperanza/Yorba Linda, CA
11	William Trujillo (So)	Mid	Newport Hrbr./Costa Mesa, CA
12	Michael Greer (So)	Mid	Villa Park/Orange, CA
13	Brandon Cortez (Fr)	Mid	Trabuco Hills/Mssn. Viejo, CA
14	Tyler Petry (So)	Fwd	Edison/Westminster, CA
15	Andrew Casco (So)	Fwd	Tesoro/Mission Viejo, CA
16	Trevor White (Fr)	Mid	Villa Park/Orange, CA
18	Steven Slater (Fr)	Mid	Msslbrgh Grm./Msslbrgh (UK)
19	Jonathon James (Fr)	Def	Tesoro/Trabuco Canyon, CA
20	Peter Davis (Fr)	Fwd	St. Marks/Twickenham (UK)
21	Sain Morales (So)	Mid	Esperanza/Yorba Linda, CA
22	Jered Martin (Fr)	Mid	Esperanza/Yorba Linda, CA
23	James Villalobos (Fr)	Fwd	Orange/Orange, CA
24	Keith Woolcy (Fr)	Fwd	Capo Valley/Mission Viejo, CA
25	Lawrence Hyde (Fr)	Def	Mdhrst Grm./Chichester (UK)
26	Mylan Nixon (Fr)	Def	Tesoro/R.S.Margarita, CA
27	Manuel Ganoza (Fr)	Fwd	Trabuco Hills/Lake Forest, CA
28	Aaron Meza (Fr)	Fwd	Trabuco Hills/Lake Forest, CA
31	Marc Jeffreys (Fr)	Def	Woodhey/Manchester (UK)

Head Coach: Wade Fraser (2nd season).

Assistants: Mike Ditta, Mario Gonzalez, Mike Whittaker.

Athletic Director: Martin Stringer.

Athletic Trainer: Kelsey Bains ATC

SCC News & Notes

The Santiago Canyon College (SCC) men's soccer team lost to visiting Riverside Community College (RCC) by a 2-1 margin in its last game (Nov. 11) on the SCC Soccer Field. Freshman Steven Slater finished a cross from freshman Brandon Cortez from close range to lead the Hawks offensively. SCC had a great opportunity to tie the score with a few minutes remaining, but RCC held on for the victory. Sophomore goalkeeper Alan Orriny finished with five saves for the Hawks.

2008 Fullerton College Men's Soccer Roster

#	Player/Year	Position	High School
1	Eduardo Gutierrez (So)	GK	Mater Dei
3	Christian Osuna (So)	Def	Katella
4	Armando Gonzalez (Fr)	Def	Fullerton Union
5	Carlos Gomez (Fr)	Mid	Norwalk
6	Octavio Vergara (Fr)	Def	Katella
7	Andres Morillon (So)	Mid	Anaheim
8	Gonzalo Peralta (Fr)	Mid	John Glenn
9	Rutilio Avila (So)	Fwd	Loara
10	Christian Meza (Fr)	Mid	Peru
11	Jose Preciado (So)	Mid	Katella
12	Christian Gonzalez (Fr)	Mid	Dominguez
13	Christian Osuna (Fr)	Mid	Loara
15	Ernesto Nieto (Fr)	Mid	Anaheim
1	Jonathon Perez (Fr)	Def	Diamond Bar
17	Bryan Bautista (Fr)	Fwd	St. John Bosco
18	Zachary Allemand (Fr)	Fwd	Brea Olinda
19	Michael Portillo (Fr)	Fwd	Kennedy
20	Jose Castor (So)	Def	Anaheim
21	Rodrigo Guerrero (Fr)	Mid	Santa Ana
22	Alvaro Ochoa (Fr)	Def	Anaheim
23	Jose Aguilera (Fr)	Def	Sunny Hills
	Nathan Flores (Fr)	GK	Brea Olinda
	Bryan Prado (Fr)	GK	Buena Park
	Juan Marroguin (Fr)	Fwd	

Head Coach: Alex Perez.

Assistant: Kenny Castellanos.

Athletic Director: Scott Gilcs.

FC News & Notes

The Fullerton College men's soccer team defeated Orange Coast College 2-1 at home in its last contest. The Hornets are currently second in the Orange Empire Conference with an 8-3-2 record.

In their first meeting this season back on Oct. 21, the Hawks came away with a 1-0 victory on the Fullerton College Soccer Field. Sophomore Jack Plummer scored in the win for SCC.

Santiago Canyon College Women's Soccer

2008 Results

<u>Date</u>	<u>Opponent/Location</u>	<u>Result</u>	<u>Record</u>
Aug. 27	Mt.SAC/Mt. SAC	T, 2-2	0-0-1
Aug. 30	Sequoias/Oxnard	W, 4-0	1-0-1
Aug. 31	Fresno City/Oxnard rd	L, 3-2	1-1-1
Sep. 3	Grossmont/SCC	T, 1-1	1-1-2
Sep. 6	Palomar/SCC	W, 6-0	2-1-2
Sep. 12	Ventura/Ventura	W, 3-2	3-1-2
Sep. 16	*Saddleback/R.Capó	W, 8-0	4-1-2, 1-0 OEC
Sep. 19	*Orange Coast/OCC	T, 0-0	4-1-3, 1-0-1 OEC
Sep. 23	*Fullerton/SCC	W, 9-0	5-1-3, 2-0-1 OEC
Sept. 30	*Santa Ana/SAC	W, 5-0	6-1-3, 3-0-1 OEC
Oct. 3	*Golden West/SCC	W, 7-0	7-1-3, 4-0-1 OEC
Oct. 7	*Irvine Valley/IVC	W, 5-0	8-1-3, 5-0-1 OEC
Oct. 10	*Riverside/SCC	W, 3-0	9-1-3, 6-0-1 OEC
Oct. 14	*Cypress/Cypress	T, 0-0	9-1-4, 6-0-2 OEC
Oct. 17	*Saddleback/SCC	W, 2-0	10-1-4, 7-0-2 OEC
Oct. 21	*Orange Coast/SCC	W, 3-0	11-1-4, 8-0-2 OEC
Oct. 24	*Fullerton/Fullerton	W, 6-1	12-1-4, 9-0-2 OEC
Oct. 31	*Santa Ana/SCC	W, 6-0	13-1-4, 10-0-2 OEC
Nov. 4	*Golden West/GWC	W, 3-0	14-1-4, 11-0-2 OEC
Nov. 7	*Irvine Valley/SCC	W, 4-0	15-1-4, 12-0-2 OEC
Nov. 11	*Riverside/Bonds Park	W, 4-0	16-1-4, 13-0-2 OEC
Nov. 14	*Cypress/SCC	L, 1-0	16-2-4, 13-1-2 OEC
Nov. 22	**Grossmont/SCC	W, 4-1	17-2-4
Nov. 25	**Cypress/Cypress	(PKs 4-1)	18-2-4

2008 Remaining Schedule

<u>Day</u>	<u>Date</u>	<u>Opponent/Location</u>	<u>Time</u>
Sat.	Nov. 29	**San Diego Mesa/SCC	2 p.m.
Fri/Sun	Dec. 5/7	State Championship Festival	TBA

*Denotes Orange Empire Conference (OEC) game.

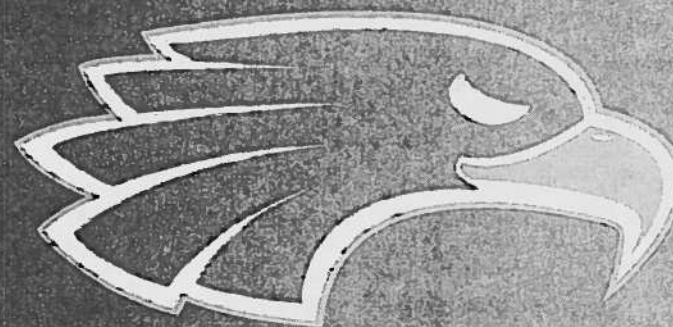
**SoCal Regional Playoffs

4.2 (129)

GO HAWKS!!!

SANTIAGO CANYON COLLEGE

HAWKS



GAME DAY PROGRAM

sccollege.edu/athletics

4:2 (130) 2008 Santiago Canyon College Women's Soccer Roster

#	Player/Year	Position	High School/Hometown
00	Kristina Dague (Fr)	GK	Fountain Valley/F. Valley, CA
1	Angie Orozco (Fr)	GK	Irvine/Irvine, CA
2	Tatiana Dos Santos (So)	Mid	Ruben Ayala/Sugar Land, TX
3	Jacqueline Hanna (Fr)	Def	El Modena/Orange, CA
4	Kelsey Morgan (So)	Fwd	Santiago/Corona, CA
5	Jessica Brillantes (Fr)	Fwd	Loara/Anaheim, CA
6	Jenna Scarborough (So)	Dcf	Northwood/Irvine, CA
7	Brooke McCaughin (Fr)	Mid	Esperanza/Yorba Linda, CA
8	Aunie Schlimmer (So)	Mid	San Clemente/S. Clemente, CA
9	Evelyn Gomez (Fr)	Mid	Foothill/Santa Ana, CA
10	Brina Siddiq (So)	Def	Mater Dei/Newport Beach, CA
11	Cacey Herman (Fr)	Mid	Chino Hills/Chino Hills, CA
12	Monique Silva (Fr)	Mid	El Dorado/Yorba Linda, CA
13	Katie Marshall (So)	Mid	Foothill/Tustin, CA
14	Caroline Hanna (So)	Def	El Modena/Orange, CA
15	Crystal Mora (Fr)	Def	Newport Harbor/C.Mesa, CA
16	Kristen Prindible (Fr)	Def	Sunny Hills/Brea, CA
17	Amanda Hardeman (Fr)	Fwd	Dana Hills/Laguna Niguel, CA
18	Shayna Russel (So)	Mid	Dana Hills/Laguna Niguel, CA
19	Kristen Lindblom (So)	Fwd	Esperanza/Yorba Linda, CA
20	Kristi Wagerle (So)	Mid	Esperanza/Yorba Linda, CA
21	Tawny Bolduc (Fr)	Fwd	Capo Valley/M.Viejo, CA
22	Nina Yanes (So)	Mid	Capo Valley/M.Viejo, CA
23	Sara Foley (Fr)	Fwd	Marina/Westminster, CA
25	Jacqueline Turner (Fr)	Mid	Orange Lutheran/Orange, CA
26	Michelle Carels (Fr)	Fwd	El Dorado/Anaheim, CA

Head Coach: Ian Woodhead (9th season).

Assistants: Ed Kophart, Lisa Hermen, Chris Woolley, Mike Stauber.

Athletic Director: Martin Stringer.

Athletic Trainer: Kelsey Bains ATC.

News & Notes

The Santiago Canyon College (SCC) women's soccer team hosts San Diego Mesa College today in the third round of the 2008 Southern California Community College Regional Playoffs. The Hawks (18-2-4) are the number six-seed in the region, while the Olympians (15-3-5) are the seventh-seed.

The winner of today's game will advance to the 2008 California Community College Soccer Championships (final four) to be held Dec. 5/7 at College of the Canyons (Cougars Stadium) in Santa Clarita. The final four teams in the state tournament include the two Northern California regional winners and the two Southern California regional winners. Cerritos College (#1-seed) and Mt. SAC (#5-seed) will play today in the other Southern California third-round contest. Teams competing in the Northern California bracket include Santa Rosa (#1-seed), Fresno City (#5-seed), Modesto (#3-seed) and Yuba (#7-seed).

2008 San Diego Mesa College Women's Soccer Roster

#	Player/Year	Last School/Hometown
0	Tiffany Apple (Fr)	Granite Hills/El Cajon, CA
1	Yasmina Taketa (Fr)	Kalani/Honolulu, HI
2	Shelbi Johnson (So)	Mission Hills/Escondido, CA
3	Catherine Nelson (So)	Tecumseh/Tecumseh, MI
4	Danielle Carr (Fr)	Maria Carrillo/Santa Rosa, CA
5	Jessica Hernandez (So)	SDSU/Chula Vista, CA
6	Jocelyn Seaman (Fr)	Bellevue/Bellevue, WA
7	Chelsea Gentry (So)	Clairemont/San Diego, CA
8	Luauna Brinkley (So)	Lake Tahoe CC/Lake Tahoe, CA
9	Rebecca Wardle (Fr)	Cimarron-Memorial/Las Vegas, NV
10	Candace Newton (Fr)	Steele Canyon/Jamul, CA
11	Stephany Rodriguez (Fr)	SDSU/Chula Vista, CA
12	Sierra Williams (Fr)	Madison/San Diego, CA
	Ashley Sanborn (Fr)	High Point Regional/Sussex, NJ
	Samantha Mellinger (So)	Orange Coast/Tehachapi, CA
15	Nicole Snyder (Fr)	Missio Viejo/Mission Viejo, CA
16	Emily Jenkins (So)	Santana/Santee, CA
17	Chelsea Patrick (Fr)	Coldstream Alternative/Lake Tahoe, CA
18	Sola Esparza (Fr)	La Costa Canyon/Encinitas, CA
19	Katie Houlihan (Fr)	Granite Hills/El Cajon, CA
20	Jessica Mabbutt (Fr)	Cathedral Catholic/Rancho Santa Fe, CA
22	Tuesday Jost (Fr)	Charter School of SDHS/San Diego, CA

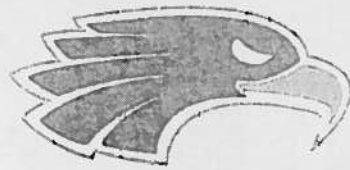
Head Coach: Todd Curran (11th season).

Assistants: Brandon Beall, Sophia Perez, Ouying Zhang, Enrique Tadco.

Athletic Director: Dave Evans.

**2008 Southern California Regional Playoffs
Women's Soccer Bracket (South Region)**

First Round	Second Round	Third Round	State Finals
Cerritos (1)			
SB Valley (16)			
Moorpark (8)			
LA Pierce (9)	Cerritos		
Mt. San Antonio (5)	La Pierce	Cerritos	
Bakersfield (12)		Mt. SAC	
Cuyamaca (4)	Mt. SAC		
Long Beach (13)	Cuyamaca		
Cypress (3)			State Championships (Final Four) Dec. 5/7 College of the Canyons
La Monica (14)	Cypress		
Santiago Canyon (6)	Santiago Canyon	Santiago Canyon	
Grossmont (11)		San Diego Mesa	
San Diego Mesa (7)	San Diego Mesa		
Santa Barbara (10)	Ventura		
Ventura (2)			
Southwestern (15)			



SCC

WOMEN'S SOCCER

2008 SCHEDULE

Date	Opponent	Location	Time
Aug 22	Victor Valley (Scrimmage)	Victor Valley	4pm
Aug 27	ML SAC	ML SAC	6pm
Aug 30	Conard Tournament	Conard	TBA
Aug 31	Conard Tournament	Conard	TBA
Sept 3	Grossmont	Santiago Canyon	3pm
Sept 6	Petaluma	Santiago Canyon	6:30pm
Sept 12	Ventura	Ventura	6pm
Sept 18	*Saddleback	Rancho Capistrano	3pm
Sept 19	*Orange Coast	Orange Coast	3pm
Sept 23	*Fullerton	Santiago Canyon	3pm
Sept 30	*Santa Ana	Santa Ana	3pm
Oct 3	*Golden West	Santiago Canyon	3pm
Oct 7	*Irvine Valley	Irvine Valley	3pm
Oct 10	*Riverside	Santiago Canyon	6pm
Oct 14	*Cypress	Cypress	5pm
Oct 17	*Saddleback	Santiago Canyon	6pm
Oct 21	*Orange Coast	Santiago Canyon	3pm
Oct 24	*Fullerton	Fullerton	3pm
Oct 31	*Santa Ana	Santiago Canyon	3pm
Nov 4	*Golden West	Golden West	6pm
Nov 7	*Irvine Valley	Santiago Canyon	3pm
Nov 11	*Riverside	Bobby Bonds Park	3pm
Nov 14	*Cypress	Santiago Canyon	6pm
Nov 22	So Cal Regional Playoff	TBA	TBA
Nov 25	So Cal Regional Playoff	TBA	TBA
Nov 29	So Cal Regional Playoff	TBA	TBA
	* State Championship	TBA	TBA

*Denotes Orange Empire Conference Game
 Bold type denotes home games.
 Head Coach: Ian Woodhead: 714-826-4806, Room S-104
 Assistants: Ed Kephart, Lisa Hermen, Chris Woolley, Mike Steuber

sccollege.edu/athletics

SANTIAGO CANYON COLLEGE



SOFTBALL 2009

INFORMATION

Address: 5165 East Chapman Ave
Orange, CA 92669

Character: Edward Hernandez, Jr. 610
President: Jason Wilson 404
Dean, Business, Math & Science: L. Ann Stricker
Athletic Trainer: Kelley Boring
Sports Information Coordinator: Josh Levy

Contact Information: 714.826.4000
Santiago Canyon College: 714.826.4333
Dean, Business, Math & Science (Off-Campus): 714.826.4324
Athletic Trainer: 714.826.4159
Sports Information Coordinator: 714.826.4159
Website: www.sccollege.edu/jal.html

General Information: 1195
Founded: 1950
Enrollment: 13,000
Nickname: Hawks

About Santiago Canyon College

Santiago Canyon College is one of the newest and fastest-growing community colleges in California. Accredited since 2000, today the college serves more than 13,000 students from throughout Orange County. The Santiago Canyon College learning community provides excellent academic transfer and career and both credit and non-credit courses for personal and professional development.



SCC

MEN'S SOCCER

2008 SCHEDULE

Date	Opponent	Location	Time
Aug 29	Vanguard (Schnitzler)	Vanguard	5pm
Sept 4	Mt. SAC Tour./Rio Hondo	Mt. SAC	6am
Sept 5	Mt. SAC Tour./TBD	Mt. SAC	TBD
Sept 6	Mt. SAC Tour./TBD	Mt. SAC	TBD
Sept 8	Southwestern	Southwestern	3pm
Sept 10	Moorpark	Santiago Canyon	3pm
Sept 19	Concord	Santiago Canyon	4pm
Sept 22	Rio Hondo	Rio Hondo	4pm
Sept 26	Long Beach City	Santiago Canyon	4pm
Sept 30	*Orange Coast	Orange Coast	3pm
Oct 3	*Golden West	Santiago Canyon	6pm
Oct 7	*Santa Ana	Santiago Canyon	3pm
Oct 10	*Irvine Valley	Irvine Valley	1pm
Oct 14	*Cypress	Santiago Canyon	4pm
Oct 17	*Riverside	Bobby Bonds Park	3pm
Oct 21	*Fullerton	Fullerton	3pm
Oct 24	*Orange Coast	Santiago Canyon	3pm
Oct 26	*Golden West	Golden West	7pm
Oct 31	*Santa Ana	Santa Ana	3pm
Nov 4	*Irvine Valley	Santiago Canyon	3pm
Nov 7	*Cypress	Cypress	3pm
Nov 11	*Riverside	Santiago Canyon	3pm
Nov 14	*Fullerton	Santiago Canyon	3pm
Nov 22	So Cal Regional Playoff	TBA	TBA
Nov 25	So Cal Regional Playoff	TBA	TBA
Nov 29	So Cal Regional Playoff	TBA	TBA
Dec 6&7	State Championship	TBA	TBA

*Denotes Orange Empire Conference Game.
 Bold type denotes home games
 Head Coach: Wade Fraser 714-826-4907, Room S-104
 Assistant: Mike Oliva, Mario Gonzalez, Mike Whittaker

scccollege.edu/athletics

SANTIAGO CANYON COLLEGE SOFTBALL 2008

Date	Opponent	Location	Time
Jan 24	San Diego City	Santiago Canyon	3pm
Jan 25	San Diego City	Santiago Canyon	10:30 pm
Jan 26	San Diego City	Santiago Canyon	10:30 pm
Jan 27	San Diego City	Santiago Canyon	10:30 pm
Jan 28	San Diego City	Santiago Canyon	10:30 pm
Jan 29	San Diego City	Santiago Canyon	10:30 pm
Jan 30	San Diego City	Santiago Canyon	10:30 pm
Jan 31	San Diego City	Santiago Canyon	10:30 pm
Feb 1	San Diego City	Santiago Canyon	10:30 pm
Feb 2	San Diego City	Santiago Canyon	10:30 pm
Feb 3	San Diego City	Santiago Canyon	10:30 pm
Feb 4	San Diego City	Santiago Canyon	10:30 pm
Feb 5	San Diego City	Santiago Canyon	10:30 pm
Feb 6	San Diego City	Santiago Canyon	10:30 pm
Feb 7	San Diego City	Santiago Canyon	10:30 pm
Feb 8	San Diego City	Santiago Canyon	10:30 pm
Feb 9	San Diego City	Santiago Canyon	10:30 pm
Feb 10	San Diego City	Santiago Canyon	10:30 pm
Feb 11	San Diego City	Santiago Canyon	10:30 pm
Feb 12	San Diego City	Santiago Canyon	10:30 pm
Feb 13	San Diego City	Santiago Canyon	10:30 pm
Feb 14	San Diego City	Santiago Canyon	10:30 pm
Feb 15	San Diego City	Santiago Canyon	10:30 pm
Feb 16	San Diego City	Santiago Canyon	10:30 pm
Feb 17	San Diego City	Santiago Canyon	10:30 pm
Feb 18	San Diego City	Santiago Canyon	10:30 pm
Feb 19	San Diego City	Santiago Canyon	10:30 pm
Feb 20	San Diego City	Santiago Canyon	10:30 pm
Feb 21	San Diego City	Santiago Canyon	10:30 pm
Feb 22	San Diego City	Santiago Canyon	10:30 pm
Feb 23	San Diego City	Santiago Canyon	10:30 pm
Feb 24	San Diego City	Santiago Canyon	10:30 pm
Feb 25	San Diego City	Santiago Canyon	10:30 pm
Feb 26	San Diego City	Santiago Canyon	10:30 pm
Feb 27	San Diego City	Santiago Canyon	10:30 pm
Feb 28	San Diego City	Santiago Canyon	10:30 pm
Feb 29	San Diego City	Santiago Canyon	10:30 pm
Feb 30	San Diego City	Santiago Canyon	10:30 pm

SANTIAGO CANYON COLLEGE SOFTBALL ROSTER

#	Name	Position	Year	High School
1	Heather Hunt	Outfield	Freshman	Perica
2	Sharonna Erickson	Infield	Freshman	Canyon
3	Brittany Pardo	Catcher	Freshman	Contra
4	Christy Adams	Infield	Freshman	Perica
5	Chloe Yonawala	Infield	Freshman	Perica
6	Chloe Yonawala	Infield	Freshman	Perica
7	Christy Adams	Infield	Freshman	Perica
8	Chloe Yonawala	Infield	Freshman	Perica
9	Chloe Yonawala	Infield	Freshman	Perica
10	Chloe Yonawala	Infield	Freshman	Perica
11	Chloe Yonawala	Infield	Freshman	Perica
12	Chloe Yonawala	Infield	Freshman	Perica
13	Chloe Yonawala	Infield	Freshman	Perica
14	Chloe Yonawala	Infield	Freshman	Perica
15	Chloe Yonawala	Infield	Freshman	Perica
16	Chloe Yonawala	Infield	Freshman	Perica
17	Chloe Yonawala	Infield	Freshman	Perica
18	Chloe Yonawala	Infield	Freshman	Perica
19	Chloe Yonawala	Infield	Freshman	Perica
20	Chloe Yonawala	Infield	Freshman	Perica
21	Chloe Yonawala	Infield	Freshman	Perica
22	Chloe Yonawala	Infield	Freshman	Perica
23	Chloe Yonawala	Infield	Freshman	Perica
24	Chloe Yonawala	Infield	Freshman	Perica
25	Chloe Yonawala	Infield	Freshman	Perica
26	Chloe Yonawala	Infield	Freshman	Perica
27	Chloe Yonawala	Infield	Freshman	Perica
28	Chloe Yonawala	Infield	Freshman	Perica
29	Chloe Yonawala	Infield	Freshman	Perica
30	Chloe Yonawala	Infield	Freshman	Perica

Follow the Hawks online at
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Head Coach: Lisa Field (7th season)
 Office: 714-826-6522
 Room: S-104
 Email: lisa@scclike.edu

Assistant: Jessica Topora
 Office: 714-826-6522
 Room: S-104
 Email: jessica@scclike.edu

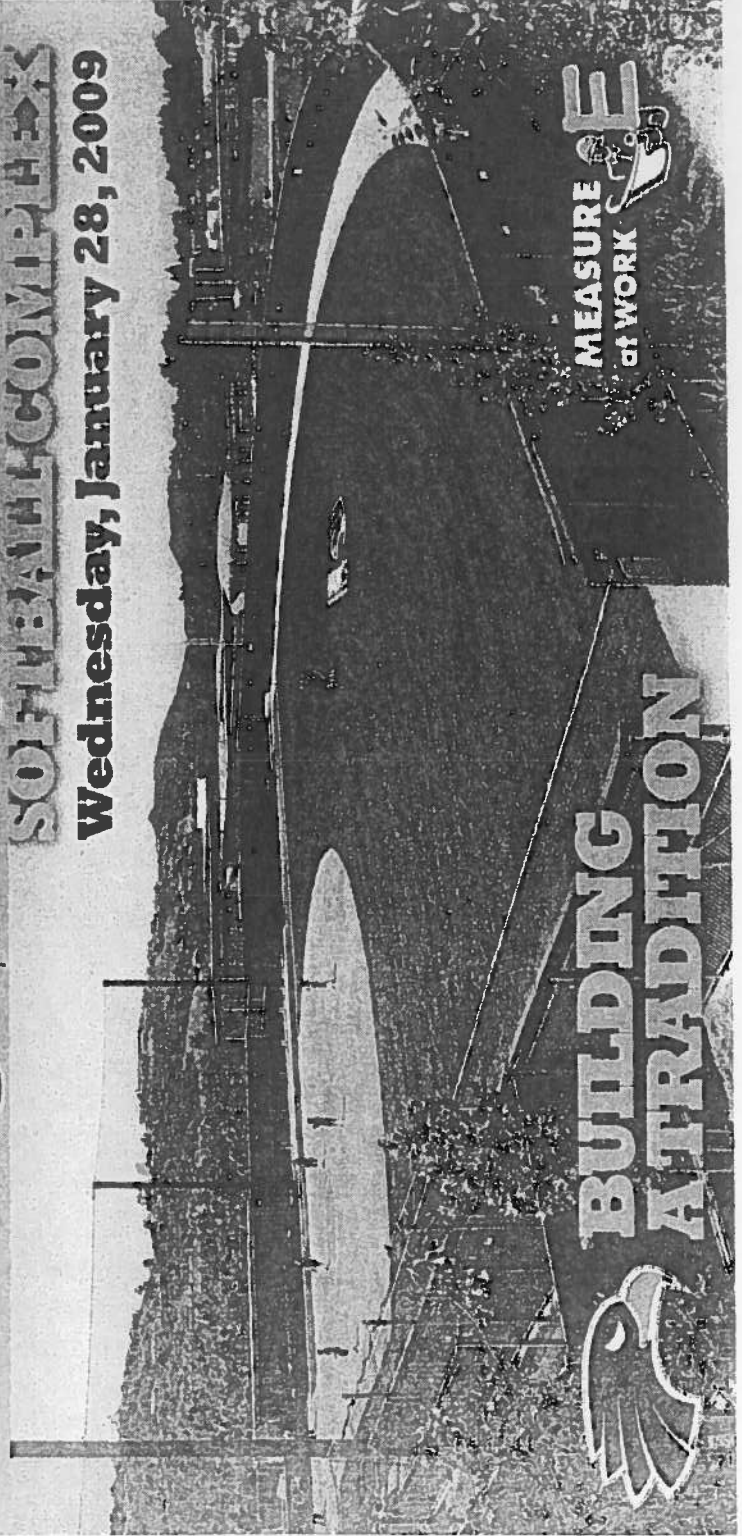
YOU ARE INVITED

to the Grand Opening of the

Santiago Canyon College

SOUTH RAINCOMPLEX

Wednesday, January 28, 2009



**BUILDING
A TRADITION**

**MEASURE
at WORK**

Self Review of Santiago Canyon College Intercollegiate Athletics *Component Nine – Support Services*

Factors to be considered in this component are:-

- The amount of administrative assistance provided to male and female programs;
- The amount of clerical assistance provided to the male and female programs.

This component is concerned with administrative, clerical and secretarial support services. The type of support available to the coaches and staff from administrators and clerical/classified staff can affect the provision of opportunity to both male and female programs. The importance of this component is two fold; it allows the coaches to focus on their coaching duties and responsibilities, and it supports the department in its endeavors to conform to the local (OEC) regulations and overall (COA) rules and regulations so as to ensure compliance on all levels.

The chart at the conclusion of this section demonstrates the administrative and clerical structure and support of both male and female athletic programs at Santiago Canyon College.

Administrators and Support Staff:

Dean of Exercise Science:	Larry Mercadante
Associate Dean, Exercise Science & Athletic Director:	Martin Stringer
Administrative Secretary:	Jessica Rapoza
Eligibility Clerk:	Lisa Hermen
Sports Information Director:	Josh Levy
Athletic Counselor:	Barry Resnick
Trainer:	Kelsey Bains

Each Head Coach reports to the Athletic Director, who in turn reports to the Dean of Exercise Science. The Trainers, Eligibility Clerk and Administrative Secretary also report to the Athletic Director. The Sports Information Director reports directly to the President of the college, Juan Vasquez. All athletes are expected to meet with the Athletic Counselor, Barry Resnick in order to establish their Individual Educational Plan.

The facilities used and available to the support services staff and administrator(s) are equal in size, accessibility and provision. All are centrally located; all are provided telephones and secretarial assistance is provided equally to all in the area; office machines are equally accessible to all department members; the office is shared equally by all within the department of Exercise Science. There are no differences between office space, equipment, supplies and support personnel provided to the female programs as compared to the male programs.

The Athletic Director and Administrative Assistant(s) provide equal assistance to members of both male and female programs. Their office spaces are located adjacent to the coaching staff and training room thus enabling them to be equally available to assist members of all programs. The percentage of time, types of administrative services and number of staff to members of the female and male programs equal in provision and availability. No program receives preferential services, time or attention from the administrative or support staff.

Santiago Canyon College Athletics
Support Services – Administrative and Clerical Staff Chart

Administrator (Name and Title)	Larry Mercadante, Dean of Exercise Science Martin Stringer, Associate Dean & Athletic Director.
Duties	Administration and oversight of SCC athletics program; responsible for athletic budgets, schedules, transportation, scheduling of officials and eligibility of athletes. Also responsible for hiring of coaching and classified staff, training of coaches, ensuring compliance with OEC and COA rules and regulations as well as other duties as assigned by the district or campus administrators.
Office Space and Location	Office space is located in room S-104, the athletic office. The office is also the site of the five Head Coaches' desks, the Administrative Secretary's desk, the Eligibility Clerk's desk as well as the area designated to be the Athletic Training Room.
Office Equipment and Supplies	Computer Network Printer (used by all office staff) Fax Machine Stationery and other supplies as needed Copier Telephone
Secretarial/Clerical Assistance	There are two positions which offer secretarial and clerical assistance; a 19-hour Administrative Secretary and a 19-Hour Eligibility Clerk both support the Athletic Director and Head Coaches in the department.
Duties of Secretarial/Clerical Assistance	Assist Athletic Director and Head Coaches with clerical help on an as-needed basis; help with eligibility processing, physical screenings, answering phones and answering student calls; processing purchase orders and tracking various athletic accounts as well as various other duties as assigned.
Office Space and Location	Both the Eligibility Clerk and the Administrative Secretary have their own desks in the Athletic Office.
Office Equipment and Supplies	Computer Network Printer (used by all office staff) Fax Machine Stationery and other supplies as needed Copier Telephone
Other	Each Head Coach has their own desk, telephone, computer and access to the printer and fax machine. Consequently they all have equal access to the internet to interface with other collegiate coaches and afford them the opportunity to schedule, track results, standings and perform other important tasks. In this way they are able to coordinate their programs more effectively. All coaches can share the same office technology and supplies on an equal basis.

Men's and Women's Programs- Comparison of Office Space and Equipment

Men's Program Teams	Coaches	Private Office	Convenient To Clerical Staff	Computer	Printer	Telephone
Cross Country	2	x	✓	✓	✓	✓
Golf	1	x	✓	✓	✓	✓
Soccer	3	x	✓	✓	✓	✓
Track & Field	2	x	✓	✓	✓	✓

Women's Program Teams	Coaches	Private Office	Convenient To Clerical Staff	Computer	Printer	Telephone
Cross Country	2	x	✓	✓	✓	✓
Golf	1	x	✓	✓	✓	✓
Soccer	4	x	✓	✓	✓	✓
Softball	3	x	✓	✓	✓	✓
Track & Field	3	x	✓	✓	✓	✓

Men's and Women's Programs- Comparison of Support Services

Men's Program Teams	Participants	Reports To:	Eligibility: Hermen	Trainer: Bains	SID: Levy	Academic Counselor
Cross Country	17	AD	✓	✓	✓	✓
Golf	9	AD	✓	✓	✓	✓
Soccer	27	AD	✓	✓	✓	✓
Track & Field	22	AD	✓	✓	✓	✓

Women's Program Teams	Participants	Reports To:	Eligibility: Hermen	Trainer: Bains	SID: Levy	Academic Counselor
Cross Country	11	AD	✓	✓	✓	✓
Golf	6	AD	✓	✓	✓	✓
Soccer	26	AD	✓	✓	✓	✓
Softball	14	AD	✓	✓	✓	✓
Track & Field	10	AD	✓	✓	✓	✓

Santiago Canyon College is in full compliance with this component.

Self Review of Santiago Canyon College Intercollegiate Athletics Component Ten – Recruitment of Student-Athletes

There are three factors for consideration with this component:

- Whether coaches and other professional athletic personnel in the program serving male and female athletes are provided with substantially equal opportunities to recruit.
- Whether the financial and other resources made available for recruitment in male and female athletic programs are equivalently adequate to meet the needs of each program.
- Whether the difference in benefits, opportunities, and treatment afforded prospective student athletes of each sex have a limiting effect upon the recruitment of students of either sex.

The processes for the recruitment of student-athletes are outlined on pages 11 and 12 of the SCC Athletic Handbook. This section deals specifically with the recruitment of In-District athletes, contiguous college district athletes and non-contiguous district athletes. Moreover, this section outlines the need for coaches to be familiar with the proper recruitment practices in order to be in compliance with COA regulations.

The recruitment of student-athletes is highly prioritized among the coaching staff at Santiago Canyon College. This is clearly reflected in the chart beneath which shows the number of contiguous and out-of-district student-athletes recruited and accommodated amongst the various sports teams at the college.

Men's Teams Fall/Spring 2008	Total Number of Participants	Number and Percentage of Out-of-District Participants
Cross Country	17	7/41%
Golf	9	6/66%
Soccer	27	19/70%
Track & Field	22	13/59%
Women's Teams Fall/Spring 2008		
Cross Country	11	3/27%
Golf	6	3/50%
Soccer	26	23/88%
Softball	14	11/79%
Track & Field	10	5/50%

There are a number of factors which contribute to these numbers. Firstly, the hard work and dedication of our Head Coaches has helped develop the quality and prominence of our athletic-programs since their embryonic beginnings and made them highly recognizable among the college athletic community. As such, we would like to believe that our programs have grown in prominence to be able to attract quality student-athletes from both inside our own districts and beyond. There are no biases

whatsoever with regard to the recruitment of student-athletes to Santiago Canyon College. Monies are not available to coaches for recruitment purposes; COA regulations forbid any form of special privileges for athletes so essentially the Head Coaches and their respective staffs are left to their own means to recruit and attract student-athletes.

The resources made available to both male and female programs are equal; provisions for brochures from the Outreach Department are open and available to all programs as is the opportunity to set-up displays and tables on the special occasions when students from local high schools visit the college. A college athletic counselor is made available to all student-athletes for the establishment of Individual Educational Programs. It is clearly evident that provisions made for the coaching staff and potential student-athletes at Santiago Canyon College in the context of the recruitment of student-athletes are equivalently equal and adequate.

Santiago Canyon College is in full compliance with this component.

universities have greatly increased the size of their women's programs, but many have not added women's teams for a number of years. Financial constraints are forcing institutions to cut, rather than add, programs. Thus, the third test often will determine whether or not an institution will be found to be providing enough participation opportunities to comply with Title IX.

The third test, by its literal terms, requires a college or university to show that its existing intercollegiate athletic program "fully and effectively" accommodates the interests and abilities of members of the underrepresented sex—normally women. Throughout the history of the development and application of this test by OCR, it has been interpreted as requiring a showing that the interests and abilities of women are equally effectively accommodated, i.e., are accommodated to the same degree as the interests and abilities of men. However, recent court decisions have interpreted this third test more stringently

These decisions were issued in cases in which women's varsity teams had been cut or reduced in status. Further, the courts found that the institutions had not demonstrated a continuing history of program expansion. In these circumstances, the courts held that so long as female participation is not proportionate to female enrollment, an institution must sponsor a varsity intercollegiate team for women when there are a sufficient number of interested and qualified female athletes to sustain such a team, and there is a reasonable expectation of competition for that team. The previous existence of a varsity team was considered compelling evidence of the existence of sufficient interest and ability to require a team to be maintained.

As stated, this interpretation would require varsity teams to be sponsored for students of one sex without regard to whether varsity teams are provided for similarly situated students of the other sex. It also would require such teams to be offered without any examination of the relative levels of interest and ability of an institution's students of each sex, until participation by sex is aligned with enrollment. It has been challenged as granting a gender-based preference contrary to the express language of Title IX, longstanding OCR interpretation of the third test, and the Equal Protection Clause of the Constitution, and cases in which it has been adopted have been appealed.

However, while the validity of this interpretation is being contested, any college or university faces a serious risk of being found in violation of Title IX if it:

- does not have a breakdown of participation in its intercollegiate sports program by sex substantially proportionate to its enrollment breakdown by sex;
- cannot demonstrate a continuing practice of expanding its women's program; and
- has cut any women's team (regardless of whether it has cut equivalent or larger numbers of men's slots) or has not established a women's intercollegiate team when interested and qualified athletes and competition are available for such a team.

Section Three: CONDUCTING A SELF-REVIEW

OVERVIEW OF THE SELF-REVIEW PROCESS...

The following steps are suggested as you develop procedures for collecting and analyzing information. The Self-Review should determine the extent to which athletic opportunities are provided on an equal basis. An action plan to correct areas where equal opportunities are not provided will help your college move towards Title IX compliance. We urge you to put together an action plan with the appropriate persons on your campus should your self-review indicate there are inequities.

Initial Steps

- Review the commitment and responsibilities of your college to provide gender equity in athletics.
- Discuss with the Board, administration, and community members the importance of gender equity in athletics. Include in your discussion the requirements of Title IX.
- Identify and meet with staff members who will be responsible for examining each Athletic Equity Component. Clarify staff assignments.
- Develop a timetable for conducting the Self-Review and preparing an Action Plan.
- Decide on the workgroup structure (e.g., staff assignment, committee).
- Notify the workgroup members of the timetables and schedules. The workgroup to conduct the Self-Review should include gender and minority representation, which reflects the demographics of your student population.

Conducting the Self-Review

- Develop the forms for collecting information and data. Disseminate to all staff with responsibility for collecting and evaluating data and information.
- Collect, tabulate, and evaluate information.
- Evaluate each Athletic Equity Component. The same data may be required to evaluate different Athletic Equity Components. Complete the appropriate summary charts from "Data Collection and Summary Report Forms." Determine if you need to add the Athletic Equity Component to the Action Plan.
- File all records and identified remedial steps for monitoring purposes. This file will provide supporting evidence should the Office of Civil Rights or any other agency or individual inquire as to the gender equity of your program.

Suggestions for the Action Plan

Work with the appropriate persons on your campus to:

- Determine the modifications and remedial steps necessary for each Athletic Equity Component. Specify the corrective action schedule, staff accountable for accomplishing the action, and the date for completion. Include this information in the Action Plan.
- Establish timelines for periodic reviews and progress reports to ensure corrective action is taking place as scheduled.
- Select an office to monitor the implementation of modifications and corrective actions by conducting periodic reviews with individuals assigned responsibility for implementation.
- Maintain records of all progress; progress reports are often requested over three-year periods.

The participation standard requires that athletic participation for male and female students be provided in numbers substantially proportionate to enrollment in the institution.

For postsecondary institutions, the intercollegiate "participation opportunities" should include all varsity male and female participants in the athletic programs, but should not include club and intramural opportunities.

A. FACTORS TO EVALUATE

Compliance for this Athletic Equity Component relies on a two-part analysis:

1. Equal opportunities to compete; and
2. Levels of competition.

Equal Opportunities to Compete

Title IX Policy Interpretations and judicial decisions outline **three factors** to be considered consecutively when evaluating the opportunity for both sexes to compete in athletic programs:

- Are intercollegiate/interscholastic participation opportunities for male and female students provided in numbers substantially proportionate to their respective enrollments? If this factor is met, there is no need to evaluate the next two factors.
- when the members of one sex have been and still are underrepresented among intercollegiate/interscholastic athletes, can the institution show a history and continuing practice of program expansion for the underrepresented gender?
- if members of one sex have been underrepresented among intercollegiate/ interscholastic athletes and the institution cannot show a continuing practice of program expansion for the underrepresented gender, can the institution demonstrate that the interests and abilities of the members of that sex have been fully and effectively accommodated by the present program?

Levels of Competition

According to Title IX Policy Interpretations and court findings, **two factors** must be considered when evaluating whether the quality of competition provided male and female athletes equally reflects their abilities.

- Do the competition schedules for men's and women's teams on a program-wide basis provide proportionately similar numbers of male and female athletes with equivalently advanced opportunities to compete?
- if schedules for one gender do not afford equivalently advanced competition, can the institution demonstrate a history and continuing practice of upgrading the competitive opportunities available to the historically disadvantaged gender?

For intercollegiate athletics, levels of competition refer to the quality of competition as evidenced by whether a team competes against other teams at the same division level.

B. INFORMATION TO COLLECT

Members of the Self-Review workgroup should collect the following information for each school or campus.

1. Information necessary to determine participation opportunities, including a copy of the eligibility or squad lists for the current year and the previous year for men and women for each team.
2. A list of all male, female, and co-ed teams (varsity, junior varsity) by sport; include the competitive/division level at which each team competes.
3. The total number of students enrolled in the institution by gender
4. The competitive schedules for each team for the previous two seasons.
5. Copies of written policies, procedures, and criteria for determining how and whether sports will be added to the men's and women's athletic programs; include information about the growth of the athletic program and copies of any surveys or assessments of student interest and abilities.

Sample Interview Questions

1. When did each team enter intercollegiate competition? How did each team start? For example, which teams started as club sports; did any team begin through the interest of a staff member who desired to teach the sport; which teams started as a result of a student interest survey?
2. What are the practices and policies for determining when new sports are added? Are there plans to add new sports; if so, which sports and when? What are the reasons for the new sports?
3. Have there been any unsuccessful attempts to add a sport; if so, why were the attempts unsuccessful?
4. Have any sports been eliminated? If so, which sports and when? If the sport was eliminated within the last three years, how many male athletes were affected by that decision? How many female athletes?
5. Does the current program fully and effectively accommodate the interests and abilities of both male and female students? If so, what evidence supports your position?
6. Verify the number of male and female participants on each team.

C. ANALYSIS/EVALUATION

Equal Opportunities to Compete

Compare the percentage of male and female athletes at each level of competition with the percentage of students enrolled in the institution. Use the following calculation:

Calculation of Female Athlete Participant Goal:

Step 1 Obtain total full-time (12 units or more) enrollment of male and female students for the semester and calculate percentage of females.

Example: Total FT = 5000
 Total Female = 3200 (Percentage is calculated by dividing
 Percentage female = 64% Total Female by Total FT Students)

Step 2: Obtain number of athletes participating in the college's athletic program for the year and calculate the percentage of females. (This number should be obtained from Form 3s submitted at the fourth week of semester.)

Example: Total Athletes = 200 (Percentage is calculated by dividing
 Total Females = 70 Total Female Participants by Total
 Percentage Females = 35% Number of All Athletes)

Step 3: The gender equity goal is to be within 8% of total FT female enrollment in 12 units or more. Obtain difference between actual percentage of females and goal percentage of athletes.

Example: Current Percentage of Females Enrolled 64%
 Subtract 8% Margin - 8%
 Goal Percentage of Female Athletes 56%

Step 4: Determine the number of additional female athletes you would need to comprise your goal by using the following formula.

Example: Current number of male athletes 130 <hr style="width: 100%;"/>	100% minus Goal Number Cross Percentage (56%) = 44% Multiplied
X (X is the number of female athletes needed to be within 8% margin)	Goal Percentage of Female Athletes (56% see Step 3)

The result is 44X = 72.80. Now divide 72.80 by 44.

X = 165 Female Athletes Needed To Be Within 8% Margin, OR To Comprise 56% Of The Total Number Of Athletes Currently Participating In Intercollegiate Athletics.

When participation rate by gender does not equal enrollment by gender, the institution must go to steps two and three to determine whether disparities can be explained. It is the goal of the COA that by the year 2000, colleges will achieve within an 8 percent margin, a percentage of intercollegiate women athletes as indicated by the initial fall and spring eligibility reports that is proportional to the number of women enrolled in twelve (12) units in the college districts.

Finally, REVIEW how the institution met the developing interests and abilities of the over represented sex.

Once this additional review has been completed, DETERMINE whether the current program equally effectively accommodates the current interests and abilities of male and female athletes. NOTE whether a survey or other method of assessing interests and abilities has been conducted. If so, document a description of the methodology, the date of the survey, and the results. If surveys and other assessment methods are to be conducted periodically, DETERMINE how these are to be conducted and establish a monitoring procedure. If an assessment of interests and abilities has not been conducted, DETERMINE the origin of men's and women's sports and the method used for determining interests and abilities. DETERMINE if the method used accommodates both men and women equally effective.

If this cannot be supported, the institution must develop corrective actions for the Athletic Equity Component.

D. CAUTIONS

OCR's experience indicates that when sports are eliminated, there is frequently a violation of this component. OCR cites a tendency for institutions to eliminate a sport previously offered to females who are already underrepresented in the school's athletic programs.

OCR also notes that in eliminating both male and female teams, some institutions further reduce the proportion of female athletes. In these situations, schools will be in violation of this component.

Title IX regulations specify that when an institution operates or sponsors a team in a particular sport for members of one sex but does not operate or sponsor such a team for members of the other sex, and the athletic opportunities for that sex have previously been limited, members of the excluded sex must be allowed to try out for the team offered unless the sport involved is a bodily contact sport. Bodily contact sports include boxing, wrestling, rugby, ice hockey, football, basketball, and other sports the purpose or major activity of which involves bodily contact.

CHAPTER 2

Athletic Equity Component: EQUIPMENT AND SUPPLIES

Equipment and supplies include uniforms, shoes, other apparel, sport-specific equipment and supplies, instructional devices, and weight training equipment. The equipment and supplies for each sport must be comparable for both males and females.

A. FACTORS TO EVALUATE

The following **five factors** should be included in the Self-Review for this component:

1. quality;
2. suitability;
3. amount;
4. maintenance and replacement; and
5. availability of equipment and supplies.

Quality: condition, age, durability, top-of-the-line or cut-rate.

Suitability: regulation, officially sanctioned, meets specifications of athletic associations for balls, rackets, uniforms, nets, gymnastics equipment.

Amount: number, i.e., too many, adequate, too few; same number for each gender in similar sports. Count all types of equipment such as bats, balls, shoes, uniforms, pads, wrist weights. This component includes consideration of shared equipment and equipment provided by the athletes.

Maintenance: maintenance services such as laundry, equipment storage, upkeep, and repair.

Replacement: schedules for replacement of uniforms, shoes, bats, balls, i.e., is replacement semiannual, annual, or every two, three, or four years; are old uniforms and equipment given to another team, if so, which and under what conditions.

Availability: amount of time that equipment and supplies are accessible to athletes in each sport, i.e., always, not on Sundays, restricted to hours not used by particular team.

For each sport, the factors should be applied to the following types of equipment and supplies:

1. **UNIFORMS AND OTHER APPAREL.**
Includes home and away game uniforms, practice uniforms, shoes, rain gear, warm-up suits.
2. **SPORT-SPECIFIC EQUIPMENT**
Bats, balls, tennis rackets, and wrestling equipment; equipment set up and take down for practices. Stationary equipment such as basketball hoops, tennis nets, and soccer goals should be evaluated under the facilities component.
3. **GENERAL EQUIPMENT**
Ankle and wrist weights, water bottles, sweatbands, knee braces. Major conditioning equipment (such as nautilus, whirlpool, universal) should be evaluated in the medical and training component.

B. INFORMATION TO COLLECT

REQUEST budget information regarding the previous year's expenditures and the current year's budget for equipment and supplies.

INSPECT the equipment and supplies provided each team. This inspection should be conducted with an individual knowledgeable about the equipment such as the coach, athletic director, or equipment manager.

INSPECT the storage area for equipment and supplies provided each team. **NOTE** the proximity of the storage area to the practice and competitive areas and the locker rooms. **NOTE** any inconsistencies between personal observation of the equipment and supplies and the opinions of coaches and athletes, and ask appropriate individuals about the conflicts before concluding the evaluation.

Sample Interview Questions

1. What equipment and supplies are provided to the athletes (i.e., home and away competitive uniforms, practice uniforms, warm-ups, shoes, socks, sport-specific, and general equipment)?
2. Do athletes furnish any equipment or supplies? If so, what? Do athletes pay an equipment fee? If so, how much and what does it purchase?
3. What is the source of funding for each team's equipment and supplies? Must the team or coach sponsor or participate in fundraisers?
4. What is the quality (substandard, standard, excellent) and quantity (extra, enough, limited) of the equipment and supplies provided the team?
5. Are there any problems with equipment and supplies? If so, be specific.
6. Verify the number of equipment managers and determine their specific responsibilities (i.e., handles equipment and supplies for practices or games, launders uniforms, orders

new equipment, repairs equipment).

7. What arrangements are made for laundering uniforms? (Include both practice and competitive uniforms, note any problems.)
8. Is there a replacement schedule for uniforms or any other equipment and supplies? If not, how is it determined when something must be replaced (i.e., shoes, uniforms, balls, bats)?
9. Are expenditures and budgets adequate? If not, why? How much was requested?
10. Are there expenditure differences between male and female teams in similar sports? Note differences.

C. ANALYSIS/EVALUATION

DETERMINE (1) quality, (2) amount, (3) suitability, (4) maintenance, (5) replacement, and (6) availability of equipment and supplies provided for each team. NOTE any budget concerns identified through interviews or information. SUMMARIZE the significant points of the evaluation.

COMPARE the extent to which male teams are provided with equipment and supplies with the extent to which female teams are provided with equipment and supplies. SUMMARIZE any disparities.

DETERMINE whether any disparities constitute a significant disparity.

EXAMPLE: OCR Letter of Finding

Facts. Three male teams (football, basketball, and wrestling) are provided with all the necessary equipment and supplies, with the exception of shoes, but only one female team (basketball) is provided with all the necessary equipment and supplies. The male soccer team was furnished a new set of home and away jerseys in the 1991-92 school year, while the female team continued to use the old jerseys. The females practiced and competed with the older soccer balls, because the males had first choice of the equipment. The football participants launder their own practice uniforms and the assistant coach arranges for the laundering of the competitive uniforms. The participants in all other sports launder their own competitive and practice uniforms. Male and female teams have similar storage with the exception of the female basketball team. In this case, the basketball rack does not fit in the locked cabinet in the gym storage area and the PE classes use the team's balls.

OCR Conclusion: Because of the disparity affecting the amount and replacement of equipment and supplies for the female teams and the lack of a locked storage area for the women's basketball equipment, OCR concluded that equivalent benefits, opportunities, and treatment are not being provided female athletes in violation of Title IX at 34 C.F.R. 106.41(c)(3).

D. CAUTIONS

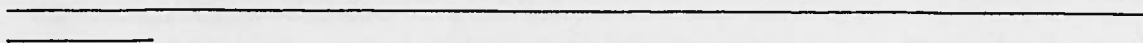
Compliance in this component does not require equal expenditures for each team or program. There may be nondiscriminatory differences based on the unique aspects of particular sports.

The amount of sport specific equipment will often determine which teams need equipment managers. Sports such as football, baseball, and softball are more likely to need equipment managers than sports such as swimming and cross country

Team size, the differences inherent in the nature of the particular sport, and whether a sport is new with start-up costs will often affect the budgetary needs and equipment and supply needs.

The analysis of the budget information is especially important when disparities exist in the provision of equipment and supplies.

Disparities that cannot be justified by a nondiscriminatory explanation should be addressed in your college's action plan.



CHAPTER 3

Athletic Equity Component: SCHEDULING OF GAMES AND PRACTICE TIMES

A. FACTORS TO EVALUATE

The following **five factors** should be included in the Self-Review for this component:

1. number of competitive events per sport;
2. number and length of practice opportunities;
3. time of day competitive events are scheduled;
4. time of day practice opportunities are scheduled;
5. opportunities for postconference competition.

The season of the sport and the length of season may also be a factor to be assessed depending upon the specific fact situation.

B. INFORMATION TO COLLECT

Scheduling is an Athletic Equity Component where comparing female and male teams in the same sport is especially useful since the number of games may vary greatly by sport.

REQUEST the following information:

1. Copies of written policies, procedures, and criteria affecting game schedules, practice schedules, pre-season and post-season competition.
2. The competition and practice schedules for each team, including the date practice begins; ask for previous year schedules if current year schedules are not available.
3. A list of teams that competed in postconference competition; a list of teams for which these opportunities were available but the team did not compete.
4. A list of teams that competed in tournaments; a list of teams for which tournament opportunities were available but the team did not compete.

These data provide the following information for each team:

- The number of games in regular season
- Number of pre-season and postconference competition events
- List of teams not competing in pre-season or postconference competition when opportunities were available.
- Number of tournament events
- A list of teams not competing in tournaments when opportunities were available
- Which days of the week games are played
- What times of day games are played
- The number of practice sessions per week
- Which days of the week practices are held
- The time of day and length of practices

Using the five factors listed above, DETERMINE any differences between male and female teams at each level of play. In particular, COMPARE this information for male and female teams competing in the same or similar sports.

Sample Interview Questions

1. Who does the scheduling? If a difference exists in proportion of home games and away games, determine the reasons. If differences exist in the distances traveled to away

- games, determine the reasons.
2. Do certain teams have priority in scheduling? If so, which ones?
 3. How are scheduling conflicts resolved?
 4. Are practice and game schedules convenient? Do they conflict with classes, meal times, other scheduled activities?
 5. What days of the week and what times of the day are considered "prime time" for games? How often does your team compete during prime time? Do game schedules permit reasonable opportunities to compete before an audience?

C. ANALYSIS/EVALUATION

COMPARE the following information for female and male teams of the same or similar sport and at the same levels (varsity, junior varsity): the number of games, the days and times of the games, the amount of practice time, and the days and times of practices. NOTE any differences.

DETERMINE if the differences constitute a significant disparity.

EXAMPLE: OCR Letter of Finding

Facts. In evaluating the number of competitive events per sport, OCR reported the following violation. Set forth below is the number of regular season competitive events provided for each team:

SAMPLE OCR NUMBERS

<i>Sport</i>	<i>Women</i>	<i>Men</i>
Football	0	10+2 exhibition
Volleyball	13+2 tournaments	0
Basketball	19	19+1 tournament
Baseball	0	19
Softball	19+2 tournaments	0
Soccer	12	13+1 tournament
Wrestling	0	13+2 tournaments
Track	11	12
Tennis	13	13
Golf	9	9
Swimming	13	13
Cross Country	8	8
TOTAL	117+4	129+6

OCR Conclusion: The number of competitive events for males and females are not

comparable.

D. CAUTIONS

Nondiscriminatory differences may exist due to unique aspects of a sport. For example, a game schedule may be limited by a lack of competition for that sport in the normal competitive area. Fewer competitive contests may in turn affect practice schedules as well as pre-season and post-season competitive opportunities. The Self-Review workgroup must assure that, under these justifications, the same constraints are placed on all teams.

Competitive and practice schedules are often affected by the availability of facilities. When schedules for teams of one sex are adversely affected by the availability of facilities, a disparity may occur in at least two Athletic Equity Components: #3. Scheduling and #6. Provision of Locker Rooms, Practice, and Competitive Facilities.

An institution is not required to schedule the same number of games and practices for male and female teams of the same or similar sport; however, any differences favoring one gender must be offset by differences favoring the other gender in other sports.

Disparities that cannot be justified by a nondiscriminatory explanation should be addressed in your college's action plan.

Scheduling of Games and Practice Time—Team Chart

Team: _____
 Participants: _____

Number of

<p>Number of regular season games</p> <p>Home: Away: Total:</p>	
<p>Number of pre-season games</p>	
<p>Number of post-season games</p>	
<p>Days of week and times of day games are played</p>	
<p>Date practice begins and days of week and times of day when practices are held</p>	
<p>Any pre-season or post-season competition denied</p>	
<p>Comments:</p>	

SUMMARY _____

Scheduling of Games and Practice Times—Program Comparison

SIMILAR SPORTS	Number of Conference Games Home/Away	Number of Pre-Season Games/ Number of Post-Season Games	Qualified But Did Not Play Pre-Season/ Post-Season	Days of Week and Times of Day Games are Played	Days of Week and Times of Day Practices are Held
1	M W	M W:	M W.	M W	M W
2	M W.	M. W	M W	M W	M W
3	M W.	M. W	M. W.	M W	M W
4	M. W	M. W	M. W	M. W	M W
5	M. W.	M W	M. W	M W	M W
SUMMARY					

10/04

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CHAPTER 4**TRAVEL AND PER DIEM ALLOWANCES****A. FACTORS TO EVALUATE**

The following **five factors** should be included in the Self-Review for this component.

1. modes of transportation;
2. housing furnished during travel;
3. length of stay before and after competitive events;
4. per diem allowances; and
5. dining arrangements.

B. INFORMATION TO COLLECT

OBTAIN a map of your college's competitive area that will assist in making comparisons of the modes of transportation used for male and female teams traveling the same distances.

REQUEST the following information:

1. Copies of written policies, procedures, and criteria for providing travel arrangements, housing during travel, and meal or per diem allowances.
2. Travel expenditures and budgets for each team for the current year and last year.
3. Method of transportation used by each team for each away game (privately-owned car, van, bus, or plane; school owned car, van, bus, or plane; or commercial car, van, bus, train, or plane).
4. The meal or per diem allowance for each team.
5. For each team, a list of persons traveling to away games including players, coaches, trainers, sports information staff, managers, cheerleaders, mascots, band.
6. A copy of the competitive schedule for each team (this has probably been collected for other component areas and you should make it a practice to collect the needed information only once).

COMPARE the information collected and **NOTE** any differences between the female and male programs.

Sample Interview Questions

1. What kind of transportation is used for away games? What distances are traveled?
2. What are the meal arrangements? (For example, does the team eat as a group and coach pays the bill? Are athletes given money to eat wherever they wish?)
3. What is the per diem allowance or how much money per meal?
4. Is the team provided a pre-game meal? Is the team provided a post-game meal? If so, what type of meal?

5. If a team stays overnight, what kind of housing is furnished; how many athletes are assigned to each room?
6. Who prepares the travel budget? Is the budget adequate? If not, what's needed?

C. ANALYSIS/EVALUATION

INCORPORATE the interview information on the charts with the responses to the data request questions.

TRAVEL

- **COMPARE** the type of transportation used by males and females where teams traveled similar distances. Refer to the scheduling information and use a map to make determination.
- **DETERMINE** whether the number of athletes, others traveling with the team, and/or the amount of equipment to be transported may explain any differences in the type of transportation used by male and female teams traveling the same distances.

HOUSING

- **COMPARE** the housing furnished during travel to male teams with the housing provided to female teams. **NOTE** whether teams of one sex stay at better quality motels than team of the other sex; or do teams of one sex stay at motels while teams of the other sex stay in less desirable facilities.
- **COMPARE** whether teams of one sex have more athletes assigned to a room than teams of the other sex.
- **COMPARE** whether teams of one sex arrive at away games earlier and/or leave later than teams of the other sex, thus allowing more time for meals or practices.
- **DETERMINE** whether there is a pattern favoring teams of one sex.

PER DIEM ALLOWANCES/MEALS

- **COMPARE** the per diem allowances for male and female teams. (Per diem allowances usually refer to meal expenses only. If otherwise, clarify as necessary.) **NOTE** any differences in the amounts provided. Use the amounts actually given or spent on athletes since this may be different from the "standard" per diem rate that the school may set or may have been provided from boosters or other sources. If "per diem" amounts are not used, use total costs per meal and divide by the number of participants traveling with the team to obtain figure for comparison purposes. **NOTE** any differences in the method of payment, i.e., cash advances to coaches or athletes vs. institution credit card.
- **DETERMINE** whether any differences in payment methods have a negative impact on teams of one sex.
- **COMPARE** the dining arrangements during travel for male and female teams. **NOTE** any differences in quality such as whether teams of one sex eat at restaurants while teams of the other sex eat at the institution's cafeteria.
- **COMPARE** the total and average travel and per diem budgets for female and male teams; per athlete. (Use the number of athletes on the travel squad, which is often less than the total number of athletes on the team.) **NOTE** differences between female and male athletes. **NOTE** whether coaches indicated that the number of athletes traveling with the team was limited because of inadequate travel and per diem budget.
- **DETERMINE** whether any differences result in a disparity which is significant.

EXAMPLE: OCR Letter of Finding

Facts. Women's and men's teams travel by the same means. When teams travel they stay in moderately priced housing. Four women's teams and one men's team stayed overnight during the past season. When the women's softball team was required to travel four hours to and from a tournament the decision was explained by the fact that games were scheduled at 3:00 p.m. on one day and 8:00 p.m. on the next day and had athletes stayed overnight they would have had to check out by noon and there were no scheduled activities until 8:00. Dining arrangements are the same for all teams, except the football team which receives a pre-game meal paid by the Booster Club. It was explained that a number of the football players are bused and that if they did not stay they would have no transportation back for the event. The football team is the only team required to stay after school from 2:30 p.m. until their evening event.

OCR Conclusion: The provision of the meal to the football team creates a disparity because there is no pre-game meal provided to any women's team. No disparity existed in methods of transportation or housing arrangements.

D. CAUTIONS

Nondiscriminatory differences may be based on the unique aspects of particular sports. The transportation for teams traveling the same distances may vary because the size of the team, the number of staff traveling to the competition (for example, coaches, trainers, sports information personnel), and/or the amount of equipment that must be transported may vary.

Disparities that cannot be justified by a nondiscriminatory explanation should be addressed in your college's action plan.

Travel and Per Diem—Team Chart

Team: _____
 Participants: _____

Number of

Number of Athletes on Form 3/ Number of Other Individuals = Total	
Modes of Transportation	
Housing Furnished During Travel	
Per Diem Allowances	
Dining Arrangements	
Other (budget, etc.)	

SUMMARY _____

Athletic Equity Component:
CHAPTER 5

OPPORTUNITIES TO RECEIVE COACHING

A. FACTORS TO EVALUATE

The following three factors should be included in the Self-Review for this component:

1. availability of coaches;
2. assignment of coaches; and
3. compensation of coaches.

Evaluation factors for AVAILABILITY

1. relative availability of full-time coaches;
2. relative availability of part-time assistant coaches; and
3. relative availability of volunteer assistants.

Evaluation factors for ASSIGNMENT

1. training, experience, and other professional qualifications of coaches;
2. professional standing of coaches.

Evaluation factors for COMPENSATION

1. rate of compensation per sport, per season;
2. duration of contracts;
3. conditions relating to contract renewal;
4. experience;
5. nature of coaching duties performed;
6. working conditions; and,
7. other terms and conditions of employment.

B. INFORMATION TO COLLECT

Coaching pay in community colleges is often made by stipend or released time from teaching or administrative duties. In some cases, the amount of the stipend is set for a specific coaching position with no relationship to the coach's background or experience. The data request and interview questions are designed to determine how the particular institution assigns and compensates coaches for the athletic program, in addition to clarifying the availability of coaches.

REQUEST the following information:

1. A list of the coaching staff for each team and each individual's status as head, assistant, or volunteer coach; the salary or stipend for coaching duties; each coach's other job duties during the season of sport; length of contract or assignment for coaching; background and experience related to each individual's selection as coach; and a copy of the job contract for each coach. NOTE if coaching is not the full-time job, specify teaching or other assignments, including the title and number of classes taught, and the student load in each class.
2. A description of the policies, procedures, and criteria for selecting coaches and determining coaches' salaries or stipends.
3. The number of coaches, assistant coaches, and volunteer coaches for each team.

4 The number of athletes on each team.

Sample Interview Questions

1. What are the salaries or stipends for each coach?
2. Are salaries or stipends based on the coaching position or on a coach's qualifications?
3. Is any coach paid a salary that is significantly higher than salaries of other coaches? If so, why?
4. How do you determine when a coach is needed? How do you determine whether a coach will be hired full- or part-time? Describe the hiring procedures.
5. What are the duties and responsibilities of each coach, assistant coach, and volunteer coach?
6. Are all coaches always available for practice and competition and other times (e.g., counseling, specialized training)?

C. ANALYSIS/EVALUATION

The primary focus of this evaluation is the *availability* of coaches for student athletes.

EXAMINE *qualifications* of coaches to **DETERMINE** if there is a pattern of assigning less qualified coaches to male or female teams. It is important to examine the pattern rather than comparing individual coach's qualification since a coach with five years experience may be as effective as a coach with 15 years experience.

Inequities in the *compensation* of coaches may indicate a violation of the Equal Pay Act or may reflect a pattern of assigning less qualified persons to coach female teams.

In some cases, coaches of combined teams or coed teams can be excluded from this three-part analysis. "Combined teams" refers to sports where male and female teams share coaches as well as practice and compete at the same or similar times. This situation is most likely to occur in swimming, track, and cross country. Coaches of combined teams may be excluded from the analysis unless the investigation reveals that more coaching time is spent with athletes of one sex. In this case, a breakdown of the percentage of time spent with each team and the corresponding percentage of salary must be obtained and calculated, and included in the analysis.

AVAILABILITY OF COACHES

- **DETERMINE** the number of coaches available to each team (varsity, junior varsity) in the male and female programs.
- **DETERMINE** the ratio of coaches to athletes for male and female teams at each level of competition. Compare the ratios.
- **DETERMINE** the number of assistant coaches available to each team at each level of competition. Compare the number of female teams that have assistant coaches to the number of male teams having assistant coaches. **NOTE** any differences in the number of assistant coaches for each team in the male and female programs and the number of teams in each program that have assistant coaches.

ASSIGNMENT OF COACHES

- COMPARE the training, experience, and other professional qualifications of coaches assigned to male teams with qualifications of coaches assigned to the female program. NOTE the differences.
- Differences are expected since individual backgrounds may vary considerably. The determination that equal coaching opportunities are provided rests on whether the assignment of coaches is equivalent or equal in effect. An institution should not routinely assign less experienced or less qualified coaches to the women's program.

COMPENSATION OF COACHES

- COMPARE the salaries for head coaches of male teams with the salaries for the head coaches of the female teams.
- COMPARE the salaries or stipends of assistant coaches in the men's and women's program. NOTE any differences.
- DETERMINE whether any differences are the result of nondiscriminatory factors such as the range and nature of duties, the experience of individual coaches, the number of participants for particular sports, the number of staff supervised, or the level of competition.
- COMPARE the percentage of coaching funds available to the men's program with the percentage of coaching funds available to the women's program. Include all sources of funds including booster organization funds. These percentages should be roughly equivalent to the percentages of male to female athletes. Where stipends or salary is awarded on the basis of the sport coached, institutions may be unable to justify differences between, for example, the salary of the coach of the men's basketball team and the salary of the women's basketball coach.
- DETERMINE whether any differences result in a disparity.

D. CAUTIONS

Nondiscriminatory differences resulting from the nature of the sport, the number of athletes for a team or the injury rate may justify assigning a greater number of coaches and assistant coaches to a specific sport.

Disparities that cannot be justified by a nondiscriminatory explanation should be addressed in your college's action plan.

Coaching—Team Chart

Team: _____
 Participants: _____

Number of

Availability of Head Coach	
Qualifications, Experience of Head Coach	
Salary, Contract, Terms, and Work Conditions of Head Coach	
Availability of Assistant Coaches	
Qualifications, Experience of Assistant Coaches	
Salaries, Contracts, and Work Conditions of Assistant Coaches	
Other	

SUMMARY _____

Athletic Equity Component:
CHAPTER 6 LOCKER ROOMS, PRACTICE AND COMPETITIVE FACILITIES

A. FACTORS TO EVALUATE

There are six factors to evaluate for this component:

1. quality and availability of the practice facilities and competition facilities;
2. exclusivity of use of facilities provided for practice and competitive events;
3. availability of locker rooms;
4. quality of locker rooms;
5. maintenance of practice and competitive facilities; and
6. preparation of facilities for practice and competitive events.

B. INFORMATION TO COLLECT

REQUEST the following information:

1. Copies of written policies, procedures, and criteria regarding the use and availability of locker rooms, practice, and competitive facilities.
2. A list of all facilities used by an athletic team. For each facility, include the name, age, location, owner, other uses for the facility, the period of time that each team has exclusive use of the facility, and the period of time for which lockers are assigned.
3. A map showing the facilities and their locations.

COMPARE the information provided and NOTE any differences between the male and female programs.

INSPECT the facilities used by each team. NOTE the general condition and sufficiency of the locker rooms and related facilities; the proximity of the locker rooms to practice and competitive facilities; the types of services offered at the various facilities (e.g., laundry room food, bathrooms); and the condition and sufficiency of practice and competitive facilities. NOTE any difference between the facilities provided to the women's program and those provided to the men's program.

Sample Interview Questions

1. Verify the location of practice and competitive facilities and the locker rooms for each team (male and female—varsity, junior varsity). If the practice facility is different from the competitive facility, ask why and whether this poses any problems.
2. Who maintains the facilities? Are the facilities maintained adequately?
3. Who prepares the facilities for competitive events? Are they prepared adequately and on time?
4. Do the facilities require preparation for practice; if so, who prepares the facilities, and are they prepared adequately and on time?
5. Do athletes have exclusive use of the locker rooms or are other teams or groups using

the locker room at the same time?

6. What is the quality of the practice and competitive facilities (e.g., excellent, adequate, poor)? Are they regulation? Is there a renovation schedule for the facilities?
7. What is the quality of the locker room facilities (excellent, adequate, poor)?
8. What special features are available at the facilities (laundry service, weight training, trainers available in locker room area; accommodations for visiting teams; concession facilities, spectator capacity, public address system, electronic score boards, special lighting for television coverage at competition or practice facilities, multimedia equipment for training and coaching)?

C. ANALYSIS/EVALUATION

DETERMINE whether any policies, procedures, or criteria used for allocating locker rooms, practice and competitive facilities differ for male and female teams.

COMPARE the quality and availability of practice and competitive facilities for males and females. NOTE the differences between the male and female programs.

COMPARE the quality and availability of locker room facilities for males and females, and DETERMINE if there are differences between the male and female programs.

COMPARE the number of men's teams that have exclusive use of practice or competitive facilities with the number of women's teams that have exclusive use of practice or competitive facilities. Is the exclusivity for the entire year, for the season, or during competition or practice?

COMPARE the number of female teams that have exclusive use of locker room facilities with the number of male teams that have exclusive use of locker room facilities. Is the exclusivity for the entire year, for the season, or during competition or practice?

COMPARE the maintenance and preparation of practice and competitive facilities for the men's program with the maintenance and preparation of practice and competitive facilities for the women's program. NOTE the differences and note whether coaches must do their own maintenance or preparation.

DETERMINE whether any differences result in a significant disparity

D. CAUTIONS

Nondiscriminatory differences are permitted based on the unique aspects of particular sports such as the number of athletes who need to use the facility at one time. Differences in the provision of locker rooms, practice, and competitive facilities may be the direct result of the scheduling of games and practices for each team.

If there are disparities favoring teams of one sex that are not balanced by disparities favoring teams of the other sex, develop corrective action steps and include them in your college's action plan.

Facility Chart—Locker Room Facilities

Name of Facility	
Location & Proximity to Practice/ Competitive Facilities	
Schedule of Teams Using Facility	
Others Who Use Facility	
Number and Type of Lockers	
General Size	
Quality	
Cleanliness	
Number and Quality of Showers/Restrooms	
Special Features	
Other	

COMMENTS _____

Facility Chart—Practice and Competitive Facilities

Name and Type of Facility	
Location	
Schedule of Teams Using Facility	
Others Who Use Facility	
Quality	
Age	
Seating Capacity	
General Size	
Special Features	
Other	

COMMENTS _____

CHAPTER 7**MEDICAL AND TRAINING FACILITIES AND SERVICES****A. FACTORS TO EVALUATE**

The following **five factors** should be included in the evaluation for this component.

- 1 availability of medical personnel and assistance;
2. health, accident, and injury insurance coverage;
3. availability and quality of weight and training facilities;
- 4 availability and quality of conditioning facilities; and
5. availability and qualifications of athletic trainers.

B. INFORMATION TO COLLECT

REQUEST the following information:

- 1 A list of all weight training and conditioning facilities used by an athletic team. For each facility, identify the age, location, owner, times that each team uses each facility and the numbers of each type of equipment in each facility.
2. Titles of the trainers and medical personnel assigned to each team (varsity, junior varsity); the certification of each trainer and medical personnel; identify student trainers; indicate which trainers accompany teams to away games.
3. Copies of any insurance policies covering the athletes; the cost of the policy to the athlete, if any. General insurance policies available to all students at the institution need not be examined.

REVIEW the insurance policy. DETERMINE whether coverage is equivalent for females and males.

Any institution that provides full coverage health service must provide gynecological care. Generally, institutions that provide special insurance for athletes cover injuries or health problems related to the athletes' participation in the athletic program. Under such a policy, gynecological care must be covered where such health problems are the result of participation in the athletic program.

INSPECT the facilities used by each team (varsity, junior varsity). Verify condition of facilities. Verify available equipment.

DETERMINE what services and treatments are provided at each facility.

INSPECT any medical or training equipment that may be stored away and not readily visible (including ultrasound, heat, or ice treatment equipment).

DETERMINE the general condition, size, efficiency, and services available at each facility. NOTE the proximity of these medical and training facilities to locker rooms, practice, and competitive facilities.

DETERMINE any differences between the facilities and services provided the women's program as compared to the men's program.

INTERVIEW coaches and athletes from each team (varsity, junior varsity) and full-time trainers.

INTERVIEW the athletic directors and other personnel.

Sample Interview Questions

1. What is your professional background and certification? What is the professional background and certification of each trainer?
2. How much experience do you have in treating female athletes; male athletes?
3. How many people do you supervise? How many student trainers do you supervise? How are student trainers allocated to each team?
4. Are physical exams given to each team member each year? How is this arranged? Who conducts the exams for each team?
5. What teams do physicians work with on a regular basis? What is the schedule? Which teams have physicians present for home games and practices?
6. What equipment is contained in the training facilities? What equipment is contained in weight and conditioning rooms? What teams have access to which training facilities?
7. Do athletes use the training rooms on a scheduled or drop-in basis? If scheduled, what is the schedule?
8. Who is responsible for the training facilities, weight, and conditioning rooms?
9. What is your opinion of the quality of the training facilities? What is your opinion of the quality of the weight and conditioning facilities?
10. When trainers accompany a team to away events, how are expenses paid? Are there differences for different teams, and, if so, which teams?

C. ANALYSIS/EVALUATION

DETERMINE whether any policies, including insurance, differ on the basis of gender equity.

DETERMINE the quality and availability of medical personnel (including doctors, physiotherapists, nurses, and paramedics) to women's and men's teams.

COMPARE quality and availability of medical personnel for women's and men's teams.

DETERMINE the quality and availability of weight and conditioning facilities for female and male teams. Also examine which teams have exclusive use of certain facilities, which teams have priority use of these facilities, which teams must share these facilities, and which teams have use of any special facilities.

COMPARE the quality and availability of weight and conditioning facilities for female and male programs.

DETERMINE the quality and availability of training facilities for male and female teams, including which teams have exclusive use of a facility; which teams have priority use of a facility; which teams share facilities; and which teams have use of any special facilities.

COMPARE whether the quality and availability of training facilities differ between the men's and women's programs.

DETERMINE the quality and availability of trainers for the men's and women's teams, including which teams are assigned professional as opposed to student trainers; and which trainers are full-time or part-time.

COMPARE the quality and availability of trainers for female and male teams.

D. CAUTIONS

Comparing male and female teams of the same or similar sport can be beneficial in this Athletic Equity Component. For example, the need for professional as opposed to student trainers, or access to equally available weight, conditioning, and training facilities of similar quality is not likely to vary significantly between men's and women's basketball teams. However, some variations may be justified by different numbers of athletes on the teams, or injuries or conditions of specific athletes who may require more intense conditioning or training services.

The unique aspect of a sport, including the number of participants on a team, the injury rate, and the rate for severe injuries may justify the assignment of more qualified and more frequently available medical and training personnel, and the scheduling of more frequent conditioning and training to a particular team. The injury rates in particular sports may justify more comprehensive insurance coverage for a particular team.

If there are disparities favoring teams of one sex that are not balanced by disparities favoring teams of the other sex, develop corrective action steps and include them in your college's action plan.

Facility Chart—Medical and Training Facilities

Name and Type of Facility	
Number and Type of Machines/Equipment	
Schedule of Teams Using Facility	
Others Who Use Facility	
Quality	
General Size or Capacity	
Cleanliness/Maintenance	
Proximity to Lockers, Practice and Competitive Facilities	
Supervision	
Other	

COMMENTS _____

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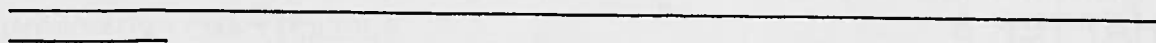
Locker Rooms, Practice and Competitive Facilities—Team Chart

Team: _____
Participants: _____

Number of

<p><u>Competitive Facility</u></p> <p>Name:</p> <p>Maintained and Prepared by:</p> <p>Schedule:</p> <p>Shared With:</p> <p>Quality:</p> <p>Other:</p>
<p><u>Practice Facility</u></p> <p>Name:</p> <p>Maintained and Prepared by:</p> <p>Schedule:</p> <p>Shared With:</p> <p>Quality:</p> <p>Other:</p>
<p><u>Locker Rooms</u></p> <p>Name:</p> <p>Quality:</p> <p>Availability — locker assignment: room shared with:</p> <p>Proximity to Practice/ Competitive Facilities:</p> <p>Other:</p>

SUMMARY _____



A. FACTORS TO EVALUATE

The following **three factors** should be included in the evaluation of this component:

1. Availability and quality of sports information personnel;
2. Access to other publicity resources for male and female programs;
3. Quantity and quality of publications and other promotional devices featuring male and female teams.

B. INFORMATION TO COLLECT

REQUEST the following information:

1. Copies of written policies, procedures, and criteria regarding publicity services to the male and female athletic programs, including samples of all publicity documents made available to the male and female programs; or example press guides, recruitment brochures, schedule cards, game programs.
2. A description of all publicity and promotional services made available to the men's and women's athletic programs.
3. Titles of sports information personnel and the teams to which each person is assigned.

COMPARE samples of publicity documents with the description of publicity and promotional services to ensure that either a sample or list has been provided of every publicity service available.

COMPARE the information provided for women's and men's programs and note the differences.

IDENTIFY the sports information personnel who should be interviewed. Some institutions may assign publicity duties to the athletic director or assistant athletic director, or to coaches as part of their overall duties.

Sample Interview Questions

1. How is sports information handled? What is done to promote women's sports? What is done to promote men's sports?
2. Does the department have a sports information person assigned to athletics? Is this person present at all home games? Who pays the expenses of the sports information person? What responsibilities does the sports information person handle; are they the same for home and away games?
3. What are the publicity and promotional services provided the team (e.g., pocket schedules, posters, press guides, mail to alumnae, booster mailings, programs for home events)?

4. How many spectators usually attend home events of each team?
5. How would you rate the publicity provided your team? (Include the quantity, quality, and availability of sports information personnel and the quantity and quality of publications and promotional devices). Are there any problems? Be specific. What do you think would remedy your problems?

C. ANALYSIS/EVALUATION

COMPARE the policies, procedures, and criteria for providing publicity services to the men's program and the women's program.

COMPARE the quality of sports information personnel (background, experience, etc.) assigned to male and female teams.

COMPARE the number of sports information personnel assigned to the men's and women's teams.

COMPARE the amount of time sports information personnel spend on men's teams and women's teams.

COMPARE the availability of other sports information services to the men's and women's teams.

COMPARE the quality and quantity of sports information publications and promotional services provided to the men's teams with the quality and quantity of publications and promotional services and devices provided the women's teams.

D. CAUTIONS

Nondiscriminatory differences based on the unique aspects of a particular sport are permitted. The unique circumstances of a particular team, competitive event, or particular athlete (e.g., state champion or Olympic hopeful) may create unique demands or temporary imbalances in particular program components, including publicity. Such imbalances are permissible to the extent that opportunities for teams of the other sex are not limited.

Newspapers, TV, and other media are not required to be equally responsive to an institution's efforts to provide equivalent publicity services to its male and female programs. The examination by the Self-Review workgroup must be based on the institution's efforts to provide equivalent publicity services.

If there are disparities favoring teams of one sex that are not balanced by disparities favoring teams of the other sex, develop corrective action steps and include them in the your college's action plan.

The administrative and clerical support provided to an athletic program can affect the overall provision of opportunity to male and female athletes, particularly to the extent that the provided services enable coaches to better perform their coaching functions.

A. FACTORS TO EVALUATE

The following **two factors** should be included in the evaluation of this component:

- 1 the amount of administrative assistance provided to male and female programs;
2. the amount of clerical assistance provided to the male and female programs.

B. INFORMATION TO COLLECT

REQUEST the following information:

- 1 Copies of written policies, procedures, and criteria for providing administrative, secretarial, and clerical support services to the male and female athletic programs.
2. An organization chart showing lines of authority for all persons in the athletic program indicating the administrative, secretarial, and clerical support personnel and the unit to which they are assigned.

On-Site

INSPECT the facilities available for use by support services staff.

INSPECT each administrator's and coach's office. This inspection should include offices provided for sports information personnel, even though the institution may not consider certain sports information personnel to be "administrators." During the inspection of offices, note the size of the office; its location; the location of telephones; secretarial assistance in the area; the type and proximity of office machines (ask where they are if they are not obvious); with whom the office is shared, if anyone. NOTE any differences between the office space, equipment, and supplies and support personnel provided the female program as compared to the male program.

INTERVIEW all administrators and coaches from each team regarding the provision of administrative, secretarial, and clerical support.

Sample Interview Questions (Administrators)

1. What are your athletic duties and responsibilities? What percentage of time do you spend on each? Be as specific as possible.
2. What secretarial, clerical, and receptionist assistance is available to you for your athletic duties? Do these people perform secretarial, clerical, or receptionist work for others? If so, who? Approximately what percentage of time do they work for you on athletics?
3. Where is your office located? To whom do you report? Who do you supervise?

C. ANALYSIS/EVALUATION

COMPARE the policies, procedures, and criteria for providing support services to the male program and the female program.

COMPARE the number of administrators assigned to, and the percentage of time they spend working for, the women's program with the number of administrators assigned to, and the percentage of time they spend working for, the men's program.

COMPARE the types of administrative services available to the men's program with the types of administrative services available to the women's program (e.g., athletic directors and assistants, business managers, facilities managers, fundraisers, team managers).

COMPARE the number of secretarial and clerical staff assigned to, and the percentage of time they spend working for, the women's athletic program with the number of secretarial and clerical staff assigned to, and the percentage of time they spend working for, the men's athletic program.

D. CAUTIONS

The need for administrative, secretarial, and clerical support services may vary from team to team. The relevant determination is whether this need is met to the same extent for the male and female programs.

Where shared offices are larger than single person offices, the amount of office space may be the same per staff person. The relevant determination is the convenience or inconvenience of sharing an office, which may affect, for example, a coach's ability to counsel athletes.

If there are disparities favoring teams of one sex that are not balanced by disparities favoring teams of the other sex, develop corrective action steps and include them in the your college's action plan.

Support Services—Administrative and Clerical Staff Chart

Administrator (Name and Title)	
Duties	
Office Space and Location	
Office Equipment and Supplies	
Secretarial/Clerical Assistance	
Duties of Secretarial/Clerical Assistance	
Office Space and Location	
Office Equipment and Supplies	
Other	

COMMENTS _____

A. FACTORS TO EVALUATE

The following **three factors** should be included in the evaluation for this component:

1. Whether coaches and other professional athletic personnel in the programs serving male and female athletes are provided with substantially equal opportunities to recruit;
2. Whether the financial and other resources made available for recruitment in male and female athletic programs are equivalently adequate to meet the needs of each program; and
3. Whether the differences in benefits, opportunities, and treatment afforded prospective student athletes of each sex have a limiting effect upon the recruitment of students of either sex.

B. INFORMATION TO COLLECT

REQUEST the following information:

1. Copies of written policies, procedures, and criteria regarding recruitment of student athletes (including any differences in recruiting male and female athletes).

The budget and expenditure information is central to determining equity. Media guides often list the home towns of participants; this will provide some indication of the recruitment efforts for a particular team. Media guides and related publicity materials may also be used in mailing in recruitment of athletes.

Nearly all coaches have some recruiting duties. Therefore, the number of coaches for each team is important in determining the number of recruitment personnel for each team and the opportunity each coach has to recruit athletes.

Sample Interview Questions

1. What recruitment methods are used for each team?
2. How many prospective student athletes visited the campus for each team?
3. What percentage of your time is spent on recruiting?

C. ANALYSIS/EVALUATION

COMPARE the policies, procedures, and criteria for the recruitment of student athletes in the men's and women's program. DETERMINE any differences.

D. CAUTIONS

Nondiscriminatory differences based on the unique aspects of a particular sport are permitted. Variations in team needs, such as an unusually large number of students graduating in a particular year, may result in unusually large recruitment budgets for a particular year. Conversely, a large number of returning athletes to a particular team may result in decreased expenditures for recruiting.

If there are disparities favoring teams of one sex that are not balanced by disparities favoring teams of the other sex, develop corrective action steps and include them in the your college's action plan.

SANTIAGO CANYON COLLEGE

Intercollegiate Athletics

POLICY AND PROCEDURE HANDBOOK

**Office of the Associate Dean of Exercise Science/Athletics,
Department of Exercise Science, Health and Athletics**

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Rancho Santiago Community College District

July, 2008

INTRODUCTION

This handbook is designed to aid the Associate Dean of Exercise Science/Athletics, coaches and staff of athletic teams in the efficient operation of the Department of Athletics at Santiago Canyon College. It is to be used as a supplement to the Faculty Handbook, which covers phases of District policy, such as teaching assignments and instructional issues, not stated in this handbook. The California Community Colleges' Commission on Athletics (COA) Constitution and the Orange Empire Conference (OEC) constitution and sport supplements are also supplemented by this handbook.

Persons using this handbook should be familiar with the above publications, some of which are in this handbook or are available in the office of the ATHLETIC DIRECTOR. The policies and procedures stated in the handbook are to be used as a guide in the performance of duties and responsibilities of the athletic department personnel. All coaches, staff and faculty members should be familiar with the contents of this handbook and review it on an annual basis prior to the commencement of the academic year.

Material for this handbook has been obtained from adopted policies and procedures of the State of California Education Code, The Rancho Santiago Community College District Board of Trustees, and Administrative Regulations. Changes and revisions will be made available as they are developed.

PHILOSOPHY

Santiago Canyon College subscribes to the philosophy that intercollegiate athletics plays an integral role in the total educational experience. Athletics promotes social growth, leadership qualities, individual character, physical fitness, and the development of sportsmanship and team concepts. The college also believes that an exemplary Exercise Science program, including Health and Fitness courses, provides a sound basis for an intercollegiate athletic program and meets student interest needs through the offering of a variety of activities and levels of competition.

The college encourages the development of programs for the highly skilled student-athlete and provides a variety of programs, support services and activities to meet the needs of these men and women. The college is also aware of and supportive of the concepts of gender equity and Title IX and will exhibit equal opportunity in athletics.

The basic philosophy of Santiago Canyon College is to accomplish and fulfill the goals of wholesome and desirable experiences for all student-athletes and to offer the opportunity for these participants to reach their full athletic and academic potential. The Board of Trustees, the administrative and support staff and the athletic department coordinate and control intercollegiate athletic competition so that the result will be compatible with the COA Constitution, the Orange Empire Conference Constitution and the highest standards of student-athlete conduct. The college's aim is for the experience of all participants to reflect dignity and exemplify competition at its finest.

GENERAL FUNCTION OF THE ATHLETIC DEPARTMENT

The purpose of the SCC athletic department is to provide a competitive program for students at the college who wish to participate in intercollegiate athletics. This program should earn the support and respect of the college administration, faculty, staff, student athletes, alumni, and general public. The department will provide the student-athlete an opportunity for the best possible educational and athletic experience available.

1. ADMINISTRATIVE PROCEDURES

The Athletic Director is responsible for administration of all phases of the athletic program. The following procedures should be followed regarding communication within the athletic department:

- A. Coaches will relate all business pertaining to athletics to the Athletic Director, who, in turn, will inform the Dean of Business, Math & Sciences. Reports from department personnel, when required, shall be submitted to the athletic director who will forward them to the appropriate people involved.
- B. Requests for services, schedule changes, etc., should be put in writing and dated, regardless of how minor the request may seem. Instructions in writing leave no question of what is to be done, and who is to do it. In order to save time, prevent mistakes and fix responsibility – please put it in writing.
- C. Appointments with the Athletic Director are welcomed and should be made whenever needed. The Athletic Director's primary responsibility is to assist coaches and staff in running a smooth and organized department.

2. CORRESPONDENCE

Coaches and athletic staff should maintain files of correspondence when such correspondence contains business of the athletic department. Coaches will be responsible for material contained in the following bulletins and communications:

- A. Athletic department memos and minutes of meetings
- B. Conference notices, minutes and specific sport meetings
- C. Season of sport information (rosters, stats, and results.)
- D. Schedules and COA championship information

3. SUPERVISION AND RESPONSIBILITY OF ATHLETIC TEAMS

Coaches are responsible for the health, safety, and welfare of the student-athletes on their teams. The following items are basic reminders of SCC rules and regulations and are covered here and later in this handbook.

- A. Practice - No athletic team, class, group or individual is allowed to practice or use facilities or equipment unless properly supervised by a coach or instructor.
- B. Games - The coach is responsible for the action of athletes during contests.

Both the COA and the OEC have decorum policies that govern both player and coach conduct. Event participants who violate the decorum policy may face suspension and/or expulsion.

C. Travel - Coaches are responsible for athletes at away contests and should inform athletes that they represent the college. A high standard of behavior should be demanded at all times. Coaches and athletes should dress appropriately for travel. Coaches must travel with teams on chartered buses and/or rental vans are used and are to be present at all times. Drivers must be approved by the District's Risk Management office; information on this is included in the travel section later in this handbook.

D. Overnight Travel - Coaches are required to leave an itinerary with the Athletic Director detailing departure and arrival times, lodging information (hotel name, address, and telephone number), competition times and sites, and members of the traveling party (list all faculty, staff and student-athletes).

E. Coach/Instructor Interaction - It is the student-athlete's responsibility to interact with instructors about class questions including grades. Coaches should notify instructors of scheduled contests and conflicts between the student-athlete's team and class commitments. Coaches are encouraged to issue grade/attendance checks to their student-athletes to monitor class progress. Coaches should not question instructors about student-athlete's grades or the instructor's class policies.

4. STUDENT-ATHLETE DRESS AND APPEARANCE

It is the responsibility of each individual coach to enforce acceptable standards in regard to the appearance of student-athletes. Failure of coaches to enforce acceptable regulations will result in notification to the coach and student-athlete by the Athletic Director, who will take appropriate action. It is the desire of the athletic department that high standards of appearance be maintained at all times. Coaches are required to uphold the same dress and appearance standards as the student-athletes they coach.

5. CAMPUS SERVICES

Occasionally, it will be necessary to require the services of various departments on campus. These may include: Administrative Services, Maintenance, Public Information, Purchasing and Transportation. Requests may be initiated and completed by the coach. If it involves budget expenditures, the Athletic Director shall be responsible for forwarding the request through the proper channel for approved services.

Any service offered by an off-campus organization requires prior written approval of the Athletic Director, Dean and/or President, as does any service requiring a contract.

6. SPORTS SCHEDULES

It shall be the responsibility of each head coach to prepare a tentative

competition and practice schedule for approval by the Athletic Director. Please present the schedule as an Excel document (template available).

A. Scheduling guidelines:

1. Check the COA Constitution for maximum games to be played and starting dates.
2. Schedules should be presented for approval by the Athletic Director and must meet budgeted allotments for transportation, meals, and lodging. Overnight trips are allowed and encouraged as long as they do not exceed a team's budget for such travel.
3. Competition schedules should be developed with the student-athletes' academic schedules in mind. Missing class due to competitive events should be avoided whenever possible.
4. Conference schedules shall have first priority over non-conference events (per OEC policy).
5. Scheduling priorities should reflect community college teams rather than 4-year teams.
6. Sport schedules are to be submitted by the head coach to the Athletic Director on the following dates:

Fall sports -	before April 1
Spring sports -	before September 1
7. Schedules, once adopted, should not be changed without just cause and the approval of the Athletic Director. Final schedules will be distributed by the athletic office.

B. Schedule Changes or Cancellations: The following are the head coach's responsibilities if an event is postponed or cancelled:

1. Inform the Athletic Director as soon as possible.
2. Inform the following campus offices or department personnel:
 - Transportation
 - Officials
 - Athletic trainers
 - Sports Information Office
 - Grounds keeper/custodial
 - Security personnel

C. Practices and Class Attendance: Teams shall practice according to the times as set by their respective EXER class schedules. Student-athletes should be required to attend all practices so as to best prepare them for competition. If a practice is cancelled, it is the head coach's responsibility to notify the Athletic Director and the athletic training staff so that personnel needs can be adjusted.

Weekend practices are legal for community colleges. Coaches wishing to utilize facilities on the weekends need to notify the Athletic Director, campus security, and the administrative services department to make sure there are no conflicts with outside groups.

COACHING ASSIGNMENTS AND EMPLOYMENT INFORMATION

All coaches, whether head or assistants, are hired as faculty (certificated) and are paid according to their placement on the faculty pay scale. Each head coach has the opportunity to recommend the hiring of assistant coaches; the final recommendation for their employment by the district and their retention rests with the Vice President of Student Services.

The minimum qualifications for hiring coaches, be they full or part-time or the head or assistant are as follows:

- Possess a Master's degree in exercise science, athletic administration, physical education, kinesiology, recreation, or a related field OR
- Possess a Bachelor's degree in exercise science or related field and have 4 (four) years coaching and/or competitive experience at the college level in the sport to be coached OR
- Posses an Associate of Arts degree and have 6 (six) years coaching and/or competitive experience at the college level in the sport to be coached.

Contract coaches (full-time) may be assigned as a coach in two sports or an assistant coach in one sport and head coach in another. Coaches are to be assigned as head coach in no more than one sport (Men, Women or Both) per semester. Coaches may accept an assignment as a head coach in no more than two sports (Men, Women or Both) per year.

1. COACHING AND TEACHING CONTRACT

The policy relative to units, contract, etc., as adopted by the Administration and Board of Trustees, is as follows:

- A. A full-time Exercise Science load equals 15 LHE (Lecture Hour Equivalent).
- B. The maximum LHE allowed for all part-time faculty is 9.0 LHE per semester. All part-time head and assistant coaches fall under this restriction.
- C. The levels of pay for head and assistant coaches during their season of sport are as follows:
 - Head Coach – 7.5 LHE plus a stipend of \$1750.
 - Assistant Coach* – \$4500 or \$3000.
 - (* The head coach, with the permission of the Athletic Director, has the option of splitting this between two or more assistants.)

2. RELEASE TIME

The district grants all head coaches and assistant coaches release time to attend to administrative responsibilities related to their assignment.

3. STIPENDS

The stipend is earned by completing the coaching responsibilities that go beyond the

season of sport, such as recruiting.

4 VOLUNTEER COACHES

Anyone who wishes to volunteer his or her services to a team in any capacity (assistant coach, statistician, manager, etc.) needs to fill out a Volunteer Service Form. Volunteers must be fingerprinted (using Live Scan) and the athletic department will reimburse them for their cost. A sample of the Volunteer form is included, and head coaches can get more of these forms from the athletic office. Once completed, they are to be given to the Athletic Director who will forward them to Human Resources.

5. CLINICS AND CONFERENCES

Coaches are encouraged to attend conferences and clinics of a professional nature. When expenditure or reimbursement of funds is involved, there must be a budget and the approval of the President of the College and/or Board of Trustees prior to attending. Funds to attend conferences or clinics are available through Faculty Development and/or through each sport's Diversified budget. Coaches desiring to attend clinics or conferences should complete and submit a Conference Request Form (sample copy attached). Additional copies of the Conference Request Forms are available on the Intranet; for more information on this process, see the Faculty Handbook - Professional Meetings.

ATHLETIC BUDGET

All head coaches are responsible for maintaining a balanced budget and for following the rules and regulations governing finances for the college. The athletic budget supports all teams equitably and effectively. Any questions regarding any aspect of the budget or team accounts should go first to the Athletic Director, who monitors all team accounts. Additionally, appropriate signatures from the Athletic Director and campus administrators need to be present for any request to move through the acquisitions process.

Each head coach is responsible for their diversified budget, which will cover the costs of their team's season (see below). The district budget covers equipment and supplies and all teams will receive the necessary funds for both practice and competition.

1. SOURCE OF FUNDS

The athletic budget has two sources, the diversified budget, which comes from the Associated Students, and the district budget, which come from the college and RSCCD. Student-athletes should be encouraged to purchase an ASB sticker, as it helps fund their community college athletic experience.

Items for which the Diversified Budget (Student Business Office funds) should be used are:

- A. Meals and lodging
- B. Officials
- C. Entry Fees
- D. Team awards
- E. Banquet

Items that are the will be paid for by the college or RSCCD budget are:

- A. Game/team Supplies and Equipment
- B. Protective Equipment
- C. Exercise Science-related equipment
- D. Instructional materials
- E. Insurance
- F. Facility Maintenance and Improvement
- G. Transportation
- H. Facility Rental

LOGO/COLOR USAGE

When purchasing uniforms and other equipment, coaches are encouraged to observe the school's official colors. Coaches are encouraged to use the official "HAWKS" logo on all uniforms and equipment. Minor adjustments to the font and logo are allowed, however, the integrity of the logo must remain intact. All equipment and uniform purchases must be approved by the Athletic Director prior to ordering.

2. BUDGET RESPONSIBILITY

The Athletic Director is responsible for the final development of the athletic budget. All head coaches will submit requests for the following year's budget during the spring semester. Coaches are responsible for maintaining a balanced budget and for following the rules and regulations governing finances for the college. The procedures and forms needed for securing advances and reimbursements from the Student Business Office are included at the end of this section. Coaches need to be familiar with the processes involved in order to secure funds in a timely manner.

3 PROCUREMENT OF FUNDS FOR BUDGET ITEMS

The Student Business Office has mandated the procedures for obtaining cash advances and reimbursement for travel, meals, lodging, etc. Additional items to know are as follows:

- A. Coaches should plan on at least three weeks (15 working days) for processing requisitions and advances. All monies requested and received by the coach for athletic trips shall be accounted for on proper forms to be obtained from the Athletic Director and/or the Student Business Office. This must be accomplished within five (5) days after the event.
- B. Any monies not used are to be returned to the Student Business Office by the coach.
- C. In the event that contests are cancelled, all monies are to be returned to the Student Business Office. Under no circumstances are funds to be retained and applied to another contest or trip.
- D. Whenever possible, checks should be drawn in the name of the vendor, rather than the coach or person in charge of the expenditure or event.
- E. Emergency expenditures, while on trips, shall be paid by the individual involved; reimbursement shall be made by submitting the appropriate receipt for amounts and items involved.
- F. Receipts for lodging for team travel must accompany the report of expenditures.
- G. After a trip or contest where meal monies were used, the head coach must complete the Meal Expense Sheet (sample attached) with the amounts of money disbursed to team members. Student-athletes must sign the form, list their student number, and indicate the amount of meal money received. No new travel advances will be processed until the Meal Expense Sheet and any other pertinent receipts have been returned to the Student Business Office.
- H. W-9 forms are required for all payments/reimbursements. Please submit a properly filled out and signed W-9 form with all requests.

4. REQUEST FOR DIVERSIFIED FUNDS

- A. The request form is available in the athletic office (sample attached). Coaches should submit requests for the entire season at least three weeks prior to the first contest. The Student Business Office will deliver checks according to the date needed as indicated on the form.
- B. The coach will submit the completed request form to the Athletic Director for processing. Allow at least thirty (30) working days for the request to be processed.

5 MEALS

A. The price limits for meals are as follows:

Breakfast =	\$5.00
Lunch =	\$7.00
Dinner =	\$8.00
Post-game snack =	\$4.00 (for post-season play only)

B. Students are allowed to supplement the price limits with their own funds. Funds for meals are to be requested for away (off-campus) events only.

6. LODGING

Reservations must be made in advance for any overnight trips. A travel itinerary must be filed with the Athletic Director at least one week prior to teams departing for overnight trips. It shall include:

- A. Name and location of event.
- B. Competition times and sites.
- C. Members of the traveling party (list faculty, staff, and student-athletes).
- D. Departure and arrival times to and from campus. If traveling by air, please list airline name and flight numbers.
- E. Lodging information, including hotel name, address, and telephone number.
- F. Proposed rooming list.

7. OFFICIALS

Officials are assigned as per the Orange Conference Constitution by the conference-approved assigner.

The Athletic Director is responsible for requesting and paying officials from the officials diversified account. The completed check request forms will be sent to the Student Business Office, who will issue the checks. The Student Business Office will send the checks to the each official as the check request gets processed. The Athletic Director will meet officials prior to the game and have them fill out the proper paperwork (W-9 form and Officials Payment Voucher).

8. FUND RAISING

Any activity to generate outside funds using the Santiago Canyon College name or resources must receive prior approval of the Athletic Director. All outside donations or monies generated by fund raising must be deposited with the Student Business Office or Foundation Office. Each team has a designated "team" account for this purpose (these were formerly known as "club" accounts). Deposit forms, with the team account number, must accompany checks being deposited with the Student Business Office or Foundation Office. Deposits to student Business Office accounts must be made in a secure envelope (available in the athletics office) in the cashier's office. These deposits are logged on a deposit sheet in the athletic office. Be sure to give a copy of the deposit slip and the check(s) to the athletic office for their records. Coaches cannot be paid for services out of these accounts.

RECRUITING

1 IN-DISTRICT ATHLETES

A. The following high schools make up the Rancho Santiago Community College District.

Canyon High School
Century High School
El Modena High School
Garden Grove High School
Godinez High School
Los Amigos High School
Mater Dei High School
Orange High School
Orange Lutheran High School
Saddleback High School
Santa Ana High School
Santa Ana Valley High School
Santiago High School
Seegerstrom High School
Villa Park High School

B. Coaches may call on these high schools and be physically present on their campus. Coaches may also call on the athletes of these schools at their homes, as long as they are living within the Rancho Santiago Community College District boundaries and the boundaries of the contiguous districts.

C. Attached is a listing of the RSCCD recruiting area. The recruiting area consists of high schools in the RSCCD area as well as high schools in the contiguous districts area. High Schools in all community college districts are listed, as well.

2. NON-CONTIGUOUS DISTRICT ATHLETES

A. Non- contiguous district athletes are defined as a resident of another community college district, of non-district territory, of another state, or of another country. Non-contiguous district athletes are eligible to compete for Santiago Canyon College as long as they meet the individual eligibility requirements as stated in the COA constitution.

B. The coach or his/her representative may not initiate contact with non-contiguous district athletes for the purpose of recruiting or inducing attendance to SCC.

C. When a non-contiguous district athlete initiates a contact with SCC and/or a SCC coach or agent, the athlete may be provided with information about any aspect of the entire program, including athletics, local employment opportunities, financial aid, etc. When this occurs, the coach must note this contact on a Form C, out-of recruitment area student contact record. The coach **may not** provide entertainment,

snacks, meals, beverages, or other attendance inducements.

D No college employec or district representative may meet with an out-of-contiguous-district athlete outside of Rancho Santiago Community College District boundaries to solicit or recruit that athlete.

3 FINANCIAL AID AND OTHER ASSISTANCE FOR ATHLETES

A. Coaches are encouraged to familiarize themselves with the financial aid programs available for all students at SCC. Coaches are also discouraged from misleading prospects on any aspect of aid that student-athletes may be eligible for.

B. SCC does not offer and cannot offer athletic scholarships; additionally, we do not offer special privileges to athletes for books, transportation, housing, or meals.

ATHLETIC ELIGIBILITY

1 ELIGIBILITY REQUIREMENTS

In order to be eligible at Santiago Canyon College, an athlete must qualify by meeting the following requirements:

- A. Abide by the standards set forth in the COA Constitution and Santiago Canyon College Athletic Handbook.
- B. For Intercollegiate Sports purposes: Complete a Pre-Participation Examination, complete the Insurance and Health History Information forms, and be declared fit for athletic practices and competitions by the athletic trainer and/or team physician.
- C. Enroll in 12 units for the semester(s) of competition. Of these 12 units, at least 9 shall be attempted in courses counting toward the Associates Degree, remediation, transfer, and/or certification as defined by the college catalog. Student-athletes must enroll in their respective EXER class to be eligible.
- D. Second-year participants must complete 24 semester units with a 2.0 GPA between seasons of competition.
- E. Student-athletes must complete in Individual Educational Plan with either the Athletic Counselor (Barry Resnick) or the counselor of their choice. This must be completed before the end of their first season/semester at SCC and will be updated annually.

2. ELIGIBILITY FORMS

There are several forms involved in the process of determining eligibility. Coaches are responsible for completing the eligibility process with each of their athletes. Be sure to check each form as it is completed to insure accuracy.

Athletes should be warned that false or concealed information pertinent to eligibility shall be grounds for ruling an athlete ineligible for any competition in the conference. Additionally, participation by an ineligible athlete can result in forfeiture of games by the team involved.

The Athletic Director maintains current eligibility rule changes and interpretations and shall assist coaches by gathering all pertinent data concerning eligibility cases.

A. FORM #1

The coach of each particular sport is primarily responsible for the completion of Form #1, the COA Student Eligibility Report. Prospective student-athletes must include all information requested on the form and any additional information that may have a bearing on the eligibility status of the athlete.

Procedures for filing Form #1 have been established so that coaches will know, prior to the start of a sports season, the eligibility status of each prospective team member. Timelines for completing these forms are as follows:

1. Form #1 is to be filled out by all prospective student-athletes for each sport. This should be done prior to checking out equipment and before participating in any practice sessions.
2. For returning athletes, Form #1 can be completed prior to the last day of the Spring semester and submitted to the Athletic Secretary.
3. Incoming freshman athletes, transfers from other colleges, and returning sophomores who have not had prior participation should complete Form #1 prior to the start of practices.
4. Prospective student-athletes for winter and spring sports should complete Form #1 during the Fall semester.

B. FORM #2

All student-athletes that have attended another college must file Form #2 which is sent to each previously attended college. The student-athlete is not eligible for participation until those forms are returned by the previously attended college(s). It is very important to file these forms as soon as possible because this process can take a long time.

Please note: Transfer students must complete 12 units in residence at SCC as well as meet the requirements listed above.

C. FORM C

If an athlete has graduated from a high school not in the recruitment area, the coach must have the athlete complete Form C, the Out-of-Recruitment Area Student Contact Record. This should be done along with Form #1.

D. INDIVIDUAL EDUCATION PLAN

Each athlete needs to meet with Barry Resnick, the Athletic Academic Advisor in Counseling (x4810) in order to complete an Individual Education Plan (Ed Plan or IEP). This needs to be completed during the first semester/season of competition and/or attendance at a Santiago Canyon College, according to the COA. At SCC, student-athletes will complete these as part of the eligibility process and thus they should be completed as the beginning of the Fall semester for Fall sports and during the Fall semester for Spring sports. Coaches should arrange these appointments for their student-athletes.

3. VERIFICATION OF ELIGIBILITY

The Athletic Director is responsible for verification of eligibility and shall

review the athletic eligibility form (Form #1) for each student-athlete. Transcripts of all high school and college records must be on file in the Admissions and Records Office and a signed statement by the Athletic Director confirming satisfactory eligibility status must be on file with the Conference Commissioner's office before a student-athlete may compete in a contest.

Each coach will receive the Conference Authorized Eligibility List of the squad for that sport, and it shall be the responsibility of the coach to check this list against the roster of the team to verify that each athlete's eligibility has been determined. Athletes whose names do not appear on the eligibility list shall be considered as ineligible.

4. INELIGIBILITY

Any student who has been declared ineligible has the privilege of appealing the case to the Conference Appeals Committee if he/she feels that there are extenuating circumstances. The burden of proof of eligibility rests with the applicant and the institution. All appeals on eligibility must route through the Conference Athletic Representative (Athletic Director). The Conference Athletic Representative will present an accompanying statement of facts related to each case. (See COA Code for additional information.)

5. NCAA ELIGIBILITY

Coaches may need to counsel student-athletes who have the possibility of receiving an athletic scholarship to a four-year college or university with regards to their academic standing. The National Collegiate Athletic Association (NCAA) has strict rules governing student-athlete eligibility and coaches should be familiar with these rules and regulations when advising student-athletes. A copy of a summary of NCAA rules, definitions, and guidelines is attached in order that our coaches know these. Please realize that changes occur every year and the Athletic Director will update the information when necessary.

ELIGIBILITY CHECK LIST

ROSTER

- _____ 1. Prospective student-athlete completes Form #1 under coach's supervision. Coaches are responsible for the accuracy and completeness of these forms. Pay special attention to time periods, other colleges attended, and signatures.
- _____ 2. An alphabetical team roster is submitted to the athletic office by the coach so that it can determine that all athletes have completed Form #1 and do not get left out of the process. Rosters should also be given to the Athletic Trainer.
- _____ 3. Coach submits the eligibility forms to the athletic secretary to begin the eligibility process. Coaches should sign the form prior to submitting them to the athletic office.
- _____ 4. If the student-athlete has attended another collegiate institution, the coach has the athlete complete Form #2 for each college attended. At this time, coaches should inform athletes to have transcripts sent to SCC Admissions.
- _____ 5. If the athlete graduated from a high school not in RSCCD recruiting area, the coach should have the athlete complete Form C.
- _____ 6. The student-athlete will meet with a counselor to complete their Individual Education Plan.
- _____ 7. The Athletic Director/athletic secretary checks on units enrolled, units completed, GPA, etc. and will notify the coach of any problems.
- _____ 8. The Athletic Director will submit, prior to a team's first official contest, a list of eligible athletes to the coach. Coaches may not allow an athlete to participate in a contest whose name is not on the list. If an athlete's name does not appear on the list, it is up to the coach to check with the Athletic Director to determine the reason it has been omitted.

STUDENT-ATHLETE CODE OF CONDUCT

The athletic department, with the approval of the college administration, has established special standards of attitude, conduct, appearance, and training consistent with achieving top performance. Standards are based on a fundamental premise that the student-athlete is in a position of college leadership and should represent the team, college, and community in a positive and exemplary manner.

Santiago Canyon College student-athletes are governed by the Student Code of Conduct as set forth by the district Board of Trustees. Student-athletes must comply with the policies and procedures as set forth by the code. Corrective action, if needed, may be handled by the Vice President Student Services, the athletic director, or both.

Coaches are encouraged to set their own rules, policies, and procedures to govern the conduct of their team. The following information is given as minimum guidelines of expected behavior and demeanor by athletes at the college.

1. CITIZENSHIP

Student- athletes shall:

- A. Follow the rules of the college and their team and show exemplary conduct on and off campus.
- B. Adhere to college and community laws and show respect for individuals and property. Students may be declared ineligible for failure to abide by these rules.
- C. Respect scholarship and academic achievement. Student-athletes must be eligible according to the COA Constitution as well as meet the academic requirements of SCC. The athletic director and the head coach are responsible for checking and tracking the eligibility of athletes.

2. TEAM RESPONSIBILITIES

Student-athletes shall:

- B. Attend classes regularly and complete all required coursework.
- C. Demonstrate common goals and loyalties with other team members and members of other SCC athletic teams.
- D. Schedule their classes and regulate their time so as to be available for practices and games.

- D. Work with other team members to achieve common team goals.
- E. Enroll in and maintain good standing in their sport's intercollegiate class.
 - 1) The head coach has the right to drop any athlete from the squad for violation of team rules of code of conduct. The head coach must notify the athletic director immediately when any athlete is dropped from the athletic program.
 - 2) An athlete who drops (quits) or is dropped from a team for disciplinary reasons before the season ends may not begin another sport during that season. Appeal of this policy is possible and will be made by the coach(s) involved and the Athletic Director.
 - 3) An athlete who drops (quits) without justification or is dropped from the team for disciplinary reasons may receive an "F" grade for their sport's EXER class. Coaches should know that letter grades they issue for other than class performance (i.e., not turning in uniforms or equipment) leaves the coach legally vulnerable from an academic standpoint.

3. RULES OF BEHAVIOR

Student-athletes shall:

- A. Demonstrate proper training rules, with emphasis upon adequate rest, nutrition, cleanliness, and physical fitness.
- B. Abstain from using alcohol, tobacco, smokeless tobacco, and drugs.
 - 1) Any athlete observed smoking or in possession of tobacco may be declared ineligible for the remainder of the season of that sport.
 - 2) Any athlete observed drinking, having in their possession or under the influence of alcohol may be declared ineligible for the remainder of the season of that sport.
 - 3) Any athlete observed taking, having in their possession, or under the influence of drugs may be declared ineligible for the remainder of the season of that sport.
- C. Student-athletes are expected to maintain high standards of personal appearance and should maintain their dress and grooming in accordance with their coach's guidelines.

- 1) Traveling squads will be neat and appropriately dressed.
- 2) During competition, each athlete shall be dressed in the proper college uniform.
- 3) All coaches shall observe the same standards as their athletes in the interest of positive examples for their team.

4. ADDITIONAL GUIDELINES BY SPORT AND/OR CONFERENCE

The Orange Empire Conference has developed and will enforce its Decorum Procedure. A copy is included here and coaches need to be familiar with it and inform their team of the rules and regulations included in it.

ATHLETIC TRAINING ROOM POLICIES AND PROCEDURES

1 INSURANCE AND INJURIES

Santiago Canyon College student-athletes are insured by Student Insurance as a part of the American Association of Community Colleges Plan (AACC-SI). The policy is for excess coverage (secondary) and should pay the balance of medical fees after the student athlete's private insurance (primary) has paid. In the case that the athlete has no private insurance through parents or work, etc., the policy may provide full coverage up to \$50,000 and \$1,500 dental; athletes covered by this section of the policy will pay a \$50 deductible (\$100 for soccer players) which is the responsibility of the athlete. This insurance package is provided at no cost to the athlete.

Each student-athlete must complete a Pre Participation Examination and the accompanying insurance and medical information forms in order to be eligible to practice and compete. The medical insurance policy and information form is addressed to the student-athlete denoted by a yellow cover letter. The 4 page white form is to be completed by the student-athlete and contains his/her **Intercollegiate Athletic Insurance Information, Authorization to Obtain and Disclose Information, and Verification of Other Insurance**. Secondly, the student athlete is also expected to complete the blue Health Screening Packet which contains the **Assumption of Risk and Health History Forms**. They need to be completed fully including immunization dates. Third, the athlete must complete a carbon copy **Emergency Card, Consent for Treatment, Two-Page HIPPA form, and a District Assumption of Risk form**. Finally, athlete must also fill out **General Consent to Treat, Health Questionnaire and Minor Waiver** (if applicable) for the Health and Wellness Center.

Complete Packet Includes the Following:

- ✓ Health Screening Packet (Assumption of Risk and Health History Forms—Blue cover)
- ✓ Insurance Verification Packet (Intercollegiate Athletic Insurance Information, Authorization to Obtain and Disclose Information, and Verification of Other Insurance—Yellow cover)
- ✓ Copy of Insurance Card
- ✓ Emergency Card
- ✓ Consent for Treatment
- ✓ Two-Page HIPPA
- ✓ District Assumption of Risk
- ✓ Consent to Treat, Health Questionnaire and Minor Waiver (for Health and Wellness)

Note: No student-athlete will be touched without completion of **Consent for Treatment**.

Coaches must be familiar with these forms and have them available to their student-athletes early on so as to insure accuracy and completion. Insurance coverage is only provided when athletes are practicing or playing under the supervision of the coach.

- A. No injury will be covered by SCC insurance:
 - 1. If it is not reported to the athletic trainer within 30 days
 - 2. If a physician is not seen within 120 days of injury.
 - 3. OR After 365 days from date of injury

- B. Benefits are not provided for the following:
 - 1. Orthopedic appliances unless prescribed by physician.
 - 2. Out-patient physical therapy
 - 3. Pre-existing conditions
 - 4. Illnesses in general
 - 5. Injuries occurring during transportation to event except while being transported in a school vehicle. Only injuries to sound, natural teeth are covered, orthodontics will not be covered.

2. ATHLETIC INJURY PROCEDURES

- A. The student-athlete is *responsible* for reporting an injury to his/her coach or to the athletic trainer.

- B. When an injury occurs during a game or practice which is attended by an athletic trainer, the athletic trainer will give appropriate attention and on-site care. Further medical attention, if required, will be recommended by the athletic trainer.

- C. If an injury occurs at an away game, not attended by our athletic trainer, the injury and treatment information must be reported to the SCC athletic trainer as soon as possible.

PLEASE NOTE: Injured athletes MUST be referred to the Athletic Training Room (ATR). Do not send athletes directly to a doctor unless it is an emergency. Be aware that once an athlete sees a physician they must have a *WRITTEN* release allowing them to participate once again in practice and/or competition.

3. PRE-PARTICIPATION EXAMS

The athletic trainer and the team physician will hold a comprehensive all-incompassing Pre-Participation Physical Examination (PPE) scheduled annually for the **First Friday in August**. This Pre-Participation Examination will be for both Fall and Spring Sports. The PPE must be performed by a licensed medical doctor and signed off by SCC's Team Physician. All athletes must have a PPE prior to participating in a practice sessions or out-of-season activity.

* The athletic trainer will determine exact date, time, and location, pending physician availability.

Athletes who fail to attend the scheduled Pre-Participation Examination are responsible for making their own arrangements for a PPE either through the Health and Wellness center on campus or through their primary physician. The college is

not responsible for fees when athletes are examined by doctors other than those available for the regularly scheduled pre-participation examination period.

In order to be eligible to go through the scheduled PPE or utilize the Health and Wellness Center, athletes must have paid their health fee, have no holds, and must be enrolled in at least ½ unit.

4. ATHLETIC TRAINING ROOM RULES AND PROCEDURES

Equipment is NOT to be borrowed from the athletic training room (i.e.: coolers, tape, kits, braces, medication, etc.) without clearance from the athletic trainer.

Please notify the athletic trainer of any changes in the practice or game schedule as soon as possible.

Coaches are responsible for their athletes' behavior in the ATR. A copy of the athletic training room rules and procedures is attached so that everyone is familiar with acceptable and appropriate conduct in athletic training room.

ATHLETIC TRAINING ROOM RULES AND PROCEDURES

- ❖ The ATR and athletic office houses many people. Respect other's area.
- ❖ The ATR is not a gathering place. Only those student-athletes who are receiving treatment or waiting to receive treatment should be in the area.
- ❖ All athletes must sign-in when they arrive in the ATR stated their need and the body part that needs to be treated. This will ensure fair and timely treatment.
- ❖ All taping is to be completed at least 10 minutes prior to practice. Athletes must arrive to the ATR with enough time to be at practice on time. It is the Athlete's responsibility to practice time management.
- ❖ All borrowed equipment must be signed out by the athlete prior to use. If not returned or returned damaged, a hold will be placed on student-athlete's transcripts until repayment or return of merchandise.
- ❖ All athletes must warm-up on the bike before being stretched.
- ❖ No cleats or muddy shoes allowed in the ATR. Please keep all personal items off the treatment tables.
- ❖ Shoes and equipment should be put outside of the ATR. (outside of the linoleum)
- ❖ No food allowed inside the ATR. (consumption of food on carpet is acceptable)
- ❖ No profanity allowed in the ATR.
- ❖ All athletes must ask before using any items within the ATR.
- ❖ No out-of-season treatments—especially without *Consent for Treatment* on file. (exceptions for treatment will be made if time permits)
- ❖ No treatment of athletes without completed paperwork.
- ❖ No participation without completed paperwork.
- ❖ All medications received must be logged and signed by the athlete and the athletic trainer prior to use.

TRANSPORTATION AND TEAM TRAVEL POLICIES

The welfare and safety of coaches and athletes being transported to and from athletic events is of primary importance to all concerned. Coaches are to insure that the highest standards of behavior are observed by their players and coaches while representing SCC away from campus.

1 TEAM TRAVEL

The following policies are in effect for Santiago Canyon College team travel:

- A. Coaches and athletes are required to travel together to and from all athletic events.
- B. Athletes are to travel via transportation provided by the college; however, extenuating circumstances may require an athlete to travel on their own to an event. Athletes who need to travel on their own must sign the Student Voluntary Transportation Agreement prior to the event (sample attached). This form must be a file with the athletic office before the team departs campus.
- C. If the parents or legal guardians request that the athlete return home from an event with them, the coach may release the athlete. This is done on a personal request basis at the contest.
- D. Under no circumstances is an athlete allowed to transport other athletes to or from an event. There are no exceptions to this policy.

2. USE OF COLLEGE VEHICLES

- A. It is the responsibility of head coaches to complete two forms in order to secure either college-owned or rental vehicles for their team's travel. The Request for Use of College Vehicle form and the more specific Vehicle Request Form (detailing date needed, number of vehicles needed, time leaving/returning, etc.) are attached. Copies of these forms are available in the athletic office. They are to be filled out and turned in and require the Athletic Director's signature.
- B. Once completed, the forms are sent to Purchasing where they are processed. Notification will be made by that office to the Athletic Director of any problems concerning requests.
- C. In order to drive college-owned or rental vehicles, athletic department personnel must be approved by the RSCCD Risk Management Services. Prospective drivers need to complete the "DMV Pull Program" form and send it along with a copy of their driver's license to Risk Management. It takes 5 days to process and

approval will be sent to the Athletic Director.

- D Vehicles are to be returned to their respective places in a clean condition and locked.

3. CANCELLATION OF EVENTS AND TRANSPORTATION

- A. If an event is cancelled, the coach is to contact the Athletic Director immediately.
- B. The head coach is responsible for calling Administrative Services at (714) 628-4718 as soon as possible to cancel the transportation request.

BANQUETS AND AWARDS PROGRAMS

Each team's season should close with a team banquet and awards program. Team budgets include funding for this; coaches should be sure to include this item when planning expenditures from their Diversified budget.

The Head Coach must submit a Season Report (sample attached) to the athletic office. This report lists award winners, squad members, team records and accomplishments for the just-completed season. The Season Report is a permanent file maintained in the athletic office. Participation certificates will be printed from the squad list by the athletic office staff. Awards and trophies are to be ordered by the head coach and should be done two weeks prior to the banquet.

Banquets can be held on or off campus. Family and friends of team members should be encouraged to attend.

USE OF FACILITIES

1. FACILITY REQUESTS

The Athletic Director is responsible for submitting written facility requests to Administrative Services at x4719. The facility requests are made from information appearing on the sports schedules. Coaches shall advise the athletic office of special equipment needed for a particular activity. Coaches are responsible for advising the Athletic Director of schedule changes so that revised facility requests may be submitted.

For every on-campus athletic event, banquet, awards program or function where facilities are involved other than regularly scheduled practices or competitions, it is necessary to submit a facility request. This request is necessary for:

1. Scheduling of facilities
2. Operation of the master calendar
3. Scheduling of ground and maintenance crew, custodial staff, and security

2. USE OF FACILITIES BY GROUPS OTHER THAN SCC ORGANIZATIONS

All outside groups who wish to use Santiago Canyon College facilities are to be directed to Administrative Services. No member of the athletic department may authorize the use of any college facility by an outside group.

Groups not affiliated with Santiago Canyon College may use the Exercise Science facilities but must complete the required forms and secure approval through the Facilities Office and the Dean.

4. PARKING

The SCC Security office has information on parking procedures and regulations with regards to guest parking. Coaches and others using the college's facilities are urged to request Guest Parking Accommodations when needed. Contact the SCC Security office at x4730 for additional information on special parking instructions.

EQUIPMENT AND SUPPLIES

All supplies and equipment necessary to field athletic teams are available for all teams. Such equipment has been carefully selected for its protective features for the player, durability, eye appeal to both player and spectator, and its cost.

1. SUPPLIES AND EQUIPMENT ISSUED TO ATHLETES

- A. When equipment is issued, it is merely on loan from the college to an individual who is a candidate for one of the college's athletic teams. There is no charge for any piece of equipment used by the individual as long as such equipment is returned in good condition.

Equipment that is damaged while in practice or a scheduled game will be replaced to the individual at no cost as long as remnants of the original issue are returned to the athletic office. Items that have been damaged due to negligence by the individual will be charged to that individual.

- B. **Athletes are not allowed to alter any equipment, clothing, or supplies in any way.** Any cutting, taping, or adjustments that change the original shape or construct of equipment, uniforms, or supplies on college-issued equipment is prohibited.
- C. **When an athlete quits or is dropped from the team, or upon completion of the season, they must turn in all equipment issued to them.** Equipment is to be returned to the athletic office within two weeks of the end of the athlete's season. Athletes will be charged for all those items that are missing. Substitute items will not be accepted.
- D. Transcripts of athletes will be withheld until all items are returned or are paid for. The athletic director will initiate this hold. Coaches are not to issue failing grades for equipment not returned by their athletes. Individuals will not be issued equipment for any other sport until all such equipment from a previous sport has been returned or all restitution made.
- E. Athletes are responsible for the equipment and uniforms issued to them, including laundering. At the coach's request, athletes will be given locks and lockers for the storage of such equipment. Coaches should advise all athletes not to bring large amounts of money or expensive valuables to the locker room.

2. FACULTY/STAFF USE OF EQUIPMENT

Along with the athletes, the faculty and staff of SCC are the primary users of sports equipment that has been purchased by the college. The following are rules and regulations governing the use of equipment by Exercise Science Division faculty and staff:

- A. Coaches are not allowed to loan any equipment to individuals or other school districts. Persons or school district personnel who wish to borrow equipment may make requests to the athletic director. Coaches should not allow players to take equipment or balls from the college; if an athlete checks out equipment, it should be only according to COA and OEC rules and should not be taken from campus.

- D. The State of California Education Code does not make provisions for school districts to loan equipment to individuals. Liability concerns are the reason the college prohibits loaning out college-owned equipment to non-district individuals or groups.

1. PURCHASE OF EQUIPMENT AND SUPPLIES

Head coaches will work with the Athletic Director to develop the list of equipment and supplies needed for in June of each year prior to the academic year for which it will be needed. Items will be ordered once the budget has been approved in July.

OUT OF SEASON COMPETITION

Coaches need to be familiar with the COA Constitution and the guidelines outlined in the document for out of season competition, including the number of contests allowed for their sport.

TRANSPORTATION -- Students are responsible for their own transportation to and from the scrimmage location. All participants must have a field trip form on file in order to participate.

EQUIPMENT -- Coaches and teams are not to use equipment that will be used in the next season of competition.

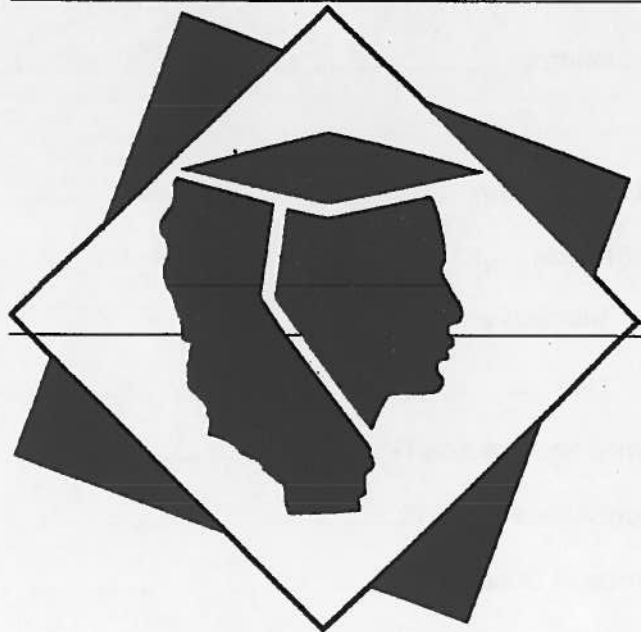
RULES FOR PARTICIPATION -- Student-athletes must be enrolled in an out of season activity class in order to participate in out of season competition.

ATHLETIC TRAINER USAGE - Athletes in their season of competition will have priority access to the athletic trainer. All other athletes will be seen/treated when/if time permits.

**EQUITY IN ATHLETICS
CALIFORNIA COMMUNITY COLLEGES**

Self Review Manual

*For the Assessment of Gender Equity
in the Athletic Program on Your Campus*



**Commission on Athletics
2017 "O" Street
Sacramento CA 95814-5285
(916) 444-1600**

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Section One: INTRODUCTION

This is a resource guide to assist California community colleges with the review of their athletic programs and to implement any needed changes in compliance with Title IX and the principles of gender equity

The information gathered in a self-review will allow member colleges an opportunity to assess the extent to which equivalent opportunities for men and women are provided in their athletic program.

This manual is divided into three sections:

Section One:

Introduction and 2004-05 Goals of COA Gender Equity Committee

Section Two:

Laws and interpretations that define gender equity, sex discrimination, and the criteria for compliance.

Section Three:

Description of a self-review with compliance related information and charts.

The Commission on Athletics Gender Equity Committee has updated this manual. The original manual was published in May 1995. The Gender Equity Committee completed annual updates since the 2002-03 academic year.

This working document is simply a guideline. Further clarification of Title IX policy can be obtained through the Office of Civil Rights. College staff, governing boards, and legal counsel should review all Gender Equity/Title IX studies.

THE CALIFORNIA COMMUNITY COLLEGES COMMISSION ON ATHLETICS

Since the 1950s, the Commission on Athletics (COA) has provided a model of excellence for the administration of community college intercollegiate athletics. The COA is committed to the preamble of the California community colleges, which calls for intellectual development, critical thinking, self-direction, social responsibility, and cultural appreciation on the part of its students.

In the late 1970s, the COA established statewide regulations for both men and women students and became the first postsecondary institution in the United States to bring together men's and women's athletics under the same governance structure.

The COA established a research committee in the late 1980s to investigate the status of women's athletic programs. That committee suggested several recommendations for the continued advancement of women's athletics.

During the 1994 academic year, the COA established a task force on gender equity in athletics that created a vision statement and advised member colleges on meeting gender equity goals.

In 2001, the COA Gender Equity Committee was reconstituted to provide leadership on this topic to its member colleges. The COA Gender Equity Committee is the steward of the manual.

CONSTITUTION INTRODUCTION...

The COA is committed to the value of gender equity for both men and women in intercollegiate athletics through its structures, policies, and procedures. The Commission and its colleges shall act affirmatively to assure gender equity in the quality and quantity of participation in athletics.

*January 1995
Commission on Athletics*

Since the 1950's, the COA has strived to provide opportunities to participate in intercollegiate athletics that effectively accommodate the interests and abilities of students of both sexes. The COA has strongly advocated that overall allocation of all benefits, opportunities, and treatment afforded student athletes of each sex be equivalent.

*May 2002
Commission on Athletics*

COA GENDER EQUITY GOALS...

The COA established a standing committee on gender equity in January 1995 and reconstituted the committee in January 2001 as a result of the COA Board Strategic Planning retreat. The reconstituted committee approved four gender equity goals at its September 2004 meeting. The goals comprise an action plan to guide the work of the committee in the 2004-05 academic year

Goal 1

Meet with new Chancellor's Office of California Community Colleges Chancellor to review current state and to seek guidance for Gender Equity-focused presentations to the Board of Governors, with a special emphasis on recruiting new college presidents' to attend.

Goal 2

Seek approval for meetings and presentations to the Chief Executive Officers, Chief Instructional Officers and Chief Student Services Officers to present key elements of Assembly Bill 2295, adopted by the California Legislature in spring 2004.

Goal 3

Pursue leadership efforts that provide counsel to COA member colleges interested in seeking compliance utilizing Prong Three of the Title IX tenants. The effort should be based on development of guidance for student interest surveys, the primary prong utilized by two-thirds of higher education institutions seeking compliance with the federal mandate (see page 8).

Goal 4

Consideration of a series of workshops (or similar) featuring Title IX experts that specifically targets Title IX officers at COA member colleges.

Constitution Section 2.5.1

Areas of focus of the Gender Equity Committee include, but not are limited to, providing leadership on gender equity issues through the development of programs and services that benefit COA member colleges, providing oversight of the Gender Equity Self-Review Manual, serving as a resource and referral committee, and coordinating regular workshops and seminars on the topic of gender equity and diversity.

TITLE IX HISTORICAL REVIEW...

Title IX of the Education Amendments of 1972, 20 U.S.C. Sect. 1681 (20 United State Code section 1681) et sep. (Title IX), is a Federal statute that was created to prohibit sex discrimination in education programs that receive Federal funding assistance. Nearly every educational institution is a recipient of Federal funds and, thus, is required to comply with Title IX. The regulation implementing the Title IX statute is at 34 C.F.R (34 Code of Federal Regulations) Part 106.

The Office of Civil Rights (OCR) of the U.S. Department of Education enforces Title IX. OCR has authority to develop policy on the regulations it enforces. In regard to athletics programs, OCR developed an Intercollegiate Athletics Policy Interpretation that was issued December 11, 1979, 44 Fed. Reg 71413 et seq (1979). The 1979 Policy Interpretation remains current policy. In general, courts defer to the policies of the agencies with enforcement authority.

The Title IX statute does not reference athletics programs. Athletics program requirements are specifically addressed at 34 C.F.R. Sect. 106.41 of the Title IX regulation. The following is a brief chronology:

Title IX Statute – enacted June 23, 1972 (20 U.S.C. Sect. 1681 seq.); statute makes no reference to athletics or athletics programs.

Title IX Regulation – effective July 21, 1975 (34 C.F.R Part 106)

Specific requirements for athletics – 34 C.F.R. Sect. 106.41; specific requirements for athletic scholarships (34 C.F.R. Sect. 106.37 (c)).

Proposed regulation published June 20, 1974, in Federal Register for comment; nearly 10,000 comments were received during comment period, most on athletics; Congress passed Section 844 of the Education Amendments of 1984, also known as the Javits amendment, which required inclusion in the Title IX regulation 'with respect to intercollegiate athletics activities reasonable provisions considering the nature of particular sports[;]'. Conference committee deleted a Senate floor amendment that would have exempted revenue-producing sports from Title IX jurisdiction.

September 1975 – Elimination of Sex Discrimination in Athletics Programs

Issued to Chief State School Officers and others; published in Federal Register in November 1975, provides general guidance on Title IX athletics requirements.

Intercollegiate Athletics Policy Interpretation

Issued in Federal Register December 11, 1979, after nationwide consultation with institutions and athletics organizations; proposed Policy Interpretation was published for comment on December 11, 1978, in Federal Register. Over 700 comments were received, and certain of these comments were incorporated in final Policy Interpretation.

Title IX Athletics Interim Manual issued July 28, 1980

Issued by the Office for Civil Rights to its ten regional offices to provide guidance on conducting investigations of alleged sex discrimination in intercollegiate athletics programs.

Grove City College v. Bell (465 U.S. 555 – 1984)

U S Supreme Court decision ruled February 28, 1984, that Title IX applied only to programs that directly benefit from Federal funds, and thereby, significantly limited OCR's jurisdiction in athletic programs.

Civil Rights Restoration Act of 1987

Passed by Congress March 22, 1988, effectively overturned the Grove City ruling, directing that Title IX applies to all operations of a recipient of Federal funds and thereby restored OCR's jurisdiction over athletics programs.

Title IX Athletics Investigator's Manual, issued April 2, 1990

Issued by OCR to its ten regional offices providing guidance to OCR investigators; supersedes 1980 interim manual.

Clarification of Intercollegiate Athletics Policy Guidance; The Three-Part Test

Issued by OCR in final on January 16, 1996; the Clarification explains the three-part test used to analyze compliance in the accommodation of students' athletics interests and abilities, one of 13 program areas reviewed for compliance under Title IX. The accommodation of interests and abilities has been the main subject of Federal court cases in the early 1990's and beyond.

Further Clarification of Intercollegiate Athletics Policy Guidance Regarding Title IX Compliance – the Commission on Opportunities in Athletics

Issued by Gerald Reynolds, Assistant Secretary for Civil Rights and in response to numerous requests for additional guidance on Department of Education's enforcement standards since its last written guidance on Title IX in 1996, the Department's Office of Civil Rights (OCR) and Secretary of Education Rod Paige created the Secretary's Commission on Opportunities in Athletics. The commission charge was to report back with recommendations on how to improve the application of the current standards for measuring equal opportunity to participate in athletics under Title IX. In February 2003, the Commission presented Secretary Paige with its final report, "Open to All: Title IX at Thirty." The Commission found very broad support throughout the country for the goals and spirit of Title IX. Key, select findings included:

- OCR encourages colleges to take advantage of the flexibility of the so-called three-part test and to consider which of the three prongs best suits their individual situations
- OCR will undertake an education campaign to help educational institutions appreciate the flexibility of the law, to explain that each prong of the test is a viable and separate means of compliance, to give practical examples of the ways in which colleges can comply, and to provide schools with technical assistance as they try to comply with Title IX.
- Encouraged colleges to request individualized assistance from OCR staff as they consider ways to meet the requirements of Title IX.
- Clarified that nothing in Title IX requires the cutting or reduction of teams in order to demonstrate compliance with Title IX, and that the elimination of teams is a disfavored practice and contrary to the spirit of Title IX.
- Advised colleges that it will aggressively enforce Title IX standards, including implementing sanctions for institutions that do not comply
- Affirmed that private sponsorship of athletic teams will continue to be allowed but does not in any way change or diminish a college's obligations under Title IX.

TITLE IX'S 13 PROGRAM COMPONENTS OF ATHLETICS...

1. **Athletic Financial Assistance**
2. **Accommodation of Interests and Abilities**
3. **Equipment and Supplies**
4. **Scheduling of Games and Practice Times**
5. **Travel and Per Diem Allowance**
6. **Tutors**
7. **Coaches**
8. **Locker Rooms, Practice, and Competitive Facilities**
9. **Medical and Training Facilities and Services**
10. **Housing and Dining Facilities and Services**
11. **Publicity**
12. **Support Services**
13. **Recruitment of Student Athletes**

All thirteen program areas as delineated in OCR Policy Interpretations Section 106.41 (c) apply to intercollegiate athletics. Although some areas don't apply as directly to community college athletics, such as item 1—Athletic Financial Assistance; however, the part of this section on booster groups and fund raising efforts may be applicable to your program.

Section Two: ATHLETIC EQUITY STANDARDS

WHAT THE LAW REQUIRES...

Title IX prohibits sex-based discrimination in educational institutions receiving federal financial assistance. The intercollegiate athletic requirements of Title IX address three aspects of college and university sports programs—the participation opportunities provided to male and female students; the athletic financial aid allocated to male and female participants in intercollegiate athletics; and all other benefits, opportunities, and treatment afforded participants of each sex.

Simply stated, current interpretation of Title IX requires higher education institutions to provide opportunities to participate in intercollegiate athletics that effectively accommodate the interests and abilities of students of both sexes. The overall allocation of athletic financial aid to students of each sex must be proportionate to the numbers of male and female participants in an institution's intercollegiate sports program. All other benefits, opportunities, and treatment afforded student athletes of each sex must be equivalent.

The Title IX compliance assessment is made on a program-wide basis. Neither football nor revenue-producing sports as a class are exempt from Title IX, nor are these sports treated separately from other parts of the intercollegiate athletic program.

The requirement that both sexes' interests and abilities be accommodated includes the obligation to provide a sufficient number of participation opportunities for individuals of each sex. "Participation opportunities" are defined as the numbers of slots on teams as determined by the number of athletes on each team. A three-part OCR test is used in determining whether the required number of participation opportunities is being provided. An institution must show:

- that intercollegiate participation opportunities for its students of each sex are substantially proportionate to its male and female undergraduate enrollments, or
- a history and continuing practice of program expansion responsive to developing interests and abilities of members of the "underrepresented sex," or
- that the interests and abilities of the "underrepresented sex" are "fully and effectively accommodated" by the existing program.

Compliance is established by satisfying any one of these three tests:

The first test is a "safe harbor." If a college or university can show that the numbers of male and female participants in its intercollegiate sports program are substantially proportionate to its male and female undergraduate enrollments, the institution will be found in compliance without further inquiry. How closely participation and enrollment rates must be aligned is unclear. The courts have found that differences of 10.5 and approximately 12 percentage points between participation and enrollment rates do not constitute substantial proportionality. Further development of the law will be necessary before the permissible percentage variation will be known. However, it appears that with current female participation and enrollment rates, few institutions can meet this first test.

Many institutions also will have difficulty in meeting the second test. Most colleges and

**Check Registers Submitted for Approval
Checks Written for Period 02/12/10 thru 02/26/10**

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
46007	General Fund Unrestricted	28,700.00	0.00	28,700.00	92*0236678	92*0236707
46008	General Fund Unrestricted	22,894.00	0.00	22,894.00	92*0236708	92*0236735
46009	General Fund Unrestricted	27,806.00	0.00	27,806.00	92*0236736	92*0236763
46010	General Fund Unrestricted	25,507.00	0.00	25,507.00	92*0236764	92*0236791
46011	General Fund Unrestricted	24,746.00	0.00	24,746.00	92*0236792	92*0236819
46012	General Fund Unrestricted	25,099.00	0.00	25,099.00	92*0236820	92*0236847
46013	General Fund Unrestricted	25,423.00	0.00	25,423.00	92*0236848	92*0236875
46014	General Fund Unrestricted	27,312.00	0.00	27,312.00	92*0236876	92*0236902
46015	General Fund Unrestricted	23,091.00	0.00	23,091.00	92*0236903	92*0236929
46016	General Fund Unrestricted	26,164.00	0.00	26,164.00	92*0236930	92*0236957
46017	General Fund Unrestricted	24,561.00	0.00	24,561.00	92*0236958	92*0236985
46018	General Fund Unrestricted	24,251.00	0.00	24,251.00	92*0236986	92*0237013
46019	General Fund Unrestricted	26,650.00	0.00	26,650.00	92*0237014	92*0237041
46020	General Fund Unrestricted	22,466.00	0.00	22,466.00	92*0237042	92*0237069
46021	General Fund Unrestricted	27,875.50	0.00	27,875.50	92*0237070	92*0237097
46022	General Fund Unrestricted	24,532.00	0.00	24,532.00	92*0237098	92*0237123
46023	General Fund Unrestricted	29,728.00	0.00	29,728.00	92*0237124	92*0237151
46024	General Fund Unrestricted	31,032.00	0.00	31,032.00	92*0237152	92*0237179
46025	General Fund Unrestricted	27,702.50	0.00	27,702.50	92*0237180	92*0237228
46026	General Fund Unrestricted	31,057.00	0.00	31,057.00	92*0237229	92*0237256
46027	General Fund Unrestricted	23,609.00	0.00	23,609.00	92*0237257	92*0237284
46028	General Fund Unrestricted	24,670.00	0.00	24,670.00	92*0237285	92*0237312
46029	General Fund Unrestricted	24,790.00	0.00	24,790.00	92*0237313	92*0237340
46030	General Fund Unrestricted	24,472.00	0.00	24,472.00	92*0237341	92*0237368
46031	General Fund Unrestricted	29,007.00	0.00	29,007.00	92*0237369	92*0237397
46032	General Fund Unrestricted	25,829.00	0.00	25,829.00	92*0237398	92*0237425
46033	General Fund Unrestricted	17,607.00	0.00	17,607.00	92*0237426	92*0237444
46035	General Fund Unrestricted	26,021.00	0.00	26,021.00	92*0237446	92*0237473
46036	General Fund Unrestricted	29,578.00	0.00	29,578.00	92*0237474	92*0237501
46037	General Fund Unrestricted	32,843.00	0.00	32,843.00	92*0237502	92*0237529
46038	General Fund Unrestricted	25,875.00	0.00	25,875.00	92*0237530	92*0237557
46039	General Fund Unrestricted	30,900.00	0.00	30,900.00	92*0237558	92*0237585
46040	General Fund Unrestricted	31,100.00	0.00	31,100.00	92*0237586	92*0237613
46041	General Fund Unrestricted	29,207.00	0.00	29,207.00	92*0237614	92*0237641
46042	General Fund Unrestricted	28,951.00	0.00	28,951.00	92*0237642	92*0237669
46043	General Fund Unrestricted	24,792.00	0.00	24,792.00	92*0237670	92*0237697
46044	General Fund Unrestricted	29,545.00	0.00	29,545.00	92*0237698	92*0237725

**Check Registers Submitted for Approval
Checks Written for Period 02/12/10 thru 02/26/10**

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
46045	General Fund Unrestricted	24,394.00	0.00	24,394.00	92*0237726	92*0237753
46046	General Fund Unrestricted	24,233.00	0.00	24,233.00	92*0237754	92*0237781
46047	General Fund Unrestricted	23,072.00	0.00	23,072.00	92*0237782	92*0237809
46048	General Fund Unrestricted	27,971.00	0.00	27,971.00	92*0237810	92*0237837
46049	General Fund Unrestricted	27,760.00	0.00	27,760.00	92*0237838	92*0237865
46050	General Fund Unrestricted	25,947.00	0.00	25,947.00	92*0237866	92*0237893
46051	General Fund Unrestricted	28,394.00	0.00	28,394.00	92*0237894	92*0237921
46052	General Fund Unrestricted	24,737.00	0.00	24,737.00	92*0237922	92*0237950
46053	General Fund Unrestricted	28,996.00	0.00	28,996.00	92*0237951	92*0237978
46054	General Fund Unrestricted	28,607.00	0.00	28,607.00	92*0237979	92*0238006
46055	General Fund Unrestricted	23,857.00	0.00	23,857.00	92*0238007	92*0238034
46056	General Fund Unrestricted	26,059.00	0.00	26,059.00	92*0238035	92*0238062
46057	General Fund Unrestricted	28,442.00	0.00	28,442.00	92*0238063	92*0238089
46058	General Fund Unrestricted	24,617.00	0.00	24,617.00	92*0238090	92*0238117
46059	General Fund Unrestricted	26,167.00	0.00	26,167.00	92*0238118	92*0238145
46060	General Fund Unrestricted	27,986.00	0.00	27,986.00	92*0238146	92*0238173
46061	General Fund Unrestricted	24,779.00	0.00	24,779.00	92*0238174	92*0238201
46062	General Fund Unrestricted	29,013.00	0.00	29,013.00	92*0238202	92*0238230
46063	General Fund Unrestricted	24,320.00	0.00	24,320.00	92*0238231	92*0238258
46064	General Fund Unrestricted	27,512.00	0.00	27,512.00	92*0238259	92*0238286
46065	General Fund Unrestricted	23,552.50	0.00	23,552.50	92*0238287	92*0238314
46066	General Fund Unrestricted	28,906.00	0.00	28,906.00	92*0238315	92*0238342
46067	General Fund Unrestricted	26,556.00	0.00	26,556.00	92*0238343	92*0238369
46068	General Fund Unrestricted	29,651.00	0.00	29,651.00	92*0238370	92*0238397
46069	General Fund Unrestricted	30,377.50	0.00	30,377.50	92*0238398	92*0238425
46070	General Fund Unrestricted	27,829.00	0.00	27,829.00	92*0238426	92*0238453
46071	General Fund Unrestricted	29,511.00	0.00	29,511.00	92*0238454	92*0238481
46072	General Fund Unrestricted	29,693.00	0.00	29,693.00	92*0238482	92*0238510
46073	General Fund Unrestricted	26,540.00	0.00	26,540.00	92*0238511	92*0238538
46074	General Fund Unrestricted	28,386.00	0.00	28,386.00	92*0238539	92*0238566
46075	General Fund Unrestricted	30,446.00	0.00	30,446.00	92*0238567	92*0238594
46076	General Fund Unrestricted	29,332.00	0.00	29,332.00	92*0238595	92*0238622
46077	General Fund Unrestricted	28,106.00	0.00	28,106.00	92*0238623	92*0238649
46078	General Fund Unrestricted	27,944.00	0.00	27,944.00	92*0238650	92*0238677
46079	General Fund Unrestricted	30,083.00	0.00	30,083.00	92*0238678	92*0238705
46080	General Fund Unrestricted	28,212.00	0.00	28,212.00	92*0238706	92*0238733
46081	General Fund Unrestricted	29,352.00	0.00	29,352.00	92*0238734	92*0238761

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Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
46082	General Fund Unrestricted	28,606.00	0.00	28,606.00	92*0238762	92*0238790
46083	General Fund Unrestricted	28,115.00	0.00	28,115.00	92*0238791	92*0238818
46084	General Fund Unrestricted	28,338.00	0.00	28,338.00	92*0238819	92*0238846
46085	General Fund Unrestricted	27,061.00	0.00	27,061.00	92*0238847	92*0238874
46086	General Fund Unrestricted	27,928.50	0.00	27,928.50	92*0238875	92*0238902
46087	General Fund Unrestricted	27,647.00	0.00	27,647.00	92*0238903	92*0238930
46088	General Fund Unrestricted	28,129.00	0.00	28,129.00	92*0238931	92*0238958
46089	General Fund Unrestricted	30,340.00	0.00	30,340.00	92*0238959	92*0238986
46090	General Fund Unrestricted	25,632.00	0.00	25,632.00	92*0238987	92*0239013
46091	General Fund Unrestricted	31,639.00	0.00	31,639.00	92*0239014	92*0239041
46092	General Fund Unrestricted	32,118.00	0.00	32,118.00	92*0239042	92*0239069
46093	General Fund Unrestricted	30,195.00	0.00	30,195.00	92*0239070	92*0239097
46094	General Fund Unrestricted	28,626.00	0.00	28,626.00	92*0239098	92*0239125
46095	General Fund Unrestricted	29,631.00	0.00	29,631.00	92*0239126	92*0239153
46096	General Fund Unrestricted	27,605.00	0.00	27,605.00	92*0239154	92*0239181
46097	General Fund Unrestricted	31,974.00	0.00	31,974.00	92*0239182	92*0239209
46098	General Fund Unrestricted	28,910.00	0.00	28,910.00	92*0239210	92*0239237
46099	General Fund Unrestricted	29,392.00	0.00	29,392.00	92*0239238	92*0239266
46100	General Fund Unrestricted	26,555.00	0.00	26,555.00	92*0239267	92*0239294
46101	General Fund Unrestricted	28,949.00	0.00	28,949.00	92*0239295	92*0239322
46102	General Fund Unrestricted	24,029.00	0.00	24,029.00	92*0239323	92*0239350
46103	General Fund Unrestricted	26,444.00	0.00	26,444.00	92*0239351	92*0239378
46104	General Fund Unrestricted	26,349.00	0.00	26,349.00	92*0239379	92*0239406
46105	General Fund Unrestricted	28,223.00	0.00	28,223.00	92*0239407	92*0239434
46106	General Fund Unrestricted	29,424.00	0.00	29,424.00	92*0239435	92*0239462
46107	General Fund Unrestricted	27,416.00	0.00	27,416.00	92*0239463	92*0239493
46143	General Fund Unrestricted	4,322.41	0.00	4,322.41	92*0239660	92*0239664
46144	General Fund Unrestricted	3,585.50	0.00	3,585.50	92*0239665	92*0239668
46145	General Fund Unrestricted	683.87	0.00	683.87	92*0239669	92*0239670
46146	General Fund Unrestricted	14,259.18	0.00	14,259.18	92*0239671	92*0239671
46147	General Fund Unrestricted	3,407.36	0.00	3,407.36	92*0239672	92*0239677
46148	General Fund Unrestricted	268.00	0.00	268.00	92*0239678	92*0239678
46149	General Fund Unrestricted	2,100.00	0.00	2,100.00	92*0239682	92*0239685
46150	General Fund Unrestricted	2,569.90	0.00	2,569.90	92*0239686	92*0239696
46151	General Fund Unrestricted	2,220.50	0.00	2,220.50	92*0239697	92*0239706
46152	General Fund Unrestricted	4,362.00	0.00	4,362.00	92*0239707	92*0239716
46153	General Fund Unrestricted	1,140.25	0.00	1,140.25	92*0239717	92*0239723

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Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
46155	General Fund Unrestricted	11,826.93	0.00	11,826.93	92*0239725	92*0239727
46156	General Fund Unrestricted	2,922.00	0.00	2,922.00	92*0239728	92*0239733
46157	General Fund Unrestricted	51,355.50	0.00	51,355.50	92*0239734	92*0239735
46158	General Fund Unrestricted	3,802.52	0.00	3,802.52	92*0239736	92*0239741
46159	General Fund Unrestricted	2,174.22	0.00	2,174.22	92*0239742	92*0239747
46168	General Fund Unrestricted	2,767.70	0.00	2,767.70	92*0239775	92*0239784
46169	General Fund Unrestricted	5,739.10	0.00	5,739.10	92*0239785	92*0239796
46170	General Fund Unrestricted	160,773.75	0.00	160,773.75	92*0239797	92*0239800
Orange County Fire Authority						
46172	General Fund Unrestricted	17,729.62	0.00	17,729.62	92*0239803	92*0239813
46178	General Fund Unrestricted	18,293.53	0.00	18,293.53	92*0239852	92*0239855
46180	General Fund Unrestricted	1,829.00	0.00	1,829.00	92*0239859	92*0239868
46181	General Fund Unrestricted	1,265.40	0.00	1,265.40	92*0239869	92*0239878
46182	General Fund Unrestricted	1,631.33	0.00	1,631.33	92*0239879	92*0239881
46184	General Fund Unrestricted	5,493.72	0.00	5,493.72	92*0239889	92*0239891
46185	General Fund Unrestricted	2,695.50	0.00	2,695.50	92*0239892	92*0239896
46187	General Fund Unrestricted	898.36	0.00	898.36	92*0239899	92*0239901
46189	General Fund Unrestricted	4,905.63	0.00	4,905.63	92*0239903	92*0239907
46190	General Fund Unrestricted	7,327.70	0.00	7,327.70	92*0239908	92*0239915
46191	General Fund Unrestricted	24,933.00	0.00	24,933.00	92*0239916	92*0239916
46192	General Fund Unrestricted	900.00	0.00	900.00	92*0239917	92*0239918
46194	General Fund Unrestricted	32,335.56	0.00	32,335.56	92*0239923	92*0239927
46195	General Fund Unrestricted	1,440.76	0.00	1,440.76	92*0239929	92*0239935
46196	General Fund Unrestricted	12,335.94	0.00	12,335.94	92*0239936	92*0239940
46197	General Fund Unrestricted	472.53	0.00	472.53	92*0239941	92*0239943
46201	General Fund Unrestricted	619.80	0.00	619.80	92*0239953	92*0239953
46202	General Fund Unrestricted	6,669.61	0.00	6,669.61	92*0239954	92*0239963
46206	General Fund Unrestricted	2,125.89	0.00	2,125.89	92*0239979	92*0239981
46207	General Fund Unrestricted	8,405.00	0.00	8,405.00	92*0239982	92*0239986
46208	General Fund Unrestricted	1,112.21	0.00	1,112.21	92*0239987	92*0239988
46211	General Fund Unrestricted	32,573.67	0.00	32,573.67	92*0239991	92*0240018
46212	General Fund Unrestricted	35,020.00	0.00	35,020.00	92*0240019	92*0240046
46213	General Fund Unrestricted	35,668.20	0.00	35,668.20	92*0240047	92*0240074
46214	General Fund Unrestricted	39,343.50	0.00	39,343.50	92*0240075	92*0240102
46215	General Fund Unrestricted	43,767.00	0.00	43,767.00	92*0240103	92*0240130
46216	General Fund Unrestricted	37,694.50	0.00	37,694.50	92*0240131	92*0240158
46217	General Fund Unrestricted	43,219.84	0.00	43,219.84	92*0240159	92*0240186
46218	General Fund Unrestricted	31,522.00	0.00	31,522.00	92*0240187	92*0240214

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**Check Registers Submitted for Approval
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Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
46219	General Fund Unrestricted	24,670.00	0.00	24,670.00	92*0240215	92*0240242
46220	General Fund Unrestricted	24,709.00	0.00	24,709.00	92*0240243	92*0240270
46221	General Fund Unrestricted	26,378.00	0.00	26,378.00	92*0240271	92*0240298
46222	General Fund Unrestricted	25,625.00	0.00	25,625.00	92*0240299	92*0240326
46223	General Fund Unrestricted	25,990.00	0.00	25,990.00	92*0240327	92*0240354
46224	General Fund Unrestricted	30,359.00	0.00	30,359.00	92*0240355	92*0240382
46225	General Fund Unrestricted	2,220.00	0.00	2,220.00	92*0240383	92*0240386
46226	General Fund Unrestricted	6,583.00	0.00	6,583.00	92*0240387	92*0240389
46229	General Fund Unrestricted	216.67	0.00	216.67	92*0240404	92*0240404
46235	General Fund Unrestricted	1,217.00	0.00	1,217.00	92*0240420	92*0240429
46236	General Fund Unrestricted	885.50	0.00	885.50	92*0240430	92*0240439
46237	General Fund Unrestricted	2,274.20	0.00	2,274.20	92*0240440	92*0240448
46243	General Fund Unrestricted	4,299.52	0.00	4,299.52	92*0240489	92*0240496
46246	General Fund Unrestricted	7,354.99	0.00	7,354.99	92*0240508	92*0240513
46247	General Fund Unrestricted	13,566.21	0.00	13,566.21	92*0240514	92*0240518
46248	General Fund Unrestricted	2,801.17	0.00	2,801.17	92*0240519	92*0240524
46249	General Fund Unrestricted	216.52	0.00	216.52	92*0240525	92*0240527
46250	General Fund Unrestricted	22,424.97	0.00	22,424.97	92*0240529	92*0240533
46257	General Fund Unrestricted	1,079.50	0.00	1,079.50	92*0240551	92*0240557
46258	General Fund Unrestricted	19,071.08	0.00	19,071.08	92*0240558	92*0240562
46259	General Fund Unrestricted	19,507.24	0.00	19,507.24	92*0240563	92*0240564
46260	General Fund Unrestricted	1,034.45	0.00	1,034.45	92*0240565	92*0240566
46279	General Fund Unrestricted	53,963.31	0.00	53,963.31	92*0240613	92*0240613
46280	General Fund Unrestricted	196.00	0.00	196.00	92*0240616	92*0240616
46281	General Fund Unrestricted	14,827.94	0.00	14,827.94	92*0240617	92*0240620
46282	General Fund Unrestricted	3,592.00	0.00	3,592.00	92*0240621	92*0240630
46285	General Fund Unrestricted	1,239.47	0.00	1,239.47	92*0240645	92*0240646
46286	General Fund Unrestricted	14,250.00	0.00	14,250.00	92*0240647	92*0240647
46287	General Fund Unrestricted	10,189.00	0.00	10,189.00	92*0240648	92*0240650
46288	General Fund Unrestricted	2,310.92	0.00	2,310.92	92*0240651	92*0240654
46289	General Fund Unrestricted	20,181.51	0.00	20,181.51	92*0240655	92*0240658
Total Fund 11 General Fund Unrestricted		<u>3,851,751.16</u>	<u>0.00</u>	<u>3,851,751.16</u>		

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Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
46143	General Fund Restricted	249.81	0.00	249.81	92*0239659	92*0239659
46148	General Fund Restricted	787.68	0.00	787.68	92*0239679	92*0239681
46155	General Fund Restricted	2,718.75	0.00	2,718.75	92*0239726	92*0239726
46160	General Fund Restricted	3,173.57	0.00	3,173.57	92*0239748	92*0239753
46161	General Fund Restricted	2,800.00	0.00	2,800.00	92*0239754	92*0239760
46171	General Fund Restricted	791.60	0.00	791.60	92*0239801	92*0239802
46173	General Fund Restricted	3,127.35	0.00	3,127.35	92*0239814	92*0239818
46174	General Fund Restricted	1,405.40	0.00	1,405.40	92*0239819	92*0239822
46175	General Fund Restricted	1,600.00	0.00	1,600.00	92*0239823	92*0239832
46176	General Fund Restricted	1,600.00	0.00	1,600.00	92*0239833	92*0239842
46177	General Fund Restricted	1,600.00	0.00	1,600.00	92*0239843	92*0239851
46183	General Fund Restricted	4,466.19	0.00	4,466.19	92*0239882	92*0239888
46184	General Fund Restricted	3,985.00	0.00	3,985.00	92*0239890	92*0239890
46186	General Fund Restricted	5,910.00	0.00	5,910.00	92*0239897	92*0239898
46188	General Fund Restricted	59,510.53	0.00	59,510.53	92*0239902	92*0239902
46193	General Fund Restricted	2,298.80	0.00	2,298.80	92*0239919	92*0239922
46195	General Fund Restricted	165.05	0.00	165.05	92*0239928	92*0239933
46203	General Fund Restricted	2,769.69	0.00	2,769.69	92*0239964	92*0239968
46204	General Fund Restricted	4,175.36	0.00	4,175.36	92*0239969	92*0239973
46205	General Fund Restricted	2,404.65	0.00	2,404.65	92*0239974	92*0239978
46207	General Fund Restricted	1,371.00	0.00	1,371.00	92*0239983	92*0239983
46227	General Fund Restricted	1,633.90	0.00	1,633.90	92*0240390	92*0240394
46228	General Fund Restricted	1,550.00	0.00	1,550.00	92*0240395	92*0240400
46229	General Fund Restricted	593.94	0.00	593.94	92*0240401	92*0240403
46230	General Fund Restricted	867.97	0.00	867.97	92*0240405	92*0240409
46231	General Fund Restricted	1,417.76	0.00	1,417.76	92*0240410	92*0240411
46232	General Fund Restricted	447.29	0.00	447.29	92*0240412	92*0240414
46233	General Fund Restricted	1,968.76	0.00	1,968.76	92*0240415	92*0240418
46238	General Fund Restricted	390.23	0.00	390.23	92*0240449	92*0240454
46239	General Fund Restricted	3,250.00	0.00	3,250.00	92*0240455	92*0240463
46240	General Fund Restricted	3,750.00	0.00	3,750.00	92*0240464	92*0240472
46241	General Fund Restricted	2,750.00	0.00	2,750.00	92*0240473	92*0240480
46242	General Fund Restricted	2,750.00	0.00	2,750.00	92*0240481	92*0240488
46244	General Fund Restricted	2,201.47	0.00	2,201.47	92*0240497	92*0240503
46245	General Fund Restricted	3,561.45	0.00	3,561.45	92*0240504	92*0240507
46247	General Fund Restricted	9,262.50	0.00	9,262.50	92*0240517	92*0240517
46248	General Fund Restricted	977.05	0.00	977.05	92*0240520	92*0240521

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Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
46249	General Fund Restricted	156.08	0.00	156.08	92*0240526	92*0240528
46261	General Fund Restricted	445.15	0.00	445.15	92*0240567	92*0240568
46262	General Fund Restricted	1,455.43	0.00	1,455.43	92*0240569	92*0240571
46278	General Fund Restricted	10,280.04	0.00	10,280.04	92*0240610	92*0240612
46280	General Fund Restricted	2,527.73	0.00	2,527.73	92*0240614	92*0240615
46283	General Fund Restricted	3,363.89	0.00	3,363.89	92*0240631	92*0240636
46284	General Fund Restricted	656.31	0.00	656.31	92*0240637	92*0240644
Total Fund 12 General Fund Restricted		163,167.38	0.00	163,167.38		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
46162	Child Development Fund	1,359.80	0.00	1,359.80	92*0239761	92*0239764
46163	Child Development Fund	14,296.82	0.00	14,296.82	92*0239765	92*0239766
46164	Child Development Fund	260.92	0.00	260.92	92*0239767	92*0239768
46198	Child Development Fund	2,259.27	0.00	2,259.27	92*0239944	92*0239947
46199	Child Development Fund	1,839.34	0.00	1,839.34	92*0239948	92*0239951
46234	Child Development Fund	358.32	0.00	358.32	92*0240419	92*0240419
46263	Child Development Fund	487.15	0.00	487.15	92*0240572	92*0240572
46290	Child Development Fund	2,520.42	0.00	2,520.42	92*0240659	92*0240662
46291	Child Development Fund	159.04	0.00	159.04	92*0240663	92*0240663
Total Fund 33 Child Development Fund		23,541.08	0.00	23,541.08		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
46166	Capital Outlay Projects Fund	2,501.79	0.00	2,501.79	92*0239772	92*0239773
46200	Capital Outlay Projects Fund	7,218.75	0.00	7,218.75	92*0239952	92*0239952
46210	Capital Outlay Projects Fund	6,488.44	0.00	6,488.44	92*0239990	92*0239990
46255	Capital Outlay Projects Fund	42,043.63	0.00	42,043.63	92*0240542	92*0240542
46275	Capital Outlay Projects Fund	164,455.00	0.00	164,455.00	92*0240606	92*0240607
Premier Commercial Bank N.A.						
46276	Capital Outlay Projects Fund	3,509.54	0.00	3,509.54	92*0240608	92*0240608
Total Fund 41 Capital Outlay Projects Fu		226,217.15	0.00	226,217.15		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
46165	Bond Fund, Measure E	7,278.18	0.00	7,278.18	92*0239769	92*0239771
46209	Bond Fund, Measure E	2,175.43	0.00	2,175.43	92*0239989	92*0239989
46251	Bond Fund, Measure E	55,942.62	0.00	55,942.62	92*0240534	92*0240535
46252	Bond Fund, Measure E	3,609.31	0.00	3,609.31	92*0240536	92*0240538
46253	Bond Fund, Measure E	14,185.08	0.00	14,185.08	92*0240539	92*0240540
46254	Bond Fund, Measure E	26,536.37	0.00	26,536.37	92*0240541	92*0240541
46264	Bond Fund, Measure E	84,936.16	0.00	84,936.16	92*0240573	92*0240573
46265	Bond Fund, Measure E	77,307.70	0.00	77,307.70	92*0240574	92*0240577
46266	Bond Fund, Measure E	16,112.44	0.00	16,112.44	92*0240578	92*0240581
46267	Bond Fund, Measure E	18,257.06	0.00	18,257.06	92*0240582	92*0240585
46268	Bond Fund, Measure E	16,067.40	0.00	16,067.40	92*0240586	92*0240589
46269	Bond Fund, Measure E	16,443.08	0.00	16,443.08	92*0240590	92*0240593
46270	Bond Fund, Measure E	20,184.02	0.00	20,184.02	92*0240594	92*0240597
46271	Bond Fund, Measure E	20,819.50	0.00	20,819.50	92*0240598	92*0240598
46272	Bond Fund, Measure E	4,690.19	0.00	4,690.19	92*0240599	92*0240600
46273	Bond Fund, Measure E	198,132.72	0.00	198,132.72	92*0240601	92*0240604
Security Bank of California						
46274	Bond Fund, Measure E	60,676.34	0.00	60,676.34	92*0240605	92*0240605
46292	Bond Fund, Measure E	1,038.01	0.00	1,038.01	92*0240664	92*0240665
46293	Bond Fund, Measure E	31,547.37	0.00	31,547.37	92*0240666	92*0240668
Total Fund 42 Bond Fund, Measure E		675,938.98	0.00	675,938.98		

Check Registers Submitted for Approval
Checks Written for Period 02/12/10 thru 02/26/10

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
46167	Property and Liability Fund	7,500.00	0.00	7,500.00	92*0239774	92*0239774
Total Fund 61 Property and Liability Fund		<u>7,500.00</u>	<u>0.00</u>	<u>7,500.00</u>		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
46154	Workers' Compensation Fund	54,051.16	0.00	54,051.16	92*0239724	92*0239724
Total Fund 62 Workers' Compensation Fu		54,051.16	0.00	54,051.16		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
46179	Student Financial Aid Fund	20,929.03	0.00	20,929.03	92*0239856	92*0239858
46256	Student Financial Aid Fund	5,102.00	0.00	5,102.00	92*0240543	92*0240550
46277	Student Financial Aid Fund	412.55	0.00	412.55	92*0240609	92*0240609
Total Fund 74 Student Financial Aid Fund		26,443.58	0.00	26,443.58		

SUMMARY

Total Fund 11 General Fund Unrestricted	3,851,751.16
Total Fund 12 General Fund Restricted	163,167.38
Total Fund 33 Child Development Fund	23,541.08
Total Fund 41 Capital Outlay Projects Fund	226,217.15
Total Fund 42 Bond Fund, Measure E	675,938.98
Total Fund 61 Property and Liability Fund	7,500.00
Total Fund 62 Workers' Compensation Fund	54,051.16
Total Fund 74 Student Financial Aid Fund	26,443.58
Grand Total:	<u>5,028,610.49</u>

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

To:	Board of Trustees	Date: March 8, 2010
Re:	Approval of Architectural Services to update the Santa Ana College and Santiago Canyon College Master Plans	
Action:	Request for Approval	

BACKGROUND

On September 8, 2003, the RSCCD Board of Trustees approved the hiring of LPA Architects to provide facilities Master Planning services for both Santa Ana College (SAC) and Santiago Canyon College (SCC) in order to link the campuses education plans to the facilities master plans for Measure E bond projects. The original master planning services in 2003 cost \$717,100.

ANALYSIS

Almost seven years later, tremendous progress has been made with the expenditure of Measure E funds and other state funds to address the facilities master plan needs of both campuses and facilities throughout the district. It is necessary at this point in time to update the progress towards the original facilities master plans and reprioritize to the campuses current education plans. With the submission of project proposals to the state of California for partial funding of projects that were not included in the original master plans of 2004, it becomes necessary that our facilities master plans incorporate current and foreseeable future needs.

Our Chancellor, Dr. Hernandez, requested that each campus President begin the process to update their facilities master plans. In order to assist this endeavor, both campus Presidents have recommended the use of Ms. Deborah Shepley from HMC Architects to provide services and meet with faculty, staff and campus leadership to evaluate their current and future education plans in order to update the current facilities master plans.

We have received two proposals from HMC Architects for these services. They propose a rate of \$115,800 (plus reimbursables of up to \$8,000) for Santiago Canyon College and a rate of \$198,000 (plus reimbursables of up to \$9,000) for Santa Ana College. The combined rate for the master planning update services is \$313,800 (plus \$17,000 in reimbursables). These master plan update services will be funded from the district's Capital Projects Fund.

Due to the age and condition of the SAC campus, the SAC Facilities Master Plan scope of work is more extensive than the scope of work recommended for the SCC Facilities Master Plan. In

addition to those items identified in the SCC proposal, the SAC scope of work includes the analysis and recommendations for landscaping and site infrastructure for storm water management, sewer, domestic and fire water, natural gas, electrical, and telecommunications systems.

RECOMMENDATION

It is recommended that the Board of Trustees approve the services provided by HMC Architects on the Santa Ana College and Santiago Canyon College Master Plans as presented.

Fiscal Impact:	\$313,800 plus approximately \$17,000 in reimbursables	Board Date: March 8, 2010
Prepared by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Edward Hernandez, Jr., Ed.D., Chancellor	

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Santa Ana College Facilities Master Plan Proposal - DRAFT
February 23, 2010**

Approach to Planning Process

Our approach to planning is very participatory and we recommend that we work with your designated Master Planning Committee, throughout the entire planning process. This approach will ensure that the values of the College community are an integral part of the planning process and that the resulting Facilities Master Plan will have enhanced credibility and support due to the shared "authorship" with the Master Planning Committee.

Proposed Work Plan

Our proposed planning approach includes five steps which provide a logical sequence for developing our collective understanding of the College's educational planning needs, site and facilities needs, and an innovative range of planning concepts to develop into final master plan recommendations.

The five steps include:



1. **Ed Plan Analysis & Forecast**

Collect & review all planning information

COMMITTEE MEETING #1

- Review Process & Schedule
- Define Educational Planning Initiatives

Analyze educational planning data

Develop space program for Master Plan

2. **Site and Facilities Analysis**

Visit site and meet with key personnel

Analyze existing site and facilities

Analyze existing site utility infrastructure

- Storm water, sewer and fire/domestic water systems
- Natural gas system
- Electrical and telecommunications systems
- Evaluate the provision of central or distributed heating/cooling plant(s)

COMMITTEE MEETING #2

- Review and Validate Analysis
- Review Space Program for Facilities
- Define Facilities Planning Priorities



3. **Option Development**

Develop Planning Options

COMMITTEE MEETING #3

- Review and Evaluate Options

Revise Options

COMMITTEE MEETING #4

- Review and Evaluate Options
- Select Preferred Option

COLLEGE PRESENTATION

- Share Analysis and Preferred Option

4. **Solution Development**

Develop Master Plan recommendations

Develop Master Plan building and infrastructure project list

Develop strategies to maximize state funding

COMMITTEE MEETING #5

- Review Master Plan Recommendations
- Discuss Project Linkages and Priorities

Develop Preliminary Project Budgets

Develop Phasing and Implementation Plans

5. **Documentation and Final Approvals**

Prepare Draft Report

College Review of Draft Report

Prepare Final Report

BOARD PRESENTATION

Deliverables

The following deliverables are included as part of the proposed scope of work:

- PowerPoint presentations for all meetings
- 8 ½ x 11 College Facilities Master Plan document - Print (20 copies), and electronic files

Client Responsibilities

For an efficient and successful process, the client is expected to contribute the following:

INFORMATION:

1. Mission statement, college goals, strategic plan
2. Previous planning studies (Educational Plans, Technology Plans, Traffic Studies, etc)
3. Historical/trend data for enrollment
4. Historical/trend data for weekly student contact hours (WSCH) by program
5. Historical/trend data for on-line instructional delivery
6. Campus site plans (CAD files)
7. Current surveys and aerial photographs
3. Utility plans - site and building (CAD files)
4. Building floor plan diagrams (that align with Space Inventory)
8. Identification of number of existing parking spaces and location and number of special/reserved parking spaces

PLANNING PROCESS

1. Identification of College liaison person for scheduling and coordination of meetings between HMC, the college and the District.

Schedule

It is our policy to expedite a commission consistent with existing standards of professional service and with special consideration for our client's particular needs. We will meet with the College to develop a project schedule based on the proposed approach described above.

Fees and Costs

HMC Architects proposes to provide professional master planning services based on the scope of work described in this proposal for the following fixed fee.

Proposed Fees:

Facilities Master Plan

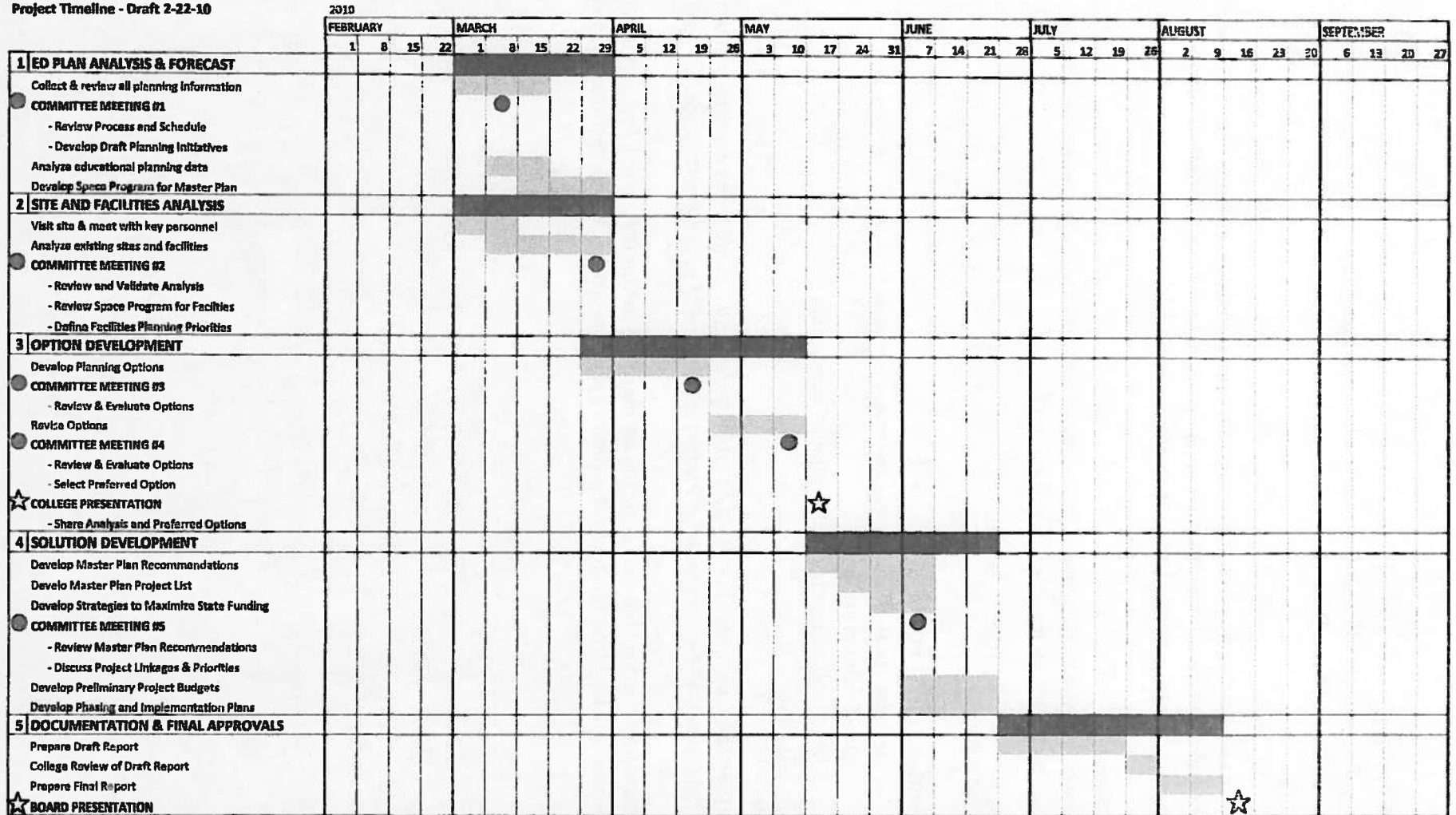
Architectural, Planning & Landscape Services	\$123,000
Civil Engineering	\$ 21,500
<u>Mechanical, Electrical, Plumbing Engineering</u>	<u>\$53,500</u>
TOTAL	\$198,000

Reimbursable Expenses are in addition to the fee and include those expenses incurred in the interest of the project. We recommend a budget allowance of approximately \$9,000 for these expenses.

Should the scope of work change requiring an increase to the estimated fee stipulations as indicated above, approval will be obtained from the District prior to proceeding with those scope changes.

SANTA ANA COLLEGE
Facilities Master Plan
Project Timeline - Draft 2-22-10

HMC Architects



RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Santiago Canyon College Facilities Master Plan Proposal - DRAFT
February 23, 2010

Approach to Planning Process

Our approach to planning is very participatory and we recommend that we work with your designated Master Planning Committee, throughout the entire planning process. This approach will ensure that the values of the College community are an integral part of the planning process and that the resulting Facilities Master Plan will have enhanced credibility and support due to the shared "authorship" with the Master Planning Committee.

Proposed Work Plan

Our proposed planning approach includes five steps which provide a logical sequence for developing our collective understanding of the College's educational planning needs, site and facilities needs, and an innovative range of planning concepts to develop into final master plan recommendations.

The five steps include:

1. **Ed Plan Analysis & Forecast**
Collect & review all planning information
COMMITTEE MEETING #1
 - Review Process & Schedule
 - Define Project Goals

2. **Site and Facilities Analysis**
Visit site and meet with key personnel
Analyze existing site and facilities
Evaluate the provision of central or distributed heating/cooling plant(s)
COMMITTEE MEETING #2
 - Review and Validate Analysis
 - Review Capacity and Utilization
 - Define Facilities Planning Priorities

3. **Option Development**
Develop Planning Options
COMMITTEE MEETING #3
 - Review and Evaluate Options
 - Select Preferred OptionDevelop Preferred Option
COLLEGE PRESENTATION
 - Share Analysis and Preferred Option

4. **Solution Development**

Develop Master Plan recommendations
Develop Master Plan project list
Develop strategies to maximize state funding

COMMITTEE MEETING #5

- Review Master Plan Recommendations
- Discuss Project Linkages and Priorities

Develop Preliminary Project Budgets
Develop Phasing and Implementation Plans

5. **Documentation and Final Approvals**

Prepare Draft Report
College Review of Draft Report
Prepare Final Report

BOARD PRESENTATION

Deliverables

The following deliverables are included as part of the proposed scope of work:

- PowerPoint presentations for all meetings
- 8 ½ x 11 College Facilities Master Plan document - Print (20 copies), and electronic files

Client Responsibilities

For an efficient and successful process, the client is expected to contribute the following:

INFORMATION:

1. Mission statement, college goals, strategic plan
2. Previous planning studies (Educational Plans, Technology Plans, Traffic Studies, etc)
3. Historical/trend data for enrollment
4. Historical/trend data for weekly student contact hours (WSCH) by program
5. Historical/trend data for on-line instructional delivery
6. Campus site plans (CAD files)
7. Current surveys and aerial photographs
3. Utility plans - site and building (CAD files)
4. Building floor plan diagrams (that align with Space Inventory)
8. Identification of number of existing parking spaces and location and number of special/reserved parking spaces

PLANNING PROCESS

1. Identification of College liaison person for scheduling and coordination of meetings between HMC, the college and the District.

Schedule

It is our policy to expedite a commission consistent with existing standards of professional service and with special consideration for our client's particular needs. We will meet with the College to develop a project schedule based on the proposed approach described above.

Fees and Costs

HMC Architects proposes to provide professional master planning services based on the scope of work described in this proposal for the following fixed fee.

Proposed Fees:

Facilities Master Plan

Architectural & Planning Services	\$90,000
<u>Mechanical Engineering (P2S Engineering)</u>	<u>\$25,800</u>
TOTAL	\$115,800

Reimbursable Expenses are in addition to the fee and include those expenses incurred in the interest of the project. We recommend a budget allowance of approximately \$8,000 for these expenses.

Should the scope of work change requiring an increase to the estimated fee stipulations as indicated above, approval will be obtained from the District prior to proceeding with those scope changes.

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

To:	Board of Trustees	Date: March 8, 2010
Re:	Approval of Change Order #2, Bid #1055 - Concrete for the new Science Building (State Portion) at Santiago Canyon College	
Action:	Request for Approval	

BACKGROUND:

On December 10, 2007, the Board awarded a contract with Angeles Contractor, Inc. for Bid #1055, to provide the concrete for the new Science Building at Santiago Canyon College.

ANALYSIS:

During the normal course of construction certain changes to the scope of work for this project were required. The specific changes, reasons for the changes, and cost impacts are noted in the attached Change Order #2.

Change Order #2 increases the contract by \$47,792.88. The total revised contract amount is \$2,326,301.88. The costs indicated in the change order are considered fair, reasonable, and within industry standards by the architect, construction manager, and staff. Total change orders for the project are 5% of construction cost. Pursuant to administrative regulation 3504, staff has approved this change order.

RECOMMENDATION:

It is recommended that the Board of Trustees approve Change Order #2, Angeles Contractor, Inc. for Bid #1055, concrete for the new Science Building at Santiago Canyon College as presented.

Fiscal Impact:	\$47,792.88	Board Date: March 8, 2010
Prepared by:	Darryl A. Odum, Director, District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Edward Hernandez, Jr., Ed.D., Chancellor	

CHANGE ORDER

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

Project: New Science Building (State Funded Portion) at
Santiago Canyon College

Bid No. 1055 P O # 08-P0003747

D.S.A. No. 04-107804

Contractor: Angeles Contractor, Inc

Change Order No. 2

Architect: LPA, Inc.

Date: 3/8/10

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

SUMMARY OF CONTRACT PRICE

Original Contract Amount		\$2,217,000.00
Previous Change Orders	\$61,509.00	
This Change Order	\$47,792.88	
Total Change Orders		\$109,301.88
Revised Contract Amount		\$2,326,301.88
Previous Time Extensions	0 calendar days	
Time Extension - This Change Order	18 calendar days	
Total Time Extensions		18 calendar days
Original Completion Date		July 20, 2009
Revised Contract Completion Date		August 7, 2009
RSCCD Board Approval Date		March 8, 2010

Architect _____ Authorized Signature _____ Date _____

Contractor Name _____ Authorized Signature _____ Date _____

Construction Manager - Seville Construction Services _____ Authorized Signature _____ Date _____

District Inspector _____ Authorized Signature _____ Date _____

Darryl A. Odum _____
Director - District Construction and Support Services _____ Date _____

Assistant Vice Chancellor - Facility Planning _____ Authorized Signature _____ Date _____

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

CHANGE ORDER

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

Project: New Science Building (State Funded Portion) at Santiago Canyon College

Bid No. 1055

P.O. # 08-P0003747

D.S.A. No. 04-107804

Contractor: Angeles Contractor, Inc

Change Order No. 2

Architect: LPA, Inc.

Date: 3/8/10

ITEM NO.	EXPLANATION:	CREDIT	EXTRA
1.0	<p><u>DESCRIPTION:</u> Provide utility trench and cover (CCD#7)</p> <p><u>REASON:</u> To provide better access to utilities for easier maintenance</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 5 calendar days</p>		\$6,292.55
2.0	<p><u>DESCRIPTION:</u> Demo existing concrete at lab stations</p> <p><u>REASON:</u> Provided additional power and data required for lab stations</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 5 calendar days</p>		\$10,435.32
3.0	<p><u>DESCRIPTION:</u> Removal of electrical duct bank not properly shown on contract drawings</p> <p><u>REASON:</u> The as-built drawings showed a different location.</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 8 calendar days</p>		\$31,065.01
Sub-Total		\$0.00	\$47,792.88
Total			\$47,792.88

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

To:	Board of Trustees	Date: March 8, 2010
Re:	Approval of Change Order #2, Bid #1058 - Interior Systems for the new Science Building (State Portion) at Santiago Canyon College	
Action:	Request for Approval	

BACKGROUND:

On December 10, 2007, the Board awarded a contract with Angeles Contractor, Inc. for Bid #1058, to construct the Interior Systems for the new Science Building at Santiago Canyon College.

ANALYSIS:

During the normal course of construction certain changes to the scope of work for this project were required. The specific changes, reasons for the changes, and cost impacts are noted in the attached Change Order #2.

Change Order #2 increases the contract by \$22,348.57. The total revised contract amount is \$2,437,884.94. The costs indicated in the change order are considered fair, reasonable, and within industry standards by the architect, construction manager, and staff. Total change orders for the project are 2% of construction cost. Pursuant to administrative regulation 3504, staff has approved this change order.

RECOMMENDATION:

It is recommended that the Board of Trustees approve Change Order #2, Angeles Contractor, Inc. for Bid #1058, construction of the Interior Systems for the new Science Building at Santiago Canyon College as presented.

Fiscal Impact:	\$22,348.57	Board Date: March 8, 2010
Prepared by:	Darryl A. Odum, Director, District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Edward Hernandez, Jr., Ed.D., Chancellor	

CHANGE ORDER

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

Project:	New Science Building (State Funded Portion) Santiago Canyon College	at	Bid No.	1058	P.O. #	08-P0003748
			D.S.A. No.	04-107804		
Contractor:	Angeles Contractor, Inc		Change Order No.	2		
Architect:	LPA, Inc.		Date:	March 8, 2010		

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

SUMMARY OF CONTRACT PRICE

Original Contract Amount		\$2,389,000.00
Previous Change Orders	\$26,536.37	
This Change Order	\$22,348.57	
Total Change Orders		\$48,884.94
Revised Contract Amount		\$2,437,884.94
Previous Time Extensions	0 calendar days	
Time Extension - This Change Order	5 calendar days	
Total Time Extensions		5 calendar days
Original Completion Date		July 20, 2009
Revised Contract Completion Date		July 25, 2009
RSCCD Board Approval Date		March 8, 2010

Architect _____ Authorized Signature _____ Date _____

Contractor Name _____ Authorized Signature _____ Date _____

Construction Manager - Seville Construction Services _____ Authorized Signature _____ Date _____

District Inspector _____ Authorized Signature _____ Date _____

Darryl A. Odum _____
Director - District Construction and Support Services _____ Date _____

Assistant Vice Chancellor - Facility Planning _____ Authorized Signature _____ Date _____

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

CHANGE ORDER

Rancho Santiago Community College District
2323 N. Broadway, Santa Ana, CA 92706-1840

Project: New Science Building (State Funded Portion) at Santiago Canyon College	Bid No. 1058	P.O. # 08-P0003748
Contractor: Angeles Contractor, Inc	D.S.A. No.	04-107804
Architect: LPA, Inc.	Change Order No.	2
	Date:	March 8, 2010

ITEM NO.	EXPLANATION:	CREDIT	EXTRA
1.0	<p>DESCRIPTION: Change exterior doors 119B, 123B, 124B, 128B and 129B to aluminum storefront doors.</p> <p>REASON: To match mullion system being installed</p> <p>REQUESTOR: District</p> <p>TIME EXTENSION: ADDS 1 calendar days</p>		\$3,492.00
2.0	<p>DESCRIPTION: Replace drywall and paint wall in room #117</p> <p>REASON: Plumbing lines rerouted under stair #2 for ease of maintenance</p> <p>REQUESTOR: District</p> <p>TIME EXTENSION: ADDS 1 calendar days</p>		\$1,697.89
3.0	<p>DESCRIPTION: Provide additional framing around the roof drains (CCD#19)</p> <p>REASON: To provide better support for the roof drains</p> <p>REQUESTOR: District</p> <p>TIME EXTENSION: ADDS 1 calendar days</p>		\$4,257.51
4.0	<p>DESCRIPTION: Provide roof & soffit framing at roof edge (CCD#23)</p> <p>REASON: To provide positive roof drainage</p> <p>REQUESTOR: District</p> <p>TIME EXTENSION: ADDS 2 calendar days</p>		\$7,180.78

CHANGE ORDER

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

Project: New Science Building (State Funded Portion) at Santiago Canyon College		Bid No. 1058	P.O. # 08-P0003748
Contractor: Angeles Contractor, Inc		D.S.A. No.	04-107804
Architect: LPA, Inc.		Change Order No.	2
		Date: March 8, 2010	
ITEM NO.	EXPLANATION:	CREDIT	EXTRA
5.0	DESCRIPTION: Additional scaffolding rental REASON: Scaffolding required to install revised drainage system work REQUESTOR: District TIME EXTENSION: ADDS 0 calendar days		\$5,720.39
	Sub-Total	\$0.00	\$22,348.57
	Total		\$22,348.57

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

To:	Board of Trustees	Date: March 8, 2010
Re:	Approval of Notice of Completion: Bid #1090 – Fire Alarm System Replacement, Phase I at Santa Ana College	
Action:	Request for Approval	

BACKGROUND:

On October 14, 2008, the District approved a contract with FEI Enterprises, Inc. to complete Phase I of the Fire Alarm System Replacement at Santa Ana College.

As required by Public Contract Code, districts must file a Notice of Completion when a project is completed and all requirements of the contractual agreements are addressed.

ANALYSIS:

The project was substantially complete on January 8, 2010 and in compliance with Public Contract Code, a Notice of Completion needs to be approved by the District and filed with the County Recorder. Total cost of the project was \$934,641.06.

RECOMMENDATION:

It is recommended that the Board of Trustees approve the Notice of Completion for the Fire Alarm System Replacement, Phase I at Santa Ana College as presented.

Fiscal Impact:	N/A	Board Date: March 8, 2010
Prepared by:	Alex Oviedo, Construction Supervisor, District Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Edward Hernandez, Jr., Ed.D., Chancellor	

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

GOVERNMENT CODE 6103

AND WHEN RECORDED MAIL TO:

Mr. Darryl A. Odum
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 §3093 of the Civil Code of the State of California, that the Rancho Santiago Community College District of Orange County, California, as owner of the property known as Santa Ana College, located at 1530 West Seventeenth Street, Santa Ana, California, caused improvements to be made to the property to wit: Bid No. 1090/Fire Alarm System Replacement, Phase I at Santa Ana College, the contract for the doing of which was heretofore entered into on the 14th day of October, 2008, which contract was made with FEI Enterprises, Inc., PO #09-BPO000212, as contractor; that said improvements were completed on the 8th day of January, 2010, and accepted by formal action of the governing Board of said District on the 8th day of March, 2010; 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 Traveler's Casualty and Surety Company of America.

Rancho Santiago Community College District of
Orange County, California

by _____

State of California)
 §
County of Orange)

I, the undersigned, state that I have read the foregoing document, and know the contents thereof, and that the facts therein stated are true of my own knowledge.

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

Executed at _____ California, on
_____, 20____.

Signature _____
(include name of corporation, partnership, etc., if any)

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

BUSINESS OPERATIONS/FISCAL SERVICES

To:	Board of Trustees	Date: March 8, 2010
Re:	Approval of Emergency Repairs to the Main Electrical Duct Bank to the Science Center at Santiago Canyon College	
Action:	Request for Approval	

BACKGROUND:

In December of 2007, the Board awarded a contract to various multi-prime contractors to construct the new Science Building at Santiago Canyon College.

ANALYSIS:

Baker Electric was one of the primes to furnish the electrical service to the new Science Building. It was discovered the week of March 1, 2010 that water seepage was entering the electrical room through the electrical conduits that feed the main electric service to the building. It was determined that this water is causing significant damage to the electrical room and adjacent classroom. We have secured estimates from two contractors to make emergency repairs to stop the seepage of water into this area.

The two contractors that will be making the repairs are Baker Electric and Orange Coast Plumbing. Southern California Edison will be disconnecting the electrical service to the Science Building so that these repairs can be made. The estimated cost is approximately \$139,000 as described on the attached emergency repair spreadsheet. In order to complete the construction of the building and prevent the continual seepage of water, we must make these emergency repairs immediately.

RECOMMENDATION:

It is recommended that the Board of Trustees approve the emergency repairs as presented in the attached spreadsheet in the estimated amount of \$139,000.

Fiscal Impact:	\$139,000 estimated	Board Date: March 8, 2010
Prepared by:	Darryl A. Odum, Director, District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Edward Hernandez, Jr., Ed.D., Chancellor	

Santiago Canyon College

Rancho Santiago Community College District

Emergency Repair of Duct Bank

Science Building

Maintenance & Operations Building Parking Lot

Step	Description	Estimated Cost	Step	Option / Alternative Description	Estimated Cost	
1	SCE Shuts down power to the Science Building transformer. Remove electrical conductors from the duct bank connecting the Science Building electrical room and SCE vault in the parking lot.	\$ 13,500	A	Replace conductor material that is damaged in the removal effort (shielding on the conductor cable is damaged and the cable cannot be reused).	\$ 15,000	
2	Provide for the operation, maintenance and refueling of the emergency generator to run the Science Building while repairs on the duct bank are accomplished. Provide for 10 days at 8 hours per day. The generator consumes 65 gal. of fuel per hour under a full demand load.	\$ 30,000	B	Provide a rented 400Kva generator and fuel for 10 days at 8 hours per day. The generator consumes 30 gal. of fuel per hour. Tank is 480 gal. capacity and will require approx. seven site deliveries and refills. (Labor and Materials)	\$ 25,500	
3	Clean out conduit, video scope and determine extent and location of damage x 4 five-inch conduits.	\$ 5,700	C	Reline the entire run of the duct bank: four conduits at 225 feet in length each: 900 L.F.	\$ 50,000	
4	We know we have damage in three locations in the duct bank due to our investigation of the empty conduit. Assume that there is collateral damage in each of the four conduits in the same locations. Reline and repair the conduits in each of the three locations - three ten-foot linings in each of the four conduits.	\$ 20,000	D	If the conduits are crushed under the Loop Road, reline the four conduits at 2 locations at 10 feet each repair.	\$ 13,500	
5	We know we have a 4 to 5 foot plug in the empty conduit located under the Loop Road. Assume that the duct bank has been crushed, excavate, uncover, repair and replace the conduit, concrete encasement, backfill and compact and repave the Loop Road.	\$ 16,800	E	Identify source of water and make requisite repairs (unknown until we excavate).	\$ 35,000	
6	Pull the existing electrical conductors from the SCE vault to the Science Building electrical room and reestablish connections, QC test and restart electrical service. SCE repowers the transformer.	\$ 13,500				
	SUBTOTAL	\$ 99,500	\$ -	\$ -	\$ 139,000	\$ -
	ALTERNATES					
	TOTAL	\$ 99,500	\$ -	\$ -	\$ 139,000	

5.6 (2)

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Educational Services

To: Board of Trustees	Date: March 1, 2010
Re: Approval of Resource Development Items	
Action: Request for Approval	

ANALYSIS

Budgets for the following categorical programs for FY 09/10 have been developed:

<u>Project Title</u>	<u>Award Date</u>	
1. Cooperative Agencies Resources for Education (CARE) (SAC) Annual allocation from the California Community Colleges Chancellor's Office for services for low-income students. (09/10)	1/12/10	\$59,403
2. Disabled Students Programs & Services (DSPS) (SAC) Annual allocation from the California Community Colleges Chancellor's Office to provide services for disabled students. (09/10)	1/12/10	\$1,105,003
3. Extended Opportunity Programs & Services (EOPS) (SAC) Annual allocation from the California Community Colleges Chancellor's Office for services for low-income students. (09/10)	1/12/10	\$1,028,308
4. Matriculation Non-Credit (DO/SAC/SCC) Funds from the California Community Colleges Chancellor's Office to provide services for students in designated non-credit courses to help them become more knowledgeable about college programs and services, as well as their own skills, abilities, educational options, and goals. (09/10)	1/14/10	\$1,327,174
DO - \$ 19,500 SAC - \$946,054 SCC - <u>\$361,620</u> \$1,327,174		

RECOMMENDATION

It is recommended that these budgets be approved 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: \$ 3,519,888	Board Date: March 8, 2010
Item Prepared by: Cherie Ericson, Senior Resource Development Coordinator	
Item Submitted by: Enrique Perez, Assistant Vice Chancellor, Educational Services	
Item Recommended by: Edward Hernandez, Jr., Chancellor	

SPECIAL PROJECT DETAILED BUDGET #2090

NAME: CARE - SAC

FISCAL YEAR: 09/10

6.1 (2)

CONTRACT PERIOD 7/01/09- 6/30/10

CONTRACT INCOME

PROJ ADM S LUNDQUIST

PROJ DIR A KAMIMURA

CFDA # N/A

3/1/2010

Datatel String	Description	Existing Budget		Revised Budget		Difference +/-	
		Debit	Credit	Debit	Credit	Debit	Credit
12-2090-000000-10000-8629	Other General Categorical Apportionment - SAC				59,403		
12-2090-643000-19300-1230	Contract Counselors						
12-2090-643000-19300-1250	Contract Coordinator			10,186			
12-2090-643000-19300-1434	Int/Summer Beyond Contract - Counselor			19,761			
12-2090-643000-19300-1454	Int/Summer Beyond Contract - Coordinator						
12-2090-643000-19300-1455	Int/Summer - Coordinators - PT						
12-2090-643000-19300-3115	STRS - Non-Instructional			2,327			
12-2090-643000-19300-3315	OASDI - Non-Instructional						
12-2090-643000-19300-3325	Medicare - Non-Instructional			432			
12-2090-643000-19300-3415	H & W - Non-Instructional			74			
12-2090-643000-19300-3435	H & W - Retiree - Non-Instructional			298			
12-2090-643000-19300-3515	SUI - Non-Instructional			89			
12-2090-643000-19300-3615	WCI - Non-Instructional			655			
12-2090-643000-19300-3915	Other Benefits - Non-Instructional			383			
12-2090-643000-19300-4610	Non-Instructional Supplies			500			
12-2090-643000-19300-4710	Food and Food Services Supplies			700			
12-2090-675000-19300-5210	Conference Expense			1,100			
12-2090-732000-19300-7650	Stipends Paid to Students						
12-2090-732000-19300-7670	Other Expenses Paid for Students			22,898			
74-2090-000000-10000-8629	Other General Categorical Apportionment - SAC						
74-2090-732000-19300-7504	CARE Grant						
	Total - SAC	0	0	59,403	59,403	0	0

President's Approval
 Prepared by Cherie Ericson

Board Approved 3/08/10
 Accountant Jo. [Name]

SPECIAL PROJECT DETAILED BUDGET #2230

NAME: DSPS - SAC

FISCAL YEAR: 09/10

CONTRACT PERIOD 7/01/09 - 6/30/10

CONTRACT INCOME \$

PROJ ADM S LUNDQUIST

PROJ DIR J MATHIS

CFDA #

DATE 1/04/10

Datatel String	Description	Existing Budget		Revised Budget		Difference +/-	
		Debit	Credit	Debit	Credit	Debit	Credit
11_0000_679000_17100_5999	Match Control				585,617		
	Deaf and Hard of Hearing						
11-2230-493031-19523-1310	Part-Time Instructors - S. Larson (eliminated spring)			2,934			
11-2230-493031-19523-3111	STRS - Instructional			242			
11-2230-493031-19523-3321	Medicare - Instructional			43			
11-2230-493031-19523-3431	H & W Retiree - Instructional			29			
11-2230-493031-19523-3511	SUI - Instructional			9			
11-2230-493031-19523-3611	WCI - Instructional			65			
	High Tech Center						
11-2230-493031-19524-1110	Contract Instructors - D Dutton (re-assigned 10%)			82,386			
11-2230-493031-19524-3111	STRS - Instructional			6,797			
11-2230-493031-19524-3321	Medicare - Instructional			1,213			
11-2230-493031-19524-3411	H & W - Instructional			13,213			
11-2230-493031-19524-3431	H & W Retiree - Instructional			836			
11-2230-493031-19524-3511	SUI - Instructional			251			
11-2230-493031-19524-3611	WCI - Instructional			1,840			
11-2230-493031-19524-3911	Other Benefits - Instructional			1,250			
11-2230-493031-19524-6419	Equipment/Software >\$200 <\$1,000			1,711			
	Learning Disabled						
11-2230-493031-19525-1110	Contract Instructors - B. Choo 75% (from 50%); M Kobane 50% (retiring June 2010)			94,703			
11-2230-493031-19525-2410	Instructional Assistant - Ongoing			2,938			
11-2230-493031-19525-3111	STRS - Instructional			7,813			
11-2230-493031-19525-3211	PERS - Instructional						
11-2230-493031-19525-3311	OASDI - Instructional						
11-2230-493031-19525-3321	Medicare - Instructional			1,435			
11-2230-493031-19525-3331	PARS - Instructional			38			
11-2230-493031-19525-3411	H & W - Instructional			14,501			
11-2230-493031-19525-3431	H & W Retiree - Instructional			989			
11-2230-493031-19525-3511	SUI - Instructional			298			

6.1 (3)

President's Approval
Prepared by Cherie Ericson

Board Approved 3/08/10
Accountant Felix Panganiban

SPECIAL PROJECT DETAILED BUDGET #2230

NAME: DSPS - SAC

FISCAL YEAR: 09/10

6.1 (4)

CONTRACT PERIOD 7/01/09 - 6/30/10

CONTRACT INCOME \$

PROJ ADM S LUNDQUIST

PROJ DIR J MATHIS

CFDA #

DATE 1/04/10

Datatel String	Description	Existing Budget		Revised Budget		Difference +/-	
		Debit	Credit	Debit	Credit	Debit	Credit
11-2230-493031-19525-3611	WCI - Instructional			2,177			
11-2230-493031-19525-3911	Other Benefits - Instructional			1,313			
	Physically Disabled						
11-2230-493031-19526-2210	Instructional Assistant - FT - D, Thallmeyer 100% 2 mos			6,695			
11-2230-493031-19526-3211	PERS - Instructional			650			
11-2230-493031-19526-3311	OASDI - Instructional			426			
11-2230-493031-19526-3321	Medicare - Instructional			100			
11-2230-493031-19526-3411	H & W - Instructional			3,074			
11-2230-493031-19526-3431	H & W Retiree - Instructional			69			
11-2230-493031-19526-3511	SUI - Instructional			21			
11-2230-493031-19526-3611	WCI - Instructional			151			
11-2230-493031-19526-3911	Other Benefits - Instructional			169			
	DSPS						
11-2230-642000-19521-1210	Academic Management - J. Mathis 50%			40,493			
11-2230-642000-19521-1430	Part-Time Counselors						
11-2230-642000-19521-1433	Part-Time Counselors - M. Aguilar/ misc						
11-2230-642000-19521-1435	Part-Time Counselors - M. Aguilar						
11-2230-642000-19521-3115	STRS - Non-Instructional			3,341			
11-2230-642000-19521-3325	Medicare - Non-Instructional			593			
11-2230-642000-19521-3415	H & W - Non-Instructional			6,781			
11-2230-642000-19521-3435	H & W Retiree - Non-Instructional			409			
11-2230-642000-19521-3515	SUI - Non-Instructional			123			
11-2230-642000-19521-3615	WCI - Non-Instructional			900			
11-2230-642000-19521-3915	Other Benefits - Non-Instructional			437			
	Deaf and Hard of Hearing						
11-2230-642000-19523-1454	Int/Summer Beyond Contract - Coordinator - M. Collins						
11-2230-642000-19523-2130	Classified Employees - R. Rodriguez 95%			77,560			
11-2230-642000-19523-2310	Classified Employee - Ongoing - P. Heimann			544			
11-2230-642000-19523-2320	Classified Employees - Hourly			16,000			
11-2230-642000-19523-2340	Student Assistants - Hourly						
11-2230-642000-19523-3215	PERS - Non-Instructional			7,530			

President's Approval
Prepared by Cherie Ericson

Board Approved 3/08/10
Accountant Felix P. Aniban

SPECIAL PROJECT DETAILED BUDGET #2230

NAME: DSPS - SAC

FISCAL YEAR: 09/10

CONTRACT PERIOD 7/01/09 - 6/30/10

CONTRACT INCOME \$

PROJ ADM S LUNDQUIST

PROJ DIR J MATHIS

CFDA #

DATE 1/04/10

Datatel String	Description	Existing Budget		Revised Budget		Difference +/-	
		Debit	Credit	Debit	Credit	Debit	Credit
11-2230-642000-19523-3315	OASDI - Non-Instructional			4,888			
11-2230-642000-19523-3325	Medicare - Non-Instructional			1,151			
11-2230-642000-19523-3335	PARS - Non-Instructional			7			
11-2230-642000-19523-3415	H & W - Non-Instructional			12,813			
11-2230-642000-19523-3435	H & W Retiree - Non-Instructional			793			
11-2230-642000-19523-3515	SUI - Non-Instructional			239			
11-2230-642000-19523-3615	WCI - Non-Instructional			1,747			
11-2230-642000-19523-3915	Other Benefits - Non-Instructional			1,283			
11-2230-642000-19523-4520	Repair and Replacement Pars						
	Learning Disabled						
11-2230-642000-19525-2130	Classified Employees - Full Time - N. Kenyon 100% 2 mos			9,782			
11-2230-642000-19525-3215	PERS - Non-Instructional			950			
11-2230-642000-19525-3315	OASDI - Non-Instructional			620			
11-2230-642000-19525-3325	Medicare - Non-Instructional			145			
11-2230-642000-19525-3415	H & W - Non-Instructional			1,764			
11-2230-642000-19525-3435	H & W Retiree - Non-Instructional			100			
11-2230-642000-19525-3515	SUI - Non-Instructional			30			
11-2230-642000-19525-3615	WCI - Non-Instructional			220			
11-2230-642000-19525-3915	Other Benefits - Non-Instructional			225			
	Physically Disabled						
11-2230-642000-19526-1250	Contract Coordinator - M. Aguilar 70%			56,586			
11-2230-642000-19526-2130	Classified Employees (Amy Treat)			36,440			
11-2230-642000-19526-2340	Student Assistants - Hourly						
11-2230-642000-19256-3115	STRS - Non-Instructional			4,668			
11-2230-642000-19526-3325	Medicare - Non-Instructional			833			
11-2230-642000-19526-3415	H & W - Non-Instructional			3,516			
11-2230-642000-19526-3435	H & W Retiree - Non-Instructional			575			
11-2230-642000-19526-3515	SUI - Non-Instructional			172			
11-2230-642000-19526-3615	WCI - Non-Instructional			1,264			
11-2230-642000-19526-3915	Other Benefits - Non-Instructional			875			

6.1 (5)

SPECIAL PROJECT DETAILED BUDGET #2230

NAME: DSPS - SAC

FISCAL YEAR: 09/10

CONTRACT PERIOD 7/01/09 - 6/30/10

CONTRACT INCOME \$

PROJ ADM S LUNDQUIST

PROJ DIR J MATHIS

CFDA #

DATE 1/04/10

Datatel String	Description	Existing Budget		Revised Budget		Difference +/-	
		Debit	Credit	Debit	Credit	Debit	Credit
	Speech/Acquired Brain Injury						
11-2230-642000-19527-1250	Contract Coordinator - R. Miller 40%			33,759			
11-2230-642000-19527-3115	STRS - Non-Instructional			2,785			
11-2230-642000-19527-3325	Medicare - Non-Instructional			497			
11-2230-642000-19527-3415	H & W - Non-Instructional			101			
11-2230-642000-19527-3435	H & W Retiree - Non-Instructional			343			
11-2230-642000-19527-3515	SUI - Non-Instructional			103			
11-2230-642000-19527-3615	WCI - Non-Instructional			754			
11-2230-642000-19527-3915	Other Benefits - Non-Instructional			500			
	Total SAC Match	-	-	585,617	585,617	-	-

President's Approval
Prepared by Cherie Ericson

4 11

Board Approved 3/08/10
Accountant Felix P. Maniban

SPECIAL PROJECT DETAILED BUDGET #2230

NAME: DSPS - SAC

FISCAL YEAR: 09/10

CONTRACT PERIOD 7/01/09 - 6/30/10

CONTRACT INCOME \$

PROJ ADM S LUNDQUIST

PROJ DIR J MATHIS

CFDA #

DATE 1/04/10

Datatel String	Description	Existing Budget		Revised Budget		Difference +/-	
		Debit	Credit	Debit	Credit	Debit	Credit
12-2230-000000-10000-8623	DSPS - Santa Ana College				1,105,003		
	DSPS - CEC						
12-2230-493030-19522-1310	Part-Time Instructors - K. de la Cerda			8,000			
12-2230-493030-19522-1315	Int/Summer Instructors - Part Time K. de la Cerda						
12-2230-493030-19522-2410	Instructional Assistant - Ongoing			15,630			
12-2230-493030-19522-2420	Instructional Assistant - Hourly						
12-2230-493030-19522-3111	STRS - Instructional			660			
12-2230-493030-19522-3211	PERS - Instructional						
12-2230-493030-19522-3311	OASDI - Instructional						
12-2230-493030-19522-3321	Medicare - Instructional			343			
12-2230-493030-19522-3331	PARS - Instructional			203			
12-2230-493030-19522-3431	H & W Retiree - Instructional			236			
12-2230-493030-19522-3511	SUI - Instructional			71			
12-2230-493030-19522-3611	WCI - Instructional			520			
	DSPS - CEC						
12-2230-493031-19522-1110	Contract Instructors - M. Stephens 75%			76,231			
12-2230-493031-19522-1280	Contract - Reassigned Time - M. Stephens			1,555			
12-2230-493031-19522-3111	STRS - Instructional			6,289			
12-2230-493031-19522-3115	STRS - Non-Instructional			128			
12-2230-493031-19522-3321	Medicare - Instructional			1,123			
12-2230-493031-19522-3325	Medicare - Non-Instructional			23			
12-2230-493031-19522-3411	H & W - Instructional			13,598			
12-2230-493031-19522-3415	H & W - Non-Instructional						
12-2230-493031-19522-3431	H & W Retiree - Instructional			775			
12-2230-493031-19522-3435	H & W Retiree - Non-Instructional			16			
12-2230-493031-19522-3511	SUI - Instructional			232			
12-2230-493031-19522-3515	SUI - Non-Instructional			5			
12-2230-493031-19522-3611	WCI - Instructional			1,705			
12-2230-493031-19522-3615	WCI - Non-Instructional			34			
12-2230-493031-19522-3911	Other Benefits - Instructional			1,250			
12-2230-493031-19522-4310	Instructional Supplies						

6.1 (7)

President's Approval
Prepared by Cherie Ericson

Board Approved 3/08/10
Accountant Felix Panganiban

SPECIAL PROJECT DETAILED BUDGET #2230

**NAME: DSPS - SAC
FISCAL YEAR: 09/10**

PROJ ADM S LUNDQUIST
PROJ DIR J MATHIS

CONTRACT PERIOD 7/01/09 - 6/30/10
CONTRACT INCOME \$

CFDA #

DATE 1/04/10

Datatel String	Description	Existing Budget		Revised Budget		Difference +/-	
		Debit	Credit	Debit	Credit	Debit	Credit
12-2230-493031-19522-6410	Equipment - All Other >\$1,000						
	Learning Disabled						
12-2230-493031-19525-1110	Contract Instructors - B. Choo 15%; M. Kobane 50%			51,882			
12-2230-493031-19525-2420	Instructional Assistants - Hourly			12,004			
12-2230-493031-19525-3111	STRS - Instructional			4,280			
12-2230-493031-19525-3321	Medicare - Instructional			935			
12-2230-493031-19525-3325	Medicare - Non-Instructional						
12-2230-493031-19525-3331	PARS - Instructional			156			
12-2230-493031-19525-3411	H & W - Instructional			8,835			
12-2230-493031-19525-3431	H & W Retiree - Instructional			645			
12-2230-493031-19525-3511	SUI - Instructional			194			
12-2230-493031-19525-3611	WCI - Instructional			1,419			
12-2230-493031-19525-3911	Other Benefits - Instructional			625			
	Speech/Acquired Brain Injury						
12-2230-493031-19527-2410	Instructional Assistants - Ongoing			1,203			
12-2230-493031-19527-3111	STRS - Instructional						
12-2230-493031-19527-3115	STRS - Non-Instructional						
12-2230-493031-19527-3211	PERS - Instructional			117			
12-2230-493031-19527-3311	OASDI - Instructional			75			
12-2230-493031-19527-3321	Medicare - Instructional			17			
12-2230-493031-19527-3325	Medicare - Non-Instructional						
12-2230-493031-19527-3411	H & W - Instructional						
12-2230-493031-19527-3431	H & W Retiree - Instructional			12			
12-2230-493031-19527-3435	H & W Retiree - Non-Instructional						
12-2230-493031-19527-3511	SUI - Instructional			4			
12-2230-493031-19527-3515	SUI - Non-Instructional						
12-2230-493031-19527-3611	WCI - Instructional			26			
12-2230-493031-19527-3615	WCI - Non-Instructional						
12-2230-493031-19527-3911	Other Benefits - Instructional						
	DSPS						
12-2230-642000-19521-1210	Academic Management - J. Mathis 50%			40,493			

President's Approval
Prepared by Cherie Ericson

Board Approved 3/08/10
Accountant Felix P. Maniban

SPECIAL PROJECT DETAILED BUDGET #2230

NAME: DSPS - SAC

FISCAL YEAR: 09/10

CONTRACT PERIOD 7/01/09 - 6/30/10

CONTRACT INCOME \$

PROJ ADM S LUNDQUIST

PROJ DIR J MATHIS

CFDA #

DATE 1/04/10

Datatel String	Description	Existing Budget		Revised Budget		Difference +/-	
		Debit	Credit	Debit	Credit	Debit	Credit
12-2230-642000-19521-1430	Part-Time Counselors						
12-2230-642000-19521-2130	Classified Employees - N Castillo 100%; R. Meza 7%			51,632			
12-2230-642000-19521-3115	STRS - Non-Instructional			3,341			
12-2230-642000-19521-3215	PERS - Non-Instructional			5,013			
12-2230-642000-19521-3315	OASDI - Non-Instructional			3,305			
12-2230-642000-19521-3325	Medicare - Non-Instructional			1,366			
12-2230-642000-19521-3415	H & W - Non-Instructional			17,471			
12-2230-642000-19521-3435	H & W Retiree - Non-Instructional			942			
12-2230-642000-19521-3515	SUI - Non-Instructional			283			
12-2230-642000-19521-3615	WCI - Non-Instructional			2,073			
12-2230-642000-19521-3915	Other Benefits - Non-Instructional			2,124			
12-2230-642000-19521-4310	Instructional Supplies			1,500			
12-2230-642000-19521-5300	Inst Dues/Memberships (RFBF)			500			
12-2230-642000-19521-5630	Maintenance Contract - Office Equipment			3,600			
12-2230-642000-19521-5840	Drinking Water Service						
12-2230-642000-19521-5845	Excess/Copies Useage			800			
12-2230-642000-19521-6410	Equipment - All Other >\$1,000						
12-2230-642000-19521-6419	Equipment/Software >\$200 <\$1,000						
	DSPS - CEC						
12-2230-642000-19522-2130	Classified Employees - L Morrow 100%			1,009			
12-2230-642000-19522-3215	PERS - Non-Instructional			98			
12-2230-642000-19522-3315	OASDI - Non-Instructional			63			
12-2230-642000-19522-3325	Medicare - Non-Instructional			15			
12-2230-642000-19522-3415	H & W - Non-Instructional			165			
12-2230-642000-19522-3435	H & W Retiree - Non-Instructional			10			
12-2230-642000-19522-3515	SUI - Non-Instructional			3			
12-2230-642000-19522-3615	WCI - Non-Instructional			22			
12-2230-642000-19522-3915	Other Benefits						
12-2230-642000-19522-4210	Books, Mags and Reference Materials - Non-Instructional						
12-2230-642000-19522-4610	Non-Instructional Supplies						
	Deaf and Hard of Hearing						

(6) 1 (9)

President's Approval
Prepared by Cherie Ericson

Board Approved 3/08/10
Accountant Felix Panganiban

SPECIAL PROJECT DETAILED BUDGET #2230

NAME: DSPS - SAC

FISCAL YEAR: 09/10

6.1 (10)

CONTRACT PERIOD 7/01/09 - 6/30/10

CONTRACT INCOME \$

PROJ ADM S LUNDQUIST

PROJ DIR J MATHIS

CFDA #

DATE 1/04/10

Datatel String	Description	Existing Budget		Revised Budget		Difference +/-	
		Debit	Credit	Debit	Credit	Debit	Credit
12-2230-642000-19523-1250	Contract Coordinator - M. Collins 60%			38,125			
12-2230-642000-19523-1454	Int/Summer Beyond Contract - Coordinator						
12-2230-642000-19523-2130	Classified Employees -						
12-2230-642000-19523-2320	Classified Employees - Hourly Interpreters			220,000	300,000		
12-2230-642000-19523-2340	Student Assistants - Hourly						
12-2230-642000-19523-3215	PERS - Non-Instructional			3,702			
12-2230-642000-19523-3315	OASDI - Non-Instructional			2,401			
12-2230-642000-19523-3325	Medicare - Non-Instructional			3,752			
12-2230-642000-19523-3335	PARS - Non-Instructional			2,860			
12-2230-642000-19523-3415	H & W - Non-Instructional			4,642			
12-2230-642000-19523-3435	H & W Retiree - Non-Instructional			2,587			
12-2230-642000-19523-3515	SUI - Non-Instructional			776			
12-2230-642000-19523-3615	WCI - Non-Instructional			5,692			
12-2230-642000-19523-3915	Other Benefits - Non-Instructional			608			
12-2230-642000-19523-5100	Contracted Services (Interpreting/Captioning)			31,187	95,000		
	High Tech Center						
12-2230-642000-19524-1484	Int/Summer Beyond Contract - Reassigned						
12-2230-642000-19524-2130	Classified Employees - S. Bowman 100%			67,200			
12-2230-642000-19524-2420	Instructional Assistants - Hourly - G. Herrera						
12-2230-642000-19524-3215	PERS - Non-Instructional			6,524			
12-2230-642000-19524-3315	OASDI - Non-Instructional			4,250			
12-2230-642000-19524-3321	Medicare - Instructional						
12-2230-642000-19524-3325	Medicare - Non-Instructional			994			
12-2230-642000-19524-3331	PARS - Instructional						
12-2230-642000-19524-3415	H & W - Non-Instructional			10,307			
12-2230-642000-19524-3431	H & W Retiree - Instructional						
12-2230-642000-19524-3435	H & W Retiree - Non-Instructional			686			
12-2230-642000-19524-3511	SUI - Instructional						
12-2230-642000-19524-3515	SUI - Non-Instructional			206			
12-2230-642000-19524-3611	WCI - Instructional						
12-2230-642000-19524-3615	WCI - Non-Instructional			1,508			

President's Approval
Prepared by Cherie Ericson

Board Approved 3/08/10
Accountant Felix P. Aniban

SPECIAL PROJECT DETAILED BUDGET #2230

NAME: DSPS - SAC

FISCAL YEAR: 09/10

CONTRACT PERIOD 7/01/09 - 6/30/10

CONTRACT INCOME \$

PROJ ADM S LUNDQUIST

PROJ DIR J MATHIS

CFDA #

DATE 1/04/10

Datatel String	Description	Existing Budget		Revised Budget		Difference +/-	
		Debit	Credit	Debit	Credit	Debit	Credit
12-2230-642000-19524-3915	Other Benefits - Non-Instructional			1,350			
	Learning Disabled						
12-2230-642000-19525-1460	Part-time Physicians/Psychologists - Psych Interns			-			
12-2230-642000-19525-1465	Summer Interns			-			
12-2230-642000-19525-1483	Beyond Contract - Reassigned Time						
12-2230-642000-19525-1484	Int/Summer Beyond Contract - Reassigned Time B. Choo (Intersession)			3,802			
12-2230-642000-19525-2130	Classified Employees - L. Janus 100%; R. Norris 100%			107,164			
12-2230-642000-19525-3115	STRS - Non-Instructional			314			
12-2230-642000-19525-3215	PERS - Non-Instructional			10,405			
12-2230-642000-19525-3315	OASDI - Non-Instructional			6,805			
12-2230-642000-19525-3325	Medicare - Non-Instructional			1,647			
12-2230-642000-19525-3325	PARS - Non-Instructional			-			
12-2230-642000-19525-3415	H & W - Non-Instructional			12,846			
12-2230-642000-19525-3435	H & W Retiree - Non-Instructional			1,135			
12-2230-642000-19525-3515	SUI - Non-Instructional			341			
12-2230-642000-19525-3615	WCI - Non-Instructional			2,499			
12-2230-642000-19525-3915	Other Benefits - Non-Instructional			2,588			
12-2230-642000-19525-4610	Non-Instructional Supplies			-			
12-2230-642000-19525-5220	Mileage/Parking Expense						
12-2230-642000-19525-5940	Reproduction/Printing Expense						
	Physically Disabled						
12-2230-642000-19526-1250	Contract Coordinator - M. Aguilar 30%			24,251			
12-2230-642000-19526-1454	Int/Summer Beyond Contract - Coordinator						
	Classified Employees -						
12-2230-642000-19526-2130	A. Romo de Gonzalez 100% 3.5 mos			7,745			
12-2230-642000-19526-3115	STRS - Non-Instructional			2,001			
12-2230-642000-19526-3215	PERS - Non-Instructional			752			
12-2230-642000-19526-3315	OASDI - Non-Instructional			505			
12-2230-642000-19526-3325	Medicare - Non-Instructional			475			
12-2230-642000-19526-3415	H & W - Non-Instructional			4,001			

6.1 (11)

President's Approval
Prepared by Cherie Ericson

Board Approved 3/08/10
Accountant Felix Panganiban

SPECIAL PROJECT DETAILED BUDGET #2230

NAME: DSPS - SAC

FISCAL YEAR: 09/10

6.1 (12)

CONTRACT PERIOD 7/01/09 - 6/30/10
 CONTRACT INCOME \$

PROJ ADM S LUNDQUIST
 PROJ DIR J MATHIS

CFDA #

DATE 1/04/10

Datatel String	Description	Existing Budget		Revised Budget		Difference +/-	
		Debit	Credit	Debit	Credit	Debit	Credit
12-2230-642000-19526-3435	H & W Retiree - Non-Instructional			327			
12-2230-642000-19526-3515	SUI - Non-Instructional			98			
12-2230-642000-19526-3615	WCI - Non-Instructional			721			
12-2230-642000-19526-3915	Other Benefits - Non-Instructional			769			
	Speech/Acquired Brain Injury						
12-2230-642000-19527-1250	Contract Coordinator - R. Miller 60%			42,199			
12-2230-642000-19527-1454	Int/Summer Beyond Contract - Coordinator - R. Miller						
12-2230-642000-19527-1455	Int/Summer Beyond Contract - Reassigned						
12-2230-642000-19527-1484	Int/Summer Beyond Contract Reassigned K. Winkler						
	Classified Employees -						
	A. Tran 100% 9 mos						
12-2230-642000-19527-2130	M. Whitney 100% 2 mos			37,922			
12-2230-642000-19527-2210	Instructional Assistants - Full Time						
12-2230-642000-19527-2320	Classified Employees - Hourly						
12-2230-642000-19527-3115	STRS - Non-Instructional			3,481			
12-2230-642000-19527-3211	PERS - Instructional						
12-2230-642000-19527-3215	PERS - Non-Instructional			3,682			
12-2230-642000-19527-3311	OASDI - Instructional						
12-2230-642000-19527-3315	OASDI - Non-Instructional			2,441			
12-2230-642000-19527-3321	Medicare - Instructional						
12-2230-642000-19527-3325	Medicare - Non-Instructional			1,192			
12-2230-642000-19527-3411	H & W - Instructional						
12-2230-642000-19527-3415	H & W - Non-Instructional			10,155			
12-2230-642000-19527-3431	H & W Retiree - Instructional						
12-2230-642000-19527-3435	H & W Retiree - Non-Instructional			822			
12-2230-642000-19527-3511	SUI - Instructional						
12-2230-642000-19527-3515	SUI - Non-Instructional			246			
12-2230-642000-19527-3611	WCI - Instructional						
12-2230-642000-19527-3615	WCI - Non-Instructional			1,808			
12-2230-642000-19527-3911	Other Benefits - Instructional						
12-2230-642000-19527-3915	Other Benefits - Non-Instructional			2,088			

President's Approval
 Prepared by Cherie Ericson

Board Approved 3/08/10
 Accountant Felix P. Aniban

SPECIAL PROJECT DETAILED BUDGET #2230

NAME: DSPS - SAC

FISCAL YEAR: 09/10

CONTRACT PERIOD 7/01/09 - 6/30/10

CONTRACT INCOME \$

PROJ ADM S LUNDQUIST

PROJ DIR J MATHIS

CFDA #

DATE 1/04/10

Datatel String	Description	Existing Budget		Revised Budget		Difference +/-	
		Debit	Credit	Debit	Credit	Debit	Credit
	Psychological Disabilities						
12-2230-642000-19528-1250	Contract Coordinator - S.Salgado 50%			42,710			
12-2230-642000-19528-1464	Int/Summer Bay9ound Contract PhysicianS.Salgado			-			
12-2230-642000-19528-3115	STRS - Non-Instructional			3,524			
12-2230-642000-19528-3325	Medicare - Non-Instructional			628			
12-2230-642000-19528-3415	H & W - Non-Instructional			2,534			
12-2230-642000-19528-3435	H & W Retiree - Non-Instructional			433			
12-2230-642000-19528-3515	SUI - Non-Instructional			130			
12-2230-642000-19528-3615	WCI - Non-Instructional			953			
12-2230-642000-19528-3915	Other Benefits - Non-Instructional			625			
12-2230-675000-19526-5210	Conference Expense						
	Totals	-	-	1,105,003	1,500,003		

6.1 (13)

President's Approval
Prepared by Cherie Ericson

Board Approved 3/08/10
Accountant Felix Panganiban

SPECIAL PROJECT DETAILED BUDGET #2250

NAME: EOPS - SAC

FISCAL YEAR: 09/10

CONTRACT PERIOD: 7/01/09 - 6/30/10

CONTRACT INCOME: \$1,028,308

PROJ. ADM. S LUNDQUIST

PROJ DIR. A. KAMIMURA

CFDA #: N/A

DATE 3/01/108

Datatel String	Description	Existing Budget		Revised Budget		Difference +/-	
		Debit	Credit	Debit	Credit	Debit	Credit
11-0000-679000-10000-5999	Match Control Account - SAC				252,729		
11-2250-643000-19300-1210	Academic Management - A. Kamimura 100%			67,824			
11-2250-643000-19300-1230	Contract Counselors - M. Nguyen 100% C. Shaffer 12%			26,272			
11-2250-643000-19300-1250	Contract Coordinator - C. Shaffer 12% G. Sanchez 40%			32,836			
11-2250-643000-19300-1252	Contract Extension - Coordinator			4,197			
11-2250-643000-19300-1430	Part-Time Counselors						
11-2250-643000-19300-1433	Beyond Contract - Counselors						
11-2250-643000-19300-1434	Int/Summer Beyond Contract - Counselors						
11-2250-643000-19300-1435	Int/Summer - Counselors - Part-Time						
11-2250-643000-19300-2130	Classified Employees - I. Fernandez-Gonzales 29% L. Ruiz 100%			60,465			
11-2250-643000-19300-2310	Classified Employees - Ongoing						
11-2250-643000-19300-2320	Classified Employees - Hourly						
11-2250-643000-19300-2350	Overtime - Classified Employees						
11-2250-643000-19300-3115	STRS - Non-Instructional			10,817			
11-2250-643000-19300-3215	PERS - Non-Instructional			5,871			
11-2250-643000-19300-3315	OASDI - Non-Instructional			3,843			
11-2250-643000-19300-3325	Medicare - Non-Instructional			2,827			
11-2250-643000-19300-3335	PARS - Non-Instructional						
11-2250-643000-19300-3415	H & W - Non-Instructional			26,281			
11-2250-643000-19300-3435	H & W Retiree - Non-Instructional			1,950			
11-2250-643000-19300-3515	SUI - Non-Instructional			586			
11-2250-643000-19300-3615	WCI - Non-Instructional			5,492			
11-2250-643000-19300-3915	Other Benefits - Non-Instructional			3,468			
	Total Match			252,729	252,729	-	-

President's Approval
Prepared by Cherie Ericson

Board Approval 3/08/10
Accountant Felix Paniban

SPECIAL PROJECT DETAILED BUDGET #2250

NAME: EOPS - SAC

FISCAL YEAR: 09/10

CONTRACT PERIOD 7/01/09 - 6/30/10

CONTRACT INCOME \$1,028,308

PROJ ADM. S LUNDQUIST

PROJ DIR A. KAMIMURA

CFDA # N/A

DATE: 3/01/108

Datatel String	Description	Existing Budget		Revised Budget		Difference +/-	
		Debit	Credit	Debit	Credit	Debit	Credit
12-2250-000000-10000-8622	EOPS				1,028,308		
12-2250-499900-19300-2420	Instructional Assistant - Hourly			39,882			
12-2250-499900-19300-3321	Medicare - Instructional			578			
12-2250-499900-19300-3331	PARS - Instructional			518			
12-2250-499900-19300-3431	H & W Retiree - Instructional			399			
12-2250-499900-19300-3511	SUI - Instructional			120			
12-2250-499900-19300-3611	WCI - Instructional			877			
12-2250-643000-19300-1230	Contract Counselors			181,938			
12-2250-643000-19300-1250	Contract Coordinator			9,636			
12-2250-643000-19300-1430	Part-Time Counselors			21,238			
12-2250-643000-19300-1434	Int/Summer Beyond Contract - Counselors			10,100			
12-2250-643000-19300-1435	Int/Summer - Counselors - Part-Time						
12-2250-643000-19300-1455	Int/Summer Coordinators - Part-Time						
12-2250-643000-19300-2130	Classified Employees			201,279			
12-2250-643000-19300-2310	Classified Employees - Ongoing			2,135			
12-2250-643000-19300-2320	Classified Employees - Hourly						
12-2250-643000-19300-2340	Student Assistants			7,952			
12-2250-643000-19300-2420	Instructional Assistant - Hourly						
12-2250-643000-19300-3115	STRS - Non-Instructional			18,112			
12-2250-643000-19300-3215	PERS - Non-Instructional			19,542			
12-2250-643000-19300-3315	OASDI - Non-Instructional			13,326			
12-2250-643000-19300-3325	Medicare - Non-Instructional			6,965			
12-2250-643000-19300-3335	PARS - Non-Instructional						
12-2250-643000-19300-3415	H & W - Non-Instructional			54,898			
12-2250-643000-19300-3435	H & W Retiree - Non-Instructional			4,724			
12-2250-643000-19300-3515	SUI - Non-Instructional			1,417			

6.1 (15)

President's Approval:
Prepared by: Cherie Ericson

Board Approval: 3/08/10
Accountant Felix Panganiban

SPECIAL PROJECT DETAILED BUDGET #2250**NAME: EOPS - SAC****FISCAL YEAR: 09/10**

CONTRACT PERIOD: 7/01/09 - 6/30/10

CONTRACT INCOME: \$1,028,308

PROJ. ADM S LUNDQUIST

PROJ. DIR. A. KAMIMURA

CFDA # N/A

DATE 3/01/108

Datatel String	Description	Existing Budget		Revised Budget		Difference +/-	
		Debit	Credit	Debit	Credit	Debit	Credit
12-2250-643000-19300-3615	WCI - Non-Instructional			10,566			
12-2250-643000-19300-3915	Other Benefits - Non-Instructional			8,294			
12-2250-643000-19300-4310	Instructional Supplies						
12-2250-643000-19300-4610	Non-Instructional Supplies			26,065			
12-2250-643000-19300-4710	Food and Food Service Supplies			300			
12-2250-643000-19300-5100	Contracted Services						
12-2250-643000-19300-5220	Mileage/Parking Expense			572			
12-2250-643000-19300-5630	Maint Contract - Office Equipment			700			
12-2250-643000-19300-5845	Excess/Copies Useage			294			
12-2250-643000-19300-5905	Other Student Travel Expenses						
12-2250-643000-19300-5940	Reproduction/Printing Expense			500			
12-2250-643000-19300-5966	Transportation - Student						
12-2250-643000-19300-6410	Equipment - All Other >\$1,000			2,354			
12-2250-643000-19300-6415	Equipment -Technology >\$1,000						
12-2250-643000-19300-6419	Equipment/Software - >\$200 <\$1,000						
12-2250675000-19300-5210	Conference Expense			500			
12-2250-732000-19300-7610	Books Paid for Students			282,000			
12-2250-732000-19300-7620	Fees Paid for Students			2,775			
12-2250-732000-19300-7630	Supplies Paid for Students						
12-2250-732000-19300-7650	Stipends Paid to Students						
12-2250-732000-19300-7670	Other Expenses Paid for Students			97,752			
	Totals	-	-	1,028,308	1,028,308	-	-

President's Approval.

Prepared by Cherie Ericson

Page 2 of 3

Board Approval 3/08/10
Accountant Felix Paoniban

SPECIAL PROJECT DETAILED BUDGET #2490
NAME: Non-Credit Matriculation - Continuing Education Center (CEC)
FISCAL YEAR: 2009/10

CONTRACT PERIOD: 07/01/09 - 6/30/10
 CONTRACT INCOME: \$960,874 (CEC)

PROJECT ADMIN: Nilo Lipiz
 PROJECT DIR: Nilo Lipiz

Date: 2/25/10

GL Account	Description	Debit	Credit
12-2490-000000-10000-8629	Other Gen Categorical Apport Santa Ana College		946,054
12-2490-000000-50000-8629	Other Gen Categorical Apportionment		14,820
12-2490-000000-50000-2130	CEC's contribution (wages & benefits) Research Dept.	14,820	
12-2490-620000-18100-2130	Classified Employees CEC	152,727	
12-2490-620000-18100-2310	Classified Employees - Ongoing CEC	48,352	
12-2490-620000-18100-3215	PERS - Non-Instructional CEC	9,467	
12-2490-620000-18100-3315	OASDHI - Non-Instructional CEC	6,129	
12-2490-620000-18100-3325	Medicare - Non-Instructional CEC	1,433	
12-2490-620000-18100-3335	PARS - Non-Instructional CEC	252	
12-2490-620000-18100-3415	H & W - Non-Instructional CEC	15,980	
12-2490-620000-18100-3435	H & W - Retiree Fund Non-Inst CEC	989	
12-2490-620000-18100-3515	SUI - Non-Instructional . CEC	297	
12-2490-620000-18100-3615	WCI - Non-Instructional . CEC	2,175	
12-2490-620000-18100-3915	Other Benefits - Non-Instruct CEC	1,350	
12-2490-620000-18100-5940	Reproduction/Printing Expenses CEC	14,115	
12-2490-631000-18100-1430	Part-Time Counselors CEC	51,105	
12-2490-631000-18100-1433	Beyond Contract - Counselors CEC	61,673	
12-2490-631000-18100-2310	Classified Employees - Ongoing CEC	16,807	
12-2490-631000-18100-3115	STRS - Non-Instructional CEC	10,372	
12-2490-631000-18100-3215	PERS - Non-Instructional CEC	1,632	
12-2490-631000-18100-3315	OASDHI - Non-Instructional CEC	1,042	
12-2490-631000-18100-3325	Medicare - Non-Instructional CEC	1,879	
12-2490-631000-18100-3435	H & W - Retiree Fund Non-Inst . CEC	1,296	
12-2490-631000-18100-3515	SUI - Non-Instructional CEC	389	
12-2490-631000-18100-3615	WCI - Non-Instructional CEC	2,851	
12-2490-632000-18100-2130	Classified Employees CEC	36,924	
12-2490-632000-18100-3215	PERS - Non-Instructional CEC	3,585	
12-2490-632000-18100-3315	OASDHI - Non-Instructional CEC	2,373	
12-2490-632000-18100-3325	Medicare - Non-Instructional CEC	555	
12-2490-632000-18100-3415	H & W - Non-Instructional CEC	10,138	
12-2490-632000-18100-3435	H & W - Retiree Fund Non-Inst . CEC	383	
12-2490-632000-18100-3515	SUI - Non-Instructional CEC	115	
12-2490-632000-18100-3615	WCI - Non-Instructional CEC	842	
12-2490-632000-18100-3915	Other Benefits - Non-Instruct CEC	1,350	
12-2490-632000-18100-4610	Non-Instructional Supplies CEC	37,000	
12-2490-632000-18100-4710	Food and Food Service Supplies CEC	1,000	
12-2490-632000-18100-5100	Contracted Services : CEC	1,000	
12-2490-632000-18100-5220	Mileage/Parking Expenses CEC	1,000	
12-2490-632000-18100-5610	Lease Agreement - Equipment CEC	10,500	
12-2490-632000-18100-5630	Maint Contract - Office Equip CEC	2,275	
12-2490-632000-18100-5800	Advertising . CEC	4,000	
12-2490-632000-18100-5845	Excess/Copies Usage CEC	3,200	
12-2490-632000-18100-5925	Postage CEC	1,000	

President's Approval:
 Prepared by: H. Nguyen

Board Approval Date: 03/08/10
 Accountant: Jojo Penning
 6.1 (17)

SPECIAL PROJECT DETAILED BUDGET #2490
NAME: Non-Credit Matriculation - Continuing Education Center (CEC)
FISCAL YEAR: 2009/10

CONTRACT PERIOD: 07/01/09 - 6/30/10
 CONTRACT INCOME: \$960,874 (CEC)

PROJECT ADMIN: Nilo Lipiz
 PROJECT DIR: Nilo Lipiz

Date: 2/25/10

GL Account	Description	Debit	Credit
12-2490-632000-18100-5940	Reproduction/Printing Expenses CEC	2,000	
12-2490-632000-18100-5950	Software License and Fees CEC	1,055	
12-2490-649000-18100-1410	Part-Time Academic Management CEC	35,462	
12-2490-649000-18100-1450	Part-Time Coordinators CEC	18,386	
12-2490-649000-18100-2130	Classified Employees CEC	148,795	
12-2490-649000-18100-2310	Classified Employees - Ongoing CEC	59,447	
12-2490-649000-18100-3115	STRS - Non-Instructional CEC	4,442	
12-2490-649000-18100-3215	PERS - Non-Instructional . CEC	20,218	
12-2490-649000-18100-3315	OASDHI - Non-Instructional CEC	13,131	
12-2490-649000-18100-3325	Medicare - Non-Instructional . CEC	3,852	
12-2490-649000-18100-3415	H & W - Non-Instructional CEC	18,220	
12-2490-649000-18100-3435	H & W - Retiree Fund Non-Inst CEC	2,656	
12-2490-649000-18100-3515	SUI - Non-Instructional : CEC	797	
12-2490-649000-18100-3615	WCI - Non-Instructional CEC	5,844	
12-2490-649000-18100-3915	Other Benefits - Non-Instruct CEC	3,544	
12-2490-649000-18100-5999	Special Project Holding Acct CEC	27,000	
12-2490-678000-14141-2130	Classified Employees Academic Support - CEC	32,629	
12-2490-678000-14141-3215	PERS - Non-Instructional Academic Support - CEC	3,168	
12-2490-678000-14141-3315	OASDHI - Non-Instructional Academic Support - CEC	2,068	
12-2490-678000-14141-3325	Medicare - Non-Instructional Academic Support - CEC	484	
12-2490-678000-14141-3415	H & W - Non-Instructional Academic Support - CEC	8,955	
12-2490-678000-14141-3435	H & W - Retiree Fund Non-Inst Academic Support -	334	
12-2490-678000-14141-3515	SUI - Non-Instructional Academic Support - CEC	100	
12-2490-678000-14141-3615	WCI - Non-Instructional Academic Support - CEC	734	
12-2490-678000-14141-3915	Other Benefits - Non-Instruct Academic Support -	731	
12-2490-679000-18100-2130	Classified Employees CEC	8,507	
12-2490-679000-18100-3215	PERS - Non-Instructional CEC	826	
12-2490-679000-18100-3315	OASDHI - Non-Instructional . CEC	536	
12-2490-679000-18100-3325	Medicare - Non-Instructional CEC	126	
12-2490-679000-18100-3415	H & W - Non-Instructional CEC	2,039	
12-2490-679000-18100-3435	H & W - Retiree Fund Non-Inst : CEC	87	
12-2490-679000-18100-3515	SUI - Non-Instructional . CEC	26	
12-2490-679000-18100-3615	WCI - Non-Instructional CEC	190	
12-2490-679000-18100-3915	Other Benefits - Non-Instruct CEC	113	
Totals for PROJECT: 2490	Non-Credit Matriculation (CEC)	960,874	960,874

President's Approval:
 Prepared by: H. Nguyen

Board Approval Date: 03/08/10
 Accountant: Jojo Penning

SPECIAL PROJECT DETAILED BUDGET #2490
NAME: Non-Credit Matriculation - Orange Education Center (OEC)
FISCAL YEAR: 2009/10

CONTRACT PERIOD: 07/01/09 - 6/30/10
 CONTRACT INCOME: \$366,300 (OEC)

PROJECT ADMIN: Jose Vargas
 PROJECT DIR: Jose Vargas

Date: 2/25/10

GL Account	Description	Debit	Credit
12-2490-000000-20000-8629	Other Gen Categorical Apport Santiago Canyon Coll		361,620
12-2490-000000-50000-8629	Other Gen Categorical Apportionment		4,680
12-2490-000000-50000-2130	OEC's contribution (wages & benefits) Research Dept.	4,680	
12-2490-601000-28100-1410	Part-Time Academic Management Continuing Educatio	13,000	
12-2490-601000-28100-2130	Classified Employees Continuing Education Divisio	18,238	
12-2490-601000-28100-3115	STRS - Non-Instructional Continuing Education Div	2,843	
12-2490-601000-28100-3325	Medicare - Non-Instructional Continuing Education	450	
12-2490-601000-28100-3435	H & W - Retiree Fund Non-Inst Continuing Educatio	314	
12-2490-601000-28100-3515	SUI - Non-Instructional Continuing Education Divi	95	
12-2490-601000-28100-3615	WCI - Non-Instructional Continuing Education Divi	688	
12-2490-601000-28100-3915	Other Benefits - Non-Instruct Continuing Educatio	450	
12-2490-620000-28100-2310	Classified Employees - Ongoing Continuing Educati	110	
12-2490-620000-28100-2320	Classified Employees - Hourly Continuing Educatio	1,503	
12-2490-620000-28100-3215	PERS - Non-Instructional Continuing Education Div	186	
12-2490-620000-28100-3325	Medicare - Non-Instructional Continuing Education	24	
12-2490-620000-28100-3335	PARS - Non-Instructional Continuing Education Div	6	
12-2490-620000-28100-3415	H & W - Non-Instructional Continuing Education Di	1,899	
12-2490-620000-28100-3435	H & W - Retiree Fund Non-Inst Continuing Educatio	17	
12-2490-620000-28100-3515	SUI - Non-Instructional Continuing Education Divi	5	
12-2490-620000-28100-3615	WCI - Non-Instructional Continuing Education Divi	36	
12-2490-631000-28100-1430	Part-Time Counselors Continuing Education Divisio	59,998	
12-2490-631000-28100-1433	Beyond Contract - Counselors Continuing Education	8,000	
12-2490-631000-28100-2310	Classified Employees - Ongoing Continuing Educati	305	
12-2490-631000-28100-3115	STRS - Non-Instructional Continuing Education Div	3,700	
12-2490-631000-28100-3215	PERS - Non-Instructional Continuing Education Div	64	
12-2490-631000-28100-3315	OASDHI - Non-Instructional Continuing Education D	41	
12-2490-631000-28100-3325	Medicare - Non-Instructional Continuing Education	1,051	
12-2490-631000-28100-3335	PARS - Non-Instructional Continuing Education Div	132	
12-2490-631000-28100-3435	H & W - Retiree Fund Non-Inst Continuing Educatio	725	
12-2490-631000-28100-3515	SUI - Non-Instructional Continuing Education Divi	218	
12-2490-631000-28100-3615	WCI - Non-Instructional Continuing Education Divi	1,594	
12-2490-632000-28100-2310	Classified Employees - Ongoing Continuing Educati	9,971	
12-2490-632000-28100-3215	PERS - Non-Instructional Continuing Education Div	967	
12-2490-632000-28100-3315	OASDHI - Non-Instructional Continuing Education D	617	
12-2490-632000-28100-3325	Medicare - Non-Instructional Continuing Education	145	
12-2490-632000-28100-3335	PARS - Non-Instructional Continuing Education Div	1	
12-2490-632000-28100-3415	H & W - Non-Instructional Continuing Education Di	2,923	
12-2490-632000-28100-3435	H & W - Retiree Fund Non-Inst Continuing Educatio	100	
12-2490-632000-28100-3515	SUI - Non-Instructional Continuing Education Divi	27	
12-2490-632000-28100-3615	WCI - Non-Instructional Continuing Education Divi	220	
12-2490-649000-28100-2130	Classified Employees Continuing Education Divisio	141,181	
12-2490-649000-28100-2310	Classified Employees - Ongoing Continuing Educati	14,852	
12-2490-649000-28100-2320	Classified Employees - Hourly Continuing Educatio	334	

President's Approval:
 Prepared by: H. Nguyen

Board Approval Date: 03/08/10
 Accountant: Jojo Penning
 6.1 (19)

SPECIAL PROJECT DETAILED BUDGET #2490
NAME: Non-Credit Matriculation - Orange Education Center (OEC)
FISCAL YEAR: 2009/10

CONTRACT PERIOD: 07/01/09 - 6/30/10
 CONTRACT INCOME: \$366,300 (OEC)

PROJECT ADMIN: Jose Vargas
 PROJECT DIR: Jose Vargas

Date: 2/25/10

GL Account	Description	Debit	Credit
12-2490-649000-28100-3215	PERS - Non-Instructional Continuing Education Div	15,120	
12-2490-649000-28100-3315	OASDHI - Non-Instructional Continuing Education D	9,794	
12-2490-649000-28100-3325	Medicare - Non-Instructional . Continuing Education	2,300	
12-2490-649000-28100-3335	PARS - Non-Instructional Continuing Education Div	9	
12-2490-649000-28100-3415	H & W - Non-Instructional Continuing Education Di	29,040	
12-2490-649000-28100-3435	H & W - Retiree Fund Non-Inst Continuing Educatio	1,597	
12-2490-649000-28100-3515	SUI - Non-Instructional Continuing Education Div	480	
12-2490-649000-28100-3615	WCI - Non-Instructional Continuing Education Div	3,513	
12-2490-649000-28100-3915	Other Benefits - Non-Instruct Continuing Educatio	3,318	
12-2490-649000-28100-5940	Reproduction/Printing Expenses Continuing Educati	1,000	
12-2490-678000-24141-2130	Classified Employees : Academic Support - OEC	3,578	
12-2490-678000-24141-3115	STRS - Non-Instructional : Academic Support - OEC	341	
12-2490-678000-24141-3315	OASDHI - Non-Instructional : Academic Support - OEC	221	
12-2490-678000-24141-3325	Medicare - Non-Instructional Academic Support - OEC	52	
12-2490-678000-24141-3435	H & W - Retiree Fund Non-Inst Academic Support - OEC	36	
12-2490-678000-24141-3515	SUI - Non-Instructional . Academic Support - OEC	11	
12-2490-678000-24141-3615	WCI - Non-Instructional Academic Support - OEC	79	
12-2490-678000-24141-3915	Other Benefits - Non-Instruct . Academic Support -	68	
12-2490-679000-27105-2130	Classified Employees : Admin Services Office	2,687	
12-2490-679000-27105-3215	PERS - Non-Instructional . Admin Services Office	261	
12-2490-679000-27105-3315	OASDHI - Non-Instructional Admin Services Office	174	
12-2490-679000-27105-3325	Medicare - Non-Instructional Admin Services Office	41	
12-2490-679000-27105-3415	H & W - Non-Instructional . Admin Services Office	659	
12-2490-679000-27105-3435	H & W - Retiree Fund Non-Inst : Admin Services Offi	28	
12-2490-679000-27105-3515	SUI - Non-Instructional : Admin Services Office	8	
12-2490-679000-27105-3615	WCI - Non-Instructional Admin Services Office	62	
12-2490-679000-27105-3915	Other Benefits - Non-Instruct Admin Services Offi	113	
Totals for PROJECT: 2490	Non-Credit Matriculation (OEC)	366,300	366,300

SPECIAL PROJECT DETAILED BUDGET #2490
NAME: Non-Credit Matriculation - Research (DO)
FISCAL YEAR: 2009/10

CONTRACT PERIOD: 07/01/09 - 6/30/10
 CONTRACT INCOME. \$19,500
 SAC-CEC's contributions to DO - Research (\$14,820)
 SCC-OEC's contributions to DO - Research (\$4,680)

PROJECT ADMIN: N. Lipiz/J. Vargas
 PROJECT DIR: Nga Pham

Date: 2/25/10

GL Account	Description	OEC	CEC	TOTAL
12-2490-000000-50000-8629	Other Gen Categorcal Apport District Operations	4,680	14,820	19,500
12-2490-679000-53340-2130	Classified Employees Research - Cristina (30.35%)	2,943	9,321	12,264
12-2490-679000-53340-3215	PERS - Non-Instructional Research	286	905	1,191
12-2490-679000-53340-3315	OASDHI - Non-Instructional Research	185	587	772
12-2490-679000-53340-3325	Medicare - Non-Instructional Research	43	137	180
12-2490-679000-53340-3415	H & W - Non-Instructional Research	1,017	3,222	4,239
12-2490-679000-53340-3435	H & W - Retiree Fund Non-Inst Research	30	97	127
12-2490-679000-53340-3515	SUI - Non-Instructional Research	9	29	38
12-2490-679000-53340-3615	WCI - Non-Instructional Research	67	212	279
12-2490-679000-53340-3915	Other Benefits - Non-Instruct Research	98	312	410
Totals for PROJECT: 2490	Non-Credit Matriculation (District Operation)	4,680	14,820	19,500

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Educational Services

To: Board of Trustees	Date: March 8, 2010
Re: Approval of Memorandum of Understanding with the Orange Unified School District for the AmeriCorps Learning Highways Tutoring Program Grant	
Action: Request for Approval	

BACKGROUND

Santiago Canyon College received an AmeriCorps grant to implement the Learning Highways Tutoring Program, wherein SCC students will serve as AmeriCorps members by tutoring OUSD elementary student who are not at proficient or advanced levels in math and/or English language arts.

ANALYSIS

An MOU has been developed delineating the responsibilities of SCC and OUSD in implementing the Learning Highways Tutoring Program.

RECOMMENDATION

It is recommended that the Memorandum of Understanding be approved and that the Vice Chancellor, Business Operations/Fiscal Services, or his designee, be authorized to sign the memorandum.

Fiscal Impact: \$0	Board Date: March 8, 2010
Prepared by: Sarah Santoyo, Director of Grants	
Submitted by: Enrique Perez, Assistant Vice Chancellor of Educational Services	
Recommended by: Edward Hernandez, Jr., Ed.D., Chancellor	

**Memorandum of Understanding
BETWEEN RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
AND THE
ORANGE UNIFIED SCHOOL DISTRICT**

This Memorandum of Understanding (hereinafter "MOU") is entered into between Rancho Santiago Community College District (hereinafter "RSCCD") on behalf of Santiago Canyon College (hereinafter "SCC") and the Orange Unified School District (hereinafter "OUSD").

WHEREAS, SCC was awarded an AmeriCorps grant through the California Volunteers Office of the Governor for a project entitled Learning Highways Tutoring Program (hereinafter, "LHTP") to provide tutoring and literacy development services for students in three OUSD elementary schools—Riverdale, Olive, Fletcher, and

WHEREAS, OUSD has agreed to participate in the purpose of this grant,

NOW, THEREFORE the DISTRICT and OUSD do agree to the following terms:

I. SCC's RESPONSIBILITIES

SCC will recruit, train, and ensure all students have completed and passed background checks to serve as AmeriCorps members prior to placing them as volunteers at the sites. "Members" is a term that refers to those who provide services through the AmeriCorps program. In this case, SCC students have been recruited to serve as AmeriCorps members.

76 AmeriCorps members will be placed at each school site, and will provide 450 hours each per week to provide tutoring for students who did not receive proficient or advanced scores in math and/or English on the previous year's California Standardized Tests, or to students that teachers identify as needing these services.

In addition, AmeriCorps members will develop community service projects to advance literacy and learning for each site: e.g., book drive, literacy night, etc.

Members will be supervised by LHTP coordinator and staff via weekly meetings and on-site visits.

SCC will meet with OUSD administrators and teachers prior to project implementation at their school sites, and periodically throughout the term of the agreement to ensure that the project is being implemented as planned and to resolve any problems or concerns that may arise.

II. OUSD's RESPONSIBILITIES

OUSD will provide placement sites—Riverdale, Olive, Fletcher Elementary Schools—for the AmeriCorps members to serve as tutors. Prior to their service, AmeriCorps members will be provided with an orientation to the schools policies, procedures, protocols, rules and expectations of the members. A teacher(s) at each site will be identified to supervise and mentor AmeriCorps members, who will assist members with assessing students and developing tailored tutoring to foster student learning. Further, OUSD will provide data as needed for LHTP staff to complete mid-year and final reports.

III. AGREEMENT TERM

The period of performance for this Agreement shall be from October 27, 2009 to October 27, 2012.

IV: NOTIFICATION

Santiago Canyon College:

LHTP Project Director
Loretta Jordan
Associate Dean of Student Development
8045 E. Chapman Ave.
Orange, CA 92869
(714) 628-4900
jordan_loretta@sccollege.edu

Orange Unified School District:

Rachelle Morga
Executive Director, Elementary Education
1401 N. Handy St.
Orange, CA 92867
(714) 628-4463
morga@orangeusd.org

V: INDEMNIFICATION

All parties to this Agreement shall agree to defend, indemnify, and hold harmless the other party, it's officers, agents, employees, and volunteers, from and against all loss, cost, and expense arising out of any liability or claim of liability, sustained or claimed to have been sustained, arising out of the activities, or the performance or nonperformance of obligations under this Agreement, of the indemnifying party, or those of any of its officers, agents, employees, or volunteers. The provisions of this Article do not apply to any damage or losses caused solely by the negligence or intentional acts of the non-indemnifying party or any of its agents or employees."

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.

**ORANGE COUNTY UNIFIED
SCHOOL DISTRICT**

**RANCHO SANTIAGO COMMUNITY
COLLEGE DISTRICT**

Name _____
(Signature)

By _____

Title _____

Date _____

Name _____
(Signature)

By Peter J. Hardash

Title Vice Chancellor, Fiscal Services and
Business Operations

Date _____

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Educational Services

To: Board of Trustees	Date: March 8, 2010
Re: Approval of Subcontract Agreement with the Orange County Superintendent of Schools for the Career Technical Education (CTE) Community Collaborative II Grant	
Action: Request for Approval	

BACKGROUND

In February 2009, RSCCD was awarded the *Career Technical Education (CTE) Community Collaborative II Grant*, from the California Community Colleges Chancellor's Office, to work in partnership with middle schools, high schools, ROPs, and business/industry representatives to implement a project that consists of four components: 1) Career Exploration for 7th and 8th graders, 2) Development of Arts, Media and Entertainment and Transportation CTE programs, 3) Faculty and Teacher Externships (industry work experience), and 4) Professional Development. The Orange County Animation Project (OCAP), managed by the Orange County Department of Education, is a partner in this project.

ANALYSIS

A subcontract agreement has been developed for the Orange County Animation Project's (OCAP) work on this project, which will consist primarily of implementing arts, media, and entertainment curriculum in Orange and Santa Ana middle schools, and at High School Inc.'s New Media Academy; and promoting arts, media, and entertainment careers. The subcontract agreement has been developed based on OCAP's grant activities and associated budget in the approved proposal.

RECOMMENDATION

It is recommended that the subcontract agreement be approved and that the Vice Chancellor, Business Operations/Fiscal Services, or his designee, be authorized to sign the subcontract agreement.

Fiscal Impact: \$113,063	Board Date: March 8, 2010
Prepared by: Sarah Santoyo, Director of Grants	
Submitted by: Enrique Perez, Assistant Vice Chancellor of Educational Services	
Recommended by: Edward Hernandez, Jr., Ed.D., Chancellor	

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

This Grant Subagreement (hereinafter "Agreement") is entered into between Rancho Santiago Community College District (hereinafter "RSCCD") and the Orange County Superintendent of Schools (hereinafter "SUBRECIPIENT").

WHEREAS, RSCCD was awarded a grant entitled Career Technical Education Community Collaborative" (hereinafter "Grant"), from the California Community Colleges Chancellor's Office, Economic and Workforce Development Career Technical Education Division, for a project titled "RSCCD CTE Community Collaborative II" to provide services and resources that will enable more young people to become highly skilled professionals in the Multimedia, including 3-D Animation industry by creating career exploration activities, developing model programs, articulating coursework, aligning curriculum, and developing advisory committees to link education with business, industry and labor, thereby responding to the overall goal of the Career Technical Education Initiative (SB 70/SB 1133), which is to strengthen California's workforce development efforts by linking the State's investment in economic development with its investment in public instruction and other significant public investments, and

WHEREAS, SUBRECIPIENT has agreed to participate in the purpose of this grant, and

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

NOW, THEREFORE the DISTRICT and SUBRECIPIENT do covenant and agree as follows:

ARTICLE I

1. Statement of Work

SUBRECIPIENT will perform and monitor the following activities as detailed in the Grant (*Exhibit A*):

- Strengthen Career and Technical Education sectors
- Develop multimedia/animation partnerships with industry, community colleges, and high schools, ROP'S and middle schools
- Perform outreach to students, administrators and counselors regarding the animation project, and new animation certificates and articulated courses
- Provide faculty professional development
- Coordinate alignment and articulation of related curriculum between sectors
- Develop career exploration activities for 7th and 8th graders
- Create opportunities to showcase student work
- Provide technical and project support assistance
- Monitor the project
- Perform evaluation
- Disseminate best practices

2. Period of Performance

The period of performance for this Agreement shall be from February 1, 2009 through June 30, 2010.

3. Total Cost

The total cost to RSCCD for the performance of this Agreement shall not exceed \$113,063, in accordance with the project budget (*Exhibit B*), to be paid in accordance with the terms set forth in Article I.5. SUBRECIPIENT agrees to provide matching funds in the amount of \$13,334, in accordance with the project budget and to submit documentation of that match to RSCCD, Attn: Accounting, 2323 N. Broadway, Santa Ana, CA, 92706.

4. Reporting

SUBRECIPIENT will submit Quarterly Progress Report according to the following schedule: July 15th, October 15th, January 15th, and April 15th. SUPRECIPIENT will also submit a final narrative summary report at the end of the project.

5. Payment

For payment, submit a complete and detailed invoice form that references the contract number, purchase order number, and grant number and title to the following address:

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

6. Amendments to Project Activities or the Budget

An amendment of this Agreement is required when SUBRECIPIENT wants to make changes that would affect the outcomes of the Project, the total dollar amount of the Grant, and/or that would add or delete budget categories. The request must be submitted to RSCCD prior to making the desired alteration in the performance or expenditures of the Project. Requests for amendments should be received no later than 75 days before the end of the performance period.

7. Record Keeping

SUBRECIPIENT agrees to maintain such 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.

8. Audit

SUBRECIPIENT agrees that RSCCD, the Chancellor's Office, 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. SUBRECIPIENT 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, SUBRECIPIENT agrees to include a similar right of SUBRECIPIENT, the Chancellor's Office, the Bureau of State Audits, any other appropriate state or federal oversight agency, or

their designated representative(s) to audit records and interview staff in any subcontract related to performance of this Agreement.

9. 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.

10. Subcontracts

Based on the California Community Colleges Chancellor's Office Legal Terms and Conditions, Article II.11, SUBRECIPIENT is prohibited from creating any third or subsequent tier subcontracts without written approval by RSCCD. The approval process is as follows: submit a copy of the subcontract to RSCCD for review and RSCCD will contact the Project Monitor for approval. SUBRECIPIENT will be notified in writing regarding approval, and after notice is received shall act accordingly.

11. Notices

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

Rancho Santiago Community College District
Gustavo Chamorro
2323 N. Broadway, Ste. 350
Santa Ana, CA 92706
(714) 241-5810
chamorro_gustavo@rsccd.edu

Orange County Superintendent of Schools
Sandra Lapham
200 Kalmus Dr.
Costa Mesa, CA 92626
(714) 966-4209
slapham@ocde.us

12. Product Dissemination

Any products developed as a result of the Grant must be made available to the project monitor upon request and posted to a website location to be determined by the Chancellor's Office. All products of and references to the project shall include the phrase, "funded in part by Rancho Santiago Community College District through a CTE Pathways Initiative grant from the California Community Colleges Chancellor's Office."

13. Surveys

If this Grant involves a survey of community college faculty, staff, students, or administrators, SUBRECIPIENT shall ensure that the survey is developed, administered, tabulated, and summarized by a survey evaluator/specialist. Surveys shall conform to project

goals, shall minimize the burden on the group being surveyed, and shall not collect data already available to the SUBRECIPIENT from the Chancellor's Office or another source.

ARTICLE II

I Legal Terms and Conditions

Both parties, RSCCD and SUBRECIPIENT, will implement the project according to the Legal Terms and Conditions of the Grant, which consist of the completed online application (Exhibit A), the RFA Specification (Exhibit C), the Grant Agreement face sheet (Exhibit A), and the Grant Agreement Legal Terms and Conditions (Exhibit D).

This Agreement represents the entire understanding of RSCCD and SUBRECIPIENT 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.

**RANCHO SANTIAGO COMMUNITY
COLLEGE DISTRICT**

**ORANGE COUNTY SUPERINTENDENT
OF SCHOOLS**

Name: Peter J. Hardash

Name: _____

Title: Vice Chancellor, Fiscal Services and
Business Operations

Title: _____

Date: _____

Date: _____

Signature: _____

Signature: _____