

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

BOARD OF TRUSTEES (Regular Meeting)

ADDENDUM TO AGENDA

Monday, June 21, 2010

➤ **Add:**

5.0 **BUSINESS OPERATIONS/FISCAL SERVICES**

5.30 Approval of State Categorical Program Flexibility Transfer per AB 4X2 Action
The administration recommends approval of the State Categorical Program Flexibility Transfer per AB 4X2 as presented.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Board of Trustees (Regular meeting)
Monday, June 21, 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 Administration of Oath of Allegiance to Nathan Selvidge, 2010-11 Student Trustee

1.4 Public Comment

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

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

- 1.5 Approval of Minutes - Special Meeting of May 22, 2010
- Regular meeting of May 24, 2010
- Special Meeting of May 28, 2010
- Special Meeting of June 3, 2010

Action

1.6 Approval of Consent Calendar Action

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

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

1.7 Public Hearing – 2010-2011 Tentative Budget

1.8 Recognition of Chancellor

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 Cabinet and Management Salary Schedules
- Approval of New Job Descriptions
- Approval of Appointments
- Approval of Interim to Permanent Positions
- Approval of Changes of Assignments/titles
- Approval of Extensions of Interim Assignments
- Approval of Interim Assignments/Change of Locations
- Approval of Interim Assignments
- Approval of Return to Regular Assignments
- Approval of Voluntary Furloughs
- Approval of 2020-2011 Permanent FARSCCD 175-Day Contract Salary Schedule
- Approval of 2010-2011 Permanent FARSCCD 192-Day Contract Salary Schedule
- Approval of 2010-2011 Permanent FARSCCD 225-Day Contract Salary Schedule
- Approval of 2010-2011 Permanent FARSCCD Part-time/Beyond Contract Salary Schedule
- Approval of 2010-2011 Permanent FARSCCD Summer Credit Contract Salary Schedule

3.1 Management/Academic Personnel – (cont.)

- Approval of 2010-2011 Permanent FARSCCD Summer Non-credit Contract Salary Schedule
- Approval of 2010-2011 Interim CEFA Part-time Salary Schedule
- Approval of 2010-2011 Interim CTCTA Full-time Salary Schedule
- Approval of 2010-2011 Interim CTCTA Part-time Salary Schedule
- Approval of Rehiring of Temporary Non-tenure Track Employees per E.C. 87470
- Approval of Adjusted Column Placements
- Approval of Contract Extension Days for 2009-2010
- Approval of Adjusted End Dates for Leaves of Absence
- Approval of Leaves of Absence
- Ratification of Resignations/Retirements
- Approval of Stipends
- Approval of Part-time/Hourly Hires/Rehires
- Approval of Non-paid Intern Services

3.2 Classified Personnel

Action

- Approval of Reduction in Force Lay Offs
- Approval of 2010-2011 CSEA Interim Salary Schedules
- Approval of Revised Job Descriptions
- Approval of Temporary to Contract Positions
- Approval of Professional Growth Increments
- Approval of Out of Class Assignments
- Approval of Changes in Positions
- Approval of Voluntary Furloughs
- Approval of Leaves of Absence
- Ratification of Resignations/Retirements
- Approval of Temporary Assignments
- Approval of Additional Hours for On Going Assignments
- Approval of Substitute Assignments
- Approval of Miscellaneous Positions
- Approval of Instructional Associates/Associate Assistants
- Approval of Community Service Presenters/Stipends
- Approval of Volunteers
- Approval of Student Assistant Volunteers

3.3 Approval of Fringe Benefit Providers for Fiscal Year 2010-2011

Action

The administration recommends approval of the renewal of the insurance programs listed on the docket coversheet at the negotiated rates and authorization be given to enter into the appropriate agreements with the listed insurance companies for the 2010-2011 fiscal year.

- 3.4 Renewal of Flexible Benefits Plan 2010-2011 Action
The administration recommends authorization be given to the chancellor or his designee to extend the flexible benefits plan with CONEXIS for the 2010-2011 fiscal year.

4.0 INSTRUCTION

- *4.1 Approval of New Noncredit Courses for Santa Ana College School of Continuing Education Action
The administration recommends approval and certification of the list of new noncredit courses attached to the docket for submission to the State Chancellor's Office and addition to SAC's noncredit course inventory.
- *4.2 Approval of New OTA Agreement – Aviara Healthcare Center Action
The administration recommends approval of this contract with Aviara Healthcare Center in Encinitas, California.
- *4.3 Approval of Renewal of On-Site Associate Degree Nursing Program with St. Joseph Hospital of Orange Action
The administration recommends approval of this agreement with St. Joseph Hospital of Orange.
- *4.4 Approval of New OTA Agreement – Providence Little Company of Mary Medical Center Action
The administration recommends approval of this contract with Providence Little Company of Mary Medical Center in San Pedro, California.
- *4.5 Approval of CJA Agreement Renewal: Asian Gang Investigators Association of California Action
The administration recommends approval of this agreement with the Asian Gang Investigators Association of West Covina, California.
- *4.6 Approval of Renewal of OTA Agreement – AHMC Garfield Medical Center, LP Action
The administration recommends approval of this contract with AHMC Garfield Medical Center, LP in Monterey Park, California.
- *4.7 Approval of New OTA Agreement – Life Care Centers of America Action
The administration recommends approval of this contract with Life Care Centers of America in Cleveland, Tennessee.

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

- *4.8 Approval of Memorandum of Understanding with Trinity Cristo Rey Lutheran Church Action
The administration recommends approval of this memorandum of understanding between Rancho Santiago Community College District on behalf of Santa Ana College School of Continuing Education and Trinity Cristo Rey Lutheran Church in Santa Ana, California.
- *4.9 Approval of Instructional Agreements with SER, Jobs for Progress, Inc. for Vocational and Basic Skills Training Action
The administration recommends approval of the instructional agreements with SER, Jobs for Progress, Inc. for program year 2010-2011.
- *4.10 Approval of Renewal of Fire Technology Classroom Training Agreement with City of Burbank Action
The administration recommends approval of this contract renewal for 2010-2011 with the City of Burbank.
- *4.11 Approval of Metropolitan Water District of Southern California Master Cost Agreement Action
The administration recommends approval of this agreement with the Metropolitan Water District of Southern California for 2010-2011 as presented.
- *4.12 Approval of Extension of Existing Lease Agreement with Orange County Coastkeeper to Accommodate Proposition 84 Grant Application Action
The administration recommends approval of the extension of the \$1 per year lease agreement with the Orange County Coastkeeper to June 30, 2029, from the current 10-year lease, to accommodate the Proposition 84 grant application at Santiago Canyon College.

5.0 BUSINESS OPERATIONS/FISCAL SERVICES

- *5.1 Approval of Payment of Bills Action
The administration recommends payment of bills as submitted.
- *5.2 Approval of Budget Transfers and Budget Increases/Decreases Action
The administration recommends approval of budget transfers, increases, and decreases during the month of May 2010.
- 5.3 Approval of 2010-2011 Tentative Budget Action
The administration recommends approval of the 2010-2011 Tentative Budget as presented.

- *5.4 Approval of Notice of Completion: Bid #1051 for Classroom and Maintenance & Operations (M&O) Buildings at Santa Ana College (SAC) Action
The administration recommends approval of the Notice of Completion for the construction of the classroom and Maintenance & Operations buildings at SAC as presented.
- *5.5 Approval of Notice of Completion: Bid #1116 for Gym Restroom Addition, Gym Floor Replacement, and Fire Sprinkler Installation at Santa Ana College Action
The administration recommends approval of the Notice of Completion for completion of the gym restroom addition, gym floor replacement, and fire sprinkler installation at SAC as presented.
- *5.6 Approval of Additional Construction Management Services for various Santiago Canyon College Construction Projects Action
The administration recommends approval of additional services for Seville Construction Services, Inc., in the amount of \$575,129 as presented.
- *5.7 Approval of Consulting Services Agreement – Facilities Planning & Program Services, Inc. Action
The administration recommends approval of the consulting services agreement for Facilities Planning & Program Services, Inc., as presented.
- *5.8 Approval of Additional Architectural Services Related to Miscellaneous Repairs & ADA Upgrades to the Gymnasium at Santa Ana College Action
The administration recommends approval of the request for additional services for the IBI Group in the amount of \$217,805.49 as presented.
- *5.9 Approval of Architect Change Order for Restroom Addition, Gym Floor Replacement, and Installation of Fire Sprinkler System at the Gymnasium at Santa Ana College Action
The administration recommends approval of the request for additional services for the IBI Group in an amount not to exceed \$17,116.48.
- *5.10 Approval of Change Order #2: Bid #1060 for Casework and Fixtures for Science Building (Bond Portion) at Santiago Canyon College (SCC) Action
The administration recommends approval of change order #2 for Dow Diversified, Inc., for Bid #1060 for casework and fixtures in the SCC science building as presented.

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

- *5.11 Approval of Change Order #2: Bid #1060 for Casework and Fixtures for Science Building (State Portion) at Santiago Canyon College Action
The administration recommends approval of change order #2 for Dow Diversified, Inc., for Bid #1060 for casework and fixtures in the SCC science building as presented.
- *5.12 Approval of Change Order #1: Bid #1062 for Fire Protection System for the Science Building (Bond Portion) at Santiago Canyon College Action
The administration recommends approval of change order #1 for Cosco Fire Protection, Inc., for Bid #1062 in the amount of \$1,923 for the fire protection system for the SCC science building (bond portion) as presented.
- *5.13 Approval of Change Order #1: Bid #1062 for Fire Protection System for Science Building (State Portion) at Santiago Canyon College Action
The administration recommends approval of change order #1 for Cosco Fire Protection, Inc., for Bid #1062 in the amount of \$10,598 for the fire protection system for the SCC science building (state portion) as presented.
- *5.14 Approval of Change Order #1: Bid #1063 for Plumbing for Science Building (State Portion) at Santiago Canyon College Action
The administration recommends approval of change order #1 for J.M. Farnan Company, Inc., for Bid #1063 for plumbing services in the SCC science building.
- *5.15 Approval of Change Order #3: Bid #1076 for Glass/Glazing for Science Building (Bond Portion) at Santiago Canyon College Action
The administration recommends approval of change order #3 for Best Contracting Services for Bid #1076 for glass and glazing for the SCC science building as presented.
- *5.16 Approval of Change Order #3: Bid #1097 for General Construction for Child Development Center at Santa Ana College Action
The administration recommends approval of change order #3 for ISEC, Inc., for Bid #1097 for general construction for the SAC Child Development Center as presented.
- *5.17 Approval of Change Order #2: Bid #1100 for Concrete for Child Development Center at Santa Ana College Action
The administration recommends approval of change order #2 for Micon Construction, Inc., for Bid #1100 for concrete for the SAC Child Development Center as presented.

- *5.18 Approval of Change Order #3: Bid #1102 for Drywall and Plastering at Child Development Center at Santa Ana College Action
The administration recommends approval of change order #3 for Insul Drywall and Plastering, Inc., for Bid #1102 for drywall and plastering at the SAC Child Development Center as presented.
- *5.19 Approval of Materials Testing and Inspection Services for Child Development Center at Santa Ana College Action
The administration recommends approval of additional service fees with Reliant Testing Engineers to perform all specialized inspection and testing services as presented.
- *5.20 Approval of Change Order #4: Bid #1129 for Electrical at Child Development Center at Santa Ana College Action
The administration recommends approval of change order #4 for EMAE International, Inc., for Bid #1129 for electrical services at the SAC Child Development Center as presented.
- *5.21 Approval of Change Order #1: Bid #1156 for Renovation of Child Development Center at Centennial Education Center (CEC) Action
The administration recommends approval of change order #1 for MDE Group, Inc., for Bid #1156 for renovation of CEC Child Development Center as presented.
- *5.22 Approval to Reject all Bids – Bid #1161 Baseball Complex ADA Upgrades at Santa Ana College Action
The administration recommends rejection of all bids in Bid #1161 for SAC Baseball Complex ADA upgrades as presented and recommends approval of a third rebidding of the project.
- *5.23 Approval of Outsource Technical Contract – Consulting Services Action
The administration recommends approval of hiring Outsource Technical Contract programmers for the 2010-2011 fiscal year as presented.
- *5.24 Approval of Bid #1159 – HVAC Maintenance Service Contract Action
The administration recommends acceptance of the bid and approval of awarding the bid including renewals to Franklin Air Conditioning & Heating Company, Inc., to provide maintenance service to HVAC equipment as presented.
- *5.25 Approval of 2010-2011 Contract Listing Action
The administration recommends approval of the 2010-2011 contract listing as presented.

- *5.26 Approval of Contract with Xerox Corporation Action
The administration recommends approval of the contract with Xerox Corporation for multifunction copiers and related software and services pursuant to the Master Service Agreement No. 1715 awarded by the State of Nevada on behalf of the Western States Contracting Alliance (WSCA) and approved for usage by the State of California pursuant to the California Participating Addendum Master Price Agreement No. 7-09-36-06 for the purchase and/or lease of multifunction copiers, related software and services including extensions on an as needed basis as presented.
- *5.27 Approval of Surplus Property Action
The administration recommends declaration of the list of equipment attached to the docket as surplus property and utilization of The Liquidation Company to conduct an auction as presented.
- *5.28 Approval of Donation of Surplus Items Action
The administration recommends approval of the donations listed on the docket coversheet to Garden Grove Unified School District and Orange Unified School District as presented.
- *5.29 Approval of Purchase Orders Action
The administration recommends approval of the purchase order listing for the period May 9, 2010, through June 5, 2010.

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:
- Disabled Students Programs & Services (DSPS) \$ 5,735
 - Augmentation (SAC)
 - Extended Opportunity Programs and Services (EOPS) \$ 1,623
 - Augmentation (SCC)
 - Business Entrepreneurship Centers (District) \$205,000
 - Business Entrepreneurship Centers Statewide Leadership (District) \$172,500
 - Center for International Trade Development (District) \$188,273
 - Child Development Facilities Renovation and Repair (District) \$100,000
 - Child Development Infant Toddler Resource Award (District) \$ 5,837
 - Enrollment Growth for Nursing ADN Programs, Year 1 (SAC) \$101,087
 - Women's Business Center, Year 4 (District) \$150,000

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

- *6.2 Adoption of Resolution No. 10-14 – United States Department of Health and Human Services – Early Head Start, Year Two Action
The administration recommends approval of Resolution No. 10-14 that authorizes the chancellor or his designee to sign the grant submission documents.
- *6.3 Approval of Amendment to Subcontract Agreement with Central County Regional Occupational Program (CCROP) for the Career Technical Education (CTE) Community Collaborative Grant (DO-09-006) Action
The administration recommends approval of this amendment to the subcontract agreement and authorization be given to the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign the amendment to the subcontract agreement.
- *6.4 Acceptance of Grant Award – Small Business Administration, Office of Women Business Owners – Institute for Women Entrepreneurs (IWE) Action
The administration recommends approval of acceptance of this grant award and the continued operation of the IWE program.
- *6.5 Adoption of Revision to Board Policy 7002 – Intellectual Property Rights Action
The administration recommends adoption of revisions to Board Policy 7002.
- 6.6 First Reading of Revision to Board Policies 9007 – Officers of the Board and 9013 – Annual Organizational Meeting Information
These policies are presented for first reading as an information item.
- 6.7 Board Self-Evaluation Information
The administration requests the board schedule an annual planning activity meeting to discuss the Board’s goals and vision for 2010-2011.
- 6.8 SAC Foundation Scholarship Information
- 6.9 Reports from Board Committees Information
 - Board Facilities Committee
 - Board Policy Committee
- 6.10 Board Member Comments Information
- 7.0 ADJOURNMENT** - The next regular meeting of the Board of Trustees will be held on July 26, 2010.

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

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

Board of Trustees (Special meeting)

Saturday, May 22, 2010

MINUTES

1.0 PROCEDURAL MATTERS

1.1 Call to Order

The meeting was called to order at 8 a.m. by Mr. Larry Labrado. Other members present were Dr. David Chapel, Mr. Brian Conley, Mr. John Hanna, Mr. Mark McLoughlin, Ms. Lisa Woolery, and Mr. Phillip Yarbrough.

Mr. John Didion was the administrator present during the special meeting and served as the record keeper.

1.2 Pledge of Allegiance to the United States Flag

The Pledge of Allegiance was led by Mr. Labrado.

1.3 Public Comment

There were no public comments.

RECESS TO CLOSED SESSION

The board convened into closed session at 8:03 a.m. to consider the following item:

1. Public Employment (pursuant to Government Code Section 54957[b][1])
 - a. Chancellor Search

RECONVENE

The board reconvened at 4:29 p.m.

Closed Session Report

Mr. Yarbrough reported the board discussed the abovementioned item, and there was no action taken during closed session.

Public Comment

There were no public comments.

7.0 ADJOURNMENT

The next regular meeting of the Board of Trustees will be held on May 24, 2010, at the District Office, 2323 N. Broadway, Santa Ana, California.

There being no further business, Mr. Labrado declared this meeting adjourned at 4:30 p.m.

Respectfully submitted,

Eddie Hernandez, Jr., Ed.D.
Chancellor

Approved: _____
Clerk of the Board

Minutes approved: June 21, 2010

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

Board of Trustees (Regular meeting)

Monday, May 24, 2010

MINUTES

1.0 PROCEDURAL MATTERS

1.1 Call to Order

The meeting was called to order at 4:31 p.m. by Mr. Larry Labrado. Other members present were Dr. David Chapel, Mr. Brian Conley, Mr. John Hanna, Ms. Gloria Holguin, and Mr. Phillip Yarbrough. Mr. Mark McLoughlin and Ms. Lisa Woolery arrived at the time noted.

Administrators present during the regular meeting were Mr. John Didion, Mr. Peter Hardash, Dr. Erlinda Martinez, and Mr. Juan Vázquez. Dr. Edward Hernandez, Jr. was not in attendance. Ms. Anita Lucarelli was present as record keeper.

1.2 Pledge of Allegiance to the United States Flag

The Pledge of Allegiance was led by Ms. Patricia Risner, member of the community.

1.3 Public Comment

Ms. Patricia Risner spoke regarding older adult classes being changed to a fee-based system.

Ms. Woolery arrived at this time.

Mr. Darren M. Houck and Mr. Ralph Valenzuela spoke regarding Item 5.12 (Approval of Award of Bid #1155 – Repair and Overlay of Parking Lot #7 at Santa Ana College).

1.4 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 May 10, 2010.

1.5 Approval of Consent Calendar

It was moved by Mr. Conley, seconded by Mr. Yarbrough, and carried unanimously to approve the recommended action on the following items as listed on the Consent Calendar, with the exception of Item 5.12 (Approval of Award of Bid #1155 – Repair and Overlay of Parking Lot #7 at Santa Ana College) removed from the Consent Calendar by Mr. Yarbrough:

1.5 Approval of Consent Calendar – (cont.)

- 4.1 Approval of California/Nevada Training Trust Master Cost Agreement
The board approved this agreement with the California/Nevada Training Trust for 2010-2011 as presented.
- 4.2 Approval of Electrical Training Trust Master Cost Agreement
The board approved this agreement with the Electrical Training Trust for 2010-2011 as presented.
- 4.3 Approval of JTS Services Lease Agreement
The board approved this agreement with JTS Services for 2010-2011 as presented.
- 4.4 Approval of Operating Engineers Training Trust Master Cost Agreement
The board approved this agreement with the Operating Engineers Training Trust for 2010-2011 as presented.
- 4.5 Approval of Southern California Surveyors Master Cost Agreement
The board approved of this agreement with the Southern California Surveyors for 2010-2011 as presented.
- 4.6 Approval of Southwest Carpenters Training Fund and Southern California JATC Master Cost Agreement
The board approved this agreement with the Southwest Carpenters Training Fund/Southern California JATC for 2010-2011 as presented.
- 4.7 Approval of Inmate Education Program with the County of Orange
The board approved three agreements (Vocational Education Programs, GED Testing, and Continuing Education) for the Inmate Education Program with the County of Orange for the period beginning July 1, 2010, and ending June 30, 2015.
- 5.1 Approval of Payment of Bills
The board approved payment of bills as submitted.
- 5.2 Approval of Budget Transfers and Budget Increases/Decreases
The board approved budget transfers, increases, and decreases during the month of April 2010.
- 5.3 Approval of Change Order #6 for Bid #1063 – Plumbing for Science Building (State Portion) at Santiago Canyon College (SCC)
The board approved change order #6, J.M. Farnan Company, Inc. for Bid #1063 for plumbing in the SCC Science building as presented.

1.5 Approval of Consent Calendar – (cont.)

5.4 Approval of Change Order #2 for Bid #1097 – General Construction for Child Development Center at Santa Ana College (SAC)

The board approved change order #2, ISEC, Inc. for Bid #1097 for general construction for the new Child Development Center at SAC as presented.

5.5 Approval of Change Order #1 for Bid #1102 – Roofing and Solar Systems at Child Development Center at Santa Ana College

The board approved change order #1, Peterson Dean Roofing and Solar Systems for Bid #1102 for roofing for the Child Development Center at SAC as presented.

5.6 Approval of Change Order #2 for Bid #1104 – Drywall and Plastering at Child Development Center at Santa Ana College

The board approved change order #2, Insul Drywall and Plastering, Inc. for Bid #1104 for drywall and plastering at the Child Development Center at SAC as presented.

5.7 Approval of Change Order #1 for Bid #1107 – Flooring at Child Development Center at Santa Ana College

The board approved change order #1, Progressive Floor Coverings for Bid #1107 for flooring at the Child Development Center at SAC as presented.

5.8 Approval of Change Order #6 for Bid #1116 – Gym Restroom Addition, Gym Floor Replacement, and Fire Sprinkler Installation at Santa Ana College

The board approved change order #6, General Consolidated Constructors, Inc. for Bid #1116 for construction of the gym restroom addition, gym floor replacement, and fire sprinkler installation at SAC as presented.

5.9 Approval of Change Order #2 for Bid #1121 – Structural Steel at Child Development Center at Santa Ana College

The board approved change order #2, Columbia Steel, Inc. for Bid #1121 for structural steel for the Child Development Center at SAC as presented.

5.10 Approval of Change Order #1 for Bid #1122 – Glass and Glazing at Child Development Center at Santa Ana College

The board approved change order #1, E & R Glass Contractors for Bid #1122 for glass and glazing at the Child Development Center at SAC as presented.

5.11 Approval of Change Order #3 for Bid #1129 – Electrical at Child Development Center at Santa Ana College

The board approved change order #3, EMAE International, Inc. for Bid #1129 for electrical at the Child Development Center at SAC as presented.

1.5 Approval of Consent Calendar – (cont.)

5.13 Approval of Proposal to Develop Master Abatement Plan for Rancho Santiago Community College District

The board authorized the Vice Chancellor, Business Operations/Fiscal Services or his designee to enter into an agreement with Executive Environmental Services Corporation for development of master specification bid documents for asbestos/hazardous material abatement.

5.14 Approval of Notice of Completion: Bid #1131 – Relocation of Portable Classrooms at Santiago Canyon College

The board approved the Notice of Completion for the relocation of portable classrooms at SCC as presented.

5.15 Approval of Rejection of Bid #1158 – Elevator Repairs and Maintenance Service

The board rejected Bid #1158 for elevator repair and maintenance service and rebid as presented.

5.16 Approval of Purchase Orders

The board approved the purchase order listing for the period April 11, 2010, through May 8, 2010.

1.6 Public Hearing - Presentation of Faculty Association of Rancho Santiago Community College District (FARSCCD) Initial Bargaining Proposal to the Rancho Santiago Community College District

There were no public comments.

2.0 INFORMATIONAL ITEMS AND ORAL REPORTS

2.1 Report from Chancellor

Dr. Edward Hernandez, Jr. was not present; therefore, there was no report to the board.

On behalf of the board, Mr. Labrado presented outgoing student trustee Holguin with a plaque and thanked her for her service to the students of the Rancho Santiago Community College District.

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

Mr. McLoughlin arrived at this time.

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. Peter Hardash provided an informational presentation to the board on the budget.

RECESS TO CLOSED SESSION

The board convened into closed session at 5:49 p.m. to consider the following items:

1. Public Employment (pursuant to Government Code Section 54957[b][1])
 - a. Part-time Faculty
 - b. Classified Staff
 - c. Student Workers
 - d. Professional Experts
 - e. Chancellor
2. Conference with Legal Counsel: Anticipated/Potential Litigation (pursuant to Government Code Section 54956.9[b]-[c]) (1 case)
3. Conference with Labor Negotiator (pursuant to Government Code Section 54957.6)
Agency Negotiator: 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

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

Mr. Conley recused himself by leaving the room during discussion of Public Employee Discipline/Dismissal/Release.

RECONVENE

The board reconvened at 6:29 p.m.

Closed Session Report

Mr. Yarbrough reported the board discussed the abovementioned items, and took action to terminate Guadalupe Muniz from her position as a test proctor effective May 11, 2010.

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 Interim Assignments
- Ratify Resignations/Retirements
- Approve Rescinding Changes of Assignment
- 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 Out of Class Assignments
- Approve Changes in Position
- Approve Leaves of Absence
- Ratify Resignations/Retirements

3.2 Classified Personnel – (cont.)

- Approve Professional Growth Increments
- Approve Temporary Assignments
- Approve Changes in Temporary Assignments
- Approve Additional Hours for On Going Assignments
- Approve Miscellaneous Positions
- Approve Instructional Associates/Associate Assistants
- Approve Community Service Presenters
- Approve Volunteers
- Approve Student Assistant Lists

3.3 Approval of Employee Calendar 2010-2011

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

4.0 INSTRUCTION

All items were approved as part of Item 1.5 (Consent Calendar).

5.0 BUSINESS OPERATIONS/FISCAL SERVICES

Items 5.1 through 5.11 and 5.13 through 5.16 were approved as part of Item 1.5 (Consent Calendar).

5.12 Approval of Award of Bid #1155 – Repair and Overlay of Parking Lot #7 at Santa Ana College

It was moved by Mr. Yarbrough and seconded by Mr. Labrado to award Bid #1155 for repair and overlay of parking lot #7 at SAC to Ben's Asphalt as presented. Discussion ensued. The motion carried with the following vote: Aye – Dr. Chapel, Mr. Labrado, Mr. McLoughlin, Ms. Woolery, and Mr. Yarbrough; Nay – Mr. Conley and Mr. Hanna. Student trustee Holguin's advisory vote was nay.

6.0 GENERAL

6.1 First Reading of Revision to Board Policy 7002 – Intellectual Property Rights

This policy was presented for first reading as an informational item.

6.2 Reports from Board Committees

Mr. Hanna provided a report on the May 21, 2010, Board Facilities Committee.

6.2 Reports from Board Committees – (cont.)

Mr. Yarbrough provided a report on the May 19, 2010, Fiscal/Audit Committee.

Ms. Woolery provided a report on the April 26, 2010, Board Legislative Committee.

Mr. Conley provided a report on the May 24, 2010, Board Policy Committee.

6.3 Board Member Comments

Ms. Holguin expressed appreciation to the board and staff for their help during her term as student trustee.

Dr. Chapel reported on the end-of-the-year celebrations he has attended and plans to attend.

Mr. Yarbrough thanked Ms. Holguin for her service as student trustee, and Mr. McLoughlin wished her well in her future educational endeavors.

Mr. Hanna expressed thanks to the SAC football team for hosting the “Walk for Kids” program.

7.0 **ADJOURNMENT**

The next regular meeting of the Board of Trustees will be held on June 21, 2010, at the District Office, 2323 N. Broadway, Santa Ana, California.

There being no further business, Mr. Labrado declared this meeting adjourned at 6:39 p.m.

Respectfully submitted,

Eddie Hernandez, Jr., Ed.D.
Chancellor

Approved: _____
Clerk of the Board

Minutes approved: June 21, 2010

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
2323 North Broadway, #114
Santa Ana, CA 92706

Board of Trustees (Special meeting)

Friday, May 28, 2010

MINUTES

1.0 PROCEDURAL MATTERS

1.1 Call to Order

The meeting was called to order at 8 15 a.m. by Mr. Larry Labrado. Other members present were Dr. David Chapel, Mr. Brian Conley, Mr. John Hanna, Mr. Mark McLoughlin, Ms. Lisa Woolery, and Mr. Phillip Yarbrough.

Administrators present during the regular meeting were Mr. John Didion, Mr. Peter Hardash, Dr. Edward Hernandez, Jr., 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. Conley.

1.3 Public Comment

There were no public comments.

RECESS TO CLOSED SESSION

The board convened into closed session at 8:18 a.m. to consider the following items:

1. Public Employment (pursuant to Government Code Section 54957[b][1])
 - a. Chancellor
2. Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])

RECONVENE

The board reconvened at 8:59 p.m.

Closed Session Report

Mr. Yarbrough reported the board discussed the abovementioned item, and there was no action taken during closed session.

It was moved by Ms. Woolery and seconded by Mr. Conley to appoint Dr. Raúl Rodríguez, as the new district chancellor. Discussion ensued. The motion carried unanimously.

Public Comment

There were no public comments.

2.0 ADJOURNMENT

The next regular meeting of the Board of Trustees will be held on June 21, 2010, at the District Office, 2323 N. Broadway, Santa Ana, California.

There being no further business, Mr. Labrado declared this meeting adjourned at 9 a.m.

Respectfully submitted,

Eddie Hernandez, Jr., Ed.D.
Chancellor

Approved: _____
Clerk of the Board

Minutes approved: June 21, 2010

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Santa Ana College
Foundation Board Room
2nd Floor of Administration Building, Room S-215
1530 W. 17th Street
Santa Ana, CA 92706

Board of Trustees (Special meeting)

Thursday, June 3, 2010

MINUTES

1.0 PROCEDURAL MATTERS

1.1 Call to Order

The meeting was called to order at 5:00 p.m. by Mr. Larry Labrado. Other members present were Mr. Brian Conley, Mr. John Hanna, Mr. Mark McLoughlin, Ms. Lisa Woolery, and Mr. Phillip Yarbrough. Dr. David Chapel arrived at the time noted.

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

1.2 Pledge of Allegiance to the United States Flag

The Pledge of Allegiance was led by Ms. Lucarelli.

1.3 Public Comment

There were no public comments.

RECESS TO CLOSED SESSION

The board convened into closed session at 5:01 p.m. to consider the following items:

1. Conference with Labor Negotiator (pursuant to Government Code Section 54957.6)
Agency Negotiator: Mr. John Didion, Executive Vice Chancellor of Human Resources
& Educational Services
 - Chancellor Contract
2. Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])

Dr. Chapel arrived at this time.

RECONVENE

The board reconvened at 5:31 p.m.

Closed Session Report

Mr. Yarbrough reported the board negotiated the chancellor's contract, and there was no action taken during closed session.

Public Comment

There were no public comments.

2.0 HUMAN RESOURCES

2.1 Management/Academic Personnel

It was moved by Mr. Yarbrough and seconded by Ms. Woolery to ratify the chancellor's contract. The motion carried with one nay vote from Dr. Chapel.

3.0 ADJOURNMENT

The next regular meeting of the Board of Trustees will be held on June 21, 2010, at the District Office, 2323 N. Broadway, Santa Ana, California.

There being no further business, Mr. Labrado declared this meeting adjourned at 5:31 p.m.

Respectfully submitted,

Eddie Hernandez, Jr., Ed.D.
Chancellor

Approved: _____
Clerk of the Board

Minutes approved: June 21, 2010



RANCHO SANTIAGO
COMMUNITY COLLEGE DISTRICT



2010-2011
Tentative Budget

Board of Trustees Meeting
June 21, 2010

Item 2.6

When will a state budget be approved?

- ▶ Best case scenario – August
- ▶ Worst case scenario – after November elections
- ▶ Most likely scenario – sometime in September before the state runs out of cash in early October
- ▶ Obvious answer – we don't know

Tentative Budget

- July 1st deadline by law
- Tentative Budget is merely a placeholder
 - Placeholder budget plan in order to continue to pay employees and obligations as of July 1st until there is a state budget and the RSCCD adopts a district budget
 - Adopted Budget scheduled for September
 - Later if state budget is delayed past September

Tentative Budget

- Federal Revenues = \$13,490,231 – 8%
- State Revenues = \$94,641,233 – 59%
- Local Revenues = \$53,298,975 – 33%
 - Property taxes = \$41 million
 - Student fees = \$6.7 million (\$26/unit)
 - Non resident tuition = \$2.6 million
 - Interest earnings = \$455,059
 - \$170,118 budgeted in 09/10

Tentative Budget

- The Tentative Budget is built on the RSCCD Board of Trustees budget assumptions approved on April 12, 2010
- **Does not** include May Revise proposals or current pending actions by the Legislature
- We have already made \$5 million in expenditure reductions to balance the Tentative Budget

*pg 89 of
Tentative
Budget*

Tentative Budget

■ Revenue

- Negative Cost of Living Allowance (COLA)
 - Negative 0.38% - approximately \$500,000
- No enrollment growth funding
 - Although current proposal is 2.2% statewide
- Deficit to general apportionment - 3%
 - BAPR Committee recommendation
 - Approximately \$4.5 million
- Additional workload measures reduction - 2%
 - “negative growth”
 - Approximately \$3 million

Tentative Budget

- Expenditures
 - Salaries and benefits - \$135,609,689
 - Over 80% of all district expenses
- Hiring freeze - \$2.5 million in defunded positions
- Employee Health benefits cost increases
 - Approximately \$1.6 million
- Employee step and column movement freeze
- Reduced older adult programs

Tentative Budget

- Reserves for economic uncertainty – 5%
– \$8,504,881
- Cash flow to address apportionment deferrals critical

Tentative Budget

- ▶ General fund ending balance as of June 30, 2010 projected to be approximately \$28.8 million
- ▶ Ending balance increased due to:
 - Additional revenues
 - Additional projected savings
 - ▶ Estimated based on current spending patterns
 - Expenditures could end up higher than projected

Tentative Budget

- Mostly one time revenue adjustments increased ending balance
 - \$4.5 million budgeted mid year apportionment reduction (3% budget assumption reduction) *this did not happen*
 - \$1 million ARRA funds – not budgeted in 2009/2010
 - \$1.1 million in OEC approved Center status
 - \$500k increased interest earnings
 - \$400k increased non-resident tuition collections
 - \$300,000 parking permit income
 - \$1 million property tax budgeted property tax shortfall
 - \$4.5 million ERAF property tax not posted as additional income

Tentative Budget

- With this tentative budget, RSCCD is in a good position to adjust to any additional state revenue reductions without further cuts
- Absent massive funding reductions from the state, RSCCD most likely will not need any further reductions in force
 - Except for possibly categorical and stand alone programs

Tentative Budget Recommendation

- ▶ Recommend approval of the proposed Tentative Budget, as presented - as a placeholder budget in order to continue paying payrolls and district obligations as of July 1, 2010

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

**HUMAN RESOURCES DOCKET
MANAGEMENT/ACADEMIC**

June 21, 2010

MANAGEMENT

2010/2011 Permanent Cabinet Salary Schedule/Attachment #1

2010/2011 Permanent Management Salary Schedule/Attachment #2

New Job Descriptions/Attachments #3-4

Director, Statewide Business/Entrepreneurship Initiative
District
Classified Supervisor
Level E

Director, ACT/Corporate Training Center
District
Classified Supervisor
Level F

Appointment

Roessler, Michael
Director, Statewide Business/
Entrepreneurship Initiative
Educational Services
District

Effective: July 1, 2010
Salary Placement: E-4 \$8,858/Month
(Specially Funded)

Interim to Permanent

Arteaga, Elizabeth
Assistant Director, Small Business
Development Center
Educational Services
District

Effective: July 1, 2010
Salary Placement: L-2 \$5,367/Month
(No Change)

MANAGEMENT (CONT'D)

Change of Assignment/Title

Cossio-Muniz, Ruth
From: Director, Workplace Learning
Resource Center
Educational Services
District

Effective: July 1, 2010
To: Director, ACT/Corporate Training Center
Salary Placement: F-1 \$7,109/Month
(No Change)

Extension of Interim Assignment

Finch, John
Interim Assistant Dean, Criminal Justice
Human Services and Technology Division
Santa Ana College

Effective: July 1, 2010
Salary Placement: F-1 \$7,109/Month
(No Change)

Extension of Interim Assignment/Change of Location

Wahl, Susan
Interim Director I
CEC Child Development Center
Child Development Services
District

Effective: July 1, 2010
Salary Placement: L-2 \$5,367/Month
(No Change)

Interim Assignments

Caldwell, Kari
Interim Director, Orange County Women's
Business Center
Educational Services
District

Effective: July 1, 2010
Salary Placement: F-4 \$8,231/Month
(No Change)

Didion, John
Interim Chancellor
District

Effective: July 1 – August 8, 2010
Salary Placement: Step 6 \$16,291/Month
(No Change)

Return to Regular Assignment

O'Neill, Mary
Director I, OEC Child Development Center
Child Development Services
District

Effective: July 1, 2010
Salary Placement: L-6 \$6,523/Month

MANAGEMENT (CONT'D)

Voluntary Furlough

Marshall Bakke, Susan
Human Resources Analyst
Risk Management
District

Effective: June 7 – August 12, 2010
Furlough: 85%
Salary Placement: L-7 \$6,850/Month
(\$5,822.50 Prorated)

FACULTY

2010/2011 Permanent FARSCCD 175 Day Contract Salary Schedule/Attachment #5

2010/2011 Permanent FARSCCD 192 Day Contract Salary Schedule/Attachment #6

2010/2011 Permanent FARSCCD 225 Day Contract Salary Schedule/Attachment #7

2010/2011 Permanent FARSCCD Part-time/Beyond Contract Salary Schedule A/Attachment #8

2010/2011 Permanent FARSCCD Summer Credit Salary Schedule A/Attachment #9

2010/2011 Permanent FARSCCD Summer Non-credit Salary Schedule C/Attachment #10

2010/2011 Interim CEFA Part-time Salary Schedule A/Attachment #11

2010/2011 Interim CDCTA Full-time Salary Schedule/Attachment #12

2010/2011 Interim CDCTA Part-time Salary Schedule/Attachment #13

Rehiring of Temporary Non-tenure Track Employees per E.C. 87470

Garnett, Susan
Coordinator, ESL/Family Literature Program
Continuing Education Division/CEC
Santa Ana College

Effective: August 23, 2010 – May 26, 2011
Salary Placement: III-12 \$79,472/Year
(No Change)

Janio, Jaroslaw
Coordinator, ESL/CASAS/El Civics
Continuing Education Division/CEC
Santa Ana College

Effective: August 23, 2010 – May 26, 2011
Salary Placement: VII-9 \$82,613/Year
(No Change)

FACULTY (CONT'D)

Interim Assignment

Escalera, Juana
Acting Master Teacher/50%
CEC Child Development Center
Child Development Services
District

Effective: August 25, 2010
Salary Placement: MT/AA-1 \$35,364/Year
(Prorate at 50% Concurrent with Regular
Assignment at 50%)

Adjusted Column Placement

Escalera, Juana
Teacher
CEC Child Development Center
Child Development Services
District

Effective: July 1, 2007
Salary Placement: T/AA-1 \$30,561/Year

Escalera, Juana
Teacher
CEC Child Development Center
Child Development Services
District

Effective: July 1, 2008
Salary Placement: T/AA-2 \$31,166/Year

Contract Extension Days for 2009/2010

Sanchez, Gabriela
Coordinator, EOPS
Student Services Division
Santa Ana College

Effective: May 28 – June 30, 2010
Extension Days: 12
Daily Rate: III-8 \$349.76

Adjusted End Date for Leave of Absence

Morse, Leah
Master Teacher
SCC Child Development Center
Child Development Services
District

Effective: April 12 – June 23, 2010
Reason: Maternity Leave

REVISED PAGE

FACULTY (CONT'D)

Leaves of Absence

Diaz, Darlene
Assistant Professor, Math
Business, Math and Sciences Division
Santiago Canyon College

Effective: August 16 – September 26, 2010
Reason: Maternity Leave

Morse, Leah
Master Teacher
SCC Child Development Center
Child Development Services
District

Effective: June 24 – September 3, 2010
Reason: Family Leave (Unpaid)

Vu, Dahlia
Assistant Professor (60%), Math
Science and Math Division
Santa Ana College

Effective: April 12 – June 3, 2010
Reason: Maternity Leave (5 LHE)

Ratification of Resignation/Retirement

Choo, Brooke
Associate Professor/Learning Disabilities
Specialist
Disabled Students Programs and Services
Special Services Division
Santa Ana College

Effective: August 2, 2010
Reason: Resignation

Stipends

Beers-McCormick, Lynnette
Associate Professor, English
Arts, Humanities and Social Sciences Division
Santiago Canyon College

Effective: May 27, 2010
Amount: \$100.00
Reason: Attending Best Practice Workshop
(BSI Grant)

Elchlepp, Elizabeth
Professor, English
Arts, Humanities and Social Sciences Division
Santiago Canyon College

Effective: April 29, 2010
Amount: \$100.00
Reason: Attending Best Practice Workshop
(BSI Grant)

FACULTY (CONT'D)

Leaves of Absence

Diaz, Darlene
Assistant Professor, Math
Business, Math and Sciences Division
Santiago Canyon College

Effective: August 16 – September 26, 2010
Reason: Maternity Leave

Morse, Leah
Master Teacher
SCC Child Development Center
Child Development Services
District

Effective: April 12 – June 23, 2010
Reason: Family Leave (Unpaid)

Vu, Dahlia
Assistant Professor (60%), Math
Science and Math Division
Santa Ana College

Effective: April 12 – June 3, 2010
Reason: Maternity Leave (5 LHE)

Ratification of Resignation/Retirement

Choo, Brooke
Associate Professor/Learning Disabilities
Specialist
Disabled Students Programs and Services
Special Services Division
Santa Ana College

Effective: August 2, 2010
Reason: Resignation

Stipends

Beers-McCormick, Lynnette
Associate Professor, English
Arts, Humanities and Social Sciences Division
Santiago Canyon College

Effective: May 27, 2010
Amount: \$100.00
Reason: Attending Best Practice Workshop
(BSI Grant)

Elchlepp, Elizabeth
Professor, English
Arts, Humanities and Social Sciences Division
Santiago Canyon College

Effective: April 29, 2010
Amount: \$100.00
Reason: Attending Best Practice Workshop
(BSI Grant)

FACULTY (CONT'D)

Stipends (cont'd)

Elchlepp, Elizabeth
Professor, English
Arts, Humanities and Social Sciences Division
Santiago Canyon College
Effective: May 27, 2010
Amount: \$100.00
Reason: Attending Best Practice Workshop
(BSI Grant)

Evet, Corinna
Associate Professor, English
Arts, Humanities and Social Sciences Division
Santiago Canyon College
Effective: April 29, 2010
Amount: \$100.00
Reason: Attending Best Practice Workshop
(BSI Grant)

Evet, Corinna
Associate Professor, English
Arts, Humanities and Social Sciences Division
Santiago Canyon College
Effective: May 27, 2010
Amount: \$100.00
Reason: Attending Best Practice Workshop
(BSI Grant)

Isbell, James
Associate Professor, English
Arts, Humanities and Social Sciences Division
Santiago Canyon College
Effective: April 29, 2010
Amount: \$100.00
Reason: Attending Best Practice Workshop
(BSI Grant)

Kosuth, Kathryn
Associate Professor, English
Arts, Humanities and Social Sciences Division
Santiago Canyon College
Effective: April 29, 2010
Amount: \$100.00
Reason: Attending Best Practice Workshop
(BSI Grant)

Powell, Kay
Coordinator, Academic Success Center
Arts, Humanities and Social Sciences Division
Santiago Canyon College
Effective: May 27, 2010
Amount: \$300.00
Reason: Curriculum Development Project
(Title III Grant)

Pryor, Kelly
Associate Professor, Math
Business, Math and Science Division
Santiago Canyon College
Effective: March 19, 2010
Amount: \$150.00
Reason: SLO Training Workshop
(Title III Grant)

Roe, Maureen
Professor, English
Arts, Humanities and Social Sciences Division
Santiago Canyon College
Effective: April 29, 2010
Amount: \$100.00
Reason: Attending Best Practice Workshop
(BSI Grant)

FACULTY (CONT'D)

Stipends (cont'd)

Roe, Maureen Effective: May 27, 2010
Professor, English Amount: \$100.00
Arts, Humanities and Social Sciences Division Reason: Attending Best Practice Workshop
Santiago Canyon College (BSI Grant)

Tragarz, Roberta Effective: May 27, 2010
Professor, English Amount: \$100.00
Arts, Humanities and Social Sciences Division Reason: Attending Best Practice Workshop
Santiago Canyon College (BSI Grant)

Part-time/Hourly Hires/Rehires

Lehrer, Carol Effective: June 7, 2010 – August 15, 2010
Instructor, Business Hourly Lecture Rate: VI-5 @ \$97.84
Business Division
Santa Ana College

Lehrer, Carol Effective: August 16, 2010
Instructor, Business Hourly Lecture/Lab Rate: III-4 @ \$59.88/\$50.90
Business Division
Santa Ana College

Macias, Aaron Effective: July 6, 2010 – August 15, 2010
Instructor, ESL Hourly Lecture Rate: VI-5 @ \$110.07
Continuing Education Division
Santa Ana College

Macias, Aaron Effective: August 16, 2010
Instructor, ESL Hourly Lecture Rate: II-2 \$41.97
Continuing Education Division
Santa Ana College

O'Dell, Rene Effective: August 19, 2010
Instructor, Sociology Hourly Lecture Rate: II-3 \$54.32
Humanities and Social Sciences Division
Santa Ana College

FACULTY (CONT'D)

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

Pojar, Michael
Instructor, Water Utility Sciences (equivalency)
Career Education Division
Santiago Canyon College

Effective: August 16, 2010
Hourly Lecture Rate: I-3 \$51.73

Prothero, James
Instructor, English
Humanities and Social Sciences Division
Santa Ana College

Effective: August 16, 2010
Hourly Lecture Rate: III-4 \$59.88

Ramirez, Melinda
Instructor, Mathematics
Business, Math and Sciences Division
Santiago Canyon College

Effective: August 16, 2010
Hourly Lecture/Lab Rate: II-3 \$54.32/\$46.17

Samuels, Charlotte
Instructor, Political Science
Arts, Humanities and Social Sciences Division
Santiago Canyon College

Effective: August 16, 2010
Hourly Lecture Rate: II-3 \$54.32

Shine, Tom
Instructor, Exercise Science
Business, Math and Sciences Division
Santiago Canyon College

Effective: June 7, 2010 – August 15, 2010
Hourly Lecture Rate: VI-5 \$97.84

Shine, Tom
Instructor, Exercise Science
Business, Math and Sciences Division
Santiago Canyon College

Effective: August 16, 2010
Hourly Lecture/Lab Rate: III-4 \$59.88/\$50.90

Tsai, Joycelin
Instructor, Business
Business, Math and Sciences Division
Santiago Canyon College

Effective: August 16, 2010
Hourly Lecture Rate: II-3 \$54.32

FACULTY (CONT'D)

Non-paid Intern Service

Carpio, Brenda
Political Science Teaching Intern
Arts, Humanities and Social Sciences Division
Santiago Canyon College

Effective: August 23 – December 12, 2010
College Affiliation: UC, Irvine

Moreno, Rosean
Financial Aid Analyst Intern
Financial Aid Office
Santiago Canyon College

Effective: June 23 – October 31, 2010
College Affiliation: CSU, Fullerton

2010/2011 Permanent Cabinet Salary Schedule

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

ADDITIONAL COMPENSATION**All Cabinet Members**

Professional Expense Allowance: \$ 325 per month

Vice Chancellors & College Presidents

Tax Sheltered Annuity \$ 525 per month

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
MANAGEMENT SALARY SCHEDULE
Effective July 1, 2010**

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

Board Approved: June 21, 2010

Attachment #2

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

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT CLASS SPECIFICATION
SANTA ANA, CALIFORNIA**

June 2010

DIRECTOR, STATEWIDE BUSINESS/ENTREPRENEURSHIP INITIATIVE

CLASS SUMMARY

Under the supervision of the Assistant Vice Chancellor of Educational Services, the Initiative Director provides leadership and support to, and audits and appraises financial and programmatic performance of Business Entrepreneurship Centers (BEC) operated by community college districts throughout the state. The Director ensures the provision of consulting services and training within BEC service centers to enhance the ability of current and prospective local/regional small business owners and entrepreneurs to create, retain, and expand businesses.

REPRESENTATIVE DUTIES

Provides leadership to Initiative Centers and functions as part of a leadership team. Implements the daily efforts of the project and grant objectives. Serves as staff to a statewide advisory committee and convenes all meetings of that group. Assists in the recruitment, hiring and supervision of other personnel dedicated to the grant project. Allocates appropriate resources and manages the project budget. Demonstrates experience and subject matter expertise in the attainment of project objectives. Provides information for all compliance activities related to the grant, including the quality and integrity of the data reported. Serves as the primary contact for all project communications from the Chancellor's Office. Serves as an ambassador for the program and strategic initiative. Supports the process, application and integration of economic and workforce development and its tools into the Community College system. Works with industry to determine short-term training needs. Identifies emerging, cutting edge technologies for future Initiative development. Works with other Economic and Workforce Development Program Strategic Priority Leadership Directors to coordinate services. Provides support and technical expertise to the subcommittees of the Economic and Workforce Development Program Advisory Committee and other task forces and work groups. Provides leadership, technical assistance, communication and liaison activities with strategic priority area initiative centers, community colleges and economic and workforce development partners. Guides centers in how to serve assigned regions and shares best practices and resources with all initiative sites. Identifies trends and techniques to help initiative areas stay current and responsive to change. Explores funding opportunities to expand the initiative. Demonstrates the ability to provide information to and work with a wide range of stakeholders including the board of Governors of the California Community Colleges, the legislature, faculty groups, administrator and industry associations. Collects quantitative and qualitative data and reports results on a quarterly and annual basis.

ORGANIZATIONAL RELATIONSHIPS

This position provides statewide program leadership to the community college districts in California and functions as part of the District's economic development team.

**DIRECTOR, STATEWIDE BUSINESS/ENTREPRENEURSHIP INITIATIVE
(continued)**

DESIRABLE QUALIFICATION GUIDE

Training and Experience

Any combination of education and/or experience equivalent to a bachelor's degree, plus three years of experience in the operation of a small business and/or in the management of economic development programs.

Knowledge and Abilities

Knowledge of: small business problems and issues, principles of economic development, principles of business counseling, community-based organizations, hard to serve and/or underserved communities, micro lending and business organizations.

Ability to: successfully manage a highly visible community-based program, manage demanding priorities, effectively manage and supervise program resources and personnel, successfully develop and complete grants and other funding applications, assure accurate and complete records, develop effective working relationships both within the Foundation and in the community, operate effectively within a highly regulated work environment.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
SANTA ANA, CALIFORNIA

CLASS SPECIFICATION
JUNE 2010

DIRECTOR, ACT/CORPORATE TRAINING CENTER

CLASS SUMMARY

Under general direction, is responsible for the operations, program/resource development, and promotion of the ACT/Corporate Training Center. Manages the staff and programs of the Center in accordance with applicable regulations and guidelines and in a cooperative and collaborative community-based environment.

REPRESENTATIVE DUTIES

Directs the work and assignments of professional staff providing customized training and technical assistance to businesses. Markets training and services to business and public agencies, and sells customized training and related services to businesses and public agencies. Recruits, orients, and schedules professional experts and presenters that provide training and services to businesses and agencies. Develops and implements regional staff and faculty development activities related to workforce development. Directs the work and assignments of administrative program support personnel. Effectively manages program budget and record-keeping system. Responsible for coordinating marketing efforts to promote the programs and services of the Center through the media, public relations channels, and public presentations to targeted groups. Develops and maintains excellent working relationships with economic development agencies, chambers of commerce, business organizations, community-based organizations, and community development corporations. Identifies gaps in services to the business community and develops solutions to service gaps. Develops and monitors formal agreements delineating program services. Coordinates center services with community college economic development programs both within and outside of the District. Maintains close working relationships with city, county, State and federal agencies as required. Develops and maintains excellent working relationships with district and college staff. Prepares reports to funding agencies and the district administration, and prepares grant applications for funding. Conducts classes and/or workshops as appropriate. Performs other duties as required to achieve district or program objectives and activities, and to meet grant/contract conditions and obligations.

ORGANIZATIONAL RELATIONSHIPS

The position reports directly to the Assistant Vice Chancellor of Educational Services and manages all program activities and supervises assigned staff.

DIRECTOR, ACT/CORPORATE TRAINING CENTER cont'd

DESIRABLE QUALIFICATION GUIDE

Training and Experience

Bachelor's degree or higher from an accredited institution in a related area, a minimum of five years of related experience in management and administration of programs in small business or economic development.

Knowledge and Abilities

Knowledge of: training methodologies, training delivery, particularly in workplace environments, curriculum development, basic skills, language and technical skills assessment, sales and marketing principles and practices, proposal and grant writing, principles of economic development, community-based organizations, hard to serve and/or underserved communities, and business organizations.

Ability to: successfully manage a highly visible community-based program, manage demanding priorities, effectively manage and supervise program resources and personnel, successfully develop and complete grants and other funding applications, assure accurate and complete records, develop effective working relationships both within the District and in the community, operate effectively within a highly regulated work environment.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
2010/2011 PERMANENT FARSCCD SALARY SCHEDULE
175 Day Contract Faculty
 EFFECTIVE JULY 1, 2010

Attachment #5

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

CLASS PLACEMENT REQUIREMENTS FOR INITIAL PLACEMENT AND/OR CLASS CHANGES

- CLASS I**
- a) Bachelor's degree
 - b) Vocational placement - appropriate minimum qualifications
- CLASS II**
- a) Master's degree
 - b) Bachelor's degree plus 45 approved semester units earned after award of the degree
 - c) Vocational placement - appropriate minimum qualifications plus one of the following:
 - 1. Associate degree or 65 approved semester units plus six years approved work experience credit
 - 2. Bachelor's degree plus three years approved work experience credit
- CLASS III**
- a) Master's degree plus 15 approved semester units earned after award of the degree
 - b) Bachelor's degree plus 49 approved semester units including a master's degree
 - c) Vocational placement - appropriate minimum qualifications plus one of the following:
 - 1. Associate degree plus 30 approved semester units or 95 approved semester units plus nine years approved work experience credit
 - 2. Bachelor's degree plus six years approved work experience credit
 - 3. Completion of 15 approved semester units after initial placement on Class II

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
2010/2011 PERMANENT FARSCCD SALARY SCHEDULE
175 Day Contract Faculty
EFFECTIVE JULY 1, 2010

Attachment #5

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

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
2010/2011 PERMANENT FARSCCD SALARY SCHEDULE
192 Day Contract Faculty
 EFFECTIVE JULY 1, 2010

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

CLASS PLACEMENT REQUIREMENTS FOR INITIAL PLACEMENT AND/OR CLASS CHANGES

- CLASS I**
- a) Bachelor's degree
 - b) Vocational placement - appropriate minimum qualifications
- CLASS II**
- a) Master's degree
 - b) Bachelor's degree plus 45 approved semester units earned after award of the degree
 - c) Vocational placement - appropriate minimum qualifications plus one of the following:
 1. Associate degree or 65 approved semester units plus six years approved work experience credit
 2. Bachelor's degree plus three years approved work experience credit
- CLASS III**
- a) Master's degree plus 15 approved semester units earned after award of the degree
 - b) Bachelor's degree plus 49 approved semester units including a master's degree
 - c) Vocational placement - appropriate minimum qualifications plus one of the following:
 1. Associate degree plus 30 approved semester units, or 95 approved semester units plus nine years approved work experience credit
 2. Bachelor's degree plus six years approved work experience credit
 3. Completion of 15 approved semester units after initial placement on Class II

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
2010/2011 PERMANENT FARSCCD SALARY SCHEDULE
192 Day Contract Faculty
EFFECTIVE JULY 1, 2010

Attachment #6

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

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
2010/2011 PERMANENT FARSCCD SALARY SCHEDULE
225 Day Contract Faculty
 EFFECTIVE JULY 1, 2010

Attachment #7

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

CLASS PLACEMENT REQUIREMENTS FOR INITIAL PLACEMENT AND/OR CLASS CHANGES

- CLASS I**
- a) Bachelor's degree
 - b) Vocational placement - appropriate minimum qualifications
- CLASS II**
- a) Master's degree
 - b) Bachelor's degree plus 45 approved semester units earned after award of the degree
 - c) Vocational placement - appropriate minimum qualifications plus one of the following:
 1. Associate degree or 65 approved semester units plus six years approved work experience credit
 2. Bachelor's degree plus three years approved work experience credit
- CLASS III**
- a) Master's degree plus 15 approved semester units earned after award of the degree
 - b) Bachelor's degree plus 49 approved semester units including a master's degree
 - c) Vocational placement - appropriate minimum qualifications plus one of the following:
 1. Associate degree plus 30 approved semester units, or 95 approved semester units plus nine years approved work experience credit
 2. Bachelor's degree plus six years approved work experience credit
 3. Completion of 15 approved semester units after initial placement on Class II

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
2010/2011 PERMANENT FARSCCD SALARY SCHEDULE

Attachment #7

225 Day Contract Faculty

EFFECTIVE JULY 1, 2010

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

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

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

- CLASS VII** a) Doctorate degree

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
2010/2011 PERMANENT FACULTY CCD SALARY SCHEDULE "B"
PART-TIME/BEYOND CONTRACT
 EFFECTIVE JULY 1, 2010

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

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

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

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

3.1 (23)

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
2010/2011 FARSccd SUMMER SALARY SCHEDULE "A"
 EFFECTIVE JUNE 6, 2011

3.1 (24)

TEACHING

(Multiply by 18 for LHE rate.)

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

LAB/COUNSELOR/LIBRARIAN/NURSING

(equivalent to 0.85 of a lecture hour)

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

NON-TEACHING

(equivalent to 0.5 of a lecture hour)

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

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

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

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

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

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
2010/2011 FARSCCD SUMMER SALARY SCHEDULE "C"
NON-CREDIT CONTINUING EDUCATION PROGRAM FACULTY
 EFFECTIVE JUNE 8, 2011

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

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

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

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

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

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
2010/2011 INTERIM CEFA
PART-TIME, TEMPORARY, HOURLY SALARY SCHEDULE
EFFECTIVE JULY 1, 2010

INSTRUCTION

STEP	LESS THAN MASTER'S	MASTER'S OR GREATER
1		
2	\$40.97	\$41.97
3	\$41.97	\$43.07
4	\$43.07	\$44.14

COUNSELING

Non-credit counselors salary paid by the district during 2008-2009 shall continue at the same rate until the schedule below increases to the 2008-2009 rate of pay. If any of the non-credit counselors leave the unit and return at a later date, their rate of pay will continue at what it was as of 2008-2009, or the schedule below, whichever is greater.

STEP	LESS THAN MASTER'S	MASTER'S OR GREATER
1		
2	\$34.82	\$35.67
3	\$35.67	\$36.61
4	\$36.61	\$37.52

NON-INSTRUCTION

STEP	LESS THAN MASTER'S	MASTER'S OR GREATER
1		
2	\$20.49	\$20.99
3	\$20.99	\$21.54
4	\$21.54	\$22.07

COORDINATION

STEP	LESS THAN MASTER'S	MASTER'S OR GREATER
1	\$34.15	\$35.02

New employees shall be placed on Step 1 or 2 of the appropriate class. Advancement to the next step shall occur upon completion of three (3) semesters of service. A semester of service means that an instructor teaches at least 75% of the semester length. Continuing employees shall receive a step advancement upon completion of three (3) semesters of service subsequent to their last step advancement.

Time worked as a substitute, summer school employee, site administrator or in the credit program shall not count toward step placement.

Rancho Santiago Community College District
2010/2011 INTERIM CHILD DEVELOPMENT CENTER
TEACHER'S ASSOCIATION SALARY SCHEDULE
Effective July 1, 2010

TEACHER

STEP	ASSOCIATE			
	TEACHER	PERMIT	AA	BA
1	\$22,257	\$29,104	\$30,561	\$32,089
2	\$22,955	\$29,861	\$31,316	\$32,844
3	\$23,653	\$30,618	\$32,074	\$33,602
4	\$24,349	\$31,376	\$32,830	\$34,358
5	\$25,048	\$32,131	\$33,586	\$35,115
6	\$25,746	\$32,889	\$34,344	\$35,872
7	\$26,442	\$33,646	\$35,100	\$36,629
8	\$27,141	\$34,402	\$35,858	\$37,386
9	\$27,837	\$35,159	\$36,613	\$38,142
10	\$28,535	\$35,915	\$37,370	\$38,899
11	\$29,231	\$36,673	\$38,129	\$39,656
12	\$29,930	\$37,429	\$38,885	\$40,411

MASTER TEACHER

STEP	MASTER TEACHER		
	AA	BA	MA
1	\$35,364	\$37,132	\$38,990
2	\$36,154	\$37,922	\$39,777
3	\$36,943	\$38,712	\$40,567
4	\$37,732	\$39,501	\$41,357
5	\$38,523	\$40,291	\$42,148
6	\$39,313	\$41,081	\$42,937
7	\$40,102	\$41,870	\$43,727
8	\$40,891	\$42,658	\$44,517
9	\$41,681	\$43,450	\$45,306
10	\$42,470	\$44,240	\$46,096
11	\$43,262	\$45,029	\$46,886
12	\$44,053	\$45,819	\$47,674

The annual rate will be paid in 12 equal monthly payments. A \$200/month stipend will be paid to the employee who serves in the capacity of Assistant Director. A \$500/month stipend will be paid to the employee who serves in the capacity of Site Supervisor.

Rancho Santiago Community College District
2010/2011 INTERIM CHILD DEVELOPMENT CENTER
TEACHER'S ASSOCIATION HOURLY SALARY SCHEDULE
 Effective July 1, 2010

TEACHER

STEP	ASSOCIATE TEACHER	PERMIT	AA	BA
1	\$13.44	\$17.58	\$18.46	\$19.38
2	\$13.86	\$18.03	\$18.91	\$19.83
3	\$14.28	\$18.49	\$19.37	\$20.29
4	\$14.70	\$18.95	\$19.83	\$20.75
5	\$15.13	\$19.40	\$20.28	\$21.21
6	\$15.55	\$19.86	\$20.74	\$21.66
7	\$15.97	\$20.32	\$21.20	\$22.12
8	\$16.39	\$20.77	\$21.65	\$22.58
9	\$16.81	\$21.23	\$22.11	\$23.03
10	\$17.23	\$21.69	\$22.57	\$23.49
11	\$17.65	\$22.15	\$23.03	\$23.95
12	\$18.07	\$22.60	\$23.48	\$24.40

MASTER TEACHER

STEP	AA	BA	MA
1	\$21.36	\$22.42	\$23.55
2	\$21.83	\$22.90	\$24.02
3	\$22.31	\$23.38	\$24.50
4	\$22.79	\$23.85	\$24.97
5	\$23.26	\$24.33	\$25.45
6	\$23.74	\$24.81	\$25.93
7	\$24.22	\$25.28	\$26.41
8	\$24.69	\$25.76	\$26.88
9	\$25.17	\$26.24	\$27.36
10	\$25.65	\$26.72	\$27.84
11	\$26.12	\$27.19	\$28.31
12	\$26.60	\$27.67	\$28.79

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

**CLASSIFIED
JUNE 21, 2010
ADDENDUM**

CLASSIFIED

Change in Position

Glomba, Irene
From: Support Services Assistant/
Academic Affairs/ SCC
To: Executive Secretary/ School of
Continuing Educ./ SAC (CL10-0216)

Effective: July 1, 2010
Grade 14, Step 5 \$4930

Out of Class Assignment

Davis, Stuart
Admissions/Records Tech. Spec./ SCC

Effective: 07/01/10 – 08/31/10
Grade 15, Step 4 + 6PG \$5203

Nguyen, Tuyen
Admissions/Records Tech Spec./ SCC

Effective: 07/01/10 – 08/31/10
Grade 15, Step 1 + 6PG \$4530

VOLUNTARY FURLOUGH

Blake, Sherri
Student Services Coordinator/ Counseling/
SAC

Effective: 07/01/10 – 06/30/11
Grade 16, Step 5 + 1PG @ 75%VF
\$4182.42

Donahoe, Chandra
Senior Clerk/ Financial Aid/ SAC

Effective: 06/07/10 – 08/12/10
Grade 8, Step 6 + 2.5%L
@ 95% VF \$3797.15 (*Correction*)

TEMPORARY

Canaday, Tawny
Cashier/ Auxiliary Services/ SAC

Effective: 07/01/10 – 06/30/11
Not to exceed 39 weeks in the fiscal year.

Ford, Michelle
Cashier/ Bookstore/ SCC

Effective: 07/12/10 – 06/30/11
Not to exceed 39 weeks in the fiscal year.

Foster, Nicole
Cashier/ Bookstore/ SCC

Effective: 07/12/10 – 06/30/11
Not to exceed 39 weeks in the fiscal year.

Goodman, Irene
Instructional Assistant/ Geology/ SCC

Effective: 07/06/10 – 06/30/11
Not to exceed 39 weeks in the fiscal year.

TEMPORARY cont'd

Hernandez, Jacqueline Career Technician/ Special Services/ SAC	Effective: 07/01/10 – 09/30/10
Hollister, Deborah Cashier/ Bookstore/ SCC	Effective: 07/12/10 – 06/30/11 Not to exceed 39 weeks in the fiscal year.
Jensen, Ashley Instructional Assistant/ Biology/ SCC	Effective: 07/06/10 – 06/30/11 Not to exceed 39 weeks in the fiscal year.
Krzeminski, Ian Instructional Assistant/ Student Services/ SAC	Effective: 07/01/10 – 06/30/10 Not to exceed 39 weeks in the fiscal year.
Latthitham, Anisa Science Lab Coord./ Pharmacy/ SAC	Effective: 07/01/10 – 06/10/11 Not to exceed 39 weeks in the fiscal year.
Nguyen, Carrie Chau Admissions Records Spec. I/ SAC	Effective: 07/01/10 – 09/10/10
Nguyen, Trang Admissions Records Spec. I/ SAC	Effective: 07/12/10 – 09/10/10
Nikoopour, Amir Cashier/ Bookstore/ SCC	Effective: 07/12/10 – 06/30/11 Not to exceed 39 weeks in the fiscal year.
Orozco, Vanessa Career Technician/ Special Services/ SAC	Effective: 07/01/10 – 09/30/10
Perry, Bonnie Auxiliary Services Specialist/ Bookstore/SCC	Effective: 07/12/10 – 06/30/11 Not to exceed 39 weeks in the fiscal year.
Plasencia, Rocio Cashier/ Bookstore/ SAC	Effective: 07/12/10 – 06/30/11 Not to exceed 39 weeks in the fiscal year.
Ventura, Gillian Career Technician/ Special Services/SAC	Effective: 07/01/10 – 12/31/10 Not to exceed 39 weeks in the fiscal year.
Wilksen, Gilbert Cashier/ Bookstore/ SCC	Effective: 07/12/10 – 06/30/11 Not to exceed 39 weeks in the fiscal year.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

HUMAN RESOURCES DOCKET
CLASSIFIED
JUNE 21, 2010

CLASSIFIED

Reduction In Force Lay Offs Attachment #1

2010/2011 CSEA Interim Salary Schedule Attachment #2

Revised Job Description Attachment #3

Business Services Coordinator Grade 13

Temporary to Contract

Vasquez, Leticia Effective: May 12, 2010
 General Office Clerk (CL10-0215) Grade 3, Step 1 + 2.5%Bil + 1PG @
 Child Dev. Serv./ District 75%FTE \$1962 + \$20.83/Mo. PG
 Reinstate from 39 Month List

Professional Growth Increments

Buck, Theresa Effective: July 1, 2010
 Library Tech II/ SCC Grade 12, Step 6 + 3PG (1500) \$4792

Chau, Howard Effective: July 1, 2010
 Tech Specialist I/ ITS Grade 13, Step 3 + 1PG \$4279.67

Lohman, Suzanne Effective: July 1, 2010
 Student Services Coordinator/ Counseling/ Grade 15, Step 3 + 2.5%L + 6PG (2000)
 SAC \$5003.67

Pacino, Joseph Effective: July 1, 2010
 Instructional Media Prod./ Info. Lrgn. Res. Grade 15, Step 6 + 2.5%L + 3PG \$5725
 Ctr./ SAC

Out of Class Assignment

Bergara, Elizabeth Effective: 07/01/10 – 06/30/11
 Financial Aid Analyst/ SCC Grade 11, Step 4 \$4020

Gunderson, Linda Effective: 07/01/10 – 06/30/11
 Financial Aid Computer Analyst/ SCC Grade 13, Step 3 + 1PG \$4279.67

Out of Class Assignment cont'd

Penning, Kerry
Administrative Secretary/ Health Center/
SAC

Effective: 05/17/10 – 06/30/10
Grade 12, Step 1 + 5%L @ 75% \$2877

White, Kathleen
Senior Accountant/ Auxiliary Services/
SAC

Effective: 07/01/10 – 06/30/11
Grade 15, Step 4 + 5PG \$5161.33

Change in Position

Cervantes, Eduardo
From: Student Services Specialist
To: High School/Comm. Outreach Spec./
Student Services/ SCC (Reorg #639)

Effective: July 1, 2010
Grade 13, Step 1 + 2.5%L + 5PG
\$4045.17

Ericson, Cherie
From: Special Projects Specialist/ Educ.
Services
To: Sr. Account Clerk/ Child Dev.
Services/ District (RIF)

Effective: June 14, 2010
Grade 10, Step 6 + 2PG \$4325.33

Voluntary Furlough

Bennett, Margaret
Administrative Clerk/ Criminal Justice/
SAC

Effective: 06/07/10 – 08/12/10
Grade 10, Step 5 @ 80% VF \$3232

Donahoe, Chandra
Senior Clerk/ Financial Aid/ SAC

Effective: 06/07/10 – 08/12/10
Grade 8, Step 6 + 2.5%L
@ 90% VF \$3598.20

Godinez, Patricia
High School & Community Outreach
Specialist/ Student Services/ SCC

Effective: 06/07/10 – 08/12/10
Grade 13, Step 3 @ 80% VF \$3390.40

McKelvey, Nadine
Admissions & Records Specialist III/ SCC

Effective: 06/07/10 – 08/12/10
Grade 10, Step 6 + 2.5%L + 5PG
@ 80% VF \$3686.73

Restivo, Julie
Executive Secretary/ Student Services/
SCC

Effective: 06/07/10 – 08/12/10
08/14/10 – 06/30/11
Grade 14, Step 6 + 7.5%L
@ 90% VF \$5008.50

Leave of Absence

Saldana, Maria
Library Clerk/ SAC

Effective: 07/05/10 – 07/30/10
08/02/10 – 08/13/10
06/20/11 – 06/30/11

Reason: 10 Month Contract
Non Paid Period

CLASSIFIED HOURLY

Change in Position

Hurtado, Diane
From: Student Services Specialist/Student
Development/ SCC
To: Student Services Specialist/ Student
Affairs/ SAC (RIF)

Effective: June 29, 2010
12 Hours/Week 12 Month
Grade 10, Step A + 1PG \$19.10/Hour +
\$20.83/Mo. PG

Morphew, Linda
From: Job Developer/ Counseling/ SAC
To: Career Technician/ Special Services/
SAC (RIF)

Effective: June 29, 2010
19 Hours/Week 12 Month
Grade 10, Step A + 7.5%L \$20.53/Hour

Vasquez, Maria Del Pilar
From: FT Sr. Account Clerk/ Child Dev.
Services
To: Sr. Account Clerk/ Accounts Payable/
District (RIF)

Effective: June 14, 2010
19 Hours/Week 12 Months
Grade 10, Step A \$19.10/Hour

Professional Growth Increment

Connaker, William
Learning Assistant/ SCC

Effective: July 1, 2010
Grade 10, Step A + 1PG \$19.10/Hour +
\$20.83/Mo. PG

Leave of Absence

Lupercio, Patricia
Instructional Center Tech./ SCC

Effective: 05/17/10 – 06/27/10
Reason: Maternity Leave

Ratification of Resignation/Retirement

**Gaston, Vanessa
General Office Clerk/ Nursing/ SAC**

**Effective: June 7, 2010
Reason: Resignation**

**Menchaca, Jessica
Instructional Assistant/ School of
Continuing Educ./ SAC**

**Effective: June 30, 2010
Reason: Resignation**

TEMPORARY ASSIGNMENT

**Averette, Scott
Cashier/ Bookstore/ SCC**

**Effective: 07/12/10 – 06/30/11
Not to exceed 39 weeks in the fiscal year.**

**Bailey, Lauren
Cashier/ Bookstore/ SAC**

**Effective: 07/12/10 – 06/30/11
Not to exceed 39 weeks in the fiscal year.**

**Bui, Yen
Instructional Assistant/ Chemistry/ SCC**

**Effective: 06/22/10 – 06/30/10
07/01/10 – 06/30/11
Not to exceed 39 weeks in the fiscal year.**

**Campos, Griselda
Data Entry Clerk/ Child Dev. Services**

Effective: 07/01/10 – 07/30/10

**Chamochumbi, Jose
Cashier/ Bookstore/ SCC**

**Effective: 07/12/10 – 06/30/11
Not to exceed 39 weeks in the fiscal year.**

**Chasse, Heather
Cashier/ Bookstore/ SCC**

**Effective: 07/12/10 – 06/30/11
Not to exceed 39 weeks in the fiscal year.**

**Cruz, Julia
Cashier/ Auxiliary Services/ SAC**

**Effective: 07/01/10 – 06/30/11
Not to exceed 39 weeks in the fiscal year.**

**Dorado, Raul
Cashier/ Bookstore/ SAC**

**Effective: 07/12/10 – 06/30/11
Not to exceed 39 weeks in the fiscal year.**

**Fast, Debra
Financial Aid Tech./ SCC**

**Effective: 07/05/10 – 04/22/11
Not to exceed 39 weeks in the fiscal year.**

**Garcia, Andrea
Financial Aid Analyst/ SCC**

**Effective: 07/05/10 – 04/22/11
Not to exceed 39 weeks in the fiscal year.**

TEMPORARY ASSIGNMENT cont'd

Gaytan, Rafael Food Service Aid/ Child Dev. Services	Effective: 07/06/10 – 03/18/11 Not to exceed 39 weeks in the fiscal year.
Klase, Clarence Cashier/ Bookstore/ SAC	Effective: 07/12/10 – 06/30/11 Not to exceed 39 weeks in the fiscal year.
Larkins, Cynthia Instructional Assistant/ Pharmacy Tech/ SAC	Effective: 07/01/10 – 06/10/11 Not to exceed 39 weeks in the fiscal year.
Larnerd, Alyssa Cashier/ Auxiliary Services/ SAC	Effective: 07/01/10 – 06/30/11 Not to exceed 39 weeks in the fiscal year.
Lozano, Micaela Instructional Assistant/ Pharmacy Tech/ SAC	Effective: 07/01/10 – 06/10/11 Not to exceed 39 weeks in the fiscal year.
Manes, Brandon Cashier/ Bookstore/ SCC	Effective: 07/12/10 – 06/30/11 Not to exceed 39 weeks in the fiscal year.
Manzano, Margaret Cashier/ Bookstore/ SCC	Effective: 07/12/10 – 06/30/11 Not to exceed 39 weeks in the fiscal year.
Martinez, Janette Cashier/ Bookstore/ SAC	Effective: 07/12/10 – 06/30/11 Not to exceed 39 weeks in the fiscal year.
Matten, Claudia Food Service Aid/ Child Dev. Services	Effective: 07/12/10 – 05/20/11 Not to exceed 39 weeks in the fiscal year.
McKelvey, Cordaro Clerical Assistant I/ Auxiliary Services/ SCC	Effective: 07/12/10 – 06/30/11
Miller, Jeremy Instructional Assistant/ Science & Math/ SAC	Effective: 07/01/10 – 07/30/10
Mizumoto, Mizuho Admissions & Records Spec. I/ SAC	Effective: 06/22/10 – 06/30/10

TEMPORARY ASSIGNMENT cont'd

Oklander, Sergio Project Manager/ School of Continuing Educ./ SAC	Effective: 07/01/10 – 06/30/11 Not to exceed 39 weeks in the fiscal year.
Plaxencia, Erick Cashier/ Bookstore/ SAC	Effective: 07/12/10 – 06/30/11 Not to exceed 39 weeks in the fiscal year.
Prajapati, Jitesh Financial Aid Tech/ SCC	Effective: 07/05/1- 04/22/11 Not to exceed 39 weeks in the fiscal year.
Ramirez, Leopaldo Cashier/ Bookstore/ SAC	Effective: 07/12/10 – 06/30/11 Not to exceed 39 weeks in the fiscal year.
Rodriguez, Brenda Cashier/ Bookstore/ SAC	Effective: 07/12/10 – 06/30/11 Not to exceed 39 weeks in the fiscal year.
Romero, Jennifer Cashier/ Auxiliary Services/ SAC	Effective: 07/12/10 – 06/24/11 Not to exceed 39 weeks in the fiscal year.
Ruesga, Claudia Cashier/ Bookstore/ SAC	Effective: 07/12/10 – 06/30/11 Not to exceed 39 weeks in the fiscal year.
Samson, Brittany Cashier/ Bookstore/ SCC	Effective: 07/12/10 – 06/30/11 Not to exceed 39 weeks in the fiscal year.
Sherman, Janice Cashier/ Bookstore/ SAC	Effective: 07/12/10 – 02/25/11 Not to exceed 39 weeks in the fiscal year.
Stone, Tammy Cashier/ Bookstore/ SCC	Effective: 07/12/10 – 06/30/11 Not to exceed 39 weeks in the fiscal year.
Tapia, Alejandro Cashier/ Bookstore/ SAC	Effective: 07/12/10 – 06/30/11 Not to exceed 39 weeks in the fiscal year.
Tatro, Tiffany Cashier/ Bookstore/ SCC	Effective: 07/01/10 – 06/30/11 Not to exceed 39 weeks in the fiscal year.
Valeriotte, Robert Cashier/ Bookstore/ SCC	Effective: 07/01/10 – 06/30/11 Not to exceed 39 weeks in the fiscal year.
Villegas, Jose J Cashier/ Bookstore/ SAC	Effective: 07/12/10 – 06/30/11 Not to exceed 39 weeks in the fiscal year.

Additional Hours for On Going Assignment

Bizon, Veronica Intermediate Account Clerk/ School of Continuing Educ./ SAC	Effective: 07/01/10 – 06/30/11 Not to exceed 19 consecutive working days in any given period.
Clarke, Kevin Bookstore Storekeeper/ SAC	Effective: 07/01/10 – 06/30/11 Not to exceed 19 consecutive working days in any given period.
Hernandez, Louis Cashier/ Bookstore/ SAC	Effective: 07/01/10 – 06/30/11 Not to exceed 19 consecutive working days in any given period.
Kusenda, Paula Student Program Specialist/ School of Continuing Educ./ SAC	Effective: 07/01/10 – 06/30/10 Not to exceed 19 consecutive working days in any given period.
Lucio, Gloria Sr. Cashier/ Bookstore/ SAC	Effective: 07/01/10 – 06/30/11 Not to exceed 19 consecutive working days in any given period.
Nguyen, Nga Instructional Assistant/ Pharmacy/ SAC	Effective: 07/01/10 – 06/10/11 Not to exceed 19 consecutive working days in any given period.
Nguyen, Tuan Transfer Center Specialist/ Counseling/ SAC	Effective: 06/14/10 – 06/30/10 07/01/10 – 09/30/10 Not to exceed 19 consecutive working days in any given period.
Ramirez, Martha Sr. Clerk/ Humanities/ SAC	Effective: 07/01/10 – 12/17/10 01/03/11 – 04/08/11 Not to exceed 19 consecutive working days in any given period.
Ruiz, Ann Cashier/ Bookstore/ SAC	Effective: 07/01/10 – 06/30/11 Not to exceed 19 consecutive working days in any given period.
Siegel, Sue Cashier/ Bookstore/ SAC	Effective: 07/01/10 – 06/30/11 Not to exceed 19 consecutive working days in any given period.

Additional Hours for On Going Assignment cont'd

Ventura, Yesenia
Transfer Center Specialist/ Counseling/
SAC

Effective: 06/14/10 – 06/30/10
07/01/10 – 09/30/10
Not to exceed 19 consecutive working days
in any given period.

Williams, Dawn
Intermediate Clerk/ Health Center/ SAC

Effective: 05/19/10 – 06/30/10
Not to exceed 19 consecutive working days
in any given period.

Substitute Assignments

Larnerd, Alyssa
Cashier/ Auxiliary Services/ SAC

Effective: 07/01/10 – 06/30/10

Klase, Clarence
Cashier/ Bookstore/ SAC

Effective: 07/01/10 – 06/30/10

Nguyen, Mai
Admissions Records Spec I/ SCC

Effective: 07/01/10 – 09/30/10

Penning, Kerry
Administrative Secretary/ Special Services/
SAC

Effective: 05/17/10 – 06/30/10

Ramirez, Leopoldo
Cashier/ Bookstore/ SAC

Effective: 07/01/10 – 06/30/10

Rodriguez, Hector
Auxiliary Services Specialist/ SAC

Effective: 07/01/10 – 06/30/11

MISCELLANEOUS POSITIONS

Bustos, Lazara
Child Dev. Intern III/ Child Dev. Services

Effective: 07/01/10 – 06/30/11

Cono Revelo, Carolina
Child Dev. Intern I/ Child Dev. Services

Effective: 07/01/10 – 06/30/11

Cruz, Ana
Child Dev. Intern III/ Child Dev. Services

Effective: 07/01/10 – 06/30/11

COMMUNITY SERVICE PRESENTERS
Stipends Effective April 11 – May 10, 2010

Abdul, Quayum	Amount: \$ 70.64
Bradley, Sabrina	Amount: \$ 518.52
Buonanotte, Pamela	Amount: \$ 522.35
Buonanotte, Pamela	Amount: \$ 557.50
Burns, Brigitte	Amount: \$ 50.46
Drew, John	Amount: \$ 180.96
Eyre, John	Amount: \$ 57.42
Frelly, Robert	Amount: \$ 630.00
Gorman, Ron	Amount: \$ 348.44
Harris, Karen	Amount: \$ 747.50
Haugen, Nancy	Amount: \$ 280.00
Hogue, Tom	Amount: \$ 2,697.80
Levine, Renee	Amount: \$ 260.00
Manuel, Robert	Amount: \$ 120.06
Munoz, Jayne	Amount: \$ 260.00
Oyenoki, Sharla	Amount: \$ 252.30
Scott, Randy	Amount: \$ 260.00
Vallot, Lothar	Amount: \$ 91.87
Vohra, Sumona	Amount: \$ 121.10
Wilkes, Doug	Amount: \$ 1,534.00
Wu, Wendy	Amount: \$ 528.26

VOLUNTEERS

Wherry, Kelly
Non Student/ Exercise Science/ SCC

Effective: 07/01/10 – 06/30/11

**SANTA ANA COLLEGE
STUDENT ASSISTANT LIST**

Cisneros, Edgar Alphonso

Effective: 05/13/10-06/30/10

Student Stipend

Center for Teacher Education

Chang, Li Tung	\$ 500.00 - Spring 2010
Garcia, Senia M	\$1000.00 - Spring 2010
Nelson, Michael M	\$1000.00 - Spring 2010
Nguyen, Nghiem Minh	\$ 500.00 - Spring 2010
Trinh, Lien Thi Ngoc	\$1000.00 - Spring 2010

Transfer Center

Nava Teodoro, Alexis

\$ 300.00 - Spring 2010

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

Resendiz, Briahna
Reyes, Elisama

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

Effective: 06/07/10-06/30/10

Attachment #1

	Effective Date	Last Name	First Name	Title	FTE %	Contract Months	Dept	Campu
1	6/11/2010	James	Gregg	Contract Education Coord.	100	12	Workplace Lrng. Res. Ctr	District
2	6/11/2010	Esterly	Nancy	Sr. Account Clerk	47.5	12	Fiscal Services	District
3	6/28/2010	Duenez	Patricia	Intermediate Clerk	47.5	12	Student Development	SCC
4	6/28/2010	Grigg	Susan	Job Developer	100	12	Special Services	SAC
5	6/28/2010	Betancourt	MA Uriydiche	Student Services Coordinator	100	12	Student Development	SCC
6	6/28/2010	Hernandez	Jacqueline	Career Technician	47.5	12	Special Services	SAC
7	6/28/2010	Martinez	Lobelia	Student Services Specialist	30	12	Student Affairs	SAC

Attachment #2

**Rancho Santiago Community College District
CALIFORNIA SCHOOL EMPLOYEE'S ASSOCIATION
Interim CONTRACT SALARY SCHEDULE
Effective: July 1, 2010**

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

SERVICE RECOGNITION:

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

DIFFERENTIAL PAY:

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

Board Approved: June 21, 2010

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

Effective: July 1, 2010

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

SERVICE RECOGNITION:

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

DIFFERENTIAL PAY:

Bilingual Requirement 2.50%

* Longevity granted to on-going employees only.

Board Approved: June 21, 2010

**HUMAN RESOURCES CLASSIFIED DOCKET
JUNE 21, 2010**

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

Revised: 4/13/09

Attachment #3

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
SANTA ANA, CALIFORNIA**

**CLASS SPECIFICATION
Revised June 2010**

BUSINESS SERVICES COORDINATOR

CLASS SUMMARY

Under direction, plans, budgets, implements and coordinates business services and entrepreneurship programs including the assignment of projects and tasks to staff, and the direction of projects and program activities; oversees the daily operations of assigned programs and services.

REPRESENTATIVE DUTIES

Plans, budgets, coordinates, directs and implements a comprehensive business services program, including gratis and fee-based seminars, workshops, technical training, and counseling; oversees schedule development and selection based on evaluations, surveys, financial results and current trends; directs and coordinates production, printing and distribution of marketing materials; schedules and budgets for on and off campus facilities usage; directs the registration and collection of fees; prepares materials; invites and coordinates interviews and otherwise screens program proposals, leading to negotiations and agreements; maintains dialogue with presenters, counselors and the entrepreneurial community regarding offerings, both in terms of expansion or deletion; prepares reports about marketing strategies, participation profiles, budgeting, effectiveness and public relations; assists in the evaluation of clients, presenters and counselors, and assists in making admission and hiring recommendations; prepares and maintains all agreements and other contracts with clients, presenters, counselors, etc.; manages budgets and accounts, and develops data collection instruments through the use of specialized software programs; provides feedback to presenters and counselors with regard to enrollment and student evaluations; maintains a high public relations and community relations profile that promotes the program.

ORGANIZATIONAL RELATIONSHIPS

This class reports to an assigned manager and directly oversees the daily operation of assigned program. The incumbent is responsible for task assignment within the office and works with all presenters, counselors and other personnel, and relates to the public directly.

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
SANTA ANA, CALIFORNIA**

**CLASS SPECIFICATION
Revised June 2010**

BUSINESS SERVICES COORDINATOR (continued)

DESIRABLE QUALIFICATIONS GUIDE

Training and Experience

Any combination of relevant training, education and experience equivalent to a Bachelors degree or an Associate of Arts degree and two years of experience involving public contact, coordination or community relations and accounting/budget responsibilities.

Knowledge and Abilities

Good Knowledge of: business services program models designed to meet the needs of the entrepreneurial community; program tracking and monitoring systems; oral and written communication techniques; organizational procedures; accounting and budgeting procedures; record systems; word processing, databases and spreadsheets.

Ability to: plan and organize business training programs effectively; prepare a program budget; maintain effective liaison with administrative personnel, faculty, tenants, presenters, counselors, students and the entrepreneurial community; compile information and data for reports using sophisticated software; develop promotional materials; maintain accurate schedules and records using MS office and other software; work independently and responsibly; coordinate staff.

License: valid California Motor Vehicle Operator's license with a driving record that meets minimum standards established by the district's insurance carrier.

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Human Resources and Educational Services**

To:	Board of Trustees	Date: June 21, 2010
Ref:	Approval of Fringe Benefit Providers for Fiscal Year 2010/2011	
Action:	Request for Approval	

BACKGROUND

The Joint Benefits Committee annually reviews fringe benefit coverage and renewal proposals for District employees and retirees. The committee recommends that the District maintain its current fringe benefit providers for the 2010-11 fiscal year.

ANALYSIS

The recommended insurance providers are:

<u>Company</u>	<u>Coverage</u>
Anthem BlueCross (PPO/HMO)	Health & Dental Care
MetLife Basic Life Insurance	District Paid Life Insurance
MetLife Voluntary Life Insurance	Voluntary Life Insurance
Anthem Blue Cross Voluntary Vision	Voluntary Vision Plan
AFLAC	Voluntary Cancer; Personal Short-Term Accident Indemnity; Personal Recovery
MetLife	Auto/Home/Pet Insurance
Horizon Health	Hyatt Legal Plans Employee Assistance Program

RECOMMENDATION

It is recommended that the Board of Trustees approve the renewal of these insurance programs at the negotiated rates and authorize the Chancellor, or his designee, to enter into the appropriate agreements with the above companies for 2010/2011 fiscal year.

Fiscal Impact:	\$1,600,000	Board Date: June 21, 2010
Item Prepared by:	Leslie M. Piazza, Risk Manager	
Item Submitted by:	John Didion, Executive Vice Chancellor of Human Resources and Educational Services	
Item Recommended by:	Dr. Edward Hernandez, Jr., Chancellor	

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Human Resources and Educational Services

To: Board of Trustees	Date: June 21, 2010
Ref: Renewal of Flexible Benefits Plan 2010-2011	
Action: Request for Approval	

BACKGROUND

The Joint Benefits Committee annually reviews the insurance programs for the district's employees, including the medical and dependent care reimbursement plan, which allows employees to place pre-tax income into an account to pay for medical and/or dependent day care expenses not covered by our insurance plans. The maximum amount an employee can contribute a year to each plan is \$5,000.

ANALYSIS

CONEXIS has administered the district's Medical Reimbursement and Dependent Day Care reimbursement accounts for the past thirteen years. Employees participating in this voluntary program pay a monthly fee of \$4.91.

RECOMMENDATION

It is recommended that the Board of Trustees authorize the Chancellor, or his designee, to extend the flexible benefits plan with CONEXIS for the 2010-2011 fiscal year.

Fiscal Impact:	None	Board Date: June 21, 2010
Item Prepared by:	Leslie M. Piazza, Risk Manager	
Item Submitted by:	John Didion, Executive Vice Chancellor of Human Resources and Educational Services	
Item Recommended by:	Dr. Edward Hernandez, Jr., Chancellor	

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

To: Board of Trustees	Date: June 21, 2010
Re: Approval of New Noncredit Courses for Santa Ana College School of Continuing Education	
Action: Request for Approval	

BACKGROUND

Santa Ana College School of Continuing Education is committed to meeting the educational and training needs of the communities within the District's service area. In order to be eligible for State apportionment, noncredit certificates must meet appropriate criteria, be approved through a local process and be approved by the State Chancellor's Office.

Title 5, §55002© defines a noncredit course as a course which, at a minimum, is recommended by the college and/or district curriculum committee and approved by the district governing board as a course meeting the needs of enrolled students. In addition, Title 5, §55002(c)(1) states: . . . "In order to be eligible for state apportionment, such courses must be approved by the Chancellor. . . ."

ANALYSIS

The attached list of new noncredit courses have been reviewed and approved by the college curriculum council as meeting acceptable standards related to subject matter, use of resources, teaching methods, attendance and achievement.

RECOMMENDATION

It is recommended that the Board of Trustees approve and certify the attached new noncredit courses for submission to the State Chancellor's Office and be added to Santa Ana College's Noncredit Course Inventory.

Fiscal Impact: None	Board Date: June 21, 2010
Prepared by: Ed Ripley, Vice President, SAC School of Continuing Education	
Submitted by: Erlinda J. Martinez, Ed.D., President, Santa Ana College	
Recommended by: Edward Hernandez, Jr., Ed.D., Chancellor	

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Santa Ana College School of Continuing Education

**New Noncredit Courses Submitted for Board Approval
June 21, 2010**

Secondary Subjects High School Subjects – Mathematics 150, Algebra I Support

Secondary Subjects High School Subjects – Social Sciences 221, Psychology

SANTA ANA COLLEGE/Continuing Education

COURSE OUTLINE APPROVAL SHEET

DISCIPLINE, NUMBER, TITLE: SECONDARY SUBJECTS HIGH SCHOOL SUBJECTS - MATHEMATICS 150, Algebra I Support

(if the discipline, number or title is being revised, above should reflect the NEW information;) AND, the complete former course name MUST be included in the CATALOG ENTRY below.)

* NEW X REVISION WITH W/O CATALOG CHANGES
DELETION REVISION WITH W/O CLASS SCHEDULE CHANGES

* Complete and attach a New Course Proposal Form and Honors Addendum, if applicable

CATALOG ENTRY (60 word limit; underline changes if a revision)

Course Number: SECONDARY SUBJECTS HIGH SCHOOL SUBJECTS - MATHEMATICS 150

Course Title: Algebra I Support

Units: 5

Class hours: 72

Prerequisite: none

Provides focused instruction for students needing remediation and support in Pre-algebra and in Algebra.

CLASS SCHEDULE ENTRY (maximum of four lines; underline changes if a revision)

SECONDARY SUBJECTS HIGH SCHOOL SUBJECTS - MATHEMATICS 150, Algebra I Support. 5 units.

Provides focused instruction for students needing remediation and support in Pre-algebra and in Algebra.

INFORMATION IN THIS SECTION MUST BE COMPLETED BEFORE SUBMISSION TO A CURRICULUM COMMITTEE

Major Code N/A For this major, is the course Required Elective

Does this course have arranged hours? Yes No N/A X By course

Co/Prerequisite*? N/A X Approval Code Co/Prerequisite Course Requirement

Co/Prerequisite message (10 character limit, (SEE CATALOG)

Is course cross-listed (same as) with another course? Yes No X Subject ID

Number of times repeatable for credit N/A (Maximum 3 without prior approval of VPAA)

Have all other departments that list this course for a degree/certificate requirement, elective or recommendation, been advised of the changes? Yes N/A X

List departments notified

Budgetary Unit 18200 Classification Code K Transfer Code N/A SAM Priority Code E

Method of Instruction** 11 Instructor LHE: Lecture X Laboratory

If necessary, complete and attach a *Co/Prerequisite Approval Form and/or a **TMI Form. TOPS CODE: 4930.62

Proposed by Patricia Machado Date: 11-12-09

Division Dean Sue Mendizza Date: 12-9-09

Curriculum Committee Approval Susan J. Bennett Date: 12/09/09

Curriculum Council Approval Date 3/8/10 Subject ID Number HSMTH 150

(Signatures indicate review and approval of any advisory co/prerequisites as per Board Policy) Noncredit Category Code C

SANTA ANA COLLEGE/Continuing Education COURSE OUTLINE

DISCIPLINE, NUMBER, TITLE: **SECONDARY SUBJECTS HIGH SCHOOL SUBJECTS - MATHEMATICS 150, Algebra I Support**

(If the discipline, number or title is being revised, above should reflect the NEW information;) AND, the complete former course name MUST be included in the CATALOG ENTRY below.)

CATALOG ENTRY (60 word limit; -underline changes if a revision):

Course Number: **SECONDARY SUBJECTS HIGH SCHOOL SUBJECTS – MATHEMATICS 150**

Course Title: **Algebra I Support**

Units: 5

Class hours: 72

Prerequisite: None

Provides focused instruction for students needing remediation and support in Pre-algebra and in Algebra.

COURSE AGREEMENT BETWEEN RSCCD COLLEGES FOR ASSOCIATE DEGREES AND CERTIFICATES

N/A

Yes	No	SAC Department Chair _____	Date _____
Yes	No	SCC Department Chair _____	Date _____

COURSE CONTENT

Major Topics	Time Required	What Student Will Learn
Algebraic Properties; Order of Operations	12 hours	Students simplify expressions before solving linear equations and inequalities in one variable, such as $3(2x - 5) + 4(x - 2) = 12$.
Solving Multi-Step Problems	12 hours	Students solve multistep problems, including word problems, involving linear equations and linear inequalities in one variable and provide justification for each step.
Graphing Linear Equations	12 hours	Students graph a linear equation and compute the x- and y-intercepts (e.g., graph $2x + 6y = 4$). They are also able to sketch the region defined by linear inequalities (e.g., they sketch the region defined by $2x + 6y < 4$).
Point-Slope Form	12 hours	Students verify that a point lies on a line, given an equation of the line. Students are able to derive linear equations by using the point-slope formula.
Solving Two-Step Linear Equations	12 hours	Students solve a system of two linear equations in two variables algebraically and are able to interpret the answer graphically. Students are able to solve a system of two linear inequalities in two variables and to sketch the solution sets.
Translation of Words to Algebraic Expression	12 hours	Students apply algebraic techniques to solve rate problems, work problems, and percent mixture problems.
TOTAL	72 hours	

DISCIPLINE, NUMBER, TITLE: **SECONDARY SUBJECTS HIGH SCHOOL SUBJECTS – MATHEMATICS150,
Algebra I Support**

the discipline, number, or title is revised, above entry should reflect the NEW information.)

COURSE MATERIALS

Required texts and/or materials. (Include price and date of publication.)

Algebra I, Pearson-Prentice Hall: New York, 2008.

Recommended readings and/or materials.

Preparing for the CAHSEE: A Mathematics Study Guide. (2008) California Department of Education, 2008.

Other

(If the discipline, number, or title is revised, above entry should reflect the NEW information.)

WHAT STUDENT LEARNING OUTCOMES DOES THIS COURSE ADDRESS? WHAT ACTIVITIES ARE EMPLOYED? (USE A SCALE OF 1-5 TO SHOW EMPHASIS OF THE LEARNING OUTCOMES WITHIN THE CONTEXT OF THIS COURSE.)

- | |
|--|
| 1 - Not applicable-never try to achieve
2 - unimportant-rarely try to achieve
3 - important-sometimes try to achieve
4 - very important-often try to achieve
5 - essential-always try to achieve |
|--|

STUDENT LEARNING OUTCOMES

List subcategories and activities as needed for Category

		Overall rating
1. Communication Skills:	<p>Students develop fluency in basic computational and procedural skills, an understanding of mathematical concepts, and the ability to use mathematical reasoning to solve mathematical problems, including recognizing and solving routine problems readily and finding ways to reach a solution or goal when no routine path is apparent.</p> <p>Students communicate precisely about quantities, logical relationships, and unknown values through the use of signs, symbols, models, graphs, and mathematical terms.</p> <p>Students use properties of the number system to judge the validity of results, to justify each step of a procedure, and to prove or disprove statements.</p>	5
2. Thinking and Reasoning:	<p>Students identify and use the arithmetic properties of subsets of integers and rational, irrational, and real numbers, including closure properties for the four basic arithmetic operations.</p> <p>Students use and know simple aspects of a logical argument.</p> <p>Students simplify expressions before solving linear equations and inequalities in one variable.</p> <p>Students add, subtract, multiply, and divide monomials and polynomials. Students solve multistep problems, including word problems, by using these techniques.</p>	5
3. Information Management:	n/a	1
4. Diversity:	n/a	1
5. Civic Responsibility:	n/a	1
6. Life Skills:	Students develop an appreciation for the beauty and power of mathematics.	2
7. Careers:	Students apply mathematics to everyday life and develop an interest in pursuing advanced studies in mathematics and in a variety of mathematically-related career choices.	2

DISCIPLINE, NUMBER, TITLE: **SECONDARY SUBJECTS HIGH SCHOOL SUBJECTS – MATHEMATICS 150,
Algebra I Support**

(If the discipline, number, or title is revised, above entry should reflect the NEW information.)

WHAT METHODS WILL BE EMPLOYED TO HELP STUDENTS LEARN?

Direct teacher instruction
Individual and small group instruction
Peer coaching
Tutoring in small groups

WHAT LEARNING ACTIVITIES OR ASSIGNMENTS ARE REQUIRED OUTSIDE OF CLASS?

List activities and hours for each. (Must include reading and writing activities.)

Math homework – daily
Tutoring, as needed for each lesson

DISCIPLINE, NUMBER, TITLE: **SECONDARY SUBJECTS HIGH SCHOOL SUBJECTS - MATHEMATICS 150,
Algebra I Support**

(If the discipline, number, or title is revised, above entry should reflect the NEW information.)

STANDARDS OF ACHIEVEMENT

CA Math Standards

Content area student learning outcomes

List graded activities.

Homework

Class participation

Group participation

Quizzes and tests

How will student learning be assessed? (Multiple measures must be used.)

Homework and written assignments

Quizzes, informal and formal – one per week

Tests, exams – one per chapter/content area

NOTE: If this course is CR/NCR, please indicate here

SANTA ANA COLLEGE/Continuing Education

COURSE OUTLINE APPROVAL SHEET

DISCIPLINE, NUMBER, TITLE: SECONDARY SUBJECTS HIGH SCHOOL SUBJECTS - SOCIAL SCIENCES 221, Psychology

(If the discipline, number or title is being revised, above should reflect the NEW information;) AND, the complete former course name MUST be included in the CATALOG ENTRY below.)

* NEW X REVISION WITH W/O CATALOG CHANGES
DELETION REVISION WITH W/O CLASS SCHEDULE CHANGES

* Complete and attach a New Course Proposal Form and Honors Addendum, if applicable

CATALOG ENTRY (60 word limit; underline changes if a revision)

Course Number: SECONDARY SUBJECTS HIGH SCHOOL SUBJECTS—SOCIAL SCIENCES 221,
Course Title: Psychology
Units: 5
Class hours: 72
Prerequisite: None
Provides students with knowledge of the basic principles of psychoanalysis, behaviorism, the interpersonal model, humanism, existentialism and phenomenology as well as other concepts applied to the self.

CLASS SCHEDULE ENTRY (maximum of four lines; underline changes if a revision)

SECONDARY SUBJECTS HIGH SCHOOL SUBJECTS - SOCIAL SCIENCES 221, Psychology. 5 units.
Provides students with knowledge of the basic principles of psychoanalysis, behaviorism, the interpersonal model, humanism, existentialism and phenomenology as well as other concepts applied to the self.

INFORMATION IN THIS SECTION MUST BE COMPLETED BEFORE SUBMISSION TO A CURRICULUM COMMITTEE

Major Code N/A For this major, is the course Required Elective

Does this course have arranged hours? Yes No N/A X By course

Co/Prerequisite*? N/A X Approval Code Co/Prerequisite Course Requirement

Co/prerequisite message (10 character limit, (SEE CATALOG)

Is course cross-listed (same as) with another course? Yes No X Subject ID

Number of times repeatable for credit N/A (Maximum 3 without prior approval of VPAA)

Have all other departments that list this course for a degree/certificate requirement, elective or recommendation, been advised of the changes? Yes N/A X

List departments notified

Budgetary Unit 18200 Classification Code K Transfer Code N/A SAM Priority Code E

Method of Instruction** 11 Instructor LHE: Lecture X Laboratory

If necessary, complete and attach a *Co/Prerequisite Approval Form and/or a **TMI Form. TOPS CODE: 4930.62

Proposed by Patricia Machado Date: January 2010

Division Dean Sue Mendizza Date: 3-2-10

Curriculum Committee Approval Susan J Barnett Date: 03-02-10

Curriculum Council Approval Date 3/22/10 Subject ID Number HSSOC 221

(Signatures indicate review and approval of any advisory co/prerequisites as per Board Policy) Noncredit Category Code C

DISCIPLINE, NUMBER, TITLE: **SECONDARY SUBJECTS HIGH SCHOOL SUBJECTS – SOCIAL SCIENCES 221,
Psychology**

the discipline, number, or title is revised, above entry should reflect the NEW information.)

COURSE MATERIALS

Required texts and/or materials. (Include price and date of publication.)

Understanding Psychology, 2008, Glencoe/McGraw Hill, ISBN 9780078745171 (\$77.19)

Other

(If the discipline, number, or title is revised, above entry should reflect the NEW information.)

**WHAT STUDENT LEARNING OUTCOMES DOES THIS COURSE ADDRESS? WHAT ACTIVITIES ARE EMPLOYED?
(USE A SCALE OF 1-5 TO SHOW EMPHASIS OF THE LEARNING OUTCOMES WITHIN THE CONTEXT OF THIS COURSE.)**

- | |
|--|
| 1 - Not applicable-never try to achieve
2 - unimportant-rarely try to achieve
3 - important-sometimes try to achieve
4 - very important-often try to achieve
5 - essential-always try to achieve |
|--|

STUDENT LEARNING OUTCOMES

List subcategories and activities as needed for Category

		Overall rating
1. Communication Skills:	Students explain the nature of psychological diversity in human beings and the effects of biological, social, and cultural influences on behavior.	5
2. Thinking and Reasoning:	Students demonstrate critical thinking and communication of ideas.	4
3. Information Management:	A. Information Competency Students demonstrate research skills using the Internet to enhance written reports, projects, and class discussions. B. Technology Competency N/A	3 1
4. Diversity:	N/A	1
5. Civic Responsibility:	N/A	1
6. Life Skills:	Students understand the importance of human behaviors and reactions to stress and reactions in a variety of social, biological, and cultural settings.	5
7. Careers:	Students research the many careers offered in the field of psychology and their individual qualifications.	3

DISCIPLINE, NUMBER, TITLE: **SECONDARY SUBJECTS HIGH SCHOOL SUBJECTS – SOCIAL SCIENCES 221,
Psychology**

(If the discipline, number, or title is revised, above entry should reflect the NEW information.)

WHAT METHODS WILL BE EMPLOYED TO HELP STUDENTS LEARN?

1. Lecture
2. Class discussions
3. Group discussions
4. Group presentations
5. Power Point presentations
6. Additional reading resources

WHAT LEARNING ACTIVITIES OR ASSIGNMENTS ARE REQUIRED OUTSIDE OF CLASS?

List activities and hours for each. (Must include reading and writing activities.)

1. Internet research for written reports and group projects
2. Development of short Power Point presentations
3. Textbook readings
4. Homework – written assignments related to the textbook readings

(If the discipline, number, or title is revised, above entry should reflect the NEW information.)

STANDARDS OF ACHIEVEMENT

List graded activities.

1. Unit tests
2. Unit papers
3. Class projects
4. Individual presentations
5. In-class activities and discussions
6. Group projects
7. Quizzes

How will student learning be assessed? (Multiple measures must be used.)

1. Classroom participation
2. Individual projects
3. Group presentations and/or projects
4. Written assignments
5. Tests

NOTE: If this course is CR/NCR, please indicate here

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

To: Board of Trustees	Date: June 21, 2010
Re: Approval of New OTA Agreement – Aviara Healthcare Center	
Action: Request for Approval	

BACKGROUND

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

ANALYSIS

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

RECOMMENDATION

It is recommended that the Board of Trustees approve this contract with Aviara Healthcare Center in Encinitas, California.

Fiscal Impact: None	Board Date: June 21, 2010
Prepared by: Norman Fujimoto, Vice President of Academic Affairs Bart Hoffman, Dean of Human Services & Technology	
Submitted by: Erlinda J. Martinez, Ed.D., President, Santa Ana College	
Recommended by: Edward Hernandez, Jr., Ed.D., Chancellor, RSCCD	

AGREEMENT

Occupational Therapy Assistant Program

THIS AGREEMENT is made and entered into on June 22, 2010 by and between **Aviara Healthcare Center**, hereinafter called the Agency, and **Rancho Santiago Community College District on behalf of Santa Ana College**, hereinafter called the District.

PART I. BASIS AND PURPOSE OF AGREEMENT

WITNESSETH:

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

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

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

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

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

PART II. GENERAL RESPONSIBILITIES AND PRIVILEGES OF THE COLLEGE

A. For the Program in General

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

4. For Student Workmen's Compensation

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

B. For Program Planning

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

C. For Occupational Therapy Assistant Program Students

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

PART III. GENERAL RESPONSIBILITIES AND PRIVILEGES OF THE AGENCY

A. For the Program in General

1. The Agency will maintain the standards, which make it eligible for approval as a clinical area for instruction in accredited Occupational Therapy Assistant Program programs. To further this, the Agency agrees to provide and maintain personnel who are in its opinion, capable and qualified in those divisions in which students are placed.
2. The administration of the service and patient care at the Agency shall be the responsibility of and under the control and supervision of the Agency and shall be administered through the Agency and shall be administered through the Agency staff.

3. The Agency will designate a staff member who will function as Education Coordinator for Occupational Therapy Assistant Program education uses of the Agency facilities, including joint planning and representatives of all involved Occupational Therapy Assistant Program programs.
4. The Agency will provide orientation for students and faculty to familiarize them with Agency policies and facilities before assigning them to duties at the Agency.
5. The Agency will permit its employees to participate in the educational program as resource persons and clinical experts provided such participation does not interfere with assigned duties.
6. The Agency will permit the faculty and students of the District to use its patient care and patient service facilities for clinical education according to approved curricula.
7. The Agency will confer with the District prior to making a commitment for new or expanded use of its clinical facilities by any other Occupational Therapy Assistant Program that interfere with current student placement.

B. For Services and Facilities

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

C. For the Control of District Personnel

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

PART IV. JOINT RESPONSIBILITIES AND PRIVILEGES

A. For publications

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

B. Insurance:

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

C. Indemnification

All parties to this Agreement shall agree to defend, indemnify, and hold harmless the other party, its officers, agents, employees, students and volunteers, from and against all loss, cost, and expense arising out of any liability or claim of liability, sustained or claimed to have been sustained, arising out of the activities, or the performance or nonperformance of obligations under this Agreement, of the indemnifying party, or those of any of its officers, agents, employees, students or volunteers. The provisions of this Article do not apply to any damage or losses caused solely by the negligence or intentional acts of the non-indemnifying party or any of its agents or employees.

PART V. STATUS OF OCCUPATIONAL THERAPY ASSISTANT STUDENTS

- A. Occupational Therapy Assistant Program students shall have the status as learners and shall not be considered to be Agency employees nor shall they replace Agency staff. Any service rendered by the student during the experience is to be considered in addition to planned patient care in that area. Clinical experience will be conducted as a laboratory learning experience. The Agency will provide regular staffing for patient care in areas where students are obtaining clinical experience.

- B. Occupational Therapy Assistant Program students are subject to the authority, policies, and regulations of the district. They are also subject, during clinical assignment, to applicable agency regulations and must conform to the same standards as are for Agency employees in matters relating to the welfare of patients and general Agency operations.
- C. Occupational Therapy Assistant Program students shall be responsible for proper coverage in regard to malpractice insurance, or any other liability insurance that might be required by either the District or the Agency.
- D. The District will be responsible for assuring that health care students assigned to the Agency for clinical instruction meet both District and Agency standards of health and physical fitness.

PART VI. PERIOD OF AGREEMENT, TERMINATION

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

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

District: Rancho Santiago Community College District

Agency: Aviara Healthcare Center

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

Aviara Healthcare Center
 944 Regal Rd,
 Encinitas CA, 92024

 Peter J. Hardash
 Vice Chancellor
 Business Operations & Fiscal Services

 Bill Adams
 Administrator/Executive Director

Date: _____

Date: _____

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**Science, Math, and Health Sciences Division**

To: Board of Trustees	Date: June 21, 2010
Re: Approval of Renewal of On-site Associate Degree Nursing Program with St. Joseph Hospital of Orange	
Action: Request for Approval	

BACKGROUND

This request for Board approval is for a continuation of the partnership with St. Joseph Hospital of Orange for the Extended Campus Program of the Associate Degree Nursing Program of Santa Ana College. This program began in July, 2002 with the ninth cohort of students being admitted July, 2010. The proposed agreement extends the program to July, 2012.

ANALYSIS

This program has been extremely successful and has been recognized as a model collaborative project to increase nursing graduates. The instructional costs of the program will be split between the hospital and the college. The agreement has been reviewed and approved by college staff.

RECOMMENDATION

It is recommended that the Board of Trustees approve this agreement with St. Joseph Hospital of Orange.

Fiscal Impact:	Shared costs for offsite program	Board Date: June 21, 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:	Eddie Hernandez, Jr., Ed.D., Chancellor, RSCCD	



Hospital On-Site Associate Degree Nursing Program Agreement

This Agreement is entered into on July 1, 2010, ("Effective Date"), by and between St. Joseph Hospital of Orange ("Hospital") and Rancho Santiago Community College District ("District").

ARTICLE I

RECITALS

1.1 Hospital. Hospital is an acute care health facility licensed by the State of California and accredited by the Joint Commission on Accreditation of Healthcare Organizations. Hospital has determined that, in light of the nursing shortage in Hospital's service area and in furtherance of its charitable purpose of assuring access to high quality medical and nursing care to patients in Hospital's service area, it is necessary for Hospital to participate in the support and funding of the herein described Program in accordance with the terms of this Agreement.

1.2 District. District is the legal entity which operates Santa Ana College, an educational institution authorized pursuant to California law to offer the Associate Degree Nursing Program described herein at hospitals for the purpose of providing education and clinical training of students ("College"). Pursuant to the terms hereof, District shall arrange for College to create an off-site campus at Hospital so that College may offer its pre-licensure Associate Degree Nursing curriculum at Hospital. Such Hospital campus designation shall occur in accordance with the terms of this Agreement and the Program Plan of Action, which is attached hereto as Attachment A and incorporated herein by reference.

1.3 Intent. District desires to offer an Associate Degree in Nursing Program ("Program") on-site at Hospital for qualified Hospital and non-Hospital personnel ("students") who successfully enroll in such Program at College. Hospital desires to support the Program as described herein.

1.4 Purpose of This Agreement. The purpose of this Agreement is to set forth the terms and conditions pursuant to which the parties will establish a campus and institute the Program at Hospital.

ARTICLE II

RESPONSIBILITIES OF DISTRICT

2.1 Program Curriculum. District shall require the Department of Nursing of College to make all final decisions regarding the Associate Degree Nursing curriculum in consultation with College faculty and in accordance with District policy for curricular approval. Any curriculum modifications will be reviewed and modified as needed to maintain Program outcomes and the accreditation standards of the College's Associate Degree Nursing Program. The parties agree that it is their intent that all components of the Program, didactic and clinical, be conducted at Hospital. However, to the extent necessary to fulfill the Program curriculum, District shall require that College provide a site at College's main campus and all necessary resources (equipment/supplies, etc.) for completion of any Program components which can not be completed at Hospital for any reason.

2.2 Number/Qualification of Students. District shall require College to designate and notify Hospital of the students who are enrolled and in good standing in the Program to be assigned for education and clinical training at Hospital in such numbers as are mutually agreed upon between Hospital and District. The parties agree to give preferential placement in the Program to current employees of Hospital who otherwise meet all requirements for Program admission. District and Hospital will also mutually agree to the dates and length of the Program semesters. Students shall be admitted to the Program in accordance with District's usual and customary process. All applicants must meet academic admission requirements, maintain academic standards, and comply with all student policies throughout the Program.

2.3 Orientation/Instruction and Faculty. District shall require College to provide Program orientation to all students. District or College shall employ all faculty and instructors who will be providing instruction to students of the Program at Hospital and shall require that all instructors conduct classes in accordance with Hospital policy and procedure. The faculty and instructors for the Program shall be defined as Hospital-based District or College employees; however, control over the selection of Faculty shall be with District and College. From among its Faculty, District shall designate a Distance Program Director who shall manage the Program, and who agrees to collaborate with Hospital's Education Program Director to run the Program. District shall ensure that Faculty receive orientation related to the AD curriculum and any other necessary training.

2.4 Discipline. District shall require that College, through its instructors and faculty, apprise students of regulations, standards and responsibilities; and shall require that students conduct themselves in a professional manner. District will require College to maintain counseling and disciplinary actions including but not limited to removal from the Program.

2.5 Advising and Documentation. District shall require that College provide students with a Student Handbook and apprise them of their rights and

responsibilities as students of College. Students shall receive academic and administrative advisement and support from District and College over the Internet, phone, and fax and as District deems appropriate. District shall require that College maintain all attendance and academic records of students participating in the Program. District shall further require College to implement and maintain an evaluation process of the students' progress throughout the Program. The students' academic records shall remain under the control of the College's Nursing School Department and the District in compliance with applicable law.

2.6 Health Clearance. District shall require that College affirm that each student complies with Hospital's requirements for immunizations and tests; including but not limited to an annual health examination, rubella, DT, tuberculin skin test and follow up chest x-ray as appropriate. District shall also require College to ensure that students follow Hospital's policies and procedures regarding blood-borne pathogens, including but not limited to, universal precautions. Also, District shall require College to affirm that all students are free from any mental or physical impairment that would prevent the student from meeting his/her training obligations at Hospital.

2.7 Hospital Policies and Procedures. District shall require College to affirm that all students are aware of and understand all applicable Hospital policies and procedures; and College shall require every student to conform to all such Hospital policies, procedures, regulations, standards for health, safety, cooperation, ethical behavior, and any additional requirements and restrictions agreed upon by representatives of Hospital and District.

2.8 Supplies and Equipment. Except for the supplies and equipment described in Section 3.4 hereinbelow, District shall, or shall require that College, provide and be responsible for the provision, care and control of all educational supplies, materials, and equipment needed for adequate instruction during the Program.

2.9 Confidentiality. District shall require College to instruct students regarding confidentiality of patient information. No student shall have access to or have the right to review any medical record or quality assurance or peer review information, except where necessary in the regular course of the Program. District shall require that College ensure that all students maintain the confidentiality of any and all patient and other information received in the course of the Program. Further, District shall require that College instruct students not to discuss, transmit, or narrate in any form any patient information of a personal nature, medical or otherwise, except as a necessary part of the patient's treatment plan or the Program.

2.10 Accreditation. District shall require that College, at all times during the course of this Agreement, be licensed or qualified by the state of California to offer the Program to students.

2.11 Financial Assistance. District and/or College agrees to pay all costs associated with the Program at Hospital except those costs specifically agreed to by Hospital which are set forth in the Program Plan of Action in Attachment A hereto.

ARTICLE III

RESPONSIBILITIES OF HOSPITAL

3.1 Access. Hospital shall permit access to the Program to those students designated by District as eligible for participation in the Program at Hospital. Hospital agrees to provide qualified students with access to class room sites, clinical areas, training areas and patient care opportunities as appropriate to the level of understanding and education of such students and as appropriate to the provision of quality care and privacy of Hospital patients.

3.2 Implementation of Program. Hospital agrees to cooperate with and assist in the planning and implementation of the Program at Hospital for the benefit of students from College.

3.3 Accreditation. Hospital shall maintain Hospital so that it conforms to the requirements of the CA Department of Health Services and the Joint Commission on Accreditation of Healthcare Organizations.

3.4 Supplies and Equipment. Hospital shall supply all needed audio-visual equipment for the Program. Hospital shall also supply a Mini-Skills Lab for student training and shall expand its computer training capabilities to accommodate students' training needs. Such Mini-Skills Lab and computer training center shall be developed within the budget allotted for such as set forth in Attachment A hereto.

3.5 Space and Storage. In addition to clinical care opportunities, Hospital agrees to provide College with classroom space within Hospital for didactic instruction and an acceptable amount of storage space for College's instructional materials for use in the Program.

3.6 Patient Care. Pursuant to the California Code of Regulations ("CCR"), Title 22, Section 70713, District understands and agrees that Hospital, with its Medical Staff, retains professional and administrative responsibility for Services rendered to Hospital patients. Further, District and students shall conduct their respective activities hereunder consistent with relevant law and regulation, the Medical Staff Bylaws, the Medical Staff Rules and Regulations, Hospital policy and procedures, Emergency Medical Treatment and Active Labor Act ("EMTALA"), Title 22, the standards and requirements under the Joint Commission, professional standards, Hospital philosophy and values and the Ethical and Religious Directives for Catholic Health Facilities. The parties understand and agree that this provision is intended to fulfill requirements of the Joint Commission and state law and is not intended to modify the independent contractor relationship nor indemnification requirements between the parties herein.

3.7 Removal of Students. Hospital shall have the absolute right to determine who will administer care to its patients. In the event that any student, in the sole discretion of Hospital, fails to perform satisfactorily, fails to follow Hospital policies, procedures and regulations, or fails to meet Hospital standards for health, safety, security, cooperation or ethical behavior, Hospital shall have the right to request that District withdraw the student from the Hospital. District shall comply with Hospitals SAC-10-022; SJH #64918

request within five (5) days of receipt of notice from Hospital. Notwithstanding the foregoing, in the event of any emergency or if any student represents a threat to patient safety or personnel, Hospital may immediately exclude any student from Hospital until final resolution of the matter with District.

3.8 Documentation. Hospital agrees to make available to instructors and qualified students of College a copy of its policies and procedures, rules and regulations, and other relevant information in order that students obtain the benefit of such documentation and in order that students comply with such policies and rules. Such copy is available at Hospital's facility for review.

3.9 First Aid. Hospital shall be available to provide necessary emergency health care or first aid, within its capacity, to students participating in the Program. Any emergency health care or first aid provided by Hospital shall be billed to the student or College at Hospital's normal billing rate for private-pay patients. Except as herein provided, Hospital shall have no obligation to furnish medical or surgical care to any student.

3.10 Statement of Adequate Staffing. Hospital acknowledges that it has adequate staffing and that students participating in the Program shall not be substituted for nursing staff necessary for reasonable staffing coverage.

3.11 Authority. Hospital shall maintain at all times full authority over and responsibility for care of its patients and may intervene and/or redirect students when appropriate or necessary.

3.12 Financial Assistance. Hospital agrees to provide financial assistance to support the Program in accordance with "Hospital's Costs" as set forth in the Program Plan of Action in Attachment A hereto. In no event shall Hospital's costs exceed those set forth in Attachment A. College will bill Hospital for each year of operation of the Program in advance as specified in Attachment A hereto; unless this Agreement is otherwise terminated as described herein.

ARTICLE IV

TERM AND TERMINATION

4.1 Term. This Agreement shall commence as of the Effective Date and shall remain in full force and effect until June 30, 2012, unless otherwise terminated as provided herein.

4.2 Termination. Either party may terminate this Agreement without cause upon sixty (60) days written notice to the other party. Either party may terminate this Agreement for cause based upon a material breach by giving written notice to the other party. The notice for termination of cause shall not be effective if the breaching party cures the breach to the reasonable satisfaction of the other party within seven (7) days from receipt of notice for termination.

ARTICLE V

INDEMNIFICATION

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

ARTICLE VI

INSURANCE

6.1 District Requirements. The District shall maintain, to the extent required by California law, Worker's Compensation insurance to cover all of College's and District's employees who are participating in the Program. Further, District shall maintain auto liability insurance as required by CA law, and comprehensive general liability and professional liability insurance in minimum limits of \$1 million per occurrence and \$3 million annual aggregate covering District, College and students of the Program. Alternatively with regard to students only, District may require students to maintain, at their own expense, professional liability insurance of not less than \$1 million per occurrence and \$3,000,000 annual aggregate as well as auto insurance as required by CA law. Finally, with respect to District's insurance responsibilities hereunder, District shall advise Hospital if District elects to be self-insured for its professional or general liability, vehicle liability, Workers' Compensation, and/or property exposures through an annual appropriation from the General Fund, as consistent with California Government Code Section 810.2. District shall provide Hospital with proof of the foregoing insurance prior to commencement of the Program at Hospital and upon request. District acknowledges and agrees that any students of the Program who are also employees of the Hospital are participating in the Program voluntarily and outside of the scope of their employment. Thus, Hospital is not responsible for any actions or negligence of any students of the Program while said students are fulfilling their Program obligations. Further, none of Hospital's insurance coverages shall extend to any student.

6.2 Hospital's Requirements. Hospital shall maintain in full force and effect a self-insurance program to cover its obligations and liability under this Agreement.

ARTICLE VII

GENERAL PROVISIONS

7.1 Amendments. This Agreement may be amended, but only in writing, dated and executed by the parties' authorized representatives and attached hereto. The parties agree to amend this Agreement to the extent reasonably necessary for Hospital to comply with its tax-exempt bond obligations and covenants, to maintain its tax-exempt status, and to qualify for tax-exempt financing.

7.2 Assignment. Neither party shall assign its rights or delegate its duties under this Agreement without the prior written consent of the other party.

7.3 Compliance District acknowledges that Hospital's Corporate Responsibility Program ("CRP") applies to the Program and obligations described herein and that all policies and procedures relating to this CRP are available and should be reviewed by District and students of District who are training at Hospital. Hospital acknowledges that policies, procedures and handbooks are available for review by District and District's students by contacting the Compliance Officer at the Hospital. This CRP is intended to prevent compliance violations and to promote education related to fraud, abuse, false claims including but not limited to the Deficit Reduction Act provisions, excess private benefit, and inappropriate referrals. This CRP requires, and District hereby agrees, that any regulatory compliance concerns be promptly reported either to an appropriate Hospital manager or through the Hospital's Corporate Responsibility Hotline (877-808-8133). Further, District represents and warrants that students receiving training hereunder shall not at any time have been sanctioned by a health care regulatory agency and that any investigations of District shall be promptly reported to a Hospital manager or via the hotline (as above). Failure to abide by these compliance requirements shall give Hospital the right to terminate this Agreement immediately at its sole discretion.

7.4 Entire Agreement. This Agreement contains the full and complete agreement between the parties hereto regarding the subject matter hereof and supersedes any and all previous and contemporaneous agreements whether oral or written between the parties hereto.

7.5 Jurisdiction. This Agreement is made and entered into in the State of California and shall in all respects be interpreted, enforced and governed by and under the laws of the State of California. Further, any action arising out of this Agreement shall be instituted and prosecuted only in a Court of proper jurisdiction in Orange County, California.

7.6 Non-Discrimination. Neither party shall discriminate against any student on the basis of race, age, religion, sex, color, creed, national origin, handicap, disability or sexual preference.

7.61 - The Rancho Santiago Community College District complies with all Federal and state rules and regulations and does not discriminate on the basis of race, color, national origin, gender or disability. This holds true for all students who are

interested in participating in educational programs and/or extracurricular school activities. Harassment of any employee/student with regard to race, color, national origin, gender or disability is strictly prohibited. Inquiries regarding compliance and/or grievance procedures may be directed to District's Title IX Officer and/or Section 504/ADA Coordinator.

7.7 Notices. Any and all notices required or permitted by this Agreement shall be deemed to have been duly given if written and mailed by United States registered or certified mail and addressed as follows:

If to Hospital:

St. Joseph Hospital of Orange
P. O. Box 5600
Orange, California 92863-5600
Attn: President & CEO

If to District:

Rancho Santiago Community College District
Santa Ana College
1530 W. 17th Street
Santa Ana, CA 92706
Attn: Rebecca Miller

7.8 Publicity. Neither District nor Hospital shall cause to be published or disseminated any advertising materials, either printed or electronically transmitted, which identifies the other party or its facilities with respect to the Program without the prior written consent of the other party.

7.9 Relationship of Parties. In the performance of the obligations under this Agreement, it is mutually understood and agreed that District is at all times acting and performing as an independent contractor. Nothing in this Agreement is intended nor shall be construed to create between Hospital and District an employer/employee relationship, a joint venture relationship, or a lease or landlord/tenant relationship. Also, Students shall maintain the status of learners and neither this Agreement nor any acts pursuant to it shall be deemed to create an employment or agency relationship between Hospital and any Student.

7.10 Severability. Any term or provision of this Agreement which is invalid or unenforceable by virtue of any statute, ordinance, court order, final administrative action or otherwise, shall be ineffective to the extent of such invalidity or unenforceability without rendering invalid or unenforceable the remaining terms and provisions of this Agreement.

7.11 Waiver. No assent or waiver, express or implied, of any breach of any one or more of the terms of this Agreement shall be deemed to be taken to be a waiver of any other term or condition or assent to continuation of such breach.

7.12 HIPAA Compliance. District shall, and shall require that College, fully comply with all applicable regulations relating to the Health Insurance Portability and Accountability Act ("HIPAA"), as it may be amended and interpreted from time to time, in accordance with Hospital's written notification and guidance given to District, which in turn School shall notify its residents of, regarding the interpretation of such applicable regulations. Notwithstanding the foregoing, if any amendments, changes or modifications to any regulations relating to HIPAA result in any changes, such changes shall be implemented and incorporated into this Agreement by way of amendment, as provided for herein.

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto as of the day and year first written above.

HOSPITAL

DISTRICT

By: _____
Katie Skelton, RN, CNA, BC
Vice President of Patient Care Services
Chief Nursing Officer

By: _____
Peter J. Hardash *[Signature]*
Vice Chancellor
Business Operations/Fiscal Services

ATTACHMENT A
PROGRAM PLAN OF ACTION

BUDGET

Year One

<u>Faculty</u>	<u>Hospital Costs</u>	<u>College Costs</u>
<i>Two (2) full-time faculty are necessary to implement this project; one (1) to be funded by Santa Ana College (SAC) and one (1) to be funded for the first year by St. Joseph Hospital (SJH), with ongoing costs of this position supported by SAC.</i>	\$78,094	\$78,094* <i>*funded</i>
<i>Faculty/Hourly (Skills Lab)</i>	\$5,920	-0-
Total	<u>\$84,014</u>	<u>\$78,094</u>

<u>Classified</u>	<u>Hospital Costs</u>	<u>College Costs</u>
<i>Senior Clerk</i>	<u>\$13,725</u>	<u>\$13,725</u>

Year Two

<u>Faculty</u>	<u>Hospital Costs</u>	<u>College Costs</u>
<i>Ongoing Faculty Costs</i>	-0-	\$156,188
<i>Faculty/Hourly (Skills Lab)</i>	\$6,000	-0-
Total	<u>\$6,000</u>	<u>\$156,188</u>

<u>Classified</u>	<u>Hospital Costs</u>	<u>College Costs</u>
<i>Senior Clerk</i>	<u>\$13,725</u>	<u>\$13,725</u>

TOTAL COST OVER TWO YEARS

St. Joseph Hospital	<u>\$117,464</u>
Santa Ana College	<u>\$261,732</u>

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

To: Board of Trustees	Date: June 21, 2010
Re: Approval of New OTA Agreement – Providence Little Company of Mary Medical Center	
Action: Request for Approval	

BACKGROUND

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

ANALYSIS

This clinical affiliation agreement covers the scope of program operations at the facility, as well as insurance and other issues relating to the liability of both parties. This agreement shall be effective for three (3) years and shall be renewed automatically for successive periods of one (1) year or until termination by written notice of either party. The agreement has been reviewed by Dean Bart Hoffman and college staff. It carries no costs or other financial arrangements.

RECOMMENDATION

It is recommended that the Board of Trustees approve this contract with Providence Little Company of Mary Medical Center in San Pedro, California.

Fiscal Impact: None	Board Date: June 21, 2010
Prepared by: Norman Fujimoto, Vice President of Academic Affairs Bart Hoffman, Dean of Human Services & Technology	
Submitted by: Erlinda J. Martinez, Ed.D., President, Santa Ana College	
Recommended by: Edward Hernandez, Jr., Ed.D., Chancellor, RSCCD	

CLINICAL EDUCATION AGREEMENT
OCCUPATIONAL THERAPY ASSISTANT PROGRAM

This Clinical Education Agreement ("Agreement") is entered into this (date of execution) 22nd day of June, 2010 (the "Effective Date"), between Providence Health System – Southern California, d/b/a Providence Little Company of Mary Medical Center San Pedro ("Hospital") and Rancho Santiago Community College District on behalf of Santa Ana College ("District").

Hospital owns and operates a licensed facility in California that offers a full range of hospital services. Hospital is willing to provide clinical education experience to students of District in accordance with the terms of this Agreement. District desires to use the Hospital as an opportunity for its students to obtain clinical Occupational Therapy learning experience as required by their curriculum.

The consideration for this Agreement is the mutual promises contained in this Agreement and the mutual benefits expected from entering into this Agreement.

1. Responsibilities of the Hospital

1.1. Clinical Instruction. Hospital shall provide suitable clinical experience for students as prescribed by the District's curriculum and in accordance with any written objectives provided by District to Hospital. Services will be provided in compliance with the directions of the Hospital, Hospital manuals, policies and procedures, the standards and recommendations of The Joint Commission, the applicable standards of relevant professional societies, and applicable local state and federal regulations. No clinical education shall be offered by Hospital with respect to procedures that are contrary to the Providence Health & Services Mission and Core Values and the Roman Catholic moral tradition as articulated in such documents as The Ethical and Religious Directives for Catholic Health Care Services. Students will be assigned to Hospital upon the mutual agreement of Hospital and District. Hospital will inform appropriate personnel about the role of students and provide identification or security clearances, where appropriate. Hospital retains full responsibility for the care of its patients. Students will receive no monetary compensation under terms of this Agreement, and are not deemed an employee under Worker's Compensation statutes.

1.2. Hospital Personnel. Hospital will designate appropriate personnel to coordinate the student's clinical learning experience. This will involve planning between responsible District faculty and designated Hospital personnel for the assignment of students to specific clinical cases and experiences, including selected conferences, clinics, courses and programs conducted under the instruction of the Hospital. Hospital will designate and submit in writing to the District the name and professional and academic credentials of a person to be responsible for the clinical education program. That person will be known as the clinical coordinator for clinical education (CCCE).

1.3. Inspection. Hospital will permit, on reasonable request, the inspection of clinical and related facilities by agencies charged with responsibility for accreditation of the District.

1.4. **Exclusion of Students.** Hospital reserves the right to terminate the continuation of any student who is not complying with applicable Hospital policies, procedures or directions from Hospital personnel or physicians involved in the clinical education program or who is deemed by Hospital not to have adequate qualifications or ability to continue in the program, or the health of the student does not warrant a continuation at Hospital, or whose conduct interferes with the proper operation of Hospital.

1.5. **Emergency Care.** Hospital shall provide necessary emergency care or first aid required by an accident occurring at Hospital for students participating under the terms of this Agreement, and, except as herein provided, Hospital shall have no obligation to furnish medical or surgical care to any student. The student bears responsibility for the cost of such care as well as any follow-up care.

1.6. **Regulations.** Hospital will provide the student with access to the written regulations that will govern the student's activities while at Hospital. Hospital shall also provide the student with policies relating to the Deficit Reduction Act, including Facility's Fraud and Abuse Prevention and Detection Policies.

1.7. **Records and Reports.** Hospital will maintain records and reports on each student's performance as specified by each program and provide an evaluation to the District on forms provided by the District.

2. **Responsibilities of the District**

2.1. **Publications.** The District will prohibit the publication by the students any material relative to their clinical learning experience that has not been approved for release for publication by both Hospital and the District.

2.2. **Clinical Experiences.** It shall be the responsibility of the academic coordinator of clinical education of the District, after consultation with Hospital, to help plan the clinical educational program for student clinical experiences.

2.3. **Program Description.** District will provide Hospital with an annual announcement or description of the program, curriculum and objectives to be achieved at Hospital.

2.4. **Student Compliance.** District will assure that students abide by the policies of Hospital while using Hospital facilities, including policies related to confidentiality of patient information. District shall immediately report any errors in accordance with Hospital procedures. District will assure that students do not copy or remove confidential information from Hospital premises. Students will be expected to conduct themselves in a professional manner; their attire as well as their appearance will conform to the accepted standards of Hospital. District will assure that students are educated regarding universal precautions, blood-borne pathogens, and other appropriate OSHA standards prior to coming to Hospital.

2.5. Student Qualifications. District will assign to Hospital only those students who have satisfactorily completed the prerequisite didactic portion of the University's curriculum and who have evidence of completion of a CPR course based on American Heart Association or American Red Cross guidelines and related to the age group(s) with whom they will be working.

2.6. Student Health. District will assure that students have up-to-date immunizations for Hepatitis B, Diphtheria and Tetanus, and will demonstrate either a negative skin test or chest x-ray for Tuberculosis before beginning the clinical education program. District will have on file, records of positive titer or of immunization administered after 1967 for Rubella and Rubeola for each student born after 1956.

2.7. Scheduling. The days and hours of clinical experience are to be planned by the faculty of District in consultation with the CCCE.

2.8. Pre-Placement Checks.

(a) District agrees to request a criminal background check pursuant to applicable "Child and Adult Abuse Laws." District agrees to provide Hospital with a copy of the criminal background check results. District acknowledges that placement of each student at Hospital is contingent upon provision of the criminal background check results dated less than one year prior to the commencement of the clinical education program placement.

(b) District shall perform an excluded provider search on the Office of Inspector General List of Excluded Individuals/Entities (<http://exclusions.oig.hhs.gov/search.aspx>) and the General Services Administration Excluded Parties List (<http://epls.arnet.gov/>) for any students providing treatment, care or services at Hospital. Evidence that each student is not on the above mentioned excluded provider list is a condition precedent to clinical education program placement.

3. Insurance.

District shall maintain, in the amount of \$1,000,000 per occurrence and \$3,000,000 in the aggregate, professional and general liability insurance for itself and those students participating in the clinical education program, and shall name Hospital as an additional insured with respect to any risks that are the responsibility of District or its students under the terms of this Agreement. District shall also maintain health insurance for its students. District shall provide Hospital with a certificate of insurance evidencing the coverage required by this Agreement.

4. Indemnification.

All parties to this Agreement shall agree to defend, indemnify, and hold harmless the other party, its officers, agents, employees, students and volunteers, from and against all loss, cost, and expense arising out of any liability or claim of liability, sustained or claimed to have been sustained, arising out of the activities, or the performance or nonperformance of obligations under this Agreement, of the indemnifying party, or those of any of its officers, agents, employees, students or volunteers. The provisions of this Article do not apply to any damage or losses caused solely by the negligence or intentional acts of the non-indemnifying party or any of its agents or employees.

5. Term and Termination.

5.1. Term. This Agreement will be in effect for three (3) years, beginning June 22, 2010 and ending June 21, 2013. This Agreement may be renewed for additional three (3) year terms upon the written agreement of both Hospital and District.

5.2. Termination. Either party may terminate this Agreement at any time by giving 30 days written notice of termination to the other party. If Hospital terminates this Agreement by giving such notice to District, students currently participating in the Occupational Therapy Program at Hospital will be allowed to complete the program.

6. Nondiscrimination.

Hospital and the District agree that neither will discriminate in the performance of this Agreement against any individual on the basis of age, sex, race, color, religious belief, national origin or physical handicap.

7. Non-assignability.

Neither party may assign the rights or the duties of this Agreement without the prior written approval of the other party.

8. Notices.

When required by the terms of this Agreement, the parties shall give notice by personal delivery or by Certified Mail, return receipt requested, postage prepaid, and addressed as indicated below:

To Hospital: Providence Health System – Southern California, d/b/a Providence
Little Company of Mary Medical Center San Pedro
1300 W. Seventh Street
San Pedro, CA 90732
Attention: Chief Executive

To District: Rancho Santiago Community College District
Santa Ana College
1530 West 17th Street
Santa Ana, CA 92706
Attn: Debbie Hyman

SIGNATURES APPEAR ON NEXT PAGE

HOSPITAL:
PROVIDENCE HEALTH SYSTEM –
SOUTHERN CALIFORNIA, d/b/a
Providence Little Company of Mary
Medical Center San Pedro

16/16

DISTRICT:
RANCHO SANTIAGO COMMUNITY
COLLEGE DISTRICT

By: _____
Name: Nancy Carlson
Title: Chief Executive

By: _____
Name: Peter J. Hardash
Title: Vice Chancellor, Business
Operations and Fiscal Services

By: _____
Name: Elizabeth Zuanich
Title: Service Area CFO

Date: _____

Date: _____

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EducationAgreement.doc Versions 6/19/09

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**Human Services and Technology Division**

To: Board of Trustees	Date: June 21, 2010
Re: Approval of CJA Agreement Renewal: Asian Gang Investigators Association of California	
Action: Request for Approval	

BACKGROUND

Over the past 6 plus years, Santa Ana College and The Asian Gang Association of California have shared in a partnership that provides quality and professional law enforcement training for any law enforcement agency in the county/state that wishes to participate. The attached agreement will be used to continue the educational partnership with the listed Association. The previous contract was renewed in July, 2007.

ANALYSIS

Because the Association conducts training once a year (usually August) there would be no additional fiscal impact for 2010-2011. The budgeted cost for 2010-2011 would be no more than \$72,000. This agreement shall be effective for five (5) years or until termination by written notice of either party. The agreement has been reviewed by Dean Bart Hoffman and college staff.

RECOMMENDATION

It is recommended that the Board of Trustees approve the Agreement as submitted with the Asian Gang Investigators Association of West Covina, California.

Fiscal Impact:	Approximately \$72,000 FY 2010-2011	Board Date: June 21, 2010
Prepared by:	Norman Fujimoto, Vice President of Academic Affairs Bart Hoffman, Dean of Human Services & Technology	
Submitted by:	Erlinda J. Martinez, Ed.D., President, Santa Ana College	
Recommended by:	Edward Hernandez, Jr., Ed.D., Chancellor, RSCCD	

STANDARD INTER-AGENCY INSTRUCTIONAL SERVICES AGREEMENT

With: Asian Gang Investigators Association of California

THIS AGREEMENT is entered into this 26th day of July, 2010 by and between the Rancho Santiago Community College District on behalf of Santa Ana College, 2323 North Broadway, Santa Ana, California 92706-1640 (District) and the Asian Gang Investigators Association of California, P.O. Box 4241, West Covina, CA 91791-0241 (Agency).

RECITALS

WHEREAS, under Government Code Section 53060 and Education Code Section 78021, the Rancho Santiago Community College District desires to contract with Agency as an independent contractor to the District; and

WHEREAS, Agency has the personnel, expertise and equipment to provide the special services required herein, and

WHEREAS, the public's interest, convenience and general welfare will be served by this contract;

NOW THEREFORE, Agency and District agree as follows:

PROVISIONS OF THE AGREEMENT

A. AGENCY'S RESPONSIBILITIES:

1. Services - Agency's responsibility shall be to diligently furnish to the District the services and materials as set forth in Attachment A, hereby incorporated in this Agreement by this reference.

2. Student Attendance Records. Records of student attendance and achievement will be maintained by Agency. Records will be open for review at all times by officials of the District and submitted on a schedule developed by the District.

B. DISTRICT'S RESPONSIBILITIES

1. Educational Program. District is responsible for the educational program that will be conducted on site.

2. Supervise and Control Instruction. The instruction to be claimed for apportionment under this contract shall be under the immediate supervision and control of a District employee (Title 5, Section 58058) who has met the minimum qualifications for instruction in a vocational subject in a California community college.

3. Instructor Who Is Not a District Employee - District's Responsibilities. Where Agency's instructor is not a paid employee of the District, the District shall have a written agreement with each such instructor who is conducting instruction for which Full time Equivalency Students (FTES) are to be reported. The agreement shall state that the District has the primary right to control and direct the instructional activities of Agency's instructor.

4. Qualifications of Instructors. District shall list the minimum qualifications for instructors teaching these courses. Such qualifications shall be consistent with requirements specified by the District.

5. District's Control of and Direction for Instructors. District shall provide instructors with an orientation, instructor's manual, course outlines, curriculum materials, testing and grading procedures, and any of the other necessary materials and services that it would provide to its hourly instructors on campus.

6. Courses of Instruction. These are specified in Attachment A to this Agreement. It is the District's responsibility to insure that the course outline of records are approved by the District's curriculum committee pursuant to Title 5 course standards, and that the courses have been approved by the District's board of trustees.

7. Different Section of Courses. District shall have procedures to insure that faculty teaching different sections of the same course teach in a manner consistent with the approved outline of record for that course. Such procedures apply to the faculty, courses, and the students.

8. Enrollment. District will advise Agency of the enrollment period, student enrollment fees, the number of class hours sufficient to meet the stated performance objectives, policy regarding the supervision and evaluation of students, and the procedure applicable to the withdrawal of students prior to completion of a course or program.

9. Obtaining Approval of Degree and Certificate Programs Is District's Responsibility. It is required that degree and certificate programs have been approved by the State Chancellor's Office and courses that make up the programs must be part of the approved programs, or District must have received delegate authority to separately approve those courses locally.

10. Classes Held Outside of District. If the classes are to be located outside the boundaries of the District, the District must comply with the requirements of title 5, Sections 55230-55232, concerning approval by adjoining high school or community college districts and use of non-District facilities.

11. Funding Source. District shall certify that it does not receive full compensation for the direct education costs of the course from any public or private agency, individual, or group.

12. Certification. District is responsible for obtaining certification verifying that the instruction activity to be conducted will not be fully funded by other sources. (Title 5, Section 58051.5)

C. FEE

1. Agency Fee and Expenses - The fee to be paid by District for the services and materials to be supplied hereunder is: Two dollars and fifty cents dollars (\$2.50) per student contact hour, not to exceed 28,800 student contract hours or \$72,000 per year.

2. The Agency shall invoice the District at the conclusion of each class, supplying mutually acceptable documentation of student contact hours for each class.

D. TERMS AND CONDITIONS

1. Facilities. Agency and District agree that the course shall be held at facilities that are clearly identified as being open to the general public. (Title 5, Section 58051.5)

2. Open Enrollment. District and Agency agree that enrollment in the

course must be open to any person who has been admitted to the college and has met any applicable prerequisites. (Title 5, Sections 51006 and 59106) The District's policy on open enrollment is published in the college catalogue and schedule of classes (Title 5, Section 51006), along with a description of the course and information about whether the course is offered for credit and is transferable. (Title 5, Section 55005)

3. Support Services for Students. Both Agency and District shall insure that ancillary and support services are provided for the students (e.g. Counseling and Guidance, and Placement Assistance).

4. Indemnification. All parties to this agreement shall agree to defend, indemnify, and hold harmless the other party, its officers, agents, employees, and volunteers, from and against all loss, cost, and expense arising out of any liability or claim of liability, sustained or claimed to have been sustained, arising out of the activities, or the performance or nonperformance of obligations under this agreement, of the indemnifying party, or those of any of its officers, agents, employees, or volunteers. The provisions of this article do not apply to any damage or loss caused solely by the negligence or intentional acts of the non-indemnifying party or any of its agents or employees.

5. Term. This Agreement shall be in effect for the period of July 26, 2010 through July 25, 2015, unless earlier terminated by either party in the manner set forth herein. This agreement may be extended for one (1) additional year by mutual agreement between the parties no later than one month prior to the anniversary date of the Agreement. Either party may cancel or terminate this Agreement without cause upon 30 days prior written notice given by either party.

6. Termination for Cause. The District may terminate this Agreement

and be relieved of any consideration to Agency should Agency fail to perform the covenants herein at the time and in the manner provided. In the event of such termination the District may proceed with the work in any manner deemed proper by the District. The cost of the District shall be deducted from any sum due the Agency under this Agreement, and the balance, if any, shall be paid by the Agency.

7. Assignments. This Agreement is personal and shall not be assigned by Agency either in whole or in part. Any such purported assignment voids this Agreement.

8. Notices. All notices required or permitted under this Agreement shall be in writing and shall be deemed delivered when delivered in person or deposited in the United States mail, postage prepaid, addressed as follows:

If to District:

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

If submitting an invoice, insert: "Attn: Accounts Payable"

If to Agency:

Asian Gang Investigator Association of California
P.O. Box 4241
West Covina, CA 91791-0241

Phone: 714-347-8507

9. Time Is of the Essence. Time is of the essence for each of the provisions of this Agreement, and all the provisions of this Agreement, shall extend to and be binding upon the heirs, executors, administrators, successors, and assigns of the respective parties hereto.

10. Modifications. No modifications or variations of the terms of this Agreement shall be valid unless made in writing and signed by the parties hereto, and no oral understanding or agreements not incorporated herein, and no alterations or variations of the terms of this Agreement unless made in writing between the parties hereto, shall be binding on any of the parties hereto.

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto on the day and year first written above.

Agency: Asian Gang Investigators
Association of California

District: RANCHO SANTIAGO COMMUNITY
COLLEGE DISTRICT

By: _____

By: _____

Name: Edward Lee

Name: Peter J. Hardash

Title: President

Title: Vice Chancellor
Business Operations & Fiscal Services

Date: _____

Date: _____

ATTACHMENT A
STANDARD INTER-AGENCY SERVICES AGREEMENT

SERVICES TO BE PROVIDED BY AGENCY:

Asian Gang Investigators Association of California

1. **Teaching Approved Curriculum:** All student contact hours submitted by Asian Gang Investigators Association of California to Rancho Santiago Community College District shall be part of a course of instruction that has either been approved by the college's Curriculum and Instruction Council, or has been accepted as a topics course and approved by the college's Chief Instructional Officer.

2. **Instructor Qualifications:** All student contact hours submitted by Asian Gang Investigators Association of California to Rancho Santiago Community College District shall have been taught under the line of sight supervision of instructors who meet the college's minimum or equivalent qualifications for hiring as part-time Criminal Justice Instructors. This expertise is furnished at the expense of Asian Gang Investigators Association of California. The services include the use of their specialized equipment, facilities, all handouts, and instructors with specific expertise.

3. **Non-overlap with other funding sources:** The above instructional hours are conducted as FTES funded courses through the Criminal Justice Academies Department at Santa Ana College.

4. **Enrollment of Students:** Rancho Santiago Community College District will supply current student enrollment forms to Asian Gang Investigators Association of California.

Asian Gang Investigators Association of California will return properly completed enrollment forms to the District prior to beginning instruction.

5. **Instructional Activities:** The Administrators of Rancho Santiago Community College District and **Asian Gang Investigators Association of California** (and/or their designees) will meet at mutually agreed intervals to plan, schedule and budget for instructional activities, the joint consent of the District and the Agency shall precede any instructional activity.

6. **List of Courses** - The following is a partial list of applicable courses for contract instruction:

Courses 2-72 hours in duration that are approved by the Criminal Justice Academies Coordinator and specific to Criminal Justice. And all other approved Criminal Justice related courses offered at Santa Ana College.

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

To: Board of Trustees	Date: June 21, 2010
Re: Approval of Renewal of OTA Agreement – AHMC Garfield Medical Center, LP	
Action: Request for Approval	

BACKGROUND

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

ANALYSIS

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

RECOMMENDATION

It is recommended that the Board of Trustees approve this contract with AHMC Garfield Medical Center, LP in Monterey Park, California.

Fiscal Impact: None	Board Date: June 21, 2010
Prepared by: Norman Fujimoto, Vice President of Academic Affairs Bart Hoffman, Dean of Human Services & Technology	
Submitted by: Erlinda J. Martinez, Ed.D., President, Santa Ana College	
Recommended by: Edward Hernandez, Jr., Ed.D., Chancellor, RSCCD	

AFFILIATION AGREEMENT

THIS AFFILIATION AGREEMENT ("Agreement") is made and entered into as of June 22 2010 (the "Effective Date") between Rancho Santiago Community College District ("District"), and AHMC Garfield Medical Center, LP a California limited partnership doing business as Garfield Medical Center ("Hospital").

RECITALS:

- A. District offers to enrolled students a degree program in the field of Occupational Therapy.
- B. Hospital operates a comprehensive inpatient acute care facility licensed in the State of California ("State").
- C. District desires to provide to its students a clinical learning experience through the application of knowledge and skills in actual patient-centered situations in an acute care facility.
- D. Hospital has agreed to undertake training activities and to make its facility available to identified students of District for such purposes.

NOW, THEREFORE, in consideration of the mutual promises contained herein, the parties hereby agree as follows:

1. RESPONSIBILITIES OF DISTRICT.

- a. **Clinical Program.** District shall be responsible for the implementation and operation of the clinical component of its program at Hospital ("Program"), which Program shall be approved in advance by Hospital. Such responsibilities shall include, but not be limited to, the following:
 - (1) orientation of students to the clinical experience at Hospital;
 - (2) provision of classroom theory and practical instruction to students prior to their clinical assignments at Hospital;
 - (3) preparation of student/patient assignments and rotation plans for each student and coordination of same with Hospital;

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- (4) continuing oral and written communication with Hospital regarding student performance and evaluation, absences and assignments of students, and other pertinent information;
- (5) supervision of students and their performance at Hospital;
- (6) participation, with the students, in Hospital's Quality Assurance and related programs; and
- (7) performance of such other duties as may from time to time be agreed to between District and Hospital.

All students, faculty, employees, agents and representatives of District participating in the Program while on Hospital premises ("Program Participants") shall be accountable to Hospital's Administrator. District shall be responsible for causing all Program Participants to comply with the terms of this Agreement.

b. Student Statements. District acknowledges that the Hospital shall require each Program Participant to sign, at the conclusion of his or her required hospital orientation training, a Statement of Responsibility in the form attached hereto as Exhibit A, a Statement of Confidentiality in the form attached hereto as Exhibit B, and a Statement of Essentials of Hospital Orientation in the form attached hereto as Exhibit C.

c. Health of Program Participants. District shall provide to Hospital satisfactory evidence that each Program Participant is free from contagious disease and does not otherwise present a health hazard to Hospital patients, employees, volunteers or guests prior to his or her participation in the Program. Such evidence shall include without limitation the completion of a two step tuberculin skin test (within the last six months) or evidence that each Program Participant is free of symptoms of pulmonary disease if the skin test is positive, a chest x-ray following a positive TB test result, and physical examination and evidence of immunity from rubella, measles and chicken pox. District and/or the Program Participant shall be responsible for arranging for the Program Participant's medical care and/or treatment, if necessary, including transportation in case of illness or injury while participating in the Program at Hospital. In no event shall Hospital be financially or otherwise responsible for said medical care and treatment.

d. Dress Code; Meals. District shall require the students assigned to Hospital to dress in accordance with dress and personal appearance standards approved by District. Such standards shall be in accordance with Hospital's standards regarding same. Program Participants shall pay for their own meals at Hospital.

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e. Performance of Services. All faculty provided by District shall be duly licensed, certified or otherwise qualified to participate in the Program at Hospital. District shall have a specially designated staff for the performance of the services specified herein. District and all Program Participants shall perform its and their duties and services hereunder in accordance with all relevant local, state, and federal laws and shall comply with the standards and guidelines of all applicable accrediting bodies and the bylaws, rules and regulations of Hospital and any rules and regulations of District as may be in effect from time to time. Neither District nor any Program Participant shall interfere with or adversely affect the operation of Hospital or the performance of services therein.

f. OSHA Compliance. District shall be responsible for compliance by Program Participants with the final regulations issued by the Occupational Safety and Health Administration governing employee exposure to bloodborne pathogens in the workplace under Section VI(b) of the Occupational Safety and Health Act of 1970, which regulations became effective March 6, 1992, and as may be amended or superseded from time to time (the "Regulations"), including, but not limited to accepting the same level of responsibility as "the employer" would have to provide all employees with (1) information and training about the hazards associated with blood and other potentially infectious materials, (2) information and training about the protective measures to be taken to minimize the risk of occupational exposure to bloodborne pathogens, (3) training in the appropriate actions to take in an emergency involving exposure to blood and other potentially infectious materials, and (4) information as to the reasons the employee should participate in hepatitis B vaccination and post-exposure evaluation and follow-up. District's responsibility with respect to the Regulations also shall include the provision of the hepatitis B vaccination or documentation of declination in accordance with the Regulations.

g. Training. Prior to a student's first assignment at Hospital, the assignment of a District employee, agent or representative to work at Hospital or the first date of service (after the Effective Date) of a faculty member at Hospital, District shall require that the individual receive proper training on the basics of the Health Insurance Portability and Accountability Act of 1996 (HIPPA) and provide Hospital with evidence that such training has been completed satisfactorily by the individual. District shall make records of such training available to Hospital promptly, and without charge, upon Hospital's request. Further, prior to their first assignment at Hospital, all students shall meet with the Director of Education to receive Hospital orientation including patient information privacy policies and practices, an orientation packet and a student affiliation competency form.

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2. RESPONSIBILITIES OF HOSPITAL.

a. Hospital shall accept the students assigned to the Program by District and cooperate in the orientation of all Program Participants to Hospital. Hospital shall provide the opportunities for such students, who shall be supervised by District and Hospital, to observe and assist in various aspects of acute care patient care. Hospital shall coordinate District's rotation and assignment schedule with its own schedule and those of other educational institutions. Hospital shall at all times retain ultimate control of the Hospital and responsibility for patient care.

b. Upon the request of District, Hospital shall assist District in the evaluation of each Program Participant's performance in the Program. However, District shall at all times remain solely responsible for the evaluation and grading of Program Participants.

3. MUTUAL RESPONSIBILITIES. The parties shall cooperate to fulfill the following mutual responsibilities:

a. Students shall be treated as trainees who have no expectation of receiving compensation or future employment from Hospital or District.

b. Any courtesy appointments to faculty or staff by either the District or Hospital shall be without entitlement of the individual to compensation or benefits for the appointed party.

4. WITHDRAWAL OF PROGRAM PARTICIPANTS.

a. Hospital may immediately remove from the premises any Program Participant who poses an immediate threat or danger to personnel or to the quality of medical services or for unprofessional behavior.

b. Hospital may request District to withdraw or dismiss a Program Participant from the Program at Hospital when his or her clinical performance is unsatisfactory to Hospital or his or her behavior, in Hospital's discretion, is disruptive or detrimental to Hospital and/or its patients. In such event, said Program Participant's participation in the Program shall immediately cease. Subject to the provisions of Subsection 4.a. above, it is understood that only District can dismiss the Program Participant from the Program at Hospital.

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5. **INDEPENDENT CONTRACTOR.** The parties hereby acknowledge that they are independent contractors, and neither the District nor any of its agents, representatives, students or employees or Program Participants shall be considered agents, representatives, or employees of Hospital. In no event shall this Agreement be construed as establishing a partnership or joint venture or similar relationship between the parties hereto. District shall be liable for its own debts, obligations, acts and omissions, including the payment of all required withholding, social security and other taxes or benefits. No Program Participant shall look to Hospital for any salaries, insurance or other benefits. The provisions set forth herein shall survive expiration or other termination of this Agreement regardless of the cause of such termination.

6. **NON-DISCRIMINATION.** There shall be no discrimination on the basis of race, national origin, religion, creed, sex, age, veteran status, disability or other legally protected classification in either the selection of students, or as to any aspect of the clinical training; provided, however, that with respect to disability, the disability must not be such as would, even with reasonable accommodation, in and of itself preclude the student's effective participation in the Program.

7. **CONFIDENTIALITY.**

a. **Hospital Information.** District recognizes and acknowledges that, by virtue of entering into this Agreement and fulfilling the terms of this Agreement, District and Program Participants may have access to certain information of Hospital that is confidential and constitutes valuable, special and unique property of Hospital. District agrees that neither District nor any Program Participant will at any time, (either during or subsequent to the term of this Agreement), disclose to others, use, copy or permit to be copied, without Hospital's express prior written consent, except in connection with the performance of District's and Program Participant's duties hereunder, any confidential or proprietary information of Hospital, including, without limitation, information which concerns Hospital's patients, costs, or treatment methods developed by Hospital, and which is not otherwise available to the public.

b. **Terms of Agreement.** Except for disclosure to District's legal counsel, accountant or financial advisors (none of whom shall be associated or affiliated in any way with Hospital or any of its affiliates), neither District nor any Program Participant shall disclose the terms of this Agreement to any person, unless disclosure thereof is required by law or otherwise authorized by this Agreement or consented to by Hospital in writing. Unauthorized disclosure of the terms of this Agreement shall be a material breach of this Agreement and shall provide Hospital with the option of pursuing remedies for breach, or, notwithstanding any other provision of this Agreement, immediately terminating this Agreement upon written notice to District.

SAC-10-025

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c. Patient Information. Neither District nor any Program Participant shall disclose to any third party, except where permitted or required by law or where such disclosure is expressly approved by Hospital in writing, any medical record or other patient information regarding Hospital patients, and District and Program Participant shall comply with all federal and state laws and regulations, and all bylaws, rules, regulations, and policies of Hospital and Hospital's medical staff, regarding the confidentiality of such information. District acknowledges that in receiving or otherwise dealing with any records or information from Hospital about Hospital's patients receiving treatment for alcohol or drug abuse, District and Program Participant are bound by the provisions of the federal regulations governing Confidentiality of Alcohol and Drug Abuse Patient Records, 42 C.F.R. Part 2, as amended from time to time.

d. Privacy of Health Information.

District acknowledges that Hospital must comply with the applicable provisions of the Administrative Simplification section of the Health Insurance Portability and Accountability Act of 1996, codified at 42 U.S.C. § 1320 through d-8 ("HIPAA"), and the requirements of any regulations promulgated thereunder, including, without limitation, the federal privacy regulations as contained in 45 C.F.R. Parts 160 and 164, and the federal security standards as contained in 45 C.F.R. Parts 160, 162 and 164 (collectively, the "Regulations"). Accordingly, Hospital may only disclose Protected Health Information, as defined in 45 C.F.R. 164.501, or Individually Identifiable Health Information, as defined in 42 U.S.C. § 1320d(6) (collectively, "Protected Health Information") to a student for purposes of providing treatment to Hospital patients or training the student to be a health care provider. A student may only request or use Protected Health Information about a Hospital patient for treatment and Hospital training program purposes. A student may only disclose Protected Health Information about a Hospital patient for treatment purposes to other health care providers involved in the patient's treatment or to Hospital's workforce members involved in the student's training program for Hospital's training program purposes. A student shall not disclose Protected Health Information to District or its faculty, employees, agents or representatives unless direct patient identifiers are removed to create a limited data set in accordance with the limited data set standard at 45 C.F.R § 164.514(e) and the disclosure is pursuant to a limited data set use agreement between Hospital and District that satisfies Hospital's obligations under the limited data set standard. A student may disclose a patient's health information that has been de-identified in accordance with the de-identification standard at 45 C.F.R. § 164.514(a) - (c) to District or its faculty, employees, agents or representatives for District's use in evaluating the student.

SAC-10-025

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District, students and other Program Participants shall not request, use or further disclose any Protected Health Information other than for the treatment and training purposes specified in this Agreement. District and Program Participants will implement appropriate safeguards to prevent the request for, use or disclosure of Protected Health Information other than as permitted by this Agreement. District will promptly report to Hospital any uses or disclosures, of which District or Program Participants become aware, of Protected Health Information in violation of this Agreement. In the event that District contracts with any agents or independent contractors to whom District provides Protected Health Information, District shall include provisions in such agreements pursuant to which District and such agents or independent contractors agree to the same restrictions and conditions that apply to District with respect to Protected Health Information. District will make its internal practices, books and records relating to the use and disclosure of Protected Health Information available to the Secretary of the United States Department of Health and Human Services to the extent required for determining compliance with HIPAA and the Regulations.

In the event a Hospital patient (or the patient's personal representative) requests access to Protected Health Information in a Designated Record Set (as defined in 45 C.F.R. § 164.501) of Hospital from District or a Program Participant, District or the Program Participant shall immediately forward such request and any such Protected Health Information in its, his or her possession to Hospital. If a Hospital patient (or the patient's personal representative) requests an amendment of Protected Health Information in a Designated Record Set of Hospital from District or a Program Participant, then District shall or the Program Participant shall immediately forward such request and any such Protected Health Information in its, his or her possession to Hospital. Further, District or Program Participant shall incorporate any amendment approved by Hospital into any amended Protected Health Information in District's or Program Participant's possession.

If District or a Program Participant receives a request for an accounting of disclosures of Protected Health Information from a Hospital patient (or the patient's personal representative), then District or the Program Participant shall within five days forward the request to Hospital. District shall assist Hospital to determine whether any such request for an accounting is a request for an accounting of Hospital's disclosures or of District's disclosures. If Hospital determines that the request is a request for an accounting of District's disclosures and District is a Covered Entity (as defined in 45 C.F.R. § 160.103), then District shall provide the patient with the accounting required by 45 C.F.R. § 164.528. If Hospital determines that the request is a request for an accounting of Hospital's disclosures, then District and Program Participants shall within 10 days forward any information in District's or Program Participants' possession that is required for Hospital to make the accounting required by 45 C.F.R. § 164.528.

No attorney-client, accountant-client or other legal or equitable privilege shall be deemed to have been waived by District or Hospital by virtue of this Subsection.

- e. **Audit.** District shall, within five business days of a written request from

SAC-10-025

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Hospital, make available during normal business hours at District or Hospital all records, books, agreements, systems, policies and procedures relating to the use or disclosure of Protected Health Information for the purpose of allowing Hospital to audit and determine District's compliance with this Section 7. If Hospital discovers any violation of this Section 7, District shall promptly remedy such violation following receipt of written notice describing the violation from Hospital and shall certify in writing that it cured the violation.

f. **Survival.** The provisions set forth in this Section 7 shall survive expiration or other termination of this Agreement, regardless of the cause of such termination.

8. **INSURANCE.**

a. District and Hospital shall secure and maintain at all times during the Term, at their respective sole expense, commercial general liability insurance, (such coverage to include, without limitation, claims based on a violation of Subsection 7.d. or any applicable State law or regulation concerning the privacy of patient information, if such insurance is reasonably available) covering themselves and their respective employees. District shall either provide coverage on behalf of Program Participants (students) or require Program Participants (students) to secure such coverage. If Program Participants (students) provide coverage on their own behalf, such coverage must be placed with an insurer approved by Hospital. Such coverage provided by District and Hospital may be afforded via commercial insurance, self-insurance, a captive, or some combination thereof at limits of at least \$1,000,000 per occurrence. Such insurance shall not be cancelable except upon 30 days' prior written notice to the other party. Such coverage shall be primary and non-contributory. Upon either party's request, the other party shall provide a certificate of insurance evidencing such coverage.

b. District and Hospital shall each secure and maintain at all times during the Term, at their respective sole expense, workers' compensation and employers' liability insurance covering their respective employees. Such coverage provided by District and Hospital may be afforded via commercial insurance or self-insurance at the following limits:

Workers' Compensation:	Statutory limits
Employers' Liability:	\$1,000,000 each accident;
	\$1,000,000 disease policy limit;
	\$1,000,000 disease each employee

SAC-10-025

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Both District and Hospital agree to endorse such policy to (1) waive subrogation in favor of each other, and (2) have a 30-day notice of cancellation. Such coverage shall be primary and non-contributory. Upon either party's request, the other party shall provide a certificate of insurance evidencing such coverage. District shall either provide coverage on behalf of Program Participants (students) or require Program Participants (students) to secure health insurance coverage. If Program Participants (students) provide coverage on their own behalf, such coverage must be placed with an insurer approved by Hospital.

c. District and Hospital each shall secure and maintain at all times during the Term, at their respective sole expense, professional liability insurance (medical malpractice), (such coverage to include, without limitation, claims based on a violation of Subsection 7.d. or any applicable State law or regulation concerning the privacy of patient information, if such insurance is reasonably available) covering themselves and their respective employees. District shall either provide coverage on behalf of Program Participants (students) or require Program Participants (students) to secure such coverage. If Program Participants (students) provide coverage on their own behalf, such coverage must be placed with an insurer approved by Hospital. Such coverage provided by District and Hospital may be afforded via commercial insurance, self-insurance, a captive, or some combination thereof at limits of at least \$1,000,000 per claim/occurrence and \$3,000,000 aggregate. Upon either party's request, the other party shall provide a certificate of insurance evidencing such coverage.

Such insurance shall not be cancelable except upon 30 days' prior written notice to the other party. Such coverage shall be primary and non-contributory. This coverage shall be either (1) on an occurrence basis or (2) on a claims-made basis. If the coverage is on a claims-made basis, both District and Hospital hereby agree that prior to the effective date of termination of their respective current insurance coverage, both parties shall purchase, at their respective expense, either a replacement policy annually thereafter having a retroactive date no later than the Effective Date or tail coverage in the above stated amounts for all claims arising out of incidents occurring prior to termination of the respective parties current coverage or prior to termination of this Agreement. Upon either party's request, the other party shall provide a certificate of insurance evidencing such coverage.

9. TERM; TERMINATION.

a. **Term.** The initial term of this Agreement shall be three (3) year(s), commencing on the Effective Date.

b. **Termination.** Except as otherwise provided herein, either party may terminate this Agreement at any time without cause upon at least 30 days' prior written notice, provided that all students currently enrolled in the Program at Hospital at the time of notice of termination shall be given the opportunity to complete their clinical Program at Hospital, such completion not to exceed 3 months.

SAC-10-025

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c. **Effect of Expiration or Other Termination.** Upon expiration or other termination of this Agreement, District shall and shall cause Program Participants to either return or destroy all Protected Health Information received from Hospital or created or received by District or Program Participants on behalf of Hospital, and which District or Program Participants still maintain in any form. Notwithstanding the foregoing, to the extent that Hospital agrees that it is not feasible to return or destroy such Protected Health Information, the terms and provisions of Section 7 of this Agreement shall survive termination of this Agreement and such Protected Health Information shall be used or disclosed solely for such purpose or purposes which prevented the return or destruction of such Protected Health Information.

10. **ENTIRE AGREEMENT.** This Agreement and its accompanying Exhibits contain the entire understanding of the parties with respect to the subject matter hereof and supersede all prior agreements, oral or written, and all other communications between the parties relating to such subject matter. This Agreement may not be amended or modified except by mutual written agreement. All continuing covenants, duties and obligations herein shall survive the expiration or earlier termination of this Agreement.

11. **SEVERABILITY.** If any provision of this Agreement is held to be invalid or unenforceable for any reason, this Agreement shall remain in full force and effect in accordance with its terms disregarding such unenforceable or invalid provision.

12. **INDEMNIFICATION.** All parties to this Agreement shall agree to defend, indemnify and hold harmless other part, its officers, agents, employees, students and volunteers, from and against all loss, cost, and expense arising out of any liability or claim of liability, sustained or claimed to have been sustained, arising out of the activities, or the performance or nonperformance of obligations under this Agreement, of the indemnifying party, or those of any of its officers, agents, employees, students or volunteers. The provisions of this Article do not apply to any damage or losses caused solely by the negligence or intentional acts of the non-indemnifying party or any of its agents or employees.

13. **ARBITRATION.** Any dispute or controversy arising under, out of or in connection with, or in relation to this Agreement, or any amendment hereof, or the breach hereof shall be determined and settled by arbitration in Los Angeles County, California, in accordance with the American Health Lawyers Association Alternative Dispute Resolution Service Rules of Procedure for Arbitration and applying the laws of the State. Any award rendered by the arbitrator shall be final and binding upon each of the parties, and judgment thereon may be entered in any court having jurisdiction thereof. The costs shall be borne equally by both parties. During the pendency of any such arbitration and until final judgment thereon has been entered, this Agreement shall remain in full force and effect unless otherwise terminated as provided hereunder. The provisions set forth herein shall survive expiration or other termination of this Agreement regardless of the cause of such termination.

SAC-10-025

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14. **CAPTIONS.** The captions contained herein are used solely for convenience and shall not be deemed to define or limit the provisions of this Agreement.

15. **NO WAIVER.** Any failure of a party to enforce that party's right under any provision of this Agreement shall not be construed or act as a waiver of said party's subsequent right to enforce any of the provisions contained herein.

16. **GOVERNING LAW.** This Agreement shall be governed and construed in accordance with the laws of the State. The provisions set forth herein shall survive expiration or other termination of this Agreement regardless of the cause of such termination.

17. **ASSIGNMENT; BINDING EFFECT.** District may not assign or transfer any of its rights, duties or obligations under this Agreement, in whole or in part, without the prior written consent of Hospital. For purposes of this Agreement, the transfer of ownership of all or a portion of the shares, partnership interests, or other ownership interests of District, in a single transaction or a series of transactions, which results in the replacement of 50% or more of the shareholders, partners, members or owners, as the case may be, of District as they existed on the commencement date of this Agreement shall be deemed an assignment hereunder. This Agreement shall inure to the benefit of, and be binding upon, the parties hereto and their respective successors and permitted assigns. This Agreement is assignable by Hospital without consent or notice.

18. **NOTICES.** All notices hereunder by either party to the other shall be in writing, delivered personally, by certified or registered mail, return receipt requested, or by overnight courier, and shall be deemed to have been duly given when delivered personally or when deposited in the United States mail, postage prepaid, addressed as follows:

If to District: Rancho Santiago Community College District

Santa Ana College
1530 W. 17th Street

Santa Ana, CA 92706-3398

Attn: Debbie Hyman, Fieldwork Coordinator

If to Hospital: Garfield Medical Center

525 North Garfield Avenue

Monterey Park, CA 91754
Attn: Chief Executive Officer

with a copy to: AHMC Healthcare Inc.
55 S. Raymond Ave., Suite 105

SAC-10-025

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Alhambra, CA 91801

Attn: Legal Counsel

or to such other persons or places as either party may from time to time designate by written notice to the other.

PKH

**RANCHO SANTIAGO COMMUNITY COLLEGE
DISTRICT**

By: _____

Name: Peter J. Hardash

Title: Vice Chancellor

Business Operations & Fiscal Services

Date: _____

**AHMC GARFIELD MEDICAL CENTER LP,
A CALIFORNIA LIMITED PARTNERSHIP
D/B/A GARFIELD MEDICAL CENTER**

By: _____

Name: Philip A. Cohen

Title: Chief Executive Officer

Date: _____

SAC-10-025

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EXHIBIT A

STATEMENT OF RESPONSIBILITY

For and in consideration of the benefit provided the undersigned in the form of experience in evaluation and treatment of patients of **Garfield Medical Center** ("Hospital"), the undersigned and his/her heirs, successors and/or assigns do hereby covenant and agree to assume all risks of, and be solely responsible for, any injury or loss sustained by the undersigned while participating in the Program operated by **Rancho Santiago Community College District, Santa Ana, CA** ("District") at Hospital unless such injury or loss arises solely out of Hospital's gross negligence or willful misconduct.

Dated this ____ day of _____, 20__.

Program Participant

Witness

EXHIBIT B

STATEMENT OF CONFIDENTIALITY

The undersigned hereby acknowledges his/her responsibility under applicable federal law and the Agreement between **Rancho Santiago Community College District, Occupational Therapy Assistant Program ("District")** and **Garfield Medical Center ("Hospital")**, to keep confidential any information regarding Hospital patients and proprietary information of Hospital. The undersigned agrees, under penalty of law, not to reveal to any person or persons except authorized clinical staff and associated personnel any specific information regarding any patient and further agrees not to reveal to any third party any confidential information of Hospital, except as required by law or as authorized by Hospital. The undersigned agrees to comply with any patient information privacy policies and procedures of the District and Hospital. The undersigned further acknowledges that he or she has viewed a videotape regarding Hospital's patient information privacy practices in its entirety and has had an opportunity to ask questions regarding Hospital's and District's privacy policies and procedures and privacy practices.

Dated this ____ day of _____, 20__.

Program Participant

Witness

EXHIBIT C

ESSENTIALS OF HOSPITAL ORIENTATION

Employee/Student/Volunteer is responsible for knowledge of the content within these pages according to job description and individual scope of practice and or competency level.

Please complete this acknowledgement page and return to your Director or Human Resources complete with written test verification.

Specific content or concepts related to this material may be discussed with you at the time of your department orientation or annual performance evaluation.

Other specific competencies related to this content may be due to be completed.

Individual Acknowledgement:

I acknowledge that I have received a written copy of the **GARFIELD MEDICAL CENTER ORIENTATION ESSENTIALS** review packet and **WRITTEN POST TEST**.

I have read this material and understand these topics may be discussed and or explained to me during my performance evaluation time period. I understand that any further questions may be addressed to my director or designee at any time.

I understand that knowledge of this information is a part of my job/performance responsibilities. I understand the reporting policies and procedures for Garfield Medical Center.

I accept the accountability of this information as it applies to my job responsibilities, job description and/or scope of clinical practice.

PRINT NAME: _____ DEPT. _____

Signature: _____ Date: _____

Signature of Director or designee: _____ Date: _____

Comments:

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Santa Ana College – Human Services and Technology Division

To: Board of Trustees	Date: June 21, 2010
Re: Approval of New OTA Agreement – Life Care Centers of America	
Action: Request for Approval	

BACKGROUND

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

ANALYSIS

This clinical affiliation agreement covers the scope of program operations at the facility, as well as insurance and other issues relating to the liability of both parties. This agreement shall be effective for one (1) year and shall be renewed automatically for successive periods of one (1) year or until termination by written notice of either party. The agreement has been reviewed by Dean Bart Hoffman and college staff. It carries no costs or other financial arrangements.

RECOMMENDATION

It is recommended that the Board of Trustees approve this contract with Life Care Centers of America in Cleveland, Tennessee.

Fiscal Impact:	None	Board Date: June 21, 2010
Prepared by:	Norman Fujimoto, Vice President of Academic Affairs Bart Hoffman, Dean of Human Services & Technology	
Submitted by:	Erlinda J. Martinez, Ed.D., President, Santa Ana College	
Recommended by:	Edward Hernandez, Jr., Ed.D., Chancellor, RSCCD	

EDUCATIONAL INSTITUTION AFFILIATION AGREEMENT

This Educational Institution Affiliation Agreement ("Agreement") is by and between Santa Ana College ("Educational Institution") and Life Care Centers of America, Inc. ("LCCA"), dated as of the 22nd day of June, 2010 ("Effective Date").

RECITALS

A. Educational Institution desires that certain of its students, and when appropriate, certain of its faculty members be permitted to visit and utilize the premises of a long-term care nursing facility to afford such students and faculty the opportunity to engage in practical learning and clinical experiences in gerontology and related disciplines;

B. LCCA, a company that manages skilled nursing facilities throughout the country, recognizes the need for expansion of the educational development of health professionals, and desires to make its premises available for such purposes;

C. Educational Institution and LCCA (collectively "parties") desire to affiliate for the purpose of improving care provided to LCCA patients and providing practical learning and clinical experiences in gerontology and related disciplines for students and faculty of Educational Institution by student placement at a LCCA facility ("Facility").

NOW THEREFORE, it is understood and agreed upon by the parties as follows:

1. **Educational Institution agrees to:**

- a. Plan and determine the adequacy of the educational experience of its students in theoretical training, basic skills in the provision of health care, professional ethics, attitude and behavior, and assign to LCCA only those students who have satisfactorily completed the prerequisites of Educational Institution's program prior to clinical assignment.
- b. Maintain general and professional liability insurance with limits of not less than \$1,000,000 per occurrence and \$3,000,000 in the aggregate and, if applicable, maintain worker's compensation coverage in the amount required by law. Educational Institution shall provide Facility with thirty (30) days notice prior to any change in the coverage required herein.
- c. Require students to carry health insurance effective for the duration of the student assignment.
- d. Designate a member of its faculty to coordinate the program with a designated member of Facility's staff. This assignment shall include on-site visits when practical and the continuing exchange of information as requested by either party.

- e. Provide Facility with the names, TB test results, and other pertinent information about each student to be assigned to Facility at least four (4) weeks prior to the date on which a student's assignment at Facility will begin.
- f. Provide Facility with advance notice of its intention to remove a student from any clinical assignment at Facility.
- g. Notify each student prior to his or her assignment at Facility that he or she is responsible for following the administrative policies, standards and practices of Facility, and abiding by LCCA's drug and alcohol policy.
- h. Complete a background search for each student assigned to Facility prior to student beginning clinical at Facility. Disclose to Facility, prior to the assignment of any student to Facility, knowledge that any student to be assigned to Facility has been convicted of or entered a plea of guilty, nolo contendere, or an "Alfred plea" with respect to any felony, any misdemeanor conviction within the last seven (7) years or any crime against a dependent population, specifically including but not limited to, elder abuse, child abuse or child molestation.
- i. At the written request of Facility, remove from Facility any student who, in the sole and absolute discretion of LCCA, has performed unsatisfactorily or whose behavior or activities are inappropriate or detrimental to Facility's provision of health care to its clients or that are contrary to the objectives of this Agreement. Requests for such removal of a student must be provided in writing and contain a statement of facts supporting such request by Facility.
- j. Direct its students to comply with the policies and procedures of Facility, including those governing the use and disclosure of individually identifiable health information under federal law pursuant to the Standards for Privacy of Individually Identifiable Health Information, ("Privacy Rule") implemented under the Health Insurance Portability and Accountability Act of 1996, Pub. L. No. 104-191 ("HIPAA"). Educational Institution will insure that each student signs and delivers to Facility prior to the beginning of the clinical education a copy of the "Confidentiality Understanding" attached hereto as Attachment A and incorporated herein by reference.

2. Facility agrees to:

- a. Designate a member of its staff to coordinate this program and function as clinical supervisor with Educational Institution's designated coordinator. Jointly, Facility and Educational Institution shall develop objectives, methods of instruction, and other details of the full clinical experience contemplated by this Agreement.

- b. Make available to assigned students appropriate equipment and supplies in order to provide supervised clinical educational experiences. Such accommodations shall include an environment conducive to the learning process that conforms to Facility's customary practices and procedures.
 - c. Permit Educational Institution's students to perform services for Facility patients only when under the direct supervision of a registered, licensed or certified Facility care-giver licensed in the discipline in which supervision is to be provided. Students shall work, perform assignments, participate in rounds, clinics, staff meetings, and in-service education programs at the discretion of supervisors designated by the Facility.
 - d. Remind students they remain subject to the authority, policies, and regulations imposed by Educational Institution. During periods of clinical assignment and while at Facility, students shall also be subject to all standards, rules, regulations, and administrative practices and policies of Facility.
 - e. Retain ultimate responsibility for the provision of all services provided to patients or residents of Facility.
 - f. Maintain general and professional liability insurance with limits of not less than \$1,000,000 per occurrence and \$3,000,000 in the aggregate. Facility shall provide Educational Institution with thirty (30) days notice prior to any change in the coverage required herein.
3. Neither party to this Agreement shall discriminate with respect to any aspect of this Agreement, on the basis of race, color, sex, age, religion, national origin, or handicap.
 4. Indemnification. The parties to this Agreement each agree to defend, indemnify and hold harmless the other party, its officers, agents, employees, students and volunteers from and against all losses, costs, liabilities and claims expenses, sustained or alleged to have been sustained due to the activities of, or the performance or nonperformance of obligations under this Agreement by, the indemnifying party or any of its officers, agents, employees, students or volunteers. The indemnities granted in this Section do not apply to any damages or losses caused solely by the negligence or intentional acts of the non-indemnifying party or any of its agents or employees.
 5. Educational Institution acknowledges and agrees that the systems, methods, procedures, written materials and controls employed by LCCA or Facility in the performance of this Agreement (i) are confidential and proprietary in nature, (ii) shall always remain the property of LCCA or Facility and (iii) shall not at any time in the future be disclosed to any third parties or utilized, distributed, or copied or otherwise used by Educational Institution or its employees, agents or students in any manner whatsoever without the express written consent of Facility. Upon termination of this Agreement, Educational Institution shall promptly deliver to the Facility all

Confidential Information in the possession of Educational Institution or its employees, agents, students or volunteers.

6. In the event this Agreement is not renewed for a subsequent term or is otherwise terminated as contemplated herein, students of Educational Institution who are participating in the clinical learning experiences at Facility at the time of termination shall be allowed to complete such clinical learning experience at Facility for the then current school semester under the terms and conditions herein set forth.
7. This Agreement shall be effective for the period beginning the Effective Date for a term of one (1) year and thereafter shall be renewed automatically for successive periods of one (1) year, unless otherwise terminated as provided herein. Notwithstanding the forgoing, this Agreement may be terminated by either party with or without cause by giving thirty (30) days written notice to the other party of its intention to so terminate this Agreement.
8. Any notices or other communication permitted or required by this Agreement shall be in writing and shall be effective by personal delivery or by certified mail postage prepaid, to the other party at the address set forth below:

If to Facility:

Attn: Executive Director
at assigned Facility

If to Educational Institution:

Santa Ana College
1530 West 17th Street
Santa Ana, CA 92706

Attn: OTA Fieldwork Coordinator

with copy to LCCA:

Life Care Centers of America, Inc.
Attn: Rehabilitation Services
3001 Keith Street NW
Cleveland, TN 37312

Any notice mailed in compliance with this section shall be deemed to have been given upon the earlier of receipt or three (3) days after deposit, except that notice of change of address shall not be deemed effective until actual receipt by the intended recipient.

9. The invalidity or unenforceability of any provision of this Agreement will not affect the validity or enforceability of any other provision.
10. No waiver of a breach of any provision of this Agreement will be construed to be a waiver of any other breach of this Agreement, whether of a similar or dissimilar nature.
11. Any provisions of this Agreement creating obligations extending beyond the term of this Agreement will survive the expiration or termination of this Agreement, regardless of the reason for such termination.
12. Any amendments to this Agreement will be effective only if in writing and signed by the parties hereto.

13. This Agreement constitutes the entire understanding of the parties with respect to the subject matter hereof.
14. Either party may assign its rights or obligations hereunder without the prior written approval of the other; provided, however, that such an assignment may be made only to an entity which is directly or indirectly wholly owned or controlled by the same entity as the assigning party.
15. If any action at law or in equity is brought to enforce or interpret the provisions of this Agreement, the prevailing party will be entitled to all actual attorneys' fees and other costs incurred in that action, in addition to any other relief to which that party may be entitled.
16. This Agreement shall be governed, construed and interpreted in accordance with the laws of the state in which Facility is located without regard to such state's conflict of law provisions.
17. Nothing in this Agreement shall be construed as creating any relationship between the parties other than as independent contractors. Nothing under this Agreement shall be deemed to create any rights in any third party.
18. In the event there is a change in state or federal law, whether by statute, regulation, agency interpretation or judicial decision, that in the reasonable opinion of the counsel to Facility renders any of the material terms of this Agreement unlawful or unenforceable, then the applicable term(s) of the Agreement shall be subject to renegotiation upon written notice to Educational Institution, to remedy such condition and conform the Agreement to the requirements of the law. If such renegotiation is unsuccessful within the thirty-day period of time following written notification, either party may terminate the affected Agreement without penalty.

By signing this Agreement, all parties acknowledge notification of LCCA's Code of Conduct and Policy, Procedure and Information Regarding the Deficit Reduction Act of 2005, False Claims Act and Similar Laws, and agree to comply with all provisions thereof. Additionally, all contractors, agents, and vendors agree to make these policies available to all employees involved in executing this Agreement, as required by the Deficit Reduction Act of 2005 and applicable State law. These policies are available at the 'About Life Care' section at www.lcca.com.

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

LCCA:

LIFE CARE CENTERS OF AMERICA, INC.

By: _____

Name: Beecher Hunter

Title: President

Date: _____

EDUCATIONAL INSTITUTION:

**Rancho Santiago Community College District
SANTA ANA COLLEGE**

By: _____

Name: Peter J. Hardash

Title: Vice Chancellor, Business Operations &
Fiscal Services

Date: _____

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Santa Ana College School of Continued Education

To:	Board of Trustees	June 21, 2010
Re:	Approval of Memorandum of Understanding with Trinity Cristo Rey Lutheran Church	
Action:	Request for Approval	

BACKGROUND

Trinity Cristo Rey Lutheran Church is a nonprofit organization in the city of Santa Ana.

ANALYSIS

Rancho Santiago Community College District on behalf of Santa Ana College School of Continuing Education proposes to enter into a partnership with Trinity Cristo Rey Lutheran Church to offer English as a Second Language courses at their facility located at 902 S. Broadway, Santa Ana, CA 92701. This Agreement has been reviewed by college staff and accepted by program leaders from both institutions.

RECOMMENDATION

It is recommended that the Board of Trustees approve this memorandum of understanding between Rancho Santiago Community College District on behalf of Santa Ana College School of Continuing Education and Trinity Cristo Rey Lutheran Church in Santa Ana, California.

Fiscal Impact:	\$3.50/instructional hour up to 3,500 hours/fiscal year	Board Date: June 21, 2010
Prepared by:	Ed Ripley, Vice President, SAC School of Continuing Education Nilo Lipiz, Dean of Instruction & Student Services, SAC, SCE	
Submitted by:	Erlinda J. Martinez, Ed.D., President, SAC	
Recommended by:	Edward Hernandez, Jr. Ed.D., Chancellor, RSCCD	

MEMORANDUM OF UNDERSTANDING
Between
Rancho Santiago Community College District
And
Trinity Cristo Rey Lutheran Church

THIS AGREEMENT FOR PROFESSIONAL SERVICES (hereinafter "Agreement") is entered into the 1st day of July, 2010, by and between Rancho Santiago Community College District on behalf of Santa Ana College School of Continuing Education (hereinafter called "College") and Trinity Cristo Rey Lutheran Church, in consideration of the mutual promises set forth below.

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

2. Term. The term of this agreement shall commence on July 1, 2010, and continue for five (5) years, as described in Appendix A.

3. Compensation. Trinity Cristo Rey Lutheran Church shall be compensated by College at the rate of \$3.50 per class hour for a maximum of 3,500 hours per fiscal year.

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

5. Authority. Trinity Cristo Rey Lutheran Church shall have no authority to bind, obligate or commit College by any promise or representation without the prior written approval of College.

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

SAC-10-027

7. Termination of Agreement.

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

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

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

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

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

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

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

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

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

10. Indemnification. All parties to this agreement shall agree to defend, indemnify, and hold harmless the other party, its officers, agents, employees, and volunteers, from and against all loss, cost, and expense arising out of any liability or claim of liability, sustained or claimed to have been sustained, arising out of the activities, or the performance or nonperformance of obligations under this agreement, of the indemnifying party, or those of any of its officers, agents, employees, or volunteers. The provisions of this article do not apply to any damage or loss caused solely by the negligence or intentional acts of the non-indemnifying party or any of its agents or employees.

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

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

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

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

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

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

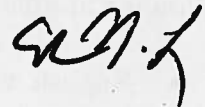
IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date set forth above.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Signature:

Date:

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



TRINITY CRISTO REY LUTHERAN CHURCH

Signature:

Date:

Pastor Johnny Lopez
Trinity Cristo Rey Lutheran Church
902 S. Broadway
Santa Ana, CA 92701
(714) 542-0784

APPENDIX A

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

As part of this partnership, Santa Ana College School of Continuing Education will provide the following in-kind services for Trinity Cristo Rey Lutheran Church:

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

Trinity Cristo Rey Lutheran Church will provide the use of their facilities to Santa Ana College School of Continuing Education for the agreed upon rate of \$3.50 for instructional hour up to 3,500 hours a fiscal year.

This Agreement is to be effective July 1, 2010, for a maximum of five (5) years, and to continue until terminated by either party at will or without cause, upon ninety (90) days prior written notice. This Agreement may be reviewed at the request of either party.

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

To: Board of Trustees	Date: June 21, 2010
Re: Approval of Instructional Agreements with SER, Jobs for Progress, Inc. for Vocational and Basic Skills Training	
Action: Request for Approval	

BACKGROUND

Rancho Santiago Community College District contracts with SER, Jobs for Progress, Inc. to operate Business Skills and Basic Skills/ESL training. The District collects state funding on the attendance generated under these agreements and pays SER an hourly rate per hour of attendance to provide the services. Santa Ana College has prepared the agreements for fiscal year 2010-2011 for Board action.

ANALYSIS

For 2010-2011, Santa Ana College proposes to contract with SER to provide 41,000 student attendance hours in Business Skills and 154,000 student attendance hours in Basic Skills, ESL and GED Preparation, at the rate of \$2.02 per attendance hour. These are the same terms that were in effect at the end of 2009-2010.

- SER, Jobs for Progress, Vocational Training Agreement is SAC-10-028
- SER, Jobs for Progress, Basic Skills Training Agreement is SAC-10-029

The agreements will run from July 1, 2010, to June 30, 2011.

RECOMMENDATION

It is recommended that the Board of Trustees approve the instructional agreements with SER, Jobs for Progress, Inc. for program year 2010-2011.

Fiscal Impact: \$393,900	Board Date: June 21, 2010
Prepared by: Ed Ripley, Vice President, SAC School of Continuing Education Nilo Lipiz, Dean of Instruction and Student Services	
Submitted by: Erlinda J. Martinez, Ed.D., President, Santa Ana College	
Recommended by: Edward Hernandez, Jr., Ed.D., Chancellor, RSCCD	

SER, JOBS FOR PROGRESS, INC.
VOCATIONAL TRAINING AGREEMENT

THIS AGREEMENT, made and entered into on the 21st day of June 2010, between Rancho Santiago Community College District, County of Orange, State of California, hereinafter called the "DISTRICT" and SER, JOBS FOR PROGRESS, INC., 1243 E. Warner, Santa Ana, California 92706, herein referred to as "SER."

WITNESSETH

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

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

WHEREAS, the DISTRICT also intends to limit the hours of instruction to a maximum of 41,000 student attendance hours for the Agreement. Other students may attend as private enrollees of SER, JOBS FOR PROGRESS, INC. but such enrollment shall not exceed a number at which the DISTRICT funded program may operate effectively; and

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

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

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

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

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

WHEREAS, SER represents that it maintains current, accurate records of both student attendance (class attendance sheets) and progress (grade sheets). SER consents to inspection of these records by authorized representatives of the DISTRICT, California Community College Board of Governors, and other regulatory and administrative agencies, and such records shall be submitted by SER on a schedule developed by DISTRICT, and

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

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

All the above recitals are true and correct.

TABLE OF CONTENTS

PARAGRAPH	PAGE
1. SER Responsibilities.....	5
2. Curriculum	6
3. District Responsibilities	6
4. Responsibilities of District and SER.....	8
5. Payment	8
6. Costs Per Student	9
7. Reimbursement Per Student	9
8. New Students	9
9. Supervision	9
10. Billing	10
11. Attendance	10
12. Records	10
13. Report	10
14. Transfer Students	10
15. Certification By District	11
16. Certification By County	11
17. Insurance	12
18. Indemnification	13
19. Effective Date	13
20. Termination	13
21. Notice	14
22. Expiration Date	14
23. Approval	14
24. Signature Page	15

1. SER RESPONSIBILITIES

SER shall provide vocational instruction, training, facility, equipment, supervision and other services for all enrolled students not to exceed a maximum of 41,000 student hours during the 2010/2011 school year (7/1/2010 through 6/30/2011). The vocational instructional program will be Business Skills, 780 hours. Instruction time shall be provided by SER for all students who wish such instruction during school holidays (excluding legal holidays) and Christmas recess provided such instructional time does not exceed total hours stipulated within this Agreement.

- A. All students shall be under the direct supervision of instructors with a valid credential for community college services or meet minimum qualifications in the area to be taught, such credential to be registered with the Orange County Department of Education and the DISTRICT.
- B. Instruction to be claimed for apportionment under this contract is under the immediate supervision and control of an employee of DISTRICT (Title 5, Section 58058) who has met the minimum qualifications for instruction in vocational subjects in a California community college.
- C. Where the instructor is not a paid employee of DISTRICT, DISTRICT shall enter into a written agreement with each instructor who is conducting instruction for which FTES are to be reported. Instructors paid by SER shall enter into individual instructor service agreements with DISTRICT.
- D. SER shall provide all necessary instructional supplies and equipment for the students covered by the agreement. All material and equipment supplied by SER shall remain the property of SER and shall not be removed from the premises without permission of SER.

- E. Except as noted in this Agreement, SER shall not charge students receiving instruction and training under this Agreement additional cost for tuition, supplies, and/or equipment for any instruction and/or training to be provided in accordance with this contract.
- F. SER will provide those administrative functions essential for the operation of its facilities at its own expense.
- G. SER shall provide all students who complete the program job placement services. Record of such placement services shall be kept and reported to the DISTRICT annually.
- H. SER shall be in compliance with Title VI of the Civil Rights Act of 1964, Title IX of the Higher Education Act of 1972, Section 504 of the Rehabilitation Act of 1973, the U.S. Presidential Executive Order 11246, and subsequent amendments (if applicable) and the intent of the Board of Governors of the California Community Colleges affirmative action resolution adopted April 12, 1973, and all applicable local, state and federal health and safety regulations.
- I. SER's courses shall be held at facilities that are clearly identified as being open to the general public. Enrollment in the courses are open to any person who has been admitted to the college and has met any applicable prerequisites.

2. CURRICULUM

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

3. DISTRICT RESPONSIBILITIES

- A. DISTRICT is responsible for the education program conducted at this site.
- B. The DISTRICT shall provide the normal administrative functions including admissions, counseling, registration, achievement records, awarding of completion Certificates comparable to those maintained for any student of the DISTRICT.
- C. Procedures, Terms, and Conditions. The enrollment period for these vocational classes, the student enrollment fees, the number of class hours sufficient to meet the stated performance objectives, the supervision and evaluation of students, and the withdrawal of students prior to completion of a course are determined by DISTRICT.
- D. Instruction to be claimed for apportionment under this contract is under the immediate supervision and control of an employee of DISTRICT who has met the minimum qualifications for instruction in a vocational subject in a California community college.
- E. DISTRICT shall demonstrate control and direction of SER instructors through such actions as providing the instructors, as appropriate, with an instructor's manual, course outlines, curriculum materials, testing and grading procedures, and any other materials and services that DISTRICT would provide to its hourly instructors on campus.
- F. The DISTRICT's policy on open enrollment shall be published in the college catalogue, schedule of classes, and any addenda to the schedule of classes, along with a description of the course. These courses offered by SER are all non-credit.

G. The courses of instruction specified in this agreement and the outlines of record for such courses have been approved by college's curriculum committee as meeting Title 5 course standards and the courses have been approved by the DISTRICT's board of trustees.

H. DISTRICT uses procedures to assure that instructors teaching different sections of the same course teach in a manner consistent with the approved outline of record for that course and those procedures are applied to courses and instructors covered under the agreement and the students are held to a comparable level of rigor.

4. RESPONSIBILITIES OF SER AND DISTRICT

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

5. PAYMENT

The DISTRICT shall pay to SER on a monthly basis TWO DOLLARS AND TWO CENTS (\$2.02) per hour for each student positive attendance hour certified to the DISTRICT for actual attendance during the preceding month at SER's place of instruction for all properly enrolled students who are in good standing with the DISTRICT. Such payment to be considered in full payment to cover all contract cost of operating said instructional program. Total hours shall not exceed a maximum of 41,000 actual student hours of attendance under this contract.

A. SER states that 69% of the above hourly rate represents actual costs of instructors including all salary and related benefits, 5% of the above hourly rate represents rental of equipment, 20% of the above hourly rate represents rental of facilities, and 6% of the above hourly rate represents other costs of operations.

- B. The DISTRICT shall pay to SER for each student trainee throughout his or her enrollment the hourly rate in force at the time of the trainee's entry into the program or an amount not to exceed the rate charged.
- C. In the event a DISTRICT student withdraws from the program of instruction, or, because of failure to attend scheduled instruction, is dropped from the program, the DISTRICT shall be responsible to SER for payment for only the actual hours of authorized attendance of such students prior to the drop or withdrawal date.

6. COSTS PER STUDENT

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

7. REIMBURSEMENT PER STUDENT

SER shall not be reimbursed for more than 780 hours of instruction for any one student in Business Skills. Exceptions to these limits will only be allowed with the prior consultation and approval of the District.

8. NEW STUDENTS

SER agrees to accept new students in programs during each enrollment period established by the DISTRICT and according to College enrollment procedures, provided that 41,000 student attendance hours are not exceeded.

9. SUPERVISION

The seven hundred eighty (780) hours of approved instruction and training shall be given under the direct supervision of California licensed instructors holding valid California teaching credentials authorizing services in the area of clerical/office occupations in vocational programs in a community college or possessing equivalent qualifications

established by the DISTRICT, and all DISTRICT students while engaged in such instruction and training shall be under the immediate supervision and control of such instructors.

10. BILLING

SER shall submit and certify statements and billings every two weeks to: Rancho Santiago College, Centennial Education Center, 2900 W. Edinger, Santa Ana Attention: Dean of Instruction at the end of each month on the forms provided by the DISTRICT. Billings shall include evidence of positive attendance in accordance with State Regulations. All billings shall be accompanied by attendance sheets verifying the number of enrollees and number of actual hours of instruction given.

11. ATTENDANCE

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

12. RECORDS

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

13. REPORT

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

14. TRANSFER STUDENTS

Should it become necessary for one or more DISTRICT students(s) to transfer to the SER from schools and colleges, both public and private, that are accredited and hold valid certificates of course approval and licenses as private, post-secondary, vocational schools for instruction and training in the clerical office occupations, SER agrees to accredit each of such students with one hour for each and every hour of approved instruction and/or training received by, or credited to, such student in the former program.

15. CERTIFICATION BY DISTRICT

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

16. CERTIFICATION BY COUNTY

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

17. INSURANCE

- A. SER shall obtain and maintain insurance, at the expense of SER, all workers' compensation insurance required by law for its employees in the operation of this program. SER will provide, when required by law, and at SER's own expense, worker's compensation insurance coverage for the students in SER's program.
- B. SER shall maintain during the entire term of this Agreement self insurance for general liability in the amount of not less than ONE MILLION DOLLARS

(\$1,000,000) each occurrence and property damage coverage of not less than TWENTY FIVE THOUSAND DOLLARS (\$25,000) per accident. Said coverage shall expressly name the DISTRICT, the BOARD OF GOVERNORS of the California Community Colleges, and the STATE OF CALIFORNIA and their agents, employees and officers as additional insured. SER shall provide to DISTRICT a certificate of insurance covering the contract period and stating the required coverage.

a. This coverage shall not be canceled or coverage reduced, until notice has been mailed to the DISTRICT stating the date of cancellation or reduction. Coverage shall not be canceled until 30 days have passed from date of receipt of such notice.

b. Such coverage as provided for the DISTRICT, the BOARD OF GOVERNORS of the California Community Colleges, the STATE OF CALIFORNIA, and their officers, agents, and employees shall be primary and any coverage carried by the DISTRICT, the BOARD OF GOVERNORS of the California Community Colleges, the STATE OF CALIFORNIA and their officers, agents, and employees shall be excess and non-contributory. Notice evidencing said coverage shall be at all times furnished to the DISTRICT.

18. INDEMNIFICATION

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

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

19. EFFECTIVE DATE

This Agreement shall become effective July 1, 2010, and shall be reviewed periodically by the parties hereto. Any amendment or adjustments reasonably necessary shall be made from time to time by mutual agreement. SER shall notify the DISTRICT of any change in facility location during the period of this Agreement. The DISTRICT reserves the right to terminate this Agreement due to a facility change that the DISTRICT determines to be inadequate for instructional purposes.

20. TERMINATION

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

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

21. NOTICE

Any notice given under this Agreement shall be deemed given when personally served upon the Chancellor of the DISTRICT or upon the Chair of the Board of Directors of SER, JOBS FOR PROGRESS, INC. or when a certified notice is deposited in the mails

in Orange County in a sealed envelope with postage thereon fully prepaid from one party to the other addressed as follows, respectively:

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

TO CONTRACTOR: SER, JOBS FOR PROGRESS, INC.
1243 East Warner
Santa Ana, CA 92706

22. EXPIRATION DATE

This agreement shall expire June 30, 2011.

23. APPROVAL

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

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

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Signature:

Date:

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

M.L.

SER, JOBS FOR PROGRESS, INC.

Signature:

Date:

Ronald Puente, Director
1243 E. Warner
Santa Ana, CA 92706
(714) 556-8741

SER, JOBS FOR PROGRESS, INC.

BASIC SKILLS TRAINING AGREEMENT

THIS AGREEMENT, made and entered into on the 21st day of June 2010, between Rancho Santiago Community College District, hereinafter called the "DISTRICT" and SER, JOBS FOR PROGRESS, INC., 1234 E. Warner, Santa Ana, California 92706, a private, non-profit community based organization herein referred to as "SER."

WITNESSETH

WHEREAS, the Governing Board of the DISTRICT has approved the contracting out of this education program pursuant to Education Code 78015; and

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

WHEREAS, the DISTRICT wishes to offer educational programs and services in SER's facilities located at 1243 E. Warner Avenue, Santa Ana, CA 92705; and

WHEREAS, SER, as a private non-profit organization in the State of California, can enter into agreement with the DISTRICT for the provision of educational programs and services for participants in the facilities which it operates; and

WHEREAS, the District is authorized under Section 78021 of the California Education Code to claim state apportionment for units of full time equivalency students (FTES) generated in contract education classes if all statutory and regulatory conditions for generating FTES are met; and

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

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

WHEREAS, SER represents that it maintains current, accurate records of both student attendance and progress, and SER consents to inspection of these records by authorized representatives of the DISTRICT, the California Community College Board of Governors, and other regulatory and administrative agencies.

SAC-10-029

NOW, THEREFORE, IT IS MUTUALLY AGREED AS FOLLOWS:

All the above recitals are true and correct.

TABLE OF CONTENTS

<u>PARAGRAPH</u>	<u>PAGE</u>
A. Term.....	4
B. Optional Termination.....	4
C. District Responsibilities.....	4
D. SER Responsibilities.....	6
E. Responsibilities of District and SER.....	8
F. Payment.....	8
G. Certification by District	8
H. Certification by County.....	9
I. Insurance.....	9
J. Indemnification.....	10
K. Signature Page.....	10

A. TERM

The term of this Agreement shall be for one (1) year commencing July 1, 2010, and terminating June 30, 2011, unless earlier terminated by either party in the manner set forth herein.

B. OPTIONAL TERMINATION

SER or DISTRICT may terminate this Agreement, without cause, upon thirty (30) days written notice to the other party.

C. DISTRICT RESPONSIBILITIES

1. DISTRICT shall pay SER to provide instruction and training in SER'S facility at 1243 E. Warner, Santa Ana, CA 92706, and DISTRICT is responsible for this education program that is conducted at this site.
2. DISTRICT shall pay SER to provide instruction in the following subject areas:

Subject

- a) Basic Education
- b) English as a Second Language
- c) Preparation for GED Test (also includes)
 - English 083 Composition
 - English 084 Composition II
 - Mathematics 156 Essential Math I
 - Mathematics 157 Essential Math II

**TOTAL STUDENT ATTENDANCE HOURS NOT TO EXCEED
154,000 HOURS.**

3. In the event a DISTRICT student withdraws from the program of instruction, or, because of failure to attend scheduled instruction, is dropped from the program, the DISTRICT shall be responsible to SER for payment for only the actual hours of authorized attendance of such student prior to the drop or withdrawal date.
4. The curriculum shall be as described in the Rancho Santiago Community College District's Catalog and the program and course outlines on file in the Instruction Office as approved by the Curriculum Council, the Chancellor, the Board of Trustees of the DISTRICT, and the Chancellor's Office of the California Community Colleges. The DISTRICT's policy on open enrollment is published in the DISTRICT's Catalog, together with the schedule of classes, (Title 5, Section

51006), along with descriptions of the courses. These courses offered by SER are all noncredit.

5. The DISTRICT shall collect state apportionment on the full time equivalent students (FTES) generated by this instructional program.
6. Instruction to be claimed for apportionment under this contract is under the immediate supervision and control of an employee of DISTRICT (Title 5, Section 58058) who has met the minimum qualifications for instruction in non-credit subjects in a California community college.
7. DISTRICT shall use selected SER staff as instructors to provide the instruction and training covered by this Agreement. In order to meet the Education Code requirement in Section 58050 (a) (7) of Title V of the California Code of Regulations, which states that students be under the immediate supervision of an "employee" of the District, the District will invoke the provisions of Title V Section 58058 (b). Accordingly, the SER staff who are used as instructors are required to enter into individual instructor service agreements with the District regarding their responsibilities for delivering the curriculum called for by this agreement. DISTRICT has the primary right to control and direct the instructional activities of the instructors while they are teaching the classes that are the subject of this agreement. DISTRICT will demonstrate its control and direction through such actions, where appropriate, as providing the instructor with an orientation, an instructor's manual, course outlines, curriculum materials, testing and grading procedures, and any other materials and services it would provide to its hourly instructors on campus.
8. DISTRICT has minimum qualifications for instructors teaching these courses and those qualifications are consistent with requirements in other similar courses given at the DISTRICT.
9. DISTRICT uses procedures to assure that instructors teaching different sections of the same course teach in a manner consistent with the approved outline of record for that course and those procedures are applied to courses and instructors covered under the agreement and the students are held to a comparable level of learning outcomes.
10. DISTRICT shall reimburse SER for use of its staff as instructors in the instructional program and for use of the facilities for instructional purposes according to the terms stated below in Section "E".
11. DISTRICT shall provide the normal administrative functions including admissions, counseling, registration, achievement records, awarding of completion certificates comparable to those maintained for any student of the DISTRICT.

12. **Procedures, Terms, and Conditions.** The enrollment period for these classes, the student enrollment fees, the number of class hours sufficient to meet the stated performance objectives, the supervision and evaluation of students, and the withdrawal of students prior to completion of a course are determined by DISTRICT.

D. SER RESPONSIBILITIES

SER will provide staff and facilities for the District to utilize in the operation of its instructional program.

1. SER staff who are used as instructors shall meet appropriate state and local minimum qualifications to teach in the subject areas covered by this Agreement.
2. Pursuant to Section 58058 (b) of Title V of the California Code of Regulations, SER staff who are used as instructors under this Agreement shall be required to enter into an individual agreement with the DISTRICT regarding his/her responsibility as an instructor for the DISTRICT specifically for delivery of the curriculum covered by this Agreement. These instructor agreements are included herein as ATTACHMENT A, and by this reference are incorporated into this Agreement.
3. The ONE HUNDRED AND FIFTY FOUR THOUSAND (154,000) hours of approved instruction and training shall be given under the direct supervision of California licensed instructors holding valid California teaching credentials authorizing services in the areas to be taught under this Agreement in vocational programs in a community college or possessing equivalent qualifications as established by the DISTRICT, and all DISTRICT students while engaged in such instruction and training shall be under the immediate supervision and control of such instructors.
4. SER shall maintain accurate records of attendance and progress for each student and evaluations of each student at the request of the DISTRICT, and shall submit to the DISTRICT, on a schedule developed by the DISTRICT, such information from such records as is requested by the authorized representatives of the DISTRICT. Records will be open for review at all times by officials of the DISTRICT.
5. DISTRICT shall not be obligated to make any payment to SER staff for services under the terms of this Agreement. It is agreed and understood that any and all salary and benefits payable or owing to SER staff who are used as instructors under the terms of this Agreement are the sole responsibility and liability of SER.

6. Except as noted in this Agreement, SER shall not charge students receiving instruction and training under this contract additional cost for tuition, supplies, and/or equipment for any instruction and/or training to be provided in accordance with this contract.
7. Costs per student shall not exceed the total direct and indirect costs to provide the same training in public schools or the tuition the private post secondary school charges its private students, whichever is lower.
8. SER agrees to accept new students during each enrollment period established by the DISTRICT.
9. Should it become necessary for one or more DISTRICT student(s) to transfer to SER from schools or colleges, both public and private, that are accredited and hold valid certificates of course approval and licenses as private, post-secondary, vocational schools for instruction and training, SER agrees to accredit each of such students with one hour for each and every hour of approved instruction and/or training received by, or credited to, such student in the former program.
10. SER staff who shall conduct the classes governed by this Agreement shall do so according to the following schedule:
 - a. Basic Skills
8:00 - 12:00 noon M - F
1:00 - 2:00 p.m. M - F
 - b. ESL
8:00 - 12:00 noon M - F
1:00 - 2:00 p.m. M - F
11. SER shall not be reimbursed for more than the total hours called for in the curriculum in any one subject area for any one student.
12. SER shall submit and certify statements and billings at least once a month to:

Rancho Santiago Community College District
Santa Ana College
School of Continuing Education
Centennial Education Center
2900 West Edinger Avenue
Santa Ana, CA 92704-3902
Attention: Dean of Instruction and Student Services,
School of Continuing Education

Billings shall include evidence of positive attendance in accordance with State regulations. All billings shall be accompanied by attendance sheets verifying the number of enrollees and number of actual hours of instruction given. Records of enrollees' attendance shall be maintained by the SER for a period of five (5) years and shall be available for review by the DISTRICT, the Office of Private Postsecondary Education and the Chancellor's Office of the California Community Colleges.

13. SER shall provide those administrative functions essential for the operation of its facilities.
14. SER will deliver a report regarding the accomplishment of the performance objectives for each instructional area at the end of the contract period.
15. SER's courses are held at facilities which are clearly identified as being open to the general public. (Title 5, Section 58051.5) Enrollment in the courses are open to any person who has been registered in the college's non-credit program and has met any applicable prerequisites. (Title 5, Sections 51006 and 58106)

E. RESPONSIBILITIES OF DISTRICT AND SER

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

F. PAYMENT

The DISTRICT shall reimburse SER for the use of staff and facilities at the rate of TWO DOLLARS AND TWO CENTS (\$2.02) per student attendance hour, up to a maximum of 154,000 hours. The hours claimed under this agreement must be certified to the DISTRICT for actual attendance during the preceding month for all properly enrolled students. Such payment is considered full payment to cover all of SER's contract cost of operating the instructional programs covered by this Agreement.

1. SER states that 69% of the above hourly rate represents actual costs of instructors including salaries and related benefits, 5% of the above hourly rate represents equipment costs, 20% represents facilities costs and 6% represents other costs of operation.

G. CERTIFICATION BY DISTRICT

DISTRICT hereby certifies that on all student attendance from classes offered through this agreement which it reports for state apportionment, it does not, and will not, receive

full compensation for the direct education costs of the courses from any public or private agency, individual, or group.

H. CERTIFICATION BY COUNTY

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

I. INSURANCE

1. SER shall maintain insurance for workers' compensation, required by law for its employees in the operation of this program.
2. SER provides, when required by law and at SER's own expense, workers' compensation insurance coverage for any student.
3. SER shall maintain during the entire term of this Agreement self insurance for general liability in the amount of not less than ONE MILLION DOLLARS (\$1,000,000) each occurrence and property damage coverage of not less than TWENTY FIVE THOUSAND DOLLARS (\$25,000) per accident. Said coverage shall expressly name the DISTRICT, the BOARD OF GOVERNORS of the California Community Colleges, and the STATE OF CALIFORNIA and their agents, employees and officers as additional insured. SER shall provide to DISTRICT a certificate of insurance covering the contract period and stating the required coverage.
 - a. This coverage shall not be canceled or coverage reduced, until notice has been mailed to the DISTRICT stating the date of cancellation or reduction. Coverage shall not be canceled until 30 days have passed from date of receipt of such notice.
 - b. Such coverage as provided for the DISTRICT, the BOARD OF GOVERNORS of the California Community Colleges, the STATE OF CALIFORNIA, and their officers agents and employees shall be primary and any coverage carried by the DISTRICT, the BOARD OF GOVERNORS of the California Community Colleges, the STATE OF CALIFORNIA and their officers, agents, and employees shall be excess and non-contributory. Notice evidencing said coverage shall be at all times furnished to the DISTRICT.

J. INDEMNIFICATION

All parties to this agreement shall agree to defend, indemnify, and hold harmless the other party, its officers, agents, employees, and volunteers, from and against all loss, cost, and expense arising out of any liability or claim of liability, sustained or claimed to have been sustained, arising out of the activities, or the performance or nonperformance of obligations under this agreement, of the indemnifying party, or those or any of its officers, agents, employees, or volunteers. The provisions of this article do not apply to any damage or loss caused solely by the negligence or intentional acts of the non-indemnifying party or any of its agents or employees.

IN WITNESS WHEREOF, the parties have executed the agreement in the County of Orange, State of California.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Signature:

Date:

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

PH

SER, JOBS FOR PROGRESS, INC.

Signature:

Date:

Ronald Puente, Director
1243 E. Warner
Santa Ana, CA 92706
(714) 556-8741

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**Human Services and Technology Division**

To: Board of Trustees	Date: June 21, 2010
Re: Approval of Renewal of Fire Technology Classroom Training Agreement with the City of Burbank	
Action: Request for Approval	

BACKGROUND

The attached agreement will commence on July 1, 2010 and will end on June 30, 2011 with the City of Burbank. The agreement allows our District to deliver a Fire Technology Wellness curriculum to Burbank Fire personnel. The extension of the agreement will provide a class for 120 officers of the City of Burbank.

ANALYSIS

The Agreement is administered in compliance with guidelines issued by the State of California Community College Chancellors Office. This contract will produce approximately 24 FTE. The agreement has been reviewed by Dean Bart Hoffman and college staff.

RECOMMENDATION

It is recommended that the Board of Trustees approve this contract renewal for one year with the City of Burbank.

Fiscal Impact:	\$11,000.00	Board Date: June 21, 2010
Prepared by:	Bart Hoffman, Dean of Human Services & Technology Norman Fujimoto, Vice-President of Academic Affairs	
Submitted by:	Erlinda J. Martinez, Ed.D., President, Santa Ana College	
Recommended by:	Edward Hernandez, Jr., Ed.D., Chancellor, RSCCD	

CLASSROOM TRAINING AGREEMENT

DATE: July 1, 2010

PARTIES: "CLIENT"

THE CITY OF BURBANK, a municipal corporation

Designated Official: Name: JUDIE WILKE
Title: Management Services Director
Telephone: (818) 238-5026

Mailing Address: 275 East Olive Avenue
Burbank, CA 91502-1232

"INSTRUCTOR"

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Representative: Name: TERRI WANN
Title: Physical Fitness Professor/Coordinator
-Fire Technology Department
Telephone: (714) 564-6861

Mailing Address: 1530 West 17th Street
Santa Ana, CA 92706-3398

TERM: Commencement Date: July 1, 2010

Completion Date: June 30, 2011

COST: NOT TO EXCEED \$8,960

1.0 Services. The Instructor, as an independent contractor, agrees to perform during the term of his Agreement, a Wellness Class for the City of Burbank Fire Department on behalf of the Management Services Department. The estimated number of students that will participate in the class will be approximately 140. The Wellness Class will begin in July 2010 and be completed in July 2011. The class will include the following:

The Fitness Assessment will include a 12-lead ECG, graded exercise test, blood pressure, pulmonary function, body composition assessment, and various strength and flexibility tests.

This is a fitness evaluation not a medical assessment a doctor does not evaluate the results. Students are encouraged to take their individual fitness profile to their doctor for review.

Individualized Fitness Assessment Results Profile will be provided to each participant.

A minimum of 4 lectures/workshops on health, fitness, and nutrition topic will be given during the duration of the Wellness Class. Classes will be repeated two times for each shift for a total of 6 lectures/workshops to cover each topic.

Students enrolled in the Wellness Class also have access to registered dietitians, exercise physiologists, and athletic trainers throughout the year. Individual and small group sessions will be arranged throughout the class (July 2010 through July 2011) upon request. There will be no additional costs for these services.

The Management Services Department's Assistant Management Services Director will receive an aggregate report showing the Fire Department's average fitness scores in the following areas: Cardiovascular fitness, muscular fitness, body composition, and coronary risk.

2.0 Compensation. Client shall pay for services of Instructor the total fixed price of \$ 64.00 per person (\$52.00 registration fee + \$12.00 material fee) for California Residents and \$533.00 per person for non California residents, not to exceed a total of \$8,960. No payment for expenses or labor shall be paid by Client unless it is related to services noted in Section 1 of this Agreement. Any additional increase in the cost of service must have the prior written approval and authorization of the Designated Official.

3.0 Payment. Client's payment to Instructor shall be made within thirty (30) days of the date of Instructor's invoice.

4.0 Independent Contractor. Instructor is retained and employed by Client only to the extent

set forth in this Agreement, and the Instructor's relationship to the Client is that of an independent contractor. Instructor shall be free to dispose of all portions of Instructor's time and activities which Instructor is not obligated to devote to the Client in such a manner and to such persons, firms, or corporations as the Instructor sees fit except as expressly provided in this Agreement. Instructor shall not be considered to have the status of an employee under this Agreement or be entitled to participate in any insurance, medical care, vacation, sick leave, or other benefits provided for Client's officers or employees.

5.0 Indemnification. Both parties shall take all reasonable precautions to prevent the occurrence of any injury, including death, to any person or any damage to any property arising out of the acts or omissions of the parties, its agents, employees, or subcontractors.

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 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 of the non-indemnifying party or any of its agents or employees.

6.0 Termination of Agreement. Either party may terminate this Agreement at any time during the term of the Agreement by giving the other party thirty (30) days notice in writing. This Agreement may be extended beyond the term only by the written agreement of both parties prior to the expiration of the term of the Agreement.

7.0 Insurance. Instructor shall maintain the following insurance coverage throughout the term of this Agreement, and upon request Instructor shall show Client evidence of such coverage:

7.1 Automobile Insurance. If Instructor uses, or intends to use, a personal automobile in the performance of this Agreement, automobile liability insurance with limits of not less than \$100,000.00 per person and \$300,000.00 per accident for bodily injury and not less than \$25,000.00 per accident for property damage. Please attach proof of insurance as required by the Vehicle Code.

Waiver Approved:

City Attorney or designee

Management Services Director or designee

7.2 Workers' Compensation Insurance. Workers' Compensation Insurance and Employer's Liability Insurance on any employees of Instructor performing services under this Agreement. This insurance cannot be waived, but does not apply if Instructor is a sole proprietor and provides a written statement to that effect.

7.3 General Liability and Property Damage Insurance. Unless expressly waived

and such waiver is evidenced by the signature of the requisite officers of the client designated in this paragraph, Instructor shall maintain general liability insurance and property damage insurance in the amount of \$1,000,000.00 combined single limit.

Waiver Approved:

City Attorney or designee

Management Services Director or designee

8.0 Miscellaneous Insurance Requirements.

8.1 Recovery from Instructor's Insurance. Instructor agrees that in the event of loss due to any of the perils for which it has agreed to provide insurance, the Instructor shall look solely to its insurance for recovery.

8.2 Failure to Secure. If Instructor at any time during the term of this Agreement, should fail to secure or maintain any insurance required under this Agreement, the Client shall be permitted to obtain such insurance in the Instructor's name or as an agent of the Instructor and shall be compensated by the Instructor for the cost of the insurance premiums at the maximum rate permitted by law computed from the date written notice is received that the premiums have been paid. Such costs can be assessed by deducting such costs from any amounts due and payable to the Instructor as compensation under the terms of this Agreement.

9.0 Assignment. This Agreement is personal to the Instructor. Any attempt at assignment by the Instructor shall be void unless approved in writing by the Designated Official. Instructor's services pursuant to this Agreement shall be provided by the Representative or directly under the supervision of the Representative, and Instructor shall not assign another to supervise the Instructor's performance of this Agreement without the prior written approval of the Client, by and through the Designated Official.

10.0 Miscellaneous Terms.

10.1 Permits and Licenses. Instructor, at its sole expense, shall obtain and maintain during the term of this Agreement, all appropriate permits, licenses, and certificates that may be required in connection with the performance of services under this Agreement.

10.2 Governing Law. The terms of this Agreement shall be interpreted according to the laws of the State of California. Should litigation occur, venue shall be in the Superior Court of Los Angeles County.

10.3 Integrated Contract. This Agreement represents the entire Agreement between the

Client and the Instructor. No verbal agreement or implied covenant shall be held to vary the provisions of this Agreement. In the event an inconsistency arises between any exhibit and any term of this Agreement, the terms of this Agreement shall prevail. This Agreement shall bind and inure to the benefit of the parties to this Agreement and any subsequent successors and assigns.

In recognition of the obligations stated in this Agreement, the parties have executed this Agreement on the date indicated above.

"INSTRUCTOR"

"CLIENT"

Signature

Signature

PETER J. HARDASH

JUDIE WILKE

Name (please print)

Name (please print)

Vice Chancellor Business Operations/
Fiscal Services

Management Services Director

Title

Title

ATTEST:

Approved as to Form and Legal Content:

Office of the City Clerk

Dennis A. Barlow, City Attorney

Margarita Campos, CMC, City Clerk

By: _____

Signature

Name (please print)

Title

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**Santiago Canyon College-Career Education**

To: Board of Trustees	Date: June 21, 2010
Re: Approval of Metropolitan Water District of Southern California Master Cost Agreement	
Action: Request for Approval	

BACKGROUND

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

ANALYSIS

Rancho Santiago Community College District receives \$5.06 per student hour of positive attendance from the state. These student attendance hours are reported separately from the traditional FTES calculations. The contractual agreement attached outlines the allocation of funds from these state funds and further specifies Rancho Santiago Community College District's and the Metropolitan Water District of Southern California's obligations.

RECOMMENDATION

It is recommended that the Board approve the contract with the Metropolitan Water District of Southern California for 2010-2011 as presented.

Fiscal Impact: approximately \$10,000 to RSCCD; approximately \$30,000 to Metropolitan Water District of Southern California	Board Date: 6/21/10
Prepared by: Mary Halvorson, Vice-President, Academic Affairs Tricia Evans, Dean, Career Education	
Submitted by: Juan A. Vázquez, President	
Recommended by: Dr. Edward Hernandez, Jr., Chancellor	

MASTER COST AGREEMENT

BETWEEN

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

This Agreement, made and entered into this 1st day of July, 2010, by and between:

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

WITNESSETH:

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

ARTICLE I - RECITALS

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

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

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

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

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

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

ARTICLE II - RESPONSIBILITIES OF RSCCD

1. RSCCD shall arrange for credentialing and utilizing the instructional staff employed by the MWD under requirements detailed in Section 53413 of Title 5 of the California Administrative Code. RSCCD has the primary right to control and direct the activities of the instructional staff furnished by MWD.
2. RSCCD will organize and provide class schedules, register students, maintain records of student attendance and achievements. These records shall be available for review at all times.
3. RSCCD will be responsible to secure related instruction funding for this program.

ARTICLE III - RESPONSIBILITIES OF MWD

A. Instruction and Curriculum

1. MWD will conduct classes and related instruction for apprentices duly registered with RSCCD.
2. MWD will follow the course of study approved by the District Board of Trustees based on minimum requirements provided for in the RSCCD college curriculum and MWD's Training Committee Standards.
3. MWD shall monitor the students, maintain records of work experience education and be responsible for apprentice evaluation and counseling regarding on-site work experience. These records shall be available to RSCCD and the State of California. RSCCD will require the instructors to complete any training mandated by the State of California for instructors to maintain the minimum qualifications to teach college-credit apprenticeship courses.

4. MWD instructors will be certified as adjunct faculty to RSCCD.
5. MWD shall provide instructor manuals and other teaching aids necessary to instruct the classes.
6. MWD shall provide funds for and administer one (1) instructor workshop annually.
7. MWD shall provide clerical support to maintain training records.
8. MWD shall employ instructional aides and/or tool room attendants. Such personnel will be responsible for assisting instructors and placing all tools, equipment and materials in the training areas when needed by the instructors. They will assist the instructors in the restoring of the shop areas to a neat and orderly condition and in the return of tools, equipment and surplus materials to the proper storage areas after classes.

B. Facilities, Equipment and Supplies

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

ARTICLE IV - GENERAL PROVISIONS

- A. This Agreement shall commence with the beginning of the fiscal year (July 1, 2010) and will continue until the end of the fiscal year (June 30, 2011) unless earlier terminated by either party in the manner set forth herein.
- B. All persons employed by MWD and performing services for MWD shall be solely employees of MWD and not employees of RSCCD. MWD shall be solely responsible for the salaries and other benefits including Worker's Compensation of all such personnel.

- C. RSCCD shall pay MWD an amount equal to seventy-five percent (75%), amount specified for each clock hour of teaching time per apprentice. Payment shall be made to the Metropolitan Water District, 700 N. Alameda St., Los Angeles, California, 90012, within sixty (60) days of the receipt of positive attendance hours. RSCCD assumes all responsibility for the submission and accuracy of positive hours of attendance to the State of California.
- D. Any notices to be given hereunder by either party to the other may be effectuated only in writing and delivered either by personal delivery, or sent by U.S. certified mail, postage pre-paid with return receipt requested. Mailed notices shall be addressed to the persons at the addresses set forth below, but each party may change the address by written notice in accordance with this paragraph. All such notices personally delivered shall be effective when received. All notices sent by certified mail shall be effective forty-eight hours after deposited in the mail.

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

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

To MWDJATC: Metropolitan Water District
 Apprenticeship Program
 ATTN: Glen Boyd
 33752 Newport Road
 Winchester, California, 92596

- E. All parties to this Agreement shall agree to defend, indemnify, and hold harmless the other party, its officers, agents, employees, and volunteers, from and against all loss, cost, and expense arising out of any liability or claim of liability, sustained or claimed to have been sustained, arising out of the activities, or the performance or nonperformance of obligations under this Agreement, of the indemnifying party, or those of any of its officers, agents, employees, or volunteers. The provisions of this Article do not apply to any damage or losses caused solely by the negligence or intentional acts of the non-indemnifying party or any of its agents or employees.

- F. Each party shall maintain and secure comprehensive general liability and property damage insurance of not less than one million dollars (\$1,000,000) per occurrence and three million dollars (\$3,000,000) in the aggregate, and said policy shall remain in full force and effect during the term hereof. Thirty (30) days written notice shall be provided to the other party prior to cancellation, or reduction in said insurance. Upon request, the requesting party shall be provided a copy of said policy.
- G. This Agreement and the rights and duties there under shall not be assigned in whole or in part without the written consent of both said parties.
- H. When the following conditions exist, this Agreement may be cancelled by either said party hereto upon giving of thirty (30) days advance written notice. Such notice shall be personally served or given by United States mail.
 - 1. Emergency conditions resulting from acts of God.
 - 2. Non-performance of the terms of this Agreement.
- I. RSCCD agrees to provide MWD with monthly accumulative reports indicating attendance, income and expenditure data.
- J. The parties hereto have executed this Agreement on the dates specified immediately adjacent to their respective signatures.

IN WITNESS THEREOF:

RANCHO SANTIAGO COMMUNITY
COLLEGE DISTRICT

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

[Handwritten initials]

METROPOLITAN WATER DISTRICT
SOUTHERN CALIFORNIA

James F. Green
Group Manager, Water System Operations

Date: 4/28/10

Approved by Governing Board

Date: _____

APPROVED AS TO FORM:

Karen L. Tachiki
General Counsel

Date: 5/12/10

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Santiago Canyon College – Career Education

To: Board of Trustees	Date: June 21, 2010
Re: Approval of Extension of Existing Lease Agreement with Orange County Coastkeeper to Accommodate Prop 84 Grant Application	
Action: Request for Approval	

BACKGROUND

Santiago Canyon College leases the unbuildable area (2.5 acres) on the southeast corner of its campus that covers the Metropolitan Water District's major south county water supply pipes. This lease is for \$1 per year, with all improvements to create a water conservation demonstration garden at Orange County Coastkeeper's expense. The original lease was entered into and approved in October 2006.

ANALYSIS

To be eligible for a Prop 84 grant (the *Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act of 2006*) it is required that applicants hold a 20-year lease, or one that is in effect until 6-30-29. The current lease is for ten (10) years. This grant, among other things, will fund an outdoor rock identification geology lab, native plant collection for botany courses, riparian ponds for environmental science courses, a water conservation site for Water Utility Science and classes/examples for landscapers/ homeowners on water conservation gardening. Additionally, solar lighting and sensors for "smart" water controllers will be installed as teaching tools for emerging green jobs.

RECOMMENDATION

It is recommended that the Board of Trustees approve the extension of the \$1 per year lease agreement with Orange County Coastkeeper to 6-30-29, from the current 10-year lease, to accommodate the Prop 84 grant application at Santiago Canyon College.

Fiscal Impact: N/A	Board Date: June 21, 2010
Prepared by: Tricia Evans, Dean, Career Education	
Submitted by: Juan Vázquez, President, SCC	
Recommended by: Edward Hernandez, Jr., Ed.D., Chancellor	

AMENDMENT TO DEMONSTRATION GARDEN LEASE

Entered into agreement on October 2, 2006, between RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT ("Landlord") and ORANGE COUNTY COASTKEEPER, a California non-profit corporation ("Tenant").

"Term" section shall be amended to read as follows:

- Term.** This lease shall be deemed effective as of the date that is executed by Landlord (the "Commencement Date"). The term of this Lease (the "Term") shall run from the Commencement Date through June 30, 2029 (the "Termination Date"), unless sooner terminated pursuant to the terms hereof. The above-referenced Termination Date shall be deemed extended on a year-to-year basis from and after the scheduled expiration of the Term unless either Landlord or Tenant shall give written notice of its intent to terminate this Lease at least 90 days prior to the then scheduled Termination Date.

Except as amended, the Agreement shall remain in full force and effect.

ACCEPTED:

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT, a California Community College District

ORANGE COUNTY COASTKEEPER, a California non-profit corporation

BY: _____

Peter J. Hardash
Vice Chancellor
Fiscal Services and Business Operations

BY: _____

Garry Brown
Garry Brown
Executive Director

Date: _____

"Landlord"

Date: _____

"Tenant"

Check Registers Submitted for Approval
Checks Written for Period 05/17/10 thru 06/16/10

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
47099	General Fund Unrestricted	33,948.00	0.00	33,948.00	92*0248601	92*0248627
47100	General Fund Unrestricted	19,420.00	0.00	19,420.00	92*0248628	92*0248655
47101	General Fund Unrestricted	15,572.46	0.00	15,572.46	92*0248656	92*0248682
47102	General Fund Unrestricted	13,626.85	0.00	13,626.85	92*0248683	92*0248710
47103	General Fund Unrestricted	25,888.40	0.00	25,888.40	92*0248711	92*0248738
47104	General Fund Unrestricted	13,243.69	0.00	13,243.69	92*0248739	92*0248766
47105	General Fund Unrestricted	15,041.60	0.00	15,041.60	92*0248767	92*0248794
47106	General Fund Unrestricted	16,551.00	0.00	16,551.00	92*0248795	92*0248822
47107	General Fund Unrestricted	25,066.24	0.00	25,066.24	92*0248823	92*0248850
47108	General Fund Unrestricted	18,135.00	0.00	18,135.00	92*0248851	92*0248878
47109	General Fund Unrestricted	19,835.00	0.00	19,835.00	92*0248879	92*0248906
47110	General Fund Unrestricted	11,041.00	0.00	11,041.00	92*0248907	92*0248934
47111	General Fund Unrestricted	10,750.00	0.00	10,750.00	92*0248935	92*0248962
47112	General Fund Unrestricted	11,510.00	0.00	11,510.00	92*0248963	92*0248990
47113	General Fund Unrestricted	14,412.00	0.00	14,412.00	92*0248991	92*0249018
47114	General Fund Unrestricted	9,154.42	0.00	9,154.42	92*0249019	92*0249046
47115	General Fund Unrestricted	13,781.00	0.00	13,781.00	92*0249047	92*0249074
47116	General Fund Unrestricted	11,674.75	0.00	11,674.75	92*0249075	92*0249102
47117	General Fund Unrestricted	14,353.75	0.00	14,353.75	92*0249103	92*0249130
47118	General Fund Unrestricted	18,145.00	0.00	18,145.00	92*0249131	92*0249158
47119	General Fund Unrestricted	35,649.28	0.00	35,649.28	92*0249159	92*0249187
47184	General Fund Unrestricted	2,151.70	0.00	2,151.70	92*0249462	92*0249468
47189	General Fund Unrestricted	394.00	0.00	394.00	92*0249485	92*0249486
47190	General Fund Unrestricted	4,460.00	0.00	4,460.00	92*0249487	92*0249491
47191	General Fund Unrestricted	2,557.69	0.00	2,557.69	92*0249492	92*0249497
47192	General Fund Unrestricted	11,482.31	0.00	11,482.31	92*0249498	92*0249501
47193	General Fund Unrestricted	1,719.25	0.00	1,719.25	92*0249504	92*0249508
47199	General Fund Unrestricted	960.00	0.00	960.00	92*0249527	92*0249530
47201	General Fund Unrestricted	1,693.69	0.00	1,693.69	92*0249537	92*0249537
47203	General Fund Unrestricted	260.54	0.00	260.54	92*0249548	92*0249552
47204	General Fund Unrestricted	5,538.06	0.00	5,538.06	92*0249553	92*0249559
47205	General Fund Unrestricted	2,570.68	0.00	2,570.68	92*0249560	92*0249561
47206	General Fund Unrestricted	16,980.97	0.00	16,980.97	92*0249564	92*0249567
47207	General Fund Unrestricted	2,097.71	0.00	2,097.71	92*0249569	92*0249575
47208	General Fund Unrestricted	50,973.17	0.00	50,973.17	92*0249576	92*0249581
47219	General Fund Unrestricted	1,612.53	0.00	1,612.53	92*0249619	92*0249620
47221	General Fund Unrestricted	10,720.00	0.00	10,720.00	92*0249629	92*0249630

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
47223	General Fund Unrestricted	433.00	0.00	433.00	92*0249637	92*0249637
47224	General Fund Unrestricted	456.99	0.00	456.99	92*0249638	92*0249639
47225	General Fund Unrestricted	39,222.55	0.00	39,222.55	92*0249640	92*0249640
47230	General Fund Unrestricted	822.00	0.00	822.00	92*0249651	92*0249655
47232	General Fund Unrestricted	2,675.00	0.00	2,675.00	92*0249658	92*0249659
47233	General Fund Unrestricted	2,085.20	0.00	2,085.20	92*0249660	92*0249664
47234	General Fund Unrestricted	660.51	0.00	660.51	92*0249665	92*0249671
47235	General Fund Unrestricted	7,603.98	0.00	7,603.98	92*0249672	92*0249676
47236	General Fund Unrestricted	222.50	0.00	222.50	92*0249677	92*0249677
47237	General Fund Unrestricted	2,036.51	0.00	2,036.51	92*0249682	92*0249689
47238	General Fund Unrestricted	12,918.25	0.00	12,918.25	92*0249691	92*0249692
47241	General Fund Unrestricted	784.70	0.00	784.70	92*0249695	92*0249698
47242	General Fund Unrestricted	20,383.82	0.00	20,383.82	92*0249699	92*0249699
47244	General Fund Unrestricted	126,515.00	0.00	126,515.00	92*0249702	92*0249702
Postmaster						
47245	General Fund Unrestricted	220,091.65	0.00	220,091.65	92*0249703	92*0249704
Reserve Account						
47248	General Fund Unrestricted	73,252.62	0.00	73,252.62	92*0249708	92*0249708
47249	General Fund Unrestricted	16,983.00	0.00	16,983.00	92*0249709	92*0249713
47252	General Fund Unrestricted	71,761.30	0.00	71,761.30	92*0249720	92*0249721
47254	General Fund Unrestricted	1,468.13	0.00	1,468.13	92*0249728	92*0249728
47255	General Fund Unrestricted	17,082.45	0.00	17,082.45	92*0249731	92*0249731
47256	General Fund Unrestricted	1,790.43	0.00	1,790.43	92*0249734	92*0249739
47257	General Fund Unrestricted	5,538.22	0.00	5,538.22	92*0249740	92*0249742
47258	General Fund Unrestricted	2,100.00	0.00	2,100.00	92*0249744	92*0249747
47260	General Fund Unrestricted	340.00	0.00	340.00	92*0249753	92*0249757
47263	General Fund Unrestricted	23,596.97	0.00	23,596.97	92*0249763	92*0249765
47264	General Fund Unrestricted	1,336,330.32	0.00	1,336,330.32	92*0249766	92*0249767
Anthem Blue Cross						
47265	General Fund Unrestricted	76,662.67	0.00	76,662.67	92*0249768	92*0249770
47266	General Fund Unrestricted	89,690.54	0.00	89,690.54	92*0249771	92*0249771
47267	General Fund Unrestricted	461.55	0.00	461.55	92*0249773	92*0249774
47268	General Fund Unrestricted	3,014.56	0.00	3,014.56	92*0249775	92*0249782
47269	General Fund Unrestricted	7,310.28	0.00	7,310.28	92*0249783	92*0249784
47270	General Fund Unrestricted	1,861.29	0.00	1,861.29	92*0249786	92*0249789
47271	General Fund Unrestricted	10,192.65	0.00	10,192.65	92*0249790	92*0249791
47272	General Fund Unrestricted	27,500.00	0.00	27,500.00	92*0249796	92*0249796

Check Registers Submitted for Approval
Checks Written for Period 05/17/10 thru 06/16/10

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
47273	General Fund Unrestricted	113,843.94	0.00	113,843.94	92*0249797	92*0249800
So Calif Gas Co						
47274	General Fund Unrestricted	19,800.00	0.00	19,800.00	92*0249801	92*0249802
47283	General Fund Unrestricted	2,920.50	0.00	2,920.50	92*0249825	92*0249838
47285	General Fund Unrestricted	1,868.34	0.00	1,868.34	92*0249846	92*0249847
47286	General Fund Unrestricted	7,179.00	0.00	7,179.00	92*0249848	92*0249854
47288	General Fund Unrestricted	431.38	0.00	431.38	92*0249857	92*0249862
47289	General Fund Unrestricted	5,556.94	0.00	5,556.94	92*0249863	92*0249867
47293	General Fund Unrestricted	1,338.00	0.00	1,338.00	92*0249878	92*0249878
47297	General Fund Unrestricted	1,159.20	0.00	1,159.20	92*0249887	92*0249891
47299	General Fund Unrestricted	3,456.00	0.00	3,456.00	92*0249900	92*0249900
47304	General Fund Unrestricted	312.00	0.00	312.00	92*0249908	92*0249909
47305	General Fund Unrestricted	4,011.00	0.00	4,011.00	92*0249910	92*0249912
47306	General Fund Unrestricted	1,622.46	0.00	1,622.46	92*0249913	92*0249913
47309	General Fund Unrestricted	6,870.67	0.00	6,870.67	92*0249921	92*0249925
47310	General Fund Unrestricted	29,726.00	0.00	29,726.00	92*0249926	92*0249954
47311	General Fund Unrestricted	18,965.00	0.00	18,965.00	92*0249955	92*0249982
47312	General Fund Unrestricted	26,053.00	0.00	26,053.00	92*0249983	92*0250010
47313	General Fund Unrestricted	22,015.00	0.00	22,015.00	92*0250011	92*0250038
47314	General Fund Unrestricted	23,560.57	0.00	23,560.57	92*0250039	92*0250066
47315	General Fund Unrestricted	21,468.00	0.00	21,468.00	92*0250067	92*0250094
47316	General Fund Unrestricted	23,855.77	0.00	23,855.77	92*0250095	92*0250122
47317	General Fund Unrestricted	23,230.00	0.00	23,230.00	92*0250123	92*0250150
47318	General Fund Unrestricted	17,327.00	0.00	17,327.00	92*0250151	92*0250178
47319	General Fund Unrestricted	16,455.00	0.00	16,455.00	92*0250179	92*0250206
47320	General Fund Unrestricted	20,046.10	0.00	20,046.10	92*0250207	92*0250234
47321	General Fund Unrestricted	12,646.00	0.00	12,646.00	92*0250235	92*0250262
47322	General Fund Unrestricted	10,554.00	0.00	10,554.00	92*0250263	92*0250290
47323	General Fund Unrestricted	21,845.45	0.00	21,845.45	92*0250291	92*0250318
47324	General Fund Unrestricted	31,605.00	0.00	31,605.00	92*0250319	92*0250345
47325	General Fund Unrestricted	280.00	0.00	280.00	92*0250346	92*0250346
47326	General Fund Unrestricted	128.00	0.00	128.00	92*0250348	92*0250348
47327	General Fund Unrestricted	4,666.73	0.00	4,666.73	92*0250353	92*0250359
47328	General Fund Unrestricted	5,363.60	0.00	5,363.60	92*0250360	92*0250367
47329	General Fund Unrestricted	1,919.61	0.00	1,919.61	92*0250368	92*0250374
47330	General Fund Unrestricted	1,727.85	0.00	1,727.85	92*0250375	92*0250377
47331	General Fund Unrestricted	2,608.53	0.00	2,608.53	92*0250380	92*0250382
47333	General Fund Unrestricted	1,966.80	0.00	1,966.80	92*0250384	92*0250387

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
47334	General Fund Unrestricted	10,991.28	0.00	10,991.28	92*0250388	92*0250395
47337	General Fund Unrestricted	8,046.50	0.00	8,046.50	92*0250403	92*0250409
47338	General Fund Unrestricted	12,605.40	0.00	12,605.40	92*0250410	92*0250411
47339	General Fund Unrestricted	3,383.66	0.00	3,383.66	92*0250412	92*0250417
47350	General Fund Unrestricted	5,281.50	0.00	5,281.50	92*0250455	92*0250468
47351	General Fund Unrestricted	30,469.96	0.00	30,469.96	92*0250469	92*0250471
47352	General Fund Unrestricted	1,616.76	0.00	1,616.76	92*0250472	92*0250472
47353	General Fund Unrestricted	314.38	0.00	314.38	92*0250483	92*0250483
47354	General Fund Unrestricted	2,083.46	0.00	2,083.46	92*0250484	92*0250488
47356	General Fund Unrestricted	566.39	0.00	566.39	92*0250499	92*0250500
47357	General Fund Unrestricted	45,759.60	0.00	45,759.60	92*0250501	92*0250501
47358	General Fund Unrestricted	8,188.59	0.00	8,188.59	92*0250502	92*0250504
47359	General Fund Unrestricted	1,038.53	0.00	1,038.53	92*0250505	92*0250509
47360	General Fund Unrestricted	1,854.67	0.00	1,854.67	92*0250510	92*0250510
47361	General Fund Unrestricted	91,917.40	0.00	91,917.40	92*0250511	92*0250514
47367	General Fund Unrestricted	1,218.00	0.00	1,218.00	92*0250541	92*0250548
47370	General Fund Unrestricted	1,324.90	0.00	1,324.90	92*0250563	92*0250563
47371	General Fund Unrestricted	1,138.49	0.00	1,138.49	92*0250567	92*0250572
47372	General Fund Unrestricted	2,969.88	0.00	2,969.88	92*0250573	92*0250577
47373	General Fund Unrestricted	4,391.29	0.00	4,391.29	92*0250578	92*0250585
47374	General Fund Unrestricted	2,246.05	0.00	2,246.05	92*0250586	92*0250592
47375	General Fund Unrestricted	5,950.16	0.00	5,950.16	92*0250593	92*0250595
47376	General Fund Unrestricted	13,153.68	0.00	13,153.68	92*0250596	92*0250598
47377	General Fund Unrestricted	870.58	0.00	870.58	92*0250604	92*0250606
47381	General Fund Unrestricted	3,175.00	0.00	3,175.00	92*0250617	92*0250618
47382	General Fund Unrestricted	372.00	0.00	372.00	92*0250619	92*0250620
47383	General Fund Unrestricted	382.26	0.00	382.26	92*0250622	92*0250622
47384	General Fund Unrestricted	17,616.20	0.00	17,616.20	92*0250628	92*0250629
47385	General Fund Unrestricted	4,143.82	0.00	4,143.82	92*0250630	92*0250639
47386	General Fund Unrestricted	16,804.38	0.00	16,804.38	92*0250640	92*0250640
47387	General Fund Unrestricted	20,858.17	0.00	20,858.17	92*0250641	92*0250646
47388	General Fund Unrestricted	450.00	0.00	450.00	92*0250647	92*0250655
47392	General Fund Unrestricted	1,081.50	0.00	1,081.50	92*0250664	92*0250669
47395	General Fund Unrestricted	15,260.51	0.00	15,260.51	92*0250681	92*0250685
47396	General Fund Unrestricted	2,872.40	0.00	2,872.40	92*0250686	92*0250693
47397	General Fund Unrestricted	5,556.65	0.00	5,556.65	92*0250694	92*0250699
47402	General Fund Unrestricted	10,035.00	0.00	10,035.00	92*0250735	92*0250736

Check Registers Submitted for Approval
Checks Written for Period 05/17/10 thru 06/16/10

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
47403	General Fund Unrestricted	1,831.56	0.00	1,831.56	92*0250737	92*0250745
47407	General Fund Unrestricted	2,522.48	0.00	2,522.48	92*0250763	92*0250766
47408	General Fund Unrestricted	4,266.67	0.00	4,266.67	92*0250771	92*0250774
47409	General Fund Unrestricted	3,497.97	0.00	3,497.97	92*0250780	92*0250784
47410	General Fund Unrestricted	5,548.14	0.00	5,548.14	92*0250785	92*0250793
47411	General Fund Unrestricted	3,362.81	0.00	3,362.81	92*0250794	92*0250801
47412	General Fund Unrestricted	7,504.93	0.00	7,504.93	92*0250803	92*0250804
47413	General Fund Unrestricted	49,603.92	0.00	49,603.92	92*0250805	92*0250807
47414	General Fund Unrestricted	12,007.50	0.00	12,007.50	92*0250808	92*0250811
47415	General Fund Unrestricted	1,362.14	0.00	1,362.14	92*0250812	92*0250816
47416	General Fund Unrestricted	526.50	0.00	526.50	92*0250818	92*0250821
47432	General Fund Unrestricted	369.00	0.00	369.00	92*0250870	92*0250873
47433	General Fund Unrestricted	153.22	0.00	153.22	92*0250874	92*0250875
47436	General Fund Unrestricted	21,460.00	0.00	21,460.00	92*0250878	92*0250885
47440	General Fund Unrestricted	42,345.00	0.00	42,345.00	92*0250898	92*0250899
47442	General Fund Unrestricted	1,729.13	0.00	1,729.13	92*0250908	92*0250908
47443	General Fund Unrestricted	56,805.89	0.00	56,805.89	92*0250911	92*0250912
47445	General Fund Unrestricted	4,103.49	0.00	4,103.49	92*0250921	92*0250923
47460	General Fund Unrestricted	8,438.05	0.00	8,438.05	92*0250952	92*0250956
47462	General Fund Unrestricted	600.00	0.00	600.00	92*0250962	92*0250962
47463	General Fund Unrestricted	1,044.00	0.00	1,044.00	92*0250965	92*0250969
47464	General Fund Unrestricted	1,540.83	0.00	1,540.83	92*0250970	92*0250975
47465	General Fund Unrestricted	13,848.19	0.00	13,848.19	92*0250976	92*0250977
47466	General Fund Unrestricted	10,540.30	0.00	10,540.30	92*0250978	92*0250984
47467	General Fund Unrestricted	3,196.00	0.00	3,196.00	92*0250985	92*0250991
47471	General Fund Unrestricted	496.00	0.00	496.00	92*0251004	92*0251008
47476	General Fund Unrestricted	2,704.47	0.00	2,704.47	92*0251025	92*0251029
47478	General Fund Unrestricted	933.81	0.00	933.81	92*0251036	92*0251037
47483	General Fund Unrestricted	32,080.00	0.00	32,080.00	92*0251077	92*0251077
47484	General Fund Unrestricted	835.02	0.00	835.02	92*0251080	92*0251081
47491	General Fund Unrestricted	2,815.80	0.00	2,815.80	92*0251096	92*0251102
Total Fund 11 General Fund Unrestricted		<u>3,849,264.64</u>	<u>0.00</u>	<u>3,849,264.64</u>		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
47185	General Fund Restricted	4,249.09	0.00	4,249.09	92*0249469	92*0249472
47186	General Fund Restricted	546.50	0.00	546.50	92*0249473	92*0249474
47188	General Fund Restricted	743.30	0.00	743.30	92*0249478	92*0249484
47192	General Fund Restricted	13,370.45	0.00	13,370.45	92*0249500	92*0249503
47194	General Fund Restricted	716.76	0.00	716.76	92*0249509	92*0249514
47195	General Fund Restricted	949.66	0.00	949.66	92*0249515	92*0249516
47200	General Fund Restricted	4,811.56	0.00	4,811.56	92*0249531	92*0249536
47201	General Fund Restricted	10,186.51	0.00	10,186.51	92*0249538	92*0249539
47202	General Fund Restricted	4,430.36	0.00	4,430.36	92*0249540	92*0249546
47203	General Fund Restricted	338.16	0.00	338.16	92*0249547	92*0249551
47205	General Fund Restricted	1,048.17	0.00	1,048.17	92*0249562	92*0249563
47206	General Fund Restricted	4,560.98	0.00	4,560.98	92*0249568	92*0249568
47209	General Fund Restricted	5,630.92	0.00	5,630.92	92*0249582	92*0249584
47210	General Fund Restricted	875.00	0.00	875.00	92*0249585	92*0249591
47211	General Fund Restricted	875.00	0.00	875.00	92*0249592	92*0249598
47220	General Fund Restricted	3,509.56	0.00	3,509.56	92*0249621	92*0249626
47221	General Fund Restricted	10,564.72	0.00	10,564.72	92*0249627	92*0249632
47222	General Fund Restricted	1,943.60	0.00	1,943.60	92*0249633	92*0249636
47231	General Fund Restricted	1,052.48	0.00	1,052.48	92*0249656	92*0249657
47236	General Fund Restricted	2,759.99	0.00	2,759.99	92*0249678	92*0249681
47238	General Fund Restricted	6,365.92	0.00	6,365.92	92*0249690	92*0249690
47239	General Fund Restricted	16,101.83	0.00	16,101.83	92*0249693	92*0249693
47240	General Fund Restricted	100,000.00	0.00	100,000.00	92*0249694	92*0249694
Santa Ana College Foundation						
47247	General Fund Restricted	26,068.14	0.00	26,068.14	92*0249707	92*0249707
47250	General Fund Restricted	447.49	0.00	447.49	92*0249714	92*0249718
47251	General Fund Restricted	51,988.00	0.00	51,988.00	92*0249719	92*0249719
47253	General Fund Restricted	34,943.96	0.00	34,943.96	92*0249722	92*0249726
47254	General Fund Restricted	3,029.98	0.00	3,029.98	92*0249727	92*0249730
47255	General Fund Restricted	7,101.53	0.00	7,101.53	92*0249732	92*0249733
47256	General Fund Restricted	331.91	0.00	331.91	92*0249735	92*0249738
47257	General Fund Restricted	1,295.65	0.00	1,295.65	92*0249743	92*0249743
47259	General Fund Restricted	1,324.01	0.00	1,324.01	92*0249748	92*0249752
47260	General Fund Restricted	1,229.81	0.00	1,229.81	92*0249754	92*0249756
47267	General Fund Restricted	95.58	0.00	95.58	92*0249772	92*0249772
47270	General Fund Restricted	1,138.02	0.00	1,138.02	92*0249785	92*0249785
47271	General Fund Restricted	15,656.94	0.00	15,656.94	92*0249792	92*0249794
47272	General Fund Restricted	18,000.00	0.00	18,000.00	92*0249795	92*0249795

Check Registers Submitted for Approval
Checks Written for Period 05/17/10 thru 06/16/10

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
47284	General Fund Restricted	2,903.64	0.00	2,903.64	92*0249839	92*0249845
47286	General Fund Restricted	8,720.21	0.00	8,720.21	92*0249849	92*0249853
47287	General Fund Restricted	23,470.92	0.00	23,470.92	92*0249855	92*0249856
47288	General Fund Restricted	57.10	0.00	57.10	92*0249858	92*0249858
47289	General Fund Restricted	2,445.00	0.00	2,445.00	92*0249864	92*0249864
47290	General Fund Restricted	65,543.30	0.00	65,543.30	92*0249868	92*0249868
47291	General Fund Restricted	658.30	0.00	658.30	92*0249869	92*0249875
47298	General Fund Restricted	7,085.71	0.00	7,085.71	92*0249892	92*0249898
47299	General Fund Restricted	53.96	0.00	53.96	92*0249899	92*0249899
47307	General Fund Restricted	6,571.52	0.00	6,571.52	92*0249914	92*0249918
47308	General Fund Restricted	111,036.98	0.00	111,036.98	92*0249919	92*0249920
Don Bookstore						
47326	General Fund Restricted	1,165.80	0.00	1,165.80	92*0250347	92*0250352
47329	General Fund Restricted	150.40	0.00	150.40	92*0250370	92*0250370
47331	General Fund Restricted	129.91	0.00	129.91	92*0250378	92*0250379
47332	General Fund Restricted	73,489.49	0.00	73,489.49	92*0250383	92*0250383
47335	General Fund Restricted	3,762.14	0.00	3,762.14	92*0250396	92*0250401
47336	General Fund Restricted	43,256.69	0.00	43,256.69	92*0250402	92*0250402
47339	General Fund Restricted	10.77	0.00	10.77	92*0250413	92*0250413
47340	General Fund Restricted	2,750.00	0.00	2,750.00	92*0250418	92*0250426
47341	General Fund Restricted	1,785.00	0.00	1,785.00	92*0250427	92*0250433
47352	General Fund Restricted	5,375.18	0.00	5,375.18	92*0250473	92*0250476
47353	General Fund Restricted	1,775.18	0.00	1,775.18	92*0250477	92*0250482
47355	General Fund Restricted	2,076.23	0.00	2,076.23	92*0250489	92*0250494
47356	General Fund Restricted	2,797.19	0.00	2,797.19	92*0250495	92*0250498
47359	General Fund Restricted	2,601.00	0.00	2,601.00	92*0250506	92*0250508
47362	General Fund Restricted	5,144.53	0.00	5,144.53	92*0250515	92*0250524
47368	General Fund Restricted	280.30	0.00	280.30	92*0250549	92*0250556
47369	General Fund Restricted	31,182.55	0.00	31,182.55	92*0250557	92*0250560
47370	General Fund Restricted	8,977.03	0.00	8,977.03	92*0250561	92*0250565
47371	General Fund Restricted	642.36	0.00	642.36	92*0250566	92*0250570
47376	General Fund Restricted	7,279.39	0.00	7,279.39	92*0250597	92*0250599
47377	General Fund Restricted	783.14	0.00	783.14	92*0250600	92*0250603
47378	General Fund Restricted	1,803.41	0.00	1,803.41	92*0250607	92*0250611
47383	General Fund Restricted	10,767.89	0.00	10,767.89	92*0250621	92*0250627
47388	General Fund Restricted	490.47	0.00	490.47	92*0250648	92*0250654
47389	General Fund Restricted	12,648.35	0.00	12,648.35	92*0250656	92*0250656
47390	General Fund Restricted	2,483.99	0.00	2,483.99	92*0250657	92*0250659

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
47393	General Fund Restricted	2,540.77	0.00	2,540.77	92*0250670	92*0250674
47394	General Fund Restricted	4,311.03	0.00	4,311.03	92*0250675	92*0250680
47397	General Fund Restricted	2,468.63	0.00	2,468.63	92*0250700	92*0250700
47398	General Fund Restricted	2,240.00	0.00	2,240.00	92*0250701	92*0250714
47399	General Fund Restricted	1,120.00	0.00	1,120.00	92*0250715	92*0250721
47400	General Fund Restricted	1,120.00	0.00	1,120.00	92*0250722	92*0250728
47401	General Fund Restricted	2,400.00	0.00	2,400.00	92*0250729	92*0250734
47403	General Fund Restricted	570.74	0.00	570.74	92*0250738	92*0250742
47404	General Fund Restricted	1,089.67	0.00	1,089.67	92*0250746	92*0250751
47408	General Fund Restricted	1,296.73	0.00	1,296.73	92*0250767	92*0250770
47409	General Fund Restricted	1,856.89	0.00	1,856.89	92*0250775	92*0250779
47412	General Fund Restricted	3,985.00	0.00	3,985.00	92*0250802	92*0250802
47414	General Fund Restricted	2,445.00	0.00	2,445.00	92*0250810	92*0250810
47415	General Fund Restricted	2,516.41	0.00	2,516.41	92*0250815	92*0250817
47434	General Fund Restricted	232.82	0.00	232.82	92*0250876	92*0250876
47437	General Fund Restricted	99,337.00	0.00	99,337.00	92*0250886	92*0250886
47438	General Fund Restricted	3,666.47	0.00	3,666.47	92*0250887	92*0250891
47439	General Fund Restricted	2,400.00	0.00	2,400.00	92*0250892	92*0250897
47441	General Fund Restricted	2,083.03	0.00	2,083.03	92*0250900	92*0250907
47442	General Fund Restricted	3,235.20	0.00	3,235.20	92*0250909	92*0250910
47444	General Fund Restricted	2,150.00	0.00	2,150.00	92*0250913	92*0250918
47445	General Fund Restricted	1,913.04	0.00	1,913.04	92*0250919	92*0250924
47446	General Fund Restricted	2,767.23	0.00	2,767.23	92*0250925	92*0250927
47447	General Fund Restricted	640.00	0.00	640.00	92*0250928	92*0250931
47448	General Fund Restricted	95,248.40	0.00	95,248.40	92*0250932	92*0250932
47461	General Fund Restricted	8,086.02	0.00	8,086.02	92*0250957	92*0250961
47462	General Fund Restricted	4,133.50	0.00	4,133.50	92*0250963	92*0250964
47464	General Fund Restricted	621.85	0.00	621.85	92*0250972	92*0250972
47468	General Fund Restricted	1,494.49	0.00	1,494.49	92*0250992	92*0250998
47472	General Fund Restricted	55,460.00	0.00	55,460.00	92*0251009	92*0251010
47473	General Fund Restricted	652.00	0.00	652.00	92*0251011	92*0251014
47474	General Fund Restricted	71,998.63	0.00	71,998.63	92*0251015	92*0251016
47475	General Fund Restricted	6,702.67	0.00	6,702.67	92*0251017	92*0251024
47476	General Fund Restricted	25.00	0.00	25.00	92*0251026	92*0251026
47477	General Fund Restricted	5,873.88	0.00	5,873.88	92*0251030	92*0251035
47478	General Fund Restricted	9,077.36	0.00	9,077.36	92*0251038	92*0251040
47479	General Fund Restricted	5,000.00	0.00	5,000.00	92*0251041	92*0251050

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
47480	General Fund Restricted	5,000.00	0.00	5,000.00	92*0251051	92*0251060
47481	General Fund Restricted	4,000.00	0.00	4,000.00	92*0251061	92*0251068
47482	General Fund Restricted	4,000.00	0.00	4,000.00	92*0251069	92*0251076
47483	General Fund Restricted	19,455.24	0.00	19,455.24	92*0251078	92*0251079
47485	General Fund Restricted	1,067.48	0.00	1,067.48	92*0251082	92*0251084
47492	General Fund Restricted	2,583.87	0.00	2,583.87	92*0251103	92*0251103
Total Fund 12 General Fund Restricted		<u><u>1,259,302.62</u></u>	<u><u>0.00</u></u>	<u><u>1,259,302.62</u></u>		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
47187	Child Development Fund	4,107.63	0.00	4,107.63	92*0249475	92*0249477
47196	Child Development Fund	1,381.01	0.00	1,381.01	92*0249517	92*0249519
47197	Child Development Fund	4,419.48	0.00	4,419.48	92*0249520	92*0249525
47198	Child Development Fund	2,271.20	0.00	2,271.20	92*0249526	92*0249526
47212	Child Development Fund	10,263.84	0.00	10,263.84	92*0249599	92*0249602
47226	Child Development Fund	1,812.84	0.00	1,812.84	92*0249641	92*0249646
47246	Child Development Fund	1,200.00	0.00	1,200.00	92*0249705	92*0249706
47261	Child Development Fund	1,855.28	0.00	1,855.28	92*0249758	92*0249761
47275	Child Development Fund	33,372.06	0.00	33,372.06	92*0249803	92*0249803
47276	Child Development Fund	1,835.48	0.00	1,835.48	92*0249804	92*0249808
47300	Child Development Fund	520.00	0.00	520.00	92*0249901	92*0249901
47342	Child Development Fund	1,293.30	0.00	1,293.30	92*0250434	92*0250436
47343	Child Development Fund	24,282.33	0.00	24,282.33	92*0250437	92*0250438
47344	Child Development Fund	1,192.24	0.00	1,192.24	92*0250439	92*0250440
47363	Child Development Fund	1,158.11	0.00	1,158.11	92*0250525	92*0250528
47364	Child Development Fund	3,943.40	0.00	3,943.40	92*0250529	92*0250530
47391	Child Development Fund	6,092.91	0.00	6,092.91	92*0250660	92*0250663
47405	Child Development Fund	4,547.10	0.00	4,547.10	92*0250752	92*0250759
47417	Child Development Fund	2,208.63	0.00	2,208.63	92*0250822	92*0250825
47418	Child Development Fund	91.64	0.00	91.64	92*0250826	92*0250830
47435	Child Development Fund	224.87	0.00	224.87	92*0250877	92*0250877
47449	Child Development Fund	34,411.00	0.00	34,411.00	92*0250933	92*0250933
47450	Child Development Fund	574.33	0.00	574.33	92*0250934	92*0250936
47451	Child Development Fund	1,000.00	0.00	1,000.00	92*0250937	92*0250937
47486	Child Development Fund	1,126.58	0.00	1,126.58	92*0251085	92*0251086
Total Fund 33 Child Development Fund		145,185.26	0.00	145,185.26		

Check Registers Submitted for Approval
 Checks Written for Period 05/17/10 thru 06/16/10

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
47216	Capital Outlay Projects Fund	115,456.68	0.00	115,456.68	92*0249612	92*0249616
	Seville Construction Svcs Inc					
47228	Capital Outlay Projects Fund	77,900.49	0.00	77,900.49	92*0249648	92*0249649
47229	Capital Outlay Projects Fund	20,113.72	0.00	20,113.72	92*0249650	92*0249650
47295	Capital Outlay Projects Fund	1,211.55	0.00	1,211.55	92*0249881	92*0249881
47296	Capital Outlay Projects Fund	95,192.35	0.00	95,192.35	92*0249882	92*0249886
47303	Capital Outlay Projects Fund	77.54	0.00	77.54	92*0249907	92*0249907
47347	Capital Outlay Projects Fund	24,210.69	0.00	24,210.69	92*0250447	92*0250450
47380	Capital Outlay Projects Fund	17,318.95	0.00	17,318.95	92*0250615	92*0250616
47456	Capital Outlay Projects Fund	78,450.00	0.00	78,450.00	92*0250945	92*0250946
47457	Capital Outlay Projects Fund	12,111.25	0.00	12,111.25	92*0250947	92*0250948
47489	Capital Outlay Projects Fund	13,950.37	0.00	13,950.37	92*0251093	92*0251093
Total Fund 41 Capital Outlay Projects Fu		455,993.59	0.00	455,993.59		

Check Registers Submitted for Approval
 Checks Written for Period 05/17/10 thru 06/16/10

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
47213	Bond Fund, Measure E	104,199.31	0.00	104,199.31	92*0249603	92*0249605
Bernards Bros Inc						
47214	Bond Fund, Measure E	138,278.04	0.00	138,278.04	92*0249606	92*0249607
Seville Construction Svcs Inc						
47215	Bond Fund, Measure E	19,403.41	0.00	19,403.41	92*0249608	92*0249611
47227	Bond Fund, Measure E	3,850.00	0.00	3,850.00	92*0249647	92*0249647
47243	Bond Fund, Measure E	6,974.31	0.00	6,974.31	92*0249700	92*0249701
47262	Bond Fund, Measure E	24,802.01	0.00	24,802.01	92*0249762	92*0249762
47277	Bond Fund, Measure E	36,150.00	0.00	36,150.00	92*0249809	92*0249811
47278	Bond Fund, Measure E	167,424.80	0.00	167,424.80	92*0249812	92*0249815
California Bank & Trust						
47279	Bond Fund, Measure E	183,957.50	0.00	183,957.50	92*0249816	92*0249817
Inland Community Bank						
47280	Bond Fund, Measure E	46,771.71	0.00	46,771.71	92*0249818	92*0249820
47281	Bond Fund, Measure E	23,881.61	0.00	23,881.61	92*0249821	92*0249823
47292	Bond Fund, Measure E	115,000.00	0.00	115,000.00	92*0249876	92*0249877
Union Bank of Calif						
47294	Bond Fund, Measure E	30,365.74	0.00	30,365.74	92*0249879	92*0249880
47301	Bond Fund, Measure E	64,574.00	0.00	64,574.00	92*0249902	92*0249903
47302	Bond Fund, Measure E	184,172.14	0.00	184,172.14	92*0249904	92*0249906
Isec Inc						
47345	Bond Fund, Measure E	9,830.00	0.00	9,830.00	92*0250441	92*0250444
47346	Bond Fund, Measure E	32,472.87	0.00	32,472.87	92*0250445	92*0250446
47365	Bond Fund, Measure E	34,606.59	0.00	34,606.59	92*0250531	92*0250534
47366	Bond Fund, Measure E	31,423.32	0.00	31,423.32	92*0250535	92*0250540
47379	Bond Fund, Measure E	5,924.09	0.00	5,924.09	92*0250612	92*0250614
47406	Bond Fund, Measure E	5,876.65	0.00	5,876.65	92*0250760	92*0250762
47419	Bond Fund, Measure E	99,328.25	0.00	99,328.25	92*0250831	92*0250833
47420	Bond Fund, Measure E	53,213.23	0.00	53,213.23	92*0250834	92*0250836
47421	Bond Fund, Measure E	163,456.00	0.00	163,456.00	92*0250837	92*0250838
Isec Inc						
47422	Bond Fund, Measure E	88,547.20	0.00	88,547.20	92*0250839	92*0250844
47423	Bond Fund, Measure E	115,754.90	0.00	115,754.90	92*0250845	92*0250847
Micon Construction Inc						
47424	Bond Fund, Measure E	39,829.73	0.00	39,829.73	92*0250848	92*0250850
47425	Bond Fund, Measure E	11,020.34	0.00	11,020.34	92*0250851	92*0250853
47426	Bond Fund, Measure E	6,455.75	0.00	6,455.75	92*0250854	92*0250856
47427	Bond Fund, Measure E	10,397.50	0.00	10,397.50	92*0250857	92*0250858
47428	Bond Fund, Measure E	59,034.97	0.00	59,034.97	92*0250859	92*0250862

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
47429	Bond Fund, Measure E	51,528.27	0.00	51,528.27	92*0250863	92*0250865
47430	Bond Fund, Measure E	31,877.32	0.00	31,877.32	92*0250866	92*0250868
47431	Bond Fund, Measure E	51,255.00	0.00	51,255.00	92*0250869	92*0250869
47452	Bond Fund, Measure E	88,910.55	0.00	88,910.55	92*0250938	92*0250938
47453	Bond Fund, Measure E	81,725.50	0.00	81,725.50	92*0250939	92*0250941
47454	Bond Fund, Measure E	1,525.69	0.00	1,525.69	92*0250942	92*0250942
47455	Bond Fund, Measure E	31,771.47	0.00	31,771.47	92*0250943	92*0250944
47459	Bond Fund, Measure E	23,088.99	0.00	23,088.99	92*0250950	92*0250951
47469	Bond Fund, Measure E	89,629.59	0.00	89,629.59	92*0250999	92*0251002
47487	Bond Fund, Measure E	6,744.93	0.00	6,744.93	92*0251087	92*0251090
47488	Bond Fund, Measure E	20,912.23	0.00	20,912.23	92*0251091	92*0251092
Total Fund 42 Bond Fund, Measure E		<u>2,395,945.51</u>	<u>0.00</u>	<u>2,395,945.51</u>		

<u>Register #</u>	<u>Fund Title</u>	<u>Amount</u>	<u>Voided Checks</u>	<u>Adjusted Amount</u>	<u>Beg Check #</u>	<u>End Check #</u>
47349	Property and Liability Fund	1,630.80	0.00	1,630.80	92*0250454	92*0250454
47470	Property and Liability Fund	930.00	0.00	930.00	92*0251003	92*0251003
47490	Property and Liability Fund	2,875.00	0.00	2,875.00	92*0251094	92*0251095
Total Fund 61 Property and Liability Fund		<u><u>5,435.80</u></u>	<u><u>0.00</u></u>	<u><u>5,435.80</u></u>		

Check Registers Submitted for Approval
Checks Written for Period 05/17/10 thru 06/16/10

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
47217	Workers' Compensation Fund	899.04	0.00	899.04	92*0249617	92*0249617
47348	Workers' Compensation Fund	2,597 18	0.00	2,597 18	92*0250451	92*0250453
47458	Workers' Compensation Fund	1,449.41	0.00	1,449.41	92*0250949	92*0250949
Total Fund 62 Workers' Compensation Fu		<u>4,945.63</u>	<u>0.00</u>	<u>4,945.63</u>		

Check Registers Submitted for Approval
Checks Written for Period 05/17/10 thru 06/16/10

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
47218	Student Financial Aid Fund	282.85	0.00	282.85	92*0249618	92*0249618
47282	Student Financial Aid Fund	40,000.00	0.00	40,000.00	92*0249824	92*0249824
Total Fund 74 Student Financial Aid Fund		<u><u>40,282.85</u></u>	<u><u>0.00</u></u>	<u><u>40,282.85</u></u>		

SUMMARY

Total Fund 11 General Fund Unrestricted	3,849,264.64
Total Fund 12 General Fund Restricted	1,259,302.62
Total Fund 33 Child Development Fund	145,185.26
Total Fund 41 Capital Outlay Projects Fund	455,993.59
Total Fund 42 Bond Fund, Measure E	2,395,945.51
Total Fund 61 Property and Liability Fund	5,435.80
Total Fund 62 Workers' Compensation Fund	4,945.63
Total Fund 74 Student Financial Aid Fund	40,282.85
Grand Total:	<u>8,156,355.90</u>

BOARD REPORT / BUDGET INCREASES AND DECREASES

**From 05 / 01 / 2010 To 05 / 31 / 2010
Board Meeting on 06 / 21 / 2010**

FUND: 11 GENERAL FUND-UNRESTRICTED

BACKGROUND

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

ANALYSIS

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

<u>Object Category</u>	<u>Description</u>	<u>Decrease</u>	<u>Increase</u>
	<u>Appropriation Account</u>		
1000	ACADEMIC SALARIES		\$1,009
3000	EMPLOYEE BENEFITS		133
5000	OPERATING EXPENSES & SERVICES		350
7900	CONTINGENCY OR RESERVE		2,901
	Total appropriation		\$4,393
	<u>Revenue Account</u>		
8800	LOCAL REVENUE		\$3,251
8900	OTHER REVENUE		1,142
	Total revenue		\$4,393

RECOMMENDATION

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

Fund 11: General Fund Unrestricted

BC09KT051410B		5/14/2010	B006322	<u>Decreases</u>	<u>Increases</u>
1000	ACADEMIC SALARIES			0	1,009
3000	EMPLOYEE BENEFITS			0	133
8900	OTHER REVENUE			0	1,142
				<hr/>	<hr/>
				0	2,284

Reason: Adjustment
Description: Increase budg 4 SCC student de

bc09pn525b		5/25/2010	B006377	<u>Decreases</u>	<u>Increases</u>
5000	OPERATING EXPENSES AND SERVICES			0	350
7900	CONTINGENCY OR RESERVE			0	2,901
8800	LOCAL REVENUE			0	3,251
				<hr/>	<hr/>
				0	6,502

Reason: Special Project Adjustment
Description: Incr budg by actual revenues

<u>Summary by Major Object for Fund 11</u>			<u>Decreases</u>	<u>Increases</u>
1000	ACADEMIC SALARIES		0	1,009
3000	EMPLOYEE BENEFITS		0	133
5000	OPERATING EXPENSES AND SERVICES		0	350
7900	CONTINGENCY OR RESERVE		0	2,901
8800	LOCAL REVENUE		0	3,251
8900	OTHER REVENUE		0	1,142
			<hr/>	<hr/>
			0	8,786

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

From 05 / 01 / 2010 To 05 / 31 / 2010
Board Meeting on 06 / 21 / 2010

FUND: 12 GENERAL FUND-RESTRICTED

BACKGROUND

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

ANALYSIS

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

<u>Object Category</u>	<u>Description</u>	<u>Decrease</u>	<u>Increase</u>
<u>Appropriation Accounts</u>			
1000	ACADEMIC SALARIES		\$20,870
2000	CLASSIFIED / OTHER NONACADEMIC		7,674
3000	EMPLOYEE BENEFITS		7,198
4000	SUPPLIES AND MATERIALS		300
5000	OPERATING EXPENSES & SERVICES	\$3,139	
6000	CAPITAL OUTLAY	90	
7000	OTHER OUTGO		3,121
	Total appropriation	\$3,229	\$39,163
<u>Revenue Accounts</u>			
8100	FEDERAL REVENUE	\$189	
8600	STATE REVENUE		\$17,623
8800	LOCAL REVENUE		18,500
	Total revenues	\$189	\$36,123

RECOMMENDATION

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

Fund 12: General Fund Restricted

		5/5/2010	B006288	<u>Decreases</u>	<u>Increases</u>
bc09pn505n					
2000	CLASSIFIED/OTHER NONACADEMIC			0	5,870
3000	EMPLOYEE BENEFITS			0	129
8100	FEDERAL REVENUE			0	5,999
				<hr/>	<hr/>
				0	11,998

Reason: Special Project Adjustment
Description: SP#1680 TANF SCC

		5/5/2010	B006289	<u>Decreases</u>	<u>Increases</u>
bc09pn505p					
2000	CLASSIFIED/OTHER NONACADEMIC			0	36,514
3000	EMPLOYEE BENEFITS			0	821
8100	FEDERAL REVENUE			0	37,335
				<hr/>	<hr/>
				0	74,670

Reason: Special Project Adjustment
Description: SP#1680 TANF SAC

		5/10/2010	B006305	<u>Decreases</u>	<u>Increases</u>
bc09pn510c					
1000	ACADEMIC SALARIES			0	2
7000	OTHER OUTGO			0	1,621
8600	STATE REVENUE			0	1,623
				<hr/>	<hr/>
				0	3,246

Reason: Special Project Adjustment
Description: SCC EOPS Books for Stu/neg bal

		5/13/2010	B006316	<u>Decreases</u>	<u>Increases</u>
bc09pn513g					
2000	CLASSIFIED/OTHER NONACADEMIC			71,135	0
3000	EMPLOYEE BENEFITS			0	2,035
5000	OPERATING EXPENSES AND SERVICES			3,139	0
8100	FEDERAL REVENUE			72,239	0
				<hr/>	<hr/>
				146,513	2,035

Reason: Special Project Adjustment
Description: Corr FSEOG allow/neg budget

		5/13/2010	B006319	<u>Decreases</u>	<u>Increases</u>
bc09pn513j					
1000	ACADEMIC SALARIES			0	7,068
2000	CLASSIFIED/OTHER NONACADEMIC			0	6,619
3000	EMPLOYEE BENEFITS			0	2,313
8600	STATE REVENUE			0	16,000
				<hr/>	<hr/>
				0	32,000

Reason: Special Project Adjustment
Description: SP#2061 CalWORKS augmentation

		5/20/2010	B006348	<u>Decreases</u>	<u>Increases</u>
bc09pn520a					
2000	CLASSIFIED/OTHER NONACADEMIC			0	28,896
8100	FEDERAL REVENUE			0	28,896
				<hr/>	<hr/>
				0	57,792

Reason: Special Project Adjustment
Description: Adjust fin aid grants to auth

Fund 12: General Fund Restricted

BC09KT052110C			5/21/2010	B006360	<u>Decreases</u>	<u>Increases</u>
6000	CAPITAL OUTLAY				90	0
8100	FEDERAL REVENUE				90	0
					<hr/>	<hr/>
					180	0
Reason:		Special Project Adjustment				
Description:		Difference in augmentation				

BC09KT052110D			5/21/2010	B006361	<u>Decreases</u>	<u>Increases</u>
2000	CLASSIFIED/OTHER NONACADEMIC				90	0
8100	FEDERAL REVENUE				90	0
					<hr/>	<hr/>
					180	0
Reason:		Special Project Adjustment				
Description:		Difference in augmentation				

BC09KT052110F			5/21/2010	B006363	<u>Decreases</u>	<u>Increases</u>
1000	ACADEMIC SALARIES				0	13,800
2000	CLASSIFIED/OTHER NONACADEMIC				0	1,000
3000	EMPLOYEE BENEFITS				0	1,900
4000	SUPPLIES AND MATERIALS				0	300
7000	OTHER OUTGO				0	1,500
8800	LOCAL REVENUE				0	18,500
					<hr/>	<hr/>
					0	37,000
Reason:		Special Project Adjustment				
Description:		Revise faculty inquiry network				

Summary by Major Object for Fund 12

		<u>Decreases</u>	<u>Increases</u>
1000	ACADEMIC SALARIES	0	20,870
2000	CLASSIFIED/OTHER NONACADEMIC	0	7,674
3000	EMPLOYEE BENEFITS	0	7,198
4000	SUPPLIES AND MATERIALS	0	300
5000	OPERATING EXPENSES AND SERVICES	3,139	0
6000	CAPITAL OUTLAY	90	0
7000	OTHER OUTGO	0	3,121
8100	FEDERAL REVENUE	189	0
8600	STATE REVENUE	0	17,623
8800	LOCAL REVENUE	0	18,500
		<hr/>	<hr/>
		3,418	75,286

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

From 05 / 01 / 2010 To 05 / 31 / 2010
 Board Meeting on 06 / 21 / 2010

FUND: 41 CAPITAL OUTLAY PROJECTS FUND

BACKGROUND

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

ANALYSIS

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

<u>Object Category</u>	<u>Description</u>	<u>Decrease</u>	<u>Increase</u>
	<u>Appropriation Account</u>		
5000	OPERATING EXPENSES & SERVICES		\$6,104
7900	CONTINGENCY OR RESERVE		575,485
	Total appropriation		\$581,589
	<u>Revenue Account</u>		
8600	STATE REVENUE		\$97
8800	LOCAL REVENUE		181,492
8900	OTHER REVENUE		400,000
	Total revenue		\$581,589

RECOMMENDATION

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

Fund 41: Capital Outlay Projects Fund

bc09pn507c	5/7/2010	B006300	<u>Decreases</u>	<u>Increases</u>
6000	CAPITAL OUTLAY		0	194
7900	CONTINGENCY OR RESERVE		97	0
8600	STATE REVENUE		0	97
			<hr/>	<hr/>
			97	291

Reason: Special Project Adjustment
Description: Adj COB 08/09 SCC A/B Cond

bc09pn518a	5/18/2010	B006323	<u>Decreases</u>	<u>Increases</u>
7900	CONTINGENCY OR RESERVE		0	165,145
8800	LOCAL REVENUE		0	165,145
			<hr/>	<hr/>
			0	330,290

Reason: Special Project Adjustment
Description: SP#3580 Non-Res Tuition

bc09pn518b	5/18/2010	B006324	<u>Decreases</u>	<u>Increases</u>
5000	OPERATING EXPENSES AND SERVICES		0	6,104
7900	CONTINGENCY OR RESERVE		0	9,184
8800	LOCAL REVENUE		0	15,288
			<hr/>	<hr/>
			0	30,576

Reason: Special Project Adjustment
Description: Incr budg-interest income/exps

bc09pn518c	5/18/2010	B006325	<u>Decreases</u>	<u>Increases</u>
6000	CAPITAL OUTLAY		194	0
8600	STATE REVENUE		194	0
			<hr/>	<hr/>
			388	0

Reason: Special Project Adjustment
Description: SCC Boilers/restr contingency

bc09pn520b	5/20/2010	B006349	<u>Decreases</u>	<u>Increases</u>
7900	CONTINGENCY OR RESERVE		0	194
8600	STATE REVENUE		0	194
			<hr/>	<hr/>
			0	388

Reason: Special Project Adjustment
Description: Correct B006325

BC09DP524B	5/24/2010	B006373	<u>Decreases</u>	<u>Increases</u>
7900	CONTINGENCY OR RESERVE		0	1,059
8800	LOCAL REVENUE		0	1,059
			<hr/>	<hr/>
			0	2,118

Reason: Special Project Adjustment
Description: To book actual revenues

Fund 41: Capital Outlay Projects Fund

BC09KT052610A	5/26/2010	B006395	<u>Decreases</u>	<u>Increases</u>
7900	CONTINGENCY OR RESERVE		0	400,000
8900	OTHER REVENUE		0	400,000
			<hr/> 0	<hr/> 800,000

Reason: Adjustment
Description: Additional interfund transfer

Summary by Major Object for Fund 41

	<u>Decreases</u>	<u>Increases</u>
5000 OPERATING EXPENSES AND SERVICES	0	6,104
7900 CONTINGENCY OR RESERVE	0	575,485
8600 STATE REVENUE	0	97
8800 LOCAL REVENUE	0	181,492
8900 OTHER REVENUE	0	400,000
	<hr/> 0	<hr/> 1,163,178

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

From 05 / 01 / 2010 To 05 / 31 / 2010
Board Meeting on 06 / 21 / 2010

FUND: 42 BOND FUND, MEASURE E

BACKGROUND

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

ANALYSIS

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

<u>Object Category</u>	<u>Description</u>	<u>Decrease</u>	<u>Increase</u>
	<u>Appropriation Account</u>		
5000	OPERATING EXPENSES & SERVICES		\$25,305
7900	CONTINGENCY OR RESERVE		122,756
	Total appropriation		\$148,061
	<u>Revenue Account</u>		
8800	LOCAL REVENUE		\$148,061
	Total revenue		\$148,061

RECOMMENDATION

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

Fund 42: Bond Fund, Measure E

bc09pn518d	5/18/2010	B006326	<u>Decreases</u>	<u>Increases</u>
5000	OPERATING EXPENSES AND SERVICES		0	25,305
7900	CONTINGENCY OR RESERVE		0	122,756
8800	LOCAL REVENUE		0	148,061
			<hr/>	<hr/>
			0	296,122

Reason: Adjustment
Description: Incr interest income/exp accts

Summary by Major Object for Fund 42

		<u>Decreases</u>	<u>Increases</u>
5000	OPERATING EXPENSES AND SERVICES	0	25,305
7900	CONTINGENCY OR RESERVE	0	122,756
8800	LOCAL REVENUE	0	148,061
		<hr/>	<hr/>
		0	296,122

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

From 05 / 01 / 2010 To 05 / 31 / 2010
Board Meeting on 06 / 21 / 2010

FUND : 71 ASSOCIATED STUDENTS FUND

BACKGROUND

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

ANALYSIS

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

<u>Object Category</u>	<u>Description</u>	<u>Decrease</u>	<u>Increase</u>
	<u>Appropriation Account</u>		
7900	CONTINGENCY OR RESERVE		\$4,000
	Total appropriation		\$4,000
	<u>Revenue Account</u>		
8800	LOCAL REVENUE		\$4,000
	Total revenue		\$4,000

RECOMMENDATION

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

Fund 71: Associated Students Fund

BC09KT052510B	5/25/2010	B006375	<u>Decreases</u>	<u>Increases</u>
7900	CONTINGENCY OR RESERVE		0	4,000
8800	LOCAL REVENUE		0	4,000
			<hr/> 0	<hr/> 8,000

Reason: Adjustment
Description: Revise Associated Student 09-1

Summary by Major Object for Fund 71

		<u>Decreases</u>	<u>Increases</u>
7900	CONTINGENCY OR RESERVE	0	4,000
8800	LOCAL REVENUE	0	4,000
		<hr/> 0	<hr/> 8,000

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

From 05 / 01 / 2010 To 05 / 31 / 2010
Board Meeting on 06 / 21 / 2010

FUND : 74 STUDENT FINANCIAL AID FUND

BACKGROUND

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

ANALYSIS

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

<u>Object Category</u>	<u>Description</u>	<u>Decrease</u>	<u>Increase</u>
	<u>Appropriation Account</u>		
5000	OPERATING EXPENSES & SERVICES		\$35,460
7000	OTHER OUTGO		4,108,562
7900	CONTINGENCY OR RESERVE	\$40,587	
	Total appropriation	\$40,587	\$4,144,022
	<u>Revenue Account</u>		
8100	FEDERAL REVENUE		\$4,219,214
8600	STATE REVENUE	\$110,652	
8800	LOCAL REVENUE	5,127	
	Total revenue	\$115,779	\$4,219,214

RECOMMENDATION

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

Fund 74: Student Financial Aid Fund

bc09pn506a	5/6/2010	B006297	<u>Decreases</u>	<u>Increases</u>
7000	OTHER OUTGO		0	3,906,781
8100	FEDERAL REVENUE		0	3,906,781
			<hr/>	<hr/>
			0	7,813,562

Reason: Special Project Adjustment
Description: Add'l PELL disbursements

bc09pn507a	5/7/2010	B006298	<u>Decreases</u>	<u>Increases</u>
7000	OTHER OUTGO		500	0
8600	STATE REVENUE		500	0
			<hr/>	<hr/>
			1,000	0

Reason: Special Project Adjustment
Description: Zero out SP#2090 SAC CARE

bc09pn513g	5/13/2010	B006316	<u>Decreases</u>	<u>Increases</u>
7000	OTHER OUTGO		0	72,239
8100	FEDERAL REVENUE		0	72,239
			<hr/>	<hr/>
			0	144,478

Reason: Special Project Adjustment
Description: Corr FSEOG allow/neg budget

bc09pn520a	5/20/2010	B006348	<u>Decreases</u>	<u>Increases</u>
7000	OTHER OUTGO		0	303,440
8100	FEDERAL REVENUE		0	303,440
			<hr/>	<hr/>
			0	606,880

Reason: Special Project Adjustment
Description: Adjust fin aid grants to auth

BC09KT052010C	5/20/2010	B006351	<u>Decreases</u>	<u>Increases</u>
5000	OPERATING EXPENSES AND SERVICES		0	19,700
7900	CONTINGENCY OR RESERVE		18,700	0
8800	LOCAL REVENUE		0	1,000
			<hr/>	<hr/>
			18,700	20,700

Reason: Special Project Adjustment
Description: Increase Perkins rev/exp budg

BC09KT052110B	5/21/2010	B006359	<u>Decreases</u>	<u>Increases</u>
7000	OTHER OUTGO		0	20,888
7900	CONTINGENCY OR RESERVE		5,000	0
8100	FEDERAL REVENUE		0	20,888
8800	LOCAL REVENUE		5,000	0
			<hr/>	<hr/>
			10,000	41,776

Reason: Special Project Adjustment
Description: Adj budg per actual rev/exp

Fund 74: Student Financial Aid Fund

bc09pn524d		5/24/2010	B006367	<u>Decreases</u>	<u>Increases</u>
5000	OPERATING EXPENSES AND SERVICES			0	15,760
7000	OTHER OUTGO			145,296	0
7900	CONTINGENCY OR RESERVE			88,605	0
8100	FEDERAL REVENUE			146,713	0
8600	STATE REVENUE			71,428	0
				<hr/>	<hr/>
Reason: Special Project Adjustment				452,042	15,760
Description: Adj PELL/Cal Aid actual rev					

bc09pn524f		5/24/2010	B006369	<u>Decreases</u>	<u>Increases</u>
7000	OTHER OUTGO			48,990	0
7900	CONTINGENCY OR RESERVE			0	71,718
8100	FEDERAL REVENUE			0	62,579
8600	STATE REVENUE			38,724	0
8800	LOCAL REVENUE			1,127	0
				<hr/>	<hr/>
Reason: Adjustment				88,841	134,297
Description: Adj budget to actual amounts					

Summary by Major Object for Fund 74

		<u>Decreases</u>	<u>Increases</u>
5000	OPERATING EXPENSES AND SERVICES	0	35,460
7000	OTHER OUTGO	0	4,108,562
7900	CONTINGENCY OR RESERVE	40,587	0
8100	FEDERAL REVENUE	0	4,219,214
8600	STATE REVENUE	110,652	0
8800	LOCAL REVENUE	5,127	0
		<hr/>	<hr/>
		156,366	8,363,236

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

BOARD REPORT / BUDGET TRANSFERS

From 05 / 01 / 2010 To 05 / 31 / 2010

Board Meeting on 06 / 21 / 2010

FUND: 11 GENERAL FUND-UNRESTRICTED

BACKGROUND

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

ANALYSIS

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

<u>Object Category</u>	<u>Description</u>	<u>From</u>	<u>To</u>
<u>Appropriation Accounts</u>			
1000	ACADEMIC SALARIES		\$12,860
3000	EMPLOYEE BENEFITS		5,717
4000	SUPPLIES AND MATERIALS	\$32,300	
5000	OPERATING EXPENSES AND SERVICES		20,153
6000	CAPITAL OUTLAY	3,853	
7000	OTHER OUTGO		400,000
7900	CONTINGENCY OR RESERVE	402,577	
	Total Transfers	\$438,730	\$438,730

RECOMMENDATION

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

Fund 11: General Fund Unrestricted

bc09pn505d	5/5/2010	B006278	From	To
4000	SUPPLIES AND MATERIALS		0	500
5000	OPERATING EXPENSES AND SERVICES		500	0
			<u>500</u>	<u>500</u>

Reason: Adjustment
Description: Fac Plan supplies,miles,phone

bc09pn505f	5/5/2010	B006280	From	To
4000	SUPPLIES AND MATERIALS		0	2,000
6000	CAPITAL OUTLAY		2,000	0
			<u>2,000</u>	<u>2,000</u>

Reason: Adjustment
Description: ITS SAC class projector lamps

bc09pn505j	5/5/2010	B006284	From	To
4000	SUPPLIES AND MATERIALS		13	0
6000	CAPITAL OUTLAY		0	13
			<u>13</u>	<u>13</u>

Reason: Special Project Adjustment
Description: SP#2359 SAC neg bal/inst equip

bc09pn505w	5/5/2010	B006296	From	To
4000	SUPPLIES AND MATERIALS		4,400	0
6000	CAPITAL OUTLAY		0	4,400
			<u>4,400</u>	<u>4,400</u>

Reason: Adjustment
Description: Fire Tech Wellness Prob equip

bc09pn510a	5/10/2010	B006302	From	To
4000	SUPPLIES AND MATERIALS		430	0
5000	OPERATING EXPENSES AND SERVICES		0	430
			<u>430</u>	<u>430</u>

Reason: Adjustment
Description: SAC wash machine pump replace

bc09pn513i	5/13/2010	B006318	From	To
4000	SUPPLIES AND MATERIALS		150	0
5000	OPERATING EXPENSES AND SERVICES		0	150
			<u>150</u>	<u>150</u>

Reason: Adjustment
Description: Chancellor's print'g postcards

Fund 11: General Fund Unrestricted

		5/13/2010	B006319	<u>From</u>	<u>To</u>
bc09pn513j					
1000	ACADEMIC SALARIES			0	12,860
3000	EMPLOYEE BENEFITS			0	3,140
5000	OPERATING EXPENSES AND SERVICES			16,000	0
				<hr/>	<hr/>
				16,000	16,000

Reason: Special Project Adjustment
Description: SP#2061 CalWORKS augmentation

		5/19/2010	B006342	<u>From</u>	<u>To</u>
bc09pn519f					
5000	OPERATING EXPENSES AND SERVICES			4,892	0
6000	CAPITAL OUTLAY			0	4,892
				<hr/>	<hr/>
				4,892	4,892

Reason: Adjustment
Description: CEC carpet installation

		5/19/2010	B006343	<u>From</u>	<u>To</u>
bc09pn519g					
5000	OPERATING EXPENSES AND SERVICES			801	0
6000	CAPITAL OUTLAY			0	801
				<hr/>	<hr/>
				801	801

Reason: Adjustment
Description: CEC carpet installation

		5/19/2010	B006344	<u>From</u>	<u>To</u>
bc09pn519h					
4000	SUPPLIES AND MATERIALS			4,987	0
6000	CAPITAL OUTLAY			0	4,987
				<hr/>	<hr/>
				4,987	4,987

Reason: Adjustment
Description: CEC carpet installation

		5/19/2010	B006345	<u>From</u>	<u>To</u>
bc09pn519i					
4000	SUPPLIES AND MATERIALS			20	0
5000	OPERATING EXPENSES AND SERVICES			0	20
				<hr/>	<hr/>
				20	20

Reason: Adjustment
Description: SAC fuel from Welding

		5/25/2010	B006374	<u>From</u>	<u>To</u>
BC09KT052510A					
3000	EMPLOYEE BENEFITS			0	2,577
7900	CONTINGENCY OR RESERVE			2,577	0
				<hr/>	<hr/>
				2,577	2,577

Reason: Adjustment
Description: Increase budg 4 Other Benefits

Fund 11: General Fund Unrestricted

		5/26/2010	B006395	<u>From</u>	<u>To</u>
BC09KT052610A					
7000	OTHER OUTGO			0	400,000
7900	CONTINGENCY OR RESERVE			400,000	0
				<hr/>	<hr/>
				400,000	400,000

Reason: Adjustment
Description: Additional interfund transfer

		5/26/2010	B006402	<u>From</u>	<u>To</u>
BC09KT052610E					
4000	SUPPLIES AND MATERIALS			21	0
6000	CAPITAL OUTLAY			0	21
				<hr/>	<hr/>
				21	21

Reason: Adjustment
Description: Buy instructional equipment

		5/28/2010	B006408	<u>From</u>	<u>To</u>
bc09pn528b					
4000	SUPPLIES AND MATERIALS			24,500	0
5000	OPERATING EXPENSES AND SERVICES			0	24,500
				<hr/>	<hr/>
				24,500	24,500

Reason: Adjustment
Description: SCC athl fields' irrigatn repr

		5/28/2010	B006409	<u>From</u>	<u>To</u>
bc09pn528c					
4000	SUPPLIES AND MATERIALS			135	0
5000	OPERATING EXPENSES AND SERVICES			0	135
				<hr/>	<hr/>
				135	135

Reason: Adjustment
Description: SCC college vehicle repair

		5/28/2010	B006412	<u>From</u>	<u>To</u>
bc09pn528f					
5000	OPERATING EXPENSES AND SERVICES			0	16,967
6000	CAPITAL OUTLAY			16,967	0
				<hr/>	<hr/>
				16,967	16,967

Reason: Special Project Adjustment
Description: SCC stu materials' Xerox lease

		5/28/2010	B006428	<u>From</u>	<u>To</u>
BC09KT052810F					
4000	SUPPLIES AND MATERIALS			144	0
5000	OPERATING EXPENSES AND SERVICES			0	144
				<hr/>	<hr/>
				144	144

Reason: Special Project Adjustment
Description: Reconcile invoices/close PO

Summary by Major Object for Fund 11

	<u>From</u>	<u>To</u>
1000 ACADEMIC SALARIES	0	12,860
3000 EMPLOYEE BENEFITS	0	5,717
4000 SUPPLIES AND MATERIALS	32,300	0
5000 OPERATING EXPENSES AND SERVICES	0	20,153
6000 CAPITAL OUTLAY	3,853	0
7000 OTHER OUTGO	0	400,000
7900 CONTINGENCY OR RESERVE	402,577	0
	<hr/>	<hr/>
	438,730	438,730

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

BOARD REPORT / BUDGET TRANSFERS

**From 05 / 01 / 2010 To 05 / 31 / 2010
Board Meeting on 06 / 21 / 2010**

FUND : 12 GENERAL FUND-RESTRICTED

BACKGROUND

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

ANALYSIS

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

<u>Object Category</u>	<u>Description</u>	<u>From</u>	<u>To</u>
<u>Appropriation Accounts</u>			
1000	ACADEMIC SALARIES		\$154,940
2000	CLASSIFIED / OTHER NONACADEMIC	\$76,664	
3000	EMPLOYEE BENEFITS		17,501
4000	SUPPLIES AND MATERIALS	32,913	
5000	OPERATING EXPENSES AND SERVICES	54,572	
6000	CAPITAL OUTLAY	9,500	
7000	OTHER OUTGO		1,208
	Total Transfers	\$173,649	\$173,649

RECOMMENDATION

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

Fund 12: General Fund Restricted

		5/4/2010	B006268	<u>From</u>	<u>To</u>
bc09pn504a					
4000	SUPPLIES AND MATERIALS			0	200
5000	OPERATING EXPENSES AND SERVICES			200	0
				200	200

Reason: Special Project Adjustment
Description: Fund obj#4210 books, mag, ref

		5/4/2010	B006270	<u>From</u>	<u>To</u>
bc09pn504d					
4000	SUPPLIES AND MATERIALS			0	691
5000	OPERATING EXPENSES AND SERVICES			691	0
				691	691

Reason: Special Project Adjustment
Description: CNSL UTC reallocation of funds

		5/4/2010	B006275	<u>From</u>	<u>To</u>
bc09pn504b					
1000	ACADEMIC SALARIES			0	136,690
2000	CLASSIFIED/OTHER NONACADEMIC			0	7,396
3000	EMPLOYEE BENEFITS			0	26,873
4000	SUPPLIES AND MATERIALS			94	0
5000	OPERATING EXPENSES AND SERVICES			170,841	0
6000	CAPITAL OUTLAY			24	0
				170,959	170,959

Reason: Special Project Adjustment
Description: SAC BSI 08/09 Revised budget

		5/5/2010	B006281	<u>From</u>	<u>To</u>
bc09pn505g					
4000	SUPPLIES AND MATERIALS			100	0
5000	OPERATING EXPENSES AND SERVICES			0	100
				100	100

Reason: Special Project Adjustment
Description: GEAR UP III mileage

		5/5/2010	B006282	<u>From</u>	<u>To</u>
bc09pn505h					
4000	SUPPLIES AND MATERIALS			100	0
5000	OPERATING EXPENSES AND SERVICES			0	100
				100	100

Reason: Special Project Adjustment
Description: GEAR UP IV mileage

		5/5/2010	B006283	<u>From</u>	<u>To</u>
bc09pn505i					
1000	ACADEMIC SALARIES			0	1,500
5000	OPERATING EXPENSES AND SERVICES			1,500	0
				1,500	1,500

Reason: Special Project Adjustment
Description: SAC SCE FT coordinator

Fund 12: General Fund Restricted

bc09pn505j	5/5/2010	B006284	From	To
4000	SUPPLIES AND MATERIALS		27	0
6000	CAPITAL OUTLAY		0	27
			<hr/>	<hr/>
			27	27
Reason:	Special Project Adjustment			
Description:	SP#2359 SAC neg bal/inst equip			

bc09pn505q	5/5/2010	B006290	From	To
1000	ACADEMIC SALARIES		0	3,980
2000	CLASSIFIED/OTHER NONACADEMIC		0	77
3000	EMPLOYEE BENEFITS		0	466
4000	SUPPLIES AND MATERIALS		1	0
7000	OTHER OUTGO		4,522	0
			<hr/>	<hr/>
			4,523	4,523
Reason:	Special Project Adjustment			
Description:	SCC EOPS book accts, sal/ben			

bc09pn505r	5/5/2010	B006291	From	To
4000	SUPPLIES AND MATERIALS		8,577	0
6000	CAPITAL OUTLAY		0	8,577
			<hr/>	<hr/>
			8,577	8,577
Reason:	Special Project Adjustment			
Description:	SAC SCE Fed Prog equipment			

bc09pn505s	5/5/2010	B006292	From	To
1000	ACADEMIC SALARIES		38,775	0
4000	SUPPLIES AND MATERIALS		15,458	0
5000	OPERATING EXPENSES AND SERVICES		0	54,233
			<hr/>	<hr/>
			54,233	54,233
Reason:	Special Project Adjustment			
Description:	SAC SCE Plato software lic(30)			

bc09pn505t	5/5/2010	B006293	From	To
3000	EMPLOYEE BENEFITS		5,120	0
5000	OPERATING EXPENSES AND SERVICES		0	5,120
			<hr/>	<hr/>
			5,120	5,120
Reason:	Special Project Adjustment			
Description:	SAC SCE Plato software lic(30)			

bc09pn505u	5/5/2010	B006294	From	To
1000	ACADEMIC SALARIES		5,306	0
3000	EMPLOYEE BENEFITS		3,000	0
4000	SUPPLIES AND MATERIALS		1,924	0
5000	OPERATING EXPENSES AND SERVICES		2,800	0
6000	CAPITAL OUTLAY		0	13,030
			<hr/>	<hr/>
			13,030	13,030
Reason:	Special Project Adjustment			
Description:	SCC Career Ed new PCs			

Fund 12: General Fund Restricted

		5/5/2010	B006295	<u>From</u>	<u>To</u>
bc09pn505v					
1000	ACADEMIC SALARIES			510	0
2000	CLASSIFIED/OTHER NONACADEMIC			2,380	0
3000	EMPLOYEE BENEFITS			39	0
5000	OPERATING EXPENSES AND SERVICES			325	0
6000	CAPITAL OUTLAY			0	3,254
				<hr/>	<hr/>
				3,254	3,254

Reason: Special Project Adjustment
Description: SCC water classes elect stand

		5/10/2010	B006306	<u>From</u>	<u>To</u>
bc09pn510d					
4000	SUPPLIES AND MATERIALS			0	2,000
7000	OTHER OUTGO			2,000	0
				<hr/>	<hr/>
				2,000	2,000

Reason: Special Project Adjustment
Description: Food/food svc supplies

		5/11/2010	B006308	<u>From</u>	<u>To</u>
BC09KT051110A					
4000	SUPPLIES AND MATERIALS			1,687	0
6000	CAPITAL OUTLAY			0	1,687
				<hr/>	<hr/>
				1,687	1,687

Reason: Special Project Adjustment
Description: Purchase from correct account

		5/13/2010	B006311	<u>From</u>	<u>To</u>
bc09pn513b					
4000	SUPPLIES AND MATERIALS			1,635	0
6000	CAPITAL OUTLAY			0	1,635
				<hr/>	<hr/>
				1,635	1,635

Reason: Special Project Adjustment
Description: SAC TV/Video F&P Arts #6419

		5/13/2010	B006312	<u>From</u>	<u>To</u>
bc09pn513c					
2000	CLASSIFIED/OTHER NONACADEMIC			0	2,000
5000	OPERATING EXPENSES AND SERVICES			2,000	0
				<hr/>	<hr/>
				2,000	2,000

Reason: Special Project Adjustment
Description: SCC Fin Aid neg bal/end of yr

		5/13/2010	B006313	<u>From</u>	<u>To</u>
bc09pn513d					
4000	SUPPLIES AND MATERIALS			300	0
5000	OPERATING EXPENSES AND SERVICES			0	300
				<hr/>	<hr/>
				300	300

Reason: Special Project Adjustment
Description: SAC CCCCSSAA 09/10 dues

Fund 12: General Fund Restricted

bc09pn513e	5/13/2010	B006314	From	To
4000	SUPPLIES AND MATERIALS		0	100
6000	CAPITAL OUTLAY		100	0
			<hr/>	<hr/>
			100	100

Reason: Special Project Adjustment
Description: SAC Media Ctr PCD transformer

bc09pn513h	5/13/2010	B006317	From	To
2000	CLASSIFIED/OTHER NONACADEMIC		21,647	0
5000	OPERATING EXPENSES AND SERVICES		0	21,647
			<hr/>	<hr/>
			21,647	21,647

Reason: Special Project Adjustment
Description: SAC DSPS non-credit Matric

BC09KT051410A	5/14/2010	B006321	From	To
4000	SUPPLIES AND MATERIALS		0	1,635
6000	CAPITAL OUTLAY		1,635	0
			<hr/>	<hr/>
			1,635	1,635

Reason: Special Project Adjustment
Description: Reverse B006311 Dupli. B006308

bc09pn518g	5/18/2010	B006329	From	To
1000	ACADEMIC SALARIES		0	765
4000	SUPPLIES AND MATERIALS		29	0
5000	OPERATING EXPENSES AND SERVICES		736	0
			<hr/>	<hr/>
			765	765

Reason: Special Project Adjustment
Description: SCC PT summer hrly counseling

bc09pn518h	5/18/2010	B006330	From	To
4000	SUPPLIES AND MATERIALS		0	4,000
5000	OPERATING EXPENSES AND SERVICES		4,000	0
			<hr/>	<hr/>
			4,000	4,000

Reason: Special Project Adjustment
Description: SAC A&R supplies

bc09pn518i	5/18/2010	B006331	From	To
2000	CLASSIFIED/OTHER NONACADEMIC		0	17,500
4000	SUPPLIES AND MATERIALS		17,500	0
			<hr/>	<hr/>
			17,500	17,500

Reason: Special Project Adjustment
Description: SAC VP Stu Svcs stipends/sal

Fund 12: General Fund Restricted

bc09pn518j	5/18/2010	B006332	From	To
5000	OPERATING EXPENSES AND SERVICES		2,036	0
7000	OTHER OUTGO		0	2,036
			<hr/>	<hr/>
			2,036	2,036
Reason:	Special Project Adjustment			
Description:	Stipends for spring semester			

BC09KT051810D	5/18/2010	B006336	From	To
5000	OPERATING EXPENSES AND SERVICES		0	5,719
6000	CAPITAL OUTLAY		5,719	0
			<hr/>	<hr/>
			5,719	5,719
Reason:	Special Project Adjustment			
Description:	Fund contracted services			

bc09pn519d	5/19/2010	B006340	From	To
1000	ACADEMIC SALARIES		0	2,500
5000	OPERATING EXPENSES AND SERVICES		2,500	0
			<hr/>	<hr/>
			2,500	2,500
Reason:	Special Project Adjustment			
Description:	SAC Spr'10 counseling costs			

bc09pn519e	5/19/2010	B006341	From	To
4000	SUPPLIES AND MATERIALS		100	0
5000	OPERATING EXPENSES AND SERVICES		0	100
			<hr/>	<hr/>
			100	100
Reason:	Special Project Adjustment			
Description:	SAC Promotores room rental			

BC09KT052010A	5/20/2010	B006347	From	To
1000	ACADEMIC SALARIES		0	750
2000	CLASSIFIED/OTHER NONACADEMIC		750	0
			<hr/>	<hr/>
			750	750
Reason:	Special Project Adjustment			
Description:	Cover PT Coordinator's salary			

BC09KT052110E	5/21/2010	B006362	From	To
2000	CLASSIFIED/OTHER NONACADEMIC		0	1,600
4000	SUPPLIES AND MATERIALS		500	0
5000	OPERATING EXPENSES AND SERVICES		1,100	0
			<hr/>	<hr/>
			1,600	1,600
Reason:	Special Project Adjustment			
Description:	Fund object 2320 and 5220			

Board of Trustees
SUMMARY OF BUDGET TRANSFERS BETWEEN CLASSIFICATIONS
5/1/2010 - 5/31/2010

Fund 12: General Fund Restricted

bc09pn524c	5/24/2010	B006366	From	To
4000	SUPPLIES AND MATERIALS		0	40
5000	OPERATING EXPENSES AND SERVICES		40	0
			<hr/>	<hr/>
			40	40

Reason: Special Project Adjustment
Description: SAC BSI professional dev book

bc09pn525c	5/25/2010	B006378	From	To
1000	ACADEMIC SALARIES		120	0
3000	EMPLOYEE BENEFITS		0	120
			<hr/>	<hr/>
			120	120

Reason: Special Project Adjustment
Description: SAC Diesel Tech neg benefits

bc09pn525e	5/25/2010	B006380	From	To
1000	ACADEMIC SALARIES		20	0
3000	EMPLOYEE BENEFITS		0	20
			<hr/>	<hr/>
			20	20

Reason: Special Project Adjustment
Description: SAC Diesel Tech neg Benefits

bc09pn525f	5/25/2010	B006381	From	To
4000	SUPPLIES AND MATERIALS		0	907
5000	OPERATING EXPENSES AND SERVICES		907	0
			<hr/>	<hr/>
			907	907

Reason: Special Project Adjustment
Description: SAC reallocate ULINK funds

bc09pn525g	5/25/2010	B006382	From	To
4000	SUPPLIES AND MATERIALS		27	0
6000	CAPITAL OUTLAY		0	27
			<hr/>	<hr/>
			27	27

Reason: Special Project Adjustment
Description: SAC Adm Svcs neg amt

bc09pn525h	5/25/2010	B006383	From	To
2000	CLASSIFIED/OTHER NONACADEMIC		0	1,189
4000	SUPPLIES AND MATERIALS		403	0
5000	OPERATING EXPENSES AND SERVICES		786	0
			<hr/>	<hr/>
			1,189	1,189

Reason: Special Project Adjustment
Description: SAC MESA FT classified split

Fund 12: General Fund Restricted

bc09pn525i		5/25/2010	B006384	From	To
1000	ACADEMIC SALARIES			0	51,454
2000	CLASSIFIED/OTHER NONACADEMIC			48,193	0
3000	EMPLOYEE BENEFITS			3,261	0
				<hr/>	<hr/>
				51,454	51,454
Reason:		Special Project Adjustment			
Description:		SAC SCE expenditures			

bc09pn525n		5/25/2010	B006389	From	To
4000	SUPPLIES AND MATERIALS			0	550
5000	OPERATING EXPENSES AND SERVICES			550	0
				<hr/>	<hr/>
				550	550
Reason:		Special Project Adjustment			
Description:		SCC AHSS ASC non-instr suppl			

bc09pn525q		5/25/2010	B006391	From	To
2000	CLASSIFIED/OTHER NONACADEMIC			0	188
3000	EMPLOYEE BENEFITS			0	6
5000	OPERATING EXPENSES AND SERVICES			194	0
				<hr/>	<hr/>
				194	194
Reason:		Special Project Adjustment			
Description:		SAC hourly student assts			

BC09KT052510C		5/25/2010	B006394	From	To
4000	SUPPLIES AND MATERIALS			0	6
7000	OTHER OUTGO			6	0
				<hr/>	<hr/>
				6	6
Reason:		Special Project Adjustment			
Description:		Cover food in Gear Up III yr3			

bc09pn526a		5/26/2010	B006396	From	To
4000	SUPPLIES AND MATERIALS			0	5,200
6000	CAPITAL OUTLAY			5,200	0
				<hr/>	<hr/>
				5,200	5,200
Reason:		Special Project Adjustment			
Description:		SAC SP#2372 instr equipment			

BC09KT052610C		5/26/2010	B006400	From	To
2000	CLASSIFIED/OTHER NONACADEMIC			8,819	0
3000	EMPLOYEE BENEFITS			0	1,204
5000	OPERATING EXPENSES AND SERVICES			0	7,615
				<hr/>	<hr/>
				8,819	8,819
Reason:		Special Project Adjustment			
Description:		Fund sp 2270 expenses			

Fund 12: General Fund Restricted

		5/27/2010	B006406	<u>From</u>	<u>To</u>
BC09KT052710D					
4000	SUPPLIES AND MATERIALS			8	0
6000	CAPITAL OUTLAY			0	8
				<hr/> 8	<hr/> 8

Reason: Adjustment
Description: Pay PO # 14421 sp 2390

		5/28/2010	B006410	<u>From</u>	<u>To</u>
bc09pn528d					
5000	OPERATING EXPENSES AND SERVICES			0	5,500
6000	CAPITAL OUTLAY			5,500	0
				<hr/> 5,500	<hr/> 5,500

Reason: Special Project Adjustment
Description: SCC stu libr softwr support

		5/28/2010	B006411	<u>From</u>	<u>To</u>
bc09pn528e					
5000	OPERATING EXPENSES AND SERVICES			0	18,000
6000	CAPITAL OUTLAY			18,000	0
				<hr/> 18,000	<hr/> 18,000

Reason: Special Project Adjustment
Description: SCC stu materials' Xerox lease

		5/28/2010	B006414	<u>From</u>	<u>To</u>
bc09pn528h					
3000	EMPLOYEE BENEFITS			0	264
4000	SUPPLIES AND MATERIALS			264	0
				<hr/> 264	<hr/> 264

Reason: Special Project Adjustment
Description: DMC benefits payments

		5/28/2010	B006415	<u>From</u>	<u>To</u>
bc09pn528i					
1000	ACADEMIC SALARIES			0	2,000
2000	CLASSIFIED/OTHER NONACADEMIC			2,000	0
				<hr/> 2,000	<hr/> 2,000

Reason: Special Project Adjustment
Description: SAC PT counselor

		5/28/2010	B006417	<u>From</u>	<u>To</u>
bc09pn528k					
2000	CLASSIFIED/OTHER NONACADEMIC			21,175	0
4000	SUPPLIES AND MATERIALS			1,075	0
5000	OPERATING EXPENSES AND SERVICES			0	17,000
7000	OTHER OUTGO			0	5,250
				<hr/> 22,250	<hr/> 22,250

Reason: Special Project Adjustment
Description: SAC TRIO Grant Summr Res Prog

Fund 12: General Fund Restricted

		5/28/2010	B006418	<u>From</u>	<u>To</u>
bc09pn528l					
1000	ACADEMIC SALARIES			0	32
3000	EMPLOYEE BENEFITS			32	0
				<hr/>	<hr/>
				32	32
Reason:	Special Project Adjustment				
Description:	SCC Career reassigned time				

		5/28/2010	B006419	<u>From</u>	<u>To</u>
bc09pn528m					
2000	CLASSIFIED/OTHER NONACADEMIC			1,650	0
5000	OPERATING EXPENSES AND SERVICES			0	1,200
7000	OTHER OUTGO			0	450
				<hr/>	<hr/>
				1,650	1,650
Reason:	Special Project Adjustment				
Description:	ATS summer science activities				

		5/28/2010	B006423	<u>From</u>	<u>To</u>
BC09KT052810A					
4000	SUPPLIES AND MATERIALS			0	477
6000	CAPITAL OUTLAY			477	0
				<hr/>	<hr/>
				477	477
Reason:	Special Project Adjustment				
Description:	Buy software for exercise scie				

		5/28/2010	B006424	<u>From</u>	<u>To</u>
BC09KT052810B					
4000	SUPPLIES AND MATERIALS			0	1,090
6000	CAPITAL OUTLAY			1,090	0
				<hr/>	<hr/>
				1,090	1,090
Reason:	Special Project Adjustment				
Description:	Correct obj code in req # 1611				

Summary by Major Object for Fund 12

		<u>From</u>	<u>To</u>
1000	ACADEMIC SALARIES	0	154,940
2000	CLASSIFIED/OTHER NONACADEMIC	76,664	0
3000	EMPLOYEE BENEFITS	0	17,501
4000	SUPPLIES AND MATERIALS	32,913	0
5000	OPERATING EXPENSES AND SERVICES	54,572	0
6000	CAPITAL OUTLAY	9,500	0
7000	OTHER OUTGO	0	1,208
		<hr/>	<hr/>
		173,649	173,649

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

BOARD REPORT / BUDGET TRANSFERS

From 05 / 01 / 2010 To 05 / 31 / 2010

Board Meeting on 06 / 21 / 2010

FUND : 33 CHILD DEVELOPMENT FUND

BACKGROUND

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

ANALYSIS

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

<u>Object Category</u>	<u>Description</u>	<u>From</u>	<u>To</u>
<u>Appropriation Accounts</u>			
1000	ACADEMIC SALARIES		\$3,921
2000	CLASSIFIED / OTHER NONACADEMIC	\$38	
3000	EMPLOYEE BENEFITS		810
4000	SUPPLIES AND MATERIALS	6,893	
5000	OPERATING EXPENSES AND SERVICES	2,250	
6000	CAPITAL OUTLAY		4,450
	Total Transfers	\$9,181	\$9,181

RECOMMENDATION

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

Board of Trustees
SUMMARY OF BUDGET TRANSFERS BETWEEN CLASSIFICATIONS
5/1/2010 - 5/31/2010

Fund 33: Child Development Fund

bc09pn504f	5/4/2010	B006272	From	To
5000	OPERATING EXPENSES AND SERVICES		2,250	0
6000	CAPITAL OUTLAY		0	2,250
			<hr/> 2,250	<hr/> 2,250
Reason:	Special Project Adjustment			
Description:	CDS ChildPlus.Net software pkg			

bc09pn519b	5/19/2010	B006338	From	To
1000	ACADEMIC SALARIES		0	3,921
2000	CLASSIFIED/OTHER NONACADEMIC		3,921	0
			<hr/> 3,921	<hr/> 3,921
Reason:	Special Project Adjustment			
Description:	Ed Svcs CDS yr end salary corr			

BC09KT052710C	5/27/2010	B006405	From	To
2000	CLASSIFIED/OTHER NONACADEMIC		0	3,883
4000	SUPPLIES AND MATERIALS		3,883	0
			<hr/> 3,883	<hr/> 3,883
Reason:	Special Project Adjustment			
Description:	Trsf fd 2 appropriate CDC acct			

BC09KT052810D	5/28/2010	B006426	From	To
3000	EMPLOYEE BENEFITS		0	810
4000	SUPPLIES AND MATERIALS		810	0
			<hr/> 810	<hr/> 810
Reason:	Special Project Adjustment			
Description:	Fund Mayra Huerta's benefits			

BC09KT052810E	5/28/2010	B006427	From	To
4000	SUPPLIES AND MATERIALS		2,200	0
6000	CAPITAL OUTLAY		0	2,200
			<hr/> 2,200	<hr/> 2,200
Reason:	Special Project Adjustment			
Description:	Fund SAC CDC school supply			

Summary by Major Object for Fund 33

		From	To
1000	ACADEMIC SALARIES	0	3,921
2000	CLASSIFIED/OTHER NONACADEMIC	38	0
3000	EMPLOYEE BENEFITS	0	810
4000	SUPPLIES AND MATERIALS	6,893	0
5000	OPERATING EXPENSES AND SERVICES	2,250	0
6000	CAPITAL OUTLAY	0	4,450
		<hr/> 9,181	<hr/> 9,181

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

BOARD REPORT / BUDGET TRANSFERS

From 05 / 01 / 2010 To 05 / 31 / 2010

Board Meeting on 06 / 21 / 2010

FUND : 41 CAPITAL OUTLAY PROJECTS FUND

BACKGROUND

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

ANALYSIS

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

<u>Object Category</u>	<u>Description</u>	<u>From</u>	<u>To</u>
<u>Appropriation Accounts</u>			
5000	OPERATING EXPENSES & SERVICES		\$42,200
6000	CAPITAL OUTLAY		83,720
7900	CONTINGENCY OR RESERVE	\$125,920	
	Total Transfers	\$125,920	\$125,920

RECOMMENDATION

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

Fund 41: Capital Outlay Projects Fund

bc09pn505k	5/5/2010	B006285	From	To
5000	OPERATING EXPENSES AND SERVICES		0	12,200
7900	CONTINGENCY OR RESERVE		12,200	0
			12,200	12,200
Reason:	Special Project Adjustment			
Description:	CEC mainline/SAC manhole			
bc09pn505l	5/5/2010	B006286	From	To
6000	CAPITAL OUTLAY		0	12,000
7900	CONTINGENCY OR RESERVE		12,000	0
			12,000	12,000
Reason:	Special Project Adjustment			
Description:	SAC parking lot lights (2)			
bc09pn513k	5/13/2010	B006320	From	To
6000	CAPITAL OUTLAY		0	52,026
7900	CONTINGENCY OR RESERVE		52,026	0
			52,026	52,026
Reason:	Special Project Adjustment			
Description:	Adj SP#2720 SCC Cap Outlay			
bc09pn519j	5/19/2010	B006346	From	To
6000	CAPITAL OUTLAY		0	19,500
7900	CONTINGENCY OR RESERVE		19,500	0
			19,500	19,500
Reason:	Special Project Adjustment			
Description:	SAC backup pool boiler			
bc09pn521c	5/21/2010	B006354	From	To
5000	OPERATING EXPENSES AND SERVICES		0	30,000
7900	CONTINGENCY OR RESERVE		30,000	0
			30,000	30,000
Reason:	Special Project Adjustment			
Description:	BOT apprd Dolinka redev proj			
bc09pn524a	5/24/2010	B006364	From	To
6000	CAPITAL OUTLAY		0	194
7900	CONTINGENCY OR RESERVE		194	0
			194	194
Reason:	Special Project Adjustment			
Description:	Balance SP#2964 SCC boilers			

Summary by Major Object for Fund 41

	<u>From</u>	<u>To</u>
5000 OPERATING EXPENSES AND SERVICES	0	42,200
6000 CAPITAL OUTLAY	0	83,720
7900 CONTINGENCY OR RESERVE	125,920	0
	<hr/> 125,920	<hr/> 125,920

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

BOARD REPORT / BUDGET TRANSFERS

From 05 / 01 / 2010 To 05 / 31 / 2010

Board Meeting on 06 / 21 / 2010

FUND : 42 BOND FUND, MEASURE E

BACKGROUND

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

ANALYSIS

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

<u>Object Category</u>	<u>Description</u>	<u>From</u>	<u>To</u>
<u>Appropriation Accounts</u>			
6000	CAPITAL OUTLAY		\$195,750
7900	CONTINGENCY OR RESERVE	\$195,750	
	Total Transfers	\$195,750	\$195,750

RECOMMENDATION

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

Fund 42: Bond Fund, Measure E

bc09pn505c	5/5/2010	B006277	From	To
6000	CAPITAL OUTLAY		0	750
7900	CONTINGENCY OR RESERVE		750	0
			<hr/>	<hr/>
			750	750

Reason: Special Project Adjustment
Description: DO Bond to SP#3014 LRC

bc09pn521b	5/21/2010	B006353	From	To
6000	CAPITAL OUTLAY		0	150,000
7900	CONTINGENCY OR RESERVE		150,000	0
			<hr/>	<hr/>
			150,000	150,000

Reason: Special Project Adjustment
Description: BOT apprd arch/test/insp svcs

bc09pn521e	5/21/2010	B006356	From	To
6000	CAPITAL OUTLAY		0	15,000
7900	CONTINGENCY OR RESERVE		15,000	0
			<hr/>	<hr/>
			15,000	15,000

Reason: Special Project Adjustment
Description: BOT apprd architect chng order

bc09pn521f	5/21/2010	B006357	From	To
6000	CAPITAL OUTLAY		0	25,000
7900	CONTINGENCY OR RESERVE		25,000	0
			<hr/>	<hr/>
			25,000	25,000

Reason: Special Project Adjustment
Description: SAC Child Dev Ctr new signage

bc09pn528p	5/28/2010	B006421	From	To
6000	CAPITAL OUTLAY		0	5,000
7900	CONTINGENCY OR RESERVE		5,000	0
			<hr/>	<hr/>
			5,000	5,000

Reason: Special Project Adjustment
Description: SAC Baseball plans repro

Summary by Major Object for Fund 42

		From	To
6000	CAPITAL OUTLAY	0	195,750
7900	CONTINGENCY OR RESERVE	195,750	0
		<hr/>	<hr/>
		195,750	195,750

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

BOARD REPORT / BUDGET TRANSFERS

From 05 / 01 / 2010 To 05 / 31 / 2010

Board Meeting on 06 / 21 / 2010

FUND : 71 ASSOCIATED STUDENTS FUND

BACKGROUND

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

ANALYSIS

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

<u>Object Category</u>	<u>Description</u>	<u>From</u>	<u>To</u>
	<u>Appropriation Accounts</u>		
2000	CLASSIFIED / OTHER NONACADEMIC		\$5,000
7900	CONTINGENCY OR RESERVE	\$5,000	
	Total Transfers	\$5,000	\$5,000

RECOMMENDATION

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

Fund 71: Associated Students Fund

			<u>From</u>	<u>To</u>
BC09KT052610B	5/26/2010	B006398		
2000	CLASSIFIED/OTHER NONACADEMIC		0	5,000
7900	CONTINGENCY OR RESERVE		5,000	0
			<hr/> 5,000	<hr/> 5,000

Reason: Adjustment
Description: Budg Associated Students Fund

Summary by Major Object for Fund 71

		<u>From</u>	<u>To</u>
2000	CLASSIFIED/OTHER NONACADEMIC	0	5,000
7900	CONTINGENCY OR RESERVE	5,000	0
		<hr/> 5,000	<hr/> 5,000

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

BOARD REPORT / BUDGET TRANSFERS

**From 05 / 01 / 2010 To 05 / 31 / 2010
Board Meeting on 06 / 21 / 2010**

FUND : 76 COMMUNITY EDUCATION FUND

BACKGROUND

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

ANALYSIS

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

<u>Object Category</u>	<u>Description</u>	<u>From</u>	<u>To</u>
	<u>Appropriation Accounts</u>		
5000	OPERATING EXPENSES & SERVICES	\$14,531	
7900	CONTINGENCY OR RESERVE		\$14,531
	Total Transfers	\$14,531	\$14,531

RECOMMENDATION

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

Fund 76: Community Education Fund

			<u>From</u>	<u>To</u>
BC09KT051810A	5/18/2010	B006333		
5000	OPERATING EXPENSES AND SERVICES		14,531	0
7900	CONTINGENCY OR RESERVE		0	14,531
			<hr/>	<hr/>
			14,531	14,531
 Reason: Adjustment				
Description: Corr beg fd bal 4 comm svcs fd				

Summary by Major Object for Fund 76

		<u>From</u>	<u>To</u>
5000	OPERATING EXPENSES AND SERVICES	14,531	0
7900	CONTINGENCY OR RESERVE	0	14,531
		<hr/>	<hr/>
		14,531	14,531

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

BOARD REPORT / BUDGET TRANSFERS

**From 05 / 01 / 2010 To 05 / 31 / 2010
Board Meeting on 06 / 21 / 2010**

FUND : 79 DIVERSIFIED TRUST FUND

BACKGROUND

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

ANALYSIS

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

<u>Object Category</u>	<u>Description</u>	<u>From</u>	<u>To</u>
	<u>Appropriation Accounts</u>		
6000	CAPITAL OUTLAY		\$35,000
7000	OTHER OUTGO		1,142
7900	CONTINGENCY OR RESERVE	\$36,142	
	Total Transfers	\$36,142	\$36,142

RECOMMENDATION

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

Fund 79: Diversified Trust Fund

BC09KT052410A		5/24/2010	B006370	<u>From</u>	<u>To</u>
6000	CAPITAL OUTLAY			0	35,000
7000	OTHER OUTGO			0	1,142
7900	CONTINGENCY OR RESERVE			36,142	0
				<hr/>	<hr/>
				36,142	36,142

Reason: Adjustment
Description: Revise 2009-10 Diversified Tru

Summary by Major Object for Fund 79

		<u>From</u>	<u>To</u>
6000	CAPITAL OUTLAY	0	35,000
7000	OTHER OUTGO	0	1,142
7900	CONTINGENCY OR RESERVE	36,142	0
		<hr/>	<hr/>
		36,142	36,142

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

To:	Board of Trustees	Date: June 21, 2010
Re:	Approval of the 2010-11 Tentative Budget	
Action:	Request for Approval	

BACKGROUND

In accordance with the California Code of Regulations, Title 5, Section 58305, the governing board of each community college district shall adopt a tentative budget by July 1st of each year.

ANALYSIS

A bound copy of the proposed Tentative Budget has been provided for your review. It contains a balanced budget for all of the funds under the District's purview including the following: General Fund, Child Development Fund, General Obligation Bonds Funds, Bond Interest and Redemption Funds, Capital Outlay Projects Fund, Self-Insurance Funds, Retiree Benefits Fund, Student Financial Aid Fund, Diversified Trust Fund, Associated Students Fund, Bookstore Fund and the Community Education Fund.

RECOMMENDATION

It is recommended that the Board of Trustees approve the 2010-2011 Tentative Budget as presented.

Fiscal Impact:	None	Board Date: June 21, 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
BUSINESS OPERATIONS/FISCAL SERVICES

To:	Board of Trustees	Date: June 21, 2010
Re:	Approval of Notice of Completion, Bid #1051 – Classroom and Maintenance & Operations (M & O) Buildings at Santa Ana College	
Action:	Request for Approval	

BACKGROUND:

On October 15, 2007, the District approved a contract with EMAE International, Inc. to construct the Classroom Building 'I' and the Maintenance & Operations Building 'Z' 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 May 19, 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 \$11,703,773.01.

RECOMMENDATION:

It is recommended that the Board of Trustees approve the Notice of Completion for the construction of the Classroom and Maintenance & Operations (M & O) Buildings at Santa Ana College as presented.

Fiscal Impact:	N/A	Board Date: June 21, 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	

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 W. 17th Street, Santa Ana, California, caused improvements to be made to the property to wit: Bid No. 1051/Classroom/M & O Building at Santa Ana College, the contract for the doing of which was heretofore entered into on the 11th day of November, 2007, which contract was made with EMAE International, Inc. PO #08-BP000200, as contractor; that said improvements were completed on the 19th day of May, 2010, and accepted by formal action of the governing Board of said District on the 21st day of June, 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 Chubb Surety Company.

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: June 21, 2010
Re:	Approval of Notice of Completion, Bid #1116 – Gym Restroom Addition, Gym Floor Replacement and Fire Sprinkler Installation at Santa Ana College	
Action:	Request for Approval	

BACKGROUND:

On March 23, 2009, the District approved a contract with General Consolidated Constructors to complete the Gym Restroom Addition, Gym Floor Replacement and Fire Sprinkler Installation 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 June 4, 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 \$1,355,193.73.

RECOMMENDATION:

It is recommended that the Board of Trustees approve the Notice of Completion for the completion of the Gym Restroom Addition, Gym Floor Replacement and Fire Sprinkler Installation at Santa Ana College as presented.

Fiscal Impact:	N/A	Board Date: June 21, 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	

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 W. 17th Street, Santa Ana, California, caused improvements to be made to the property to wit: Bid No. 1116/Gym Restroom Addition, Gym Floor Replacement and Fire Sprinkler Installation at Santa Ana College, the contract for the doing of which was heretofore entered into on the 23rd day of March, 2009, which contract was made with General Consolidated Constructors PO #08-BP000215, as contractor; that said improvements were completed on the 4th day of June, 2010, and accepted by formal action of the governing Board of said District on the 21st day of June, 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 Developer's Surety and Indemnity Company.

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 _____

5.5 (2) (include name of corporation, partnership, etc., if any)

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

To: Board of Trustees	Date: June 21, 2010
Re: Approval of Additional Construction Management Services for various Santiago Canyon College Construction Projects	
Action: Request for Approval	

BACKGROUND

On November 16, 2009, the Board of Trustees awarded a contract to Seville Construction Services, Inc. for construction management services for the construction of Santiago Canyon College's Humanities and Gymnasium/pool complex and the construction of several site improvement projects (new student parking lot and access roads). These projects are being constructed using the multi-prime delivery method. Total cost of construction for these projects is approximately \$37 million.

ANALYSIS

Construction contracts have been awarded for these projects to various contractors. Seventeen (17) separate bid packages constructed in five separate phases necessitate additional contract administration oversight of the various individual contractors assigned to the projects. Limited district staff requires that the project administration support will need to be provided by the construction management services firm. Seville Construction Services, Inc. can provide a qualified construction manager for these additional services. Also, a support staff person was requested to process and track the various contract payment requests and coordinate contract documents. District staff requested these additional services based on the agreed upon construction schedules for the projects.

Total additional costs for these services for the term of the various projects construction schedules is estimated to be \$575,129. The original contract for construction management services for these projects is \$3,031,485. The revised contract amount is \$3,606,614.

RECOMMENDATION

It is recommended that the Board of Trustees approve the request for additional services for Seville Construction Services, Inc. in the amount of \$575,129 as presented.

Fiscal Impact: \$575,129	Board Date: June 21, 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	



Seville Construction Services, Inc.
Rancho Santiago Community College District
Construction Management Team

Santiago Canyon College Project Office
8045 East Chapman Ave
Orange, CA 92669

T 714 638. 9570
F 714 638. 0103

www.seville.com

Design Innovate Build Deliver

June 10, 2010

Mr. Peter Hardash
Vice Chancellor
Rancho Santiago Community College District
2323 North Broadway
Santa Ana, CA 92706

RE: SCS – CURRENT PROJECT – ADDITIONAL SERVICES REQUEST

Dear Peter,

Thank you for your support and understanding of this additional service request. It will allow SCS to continue to provide the District with excellent service on the current projects at Santiago Canyon College; Science Building, Maintenance & Operations, Humanities, Aquatics Complex, and site work components. Please find attached our request for agency construction management services to be added as an amendment to the existing service agreement / purchase order.

This request is for two staff personnel and their responsibilities include:

- A) Alphonso Olmos (Construction Manager)
 - 1) Support with Science Building Close-out – Financial (change order review and estimates), Field Activities / Punchlist. Previous SCS/RSCCD agreement ended 2009.
 - 2) Support with M&O – Financial (change order review and estimates). Previous SCS/RSCCD service agreement ended in 2009.
 - 3) M&O / Science Building project - Underground Conduit leak – manage field construction activities. This is a pre-existing and unknown condition.
 - 4) Science Building – manage repair work inside of building. This scope is to be developed, supervised and finalized.
 - 5) Existing M&O Bungalows – refacing of exterior siding – bid and award and construction oversight. This is a new scope / project that was requested.
 - 6) Project Administration Support – New Building projects (Humanities, Aquatics, Site Improvement Projects)
 - 1. Glazcon Industries (Glass, Glazing & Alum Systems) – Concern with low bid and contractor qualifications – assist with tracking and managing risk.
 - 2. WestTech Mechanical (Heating, Ventilation and Air Conditioning) - Concern with low bid and contractor qualifications – assist with tracking and managing risk.
 - 3. Support in Field and Engineering Functions to onsite project teams.



June 10, 2010

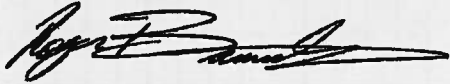
Page 2

- B) Person to Be Confirmed (Clerical Assistant)**
- 1) Document Control Coordinator**
 - 2) Payment Request Processing and Tracking**
 - 3) Office Management**
 - 4) Reception and Secretarial Duties**

The attached Exhibit "A", dated 6/10/10, comprised of a staffing plan and general conditions spreadsheet provides the length of service and fee in the amount of \$575,129.00.

Thank you again for your continued support and for entrusting us with these projects. We will diligently pursue their successful completion as your advocate. Please accept this projection and contact me with any questions that you may have. I may best be reached on my cell phone at (714) 686-8121.

Kind Regards,



Roger Bañuelos
Seville Construction Services
Vice President

Exhibit "A" - GENERAL CONDITIONS



CURRENT PROJECTS
SANTIAGO CANYON COLLEGE

5/10/2010

General Conditions	2008			2010												2011												2012			ITEM TOTAL
	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR			
Item	PRECONSTRUCTION			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24				
Budget estimate for temporary facilities and services:																													close-out demobilization		
Cleaning & Janitorial CM field office	Previously Included																													0	
SevBeAOR trash service	Previously Included																													0	
Computer Equip /Support								2500																						2500	
Temporary Fences	by Trade Contractor																													0	
Temporary signs	Previously Included																													0	
Project Identification signs	Previously Included																													0	
Office Supplies	Previously Included																													0	
Office Equip - copier/printer/scanner (allowance for new machine, if needed)	Previously Included																													0	
Office Equipment - furniture								1000																						1000	
Post Messenger, Exp Mail	Previously Included																													0	
Repro/Printing/Copying	Previously Included																													0	
Surveying Building Layout	by District/Trade Contractors																													0	
Field Office CM, monthly rental	Previously Included																													0	
Field Office, IDRs, monthly rental	Previously Included																													0	
Field Office, mobilization/breakdown	Previously Included																													0	
Trailer Security - set up	Previously Included																													0	
Trailer Security - monthly	Previously Included																													0	
Trailer phones/electrical- set up								500																						500	
Telephone Fax Cellular Internet access - monthly							100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	2,200	
Restroom Pumping, SevBeAOR	Previously Included																													0	
Portable Restrooms - Project sites	by Trade Contractors																													0	
Temporary water, hook-up trailers	Previously Included																													0	
Temporary electric poles/transformers - Set up SevBeAOR Trailers/Build. sites	Previously Included																													0	
Temporary electric poles/transformers - monthly rent	Previously Included																													0	
Temp Electrical - SCE billing	by District																													0	
Trailer Drinking Water	Previously Included																													0	
		0	0	0	0	0	0	100	4,100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	100	2,200	
		0	0	0	0	0	0	100	4,200	4,300	4,400	4,500	4,600	4,700	4,800	4,900	5,000	5,100	5,200	5,300	5,400	5,500	5,600	5,700	5,800	5,900	6,000	6,100	6,200		

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

To:	Board of Trustees	Date: June 21, 2010
Re:	Approval of Consulting Services Agreement - Facilities Planning & Program Services, Inc.	
Action:	Request for Approval	

BACKGROUND

On February 22, 2010, the Board of Trustees awarded a contract for consulting services to Facilities Planning & Program Services, Inc. (FPPS) to evaluate completed district construction projects to ensure the appropriate close-out with the Division of State Architect (DSA). FPPS is also evaluating selected district facilities to evaluate seismic retrofitting options.

ANALYSIS

Mr. Ron Beeler and his staff has been assisting the district with these projects and also pursuing energy conservation grants and federal funds on behalf of the district to augment existing district projects. The original approved contract for consulting services expires on June 30, 2010. In order to continue progress on currently assigned projects, augment staff support services and assist with various operational facilities planning issues, it is requested that a new agreement for consulting services be approved effective July 1, 2010 and continue for six months. Although the attached proposal is for a complete fiscal year of services, it is recommended that only six months be authorized at this time and, if necessary, the additional six months can be resubmitted for Board approval at a later time.

RECOMMENDATION

It is recommended that the Board of Trustees approve the consulting services agreement for Facilities Planning & Program Services, Inc. as presented.

Fiscal Impact:	Not to exceed \$75,000, plus reimbursables	Board Date: June 21, 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	

FPPS



FACILITIES PLANNING & PROGRAM SERVICES, INC.

June 1, 2010

Rancho Santiago CCD
Atten: Peter Hardash, Vice Chancellor
2323 N Broadway
Santa Ana, CA 92706

Attention: Mr. Peter Hardash

Peter

Facilities Planning and Program Services, Inc. ("FPPS") proposes to provide consulting services to Rancho Santiago Community College District (RSCCD) including, but not limited to, the following:

- Assist RSCCD Facilities Staff in the District's construction program, ensuring compliance with legal and contractual requirements and District policies and objectives.
- Assist with the review of construction plans and drawings to ensure conformance with District requirements.
- Assist the District with securing sources of funding for the District's building programs.
- Assist with the preparation of plans and compliance reporting with Federal, State, Regulatory and local health and safety agencies.
- Assist with the preparation and monitor the implementation of an energy management plan for the District.
- Assist with the preparation of annual plans for submission to the California Community College Chancellor's Office, including, but not limited to, Space Inventories, IPP's and FPP's.
- Prepare and maintain a variety of reports and records related to facilities management functions, operations and activities.
- Assist with the preparation of the annual filing of the five-year plans for facilities and scheduled maintenance by the State.
- Assist with resolving claims and lawsuits involving the District's building program.
- Participate in meetings as required
- Provide assistance in Closing out projects with the Division of the State Architect.

**Proposal for Independent Contractor Services between Rancho Santiago CCD
and FPPS**

Appendix A

Project Team:

The proposed project team will be as follows:

Project Manager (Ron Beeler)	\$150.00/Hr
District Project Manager (Bob Partridge)	\$175.00/Hr
Project Leader (Cora Baldovino)	\$ 95.00/Hr
Technical Support Staff (Natassia Melendrez)	\$ 70.00/Hr
Administrative Support Staff (Terra Dymond)	\$ 60.00/Hr

Proposal for Independent Contractor Services between Rancho Santiago CCD and FPPS

Appendix B

District Shall Reimburse FPPS at cost, a reasonable sum for out-of-pocket expenses listed in this Exhibit that are incurred and paid for by FPPS in furtherance of performance of FPPS obligations under this proposal, but only to the extent that such expenses are generated in connection with the operation of projects assigned and only to the extent authorized by Rancho Santiago Community College District.

1. Printing and reproduction expenses for documents beyond that which is included in this proposal;
2. Express shipping, overnight mail, messenger, courier, or delivery services (but not including company or corporate required communications or reports, such as, but not limited to , timesheets, expense reports, inter-office memoranda, invoices, etc.);
3. Mileage at IRS rate
4. Out of town travel as approved in advance by District Representative
5. Regulatory agency and permit-filing fees that are specific to the project;
6. Special Consultants.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

BUSINESS OPERATIONS/FISCAL SERVICES

To:	Board of Trustees	Date: June 21, 2010
Re:	Approval of Additional Architectural Services Related to Miscellaneous Repairs & ADA Upgrades to the Gymnasium at Santa Ana College	
Action:	Request for Approval	

BACKGROUND:

On October 13, 2008, the Board awarded a contract to the IBI Group to design and engineer the replacement of the gym floor at Santa Ana College. During the initial design of the gym floor replacement, the District was advised by The Department of State Architects (DSA) that this work could not proceed independently of the various ADA upgrades to the gymnasium under an already approved project that was designed by the IBI Group. Therefore additional upgrades were mandated by DSA when the plans were approved for the new men's/women's locker rooms in 2004.

ANALYSIS:

Additional professional design and engineering services were required of the IBI Group in order to complete miscellaneous repairs and ADA upgrades to the gymnasium. The list of items to be performed is attached along with the estimated costs.

The estimated cost for these miscellaneous ADA upgrades is \$215,649. The design and engineering service is 10% of the estimated construction cost plus 10% for estimated reimbursables in the amount of \$2,156.49. The estimated total cost of these projects is \$217,805.49.

RECOMMENDATION:

It is recommended that the Board of Trustees approve the request for additional services for the IBI Group in the amount of \$217,805.49 as presented.

Fiscal Impact:	\$215,649.00 plus reimbursables estimated at \$2,156.49	Board Date: June 21, 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	



June 7, 2010

Mr Darryl Odum, Facility Planning
Rancho Santiago Community College District
2323 N. Broadway
Santa Ana, CA 92706

Dear Mr Odum:

**Agreement for Architectural Services for Gymnasium
Remodel – Santa Ana College**

Per the recent discussions, described below and per the attached based on our typical agreement the above referenced agreement shall be as follows:

ARTICLE VIII – COMPENSATION TO THE ARCHITECT

The DISTRICT shall compensate the Architect as follows:

- 1) For Architect services compensation shall be computed as follows:
 - a. Ten Percent (10%) of final and actual construction cost (current estimate is \$215,649 per attachment)
 - b. Reimbursables estimated at approximately 10% of architectural fee (\$2,156.49)

Where construction is based on a percentage of construction cost or stipulated sum, progress payments for ARCHITECT services in each phase shall total the following percentages of the total compensation payable:

Schematic Design Phase:	<u>Fifteen</u>	Percent	<u>(15%)</u>	<u>\$3,234.74</u>
Design Development Phase:	<u>Twenty</u>	Percent	<u>(20%)</u>	<u>\$4,312.98</u>
Construction Documents Phase:	<u>Forty-Five</u>	Percent	<u>(45%)</u>	<u>\$9,704.20</u>
Bidding Phase:	<u>Three</u>	Percent	<u>(3%)</u>	<u>\$646.94</u>
Construction Phase:	<u>Seventeen</u>	Percent	<u>(17%)</u>	<u>\$3666.04</u>
Total Compensation:	<u>One-Hundred</u>	Percent	<u>(100%)</u>	<u>\$21,564.90</u>

Very truly yours,

IBI GROUP

Kevin S. Fleming, AIA
Associate, IBI Group

David Chow
Director, IBI Group

18401 Von Karman Avenue, Suite 110, Irvine, California, 92612 (949) 833-5588, FAX (949) 833-5511

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IBI Group
18401 Von Karman Avenue—Suite 110
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Initial Estimate Attachment

Project: SAC Building G – Miscellaneous Upgrades

Exterior Work

a. North

a. Remove and replace front entry stairs (settled and trip hazards)	\$60,000
b. Install drain swale at southwest corner of Restroom Addition	\$4,000
c. Replace front entry sliding door (Stanley slider to ADA push button)	\$10,000
d. Replace 4 aluminum entry doors	\$20,000
e. Remove and replace existing non complying exit door G134B (NE classroom door) as well as remove existing exterior walk as it has excessive cracking and is in disrepair	\$5,000
f. Replace existing lights to match new	\$3,000
g. Paint Façade	\$7,500
	\$109,500

b. East

a. Replace door G121B completely including 5'x5' concrete work	\$3,500
b. Replace concrete work outside of door G124A	\$1,000
c. Replace existing lights to match new (2)	\$1,000
d. Provide canopies over two doors G124A and G121B	\$3,000
e. Paint Façade	\$7,500
f. Paint and re-caulk gutter joints and downspouts	\$3,333
	\$19,333

c. South

a. Light sandblast and epoxy paint façade	\$20,000
b. Replace existing lights to match new (6)	\$3,000
c. Paint and re-caulk gutter joints and downspouts	\$3,333
d. Provide cover for gas and water lines	\$1,000
	\$27,333

d. West

a. Paint Façade	\$7,500
b. Replace existing light to match new	\$500

c. Paint and re-caulk gutter joints and downspouts	\$3,333
d. Provide drinking fountain outside G-113	\$5,000
	\$16,333
Exterior Total	\$172,499
Interior Work	
a. Doors G131A and B: replace completely and patch floor	\$10,000
b. Door G112A (concession): replace hinges	\$400
c. Doors G203A (storage/electrical), G205A&B: replace non-conforming hardware and rework door	\$1,500
d. Doors G110A&B (storage): Replace existing small doors with one a single hollow metal door and infill remaining space	\$2,500
e. Door G134A (northeast exit stair): Add closer to door	\$750
f. Doors G121A and G121B: replace non compliant ADA hardware with new compliant hardware	\$1,000
g. Door G123A. Replace non-compliant door with new compliant door that complies with functional need	\$5,000
h. Remove/Rework Southwest stair threshold	\$2,000
Interior Total	\$23,150
Miscellaneous ADA survey compliance	\$20,000
Total Proposed Estimate	\$215,649

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

To:	Board of Trustees	Date: June 21, 2010
Re:	Approval of Architect Change Order for the Restroom Addition, Gym Floor Replacement and Installation of the Fire Sprinkler System at the Gymnasium at Santa Ana College	
Action:	Request for Approval	

BACKGROUND:

On October 13, 2008, the Board awarded a contract to the IBI Group to design and engineer the replacement of the gym floor, restroom addition and fire sprinkler system installation in the gymnasium at Santa Ana College.

ANALYSIS:

During the construction phase of the project, changes to the design included modification of the court layout as well as waterproofing solutions and moisture control in the atmosphere and slab of the gymnasium. It also included change orders two through six. A complete list of changes is attached.

The additional cost for the items noted above is \$17,116.48, bringing the total contract to \$62,116.48. The original contract issued to the IBI Group was in the amount of \$45,000.

RECOMMENDATION:

It is recommended that the Board of Trustees approve the request for additional services for the IBI Group in the not to exceed amount of \$17,116.48 as presented.

Fiscal Impact:	\$17,116.48 not to exceed	Board Date: June 21, 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	



June 2, 2010

Mr Darryl Odum, Facility Planning
Rancho Santiago Community College District
2323 N. Broadway
Santa Ana, CA 92706

Dear Mr Odum.

**Amendment to Agreement for Architectural Services for the Restroom Addition/gymnasium
Remodel – Santa Ana College**

Per the recent discussions, the above referenced agreement shall be amended as follows:

ARTICLE III – Additional Architect's Services

Provide Design and Engineering services for the design of the court layouts, the design of the north entrance modification, the design of the waterproofing solutions for the south facade of the building, and design of the moisture control in the air and slab of the gymnasium. The services shall be done on a fixed fee of \$9,562.92 based on the attached fee estimate.

The proposed fee includes Change Order #1 fees per section C.

Very truly yours,

IBI GROUP

A handwritten signature in black ink, appearing to read "Kevin S. Fleming".

Kevin S. Fleming, AIA
Associate, IBI Group

A handwritten signature in black ink, appearing to read "David Chow".

David Chow
Director, IBI Group

Mr Robert Partridge, Facility Planning Consultant
Rancho Santiago Community College District

18401 Von Karman Avenue, Suite 110. Irvine, California. 92612 (949) 833-5588. FAX (949) 833-5511

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fax 949 833 5511

Fee Attachment

Project: SAC Building G Restroom Addition and Gym Floor Replacement

Task 1 - Design of the various court layouts:

Position	Hours	Rate	Total
Principal	0	\$155	\$0
Project Manager	5	\$105	\$525
Project Draftsperson	31	\$95	\$2945
Structural Engineering	0		
Mechanical Engineering	0		
Electrical Engineering	0		
Total for Task 1			\$3470

Task 2 - Design of the Exterior North Entrance

Position	Hours	Rate	Total
Principal	0	\$155	\$0
Project Manager	4	\$105	\$420
Project Draftsperson	4	\$95	\$380
Structural Engineering	0		
Mechanical Engineering	0		
Electrical Engineering	0		
Total for Task 2			\$800

Task 3 - Design of various South Side Waterproofing Solutions

Position	Hours	Rate	Total
Principal	0	\$155	\$0
Project Manager	4	\$105	\$420
Project Draftsperson	5	\$95	\$475
Structural Engineering	0		
Mechanical Engineering	0		
Electrical Engineering	0		
Total for Task 3			\$895

Task 4 - Design of Moisture Control in the Air

Position	Hours	Rate	Total
Principal	0	\$155	\$0
Project Manager	6	\$105	\$630
Project Draftsperson	0	\$95	0
Structural Engineering	0		
Mechanical Engineering	0		
Electrical Engineering	0		
Total for Task 4			\$630

Task 5 - Design of Moisture Control in the Slab

Position	Hours	Rate	Total
Principal	0	\$155	\$0
Project Manager	10	\$105	\$1050
Project Draftsperson	0	\$95	\$0

Structural Engineering	0	
Mechanical Engineering	0	
Electrical Engineering	0	
Total for Task 5		\$1050

Task 1 thru 5 Total **\$6,845.00**

Change Order #1

1) Original Contract price	\$1,234,000.00
2) Change Order 1	\$27,919.46
3) Our percentage of non E&O (10%)	\$2,717.92
4) Revised contract amount	\$1,261,919.46

Change Order #1 Total **\$2,717.92**

Total Proposed Fee **\$9,562.92**



IBI Group
18401 Von Karman Avenue - Suite 110
Irvine CA 92612 USA
tel 949 833 5588
fax 949 833 5511

Fee Attachment

Project: SAC Building G Restroom Addition and Gym Floor Replacement

Change Order 2

1) Change Order 2 extras sub-total	\$34,291 10
2) non E&O	\$29,291 10

Change Order #2 - 10% of non E&O Total **\$2,929.11**

Change Order 3

1) Change Order 3 extras sub-total	\$17,701 17
2) non E&O	\$3,257.56

Change Order #3 - 10% of non E&O Total **\$325.75**

Change Order 4

1) Change Order 4 extras sub-total	\$48,471.00
2) non E&O	\$30,806

Change Order #4 - 10% of non E&O Total **\$3,080.60**

Change Order 5

1) Change Order 5 extras sub-total	\$9,362.00
2) non E&O	\$9,362.00

Change Order #5 - 10% of non E&O Total **\$936.20**

Change Order 6

1) Change Order 6 extras sub-total	\$2,819.00
2) non E&O	\$2,819.00

Change Order #6 - 10% of non E&O Total **\$281.90**

1) Original Contract price	\$1,261,919.46
2) Adjusted Contract price	\$1,355,193.73

Total Proposed Fee **\$7,553.56**



June 2, 2010

Mr Darryl Odum, Facility Planning
Rancho Santiago Community College District
2323 N. Broadway
Santa Ana, CA 92706

Dear Mr Odum:

**Amendment to Agreement for Architectural Services for the Restroom Addition/gymnasium
Remodel – Santa Ana College**

Per the recent discussions, the above referenced agreement shall be amended as follows:

ARTICLE III – ARCHITECTS ADDITIONAL SERVICES

Per Section C, please find a fixed fee of \$7,553.56 based on the attached fee estimate. This includes all remaining outstanding Change Orders 2 thru 6.

Very truly yours,

IBI GROUP

A handwritten signature in black ink, appearing to read "Kevin S. Fleming".

Kevin S. Fleming, AIA
Associate, IBI Group

A handwritten signature in black ink, appearing to read "David Chow".

David Chow
Director, IBI Group

Mr Robert Partridge, Facility Planning Consultant
Rancho Santiago Community College District

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RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
BUSINESS OPERATIONS/FISCAL SERVICES

To:	Board of Trustees	Date: June 21, 2010
Re:	Approval of Change Order #2 - Bid #1060 – Casework and Fixtures for the Science Building (Bond Portion) at Santiago Canyon College	
Action:	Request for Approval	

BACKGROUND:

On December 10, 2007, the Board awarded a contract to Dow Diversified, Inc. for Bid #1060/SCC Science Building to perform the casework and fixtures portion of the project.

ANALYSIS:

During the course of construction certain changes to the scope of work for this project were required. The specific changes, reasons for the changes and cost impacts are noted in the attached Change Order #2.

Change Order #2 increases the contract by \$6,114 and adds an additional 30 days to the length of the project. The revised contract amount is \$218,336. 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 5.8% 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, Dow Diversified, Inc. for Bid #1060, casework and fixtures in the Santiago Canyon College Science Building as presented.

Fiscal Impact:	\$6,114.00	Board Date: June 21, 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 (Bond Funded Portion) Santiago Canyon College	at	Bid No.	1060	P O #	08-P0004288
			D.S.A. No	04-107803		
Contractor:	Dow Diversified Inc		Change Order No.	2		
Architect:	LPA, Inc.		Date:	6/21/10		

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		\$206,359.00
Previous Change Orders	\$5,863.00	
This Change Order	\$6,114.00	
Total Change Orders		\$11,977.00
Revised Contract Amount		\$218,336.00
Previous Time Extensions	0 calendar days	
Time Extension - This Change Order	30 calendar days	
Total Time Extensions		30 calendar days
Original Completion Date		August 20, 2009
Revised Contract Completion Date		September 18, 2010
RSCCD Board Approval Date		June 21, 2010

_____ Architect	_____ Authorized Signature	_____ Date
_____ Contractor Name	_____ Authorized Signature	_____ Date
_____ Construction Manager - Bernards	_____ 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 (Bond Funded Portion) Santiago Canyon College	at	Bid No. 1060	PO # 08-P0004288
		D.S.A. No.	04-107803
Contractor: Dow Diversified Inc		Change Order No. 2	
Architect: LPA, Inc.		Date: 6/21/10	

ITEM NO	EXPLANATION:	CREDIT	EXTRA
1.0	<p><u>DESCRIPTION:</u> Provide Taller Splash at Window Elevations at rooms 207, 209 & 211 per CCD#7</p> <p><u>REASON:</u> To close off open space behind casework and window Mullion</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 15 calendar days</p>		\$4,900.00
	<p><u>DESCRIPTION:</u> Provide Lever Handle Ball Valves at all Gas Fixtures in Lab Classrooms</p> <p><u>REASON:</u> To Make all Lab Classroom Accessible and Consistent</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 15 calendar days</p>		\$1,214.00
Sub-Total		\$0.00	\$6,114.00
Total			\$6,114.00

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

To:	Board of Trustees	Date: June 21, 2010
Re:	Approval of Change Order #2 - Bid #1060 – Casework and Fixtures for the Science Building (State Portion) at Santiago Canyon College	
Action:	Request for Approval	

BACKGROUND:

On December 10, 2007, the Board awarded a contract to Dow Diversified, Inc. for Bid #1060/SCC Science Building to perform the casework and fixtures portion of the project.

ANALYSIS:

During the course of construction certain changes to the scope of work for this project were required. The specific changes, reasons for the changes and cost impacts are noted in the attached Change Order #2.

Change Order #2 increases the contract by \$20,586 and adds an additional 30 days to the length of the project. The revised contract amount is \$1,209,340. 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 3.6% of construction cost. Pursuant to Administrative Regulation 3504, staff has approved this change order.

RECOMMENDATION:

It is recommended that the Board of Trustees approve Change Order #2, Dow Diversified, Inc. for Bid #1060, casework and fixtures in the Santiago Canyon College Science Building as presented.

Fiscal Impact:	\$20,586.00	Board Date: June 21, 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.	P.O. #	08-P0004289
			D.S.A. No.	04-107804	
Contractor:	Dow Diversified Inc		Change Order No.	2	
Architect:	LPA, Inc.		Date:	4/23/10	

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		\$1,166,718.00
Previous Change Orders	\$22,036.00	
This Change Order	\$20,586.00	
Total Change Orders		\$42,622.00
Revised Contract Amount		\$1,209,340.00
Previous Time Extensions	0 calendar days	
Time Extension - This Change Order	30 calendar days	
Total Time Extensions		30 calendar days
Original Completion Date		August 20, 2009
Revised Contract Completion Date		September 18, 2009
RSCCD Board Approval Date		June 21, 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 _____ Authorized Signature _____ Date _____

Assistant Vice Chancellor - Facility Planning _____ Authorized Signature _____ Date _____

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

CHANGE ORDER

Rancho Santiago Community College District
2323 N. Broadway, Santa Ana, CA 92708-1640

Project: New Science Building (State Funded Portion) at
Santiago Canyon College

Bid No. PO # 08-P0004289

D.S.A. No. 04-107804

Contractor: Dow Diversified Inc

Change Order No. 2

Architect: LPA, Inc.

Date: 3/10/10

ITEM NO	EXPLANATION:	CREDIT	EXTRA
1.0	<p><u>DESCRIPTION:</u> Provide Lever Handle Ball Valves at all Gas Fixtures in Lab Classrooms</p> <p><u>REASON:</u> To Make all Lab Classroom Accessible and Consistent</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 15 calendar days</p>		\$9,988.00
2.0	<p><u>DESCRIPTION:</u> Replace Tin Line faucet with model L7853SC Faucet at all lab classrooms</p> <p><u>REASON:</u> To meet the faucet requirements for a high purity water system</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 15 calendar days</p>		\$10,598.00
Sub-Total		\$0.00	\$20,586.00
Total			\$20,586.00

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
BUSINESS OPERATIONS/FISCAL SERVICES

To:	Board of Trustees	Date: June 21, 2010
Re:	Approval of Change Order #1 - Bid #1062 - Fire Protection System for the Science Building (Bond Portion) at Santiago Canyon College	
Action:	Request for Approval	

BACKGROUND:

On December 12, 2007, the Board awarded a contract to Cosco Fire Protection, Inc. for Bid #1062, fire protection system for the Science Building (Bond Portion) at Santiago Canyon College.

ANALYSIS:

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

Change Order #1 increases the contract by \$1,923. The revised contract amount is \$167,423. The costs indicated in the change order are considered fair, reasonable, and within industry standards by the architect, construction manager, and staff. Total change orders for the project are 1.2% of project cost. Pursuant to administrative regulation 3504, staff has approved this change order.

RECOMMENDATION:

It is recommended that the Board of Trustees approve Change Order #1, Cosco Fire Protection, Inc. for Bid #1062, in the amount of \$1,923, fire protection system for the Science Building (Bond Portion) at Santiago Canyon College as presented.

Fiscal Impact:	\$1,923.00	Board Date:	June 21, 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 (Bond Funded Portion) at Santiago Canyon College	Bid No. 1062	P O # 08-BP000201
		D.S.A. No.	04-107803
Contractor:	Cosco Fire Protection, Inc	Change Order No.	1
Architect:	LPA, Inc.	Date:	6/1/10

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		\$165,500.00
Previous Change Orders	\$0.00	
This Change Order	\$1,923.00	
Total Change Orders		\$1,923.00
Revised Contract Amount		\$167,423.00
Previous Time Extensions	0 calendar days	
Time Extension - This Change Order	0 calendar days	
Total Time Extensions		0 calendar days
Original Completion Date		July 28, 2009
Revised Contract Completion Date		
RSCCD Board Approval Date		June 21, 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	_____ Authorized Signature	_____ Date
_____ Assistant Vice Chancellor - Facility Planning	_____ Authorized Signature	_____ Date
Peter J. Hardash _____ Vice Chancellor, Business Operations/Fiscal Services	_____ Authorized Signature	_____ Date

CHANGE ORDER

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

Project: New Science Building (Bond Funded Portion) at Santiago Canyon College		Bid No. 1062	P O # 08-BP000201
		D.S.A. No. 04-107803	
Contractor: Cosco Fire Protection, Inc		Change Order No. 1	
Architect: LPA, Inc.		Date: 6/1/10	
ITEM NO	EXPLANATION:	CREDIT	EXTRA
1.0	<p>DESCRIPTION: Provide 6" x 8" expansion fitting to accomodate 6" lateral of the main fire line in the loop road.</p> <p>REASON: Allow for proper water flow to the building</p> <p>REQUESTOR: District</p> <p>TIME EXTENSION: ADDS 0 calendar days</p>		\$1,923.00
Sub-Total		\$0.00	\$1,923.00
Total			\$1,923.00

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

To:	Board of Trustees	Date:	June 21, 2010
Re:	Approval of Change Order #1 - Bid #1062 - Fire Protection System for the Science Building (State Portion) at Santiago Canyon College		
Action:	Request for Approval		

BACKGROUND:

On December 12, 2007, the Board awarded a contract to Cosco Fire Protection, Inc. for Bid #1062, fire protection system for the Science Building (State Portion) at Santiago Canyon College.

ANALYSIS:

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

Change Order #1 increases the contract by \$10,598. The revised contract amount is \$244,598. The costs indicated in the change order are considered fair, reasonable, and within industry standards by the architect, construction manager, and staff. Total change orders for the project are 4.5% of project cost. Pursuant to administrative regulation 3504, staff has approved this change order.

RECOMMENDATION:

It is recommended that the Board of Trustees approve Change Order #1, Cosco Fire Protection, Inc. for Bid #1062, in the amount of \$10,598, fire protection system for the Science Building (State Portion) at Santiago Canyon College as presented.

Fiscal Impact:	\$10,598.00	Board Date:	June 21, 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.	1062	P O #	08-BP000202
		D.S.A. No.	04-107804		
Contractor:	Cosco Fire Protection, Inc	Change Order No.	1		
Architect:	LPA, Inc.	Date:	6/3/10		

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		\$234,000.00
Previous Change Orders	\$0.00	
This Change Order	\$10,598.00	
Total Change Orders		\$10,598.00
Revised Contract Amount		\$244,598.00
Previous Time Extensions	0 calendar days	
Time Extension - This Change Order	0 calendar days	
Total Time Extensions		0 calendar days
Original Completion Date		July 28, 2009
Revised Contract Completion Date		
RSCCD Board Approval Date		June 21, 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	_____ Authorized Signature	_____ Date
_____ Assistant Vice Chancellor - Facility Planning	_____ Authorized Signature	_____ Date
_____ Peter J. Hardash Vice Chancellor, Business Operations/Fiscal Services	_____ Authorized Signature	_____ Date

CHANGE ORDER

Rancho Santiago Community College District
2323 N. Broadway, Santa Ana, CA 92708-1640

Project: New Science Building (State Funded Portion) at Santiago Canyon College

Bid No. 1062

PO # 08-BP000202

D.S.A. No.

04-107804

Contractor: Cosco Fire Protection, Inc

Change Order No.

1

Architect: LPA, Inc.

Date:

6/1/10

ITEM NO	EXPLANATION:	CREDIT	EXTRA
1.0	<p><u>DESCRIPTION:</u> Provide 6" x 8" Expansion Fitting to Accomodate 6" lateral of the Main Fire Line in the Loop Road per RFI#94</p> <p><u>REASON:</u> Allow for Proper Water flow to the Building</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>		\$1,923.00
2.0	<p><u>DESCRIPTION:</u> Relocate Sprinkler Lines at Room 219 and Corridors</p> <p><u>REASON:</u> Allow HVAC Ducting to be Installed</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>		\$6,709.00
3.0	<p><u>DESCRIPTION:</u> Relocate Sprinkler Lines into Beam Sleeves at High Roof per RFI#278</p> <p><u>REASON:</u> Allow Framing to be Installed for Aluminum Composite Metal Panels</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>		\$959.00
4.0	<p><u>DESCRIPTION:</u> Move sprinkler lines 1 1/2" away of Metal Framing per CCD#23</p> <p><u>REASON:</u> Allow Metal Framing Studs to be Welded to High Beams for Exterior Support</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>		\$1,007.00
Sub-Total		\$0.00	\$10,598.00
Total			\$10,598.00

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

To:	Board of Trustees	Date: June 21, 2010
Re:	Approval of Change Order #1 -Bid #1063 – Plumbing for the Science Building (State Portion) at Santiago Canyon College	
Action:	Request for Approval	

BACKGROUND:

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

ANALYSIS:

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

Change Order #1 increases the contract by \$3,636 and adds an additional 30 days to the length of the project. The revised contract amount is \$43,436. The costs indicated in the change order are considered fair, reasonable and within industry standards by the architect, construction manager and staff. Total combined change orders for the project are 9.1% of construction cost. Pursuant to Administrative Regulation 3504, staff has approved this change order.

RECOMMENDATION:

It is recommended that the Board of Trustees approve Change Order #1, J.M. Farnan Company, Inc. for Bid #1063, Plumbing in the Santiago Canyon College Science Building as presented.

Fiscal Impact:	\$3,636.00	Board Date: June 21, 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. 1063	P.O. # 08-P0003741
		D.S.A. No. 04-107804	
Contractor:	J. M. Farnan Company, Inc.	Change Order No. 1	
Architect:	LPA, Inc.	Date: 6/21/10	

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		\$39,800.00
Previous Change Orders	\$0.00	
This Change Order	\$3,636.00	
Total Change Orders		\$3,636.00
Revised Contract Amount		\$43,436.00
Previous Time Extensions	calendar days	
Time Extension - This Change Order	30 calendar days	
Total Time Extensions		30 calendar days
Original Completion Date		July 20, 2009
Revised Contract Completion Date		August 19, 2009
RSCCD Board Approval Date		June 21, 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	_____ Authorized Signature	_____ Date
_____ Assistant Vice Chancellor - Facility Planning	_____ Authorized Signature	_____ Date
_____ Peter J. Hardash Vice Chancellor, Business Operations/Fiscal Services	_____ Authorized Signature	_____ Date

CHANGE ORDER

Rancho Santiago Community College District
2323 N. Broadway, Santa Ana, CA 92708-1640

Project: New Science Building (State Funded Portion) at Santiago Canyon College

Bid No. 1063 **P O #** 08-P0003741

D.S.A. No. 04-107804

Contractor: J. M. Farnan Company, Inc.

Change Order No. 1

Architect: LPA, Inc.

Date: 6/21/10

ITEM NO	EXPLANATION:	CREDIT	EXTRA
1.0	<p>DESCRIPTION: Install additional storm drain</p> <p>REASON: Future tie-in connectins to new Hummanities Building</p> <p>REQUESTOR: District</p> <p>TIME EXTENSION: ADDS 15 calendar days</p>		\$3,136.00
2.0	<p>DESCRIPTION: Provide additonal Gas line to Fume Hood in Room 218</p> <p>REASON: Allow Fume Hood to be Operational</p> <p>REQUESTOR: District</p> <p>TIME EXTENSION: ADDS 15 calendar days</p>		\$500.00
Sub-Total		\$0.00	\$3,636.00
Total			\$3,636.00

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

To:	Board of Trustees	Date:	June 21, 2010
Re:	Approval of Change Order #3 – Bid #1076 – Glass/Glazing for the Science Building (Bond Portion) at Santiago Canyon College		
Action:	Request for Approval		

BACKGROUND:

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

ANALYSIS:

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

Change Order #3 increases the contract by \$10,932.04 and adds an additional 35 days to the length of the project. The revised contract amount is \$1,101,237.48. 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 5.6% of construction cost. Pursuant to Administrative Regulation 3504, staff has approved this change order.

RECOMMENDATION:

It is recommended that the Board of Trustees approve Change Order #3, Best Contracting Services for Bid #1076, glass and glazing for the Santiago Canyon College Science Building as presented.

Fiscal Impact:	\$10,932.04	Board Date:	June 21, 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 (Bond Funded Portion) at Santiago Canyon College	Bid No.	1076	P O #	08-P0004493
		D.S.A. No.	04-107803		
Contractor:	Best Contracting Services	Change Order No.	3		
Architect:	LPA, Inc.	Date:	6/7/10		

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		\$1,042,990.00
Previous Change Orders	\$47,315.44	
This Change Order	\$10,932.04	
Total Change Orders		\$58,247.48
Revised Contract Amount		\$1,101,237.48
Previous Time Extensions	40 calendar days	
Time Extension - This Change Order	35 calendar days	
Total Time Extensions		75 calendar days
Original Completion Date		August 25, 2009
Revised Contract Completion Date		November 8, 2009
RSCCD Board Approval Date		June 21, 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 Authorized Signature Date

Assistant Vice Chancellor - Facility Planning Authorized Signature Date

Peter J. Hardash

Vice Chancellor, Business Operations/Fiscal Services Authorized Signature Date

CHANGE ORDER

Rancho Santiago Community College District
2323 N. Broadway, Santa Ana, CA 92708-1640

Project: New Science Building (Bond Funded Portion) at Santiago Canyon College

Bid No. 1076 PO # 08-P0004493

D.S.A. No. 04-107803

Contractor: Best Contracting Services

Change Order No. 3

Architect: LPA, Inc.

Date: 6/7/10

ITEM NO	EXPLANATION:	CREDIT	EXTRA
1.0	<p><u>DESCRIPTION:</u> Provide (24) 45-1/4" x 3" Face Cap Aluminum Extrusions at 1st and 2nd Floor Window System</p> <p><u>REASON:</u> To Provide Better Weather Protection</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 5 calendar days</p>		\$1,844.85
2.0	<p><u>DESCRIPTION:</u> Apply 60' linear ft of Silicone Sealant at the Interior Wall in Room 211</p> <p><u>REASON:</u> Conceal Joints at Interior Wall</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 5 calendar days</p>		\$625.35
3.0	<p><u>DESCRIPTION:</u> Increase of Material at 2nd Floor Skylights per RFI#237.1 & 315</p> <p><u>REASON:</u> Accommodate Actual Field Conditions to Complete Skylights</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 10 calendar days</p>		\$6,138.13
4.0	<p><u>DESCRIPTION:</u> Remove Door Frame at Door#114</p> <p><u>REASON:</u> Allow Concrete to be Repaired</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 5 calendar days</p>		\$948.62
5.0	<p><u>DESCRIPTION:</u> Provide 3/4" Square Tube to Drywall Adapter in Room 109</p> <p><u>REASON:</u> Accommodate Field Conditions</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 5 calendar days</p>		\$1,087.58
6.0	<p><u>DESCRIPTION:</u> Expedite Installation of Door #101</p> <p><u>REASON:</u> To Secure the Building at Night</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 5 calendar days</p>		\$287.51
Sub-Total		\$0.00	\$10,932.04
Total			\$10,932.04

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

To:	Board of Trustees	Date: June 21, 2010
Re:	Approval of Change Order #3 - Bid #1097 - General Construction for the Child Development Center at Santa Ana College	
Action:	Request for Approval	

BACKGROUND:

On May 11, 2009, the Board of Trustees awarded a contract to ISEC, Inc. for Bid #1097/General Construction for the Child Development Center at Santa Ana College.

ANALYSIS:

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

Change Order #3 increases the contract by \$59,557. The revised contract amount is \$1,930,729. The costs indicated in the change order are considered fair, reasonable and within industry standards by the architect, construction manager and staff. Total combined change orders for the project are 5.4% of construction cost. Pursuant to Administrative Regulation 3504, staff has approved this change order.

RECOMMENDATION:

It is recommended that the Board of Trustees approve Change Order #3, ISEC, Inc. for Bid #1097, General Construction for the Child Development Center at Santa Ana College as presented.

Fiscal Impact:	\$59,557.00	Board Date: June 21, 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: Child Development Center at Santa Ana College	Bid No. 1097 P.O. #P000216
	D.S.A. No. 04-108649
Contractor: ISEC	Change Order No. 3
Architect: Harley Ellis Devereaux	Date: 6/3/10

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		\$1,831,427.00
Previous Change Orders	\$39,745.00	
This Change Order	\$59,557.00	
Total Change Orders		\$99,302.00
Revised Contract Amount		\$1,930,729.00
Previous Time Extensions	calendar days	
Time Extension - This Change Order	calendar days	
Total Time Extensions		calendar days
Original Completion Date		July 30, 2010
Revised Contract Completion Date		
RSCCD Board Approval Date		

_____ Architect	_____ Authorized Signature	_____ Date
_____ Contractor Name	_____ Authorized Signature	_____ Date
_____ Construction Manager - Bernards	_____ 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: *Child Development Center*
at Santa Ana College

Bid No. 1097 P O # 09-P000216
D.S.A. No. 04-108649

Contractor: *ISEC*

Change Order No. 3

Architect: *Harley Ellis Devereaux*

Date: 6/3/10

ITEM NO.	EXPLANATION:	CREDIT	EXTRA
1.0	<p><u>DESCRIPTION:</u> Installation of playground equipment, playground and play area surfaces Rubber, sand, aggregate base PSG and relocate district equipment</p> <p><u>REASON:</u> District Requested</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS calendar days</p>		\$54,385.00
2.0	<p><u>DESCRIPTION:</u> Additional grading required due to storm damage. Over excavation and recompaction of parking area.</p> <p><u>REASON:</u> Per direction of soils engineer.</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS calendar days</p>		\$5,172.00
	Sub-Total	\$0.00	\$59,557.00
	Total		\$59,557.00

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

To:	Board of Trustees	Date: June 21, 2010
Re:	Approval of Change Order #2 - Bid #1100 - Concrete for the Child Development Center at Santa Ana College	
Action:	Request for Approval	

BACKGROUND:

On May 11, 2009, the Board awarded a contract to Micon Construction, Inc. for Bid #1100/ Concrete for the Child Development Center at Santa Ana 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 \$21,963. The revised contract amount is \$978,889. 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 3% 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, Micon Construction, Inc. for Bid #1100/ Concrete for the Child Development Center at Santa Ana College as presented.

Fiscal Impact:	\$21,963.00	Board Date: June 21, 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: Child Development Center at Santa Ana College	1100 P O # 09-90010962
	04-108649
Contractor: Micon Construction	2
Architect: Harley Ellis Devereaux	Date: 6/3/2010

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		\$949,926.00
Previous Change Orders	\$7,000.00	
This Change Order	\$21,963.00	
Total Change Orders		\$28,963.00
Revised Contract Amount		\$978,889.00
Previous Time Extensions	calendar days	
Time Extension - This Change Order	calendar days	
Total Time Extensions		calendar days
Original Completion Date		July 30, 2010
Revised Contract Completion Date		
RSCCD Board Approval Date		June 21, 2010

_____ Architect	_____ Authorized Signature	_____ Date
_____ Contractor Name	_____ Authorized Signature	_____ Date
_____ Construction Manager - Bernards	_____ 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: Child Development Center at Santa Ana College

Bid No. 1100 PO # 09-90010962

D.S.A. No. 04-108649

Contractor: Micon Construction

Change Order No. 2

Architect: Harley Ellis Devereaux

Date: 6/3/2010

ITEM NO	EXPLANATION:	CREDIT	EXTRA
1.0	<p>DESCRIPTION: Over excavation and additional reinforcing steel and concrete for Toy Alcove footings at buildings B&C.</p> <p>REASON: Required to bridge over electrical duct bank encasement.</p> <p>REQUESTOR: District</p> <p>TIME EXTENSION: ADDS calendar days</p>		\$10,791.00
2.0	<p>DESCRIPTION: Add reinforced concrete stem walls for drinking fountain countertop wall support at buildings B, C, D, E.</p> <p>REASON: Allow for more counter top space</p> <p>REQUESTOR: District</p> <p>TIME EXTENSION: ADDS calendar days</p>		\$1,224.00
3.0	<p>DESCRIPTION: Over excavation and additional reinforcing steel and concrete for Stair #1 footing at building A.</p> <p>REASON: Required to bridge over electrical duct bank encasement.</p> <p>REQUESTOR: District</p> <p>TIME EXTENSION: ADDS calendar days</p>		\$6,852.00
4.0	<p>DESCRIPTION: Increase depth of wall footings at building "D" to accommodate building trellis grade beam footing</p> <p>REASON: Conflict with grade beam footing.</p> <p>REQUESTOR: District</p> <p>TIME EXTENSION: ADDS calendar days</p>		\$3,096.00
Sub-Total		\$0.00	\$21,963.00
Total			\$21,963.00

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

To:	Board of Trustees	Date: June 21, 2010
Re:	Approval of Change Order #3 – Bid #1102 - Drywall and Plastering at the Child Development Center at Santa Ana College	
Action:	Request for Approval	

BACKGROUND:

On July 27, 2009, the Board of Trustees awarded a contract to Insul Drywall and Plastering, Inc. for Bid #1102 for Drywall and Plastering at the Child Development Center at Santa Ana 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 #3.

Change Order #3 increases the contract by \$1,393. The revised contract amount is \$413,587. The costs indicated in the change order are considered fair, reasonable and within industry standards by the architect, construction manager and staff. Total combined change orders for the project are 4% of construction cost. Pursuant to Administrative Regulation 3504, staff has approved this change order.

RECOMMENDATION:

It is recommended that the Board of Trustees approve Change Order #3, Insul Drywall and Plastering, Inc. for Bid #1102, Drywall and Plastering at the new Child Development Center at Santa Ana College as presented.

Fiscal Impact:	\$1,393.00	Board Date: June 21, 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: Child Development Center at Santa Ana College

Bid No. 1102 P.O # P0010964

D.S.A. No. 04-108649

Contractor: Insul Drywall & Plastering, Inc

Change Order No. 3

Architect: Harley Ellis Devereaux

Date: 6/3/10

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		\$397,800.00
Previous Change Orders	\$14,394.00	
This Change Order	\$1,393.00	
Total Change Orders		\$15,787.00
Revised Contract Amount		\$413,587.00
Previous Time Extensions	calendar days	
Time Extension - This Change Order	calendar days	
Total Time Extensions		calendar days
Original Completion Date		July 30, 2010
Revised Contract Completion Date		
RSCCD Board Approval Date		June 21, 2010

Architect

Authorized Signature

Date

Contractor Name

Authorized Signature

Date

Construction Manager - Bernards

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: <i>Child Development Center at Santa Ana College</i>		Bid No. <i>1102</i>	P.O # <i>P0010964</i>
		D.S.A. No. <i>04-108649</i>	
Contractor: <i>Insul Drywall & Plastering, Inc</i>		Change Order No. <i>3</i>	
Architect: <i>Harley Ellis Devereaux</i>		Date: <i>6/3/10</i>	
ITEM NO	EXPLANATION:	CREDIT	EXTRA
1.0	<p>DESCRIPTION: Frame, hang and tape furring around dryer vents in buildings B, C, D and E.</p> <p>REASON: Duct work would not fit within framed wall.</p> <p>REQUESTOR: District</p> <p>TIME EXTENSION: ADDS calendar days</p>		\$1,393.00
Sub-Total		\$0.00	\$1,393.00
Total			\$1,393.00

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

To: Board of Trustees	Date: June 21, 2010
Re: Approval of Materials Testing and Inspection Services - SAC Child Development Center	
Action: Request for Approval	

BACKGROUND:

On September 19, 2009 the Board of Trustees approved an agreement with Reliant Testing Engineers to perform construction and materials testing for the Santa Ana College, Child Development Center as required by the Division of State Architects (DSA).

ANALYSIS:

The original Testing Engineers Proposal was for \$100,680.00 based on the construction schedule and anticipated tests and inspections.

It has now been determined that the actual tests and inspections required to complete the project has been extended therefore requiring additional compensation. The attached testing Engineer's budget estimate to complete the project is \$44,328.00. This is an over estimate, with approximately 40 days remaining on the schedule it's expected that only 20-30% of this budget will be used. The revised contract amount is \$145,008.00

The additional costs for services are for material testing, site inspections and all associated testing required by the Inspector of Record.

RECOMMENDATION:

It is recommended that the Board of Trustees approve the additional service fees with Reliant Testing Engineers to perform all specialized inspection and testing services as presented.

Fiscal Impact:	\$44,328.00, estimated	Board Date: June 21, 2010
Prepared by:	Alex Oviedo, District Construction Supervisor, District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Edward Hernandez, Jr., Ed.D., Chancellor	

RELIANT TESTING ENGINEERS QUALITY ASSURANCE PROPOSAL

KEY PERSONNEL PROVIDING SERVICES

NAME	ROLE	OFFICE	CELL	EMAIL
Denise DeGross	Project Manager	714/556-5867x12	949/525-6211	ddegross@ReliantTesting.com
Dr. Sanjay Govil, PE,GE	Principal Engineer	714/556-5867x14	562/787-2280	sgovil@ReliantTesting.com
Kay Deloach	Actng/Distribution	714/556-5867x19		kdeloach@ReliantTesting.com
Robert Jones	Dispatch/Reports	714/556-5867x20	714/357-9928	rjones@ReliantTesting.com
William Dyer	Laboratory Manager	714/556-5867x22	949/701-2855	bdyer@ReliantTesting.com
Stephen Sequeria	Corporate Level III/ NDT Project Manager	714/556/5867	949/279-0793	
TBD	Resident Inspector			

RSCCD SCHEDULE OF FEES (burdened rates)

EFFECTIVE JULY 1, 2009 THROUGH JUNE 30, 2011

Task	Description	Fee	Unit
ON-SITE FIELD INSPECTION (prevailing wage)			
42000	Soils field technician	\$74.00	hour
42100	LA City Deputy Grading Inspector	\$84.00	hour
40000	Reinforced concrete	\$74.00	hour
40003	Reinforced concrete QC - water/slump/control ACI Technician	\$74.00	hour
40006	Post tensioned concrete & stressing operations	\$74.00	hour
40010	Epoxy anchors, drilled anchors (inspection/observation only)	\$74.00	hour
40015	Shotcrete	\$74.00	hour
40020	Masonry	\$74.00	hour
40025	Structural steel erection welding and bolting	\$74.00	hour
40027	Structural steel erection welding and bolting - AWS/CWI	\$74.00	hour
40028	Welder Certification or Welding Procedure Specification Review	\$74.00	hour
40030	Structural steel erection: NDT - UT/MT/PT	\$76.00	hour
40035	Metal decking	\$74.00	hour
40025	Miscellaneous field welding (stairs, curtain wall, davits, etc.)	\$74.00	hour
40601	Pull Test Technician	\$74.00	hour
40602	Concrete/Masonry/shotcrete field coring w/equipt. (4 hr min, portal to portal)	\$95.00	hour
40043	Spray applied fireproofing	\$74.00	hour
40046	Nailing diaphragm	\$74.00	hour
40055	DSA IOR 1	\$90.00	hour
40056	Ground Rod Test including equipment	\$350.00	each
	Prevailing Wage - add per hour for all field, shop and batch plant work	\$0.00	hour
	Overtime - after 8 hrs M-F, Sat. 1 to 8 hrs	1.5x	hour
	Overtime - after 12 hrs M-F, Sat. after 8 hrs, Sundays & Holidays 1 to 8 hrs	2x	hour
40061	Nuclear Guage Rental	\$50.00	day
40002	Pick up/Delivery M-F (Sat/Special Orders at 1.5x - Sun at 2x)	\$40.00	hour
40110	Ground Penetrating Radar (Tech/Equipt/Portal to Portal) 4hr min	\$175.00	hour
40111	Ground Penetrating Radar - Engineering report including photos	\$75.00	each
40100	Radiography	Quote	
40200	Outside services	Cost + 15%	
OFF-SITE FIELD INSPECTION (prevailing wage)			
40300	Concrete batch plant inspection	\$74.00	hour
40305	Structural steel Fabrication inspection	\$74.00	hour
40310	Structural steel Fabrication NDE	\$76.00	hour
40315	Prefabricated Concrete QC	\$95.00	hour
40050	GluLam Beam In-Plant Inspection	\$95.00	hour
40051	Modular Building In-Plant inspection	\$95.00	hour
40400	Per Diem	\$95.00	day
50000	Mileage (portal to portal over 50 miles)	\$0.60	mile

Task	Description	Fee	Unit
MATERIALS LABORATORY SERVICES			
The rates below include molds, pick-up M-F, during business hours, within 50 mile radius. Rushes, after hours & distance extra.			
10000	Concrete compression tests 6" x 12" or 4" x 8" cylinders - C39	\$21.00	each
10001	Concrete/shotcrete core compression up to 6" (including trim) - C42	\$21.00	each
10002	Lightweight concrete compression test - C495	\$21.00	each
10003	Flexural Test, 6" x 6" beams - C78	\$65.00	each
10020	Gunite cylinders	\$21.00	each
10021	Mortar cylinders - C780	\$21.00	each
10022	Grout Prisms (including trim) - C39	\$21.00	each
10023	Composite masonry prisms compression test, 8" x 8" x 16" -E447	\$97.00	each
10024	Composite masonry prisms compression test > 8" x 8" x 16" -E447	quotation	each
10025	Masonry core compression test - C140/C39	\$42.00	each
10026	Masonry core, shear test	\$77.00	each
10019	Block compression 8" x 8" x16" - C140	\$47.00	each
10027	Block moisture content & absorption test w/ measurements - C140	\$77.00	each
10028	Block shrinkage test - C426	\$110.00	each
10029	Non-shrink grout - C1107	\$21.00	each
10030	Saw cutting and sample prep	\$15.00	each
10031	Unit weight of hardened concrete - C567	\$50.00	each
10050	Mix design - review of existing	\$75.00	each
10051	Mix design review - determination of properties	\$125.00	each
10100	Drying Shrinkage (3 bars - 4readings up to 90 days) - C157	\$250.00	set
10101	Moisture Test Kits (plus technician hourly) minimum 3 tests - ASTM F-1869-03	\$50.00	each
10102	Laboratory Trial Batch (slump/unit weight/air/6 cylinders/compression) - C192	\$500.00	each
20002	Rebar up to No. 11 tensile or bend test - A615	\$47.00	each
20004	Rebar No. 14 to No. 18 tensile or bend test - A615	\$77.00	each
20010	Steel Tensile strength Up to 100,000 pounds - A370	\$77.00	each
20011	Steel Tensile strength 100,000 pounds to 200,000 pounds - A370	\$95.00	each
20015	Prestress/Post tension cables (1 unit) - A416	\$195.00	each
20014	Prestress/Post tension cables (2 unit) - A416	\$280.00	each
20016	Bolt tensile, Nut proof, Bolt proof tests - A370	\$47.00	each
20019	Brinell & Rockwell Hardness Test - A370	\$47.00	each
20020	Fireproofing Density Test - UBC 7-6	\$47.00	each
20005	Rebar Sample and Tagging at fabricator	\$35.00	hour
20025	Shotcrete panel coring in laboratory with compression (3 cores) - C42	\$155.00	set
20500	Schmidt Hammer, Air meter, Rollometer Rental (plus technician hourly)	\$30.00	day
20501	Proof load jacking assembly (plus technician hourly)	\$30.00	day
20502	Skidmore, Pachometer, Torque wrench & Accessories (plus Inspector hourly)	\$30.00	day
20503	NDE Equipment rental UT/MP/DP (plus NDE inspector hourly)	\$30.00	day
20505	Floor flatness profiling (includes equipt., technicians, analysis, report)	\$980.00	day
20507	Insulated Cure Box - delivered to site for duration of project	WAIVED	each
20508	Coating Thickness Guage (ferrous and non-ferrous metals) plus tech hourly	\$75.00	day
20600	Rush fee for general testing	50%	each

Task	Description	Fee	Unit
GEOTECHNICAL LABORATORY SERVICES			
30010	Absorption, Coarse (ASTM C128)	\$65.00	each
30015	Absorption, Fine (ASTM C128)	\$100.00	each
30020	Asphalt - Binder Content - Ignition Oven (Cal 382)	\$250.00	each
30025	Asphalt - Combined Marshall and Retained Stability	\$375.00	each
30030	Asphalt - Density and Thickness on Core Samples	\$75.00	each
30035	Asphalt - Extraction, % Asphalt	\$250.00	each
30040	Asphalt - Extraction, Gradation and % Asphalt	\$350.00	each
30045	Asphalt - Hveem (S-Value) ASTM D1560 & D1561, or Cal 304 & 366	\$300.00	each
30050	Asphalt - Maximum Lab Density (Marshall or Hveem)	\$250.00	each
30055	Asphalt - Maximum Theoretical Unit Wt. (Rice Gravity) - ASTM D2041	\$150.00	each
30060	Asphalt - Mix Design by Marshall or Stabilometer Method	quotation	each
30065	Asphalt Concrete (Stability and Flow) ASTM D1559	\$275.00	each
30070	Atterberg Limits (ASTM D4318-D84)	\$150.00	each
30075	California Bearing Ratio (ASTM D1883)	\$450.00	each
30080	Chloride	\$75.00	each
30085	Cleanness Value (Cal 227)	\$160.00	each
30090	Consolidation Test - (ASTM D2435)	\$200.00	each
30095	Consolidation Test - Time Rate per Load Increment	\$35.00	each
30100	Corrosivity (Sulfate, Cl, pH, Resistivity)	\$275.00	each
30110	Crushed or Flat & Elong. Part. (Cal 205 or ASTM D4791 or C119)	\$240.00	each
30015	Coring/Hand Auger (4 hrs. minimum)	\$125.00	hour
30120	Direct Shear Test (Remolded) - Fast	\$250.00	each
30125	Direct Shear Test (slow/Residual)	\$275.00	each
30130	Direct Shear Test (undisturbed)	\$200.00	each
30135	Durability of Aggregates	\$250.00	each
30145	Expansion Index (2.5" or 4") - UBC 18-2, ASTM D4829	\$150.00	each
30150	Los Angeles Rattler (ASTM C131)	\$195.00	each
30155	Maximum Density - A/B/C (ASTM D1557 or Cal 218)	\$175.00	each
30160	Moisture Content & Dry Density - Shelby	\$35.00	each
30165	Moisture Content (ASTM D2216)	\$15.00	each
30170	Moisture Content and Unit Weight	\$25.00	each
30175	Permeability	quotation	each
30180	pH	\$50.00	each
30185	Resistivity	\$100.00	each
30190	R-Value Soil (Cal 301)	\$275.00	each
30195	R-Value Aggregate Base (Cal 301 or ASTM 2844)	\$300.00	each
30200	Sand Equivalent (ASTM D2419 and Cal 217)	\$85.00	each
30205	Shrinkage Factors (ASTM D427)	\$100.00	each
30210	Sieve (200 wash)	\$75.00	each
30215	Sieve with Hydrometer (ASTM D422)	\$225.00	each

Task	Description	Fee	Unit
GEOTECHNICAL LABORATORY SERVICES, continued			
30220	Sieve without Hydrometer (ASTM C136)	\$140.00	each
30225	Soundness - Sodium or Magnesium Sulfate - 5 Cycles (ASTM C88)	\$300.00	each
30230	Specific Gravity	\$75.00	each
30235	Specific Gravity, Bulk SSD, Coarse (ASTM C127)	\$90.00	each
30240	Specific Gravity, Fine (ASTM C128)	\$100.00	each
30245	Sulfate	\$75.00	each
30250	Swell (Asphalt Concrete) Cal 305	\$95.00	each
30255	Triaxial	quotation	each
30260	Unconfined Compression ASTM D2166	\$150.00	each
30265	Unit Weight (ASTM C29)	\$65.00	each
Environmental Engineering			
30435	Phase I Environmental Site Assessment (based on site size/condition/access)	\$3,500.00	min
30440	Phase II Environmental Site Assessment (based on site size/condition/access)	quotation	
	Environmental Lab Testing	quotation	
ENGINEERING & REPORTS			
60000	Principal Geotechnical Engineer/Geologist	\$140.00	hour
60000	Principal Engineer Materials	\$140.00	hour
60011	Project Engineer/Geologist	\$110.00	hour
60009	Welding/NDT Consultant or Technical Advisor	\$140.00	hour
60010	Roofing/Waterproofing Consultant	\$140.00	hour
60020	Project Manager	\$95.00	hour
60015	Staff Engineer	\$95.00	hour
20025	Engineering Technician (portal to portal, hourly minimums apply)	\$74.00	hour
90000	Final Structural Materials Certification of Compliance (excludes Geo)	\$500.00	each
90005	Final Geotechnical Certification of Compliance (minimum fee)	\$1,000.00	each
90006	Geotechnical/Soils Investigation Report (based on site size/condition/access)	quotation	
80000	Certified Payroll Reports	\$11.75	page
60050	Forensic / Expert Witness (4 hours minimum)	\$350.00	hour
44000	Laboratory Technician (laboratory and field)	\$74.00	hour
60100	Technical Word Processing/Drafting	\$65.00	hour
60200	Project Coordinator	\$65.00	hour
60205	Administration Fees and Report Distribution	0%	ttl inv

GENERAL CONDITIONS:

Pricing, terms and general conditions as defined on this fee schedule will apply for the duration of the project

Minimum: 2 hours show-up if not canceled By 4pm day prior to arrival/4 hours if work performed/8 hours after 4 hours worked.

Mileage: When Mileage fees are applicable, they will be billed from office to project site and back.

Laboratory test rates do not include sampling time or costs of equipment to secure the samples.

The onsite general contractor will sign daily inspection reports/time tickets, acting as Owner's/Client's agent in approving all inspection time, including overtime, unless client submits alternative instructions in writing.

Up to 6 reports will be distributed by mail and one (1) fax/email of initial compression break. Additional reports will be billed at \$1/page.

Parking to be furnished onsite. Fee parking will be charged at cost.

Cities requiring special inspector City permits: Permit and time to secure will be charged to project.

Client is to provide inspection staff with onsite workspace in office/trailer, project documents & access to telephone, fax, copier

Client is to provide ready access to all work within the scope of the contract, including man lifts, hi-lifts, etc.

Client recognizes & agrees proposed/anticipated costs, budget estimates or the like are NOT guaranteed maximums, lump sums or not-to-exceed totals. Client will be invoiced for all work performed and only for work performed.

Swing (2nd) and Graveyard (3rd) shift will be charged at regular rates plus 15% and 20% respectively.

GEO: 2-hour minimum for sample pick-up during regular business hours, 2-hour plus mileage before/after business hours.

GEO: Charges for all field work will be computed on a portal-to-portal basis with a minimum of four hours.

NOTE: Price list valid through June 30, 2011. Proposal valid for 90 days.

PROJECT RSCCD CHILD DEVELOPMENT CENTER Rate \$70.00
 CLIENT RSCCD UT \$74.00
 DATE budget review at 75% 2-8-10 Soils \$72.00

DESCRPTN ESTIMATED AMOUNTS TO COMPLETE PROVIDED BY BERNARDS

**RSCCD CHILD DEVELOPMENT CENTER
 RELIANT TESTING ENGINEERS BUDGET ESTIMATE**

Cost Code	Description	Fee	Unit	Qty	Days	Total
ON-SITE FIELD INSPECTION (prevailing wage)						
40000	Reinforced concrete: toy alcove fdns/site wall ftgs/DIA	\$70.00	hour	80	10	\$5,600.00
40003	Reinforced concrete QC - water/slump quality control at pump	\$70.00	hour	0		\$0.00
40003	Batch Plant Inspection (concrete and grout)	\$70.00	hour	48	6	\$3,360.00
40025	Structural steel erection, welding, bolting - 1/15 - 2/2	\$70.00	hour	56	7	\$3,920.00
40025	Structural steel erection, welding, bolting - A bldg.	\$70.00	hour	40	5	\$2,800.00
40025	Structural steel erection, welding, bolting - stair, canopy, misc	\$74.00	hour	80	10	\$5,920.00
40030	Structural steel erection: NDE - UT canopy full pen welds	\$74.00	hour	8	1	\$592.00
40020	Structural Masorny	\$74.00	hour	120	15	\$8,880.00
40020	Masonry Veneer	\$70.00	hour	80	10	\$5,600.00
	Sub Total					\$36,672.00
LABORATORY SERVICES						
The rates quoted below include pick-up, supply of empty cylinders and grout boxes						
10000	Concrete compression Tests	\$20.00	each	24		\$480.00
10019	Block Compression	\$45.00	each	0		\$0.00
10027	Block moisture content and absorption	\$75.00	each	0		\$0.00
10021	Masonry Mortar	\$20.00	each	15		\$300.00
10022	Masonry Grout	\$20.00	each	16		\$320.00
10025	Masonry Core compression test	\$40.00	each	6		\$240.00
10026	Masonry Core Shear test	\$75.00	each	6		\$450.00
10023	Masonry Composite Prisms	\$95.00	each	6		\$570.00
20002	Rebar up to No 11 tensile or bend test	\$45.00	each	6		\$270.00
20019	Brinell & Rockwell Hardness Test	\$45.00	each	0		\$0.00
20016	Bolt tensile, Nut proof, Bolt proof tests	\$45.00	each	0		\$0.00
40601	Pull test technician and jacking assembly	\$135.00	hour	8		\$1,080.00
20502	Skidmore and Torque Wrench	\$30.00	each	0		\$0.00
20503	NDE Equipment/Consumables UT/MP	\$45.00	each	1		\$45.00
40602	Masonry field coring inspector with equipment	\$135.00	hour	4		\$540.00
20600	Misc. Material Testing - if required (unidentified rebar, etc.)	\$500.00	allow	1		\$500.00
	Sub Total					\$4,795.00
ENGINEERING & REPORTS						
60025	Project Management, Administration & Reports (5%)					\$2,111.00
90000	Review welding procedure specifications (if required)	\$ 65.00	hour	0		\$0.00
10050	Review of Mix Designs (if required)	\$ 125.00	each	2		\$250.00
90000	Final Structural Certification of Compliance	\$500.00	each	0		\$500.00
	Sub Total					\$2,861.00
GRAND TOTAL ESTIMATED FEES TO COMPLETE						\$44,328.00

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
BUSINESS OPERATIONS/FISCAL SERVICES

To:	Board of Trustees	Date: June 21, 2010
Re:	Approval of Change Order #4 - Bid #1129 - Electrical at the Child Development Center at Santa Ana College	
Action:	Request for Approval	

BACKGROUND:

On July 27, 2009, the Board of Trustees awarded a contract to EMAE International, Inc. for Bid #1129 for electrical at the Child Development Center at Santa Ana 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 #4.

Change Order #4 increases the contract by \$12,436. The revised contract amount is \$1,018,748. The costs indicated in the change order are considered fair, reasonable and within industry standards by the architect, construction manager and staff. Total combined change orders for the project are 7.9% of construction cost. Pursuant to Administrative Regulation 3504, staff has approved this change order.

RECOMMENDATION:

It is recommended that the Board of Trustees approve Change Order #4, EMAE International, Inc. for Bid #1129, Electrical at the Child Development Center at Santa Ana College as presented.

Fiscal Impact:	\$12,436.00	Board Date: June 21, 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: **Child Development Center at Santa Ana College**

Bid No. **1129** P.O. # **BP000219**

D.S.A. No. **04-108649**

Contractor: **EMAE International**

Change Order No. **4**

Architect: **Harley Ellis Devereaux**

Date: **June 3, 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		\$944,444.00
Previous Change Orders	\$61,868.00	
This Change Order	\$12,436.00	
Total Change Orders		\$74,304.00
Revised Contract Amount		\$1,018,748.00
Previous Time Extensions	0 calendar days	
Time Extension - This Change Order	0 calendar days	
Total Time Extensions		0 calendar days
Original Completion Date		July 30, 2010
Revised Contract Completion Date		
RSCCD Board Approval Date		June 21, 2010

Architect _____ Authorized Signature _____ Date _____

Contractor Name _____ Authorized Signature _____ Date _____

Construction Manager - Bernards _____ 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 92708-1640

Project: *Child Development Center at Santa Ana College*

Bid No. 1129

P O # BP000219

D.S.A. No. 04-108649

Contractor: *EMAE International*

Change Order No. 4

Architect: *Harley Ellis Devereaux*

Date: June 3, 2010

ITEM NO	EXPLANATION:	CREDIT	EXTRA
1.0	<p><u>DESCRIPTION:</u> Add horn at each exit perimeter gate to notify district upon exiting</p> <p><u>REASON:</u> District request, safety</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>		\$13,750.00
2.0	<p><u>DESCRIPTION:</u> Run additional underground conduits to change location of transformer per RFI 28.</p> <p><u>REASON:</u> To maintain utility company setback requirements.</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>		\$2,358.00
3.0	<p><u>DESCRIPTION:</u> Extension of all spare conduits from stub locations to new pull boxes for all buildings. A-B-C-D-E</p> <p><u>REASON:</u> To accommodate future needs requirements.</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>		\$10,304.00
4.0	<p><u>DESCRIPTION:</u> Credit for deletion of analog cameras from contract.</p> <p><u>REASON:</u> District to procure and install digital camera system.</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>	\$13,976.00	
Sub-Total		\$13,976.00	\$26,412.00
Total			\$12,436.00

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

To:	Board of Trustees	Date: June 21, 2010
Re:	Approval of Change Order #1 - Bid #1156 – Renovation of the Child Development Center at Centennial Education Center	
Action:	Request for Approval	

BACKGROUND:

On June 21, 2010, the Board of Trustees awarded a contract to MDE Group, Inc. for Bid #1156 renovation of the Child Development Center at Centennial Education Center.

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 #1.

Change Order #1 decreases the contract by \$2,343. The revised contract amount is \$513,957. 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 #1, MDE Group, Inc. for Bid #1156, renovation of the Child Development Center at Centennial Education Center as presented.

Fiscal Impact:	-\$2,343.00	Board Date: June 21, 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: Centennial Education Center Childcare Renovation	Bid No. 1156	P.O. # 10-P0013931
	D.S.A. No.	04-109835
Contractor: MDE Group, Inc.	Change Order No. 1	
Architect: LPA, Inc.	Date: June 7, 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		\$516,300.00
Previous Change Orders	\$0.00	
This Change Order	-\$2,343.00	
Total Change Orders		-\$2,343.00
Revised Contract Amount		\$513,957.00
Previous Time Extensions	0 calendar days	
Time Extension - This Change Order	0 calendar days	
Total Time Extensions		0 calendar days
Original Completion Date		July 15, 2010
Revised Contract Completion Date		
RSCCD Board Approval Date		June 21, 2010

Architect - LPA, Inc. _____ Authorized Signature _____ Date _____

Contractor Name - MDE Group, Inc. _____ Authorized Signature _____ Date _____

Construction Manager - Bernards _____ Authorized Signature _____ Date _____

District Inspector - Johnston Inspections _____ 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: Centennial Education Center Childcare Renovation		Bid No. 1156	P.O. # 10-P0013931
Contractor: MDE Group, Inc.		D.S.A. No. 04-109835	
Architect: LPA, Inc.		Change Order No. 1	
		Date: June 7, 2010	
ITEM NO.	EXPLANATION:	CREDIT	EXTRA
1.0	<p>DESCRIPTION: Remove mechanical roof screen and pitch pockets and repair roof.</p> <p>REASON: Roof leaking due to deteriorated wood posts.</p> <p>REQUESTOR: District</p> <p>TIME EXTENSION: ADDS: 0 calendar days</p>		\$3,818.00
2.0	<p>DESCRIPTION: Remove and replace section of cracked concrete adjacent to door and drinking fountain.</p> <p>REASON: Safety issue to eliminate trip hazard.</p> <p>REQUESTOR: District</p> <p>TIME EXTENSION: ADDS: 0 calendar days</p>		\$517.00
3.0	<p>DESCRIPTION: Priming of edges of new T1-11 siding and back priming of all 1x4 trimmers.</p> <p>REASON: Additional protection against dryrot.</p> <p>REQUESTOR: District</p> <p>TIME EXTENSION: ADDS: 0 calendar days</p>		\$553.00
4.0	<p>DESCRIPTION: Penalties associated with use of sub contractors not listed at time of bid with contract values greater than 1/2 of 1%.</p> <p>REASON: Violation of public contract code, section 4110.</p> <p>REQUESTOR: District</p> <p>TIME EXTENSION: ADDS: 0 calendar days</p>	\$8,000.00	
5.0	<p>DESCRIPTION: Additional chain link fencing and pathway for exiting of children.</p> <p>REASON: Containment of new classroom exit door not shown on plans.</p> <p>REQUESTOR: District</p> <p>TIME EXTENSION: ADDS: 0 calendar days</p>		\$4,248.00

CHANGE ORDER

Rancho Santiago Community College District
2323 N. Broadway, Santa Ana, CA 92708-1640

Project: Centennial Education Center Childcare Renovation		Bid No. 1156	P.O. # 10-P0013931
Contractor: MDE Group, Inc.		D.S.A. No. 04-109835	
Architect: LPA, Inc.		Change Order No. 1	
		Date: June 7, 2010	
ITEM NO.	EXPLANATION:	CREDIT	EXTRA
6.0	<p>DESCRIPTION: Additional blocking required for edge nailing of shear panels.</p> <p>REASON: Size/amount of blocking unclear; existing 2x4 blocking insufficient.</p> <p>REQUESTOR: District</p> <p>TIME EXTENSION: ADDS: 0 calendar days</p>		\$3,275.00
7.0	<p>DESCRIPTION: Re-finish and re-attach existing canopy over new exit door.</p> <p>REASON: Plans did not show relocation of canopy from infilled door to new door.</p> <p>REQUESTOR: District</p> <p>TIME EXTENSION: ADDS: 0 calendar days</p>		\$590.00
8.0	<p>DESCRIPTION: Furr out restroom wall to conceal plumbing.</p> <p>REASON: Plumbing could not be concealed in 2x4 walls.</p> <p>REQUESTOR: District</p> <p>TIME EXTENSION: ADDS: 0 calendar days</p>		\$277.00
9.0	<p>DESCRIPTION: Fabricate and install new mechanical roof screen (metal frame).</p> <p>REASON: Old wood post screen deteriorated beyond repair and was removed due to roof leaks.</p> <p>REQUESTOR: District</p> <p>TIME EXTENSION: ADDS: 0 calendar days</p>		\$11,970.00
10.0	<p>DESCRIPTION: Fabricate and install pass through window for kitchen.</p> <p>REASON: Bid alternate for colling roll-up door not exercised.</p> <p>REQUESTOR: District</p> <p>TIME EXTENSION: ADDS: 0 calendar days</p>		\$1,366.00

CHANGE ORDER

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

Project: Centennial Education Center Childcare Renovation	Bid No. 1156	P.O. # 10-P0013931
	D.S.A. No. 04-109835	
Contractor: MDE Group, Inc.	Change Order No. 1	
Architect: LPA, Inc.	Date: June 7, 2010	

ITEM NO.	EXPLANATION:	CREDIT	EXTRA
11.0	<p>DESCRIPTION: Install a partial height wall in water heater closet</p> <p>REASON: Provide separation space for storage of classroom items.</p> <p>REQUESTOR: District</p> <p>TIME EXTENSION: ADDS: 0 calendar days</p>		\$331.00
12.0	<p>DESCRIPTION: Increase size of stainless steel backsplash at kitchen range.</p> <p>REASON: Reconfiguration of cabinet and equipment layouts due to required clearances.</p> <p>REQUESTOR: District</p> <p>TIME EXTENSION: ADDS: 0 calendar days</p>		\$499.00
13.0	<p>DESCRIPTION: Additional structural support and weatherproofing for existing canopy structure.</p> <p>REASON: Unforeseen field conditions.</p> <p>REQUESTOR: District</p> <p>TIME EXTENSION: ADDS: 0 calendar days</p>		\$2,505.00
14.0	<p>DESCRIPTION: Relocation of existing playground drinking fountain to building C110.</p> <p>REASON: Unforeseen field conditions. Water supply to playground severed due to construction activities.</p> <p>REQUESTOR: District</p> <p>TIME EXTENSION: ADDS: 0 calendar days</p>		\$796.00
15.0	<p>DESCRIPTION: Replace exterior door leading to playground.</p> <p>REASON: To match appearance of balance of exterior doors which are being replaced.</p> <p>REQUESTOR: District</p> <p>TIME EXTENSION: ADDS: 0 calendar days</p>		\$745.00

CHANGE ORDER

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

Project: Centennial Education Center Childcare Renovation		Bid No. 1156	P.O. # 10-P0013931
Contractor: MDE Group, Inc.		D.S.A. No. 04-109835	
Architect: LPA, Inc.		Change Order No. 1	
		Date: June 7, 2010	
ITEM NO.	EXPLANATION:	CREDIT	EXTRA
16.0	<p>DESCRIPTION: Modifications to layout/dimensions of kitchen casework.</p> <p>REASON: Reconfiguration of cabinet and equipment layouts due to required clearances.</p> <p>REQUESTOR: District</p> <p>TIME EXTENSION: ADDS: 0 calendar days</p>		\$658.00
17.0	<p>DESCRIPTION: Layouts of ADA parking stalls redesigned to avoid removal of trees.</p> <p>REASON: Confirmation that design changes did not affect overall scope of work.</p> <p>REQUESTOR: District</p> <p>TIME EXTENSION: ADDS: 0 calendar days</p>		\$0.00
18.0	<p>DESCRIPTION: Re-frame opening for fire extinguisher cabinet in kitchen.</p> <p>REASON: Larger, type K extinguisher required for kitchen.</p> <p>REQUESTOR: District</p> <p>TIME EXTENSION: ADDS: 0 calendar days</p>		\$305.00
19.0	<p>DESCRIPTION: Re-roof existing roof perimeter wall at roof cap.</p> <p>REASON: Roofing deteriorated under sheet metal cap being replaced.</p> <p>REQUESTOR: District</p> <p>TIME EXTENSION: ADDS: 0 calendar days</p>		\$2,704.00
20.0	<p>DESCRIPTION: Return of unused portion of project allowance for replacement of damaged framing members.</p> <p>REASON: Allowance to be used to fund other unforeseen field conditions.</p> <p>REQUESTOR: District</p> <p>TIME EXTENSION: ADDS: 0 calendar days</p>	\$29,500.00	
Sub-Total		\$37,500.00	\$35,157.00
Total			-\$2,343.00

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

To:	Board of Trustees	Date: June 2, 2010
Re:	Approval to Reject all Bids - Bid #1161 Baseball Complex ADA Upgrades at Santa Ana College	
Action:	Request for Approval	

BACKGROUND:

On May 3, 2010 Bid #1133 was opened for the Baseball Complex ADA Upgrades Project. The lowest and second lowest Bidder were rejected and determined to be non-responsive. The third lowest Bidder at \$370,000.00 was \$130,000.00 over budget.

On June 10, 2010 Bid #1161 re-bid Baseball Complex ADA Upgrades Project was opened. The lowest bidder at \$340,000.00 exceeds projected budget amount of \$200,000.00 by 70%

ANALYSIS:

Bid #1133 received a competitive bid in the amount of \$225,000.00 from B-One Construction. A protest letter from Diversified Landscape Management citing errors and omissions in the Bid Documents was reviewed. After review it was determined that the protest was justified and we could not proceed with the lowest bid. The District decided amend and reduce the scope of work and re-bid the project.

Bid #1161 was opened with limited participation. The lowest bid amount, \$340,000.00 again exceeded the project estimated budget.

It was concluded that the timing of the job walk, the Friday before Memorial Day contributed to poor participation. The next job walk will be mid-week and 3-5 days after second required advertisement. In addition the Department will mail invitations to all qualified Contractors in our contact list.

RECOMMENDATION:

It is recommended that the Board of Trustees reject all bids in Bid #1161 Baseball Complex ADA Upgrades at Santa Ana College as presented and approve the third rebidding of the project.

Fiscal Impact:	N/A	Board Date: June 21, 2010
Prepared by:	Alex Oviedo, District Construction Supervisor, District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Edward Hernandez, Jr., Ed.D., Chancellor	

BID RESULTS

BID # 1161

PROJECT: ADA Upgrades/Baseball Complex at Santa Ana College

DUE DATE: Thursday, June 10, 2010 @ 2:00 P.M.

BIDDER	AMOUNT	BIDDER	AMOUNT	BIDDER	AMOUNT
Belaire-West Landscape, Inc. PO Box 6270 Buena Park, CA 90622	\$340,000.00				
Diversified Mandscape Mngmnt, Inc. 23052 Alicia Parkway Suite 385 Mission Viejo, CA 92629	\$350,000.00				
4-Con Engineering, Inc. 2751 Avalon Street Riverside, CA 92509	\$409,000.00				
Minako America Corporation dba Minko Construction 522 East Airline Way Gardena, CA 90248	\$537,000.00				

5.22 (2)

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

To: Board of Trustees	Date: June 21, 2010
Re: Approval of Outsource Technical Contract – Consulting Services	
Action: Request for Approval	

BACKGROUND

For several years, Information Technology Services (ITS) has contracted with Outsource Technical to assist with the implementation and customizations of Datatel. The ITS department would like to retain the services of the contracted Oracle training programmer for continued assistance with specialized customizations as defined by the end-user departments for the Datatel System

ANALYSIS

ITS has been using Outsource Technical programmers to assist the District programmers with the Datatel implementation and customizations of Continuing Education data, and the implementation of the third party solution, CI Solutions used by both College Credit and Continuing Education for attendance tracking. This contract programmer is also trained in Oracle and Envision environments to assist with Datatel custom reports, screen modifications, and the development of processes. It will benefit the entire district to retain this contractor throughout next fiscal year to augment District programmers.

The cost for the service provided by Outsource Technical is \$75 per hour with an estimated total cost of \$156,000 for the 2010-2011 fiscal year. This item was included in the 2010-2011 Tentative Budget.

RECOMMENDATION

It is recommended that the Board of Trustees approve hiring Outsource Technical Contract programmers for the 2010-2011 fiscal year as presented.

Fiscal Impact: \$156,000	Board Date: June 21, 2010
Prepared by: Sylvia LeTourneau, Assistant Vice Chancellor, Information Technology Services	
Submitted by: Peter Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by: Edward Hernandez, Jr., Ed.D., Chancellor	

OUTSOURCE TECHNICAL SERVICE AGREEMENT

This service agreement ("Agreement") by and between OUTSOURCE TECHNICAL, ("OST"), located at 3700 Campus Drive, Suite 100 Newport Beach, CA 92660, and Rancho Santiago Community College District, ("DISTRICT") is made, entered into and effective as of the date of execution.

1. SERVICES.

OST shall provide qualified personnel/employees to DISTRICT for the purpose of performing certain requested services.

2. RELATIONSHIP OF PARTIES.

OST shall employ personnel who provide certain contracted for services to DISTRICT on the terms set forth herein. Although such personnel may have an employment relationship with OST, such personnel shall not be construed while working under this Agreement to have any employment relationship whatsoever with DISTRICT.

Once an OST employee is placed with DISTRICT, DISTRICT agrees that it is solely responsible for the supervision and work performance of the OST employee. Notwithstanding the above, OST agrees that it is responsible for and will pay all appropriate taxes, withhold all appropriate amounts from payroll checks, and purchase appropriate insurance for OST employees whose services are used by DISTRICT.

OST shall designate and provide at no charge to DISTRICT an OST official to serve as liaison with DISTRICT in overseeing the implementation of this Agreement. The OST liaison is set forth on Exhibit A.

3. COMPENSATION.

(a) **Direct Staffing Invoices and Fees.** DISTRICT shall pay a placement fee to OST calculated at 20% of the starting annualized cash salary for candidates sourced by OST and hired by DISTRICT, including guaranteed bonuses. Annualized cash salary for the purposes of this agreement shall not include stock options, benefits, or travel and/or relocation allowances provided to the candidate.

DISTRICT will pay OST the placement fee net thirty (30) days after receipt of an invoice and upon thirty (30) days of employment by the candidate at DISTRICT.

(b) **Direct Staffing Guarantee.** If an OST employee hired by DISTRICT through OST voluntarily quits or is terminated for any reason(s) other than layoff or position elimination within a sixty (60) day period following the employee's hire date, OST will refund any paid placement fee calculated at the rate of 1/60th per day (of the total fee) from start date to termination of employment.

(c) **Contract Staffing Billing Rates and Invoicing.** The agreed upon bill rate and/or rates for contract staffing are set forth on Exhibit A of this Agreement. Billing rate

DO-10-011

for contract staffing includes the employee's wages, OST's fees, worker's compensation, unemployment insurance, and state and federal taxes. Overtime will apply per applicable state law and the bill rate will be charged at time and half or double time, as applicable, for any overtime hours worked.

OST will invoice DISTRICT for direct staffing services on a weekly basis. Payment shall be due upon receipt of the invoice. Invoices shall be accompanied by timesheets, with DISTRICT'S signature certifying that the hours shown are correct and that the work was performed to DISTRICT'S satisfaction. Such signature will authorize OST to bill DISTRICT for the hours worked by the OST employee.

(d) **Contract Staffing Right to Hire.** DISTRICT has the right to hire an OST employee once they have been engaged in work at DISTRICT'S work site(s) for more than 180 working days (6 months) with an average of 40 hours per week. No OST Employee will be released for permanent hire until any and all overdue invoices are paid and at a "current status" according to the agreed upon payment terms of 15 days from the date of invoice. If DISTRICT decides to hire an OST Employee before the 6-month right to hire term, there will be a fee based on a sliding scales as follows: Immediate hire or during Month 1 = 20% of salary, month 2 = 18%, month 3 = 16% month 4 = 14%, during month 5 = 12%, after six months = no fee.

4. RESUMES.

DISTRICT acknowledges that OST is the representative of all resumes received by DISTRICT from OST. In the event DISTRICT employs any candidates submitted to DISTRICT, for any position with DISTRICT, within one (1) year from the time DISTRICT receives such resumes from OST, DISTRICT agrees to pay the placement fee set forth above in section 3(a).

5. TERM AND TERMINATION.

(a) The term of this Agreement shall begin upon the date hereof executed by the above parties and continue in effect thereafter until cancelled by either party upon written notice.

(b) This Agreement may be terminated by either Party in the event the other Party: (i) breaches any material provision and does not cure such breach within ten (10) days after receipt of written notice of such breach; (ii) becomes the subject of a bankruptcy or reorganization proceeding and such proceeding, if involuntary, is not dismissed within sixty (60) days; or (iii) becomes insolvent; (iv) ceases doing business as a going concern. In the event of a termination under this section, the terminating Party will have the right to exercise any right or remedy that may be available at law or in equity.

(c) If either Party terminates this Agreement with notice, then during the notice period OST will limit work to matters in process as agreed to in writing with DISTRICT and will not initiate new services, so that the notice period serves to effect an orderly transition of services in process. In the event of such continuation of services, DISTRICT will be obligated to pay for such performance according to the terms contained herein.

6. INDEMNITY AND LIMITATION OF LIABILITY.

(a) OST's Indemnity of Company. OST shall indemnify, defend and hold harmless DISTRICT, its employees and its affiliates (the "DISTRICT Indemnities"), from and against any and all liabilities, demands, claims, losses, damages, fines, suits, judgments or expenses, including reasonable attorneys' fees and costs, arising out of or in connection with OST's negligent performance, including any employment discrimination claims brought by or against OST's employees, and/or a breach or alleged breach of any of its representations and warranties set forth herein.

(b) OST's Disclaimer of Liability; Indemnity. OST shall not be liable for any claim, loss, or liability of any kind whatsoever resulting from: (a) any acts or omissions by OST's employees taken at the specific direction or with the actual consent of DISTRICT; (b) DISTRICT'S failure to supervise, control, or safeguard the OST employee, and/or the premises, processes, or systems; (c) without OST's express prior written approval, entrusting the OST employees with unattended premises, cash, checks, keys, credit cards, merchandise, confidential or trade secret information, negotiable instruments, or other valuables; (d) DISTRICT requesting or permitting OST employee to use any vehicle, regardless of ownership, in connection with the performance of services for DISTRICT unless OST has given its express prior approval in writing; (e) promises of increased compensation made by DISTRICT to OST employees; (f) DISTRICT making substantial changes in the OST employee's job duties or risks without OST's prior written approval; (g) the conduct of DISTRICT'S officers, employees, and agents; (h) failure by DISTRICT to provide OST employees with a safe worksite or to provide information, training, and safety equipment with respect to any hazardous substances or conditions to which they may be exposed at the worksite, whether or not required by law; and (i) Claims for special, indirect, consequential, punitive, or lost profit damages. DISTRICT shall indemnify, defend and hold harmless OST, its employees and its affiliates, from and against any and all liabilities, demands, claims, losses, damages, fines, suits, judgments or expenses, including reasonable attorneys' fees and costs, arising out of or in connection with the matters contained in this section 6(b).

7. SAFE WORK PRACTICES.

DISTRICT agrees to provide OST with a copy of their safety program(s) before work begins. DISTRICT agrees to provide and maintain safe working conditions and further agrees to comply with all present and future applicable Federal, state and local laws and regulations regarding the safety and health of the employees covered by this Agreement. Failure to comply with Federal, state and local laws, resulting in accident or injury to an OST employee, the DISTRICT agrees to defend, indemnify, and hold OST harmless against any and all claims, losses, and liabilities that OST incurs including reasonable attorney's fees agreed upon by DISTRICT. If an OST Employee is to perform tasks which require driving a vehicle, DISTRICT agrees to deliver to OST, in advance, an insurance policy naming OST as additional insured.

DISTRICT understands that OST employees work in specific trades only. To the extent permitted by law, DISTRICT agrees to defend, indemnify, and hold OST harmless

against any and all claims, losses, and liabilities that OST incurs (including reasonable attorney's fees agreed upon by DISTRICT) that are proximately caused by the fault, negligence, gross negligence, or recklessness of DISTRICT, or DISTRICT'S officers, employees, or authorized agents, that arise from DISTRICT'S breach of this Agreement, that arise from risks inherent in DISTRICT'S business, or that are expressly making substantial changes in the Assigned Employee's job duties or risks (e.g., ditch digging, moving heavy equipment or furniture, lifting objects over 60 lbs, carpentry, concrete work, masonry, etc.) without OST's prior written approval.

8. CONFIDENTIALITY.

(a) **DISTRICT'S Confidential Information.** OST acknowledges that it or its employees may be given access to or acquire information which is proprietary to or confidential to DISTRICT or its affiliated companies and their customers. Any and all such information obtained by OST shall be deemed to be confidential and proprietary information. OST agrees to hold such information in strict confidence and not to disclose such information to third parties or to use such information for any purposes whatsoever other than the providing of services to DISTRICT. OST agrees to direct OST employees to keep such information confidential, and to require OST employees to enter into Confidentiality Agreements in the form annexed hereto as Exhibit B before being assigned to DISTRICT.

(b) **OST's Confidential Information.** DISTRICT acknowledges that during OST's performance under this Agreement, DISTRICT may be given access to or acquire Confidential Information of OST (as defined below), all of which provides OST with a competitive advantage and none of which is readily available. DISTRICT agrees that during the term of this Agreement and any time thereafter it will not use or disclose to any person or company (except under the authority of OST or if ordered to do so by a Court of competent jurisdiction) any Confidential Information obtained during the term of this Agreement for any reason or purpose. DISTRICT also agrees that it will use due care and diligence to prevent any unauthorized use or disclosure of such information. As used herein, OST's "Confidential Information" means: all information regarding OST's assigned and staff employees, including but not limited to their names, home addresses, telephone numbers, skills, qualifications, evaluations, availability, record of assignments, and related information.

9. WORK FOR HIRE.

OST warrants that all services provided by its employees or agents to DISTRICT under this Agreement, and all material generated in the course of providing such services, shall constitute Works For Hire owned exclusively by DISTRICT.

10. CONTROLLING LAW AND ARBITRATION.

This Agreement shall be construed according to the laws of California applicable to contracts made and performed entirely therein. DISTRICT and OST agree to settle any disputes between the parties by arbitration in accordance with the rules then in effect by the American Arbitration Association. The costs of arbitration including attorney's fees will be reimbursed to the prevailing party by the non-prevailing party. It is agreed that a facsimile transmission of the signed agreement constitutes an original and binding document.

11. SEVERABILITY.

A ruling by any court that one or more of the provisions contained in this agreement is invalid, illegal or unenforceable in any respect shall not affect any other provision of this agreement so long as the economic or legal substance of the transactions contemplated hereby is not affected in any manner materially adverse to any party.

12. INTEGRATION.

This Agreement supersedes any statement of terms submitted by OST or DISTRICT. This Agreement represents the full and complete agreement between parties concerning the subject matter herein. There are no other agreements of any kind concerning the subject matter herein. This Agreement cannot be modified or supplemented orally or implied; it may be amended or supplemented only by a writing identifying itself as such, signed by the authorized company executive and OST representative. Further, for the purposes of this Agreement, any reference to "days" shall mean calendar days.

AGREED AND ACCEPTED:

Outsource Technical LLP

Rancho Santiago Community College District

By: _____

By: _____

Name:

Name: Peter J. Hardash
Vice Chancellor
Business Operations/Fiscal Services

Date: _____

Date: _____

EXHIBIT A: RATE CONFIRMATION

Candidate/Skill Set

Bill Rate

Candidate/ Skill Set

Programmer

\$75/hr

OST Liaison:

Devin Chang

DISTRICT Contact:

Sylvia LeTourneau

AGREED & ACCEPTED BY:

OUTSOURCE TECHNICAL: _____

Signature

COMPANY: _____

Signature

OST Representative

Company Name

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

To:	Board of Trustees	Date:	June 21, 2010
Re:	Approval of Bid #1159 – HVAC Maintenance Service Contract		
Action:	Request for Approval		

BACKGROUND

Centennial Education Center, Santiago Canyon College, Orange Education Center, District Office and the Digital Media Center have heating and air conditioning equipment that requires routine maintenance. For a number of years, the District has used qualified contractors to provide the routine HVAC maintenance. The existing contract will expire on June 30, 2010.

Due to the bid limit, this project required us to go through the public bidding process and obtain Board approval.

ANALYSIS

The District staff worked with staff members from the two colleges to prepare specifications and a bid package to obtain competitive pricing. The bid requested maintenance service for a period of three years with an option to renew for an additional two years. The decision to renew will be based on service levels and pricing.

The bid packet was sent to twenty-four (24) vendors. A mandatory pre-bid conference and job walk was conducted to discuss procedures and to allow the vendors to visit the sites. A total of nine (9) vendors attended. Five (5) companies responded to the bid request.

Franklin Air Conditioning & Heating Co., Inc. is the lowest responsible and responsive bidder meeting specifications at a combined three-year cost of \$100,482.00. The company is currently providing HVAC maintenance service and the District has been pleased with their work.

RECOMMENDATION

It is recommended that the Board of Trustees accept the bid and approve the award including renewals to Franklin Air Conditioning & Heating Co., Inc. to provide maintenance service to HVAC equipment as presented.

Fiscal Impact:	\$100,482.00	Board Date:	June 21, 2010
Prepared by:	Tracey Conner-Crabbe, Director of Purchasing Services		
Submitted by:	Peter J. Hardash, Vice Chancellor of Business Operations/Fiscal Services		
Recommended by:	Edward Hernandez, Jr., Ed.D., Chancellor		

Bid #1159 - HVAC Maintenance Service

Bid Recap

Site	Franklin Air Conditioning & Heating Co Inc		AMP Mechanical Inc		Anderson Air Conditioning L.P.		Allison Mechanical Inc		Couts Heating & Cooling Inc	
	Annual Cost	Cost for 3 Years	Annual Cost	Cost for 3 Years	Annual Cost	Cost for 3 Years	Annual Cost	Cost for 3 Years	Annual Cost	Cost for 3 Years
Centennial Education Center	6,612.00	19,836.00	6,960.00	20,880.00	6,990.00	20,670.00	8,743.00	26,229.00	16,286.00	48,858.00
Santiago Canyon College	14,820.00	44,460.00	16,580.00	49,740.00	21,480.00	64,440.00	22,852.00	68,556.00	38,600.00	115,800.00
Santiago Canyon College-Orange Education Center	4,310.00	12,930.00	5,250.00	15,750.00	7,236.00	21,708.00	8,507.00	25,521.00	12,365.00	37,095.00
District Office Facility	4,674.00	14,022.00	5,600.00	16,800.00	4,864.00	14,592.00	7,766.00	23,268.00	9,868.00	29,604.00
Digital Media Center	3,078.00	9,234.00	2,690.00	8,070.00	2,637.00	7,911.00	4,592.00	13,776.00	7,687.00	23,061.00
Total Bid Price For Three Years		* 100,482.00		111,240.00		129,321.00		157,350.00		254,418.00
Extra parts/Materials (Mark-up Over Cost)		30%		20%		68%		25%		30%
Hourly Rate For Regular Business Hours		\$85.00/Hr.		\$75.00/Hr.		\$82.00/Hr.		\$95.00/Hr.		\$90.00/Hr.
Hourly Rate For Regular Overtime Hours (Monday through Friday)		\$127.50/Hr. - 2 Hr. min.		\$112.50/Hr.		\$123.00/Hr.		\$142.00/Hr.		\$135.00/Hr.
Hourly Rate For Regular Overtime Hours (Saturday, Sunday & Holidays)		\$127.50/Hr. - 2 Hr. min.		\$112.50/Hr.		\$123.00/Hr.		\$142.00/Hr.		\$162.00/Hr.

*Recommend Award

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

To: Board of Trustees	Date: June 21, 2010
Re: Approval of 2010-2011 Contract Listing	
Action: Request for Approval	

BACKGROUND

As per Board Policy No. 3306, all contracts over \$15,000.00 require Board approval in advance.

ANALYSIS

Contract and contract renewals are solicited in the spring of each year for departments throughout the District. The attached list of contracts are those renewals that have been requested this year and exceed the \$15,000 limit. Multi-year contracts that do not expire on June 30, 2010, are not included in this listing.

It is the desire of the district to have all contracts run concurrently with the fiscal year. Other contracts that expire mid-fiscal year along with new contracts will be brought to the Board for approval at a later date.

RECOMMENDATION

It is recommended that the Board of Trustees approve the 2010-2011 contract listing as presented.

Fiscal Impact: Est: \$1,434,297.15	Date: June 21, 2010
Prepared by: Tracey Conner-Crabbe, Director of Purchasing Services	
Submitted by: Peter J. Hardash, Vice Chancellor of Business Operations/Fiscal Services	
Recommended by: Edward Hernandez, Jr., Ed.D., Chancellor	

**District Contracts 2010-2011
\$15,000 Above**

Vendor	Department	Service	Estimated	Term	Period	
			Cost 10/11		From	To
Community College League of California	Library - SCC	Electronic databases (EBSCO, Gale & Proquest) for various library materials and subscriptions	32,858.00	1	07-01-10	06-30-11
Community College League of California	Library - SAC	Electronic databases (EBSCO, CQ Press & Proquest) for various library materials and subscriptions	31,116.00	1	07-01-10	06-30-11
Compucorn System Inc	ITS	PC repair plus parts and labor district wide	30,000.00	1	07-01-10	06-30-11
Computerland of Silicon Valley	ITS	Network security and operational maintenance software licenses (i.e. Anti-virus, SSL certificates-secured websites, network monitoring tool, imaging tool)	118,743.04	1	07-01-10	06-30-11
Customized Support Services Inc.	ITS	Uninterruptible power supply & data center maintenance (Exide 150 UPS)	20,050.00	1	07-01-10	06-30-11
Datatel Inc	ITS	Software maintenance & licenses for Colleague (Student, HR & Financial modules)	301,562.00	1	07-01-10	06-30-11
Datatel Inc	ITS	Oracle database software maintenance	106,260.00		07-01-10	06-30-11
Ex Libris USA, Inc	Library - SAC	Voyager software maintenance for the online library system	17,997.19	1	07-01-10	06-30-11
Foundation for California Community Colleges	ITS	Blackboard licenses, software upgrade & support for ASP distance learning package	214,816.00	1	07-01-10	06-30-11
Hewlett Packard	ITS	Hardware and software & server maintenance; Tape library, virtual tape library, data protector & storage area network	184,874.91	1	07-01-10	06-30-11
Information Technology Partners Inc	ITS	Academic software license applications for college sites (Counselor/Tutor Appointment Scheduling, DSPS-Disable Students Program & Services System, EOPS, Fitness Assessment, Student Education Plan and WebCMS Curriculum Management System)	54,186.00	1	07-01-10	06-30-11
Mobile Modular	Facility Planning	Rental of four (4) modular buildings at SCC	37,080.00	1	07-01-10	06-30-11
Nexus IS Inc	ITS	Cisco Smartnet Maintenance	85,713.16	1	07-01-10	06-30-11
Plato Learning Inc	ITS-SCC	Plato software licenses for Math, Reading, Writing, Social Studies, Science and Life/Job Skills for SAC & SCC	25,475.85	1	07-01-10	06-30-11
RF Macdonald Company	Maintenance - SAC	Maintenance of various boilers	16,765.00	1	07-01-10	06-30-11
Rosemet Environmental Services	Environmental Safety & Emergency Services - DO	Hazardous waste disposal	25,000.00	1	07-01-10	06-30-11
School Web Services	ITS	Software support - School Web Services (SWS) Dynamic Web Suite for SAC, SCC & District websites and District intranet	60,000.00	1	07-01-10	06-30-11
School Web Services	ITS	Remote service provision (RSP) for District websites	72,000.00	1	07-01-10	06-30-11
		Grand Total	\$1,434,297.15		07-01-10	06-30-11

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

BUSINESS OPERATIONS AND FISCAL SERVICES

To: Board of Trustees	Date: June 21, 2010
Re: Approval of Contract with Xerox Corporation	
Action: Request for Approval	

BACKGROUND

The State of Nevada on behalf of the Western States Contracting Alliance (WSCA), which is an alliance consisting of many states throughout the United States that provides its members with better purchasing power and discounted prices, awarded a Master Service Agreement No. 1715 to the Xerox Corporation for multifunction copiers and related software, effective June 1, 2009 to June 30, 2012, with the option to extend for two (2) one year terms. The agreement was the result of a Request for Proposal process. The State of California approved the usage of this agreement on September 29, 2009, through the California Participating Addendum Master Price Agreement No. 7-09-36-06. Pursuant to Public Contract Code sections 10298, 10299 and 12100 et seq., the District can utilize contracts awarded by the California Department of General Services.

Replacement of copiers for instructional and office use is an ongoing necessity for the District, especially as technology advances each year. Since July 2006, the District has been purchasing and leasing copiers and related software and services from the Xerox Corporation through the California Multiple Award Schedule program.

ANALYSIS

The District currently must replace copiers at Santa Ana College due to expiring leases and the need for more multifunctional copiers for the future. Listed below are the proposed new copier leases and breakdown of the monthly cost including copy usage for four departments at Santa Ana College. The term of the new leases is sixty (60) months reflecting a 32% savings compared to the previous leases. The lease cost includes supplies (paper & staples excluded), delivery, installation, training and maintenance. The estimated annual cost including copy usage for all four departments is \$17,136.12 plus tax for a total of \$85,680.60 plus tax for five years.

Product/Department	Lease Term	Monthly Payment	Copy Rate	Estimated Monthly Copy Volume	Meter Charges	Estimated Monthly Cost (pretax)	Estimated Annual Cost (pretax)
Xerox W5665PT, SAC-Exercise Science	60 Months	\$178.23	\$0.0072	10,000	\$72.00	\$250.23	\$3,002.76
Xerox W5655PT, SAC-Science & Math	60 Months	\$158.98	\$0.0077	10,000	\$77.00	\$235.98	\$2,831.76
Xerox 4595CP; SAC-Quick Copy	60 Months	\$337.57	\$0.0065	60,000	\$390.00	\$727.57	\$8,730.84
Xerox W5665PT, SAC-Counseling	60 Months	\$178.23	\$0.0072	5,000	\$36.00	\$214.23	\$2,570.76
Total		\$853.01		85,000	\$575.00	\$1,428.01	\$17,136.12

District staff has determined that the Xerox Corporation copiers identified above meet the needs of the District. The District staff has reviewed the terms and conditions of the Xerox Corporation's California Participating Addendum Master Price Agreement No. 7-09-36-06 along with the prices, and finds that it is in the best interest of the District to utilize this agreement to the Xerox Corporation for the purchase and/or lease of multifunction copiers, software and related services on an as-needed basis.

The complete contract is available for review in the Purchasing Department.

RECOMMENDATION

It is recommended that the Board of Trustees approve the contract with Xerox Corporation for multifunction copiers and related software and services pursuant to the Master Service Agreement No. 1715 awarded by the State of Nevada on behalf of the Western States Contracting Alliance (WSCA) and approved for usage by the State of California pursuant to the California Participating Addendum Master Price Agreement No. 7-09-36-06 for the purchase and/or lease of multifunction copiers, related software and services including extensions on an as needed basis as presented.

Fiscal Impact:	\$17,136.12 plus tax (estimated annual lease cost)	Board Date: June 21, 2010
Prepared by:	Tracey Conner-Crabbe, Director of Purchasing Services	
Submitted by:	Peter J. Hardash, Vice Chancellor of Business Operations/Fiscal Services	
Recommended by:	Edward Hernandez, Jr., Ed.D., Chancellor	

**CALIFORNIA PARTICIPATING ADDENDUM
WESTERN STATES CONTRACTING ALLIANCE (WSCA)
MULTIFUNCTION COPIERS & RELATED SOFTWARE
XEROX CORPORATION
MASTER PRICE AGREEMENT
7-09-36-06**

1. Scope:

This Participating Addendum covers the rental, lease or purchase of Multifunction Copier & Related Software for all State Agencies and will include all California political subdivisions/local governments. A subdivision/local government is defined as any city, county, city and county, district, or other local governmental body or corporation, including the California State Universities (CSU) and University of California (UC) systems, K-12 schools and community colleges empowered to expend public funds. Each political subdivision/local government should make its own determination whether the WSCA program is consistent with its procurement policies and regulations.

STATE AGENCIES ARE RESTRICTED FROM USING THIS CONTRACT IN ACCORDANCE WITH MANAGEMENT MEMO 05-11, EXCEPT FOR THOSE CATEGORIES NOT OFFERED UNDER CALIFORNIA STRATEGIC SOURCING INITIATIVE (CSSI) CONTRACTS FOR MULTIFUNCTION COPIER DEVICES

THE SUPPLEMENTAL TERMS AND CONDITIONS FOR CONTRACTS USING ARRA FUNDS APPLY TO THE ORDERING AGENCY. IF OR WHEN XEROX CORPORATION, AS A VENDOR, IS NOTIFIED BY ORDERING AGENCY THAT A SPECIFIC PURCHASE OR PURCHASES ARE BEING MADE WITH ARRA FUNDS, XEROX CORPORATION AGREES TO COMPLY WITH THE DATA ELEMENT AND REPORTING REQUIREMENTS THAT ARE LEGALLY REQUIRED OF PROVIDERS OF GOODS AND RELATED SERVICES. XEROX CORPORATION, AS IT RELATES TO PURCHASES UNDER THIS CONTRACT IS NOT A SUBCONTRACTOR OR SUBGRANTEE, BUT SIMPLY A PROVIDER OF GOODS AND RELATED SERVICES

2. Leasing, Rental & Purchase

Funding to purchase or lease products available under this contract may be available to State agencies via the GS \$Mart (purchases) or Lease \$Mart program. Local agencies are able to take advantage of all options in the WSCA Master Price Agreement without restrictions.

3. Changes:

For usage under this Participating Addendum by any Eligible Entity listed in Section 1, Scope, the following Changes apply:

- a. The California General Provisions (CAGP) Revision 8/24/2009 (GSPD-401IT based on April 12, 2007 standard) for Western States Contracting Alliance (WSCA) Multifunction Copiers & Related Software as attached become a part of this Participating Addendum.
- b. The California General Provisions (CAGP) shall prevail if there is a conflict between the terms and conditions of the contractor's WSCA State of Nevada, Master Price Agreement, packaging, invoices, catalogs, brochures and technical data sheets.
- c. State of Nevada, Master Price Agreement number 1715 changed for California to Contract Number 7-09-36-06.
- d. State of Nevada, Master Price Agreement cover page, is hereby modified as follows: "Original Award Date" changed to "Effective Date 9/15/2009".
- e. **Delivery:**
As negotiated between agency and contractor and included in the purchase order, or as otherwise stipulated in the contract.

**CALIFORNIA PARTICIPATING ADDENDUM
WESTERN STATES CONTRACTING ALLIANCE (WSCA)
MULTIFUNCTION COPIERS & RELATED SOFTWARE
XEROX CORPORATION
MASTER PRICE AGREEMENT
7-09-36-06**

f. DGS Termination of Contract:

The State may terminate this contract at any time upon 30 day prior written notice. Upon termination or other expiration of this contract, each party will assist the other party in orderly termination of the contract and the transfer of all assets, tangible and intangible, as may facilitate the orderly, nondisrupted business continuation of each party. This provision shall not relieve the contractor of the obligation to perform under any purchase order or other similar ordering document executed prior to the termination becoming effective.

g. Reports & Administrative Fee:

Contractor shall submit report to the California Contract Administrator for all California purchases providing the following information:

Agency Name	Agency Contact Name
Purchase Order Number	Agency Address
Purchase Order Date	Agency Telephone Number
WSCA Contract Number	Total Dollars for the quarter
WSCA Administrative Fee Dollar Amount	

The Contractor shall submit a check, in addition to the report, payable to the State of California, Contract Administrator for the calculated administrative fee for an amount equal to one percent (0.01) of the sales for the quarterly period. This fee shall be included as an adjustment to contractors WSCA pricing and not invoiced or charged to the purchasing entity.

Payment of the administrative fee by Contractor due irrespective of status of payments on orders from users to Contractor.

A report is due even when there is no activity. Any report that does not follow the required format or that excludes information will be deemed incomplete. Failure to submit reports and fees on a timely basis shall constitute grounds for suspension of this agreement. Reports and fee delivery will be in accordance with the following schedule.

Calendar Quarter 1	(JUL 1 to SEP 30)	Due OCT 31
Calendar Quarter 2	(OCT 1 to DEC 31)	Due JAN 31
Calendar Quarter 3	(JAN 1 to MAR 31)	Due APR 30
Calendar Quarter 4	(APR 1 to JUN 30)	Due JUL 31

The administrative fee check and report should be submitted to the following address:

Cynthia Okoroike
Department of General Services
Procurement Division
Multiple Award Program - WSCA
707 Third Street, 2nd Floor, MS # 202, West Sacramento, CA 95605-2811

h. The primary state government contact for this Participating Addendum is as follows:

Department of General Services, Procurement Division
Multiple Award Program - WSCA
707 Third Street, 2nd Floor, MS # 202
West Sacramento, CA 95605

**CALIFORNIA PARTICIPATING ADDENDUM
WESTERN STATES CONTRACTING ALLIANCE (WSPA)
MULTIFUNCTION COPIERS & RELATED SOFTWARE
XEROX CORPORATION
MASTER PRICE AGREEMENT
7-09-36-06**

Contact: Cynthia Okoroike
E-mail: cynthia.okoroike@dgs.ca.gov
Phone: (916) 375-4389
Fax: (916) 375-4663

Lead State:
Name: Lyn Callison
Address: 515 East Musser Street
Telephone: (775) 684-0198
Fax: (775) 684-0188
E-mail: lcallsi@purchasing.state.nv.us

Contractor's Contact:
Name: Annie Van Gilder
Address: 6120 E. Roland St. Mesa, AZ 85215
Telephone: (480) 985-8838
Cell: (480) 200-6162
E-mail: annie.vangilder@xerox.com

- i. The primary XEROX CORPORATION CUSTOMER contact for this Participating Addendum is as follows:

	<u>XEROX CORPORATION</u>
Address:	<u>6120 E. Roland St.</u> <u>Mesa, AZ 85215</u>
Contact:	<u>Annie Van Gilder</u>
E-Mail:	<u>Annie.vangilder@xerox.com</u>
Phone:	<u>480/985-8838</u>
Fax:	<u>N/A</u>

- j. **Price Agreement Number:**

The Master Price Agreement number for the Participating State is 7-09-36-06. The Master Price Agreement Number MUST be shown on all Purchase Orders issued against this Master Price Agreement.

- k. **Effective Dates:**

This Participating Addendum shall be effective upon approval by the Department of General Services and will continue until the End Date of the Master Price Agreement. Lead State amendments to extend the term date are automatically incorporated into this Participating Addendum unless terminated early in accordance with the terms and conditions of the Master Price Agreement or this Participating Addendum.

**CALIFORNIA PARTICIPATING ADDENDUM
WESTERN STATES CONTRACTING ALLIANCE (WSCA)
MULTIFUNCTION COPIERS & RELATED SOFTWARE
XEROX CORPORATION
MASTER PRICE AGREEMENT
7-09-36-06**

I. Servicing Subcontractors:

The Contractor, at this time, will not be using subcontractors to provide any products or services.

This Addendum and the Price Agreement together with its exhibits and/or amendments, set forth the entire agreement between the parties with respect to the subject matter of all previous communications, representations or agreements, whether oral or written, with respect to the subject matter hereof. Terms and conditions inconsistent with, contrary or in addition to the terms and conditions of this Addendum and the Price Agreement, together with its exhibits and/or amendments, shall not be added to or incorporated into this Addendum or the Price Agreement and its exhibits and/or amendments, by any subsequent purchase order or otherwise, and any such attempts to add or incorporate such terms and conditions are hereby rejected. The terms and conditions of this Addendum and the Price Agreement and its exhibits and/or amendments shall prevail and govern in the case of any such inconsistent or additional terms.

By Signing below XEROX CORPORATION agrees to offer the same products/and or services as on the State of Nevada at prices equal to or lower than the prices on this contract.

IN WITNESS WHEREOF, the parties have executed this Participating Addendum as of the date of execution by both parties below.

State of California:

By: *Jim Butler*

Name: Jim Butler

Title: Deputy Director

Date: 9/29/09

XEROX CORPORATION

By: *Robert J. Speno*

Name: Robert J. SPENO

Title: Account GENERAL MANAGER

Date: 9/14/09

RM 10/5/09

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
BUSINESS OPERATIONS AND FISCAL SERVICES

To:	Board of Trustees	Date: June 21, 2010
Re:	Approval of Surplus Property	
Action:	Request for Approval	

BACKGROUND

The District has accumulated a considerable amount of surplus property, which requires an auction to dispose of this property. Legally, in order to dispose of District property, the Board must take action to declare the left over items as surplus prior to the auction.

ANALYSIS

An open house was held on May 27, 2010 for district staff to select usable items for their divisions or departments. Later that morning, an open house was held for non-profit organizations and school districts to select from the remaining items. Two (2) school districts attended the preview. Attached is a listing of all the surplus property as of June 7, 2010. This record will change as items continually move in and out of storage. Also, there are non-inventoriable, miscellaneous items that are not listed but will be disposed at the sale.

The District has used The Liquidation Company (TLC) for the past several years. The advantages of using TLC are that they take the majority of our surplus property which is rare among auctioneers and they are licensed e-waste collectors. The auctioneer's fee is 35% of the gross sales which is competitive among the five auction vendors the Purchasing Department has surveyed. Based on the survey, fees ranged from 10% for an on-site auctioneer which requires district staff to provide labor and other related services to 50% for service comparable to the service the District receives from TLC. The fee from TLC includes advertising, transportation, labor and other related functions. Their performance and service have been very satisfactory. The agreement is good through June 30, 2011.

Following the auction, District staff shall discard any remaining surplus property. This is in accordance with Board Policy BP3405 and AR3405.

RECOMMENDATION

It is recommended that the Board of Trustees declare the attached list of equipment as surplus property and to utilize The Liquidation Company to conduct an auction as presented.

Fiscal Impact:	Revenue to be Determined	Board Date: June 21, 2010
Prepared by:	Tracey Conner-Crabbe, Director of Purchasing Services	
Submitted by:	Peter Hardash, Vice Chancellor of Business Operations and Fiscal Services	
Recommended by:	Edward Hernandez, Jr., Ed.D., Chancellor	

Rancho Santiago Community College District
Surplus Equipment as of June 7, 2010

Asset ID	Description Size	Department Location	Manufacturer Model Number Serial Number	Acquisition Date Acquisition Method Acquisition Cost
311739	PROJECTOR, NEC MULTISYNC	ESL Speaking - CEC 11AES	NEC MT850 1400519NH	5/11/2001 Purchase 3,934.50 *
311740	PROJECTOR, NEC MULTISYNC	ESL Speaking - CEC 11AES	NEC MT850 1400437NH	5/11/2001 Purchase 3,934.50 *
311741	PROJECTOR, NEC MULTISYNC	ESL Speaking - CEC 11AES	NEC GT850 1400428NH	5/11/2001 Purchase 3,934.50 *
311969	PROJECTOR NEC MULTISYNC	ESL Speaking - CEC 11AES	NEC MT850 1150052	6/6/2001 Purchase 4,022.50 *
314503	Video Projector	Warehouse 11AES	NEC LT220 2X00236NA	12/30/2002 Purchase 2,239.65 *
314636	PROJECTOR,	ESL Speaking - CEC 11AES	NEC LT220 2900147NA	4/24/2003 Purchase 2,200.00 *
315361	Video Projector	Engl as a 2nd Lang-Genl - 12AES	NEC 240K 4200617FM	6/28/2004 Purchase 2,251.98 *
317928	Video Projector	Warehouse 5FACL	HITACHI X445 F8EOO2118	8/8/2006 Purchase 5,334.67 *
F19467	APPOLO OVERHEAD PROJECTOR	Warehouse		3/1/1994 Purchase 515.00 *
F31667	OVERHEAD PROJECTOR	ESL Speaking - OEC 21AES	3M 9200 1574053	3/20/2002 Purchase 374.97 *
F31981	PROJECTOR MT850	ESL Speaking - CEC 11AES	NEC MT850 240052NT	6/14/2002 Purchase 2,897 16 *
F31983	PROJECTOR MT850	ESL Speaking - CEC 11AES	NEC MT850 2400080NT	6/14/2002 Purchase 2,897 16 *

Asset ID	Description Size	Department Location	Manufacturer Model Number Serial Number	Acquisition Date Acquisition Method Acquisition Cost
85	PROJECTOR MT850	ESL Speaking - CEC 11AES	NEC MT850 240054NT	6/14/2002 Purchase 2,897.16 *
F32491	PROJECTOR,	ESL Speaking - CEC 11AES	NEC LT220 3600085F6	9/16/2003 Purchase 1,803.73 *
F32761	PROJECTOR, PORTABLE NEC	ESL Speaking - CEC 11AES	NEC LT 220 4100075FR	5/20/2004 Purchase 1,643.19 *
FB3513	PROJECTOR OVERHEAD B&H 301G	Warehouse	7339098	6/1/1976 Purchase 148.00 *
F19555	MONITOR, 14" MITAC MULTIMODE	Warehouse 5WARE	000M380625	12/1/1993 Purchase 269.00 *
F19559	MONITOR, 14" MITAC MULTIMODE	Warehouse 5WARE	000M380629	12/1/1993 Purchase 269.00 *
F19560	MONITOR, 14" MITAC MULTIMODE	Warehouse 5WARE	000M372923	12/1/1993 Purchase 269.00 *
F19562	MONITOR, 14" MITAC MULTIMODE	Warehouse 5WARE	000M380639	12/1/1993 Purchase 269.00 *
F19564	MONITOR, 14" MITAC MULTIMODE	Warehouse 5WARE	000M380623	12/1/1993 Purchase 269.00 *
F19568	MONITOR, 14" MITAC MULTIMODE	Warehouse 5WARE	000M372922	12/1/1993 Purchase 269.00 *
F30730	MONITOR, 14" MITAC MULTIMODE	Warehouse 11AES	000M372911	12/1/1993 Purchase 269.00 *
F30731	MONITOR, 14" MITAC MULTIMODE	Warehouse 12AES	000M372910	12/1/1993 Purchase 269.00 *
F30732	MONITOR, 14" MITAC MULTIMODE	Warehouse 11AES	000M372918	12/1/1993 Purchase 269.00 *

Asset ID	Description Size	Department Location	Manufacturer Model Number Serial Number	Acquisition Date Acquisition Method Acquisition Cost
F30734	MONITOR, 14" MITAC MULTIMODE	Warehouse 11AES	000M380559	12/1/1993 Purchase 269.00 *
F30739	MONITOR, 14" MITAC MULTIMODE	Warehouse 5WARE	000M382920	12/1/1993 Purchase 269.00 *
F33270	TV/DVD/VCR COMBO,	Warehouse 1NURS	TOSHIBA MW20FP1 12954261	5/23/2005 Purchase 393.74 *
F0194	CARD READER FROM EIKI	ESL Speaking - OEC 21AES	EIKI P170 34426	7/19/1999 Purchase 312.42 *
F0195	CARD READER FROM EIKI	ESL Speaking - OEC 21AES	EIKI P170 34427	7/19/1999 Purchase 312.42 *
F0196	CARD READER FROM EIKI	ESL Speaking - OEC 21AES	EIKI P170 34424	7/19/1999 Purchase 312.42 *
F0197	CARD READER FROM EIKI	ESL Speaking - OEC 21AES	EIKI P170 34425	7/19/1999 Purchase 312.42 *
F0198	CARD READER FROM EIKI	ESL Speaking - OEC 21AES	EIKI P170 34422	7/19/1999 Purchase 312.42 *
F0199	CARD READER FROM EIKI	ESL Speaking - OEC 21AES	EIKI P170 34423	7/19/1999 Purchase 312.42 *
FG0295	BURROUGHS CALCULATOR	Warehouse	S/N509763	1/1/1981 Purchase 2,465.00 *
F32110	TOSHIBA DP 80F DIGITAL FAX	ESL Speaking - CEC 11AES	TOSHIBA 80F S02070463	10/8/2002 Purchase 719.95 *
FB2850	LANIER MOD 1977	Warehouse	655959	6/1/1976 Purchase 422.00 *
FB3525	TRANSCRIBER LANIER	Warehouse	251490650	6/1/1976 Purchase 456.00 *
FB3529	TRANSCRIBER LANIER	Warehouse	250501156	6/1/1976 Purchase 456.00 *
305325	LAN RACK FOR FILE SERVER	Information Tech Svcs Off 5ITS		2/1/1996 Purchase

Asset ID	Description Size	Department Location	Manufacturer Model Number Serial Number	Acquisition Date Acquisition Method Acquisition Cost
				1,455.00 *
F19580	SENSOR CHAIR W/OMEGA ARMS	Warehouse 5WARE		3/1/1994 Purchase 330.00 *
FA1512	CHAIRS & STOOLS STEELCASE	Warehouse	S/N 00000000	6/1/1975 Purchase 55.00 *
FB1759	CHAIR MTL STENO	Warehouse		3/1/1977 Purchase 67.00 *
F30123	CABINET, STORAGE	Warehouse 5WARE		5/1/1993 Purchase 177.00 *
FB3208	FILE 4 DRW LEGAL	Warehouse 1SMHS		6/1/1976 Purchase 157.00 *
FB3732	CABINET MTL 3X1 1/2X6 FT	Warehouse		6/1/1978 Purchase 115.00 *
73	PRESS HYDRAULIC DAKE 50H	Welding Technology - SAC 1SMHS	175885	12/1/1978 Purchase 1,590.00 *
302774	BANK SAW MTL CUTTING JOHNSON	Welding Technology - SAC 1SMHS	82090101	9/1/1982 Purchase 3,218.00 *
303287	BURSTER MACHINE	Information Tech Svcs Off 5ITS	93110039	6/1/1994 Purchase 15,405.00 *
FB3646	LATHE MARQUETTE TRUCUT	Warehouse	SN 9137	6/1/1978 Purchase 299.00 *
F309735	TESTER TUNE UP MARQUETTE	Warehouse 1SMHS	GOLDLINE	6/1/1976 Purchase 478.00 *
302725	DIGITAL OSCILLOSCOPE, COUNSELOR II	Automotive Technology - S 1AUTO	48921276	1/1/1993 Purchase 5,439.00 *
305312	PERIPHONICS TOUCHTONE AUTO REGIST	Admin Services - SAC 1ADM	SYST 7235	12/1/1988 Purchase 108,798.00 *
311366	SWITCH, HP PROCURVE 4000M	ESL Speaking - CEC 11AES	HP J4121A SGO4161350	3/15/2001 Purchase 3,684.28 *

Asset ID	Description Size	Department Location	Manufacturer Model Number Serial Number	Acquisition Date Acquisition Method Acquisition Cost
303158	ELECTRONIC BALANCE MATTLER-PE1600	Human Services & Tech - S 1SMHS	E30129	3/1/1986 Purchase 1,287.00 *
FB1624	WATER BATH PRECISION 66566	Warehouse 1BIOL	20A62	3/1/1977 Purchase 130.00 *
23354	TREADMILL	Exerci Sci-Phys Educat - SAC	QVINTON 3070010557	5/1/1997 Purchase 8,783.00 *
Total for Surplus Equipment				202,242.16 **

Rancho Santiago Community College District
Surplus Technology Equipment as of June 7, 2010

302103	FAX, TOSHIBA MODEL TF 631	Engl as a 2nd Lang-Genl - 11AES	TOSHIBA 99030045	4/21/1999 Purchase 1,407.40 *
315057	COPIER, XEROX WORKCENTRE	Warehouse 11AES	XEROX WORKCENTRE 129504	3/29/2004 Purchase 1,588.24 *
304806	SERVER, COMPAQ, PROLIANT 1850R	Information Tech Svcs Off 5ITS	COMPAQ 500MHZ D919CNH10087	6/9/1999 Purchase 18,731.11 *
304810	COMPAQ PROLIANT 6000 6/200 M1 128MB	Information Tech Svcs Off 5ITS	D731BLB30858	5/1/1998 Purchase 27,296.00 *
304811	COMPAQ PROLIANT7000R 6/200 1MB M1S	Warehouse 5ITS	D807BLC20294	5/1/1998 Purchase 43,245.00 *

Asset ID	Description Size	Department Location	Manufacturer Model Number Serial Number	Acquisition Date Acquisition Method Acquisition Cost
312	SERVER,COMPAQ PROLIANT 6000R	Information Tech Svcs Off 5ITS	COMPAQ XEO/500 512MB D919CP510018	6/3/1999 Purchase 38,859.92 *
305262	SERVER,PROLIANT 1850R 6/500	Information Tech Svcs Off 5ITS	COMPUCOM 1850R D920CNH10564	5/27/1999 Purchase 30,115.05 *
305268	1 LOT PHONE MESSAGE STORAGE	Information Tech Svcs Off 5ITS	PHONEBY LOT/PHONEUPG	3/1/1998 Purchase 49,110.00 *
308334	SERVER, DELL POWER EDGE 4300	Business Division Admin - 1BUS	DELL 4300 550MHZ C4LNA	1/3/2000 Purchase 16,699.42 *
308766	COMPUTER,T-SERVER,COMPAQ	Information Tech Svcs Off 5ITS	COMPAQ PIII 9011CTF6K097	5/3/2000 Purchase 3,863.49 *
311132	SERVER,COMPAQ,PROLIANT PIII	Warehouse 1ACA	COMPAQ DL360R 161080 6JOBFCX2EO1H	12/1/2000 Purchase 11,074.57 *
311133	SERVER,COMPAQ,PROLIANT	Warehouse 5ITS	COMPAQ DL360R PIII/800 8QOADDC8HO2X	12/1/2000 Purchase 11,074.57 *
311375	SERVER, DELL POWER EDGE	ESL Speaking - CEC 11AES	DELL 4400 4TVGG01	3/20/2001 Purchase 7,440.06 *
311435	SERVER, DELL POWER EDGE	ESL Speaking - CEC 11AES	DELL SERVER,1500 7F58H01	4/6/2001 Purchase 6,668.56 *
311475	SERVER, DELL POWER EDGE 1550	ESL Speaking - CEC 11AES	DELL SERVER HG3WHO1	4/9/2001 Purchase 6,457.70 *
311476	SERVER, DELL POWER EDGE 1550	ESL Speaking - CEC 11AES	DELL SERVER FG3WHO1	4/9/2001 Purchase 6,457.70 *
312785	SERVER, COMPAQ, PROLIANT	Library Services - SAC 1LIB	COMPAQ ML370T01 P800 D122FKZ1K262	6/27/2001 Purchase 7,780.24 *
312819	SERVER CPQ PROLIANT DL380R01	Information Tech Svcs Off 5EDS	PROLIANT DL380R01 D123FSB1M857	6/29/2001 Purchase 11,443.43 *
312846	SERVER, PROLIANT ML530 1GHZ	Humanities & Soc Sci - SA 1HSS	PROLIANT ML530 D107FPYIK146	7/17/2001 Purchase 14,637.26 *
312856	SERVER, DELL POWEREDGE 1550	ESL Speaking - CEC 11AES	DELL 1550	8/1/2001 Purchase

Asset ID	Description Size	Department Location	Manufacturer Model Number Serial Number	Acquisition Date Acquisition Method Acquisition Cost
			7PLBR01	5,311.47 *
313630	SWITCH HP PROCURVE 2524	ESL Speaking - CEC 11AES	HP J4813A SG14061895	1/3/2002 Purchase 1,363.68 *
313970	SERVER, POWEREDGE 2550	ESL Speaking - CEC 11AES	DELL 2550 PENTIUM 3 3DLPD11	4/15/2002 Purchase 5,871.60 *
314126	SWITCH, HP PROCURVE 2524	ESL Speaking - CEC 11AES	HP J4813A SG22001790	5/31/2002 Purchase 1,217.49 *
314195	SERVER, DELL POWEREDGE 1650	ESL Speaking - CEC 11AES	DELL POWEREDGE 1650 5HWCJ11	6/5/2002 Purchase 8,615.61 *
314453	SERVER, COMPAQ PROLIANT	Information Tech Svcs Off 5ITS	COMPAQ GM530 D244MFG51469	11/13/2002 Purchase 9,136.67 *
314558	BULL ESCALA/RL-470	Information Tech Svcs Off 5ITS	BULL ESCALA RL470 132	2/5/2003 Purchase 11,666.67 *
314620	NETWORK ATTACHED STORAGE	Information Tech Svcs Off 5ITS	HP B2000 D309KL27H010	3/27/2003 Purchase 7,168.95 *
314621	NETWORK ATTACHED STORAGE	Information Tech Svcs Off 5ITS	HP B2000 D309KL27H007	3/27/2003 Purchase 7,168.95 *
F30885	SERVER,COMPAQ,PROLIANT DL380	Information Tech Svcs Off 5ITS	COMPAQ PROLIANT DO16DKN1K309	5/5/2000 Purchase 15,160.20 *
F30886	SERVER,COMPAQ,PROLIANT DL380	Information Tech Svcs Off 5ITS	COMPAQ PROLIANT D014DKN1K511	5/5/2000 Purchase 15,160.20 *
F30913	SWITCH BOX,CPQ,2 X 8 PORT,	Information Tech Svcs Off 5ITS	CPQ 2X8 PORT 28OINOO1A00932	5/5/2000 Purchase 1,499.49 *
F31075	SERVER,COMPAQ,PROLIANT DL	Information Tech Svcs Off 5ITS	COMPAQ 502607 6J0AFCX2R25K	11/13/2000 Purchase 11,260.89 *
27916	KIOSK, STUDENT INFO SYSTEM	Admissions and Records - 1ADM	TOUCHNET 900 900150	8/25/1999 Purchase 36,344.76 *
304802	SERVER COMPAQ 1850R 450MHZ	Information Tech Svcs Off 5ITS	COMPAQ 1850R PII	3/11/1999 Purchase 16,460.94 *

Asset ID	Description Size	Department Location	Manufacturer Model Number Serial Number	Acquisition Date Acquisition Method Acquisition Cost
359	COMPUTER, DELL P6350	Information Tech Svcs Off 5ITS	DELL 2PTMU	4/14/1999 Purchase 1,484.80 *
305313	COMPUTER, TATUNG	Information Tech Svcs Off 5ITS	80101159	3/1/1990 Purchase 2,629.00 *
305909	COMPUTER,MINITOWER,DELL	Library Services - SAC 1EXER	DELL P6350 UBQYB	1/28/1999 Purchase 1,597.93 *
315528	COMPUTER, DELL	Auxiliary Services - DO 5ITS	DELL GX270 FPQXM51	9/15/2004 Purchase 1,032.71 *
F19519	BASIC USM MICROCOMPUTER SYSTEM	Warehouse 5WARE		12/1/1993 Purchase 1,232.00 *
F19529	BASIC USM MICROCOMPUTER SYSTEM	Warehouse 5WARE		12/1/1993 Purchase 1,232.00 *
F19533	BASIC USM MICROCOMPUTER SYSTEM	Warehouse 5WARE		12/1/1993 Purchase 1,232.00 *
F301751	BASIC USM MICROCOMPUTER SYSTEM	Warehouse 11AES		12/1/1993 Purchase 1,232.00 *
F301850	BASIC USM MICROCOMPUTER SYSTEM	Warehouse 12AES	8.9393E+11	12/1/1993 Purchase 1,232.00 *
F32994	COMPUTER,	Business Division Admin - 1BUS	DELL GX270 JD87M51	9/8/2004 Purchase 982.70 *
F33000	COMPUTER,	Business Division Admin - 1BUS	DELL GX270 FD87M51	9/8/2004 Purchase 982.70 *
301645	HP LASERJET 4000N PRINTER	ESL Speaking - CEC 11AES	USMB165707	5/1/1998 Purchase 1,384.00 *
301688	HP 4000N PRINTER	ESL Speaking - CEC 11AES	138425	6/1/1998 Purchase 1,898.00 *
301738	HP 4000N PRINTER LOCATED AT	ESL Speaking - CEC 11AES	KO148326	6/1/1998 Purchase 1,898.00 *
301915	HP LASERJET 4000TN	ESL Speaking - CEC 11AES		6/1/1998 Purchase

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			USNC114402	1,528.00 *
302464	HP LASERJET 5SIMX W/ DUPLEX	ESL Speaking - CEC 11AES		6/1/1998 Purchase
			USJK208836	4,273.00 *
302548	HP LASERJET 4000N PRINTER	Admissions and Records - 1ADM		5/1/1998 Purchase
			USMB165565	1,384.00 *
306395	PRINTER, H P LASERJET 4	Academic Affairs - SAC 1ACA		8/1/1993 Purchase
			JPBG077124	1,373.00 *
306514	PRINTER, HEWLETT PACKARD	Academic Affairs - SAC 1ACA		10/1/1993 Purchase
			LASERJET 4 JPBD012161	1,552.00 *
307543	PRINTER, HEWLETT PACKARD	Fiscal Services Office 5FISC		2/1/1994 Purchase
			JPBD027476	1,401.00 *
308308	PRINTER, HP W/DUPLEX & 2K TRAY	Warehouse 5FISC		12/7/1999 Purchase
			HP C4782A USGG001428	3,577.47 *
311255	PRINTER, HP LASERJET 4050N	ESL Speaking - CEC 11AES		1/3/2001 Purchase
			HP 4050N SUSQL069865	1,491.50 *
311260	PRINTER, HP LASERJET 4050N	ESL Speaking - CEC 11AES		1/3/2001 Purchase
			HP 4050N SUSQL069056	1,491.50 *
314008	PRINTER BULL 1200 LPM IMPACT	Information Tech Svcs Off 5ITS		4/23/2002 Purchase
			BULL PR54 XBEL6105217	5,365.95 *
314183	PRINTER, HP LASERJET 4100N	ESL Speaking - CEC 11AES		6/4/2002 Purchase
			HP 4100N USJNJ47317	1,476.10 *
F30981	COPIER/PRINTER, HP CC-180	ESL Speaking - CEC 11AES		7/10/2000 Purchase
			HP CC180 SGAO21OCCN	379.92 *
F31999	PRINTER, HP LASERJET 4100N	ESL Speaking - CEC 11AES		6/30/2002 Purchase
			HP 4100 SJPLGD18566	1,476.10 *
F32396	PRINTER	ESL Speaking - CEC 11AES		7/28/2003 Purchase
			HP 2300N CNBDB79421	940.71 *
F32583	PRINTER	Warehouse 1MS		9/3/2003 Purchase
			PRISM PLUS THERMAL CDPRS11 U045314	2,876.62 *

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914	PRINTER	Business Division Admin - 1BUS	HP 8400DX SRPCO30562	2/9/2004 Purchase 2,909.57 *
F30858	HUB, HP PROCURVE	ESL Speaking - CEC 11AES	HP PROCURVE	3/28/2000 Purchase 495.65 *
27875	COMPUTER,APPLE,POWER BOOK G3	Warehouse	APPLE M7308LL QT9310E5EY8	8/6/1999 Purchase 3,979.22 *
302273	COMPUTER,POWER MACINTOSH	ESL Speaking - CEC 11AES	APPLE G3 XA9255KZGQ5	6/24/1999 Purchase 2,218.57 *
27934	COMPUTER, LAPTOP	Information Tech Svcs Off 2ADMS	DELL LATITUDE Z8MDN	1/28/1999 Purchase 4,097.73 *
308127	LAPTOP, DELL LATITUDE CPX	Admin Services Dept - SCC 2ADMS	DELL LAPTOP G4B6201	9/21/2000 Purchase 3,694.76 *
310574	THINKPAD, CURT CHILDRESS	Information Tech Svcs Off 5ITS	IBM 26474IU 78XGW08	11/7/2000 Purchase 4,186.57 *
311952	COMPUTER, NOTEBOOK TO BE	Admin Services Dept - SCC 2ADMS	DELL LAP HGYHMO1	6/4/2001 Purchase 3,099.17 *
311953	COMPUTER, NOTEBOOK TO BE	Admin Services Dept - SCC 2ADMS	DELL LAP DQYHMO1	6/4/2001 Purchase 3,099.17 *
314647	COMPUTER, LAPTOP	Admin Services Dept - SCC 2ADMS	DELL 8500 C8SXQ21	5/5/2003 Purchase 2,457.65 *
F31238	LAPTOP, DELL LATITUDE C600	ESL Speaking - CEC 11AES	DELL LAP C600 HOVXG01	3/27/2001 Purchase 3,455.05 *
F31463	COMPUTER DELL LAPTOP,	Admin Services Dept - SCC 2ADMS	DELL LAP 900 9DG4X01	10/9/2001 Purchase 1,979.11 *
F31742	COMPUTER, LAPTOP DELL	Humanities & Soc Sci - SA 1HSS	DELL C810 9C6ZD11	5/13/2002 Purchase 2,985.81 *
313447	SCANNER RICOH IS450DE IMAGE	Admissions and Records - 1ADM	RICOH IS450DE P1301100004	7/9/2001 Purchase 7,416.43 *
314011	SCAN MARK 2260-ADF OPTICAL	ESL Speaking - CEC 11AES	SCAN MARK 2260ADF	4/25/2002 Purchase

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F19592	SCANNER, FLAT BED, MDL.RELI2400DPI	Warehouse 5WARE	ED02455 30500498	5,137.29 * 2/1/1994 Purchase 1,437.00 *
26910	COMPUTER, MACINTOSH POWERBOOK	Admin Services Dept - SCC 2ADMS	MACINTOSH G3 CK84400PE6D	12/1/1998 Purchase 3,758.00 *
26911	COMPUTER, MACINTOSH POWERBOOK	Admin Services Dept - SCC 2ADMS	MACINTOSH POWERBOOK G3 CK8433NLE6D	12/1/1998 Purchase 3,758.00 *
304422	COMPUTER DELL P6400 (100MHZ	Library Services - SAC 1AC	DELL O22TF	4/19/1999 Purchase 2,106.51 *
304833	COMPUTER,DESKTOP,DELL P6450	Information Tech Svcs Off 5ITS	DELL P6450 OHSIK	6/1/1999 Purchase 2,480.42 *
304837	COMPUTER, USM W/MONITOR	Information Tech Svcs Off 5ITS		5/1/1997 Purchase 2,339.00 *
304947	COMPUTER/MONITOR (SUB-RM. 15)	Facility Planning Office 5FACL	46061773	1/1/1997 Purchase 8,139.00 *
305083	COMPUTER,MINITOWER,DELL	Library Services - SAC 1EXER	DELL TOWER 1340E	3/25/1999 Purchase 1,965.36 *
308265	COMPUTER, DELL MINITOWER	Library Services - SAC 1HST	DELL TOWER 7YU5L	11/2/1999 Purchase 1,887.78 *
308528	COMPUTER,DELL,PENTIUM III	ESL Speaking - CEC 11AES	DELL PENTIUM III HCE6F	4/24/2000 Purchase 1,936.27 *
308529	COMPUTER,DELL,PENTIUM III	ESL Speaking - CEC 11AES	DELL PENTIUM III HCE6G	4/24/2000 Purchase 1,936.27 *
308599	COMPUTER,DELL DIMENSION XPS	Fine & Perf Arts Office - 1FPA	DELL DIMENSION XPS 13AG8	4/20/2000 Purchase 1,600.09 *
308621	COMPUTER,DELL, PENTIUM III	Library Services - SAC 1LIB	DELL DESKTOP 2ATUF	4/17/2000 Purchase 2,244.38 *
308642	COMPUTER,DELL,MINI TOWER	Information Tech Svcs Off 5ITS	DELL TOWER 3CEGI	4/24/2000 Purchase 2,164.71 *

Asset ID	Description Size	Department Location	Manufacturer Model Number Serial Number	Acquisition Date Acquisition Method Acquisition Cost
62	COMPUTER, DELL OPTI PLEX	Information Tech Svcs Off 5ITS	DELL TOWER 3TKIP	4/25/2000 Purchase 2,190.59 *
308772	COMPUTER, DELL 733 PENTIUM	Business Division Admin - 1BUS	DELL 733 JBX900B	5/22/2000 Purchase 1,872.70 *
308775	COMPUTER, DELL 733 PENTIUM	Business Division Admin - 1BUS	DELL 733 3CX900B	5/22/2000 Purchase 1,872.70 *
308778	COMPUTER, DELL 733 PENTIUM	Business Division Admin - 1BUS	DELL 733 HYX900B	5/22/2000 Purchase 1,872.70 *
308790	COMPUTER, DELL 733 PENTIUM	Business Division Admin - 1BUS	DELL 733 70Y900B	5/23/2000 Purchase 1,872.70 *
308799	COMPUTER, DELL 733 PENTIUM	Business Division Admin - 1BUS	DELL 733 BHX900B	5/23/2000 Purchase 1,872.70 *
308800	COMPUTER, DELL 733 PENTIUM	Business Division Admin - 1BUS	DELL 733 FLY900B	5/23/2000 Purchase 1,872.70 *
308801	COMPUTER, DELL 733 PENTIUM	Business Division Admin - 1BUS	DELL 733 FGX900B	5/23/2000 Purchase 1,872.70 *
308802	COMPUTER, DELL 733 PENTIUM	Business Division Admin - 1BUS	DELL 733 JMY900B	5/23/2000 Purchase 1,872.70 *
308884	COMPUTERS, DELL TOWER	Fiscal Services Office 5FISC	DELL CX110 74RL00B	6/2/2000 Purchase 2,108.67 *
311075	COMPUTER, MINITOWER, P6400	ESL Speaking - CEC 11AES	DELL 2NT1U	4/13/1999 Purchase 2,104.35 *
313357	COMPUTERS, DELL OPTIPLEX	ESL Speaking - CEC 11AES	DELL GX 150 8W97V01	9/7/2001 Purchase 1,558.73 *
313358	COMPUTERS, DELL OPTIPLEX	ESL Speaking - CEC 11AES	DELL GX 150 3W97V01	9/7/2001 Purchase 1,558.73 *
313360	COMPUTERS, DELL OPTIPLEX	ESL Speaking - CEC 11AES	DELL GX 150 7W97V01	9/7/2001 Purchase 1,558.73 *
313362	COMPUTERS, DELL OPTIPLEX	ESL Speaking - CEC 11AES	DELL GX 150	9/7/2001 Purchase

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			HW97V01	1,558.73 *
313380	COMPUTER, DELL MINITOWER TO	CDC Santa Ana College 5CDA	DELL MICRO 4WZ1W01	9/19/2001 Purchase 1,570.59 *
313631	COMPUTER DELL, W/FP MONITOR	Exerci Sci-Phys Educat - SAC	DELL GX240 BOLQ311	1/2/2002 Purchase 1,445.87 *
313718	COMPUTER, DELL PENTIUM 111	Facility Planning Office 1ADMS	DELL PENTIUM 111 5JXX611	1/31/2002 Purchase 1,782.21 *
314216	COMPUTER, DELL OPTIPLEX	ESL Speaking - CEC 11AES	DELL GX240 DGHYJ11	6/5/2002 Purchase 1,267.12 *
314218	COMPUTER, DELL OPTIPLEX	ESL Speaking - CEC 11AES	DELL GX240 CBHYJ11	6/5/2002 Purchase 1,267.12 *
314221	COMPUTER, DELL OPTIPLEX	ESL Speaking - CEC OEC	DELL GX240 B9HYJ11	6/5/2002 Purchase 1,267.12 *
314363	COMPUTER, DELL W/17 FP MONITOR	Staff Development - SAC 1BUS	DELL GX 240 JDSZS11	9/3/2002 Purchase 1,650.71 *
314507	COMPUTER	Fiscal Services Office 5FISC	DELL GX260T GSKJ21	12/30/2002 Purchase 2,341.38 *
314542	COMPUTER	Auxiliary Services - DO 1CSC	DELL GX260T 5HND9Z1	1/21/2003 Purchase 1,853.31 *
314546	COMPUTER, W/1702FP MONITOR	Human Development - SAC 5CDA	DELL GX260 1K23B21	1/23/2003 Purchase 2,080.64 *
314547	COMPUTER, W/1702FP MONITOR	Human Development - SAC 5CDA	DELL GX260 DJ23B21	1/23/2003 Purchase 2,080.64 *
314583	COMPUTER,	Staff Development - SAC 1HSS	DELL GX260 55MGD21	2/13/2003 Purchase 1,962.11 *
314679	COMPUTER	Business Division Admin - 5SBDC	DELL GX260 DTZPW21	6/12/2003 Purchase 1,610.01 *
314687	COMPUTER	Service Learning Cntr - S 1SLC	DELL GX260 1VZPW21	6/17/2003 Purchase 1,697.70 *

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314882	COMPUTER	Engl as a 2nd Lang-Genl - 12AES	DELL GX270 112NN31	10/22/2003 Purchase 1,603.31 *
314883	COMPUTER	Engl as a 2nd Lang-Genl - 12AES	DELL GX270 JO2NN31	10/22/2003 Purchase 1,603.31 *
314887	COMPUTER	Human Resources Office 5HR	DELL GX270 7LLNN31	10/23/2003 Purchase 1,467.53 *
314905	COMPUTER	Library Services - SAC 1LIB	DELL GX270 JSXDS31	11/18/2003 Purchase 951.44 *
315033	COMPUTERS	ESL Speaking - CEC 11AES	DELL GX270 HJ24H41	3/17/2004 Purchase 1,539.21 *
315035	COMPUTERS	ESL Speaking - CEC 12AES	DELL GX270 CK24H41	3/17/2004 Purchase 1,539.21 *
315045	COMPUTER,	Chancellor's Office 5CHAN	DELL GX270 D31RM41	4/2/2004 Purchase 1,434.78 *
315049	COMPUTER,	Chancellor's Office 5CHAN	DELL GX270 D31RM41	4/2/2004 Purchase 1,434.78 *
315052	COMPUTER, DELL	ESL Speaking - CEC 11AES	DELL GX270 BBJ9N41	4/6/2004 Purchase 2,049.05 *
315064	COMPUTER, DELL	Auxiliary Services - DO 1CSC	DELL GX270 CJ16P41	5/21/2004 Purchase 1,631.16 *
315111	COMPUTER,	ESL Speaking - CEC 12AES	DELL GX270 CSDJP41	4/19/2004 Purchase 1,147.99 *
315129	COMPUTER,	ESL Speaking - CEC 12AES	DELL GX270 DWFJP41	4/20/2004 Purchase 1,147.99 *
315130	COMPUTER,	ESL Speaking - CEC 12AES	DELL GX270 2XDJP41	4/20/2004 Purchase 1,147.99 *
315141	COMPUTER,	ESL Speaking - CEC 12AES	DELL GX270 G4FJP41	4/20/2004 Purchase 1,147.99 *
315151	COMPUTER,	ESL Speaking - CEC 12AES	DELL GX270	4/20/2004 Purchase

Asset ID	Description Size	Department Location	Manufacturer Model Number Serial Number	Acquisition Date Acquisition Method Acquisition Cost
			91FJP41	1,147.99 *
315162	COMPUTER,	ESL Speaking - CEC 12AES	DELL GX270 9ZDJP41	4/20/2004 Purchase 1,147.99 *
315164	COMPUTER,	ESL Speaking - CEC 12AES	DELL GX270 CZDJP41	4/20/2004 Purchase 1,147.99 *
315167	COMPUTER,	ESL Speaking - CEC 12AES	DELL GX270 G4TDP41	4/20/2004 Purchase 1,147.99 *
315327	COMPUTER,	Academic Computing - SAC SAC	DELL GX270 DFQM251	6/17/2004 Purchase 1,934.66 *
315606	COMPUTER,	Academic Computing - SAC D-412	DELL GX280 FXOTS51	10/21/2004 Purchase 1,309.83 *
315724	COMPUTER,	Engl as a 2nd Lang-Genl - 12AES	DELL GX280 SMALL 4DT2361	11/16/2004 Purchase 1,331.32 *
315726	COMPUTER,	Engl as a 2nd Lang-Genl - 12AES	DELL GX280 SMALL DCT2361	11/16/2004 Purchase 1,331.32 *
315733	COMPUTER GX280, SMALL MINI	Staff Development - SAC 1BUS	DELL GX280SMALL FOZX261	11/16/2004 Purchase 1,519.72 *
315736	COMPUTER GX280, SMALL MINI	Staff Development - SAC 1BUS	DELL GX280SMALL 11ZX261	11/16/2004 Purchase 1,519.72 *
315873	COMPUTER, DELL	ESL Speaking - OEC 21AES	DELL GX280 9XQT761	12/29/2004 Purchase 1,229.79 *
316419	COMPUTERS,	ESL Speaking - CEC 12AES	DELL GX280 B6ZLP61	1/27/2005 Purchase 1,272.18 *
316421	COMPUTERS,	ESL Speaking - CEC 12AES	DELL GX280 F5ZLP61	1/27/2005 Purchase 1,272.18 *
316423	COMPUTERS,	ESL Speaking - CEC 12AES	DELL GX280 D8ZLP61	1/27/2005 Purchase 1,272.18 *
316424	COMPUTERS,	ESL Speaking - CEC 12AES	DELL GX280 76ZLP61	1/27/2005 Purchase 1,272.18 *

Asset ID	Description Size	Department Location	Manufacturer Model Number Serial Number	Acquisition Date Acquisition Method Acquisition Cost
30	COMPUTERS,	ESL Speaking - CEC 12AES	DELL GX280 D7ZLP61	1/27/2005 Purchase 1,272.18 *
317075	COMPUTER, DELL	Admissions and Records - 1ADM	DELL GX620 GFJQR91	4/10/2006 Purchase 1,165.57 *
317509	COMPUTER,	Staff Development - SAC 1FPA	DELL GX620 4NSG5B1	6/19/2006 Purchase 1,046.89 *
F30460	COMPUTER,MINITOWER,DELL 6350	Educational Services Offi 1EXER	DELL TOWER 13HZW	6/11/1999 Purchase 1,922.28 *
F31828	COMPUTER, DELL OPTIPLEX	ESL Speaking - CEC 11AES	DELL GX240 SMALL 113ZJ11	6/5/2002 Purchase 1,510.64 *
F31833	COMPUTER, DELL OPTIPLEX 424 W 3RD	ESL Speaking - CEC 11AES	DELL GX240 SMALL DB3ZJ11	6/5/2002 Purchase 1,510.64 *
F31838	COMPUTER, DELL OPTIPLEX 424 W 3RD S	ESL Speaking - CEC 11AES	DELL GX240 SMALL 583ZJ11	6/5/2002 Purchase 1,510.64 *
F31839	COMPUTER, DELL OPTIPLEX	ESL Speaking - CEC 11AES	DELL GX240 SMALL 393ZJ11	6/5/2002 Purchase 1,510.64 *
F31840	COMPUTER, DELL OPTIPLEX	ESL Speaking - CEC 11AES	DELL GX240 SMALL CO3ZJ11	6/5/2002 Purchase 1,510.64 *
F31841	COMPUTER, DELL OPTIPLEX	ESL Speaking - CEC 11AES	DELL GX240 SMALL 703ZJ11	6/5/2002 Purchase 1,510.64 *
F31843	COMPUTER, DELL OPTIPLEX	ESL Speaking - CEC 11AES	DELL GX240 SMALL 4Z3ZJ11	6/5/2002 Purchase 1,510.64 *
F31844	COMPUTER, DELL OPTIPLEX	ESL Speaking - CEC 11AES	DELL GX240 SMALL FY2ZJ11	6/5/2002 Purchase 1,510.64 *
F31845	COMPUTER, DELL OPTIPLEX	ESL Speaking - CEC 11AES	DELL GX240 SMALL HY2ZJ11	6/5/2002 Purchase 1,510.64 *
F31846	COMPUTER, DELL OPTIPLEX	ESL Speaking - CEC 11AES	DELL GX240 SMALL FO3ZJ11	6/5/2002 Purchase 1,510.64 *
F31847	COMPUTER, DELL OPTIPLEX 424 W 3 rd	ESL Speaking - CEC 11AES	DELL GX240 SMALL	6/5/2002 Purchase

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			9Z2ZJ11	1,510.64 *
F31851	COMPUTER, DELL OPTIPLEX	ESL Speaking - CEC 11AES	DELL GX240 SMALL 753ZJ11	6/5/2002 Purchase 1,510.64 *
F31855	COMPUTER, DELL OPTIPLEX 424 W. 3RD	ESL Speaking - CEC 11AES	DELL GX240 SMALL 663ZJ11	6/5/2002 Purchase 1,510.64 *
F31868	COMPUTER, DELL OPTIPLEX	ESL Speaking - CEC 11AES	DELL GX240 SMALL F33ZJ11	6/5/2002 Purchase 1,510.64 *
F31859	COMPUTER, DELL OPTIPLEX	ESL Speaking - CEC 11AES	DELL GX240 SMALL BY3ZJ11	6/5/2002 Purchase 1,510.64 *
F31863	COMPUTER, DELL OPTIPLEX	ESL Speaking - CEC 11AES	DELL GX240 SMALL 5W3ZJ11	6/5/2002 Purchase 1,510.64 *
F31865	COMPUTER, DELL OPTIPLEX	ESL Speaking - CEC 11AES	DELL GX240 SMALL FR3ZJ11	6/5/2002 Purchase 1,510.64 *
F31866	COMPUTER, DELL OPTIPLEX 424 W. 3RD	ESL Speaking - CEC 11AES	DELL GX240 SMALL IS3ZJ11	6/5/2002 Purchase 1,510.64 *
F31872	COMPUTER, DELL OPTIPLEX	ESL Speaking - CEC 11AES	DELL GX240 SMALL 8S3ZJ11	6/5/2002 Purchase 1,510.64 *
F31873	COMPUTER, DELL OPTIPLEX 424 W 3RD	ESL Speaking - CEC 11AES	DELL GX240 SMALL 3R3ZJ11	6/5/2002 Purchase 1,510.64 *
F31874	COMPUTER, DELL OPTIPLEX 424 W. 3RD	ESL Speaking - CEC 11AES	DELL GX240 SMALL 6S3ZJ11	6/5/2002 Purchase 1,510.64 *
F31879	COMPUTER, DELL OPTIPLEX	ESL Speaking - CEC 11AES	DELL GX240 SMALL FV3ZJ11	6/5/2002 Purchase 1,510.64 *
F31886	COMPUTER, DELL OPTIPLEX SENIOR CTR	ESL Speaking - CEC 11AES	DELL GX240 SMALL 9R3ZJ11	6/5/2002 Purchase 1,510.64 *
F31892	COMPUTER, DELL OPTIPLEX	ESL Speaking - CEC 11AES	DELL GX240 SMALL GT3ZJ11	6/5/2002 Purchase 1,510.64 *
F31893	COMPUTER, DELL OPTIPLEX	ESL Speaking - CEC 11AES	DELL GX240 SMALL JQ3ZJ11	6/5/2002 Purchase 1,510.64 *

Asset ID	Description Size	Department Location	Manufacturer Model Number Serial Number	Acquisition Date Acquisition Method Acquisition Cost
99	COMPUTER, DELL OPTIPLEX	ESL Speaking - CEC 11AES	DELL GX240 9YFYJ11	6/5/2002 Purchase 1,692.73 *
F31900	COMPUTER, DELL OPTIPLEX	ESL Speaking - CEC 11AES	DELL GX240 JWFYJ11	6/5/2002 Purchase 1,692.73 *
F31901	COMPUTER, DELL OPTIPLEX	ESL Speaking - CEC 11AES	DELL GX240 3XFYJ11	6/5/2002 Purchase 1,692.73 *
F31902	COMPUTER, DELL OPTIPLEX	ESL Speaking - CEC 11AES	DELL GX240 CYFYJ11	6/5/2002 Purchase 1,692.73 *
F31904	COMPUTER, DELL OPTIPLEX	ESL Speaking - CEC 11AES	DELL GX240 3YFYJ11	6/5/2002 Purchase 1,692.73 *
F31905	COMPUTER, DELL OPTIPLEX	ESL Speaking - CEC 11AES	DELL GX240 2ZFYJ11	6/5/2002 Purchase 1,692.73 *
F31906	COMPUTER, DELL OPTIPLEX	ESL Speaking - CEC 11AES	DELL GX240 GWFYJ11	6/5/2002 Purchase 1,692.73 *
F31907	COMPUTER, DELL OPTIPLEX	ESL Speaking - CEC 11AES	DELL GX240 6WFYJ11	6/5/2002 Purchase 1,692.73 *
F31908	COMPUTER, DELL OPTIPLEX	ESL Speaking - CEC 11AES	DELL GX240 JXFYJ11	6/5/2002 Purchase 1,692.73 *
F31915	COMPUTER, DELL OPTIPLEX	ESL Speaking - CEC 11AES	DELL GX240 8XFYJ11	6/5/2002 Purchase 1,692.73 *
F31924	COMPUTER, OPTIPLEX GX 240	ESL Speaking - CEC 11AES	DELL GX240 GVVYJ11	6/5/2002 Purchase 1,692.73 *
F31925	COMPUTER, OPTIPLEX GX 240	ESL Speaking - CEC 11AES	DELL GX240 2LVYJ11	6/5/2002 Purchase 1,692.73 *
F31926	COMPUTER, OPTIPLEX GX 240	ESL Speaking - CEC 11AES	DELL GX240 6WVYJ11	6/5/2002 Purchase 1,692.73 *
F31928	COMPUTER, OPTIPLEX GX 240	ESL Speaking - CEC 11AES	DELL GX240 3WVYJ11	6/5/2002 Purchase 1,692.73 *
F31929	COMPUTER, OPTIPLEX GX 240	ESL Speaking - CEC 11AES	DELL GX240	6/5/2002 Purchase

Asset ID	Description Size	Department Location	Manufacturer Model Number Serial Number	Acquisition Date Acquisition Method Acquisition Cost
			HWVYJ11	1,692.73 *
F31931	COMPUTER, OPTIPLEX GX 240	ESL Speaking - CEC 11AES	DELL GX240 BXVYJ11	6/5/2002 Purchase 1,692.73 *
F31938	COMPUTER, OPTIPLEX, GX240	ESL Speaking - CEC 11AES	DELL 5194 2RC7K11	6/12/2002 Purchase 1,629.16 *
F31957	COMPUTER DELL GX240 SMALL	ESL Speaking - CEC 11AES	DELL GX240 8CSSK11	6/14/2002 Purchase 1,763.85 *
F32039	COMPUTER, DELL PENTIUM 4	Business Division Admin - 1BUS	DELL PENTIUM 4 9QQDK11	6/13/2002 Purchase 1,500.94 *
F32433	COMPUTER	Engl as a 2nd Lang-Genl - 11AES	DELL GX270 98D6831	8/14/2003 Purchase 1,279.13 *
F32513	COMPUTER	ESL Speaking - CEC 11AES	DELL GX270 DQGCH31	9/22/2003 Purchase 1,567.74 *
F32922	COMPUTER,	ESL Speaking - CEC 12AES	DELL GX270 J3FJP41	4/20/2004 Purchase 1,147.99 *
F33242	COMPUTER,	ESL Speaking - CEC 11AES	DELL GX280 SMALL C6P7K71	5/24/2005 Purchase 1,334.38 *
F33261	COMPUTER,	Engl as a 2nd Lang-Genl - 11AES	DELL GX280 SMALL 64V8K71	5/25/2005 Purchase 1,279.66 *
F33279	COMPUTER,	ESL Speaking - CEC 11AES	DELL GX280 8JVCL71	5/31/2005 Purchase 1,277 19 *
F33281	COMPUTER,	Engl as a 2nd Lang-Genl - 12AES	DELL GX280 DYW9L71	5/31/2005 Purchase 1,376.69 *
F33282	COMPUTER,	Engl as a 2nd Lang-Genl - 12AES	DELL GX280 FYW9L71	5/31/2005 Purchase 1,376.69 *
Total for Surplus Technology Equipment				783,948.00 **
Grand Total for Surplus Equipment & Technology				986,190.16 ***

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

To: Board of Trustees	Date: June 21, 2010
Re: Approval of Donation of Surplus Items	
Action: Request for Approval	

BACKGROUND

In October 1999, the Board of Trustees requested that prior to auction, surplus items should be made available to non-profit organizations and school districts. Education Code 81452 allows the District to donate items having no monetary value.

ANALYSIS

Notices were e-mailed to twenty-eight (28) non-profit organizations within the District's boundaries and thirty-five (35) school districts and community colleges in Orange County. Two (2) school districts, Garden Grove Unified School District, and Orange Unified School District, selected items of interest. Below are the items selected to be donated.

Garden Grove Unified School District – Los Amigos High School

Item Description	Barcode/Tag Number
NEC Video Projector	315361
NEC Video Projector	314503
Hitachi Video Projector	317928
Apple Powerbook G3	27875
2 (ea) APC Smart Up	n/a
2 (ea) Chart Filing Cabinets	n/a
8 (ea) Round Tables	n/a
2 (ea) Small Fixed Leg Tables	n/a
Burgundy Task Chair	n/a
Pink Task Chair	n/a

Orange Unified School District – Parkside Pre-School/Kindergarten

Item Description	Barcode/Tag Number
Brown Metal File Cabinet, 2 Drawer	n/a
Round Table	n/a
Black Office Stool	n/a
Wooden Multi-Drawer Cabinet	n/a
Metal Mail Organizer	n/a

Orange Unified School District – Orange High School

Item Description	Barcode/Tag Number
White Board	n/a
Lot of 40 (ea) Tablet Arm Chairs	n/a
Brown 3 Drawer Lateral File Cabinet	n/a
Brown 4 Drawer Vertical File Cabinet	n/a
Grey 4 Drawer Vertical File Cabinet	n/a
Light Blue Task Chair	n/a
Dark Blue Task Chair	n/a

RECOMMENDATION

It is recommended that the Board of Trustees approve the donations to Garden Grove Unified School District and Orange Unified School District as presented.

Fiscal Impact: None	Board Date: June 21, 2010
Prepared by: Tracey Conner-Crabbe, Director of Purchasing Services	
Submitted by: Peter Hardash, Vice Chancellor of Business Operations and Fiscal Services	
Recommended by: Edward Hernandez, Jr., Ed.D., Chancellor	

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
10-BP000232	1,019,622.00	TIDWELL CONCRETE CONSTRUCTION INC	Buildings - Contracted Svcs	SP	BOND	5/12/2010
10-BP000233	1,213,641.00	TIDWELL CONCRETE CONSTRUCTION INC	Buildings - Contracted Svcs	SP	BOND	5/12/2010
10-BP000234	803,932.00	TIDWELL CONCRETE CONSTRUCTION INC	Buildings - Contracted Svcs	SP	BOND	5/12/2010
10-BP000235	562,753.00	TIDWELL CONCRETE CONSTRUCTION INC	Buildings - Contracted Svcs	SP	BOND	5/12/2010
10-BP000236	321,673.00	TIDWELL CONCRETE CONSTRUCTION INC	Buildings - Contracted Svcs	SP	BOND	5/12/2010
10-BP000237	389,900.00	SIERRA LANDSCAPE CO INC	Buildings - Contracted Svcs	SP	BOND	5/13/2010
10-BP000238	88,550.00	SIERRA LANDSCAPE CO INC	Buildings - Contracted Svcs	SP	BOND	5/13/2010
10-BP000239	466,900.00	SIERRA LANDSCAPE CO INC	Buildings - Contracted Svcs	SP	BOND	5/13/2010
10-BP000240	204,400.00	SIERRA LANDSCAPE CO INC	Buildings - Contracted Svcs	SP	BOND	5/13/2010
10-BP000241	121,700.00	SIERRA LANDSCAPE CO INC	Buildings - Contracted Svcs	SP	BOND	5/13/2010
10-BP000242	299,000.00	JPI DEVELOPMENT GROUP INC	Buildings - Contracted Svcs	SP	BOND	5/13/2010
10-BP000243	115,000.00	JPI DEVELOPMENT GROUP INC	Buildings - Contracted Svcs	SP	BOND	5/13/2010
10-BP000244	1,980,000.00	INLAND BLDG CONSTRUCTION CO INC	Buildings - Contracted Svcs	SP	BOND	5/21/2010
10-BP000245	1,085,000.00	INLAND BLDG CONSTRUCTION CO INC	Buildings - Contracted Svcs	SP	BOND	5/21/2010
10-BP000246	3,000.00	INLAND BLDG CONSTRUCTION CO INC	Buildings - Contracted Svcs	SP	BOND	5/21/2010
10-BP000247	3,000.00	INLAND BLDG CONSTRUCTION CO INC	Buildings - Contracted Svcs	SP	BOND	5/21/2010
10-BP000248	3,000.00	INLAND BLDG CONSTRUCTION CO INC	Buildings - Contracted Svcs	SP	BOND	5/21/2010
10-BP000249	2,150,000.00	WEST-TECH MECHANICAL INC	Buildings - Contracted Svcs	SP	BOND	5/21/2010
10-BP000250	815,500.00	WEST-TECH MECHANICAL INC	Buildings - Contracted Svcs	SP	BOND	5/21/2010
10-P0014522	1,433.77	DELL COMPUTER	Equipment - All Other > \$1,000	SP		5/10/2010
10-P0014523	101.03	SEHI COMPUTER PRODUCTS	Non-Instructional Supplies	SP		5/10/2010
* 10-P0014524	1,138.02	CDW GOVERNMENT INC.	Instructional Supplies	SP		5/10/2010
10-P0014525	7,500.00	DON BOOKSTORE	Instructional Supplies	SP		5/10/2010
10-P0014526	289.00	DON BOOKSTORE	Non-Instructional Supplies	SP		5/10/2010
10-P0014527	1,575.00	SODEXHO	Other Exp Paid for Students	SP		5/10/2010
10-P0014528	326.25	TOWN AND COUNTRY RESORT AND CONVENTION CE	Conference Expenses	SP		5/10/2010
10-P0014529	1,500.00	BLUE RIBBON TROPHY CO	Awards & Incentives	SP		5/10/2010
10-P0014530	475.00	CASAS	Conference Expenses	SP		5/10/2010
10-P0014531	163.17	MCGRAW HILL CONTEMPORARY	Books, Mags & Ref Mat, Non-Lib	SP		5/10/2010
10-P0014532	1,087.39	MARTINEZ BOOKS AND ART GALLERY	Non-Instructional Supplies	SP		5/10/2010
10-P0014533	815.63	DON BOOKSTORE	Books, Mags & Ref Mat, Non-Lib	SP		5/10/2010
10-P0014534	5,979.83	XPEDX PAPER CO	Non-Instructional Supplies			5/10/2010
10-P0014535	9,288.34	DON BOOKSTORE	Other Exp Paid for Students	SP		5/10/2010
10-P0014536	140,000.00	DON BOOKSTORE	Books Paid for Students	SP		5/10/2010
10-P0014537	7,041.56	DON BOOKSTORE	Other Exp Paid for Students	SP		5/10/2010

5.29 (1)

No. 5.29

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

5.29 (2)

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
10-P0014538	4,000 00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		5/10/2010
10-P0014539	6,938 26	TROXELL COMM INC	Instructional Supplies	SP		5/11/2010
* 10-P0014540	1,094.18	SEHI COMPUTER PRODUCTS	Instructional Supplies	SP		5/12/2010
10-P0014541	740 00	CORNER BAKERY	Food and Food Service Supplies	SP		5/12/2010
* 10-P0014542	250 11	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		5/12/2010
10-P0014543	500 00	PROCLEAN INC	Non-Instructional Supplies	SP		5/12/2010
10-P0014544	1,000 00	AMMEX	Non-Instructional Supplies	SP		5/12/2010
10-P0014545	1,000.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		5/12/2010
* 10-P0014546	2,296.81	TROXELL COMM INC	Instructional Supplies	SP		5/12/2010
10-P0014547	2,492.74	1 800 DIAPERS INC	Non-Instructional Supplies	SP		5/12/2010
10-P0014548	755,060.00	INTERPIPE CONTRACTING INC	Buildings - Contracted Svcs	SP	BOND	5/12/2010
10-P0014549	735,190.00	INTERPIPE CONTRACTING INC	Buildings - Contracted Svcs	SP	BOND	5/12/2010
10-P0014550	1,630 92	B & H PHOTO VIDEO INC	Equip/Software - >\$200 <\$1,000	SP		5/12/2010
* 10-P0014551	1,119.19	SEHI COMPUTER PRODUCTS	Non-Instructional Supplies	SP		5/12/2010
10-P0014552	357,660.00	INTERPIPE CONTRACTING INC	Buildings - Contracted Svcs	SP	BOND	5/12/2010
10-P0014553	59,610 00	INTERPIPE CONTRACTING INC	Buildings - Contracted Svcs	SP	BOND	5/12/2010
10-P0014554	79,480.00	INTERPIPE CONTRACTING INC	Buildings - Contracted Svcs	SP	BOND	5/12/2010
* 10-P0014555	1,468 13	SEHI COMPUTER PRODUCTS	Non-Instructional Supplies			5/12/2010
10-P0014556	11 42	SCHICK RECORDS MGMT	Non-Instructional Supplies	SP		5/12/2010
10-P0014557	10,504 00	1 800 DIAPERS INC	Non-Instructional Supplies	SP		5/12/2010
10-P0014558	116.01	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies			5/12/2010
10-P0014559	750.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		5/13/2010
* 10-P0014560	21,990 00	PROFESSIONAL TURF SPECIALTIES INC	Contracted Services			5/13/2010
10-P0014561	1,558.61	MARCOM COMMUNICATIONS SYSTEM	Telephone & Pager Services	SP		5/13/2010
10-P0014562	2,569 15	FRANK'S LOCKS & DOOR CLOSERS INC	Contracted Repair Services	SP		5/13/2010
10-P0014563	13,200.00	SOUTHLAND TECHNOLOGY	Contracted Services			5/13/2010
10-P0014564	5,911.00	ORANGE COAST PLUMBING INC	Contracted Repair Services	SP		5/13/2010
10-P0014565	6,202.16	ORANGE COAST PLUMBING INC	Contracted Repair Services	SP		5/13/2010
10-P0014566	17,355 16	FOUNDATION FOR CALIFORNIA	Buildings - Licenses, Taxes	SP		5/13/2010
10-P0014567	2,000 00	LANGSTON & ASSOCIATES	Buildings - Engineering Costs	SP	BOND	5/13/2010
10-P0014568	750 00	DEPT OF GENERAL SERVICES	Buildings - DSA Fees	SP	BOND	5/13/2010
10-P0014569	1,280 00	ORANGE COUNTY REGISTER	Site Improv - Legal Expenses	SP	BOND	5/13/2010
* 10-P0014570	5,180 00	CITY OF COSTA MESA	Instructional Agrmt - Salary			5/13/2010
10-P0014571	8,721 89	DELL COMPUTER	Equipment - Federal Progs >200	SP		5/13/2010
10-P0014572	551 04	OCEAN PARK HOTELS	Conference Expenses	SP		5/13/2010

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

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
10-P0014573	1,276.24	MONTEREY MARRIOTT	Conference Expenses	SP		5/13/2010
10-P0014574	375.00	PENNSYLVANIA STATE UNIV	Conference Expenses	SP		5/13/2010
10-P0014575	46,718.79	DELL COMPUTER	Equipment - All Other > \$1,000			5/13/2010
10-P0014576	1,280.00	ORANGE COAST PLUMBING INC	Contracted Repair Services			5/13/2010
10-P0014577	8,721.89	DELL COMPUTER	Equipment - Federal Progs >200	SP		5/13/2010
10-P0014578	2,272.00	DON BOOKSTORE	Books Paid for Students	SP		5/13/2010
10-P0014579	65,543.30	PLATO LEARNING INC	Software License and Fees	SP		5/13/2010
10-P0014580	1,188,700.00	GLAZCON PRODUCTION INC	Buildings - Contracted Svcs	SP	BOND	5/13/2010
10-P0014581	437,550.00	GLAZCON PRODUCTION INC	Buildings - Contracted Svcs	SP	BOND	5/13/2010
10-P0014582	201.18	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		5/13/2010
10-P0014583	375.00	PENNSYLVANIA STATE UNIV	Conference Expenses	SP		5/13/2010
10-P0014584	174.70	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		5/13/2010
10-P0014585	1,136.44	IMAGE PRINTING SOLUTIONS	Non-Instructional Supplies	SP		5/13/2010
10-P0014586	45.12	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		5/13/2010
10-P0014587	4,913.33	WOODRIDGE PRESS INC	Class Schedules/Printing	SP		5/14/2010
10-P0014588	1,163.63	UNISOURCE PAPER CO	Instructional Supplies	SP		5/14/2010
10-P0014589	1,022.49	4 IMPRINT	Non-Instructional Supplies	SP		5/14/2010
10-P0014590	1,123.03	SEHI COMPUTER PRODUCTS	Non-Instructional Supplies	SP		5/14/2010
10-P0014591	470.89	E-CONOLIGHT LLC	Repair & Replacement Parts			5/14/2010
10-P0014592	262.90	WESTCLIFF MEDICAL LAB INC	Instructional Supplies			5/14/2010
10-P0014593	1,532.41	DELL COMPUTER	Equipment - Federal Progs >200	SP		5/14/2010
10-P0014594	491.37	FITNESS REPAIR SHOP	Repair & Replacement Parts			5/14/2010
10-P0014595	713.40	AMERICAN EXPRESS	Conference Expenses	SP		5/14/2010
* 10-P0014596	1,729.13	APPERSON PRINT MGMT SVCS	Equip/Software - >\$200 <\$1,000	SP		5/14/2010
10-P0014597	10,297.14	CDW GOVERNMENT INC.	Equipment - All Other > \$1,000	SP		5/14/2010
* 10-P0014598	6,109.04	CAL MED DIVERSIFIED INC	Instructional Supplies			5/14/2010
10-P0014599	681.50	GALE GROUP	Library Books	SP		5/14/2010
10-P0014600	66.55	APPERSON PRINT MGMT SVCS	Non-Instructional Supplies	SP		5/14/2010
10-P0014601	244.68	4 IMPRINT	Non-Instructional Supplies	SP		5/14/2010
10-P0014602	2,194.35	4 IMPRINT	Non-Instructional Supplies	SP		5/14/2010
10-P0014603	2,000.00	CCDAA CALIF CHILD DEV ADMIN ASSOC	Inst Dues & Memberships	SP		5/14/2010
10-P0014604	8,256.51	C2 REPROGRAPHICS	Buildings - Blueprint/Reprod	SP	BOND	5/14/2010
10-P0014605	7,031.73	C2 REPROGRAPHICS	Buildings - Blueprint/Reprod	SP	BOND	5/14/2010
10-P0014606	5,810.52	C2 REPROGRAPHICS	Buildings - Blueprint/Reprod	SP	BOND	5/14/2010
10-P0014607	1,201.18	GUZMAN GLORIA I	Instructional Supplies	SP		5/14/2010

5.29 (3)

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

5.29 (4)

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
10-P0014608	112 53	WAXIE SANITARY SUPPLY	Non-Instructional Supplies			5/14/2010
10-P0014609	3,890 32	XPEDX PAPER CO	Non-Instructional Supplies			5/14/2010
10-P0014610	1,734,200 00	INDUSTRIAL MASONRY INC	Buildings - Contracted Svcs	SP	BOND	5/14/2010
10-P0014611	1,255,800 00	INDUSTRIAL MASONRY INC	Buildings - Contracted Svcs	SP	BOND	5/14/2010
10-P0014612	2,813 18	J S PALUCH COMPANY INC	Advertising	SP		5/14/2010
10-P0014613	768 86	INDEPENDENT LIVING RESOURCES INC	Instructional Supplies	SP		5/18/2010
10-P0014614	157 01	DELL COMPUTER	Equipment - All Other > \$1,000			5/18/2010
10-P0014615	545 95	DELL COMPUTER	Equipment - All Other > \$1,000			5/18/2010
10-P0014616	57 09	SCHICK RECORDS MGMT	Non-Instructional Supplies	SP		5/18/2010
* 10-P0014617	535 95	BELL PIPE & SUPPLY CO	Equip/Software - >\$200 <\$1,000			5/18/2010
10-P0014619	271 88	DONNA FOOD SERVICES INC	Food and Food Service Supplies	SP		5/18/2010
10-P0014620	214 07	SIERRA WHOLESALE HARDWARE INC	Repair & Replacement Parts			5/18/2010
10-P0014621	157 69	TROXELL COMM INC	Instructional Supplies	SP		5/18/2010
10-P0014627	526 24	PENNSYLVANIA STATE UNIV	Conference Expenses	SP		5/19/2010
10-P0014628	526 24	PENNSYLVANIA STATE UNIV	Conference Expenses	SP		5/19/2010
10-P0014630	650 00	SMART & FINAL	Food and Food Service Supplies	SP		5/19/2010
10-P0014631	126,515.00	POSTMASTER	Postage			5/19/2010
10-P0014632	93,575 65	RESERVE ACCOUNT	Postage			5/19/2010
10-P0014633	126,516 00	RESERVE ACCOUNT	Postage			5/19/2010
10-P0014634	4,611 00	DON BOOKSTORE	Other Exp Paid for Students	SP		5/19/2010
10-P0014635	6,295 00	DON BOOKSTORE	Non-Instructional Supplies	SP		5/19/2010
10-P0014636	19,676 38	HEWLETT PACKARD CO	Equipment - All Other > \$1,000			5/20/2010
10-P0014637	600.00	WAL-MART STORES INC	Awards & Incentives	SP		5/20/2010
10-P0014638	600 00	TARGET STORES	Awards & Incentives	SP		5/20/2010
10-P0014639	500 00	NORTHGATE GONZALEZ MARKET	Awards & Incentives	SP		5/20/2010
10-P0014640	761.27	SCANTRON CORP	Non-Instructional Supplies	SP		5/20/2010
10-P0014641	9,907 14	TANDUS US LLC	Building Improvements			5/20/2010
* 10-P0014642	8,419.95	PROGRESSIVE FLOOR COVERING INC	Contracted Services	SP		5/20/2010
10-P0014643	3,293 00	DON BOOKSTORE	Other Exp Paid for Students	SP		5/20/2010
10-P0014644	9,750 00	SODEXHO	Other Exp Paid for Students	SP		5/20/2010
10-P0014645	642 10	DISPLAYS2GO	Non-Instructional Supplies	SP		5/20/2010
10-P0014646	347 13	DELL COMPUTER	Instructional Supplies			5/20/2010
10-P0014647	193.58	B & N INC	Food and Food Service Supplies	SP		5/20/2010
10-P0014648	290 91	MIDWEST LIBRARY SVC	Library Books	SP		5/20/2010
10-P0014649	1,186,000 00	INLAND EMPIRE ARCHITECTURAL	Buildings - Contracted Svcs	SP	BOND	5/20/2010

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

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
10-P0014650	474,000.00	INLAND EMPIRE ARCHITECTURAL	Buildings - Contracted Svcs	SP	BOND	5/20/2010
10-P0014651	2,550.00	INLAND EMPIRE ARCHITECTURAL	Buildings - Contracted Svcs	SP	BOND	5/20/2010
10-P0014652	2,550.00	INLAND EMPIRE ARCHITECTURAL	Buildings - Contracted Svcs	SP	BOND	5/20/2010
10-P0014653	17,052.00	INLAND EMPIRE ARCHITECTURAL	Buildings - Contracted Svcs	SP	BOND	5/20/2010
10-P0014654	155.93	SIMS ORANGE WELDING SUPPLY	Repair & Replacement Parts			5/21/2010
10-P0014655	8,498.01	DELL COMPUTER	Equipment - Federal Progs >200	SP		5/21/2010
* 10-P0014656	2,847.74	DELL COMPUTER	Equipment - Federal Progs >200	SP		5/21/2010
10-P0014657	1,702.88	WE DO GRAPHICS INC	Non-Instructional Supplies			5/21/2010
10-P0014658	4,000.00	LAKESHORE LEARNING MATERIALS	Instructional Supplies	SP		5/21/2010
10-P0014659	4,000.00	DISCOUNT SCHOOL SUPPLY	Instructional Supplies	SP		5/21/2010
10-P0014660	369,678.00	CONTINENTAL FLOORING INC	Buildings - Contracted Svcs	SP	BOND	5/21/2010
10-P0014661	375,448.00	CONTINENTAL FLOORING INC	Buildings - Contracted Svcs	SP	BOND	5/21/2010
10-P0014662	277.87	BUSINESS MACHINES SECURITY	Non-Instructional Supplies	SP		5/21/2010
10-P0014663	330.21	B & H PHOTO VIDEO INC	Non-Instructional Supplies	SP		5/21/2010
10-P0014664	611.94	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		5/24/2010
10-P0014665	878.06	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		5/24/2010
10-P0014667	657.35	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		5/24/2010
10-P0014668	310.40	AMERICAN EXPRESS	Conference Expenses			5/24/2010
10-P0014669	344.40	AMERICAN EXPRESS	Conference Expenses			5/24/2010
10-P0014670	18,000.00	COMMUNITY COLLEGE SEARCH SVCS	Contracted Services	SP		5/24/2010
10-P0014671	206.75	POWER PLUS	Contracted Repair Services			5/24/2010
10-P0014672	456.33	DAY LITE MAINTENANCE CO INC	Contracted Repair Services			5/24/2010
10-P0014673	140.00	STATE OF CALIF	Contracted Services			5/24/2010
10-P0014674	77.54	RELIABLE GRAPHICS	Building Improvements	SP		5/24/2010
10-P0014675	421.55	MARCELINA R NEVILS	Conference Expenses			5/24/2010
10-P0014676	40.00	SECRETARY OF STATE	Conference Expenses			5/24/2010
10-P0014677	1,500.00	GOLD COAST TOURS	Transportation - Student	SP		5/24/2010
10-P0014678	2,692.65	ATKINSON ANDELSON LOYA RUUD ROMO	Legal Expenses			5/24/2010
10-P0014679	195.40	AMERICAN EXPRESS	Conference Expenses	SP		5/24/2010
10-P0014680	715.27	THE FLAG SHOP	Non-Instructional Supplies			5/25/2010
10-P0014681	700.00	DON BOOKSTORE	Books, Mags & Ref Mat, Non-Lib	SP		5/25/2010
10-P0014683	702.00	DON BOOKSTORE	Other Exp Paid for Students	SP		5/25/2010
10-P0014684	95.58	SACRAMENTO CAPITOL PLAZA	Conference Expenses	SP		5/25/2010
10-P0014685	613.23	SO COUNTIES LUBRICANTS	Gasoline			5/25/2010
10-P0014686	400.00	HERTZ CORP	Transportation - Student	SP		5/25/2010

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

5.29 (5)

5.29 (6)

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
10-P0014687	13,586 01	DELL COMPUTER	Equipment - Federal Progs >200	SP		5/25/2010
10-P0014688	1,170 00	PIRATE'S DINNER ADVENTURE	Other Exp Paid for Students	SP		5/25/2010
10-P0014689	4,890 00	CHALLENGE U INC	Other Exp Paid for Students	SP		5/25/2010
10-P0014690	800 00	CHEVRON	Gasoline			5/25/2010
* 10-P0014691	8,618 48	ADVANCED WEB OFFSET INC	Class Schedules/Printing	SP		5/26/2010
10-P0014692	17 78	REMEDIA PUBLICATIONS	Books, Mags & Ref Mat, Non-Lib	SP		5/26/2010
10-P0014693	5,194.66	DON BOOKSTORE	Non-Instructional Supplies	SP		5/26/2010
10-P0014694	2,196 00	ORANGE COUNTY TRANSPORTATION	Awards & Incentives	SP		5/26/2010
* 10-P0014695	226 41	PROMAX SYSTEMS	Equipment - All Other > \$1,000	SP		5/26/2010
10-P0014696	13,599 00	DON BOOKSTORE	Non-Instructional Supplies	SP		5/27/2010
10-P0014697	113,690 00	K & Z CABINETS CO INC	Buildings - Contracted Svcs	SP	BOND	5/27/2010
10-P0014698	60,440 00	K & Z CABINETS CO INC	Buildings - Contracted Svcs	SP	BOND	5/27/2010
10-P0014699	787,928 00	TROYER CONTRACTING CO INC	Buildings - Contracted Svcs	SP	BOND	5/27/2010
10-P0014700	1,089 34	DISCOUNT SCHOOL SUPPLY	Instructional Supplies	SP		5/27/2010
10-P0014701	43,256.69	CREVIER MOTOR INC	Equipment - All Other > \$1,000	SP		5/27/2010
* 10-P0014702	2,512 91	FISHER SCIENTIFIC	Instructional Supplies	SP		5/28/2010
10-P0014703	2,458.91	TOMARK SPORTS INC	Equipment - All Other > \$1,000	SP		5/28/2010
10-P0014704	8,195 04	WENGER CORP	Equipment - All Other > \$1,000	SP		5/28/2010
10-P0014705	416 00	STATE OF CALIFORNIA	Fingerprinting			5/28/2010
10-P0014706	4,095.53	TROXELL COMM INC	Instructional Supplies	SP		5/28/2010
10-P0014707	25,000 00	THE DOLINKA GROUP LLC	Contracted Services	SP		5/28/2010
10-P0014708	670 10	OAKWORKS	Equip/Software - >\$200 <\$1,000	SP		5/28/2010
* 10-P0014709	1,648 00	ORANGE COUNTY REGISTER	Buildings - Legal Expenses	SP	BOND	5/28/2010
10-P0014710	3,995.00	WESTERN POWER SYSTEMS	Buildings - Contracted Svcs	SP	BOND	5/28/2010
10-P0014711	18,500 00	RODRIGUEZ ENGINEERING	Buildings - Engineering Costs	SP		5/28/2010
10-P0014712	15,768 75	TROXELL COMM INC	Equipment - All Other > \$1,000	SP		5/28/2010
10-P0014713	319,491.00	UNIVERSAL LABORATORIES INC	Buildings - Construction Tests	SP	BOND	5/28/2010
10-P0014714	319,518.00	UNIVERSAL LABORATORIES INC	Buildings - Construction Tests	SP	BOND	5/28/2010
10-P0014715	280.00	DEPT OF GENERAL SERVICES	Contracted Services	SP		5/28/2010
10-P0014716	25,788 00	NINYO & MOORE	Buildings - Contracted Svcs	SP	BOND	5/28/2010
10-P0014717	13,910 00	NINYO & MOORE	Buildings - Contracted Svcs	SP	BOND	5/28/2010
10-P0014718	19,256.00	NINYO & MOORE	Buildings - Contracted Svcs	SP	BOND	5/28/2010
* 10-P0014719	3,686 49	WALLY MACHINERY & TOOL SUPPLY	Equipment - All Other > \$1,000	SP		5/28/2010
10-P0014720	43,368.00	NINYO & MOORE	Buildings - Contracted Svcs	SP	BOND	5/28/2010
10-P0014721	5,898 75	ADVANTAGE FITNESS PRODUCTS	Equipment - All Other > \$1,000	SP		5/28/2010

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P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
10-P0014722	61,751 00	NINYO & MOORE	Buildings - Contracted Svcs	SP	BOND	5/28/2010
10-P0014723	1,875 00	DE LA TORRE COMMERCIAL	Buildings - Contracted Svcs	SP	BOND	5/28/2010
10-P0014724	412.50	PYRO-COMM SYSTEMS INC	Contracted Repair Services			5/28/2010
10-P0014725	936.25	RSD REFRIGERATION SUPPLIES	Repair & Replacement Parts			5/28/2010
10-P0014726	1,630 80	THE WRIGHT GROUP INC	Legal Expenses			5/28/2010
10-P0014727	2,870 00	TROPICAL PLAZA NURSERY	Contracted Repair Services			5/28/2010
10-P0014728	578 93	YALE CHASE	Equip/Software - >\$200 <\$1,000	SP		5/28/2010
10-P0014729	1,477 00	TROPICAL PLAZA NURSERY	Contracted Repair Services			5/28/2010
10-P0014730	382 50	FRANKLIN AIR CONDITIONING	Contracted Repair Services			5/28/2010
10-P0014731	975 00	AMTECH ELEVATOR SERVICES	Contracted Repair Services			5/28/2010
10-P0014732	1,745 89	FRANKLIN AIR CONDITIONING	Contracted Repair Services			5/28/2010
10-P0014733	820 22	CURRENT ELECTRIC	Contracted Repair Services			5/28/2010
10-P0014734	174 00	GMS ELEVATOR	Contracted Repair Services			5/28/2010
10-P0014735	4,271 25	DELL COMPUTER	Equip/Software - >\$200 <\$1,000	SP		5/28/2010
* 10-P0014736	7,205 40	SAN BERNARDINO COUNTY	Instructional Agrmt - Salary			5/28/2010
10-P0014737	2,259.81	CAL MED DIVERSIFIED INC	Equipment - All Other > \$1,000	SP		5/28/2010
* 10-P0014738	33,107 09	MIRACLE PLAYGROUND SALES	Equipment - All Other > \$1,000	SP	BOND	5/28/2010
10-P0014739	11,000 00	CRUZ PATRICIA M	Contracted Services	SP		5/28/2010
10-P0014740	500.00	WAKEFIELD JAMES B	Contracted Services	SP		5/28/2010
10-P0014741	5,600 00	STICKNEY LAVONNE D	Contracted Services	SP		5/28/2010
10-P0014742	6,000.00	POOJA P. PATEL	Contracted Services	SP		5/28/2010
10-P0014743	4,062.48	SEHI COMPUTER PRODUCTS	Equipment - Federal Progs >200	SP		5/28/2010
10-P0014744	323.00	WESTERN POWER SYSTEMS	Contracted Repair Services			5/28/2010
10-P0014745	2,570.25	SPORTS ENDEAVORS INC	Equipment - All Other > \$1,000	SP		5/28/2010
10-P0014746	300.00	WOOD SANDRA JEANNE	Conference Expenses	SP		6/1/2010
* 10-P0014747	4,350.00	ONE SOURCE DISTRIBUTORS INC	Equipment - Federal Progs >200	SP		6/1/2010
10-P0014748	10,684.62	SMART & FINAL	Food and Food Service Supplies	SP		6/1/2010
10-P0014749	60,000.00	DON BOOKSTORE	Other Exp Paid for Students	SP		6/1/2010
* 10-P0014750	13,865.00	SVM LP	Equip/Software - >\$200 <\$1,000	SP		6/1/2010
10-P0014751	120 00	BERNAN ASSOC	Library Books	SP		6/1/2010
10-P0014752	2,326 74	TROPICAL PLAZA NURSERY	Contracted Repair Services			6/1/2010
10-P0014753	125 00	CITY OF ORANGE	Other Licenses & Fees			6/1/2010
10-P0014755	406 12	MARTHA C VARGAS	Food and Food Service Supplies	SP		6/1/2010
10-P0014756	613 30	SODEXHO	Food and Food Service Supplies	SP		6/1/2010
10-P0014757	5,000 00	SANTA ANA CHAMBER OF COMMERCE	Contracted Services			6/1/2010

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

5.29 (7)

5.29 (8)

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
* 10-P0014758	76,963.30	M. J THIESEN INC	Equipment - All Other > \$1,000	SP	BOND	6/2/2010
10-P0014759	2,087.19	SMART & FINAL	Food and Food Service Supplies	SP		6/2/2010
10-P0014760	6,217.91	PILLAR VISION	Equipment - All Other > \$1,000	SP		6/2/2010
10-P0014762	1,076,688.00	TROYER CONTRACTING CO INC	Buildings - Contracted Svcs	SP	BOND	5/27/2010
10-P0014763	16,130.00	APCO GRAPHICS INC	Building Improvements	SP	BOND	6/2/2010
10-P0014764	4,015.00	HAAS FACTORY OUTLET	Equipment - All Other > \$1,000	SP		6/2/2010
10-P0014765	1,879.60	COMFORT INN & SUITES	Other Participant Travel Exp	SP		6/2/2010
10-P0014766	2,031.68	SO CALIF EDISON CO	Buildings - Contracted Svcs	SP	BOND	6/3/2010
10-P0014767	6,988.00	FACILITIES PLANNING AND PROGRAM SVCS INC	Contracted Services			6/3/2010
10-P0014768	575.00	OWENS STEVE	Contracted Services			6/3/2010
10-P0014769	29,752.50	ADKISON ENGINEERS INC	Buildings - Contracted Svcs	SP	BOND	6/3/2010
10-P0014770	47,265.00	ADKISON ENGINEERS INC	Buildings - Contracted Svcs	SP	BOND	6/3/2010
10-P0014771	29,752.50	ADKISON ENGINEERS INC	Buildings - Contracted Svcs	SP	BOND	6/3/2010
* 10-P0014772	2,952.00	ORANGE COUNTY REGISTER	Buildings - Legal Expenses	SP	BOND	6/3/2010
10-P0014773	3,000.00	1 800 DIAPERS INC	Non-Instructional Supplies	SP		6/3/2010
10-P0014774	5,200.00	SHIPMAN INDUSTRIES	Buildings - Contracted Svcs	SP	BOND	6/3/2010
10-P0014775	1,407.00	LAKESHORE LEARNING MATERIALS	Instructional Supplies	SP		6/3/2010
* 10-P0014776	769.65	LAKESHORE LEARNING MATERIALS	Instructional Supplies	SP		6/3/2010
10-P0014777	1,355.60	BEST WESTERN	Other Participant Travel Exp	SP		6/3/2010
10-P0014778	706.01	KINKO'S	Reproduction/Printing Expenses			6/3/2010
10-P0014779	816.14	KAPLAN	Instructional Supplies	SP		6/4/2010
10-P0014780	668.73	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		6/4/2010
10-P0014781	1,143.37	DISCOUNT SCHOOL SUPPLY	Instructional Supplies	SP		6/4/2010
10-P0014782	761.25	NTH GENERATION COMPUTING INC	Equipment - All Other > \$1,000			6/4/2010
* 10-P0014783	2,472.80	MCMAHAN BUSINESS INTERIORS	Non-Instructional Supplies	SP		6/4/2010
* 10-P0014784	21,695.65	Q-MATIC CORP	Equipment - All Other > \$1,000	SP		6/4/2010
* 10-P0014785	1,569.03	RELIABLE GRAPHICS	Contracted Services	SP	BOND	6/4/2010
10-P0014786	701.35	SODEXHO	Food and Food Service Supplies	SP		6/4/2010
10-P0014787	1,295.67	FALCON WATERTREE TECH INC	Building Improvements			6/4/2010
10-P0014788	488.61	SODEXHO	Food and Food Service Supplies	SP		6/4/2010
10-P0014789	335.74	ARRIAZA CECILIA A	Non-Instructional Supplies	SP		6/4/2010
10-P0014790	72.81	MIDWEST LIBRARY SVC	Library Books	SP		6/4/2010
10-P0014791	285.71	MCGRAW HILL CONTEMPORARY	Books, Mags & Ref Mat, Non-Lib	SP		6/4/2010
10-P0014792	235.00	CALIF LAND SURVEYORS ASSOC	Advertising	SP		6/4/2010
10-PC109328	100,000.00	SANTA ANA COLLEGE FOUNDATION	Contracted Services	SP		5/19/2010

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P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
10-PC109329	3,234 00	FIRST UNITED METHODIST CHURCH	Rental - Facility (Short-term)	SP		5/24/2010

Grand Total: \$ 25,232,711.22

5.29 (9)

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

**PURCHASE ORDERS SUPPLEMENT
PURCHASE ORDERS OF \$15,000 AND OVER
FROM MAY 9, 2010 THROUGH JUNE 5, 2010
BOARD MEETING OF JUNE 21, 2010**

5.29 (10)

P.O. #	Amount	Description	Department	Comment
10-BP000232	\$1,019,622.00	Concrete for the Humanities Building project at Santiago Canyon College, DSA #04-110212	DO-Facility Planning	Bid #1136 Board approved: March 22, 2010
10-BP000233	\$1,213,641.00	Concrete for the Athletic/Aquatic Center project at Santiago Canyon College, DSA #04-109232	DO-Facility Planning	Bid #1136 Board approved: March 22, 2010
10-BP000234	\$803,932.00	Concrete for the Santiago Canyon Road Entry and Parking Lot project at Santiago Canyon College, DSA #04-110566	DO-Facility Planning	Bid #1136 Board approved: March 22, 2010
10-BP000235	\$562,753.00	Concrete for the Chapman Avenue Entry Road and LRC Parking Lot project at Santiago Canyon College, DSA #04-110582	DO-Facility Planning	Bid #1136 Board approved: March 22, 2010
10-BP000236	\$321,673.00	Concrete for the Loop Road Extension project at Santiago Canyon College, DSA #04-110594	DO-Facility Planning	Bid #1136 Board approved: March 22, 2010
10-BP000237	\$389,900.00	Landscaping for the Humanities Building project at Santiago Canyon College, DSA #04-110212	DO-Facility Planning	Bid #1134 Board approved: March 22, 2010
10-BP000238	\$88,550.00	Landscaping for the Athletic/Aquatic Center project at Santiago Canyon College, DSA #04-109232	DO-Facility Planning	Bid #1134 Board approved: March 22, 2010
10-BP000239	\$466,900.00	Landscaping for the Santiago Canyon Road Entry and Parking Lot project at Santiago Canyon College, DSA #04-110566	DO-Facility Planning	Bid #1134 Board approved: March 22, 2010

**PURCHASE ORDERS SUPPLEMENT
PURCHASE ORDERS OF \$15,000 AND OVER
FROM MAY 9, 2010 THROUGH JUNE 5, 2010
BOARD MEETING OF JUNE 21, 2010**

P.O. #	Amount	Description	Department	Comment
10-BP000240	\$204,400.00	Landscaping for the Chapman Avenue Entry Road and LRC Parking Lot project at Santiago Canyon College, DSA #04-110582	DO-Facility Planning	Bid #1134 Board approved: March 22, 2010
10-BP000241	\$121,700.00	Landscaping project for the Loop Road Extension project at Santiago Canyon College, DSA #04-110594	DO-Facility Planning	Bid #1134 Board approved: March 22, 2010
10-BP000242	\$299,000.00	Fire suppression for the Humanities Building project at Santiago Canyon College, DSA #04-110212	DO-Facility Planning	Bid #1142 Board approved: March 22, 2010
10-BP000243	\$115,000.00	Fire suppression for the Athletic/Aquatic Center project at Santiago Canyon College, DSA #04-109232	DO-Facility Planning	Bid #1142 Board approved: March 22, 2010
10-BP000244	\$1,980,000.00	Framing and elevators for the Humanities Building project at Santiago Canyon College, DSA #04-110212	DO-Facility Planning	Bid #1146 Board approved: March 22, 2010
10-BP000245	\$1,085,000.00	Framing and elevators for the Athletic/Aquatic Center project at Santiago Canyon College, DSA #04-109232	DO-Facility Planning	Bid #1146 Board approved: March 22, 2010
10-BP000249	\$2,150,000.00	HVAC for the Humanities Building project at Santiago Canyon College, DSA #04-110212	DO-Facility Planning	Bid #1141 Board approved: March 22, 2010
10-BP000250	\$815,500.00	HVAC for the Athletic/Aquatic Center project at Santiago Canyon College, DSA #04-109232	DO-Facility Planning	Bid #1141 Board approved: March 22, 2010
10-P0014536	\$140,000.00	Spring 2010 book vouchers for EOPS students	SAC-EOPS	

**PURCHASE ORDERS SUPPLEMENT
PURCHASE ORDERS OF \$15,000 AND OVER
FROM MAY 9, 2010 THROUGH JUNE 5, 2010
BOARD MEETING OF JUNE 21, 2010**

5.29 (12)

P.O. #	Amount	Description	Department	Comment
10-P0014548	\$755,060.00	Plumbing for the Humanities Building project at Santiago Canyon College, DSA #04-110212	DO-Facility Planning	Bid #1140 Board approved: March 22, 2010
10-P0014549	\$735,190.00	Plumbing for the Athletic/Aquatic Center project at Santiago Canyon College, DSA #04-109232	DO-Facility Planning	Bid #1140 Board approved: March 22, 2010
10-P0014552	\$357,660.00	Plumbing for the Santiago Canyon Road Entry and Parking Lot project at Santiago Canyon College, DSA #04-110566	DO-Facility Planning	Bid #1140 Board approved: March 22, 2010
10-P0014553	\$59,610.00	Plumbing for the Chapman Avenue Entry Road and LRC Parking Lot project at Santiago Canyon College, DSA #04-110582	DO-Facility Planning	Bid #1140 Board approved: March 22, 2010
10-P0014554	\$79,480.00	Plumbing for the Loop Road Extension project at Santiago Canyon College, DSA #04-110594	DO-Facility Planning	Bid #1140 Board approved: March 22, 2010
10-P0014560	\$21,990.00	Turf services for the football and soccer field at Santa Ana College	SAC-Maintenance & Operations	Received Quotations: 1) *Professional Specialties 2) Lee Bent 3) Barendt Construction, Inc *Successful Bidder
10-P0014566	\$17,355.16	Fusion annual license fee for fiscal year 2010-2011	DO-Facility Planning	
10-P0014575	\$46,718.79	Dell computers and related components for instructional use	SCC-ITS	Purchased from the Western States Contracting Alliance (WSCA) master agreement #B27160 Board Approved: November 16, 2009

**PURCHASE ORDERS SUPPLEMENT
PURCHASE ORDERS OF \$15,000 AND OVER
FROM MAY 9, 2010 THROUGH JUNE 5, 2010
BOARD MEETING OF JUNE 21, 2010**

P.O. #	Amount	Description	Department	Comment
10-P0014579	\$65,543.30	Plato learning post secondary comprehensive licenses for instructional use	CEC	More licenses are needed to support additional labs (Basic Skills Initiative and the new High School program) at SAC campus.
10-P0014580	\$1,188,700.00	Glass, Glazing and Aluminum Systems for the Humanities Building project at Santiago Canyon College, DSA #04-110212	DO-Facility Planning	Bid #1143 Board approved: March 22, 2010
10-P0014581	\$437,550.00	Glass, Glazing and Aluminum Systems for the Athletic/Aquatic Center project at Santiago Canyon College, DSA #04-109232	DO-Facility Planning	Bid #1143 Board approved: March 22, 2010
10-P0014610	\$1,734,200.00	Masonry for the Humanities Building project at Santiago Canyon College, DSA #04-110212	DO-Facility Planning	Bid #1137 Board approved: March 22, 2010
10-P0014611	\$1,255,800.00	Masonry for the Aquatic/Athletic Center project at Santiago Canyon College, DSA #04-109232	DO-Facility Planning	Bid #1137 Board approved: March 22, 2010
10-P0014631	\$126,515.00	Deposit for bulk mail, permit #134	SAC-Mailroom	
10-P0014632	\$93,575.65	Deposit for metered mail, reserve account #44861458	DO-Mailroom	
10-P0014633	\$126,516.00	Deposit for metered mail, reserve account #44875805	SAC-Mailroom	

**PURCHASE ORDERS SUPPLEMENT
PURCHASE ORDERS OF \$15,000 AND OVER
FROM MAY 9, 2010 THROUGH JUNE 5, 2010
BOARD MEETING OF JUNE 21, 2010**

5.29 (14)

P.O. #	Amount	Description	Department	Comment
10-P0014636	\$19,676.38	HP SQL Proliant server	SAC-ITS	Purchased from the Western States Contracting Alliance (WSCA) master agreement #B27164 Board Approved: November 16, 2009
10-P0014649	\$1,186,000.00	Interior systems for the Humanities Building project at Santiago Canyon College, DSA #04-110212	DO-Facility Planning	Bid #1147 Board approved: March 22, 2010
10-P0014650	\$474,000.00	Interior systems for the Athletic/Aquatic Center project at Santiago Canyon College, DSA #04-109232	DO-Facility Planning	Bid #1147 Board approved: March 22, 2010
10-P0014653	\$17,052.00	Interior systems for the Loop Road Extension project at Santiago Canyon College, DSA #04-110594	DO-Facility Planning	Bid #1147 Board approved: March 22, 2010
10-P0014660	\$369,678.00	Flooring for the Humanities Building project at Santiago Canyon College, DSA #04-110212	DO-Facility Planning	Bid #1148 Board approved: March 22, 2010
10-P0014661	\$375,448.00	Flooring for the Athletic/Aquatic Center project at Santiago Canyon College, DSA #04-109232	DO-Facility Planning	Bid #1148 Board approved: March 22, 2010
10-P0014670	\$18,000.00	Consulting services to assist the Board of Trustees in the comprehensive search for the RSCCD Chancellor's position	DO-Human Resources	Board approved: December 7, 2009
10-P0014697	\$113,690.00	Casework, fixtures and laboratory equipment for the Humanities Building project at Santiago Canyon College, DSA #04-110212	DO-Facility Planning	Bid #1145 Board approved: March 22, 2010

**PURCHASE ORDER SUPPLEMENT
PURCHASE ORDER: \$15,000 AND OVER
FROM MAY 9, 2010 THROUGH JUNE 5, 2010
BOARD MEETING OF JUNE 21, 2010**

P.O. #	Amount	Description	Department	Comment
10-P0014698	\$60,440.00	Casework, fixtures and laboratory equipment for the Athletic/Aquatic Center project at Santiago Canyon College, DSA #04-109232	DO-Facility Planning	Bid #1145 Board approved: March 22, 2010
10-P0014699	\$787,928.00	Roofing, waterproofing and composite aluminum panels for the Athletic/Aquatic Center project at Santiago Canyon College, DSA #04-109232	DO-Facility Planning	Bid #1144 Board approved: March 22, 2010
10-P0014701	\$43,256.69	BMW model 1181 335d includes sales tax, documentation and government fees	SAC	Received Quotations: 1) *Crevier BMW 2) McKenna BMW 3) Shelly BMW (no response). *Successful Bidder
10-P0014707	\$25,000.00	Consulting services for researching into local redevelopment agency projects	DO-Facility Planning	Board approved: April 12, 2010
10-P0014711	\$18,500.00	Engineering services related to Building "U" Bookstore Seismic Retrofit project at Santa Ana College	DO-Facility Planning	Board approved: April 12, 2010
10-P0014712	\$15,768.75	Sharp projectors	SAC-Media	Received Quotations: 1) *Troxell Communications, Inc 2) CDW-G *Successful Bidder
10-P0014713	\$319,491.00	DSA inspection services during the construction of the Athletic/Aquatic Center project at Santiago Canyon College	DO-Facility Planning	Board approved: May 10, 2010

**PURCHASE ORDERS SUPPLEMENT
PURCHASE ORDERS OF \$15,000 AND OVER
FROM MAY 9, 2010 THROUGH JUNE 5, 2010
BOARD MEETING OF JUNE 21, 2010**

5.29 (16)

P.O. #	Amount	Description	Department	Comment
10-P0014714	\$319,518.00	DSA inspection services during the construction of the Chapman Avenue Entry Road and LRC Parking Lot and the Loop Road Extension project at Santiago Canyon College	DO-Facility Planning	Board approved: May 10, 2010
10-P0014716	\$25,788.00	Geotechnical observation and testing services during the construction of the Santiago Canyon Road entry parking Lot project at Santiago Canyon College, DSA #04-110566	DO-Facility Planning	Board approved: April 26, 2010
10-P0014718	\$19,256.00	Geotechnical observation and testing services during the construction of the Loop Road Extension project at Santiago Canyon College, DSA #04-110594	DO-Facility Planning	Board approved: April 26, 2010
10-P0014720	\$43,368.00	Geotechnical observation and testing services during the construction of the Athletic/Aquatic Center project at Santiago Canyon College, DSA #04-119232	DO-Facility Planning	Board approved: April 26, 2010
10-P0014722	\$61,751.00	Geotechnical observation and testing services during the construction of the Humanities Building project at Santiago Canyon College, DSA #04-110212	DO-Facility Planning	Board approved: April 26, 2010
10-P0014738	\$33,107.09	Outdoor playground equipment	SAC-Child Development Center	Purchased from the California Multiple Award Schedule (CMAS) #4-99-78-0006A Board approved: March 22, 2010

**PURCHASE ORDERS SUPPLEMENT
PURCHASE ORDERS OF \$15,000 AND OVER
FROM MAY 9, 2010 THROUGH JUNE 5, 2010
BOARD MEETING OF JUNE 21, 2010**

P.O. #	Amount	Description	Department	Comment
10-P0014749	\$60,000.00	Bus passes for EOPS students	SAC-EOPS	
10-P0014758	\$76,963.30	Classroom furniture for Child Development Center at Santa Ana College	DO-Facility Planning	Received Quotations: 1) *M.J. Thiesen, Inc. 2) DeFoe Furniture 4 Kids 3) Child Technologies, Inc *Successful Bidder
10-P0014762	\$1,076,688.00	Roofing, waterproofing and composite aluminum panels for the Humanities Building project at Santiago Canyon College, DSA #04-110212	DO-Facility Planning	Bid #1144 Board approved: March 22, 2010
10-P0014763	\$16,130.00	Various signage for the new Child Development Center at Santa Ana College	DO-Facility Planning	APCO products have been the District standard for interior and exterior signage. In an effort to reduce cost and maintain consistency, we purchased directly through the manufacturer's representative (APCO Graphics) to avoid contractor markup.
10-P0014769	\$29,752.50	Surveying services for the Athletic/Aquatic Center project at Santiago Canyon College	DO-Facility Planning	Board approved: April 26, 2010
10-P0014770	\$47,265.00	Surveying services for the Santiago Canyon Road Entry and Parking Lot, the Chapman Avenue Entry and LRC Parking and Loop Road extension project at Santiago Canyon College	DO-Facility Planning	Board approved: April 26, 2010

**PURCHASE ORDERS SUPPLEMENT
PURCHASE ORDERS OF \$15,000 AND OVER
FROM MAY 9, 2010 THROUGH JUNE 5, 2010
BOARD MEETING OF JUNE 21, 2010**

5.29 (18)

P.O. #	Amount	Description	Department	Comment
10-P0014771	\$29,752.50	Surveying services for the Humanities Building project at Santiago Canyon College	DO-Facility Planning	Board approved: April 26, 2010
10-P0014784	\$21,695.65	Q-Matic queuing system	SAC-Financial Aid	Received Quotations: 1) *Q-Matic 2) Q-Nomy *Successful Bidder
10-PC109328	\$100,000.00	Partial payment for ENLACE subcontract to Santa Ana College Foundation-Student Success fund	SAC-Student Services	Board approved: February 22, 2010

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

To:	Board of Trustees	Date: June 21, 2010
Re:	Approval of State Categorical Program Flexibility Transfer per AB 4X2	
Action:	Request for Approval	

BACKGROUND

Included in the 2009-2010 State Budget Act was trailer bill AB 4X2 which allows community college districts to redirect funds from select "flexible" categorical programs to support any other state categorical program. State categorical programs funding were reduced from 30% to 51% in the state budget act thereby requiring some form of flexibility to move program income to programs that were devastated by the cuts that could not practically be reduced in one fiscal year.

ANALYSIS

Santa Ana College (SAC) has determined that SAC state credit and non-credit matriculation funds are needed under the flexibility provision of the State Budget Act to sustain SAC's Disabled Students Programs and Services (DSPS). SAC is requesting approval to transfer \$17,420 from the credit Matriculation program and \$140,719 from the non-credit matriculation program for a total of \$158,139 to augment and support the SAC DSPS program.

RECOMMENDATION

It is recommended that the Board of Trustees approve the State Categorical Program Flexibility Transfer per AB 4X2 as presented.

Fiscal Impact:	None	Board Date: June 21, 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	

California Community Colleges Legislative Reporting Requirement Utilization of Categorical Flexibility Provision

DISTRICT Rancho Santiago CCD

CBO or Designee Peter Hardash

NO FUNDS TRANSFERRED (indicate with an x)

CCC Flexibility Categorical Programs	Total 9-10 Statewide Funding	Amount Moved Out of Category	Amount Moved Into Category
Childcare Tax Bail Out	\$ 3,350,000		
Equal Employment Opportunity	767,000		
Economic Development	22,929,000		
Apprenticeship	7,174,000		
Part-time Faculty Office Hours	3,514,000		
Part-time Faculty Health Insurance	490,000		
Part-time Faculty Compensation	24,907,000		
Matriculation	49,183,000	158,139	
Transfer Education and Articulation	698,000		
Physical Plant and Instructional Support	0		
Career Technical Education	48,000,000		
Student Financial Aid Administration	52,884,000		
Foster Care Education Program	5,254,000		
Fund for Student Success	3,792,000		
CalWORKs	26,695,000		
Student Success Initiative - Basic Skills	20,037,000		
Nursing Support	13,378,000		
Disabled Students	69,223,000		158,139
Extended Opportunity Programs & Services	64,273,000		
CARE	9,332,000		
Telecom & Technology Services	15,290,000		

Funds may be transferred out of any shaded categorical program and into any categorical program shown on this page.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Educational Services

To: Board of Trustees	Date: June 21, 2010
Re: Approval of Resource Development Items	
Action: Request for Approval	

ANALYSIS

Items for the following categorical programs have been developed:

<u>Project Title</u>	<u>Award Date</u>	<u>Amount</u>
Fiscal-Year 2009/2010		
1. Disabled Students Programs & Services (DSPS) – Augmentation (SAC) Augmentation to allocation from the California Community Colleges Chancellor's Office to provide services for disabled students. (09/10)	1/12/2010	\$5,735
2. Extended Opportunity Programs and Services (EOPS) – Augmentation (SCC) Augmentation to the annual allocation from the California Community Colleges Chancellor's Office for services to low-income students. (09/10)	5/5/2010	\$1,623
Fiscal-Year 2010/2011		
3. Business Entrepreneurship Centers (District) Funding from the California Community College Chancellor's Office to assist in providing economic and workforce development opportunities. (10/11)	7/1/2010	\$205,000
4. Business Entrepreneurship Centers Statewide Leadership (District) Funding from the California Community College Chancellor's Office to assist in providing a system-wide economic and workforce development opportunities. (10/11)	7/1/2010	\$172,500
5. Center for International Trade Development (District) Annual allocation from the California Community College Chancellor's Office to assist Orange County businesses in reaching global markets. (10/11)	5/25/2010	\$188,273

Fiscal Impact: \$1,226,230	Board Date: June 21, 2010
Item Prepared by: Sarah Santoyo, Director of Grants, Resource Development Department	
Item Submitted by: Enrique Perez, Assistant Vice Chancellor, Educational Services	
Item Recommended by: Edward Hernandez, Jr., Chancellor	

- | | | | |
|----|--|-----------|------------|
| 6. | Child Development Facilities Renovation and Repair (District)
Funding from the California Department of Education to provide healthy, safe and accessible environments for children in the CDC programs.
(10/11) | 4/15/2010 | \$100,000 |
| 7. | Child Development Infant Toddler Resource Award (District)
Funding from the California Department of Education to be used for child care and development services for children, birth to three years of age, in the District child development centers. (10/11) | 5/5/2010 | \$5,837 |
| 8. | Enrollment Growth for Nursing ADN Programs, Year 1 (SAC)
First year of a two-year grant award from the California Community College Chancellor's Office to increase the Nursing Program's enrollment capacity, retention and program completion rates, and the number of students who pass the state licensing exam. (10/11) | 6/2/2010 | \$ 101,087 |
| 9. | Women's Business Center, Year 4 (District)
Fourth year of a five-year grant from the U.S. Small Business Administration, through the RSCCD Foundation, to establish a center that will provide business counseling, technical assistance, and training to women in business and to women who are considering starting a business.
(10/11) | 9/30/2009 | \$150,000 |

RECOMMENDATION

It is recommended that these items 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: \$1,226,230	Board Date: June 21, 2010
Item Prepared by: Sarah Santoyo, Director of Grants, Resource Development Department	
Item Submitted by: Enrique Perez, Assistant Vice Chancellor, Educational Services	
Item Recommended by: Edward Hernandez, Jr., Chancellor	

SPECIAL PROJECT DETAILED BUDGET #2230
NAME: DSPS - Santa Ana College
AUGMENTATION
FISCAL YEAR: 2009/10

CONTRACT PERIOD: 7/1/09 - 6/30/10
 CONTRACT INCOME: \$1,105,003 (SAC Allocation)
 OTHER INCOME: \$158,139
 AUGMENTATION: \$5,735
 REVISED TOTAL: \$1,268,877
 CFDA No:

PROJ ADM.: S. LUNDQUIST
 PROJ. DIR.: J. MATHIS

DATE: 03/22/2010
 REVISED DATE: 06/08/2010

Datatel String	Description	Existing Budget		Revised Budget		Difference +/-	
		Debit	Credit	Debit	Credit	Debit	Credit
11-000-679000-10000-5999	Match Control		585,539		585,539		
	Deaf and Hard of Hearing						
11-2230-493031-19523-1310	Part-Time Instructors - S. Larson (eliminated Sp)	2,933		2,933			
11-2230-493031-19523-3111	STRS - Instructional : Deaf	242		242			
11-2230-493031-19523-3321	Medicare - Instructional :	43		43			
11-2230-493031-19523-3431	H & W - Retiree Fund Inst :	29		29			
11-2230-493031-19523-3511	SUI - Instructional : Deaf	9		9			
11-2230-493031-19523-3611	WCI - Instructional : Deaf	65		65			
	High Tech Center						
11-2230-493031-19524-1110	Contract Instructors - D. Dutton (Fall - 100%; Spring - 90%)	82,386		82,386			
11-2230-493031-19524-3111	STRS - Instructional : High	6,797		6,797			
11-2230-493031-19524-3321	Medicare - Instructional :	1,213		1,213			
11-2230-493031-19524-3411	H & W - Instructional : Hig	13,213		13,213			
11-2230-493031-19524-3431	H & W - Retiree Fund Inst :	836		836			
11-2230-493031-19524-3511	SUI - Instructional : High	251		251			
11-2230-493031-19524-3611	WCI - Instructional : High	1,840		1,840			
11-2230-493031-19524-3911	Other Benefits - Instructio	1,250		1,250			
11-2230-493031-19524-6419	Equip/Software - >\$200 <\$1,	1,711		1,711			
	Learning Disabled						
11-2230-493031-19525-1110	Contract Instructors - M. Kobane - 50% - B. Choo (Fall 50%; Sp. 80%) starting 2/16 should be only 5%	94,703		94,703			
11-2230-493031-19525-2410	Inst Assistant - Ongoing :	2,937		2,937			
11-2230-493031-19525-3111	STRS - Instructional : Lear	7,813		7,813			
11-2230-493031-19525-3211	PERS - Instructional : Lear	-		-			
11-2230-493031-19525-3311	OASDHI - Instructional : Le	-		-			

6.1 (3)

President's Approval:
 Prepared by: Huong Nguyen

Board Approved: 03/22/2010
 Augmentation Approved: 06/12/2010
 Accountant: Felix Panganiban

SPECIAL PROJECT DETAILED BUDGET #2230
NAME: DSPS - Santa Ana College
AUGMENTATION
FISCAL YEAR: 2009/10

CONTRACT PERIOD: 7/1/09 - 6/30/10
 CONTRACT INCOME: \$1,105,003 (SAC Allocation)
 OTHER INCOME: \$158,139
 AUGMENTATION: \$5,735
REVISED TOTAL: \$1,268,877
 CFDA No:

PROJ ADM.: S. LUNDQUIST
 PROJ. DIR.: J. MATHIS

DATE: 03/22/2010
 REVISED DATE: 06/08/2010

Datatrel String	Description	Existing Budget		Revised Budget		Difference +/-	
		Debit	Credit	Debit	Credit	Debit	Credit
11-2230-493031-19525-3321	Medicare - Instructional :	1,435		1,435			
11-2230-493031-19525-3331	PARS - Instructional : Lear	38		38			
11-2230-493031-19525-3411	H & W - Instructional : Lea	14,501		14,501			
11-2230-493031-19525-3431	H & W - Retiree Fund Inst :	989		989			
11-2230-493031-19525-3511	SUI - Instructional : Learn	298		298			
11-2230-493031-19525-3611	WCI - Instructional : Learn	2,177		2,177			
11-2230-493031-19525-3911	Other Benefits - Instructio	1,313		1,313			
	Physically Disabled						
11-2230-493031-19526-2210	Inst Assistants - FT - D. Thallmeyer 100% 2 mos	6,694		6,694			
11-2230-493031-19526-3211	PERS - Instructional : Phys	340		340			
11-2230-493031-19526-3311	OASDHI - Instructional : Ph	378		378			
11-2230-493031-19526-3321	Medicare - Instructional :	88		88			
11-2230-493031-19526-3411	H & W - Instructional : Phy	3,073		3,073			
11-2230-493031-19526-3431	H & W - Retiree Fund Inst :	69		69			
11-2230-493031-19526-3511	SUI - Instructional : Physl	11		11			
11-2230-493031-19526-3611	WCI - Instructional : Physl	151		151			
11-2230-493031-19526-3911	Other Benefits - Instructio	169		169			
	Speech/Acquired Brain Injury						
11-2230-493031-19527-1110	Contract Instructors - Renee Miller - 39.55%	16,879		16,879			
11-2230-493031-19527-3111	STRS - Instructional : Spee	1,393		1,393			
11-2230-493031-19527-3321	Medicare - Instructional :	248		248			
11-2230-493031-19527-3411	H & W - Instructional : Spe	101		101			
11-2230-493031-19527-3431	H & W - Retiree Fund Inst :	171		171			
11-2230-493031-19527-3511	SUI - Instructional : Speec	51		51			
11-2230-493031-19527-3611	WCI - Instructional : Speec	377		377			
11-2230-493031-19527-3911	Other Benefits - Instructio	250		250			
	DSPS						

President's Approval:
 Prepared by: Huong Nguyen

Board Approved: 03/22/2010
 Augmentation Approved: 06/12/2010
 Accountant: Felix P. Maniban

SPECIAL PROJECT DETAILED BUDGET #2230
NAME: DSPS - Santa Ana College
AUGMENTATION
FISCAL YEAR: 2009/10

CONTRACT PERIOD: 7/1/09 - 6/30/10
 CONTRACT INCOME: \$1,105,003 (SAC Allocation)
 OTHER INCOME: \$158,139
 AUGMENTATION: \$5,735
 REVISED TOTAL: \$1,268,877
 CFDA No:

PROJ ADM.: S. LUNDQUIST
 PROJ DIR : J. MATHIS

DATE: 03/22/2010
 REVISED DATE: 06/08/2010

Datatel String	Description	Existing Budget		Revised Budget		Difference +/-	
		Debit	Credit	Debit	Credit	Debit	Credit
11-2230-642000-19521-1210	Academic Management - J. Mathis - 40%	40,493		40,493			
11-2230-642000-19521-1433	Beyond Contract - Counselor	-		-			
11-2230-642000-19521-1435	Int/Sum - Counselors,Part-T	-		-			
11-2230-642000-19521-3115	STRS - Non-Instructional :	3,341		3,341			
11-2230-642000-19521-3325	Medicare - Non-Instructiona	593		593			
11-2230-642000-19521-3415	H & W - Non-Instructional :	6,781		6,781			
11-2230-642000-19521-3435	H & W - Retiree Fund Non-In	409		409			
11-2230-642000-19521-3515	SUI - Non-Instructional : D	123		123			
11-2230-642000-19521-3615	WCI - Non-Instructional : D	900		900			
11-2230-642000-19521-3915	Other Benefits - Non-Instru	437		437			
	Deaf and Hard of Hearing						
11-2230-642000-19523-1454	Int/Sum Beyond Contr-Coordinator - M. Collins	4,051		4,051			
11-2230-642000-19523-2130	Classified Employees - R. Rodriguez - 80% (11 mos)	65,314		65,314			
11-2230-642000-19523-2310	Classified Employees - Ongoing - P. Helmann	543		543			
11-2230-642000-19523-2320	Classified Employees - Hour	-		-			
11-2230-642000-19523-3115	STRS - Non-Instructional :	-		-			
11-2230-642000-19523-3215	PERS - Non-Instructional :	6,341		6,341			
11-2230-642000-19523-3315	OASDHI - Non-Instructional	4,116		4,116			
11-2230-642000-19523-3325	Medicare - Non-Instructiona	971		971			
11-2230-642000-19523-3335	PARS - Non-Instructional :	7		7			
11-2230-642000-19523-3415	H & W - Non-Instructional :	10,790		10,790			
11-2230-642000-19523-3435	H & W - Retiree Fund Non-In	669		669			
11-2230-642000-19523-3515	SUI - Non-Instructional : D	201		201			
11-2230-642000-19523-3615	WCI - Non-Instructional : D	1,473		1,473			
11-2230-642000-19523-3915	Other Benefits - Non-Instru	1,080		1,080			
11-2230-642000-19523-4520	Repair & Replacement Parts	-		-			
11-2230-642000-19523-5100	Contracted Services : Deaf	34,484		34,484			

61(5)

President's Approval:
 Prepared by: Huong Nguyen

Board Approved: 03/22/2010
 Augmentation Approved: 06/12/2010
 Accountant: Felix Panganiban

SPECIAL PROJECT DETAILED BUDGET #2230

NAME: DSPTS - Santa Ana College

AUGMENTATION

FISCAL YEAR: 2009/10

CONTRACT PERIOD: 7/1/09 - 6/30/10
 CONTRACT INCOME: \$1,105,003 (SAC Allocation)
 OTHER INCOME: \$158,139
 AUGMENTATION: \$5,735
 REVISED TOTAL: \$1,268,877
 CFDA No:

PROJ ADM.: S. LUNDQUIST
 PROJ. DIR.: J. MATHIS

DATE: 03/22/2010
 REVISED DATE: 06/08/2010

Datatel String	Description	Existing Budget		Revised Budget		Difference +/-	
		Debit	Credit	Debit	Credit	Debit	Credit
	Learning Disabled						
11-2230-642000-19525-2130	Classified Employees - N. Kenyon - 100% x 2 mos	9,782		9,782			
11-2230-642000-19525-3215	PERS - Non-Instructional :	354		354			
11-2230-642000-19525-3315	OASDHI - Non-Instructional	595		595			
11-2230-642000-19525-3325	Medicare - Non-Instructional	139		139			
11-2230-642000-19525-3415	H & W - Non-Instructional :	1,416		1,416			
11-2230-642000-19525-3435	H & W - Retiree Fund Non-In	99		99			
11-2230-642000-19525-3515	SUI - Non-Instructional : L	11		11			
11-2230-642000-19525-3615	WCI - Non-Instructional : L	218		218			
11-2230-642000-19525-3915	Other Benefits - Non-Instru	135		135			
	Physically Disabled						
11-2230-642000-19526-1250	Contract Coordinator - M. Aguilar 70%	51,801		51,801			
11-2230-642000-19526-2130	Classified Employees - Amy Treat 100%	36,440		36,440			
11-2230-642000-19526-2340	Student Assistants - Hourly	-		-			
11-2230-642000-19526-3115	STRS - Non-Instructional :	4,668		4,668			
11-2230-642000-19526-3215	PERS - Non-Instructional :	-		-			
11-2230-642000-19526-3315	OASDHI - Non-Instructional	-		-			
11-2230-642000-19526-3325	Medicare - Non-Instructional	833		833			
11-2230-642000-19526-3415	H & W - Non-Instructional :	3,516		3,516			
11-2230-642000-19526-3435	H & W - Retiree Fund Non-In	575		575			
11-2230-642000-19526-3515	SUI - Non-Instructional : P	172		172			
11-2230-642000-19526-3615	WCI - Non-Instructional : P	1,264		1,264			
11-2230-642000-19526-3915	Other Benefits - Non-Instru	875		875			
	Speech/Acquired Brain Injury						

President's Approval:
 Prepared by: Huong Nguyen

Board Approved: 03/22/2010
 Augmentation Approved: 06/12/2010
 Accountant: Felix Panganiban

SPECIAL PROJECT DETAILED BUDGET #2230

NAME: DSPS - Santa Ana College

AUGMENTATION

FISCAL YEAR: 2009/10

CONTRACT PERIOD: 7/1/09 - 6/30/10
 CONTRACT INCOME: \$1,105,003 (SAC Allocation)
 OTHER INCOME: \$158,139
 AUGMENTATION: \$5,735
 REVISED TOTAL: \$1,268,877
 CFDA No:

PROJ ADM.: S. LUNDQUIST
 PROJ. DIR.: J. MATHIS

DATE: 03/22/2010
 REVISED DATE: 06/08/2010

Datatel String	Description	Existing Budget		Revised Budget		Difference +/-	
		Debit	Credit	Debit	Credit	Debit	Credit
11-2230-642000-19527-1250	Contract Coordinator - R. Miller (according to Status change - R. Miller charged 40% in 11-2230-493031-2927-1110 for Fall and Spring) Need to do TOE	17,388		17,388			
11-2230-642000-19527-3115	STRS - Non-Instructional :	1,455		1,455			
11-2230-642000-19527-3325	Medicare - Non-Instructional	253		253			
11-2230-642000-19527-3415	H & W - Non-Instructional :	101		101			
11-2230-642000-19527-3435	H & W - Retiree Fund Non-In	176		176			
11-2230-642000-19527-3515	SUI - Non-Instructional : S	53		53			
11-2230-642000-19527-3615	WCI - Non-Instructional : S	388		388			
11-2230-642000-19527-3915	Other Benefits - Non-Instru	250		250			
Totals for FUND: 11 -	General Fund Unrestricted	585,539	585,539	585,539	585,539		

6.1 (7)

President's Approval:
 Prepared by: Huong Nguyen

Board Approved: 03/22/2010
 Augmentation Approved: 06/12/2010
 Accountant: Felix Panganiban

SPECIAL PROJECT DETAILED BUDGET #2230
NAME: DSPS - Santa Ana College
AUGMENTATION
FISCAL YEAR: 2009/10

CONTRACT PERIOD: 7/1/09 - 6/30/10
 CONTRACT INCOME: \$1,105,003 (SAC Allocation)
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 CFDA No:

PROJ ADM.: S. LUNDQUIST
 PROJ. DIR.: J. MATHIS

DATE: 03/22/2010
 REVISED DATE: 06/08/2010

Datatel String	Description	Existing Budget		Revised Budget		Difference +/-	
		Debit	Credit	Debit	Credit	Debit	Credit
12-2230-000000-10000-8623	DSPS : Santa Ana College		1,263,142		1,268,877		5,735
	DSPS - CEC						
12-2230-493010-19522-1110	Contract Instructors - M. Stephens (Fall - 100%; Spring - 50%) need to do TOE for Sp.	59,401		59,401			
12-2230-493010-19522-1310	Part-Time Instructors : DSP	12,624		12,624			
12-2230-493010-19522-3111	STRS - Instructional : DSPS	6,289		6,289			
12-2230-493010-19522-3321	Medicare - Instructional :	1,123		1,123			
12-2230-493010-19522-3411	H & W - Instructional : DSP	13,598		13,598			
12-2230-493010-19522-3431	H & W - Retiree Fund Inst :	775		775			
12-2230-493010-19522-3511	SUI - Instructional : DSPS	232		232			
12-2230-493010-19522-3611	WCI - Instructional : DSPS	1,705		1,705			
12-2230-493010-19522-3911	Other Benefits - Instructio	1,250		1,250			
12-2230-493010-19522-1280	Contract - Reassigned Time	1,555		1,555			
12-2230-493010-19522-3115	STRS - Non-Instructional :	128		128			
12-2230-493010-19522-3325	Medicare - Non-Instructiona	23		23			
12-2230-493010-19522-3435	H & W - Retiree Fund Non-In	16		16			
12-2230-493010-19522-3515	SUI - Non-Instructional : D	5		5			
12-2230-493010-19522-3615	WCI - Non-Instructional : D	34		34			
	DSPS - CEC						
12-2230-493030-19522-1310	Part-Time Instructors - K. De la Cerda	4,701		4,701			
12-2230-493030-19522-2410	Inst Assietant - Ongoing : Herrlein	10,929		10,929			
12-2230-493030-19522-3111	STRS - Instructional : DSPS	528		528			
12-2230-493030-19522-3211	PERS - Instructional : DSPS	36		36			
12-2230-493030-19522-3311	OASDHI - Instructional : DS	97		97			
12-2230-493030-19522-3321	Medicare - Instructional :	320		320			
12-2230-493030-19522-3331	PARS - Instructional : DSPS	203		203			
12-2230-493030-19522-3431	H & W - Retiree Fund Inst :	220		220			

President's Approval:
 Prepared by: Huong Nguyen

Board Approved: 03/22/2010
 Augmentation Approved: 06/12/2010
 Accountant: Felix Pananiban

SPECIAL PROJECT DETAILED BUDGET #2230
NAME: DSPS - Santa Ana College
AUGMENTATION
FISCAL YEAR: 2009/10

CONTRACT PERIOD: 7/1/09 - 6/30/10
 CONTRACT INCOME: \$1,105,003 (SAC Allocation)
 OTHER INCOME: \$158,139
 AUGMENTATION: \$5,735
 REVISED TOTAL: \$1,268,877
 CFDA No:

PROJ ADM.: S. LUNDQUIST
 PROJ. DIR.: J. MATHIS

DATE: 03/22/2010
 REVISED DATE: 06/08/2010

Datatel String	Description	Existing Budget		Revised Budget		Difference +/-	
		Debit	Credit	Debit	Credit	Debit	Credit
12-2230-493030-19522-3511	SUI - Instructional : DSPS	66		66			
12-2230-493030-19522-3611	WCI - Instructional : DSPS	485		485			
	Speech/Acquired Brain Injury						
12-2230-493031-19522-1110	Contract Instructors : DSP	9,900		9,900			
12-2230-493031-19522-3111	STRS - Instructional : DSPS	827		827			
12-2230-493031-19522-3321	Medicare - Instructional :	145		145			
12-2230-493031-19522-3411	H & W - Instructional : DSP	1,747		1,747			
12-2230-493031-19522-3431	H & W - Retiree Fund Inst :	100		100			
12-2230-493031-19522-3511	SUI - Instructional : DSPS	30		30			
12-2230-493031-19522-3611	WCI - Instructional : DSPS	221		221			
12-2230-493031-19522-3911	Other Benefits - Instructio	125		125			
12-2230-493031-19522-1280	Contract - Reassigned Time - M. Stephens (1.29%)	907		907			
12-2230-493031-19522-3115	STRS - Non-Instructional :	75		75			
12-2230-493031-19522-3325	Medicare - Non-Instructiona	13		13			
12-2230-493031-19522-3415	H & W - Non-Instructional :	137		137			
12-2230-493031-19522-3435	H & W - Retiree Fund Non-in	9		9			
12-2230-493031-19522-3515	SUI - Non-Instructional : D	3		3			
12-2230-493031-19522-3615	WCI - Non-Instructional : D	20		20			
12-2230-493031-19522-4310	Instructional Supplies : DS	270		270			
	Learning Disabled						
12-2230-493031-19525-1110	Contract Instructors - B. Choo (Fall only - 50%); M. Kobane - 50%	55,782		55,782			
12-2230-493031-19525-1310	Part-Time Instructors : Lea	-		-			
12-2230-493031-19525-1314	Int/Sum-Beyond Contract : L	-		-			
12-2230-493031-19525-1484	Int/Sum Beynd Contr-Reassig	-		-			
12-2230-493031-19525-2420	Inst Assistant - Hourly - Ian Krezeminski	7,387		7,387			
12-2230-493031-19525-3111	STRS - Instructional : Lear	4,664		4,664			

6.1 (9)

President's Approval:
 Prepared by: Huong Nguyen

Board Approved: 03/22/2010
 Augmentation Approved: 06/12/2010
 Accountant: Felix Panganiban

SPECIAL PROJECT DETAILED BUDGET #2230
NAME: DSPS - Santa Ana College
AUGMENTATION
FISCAL YEAR: 2009/10

CONTRACT PERIOD: 7/1/09 - 6/30/10
 CONTRACT INCOME: \$1,105,003 (SAC Allocation)
 OTHER INCOME: \$158,139
 AUGMENTATION: \$5,735
REVISED TOTAL: \$1,268,877
 CFDA No:

PROJ ADM.: S. LUNDQUIST
 PROJ. DIR.: J. MATHIS

DATE: 03/22/2010
 REVISED DATE: 06/08/2010

Datatel String	Description	Existing Budget		Revised Budget		Difference +/-	
		Debit	Credit	Debit	Credit	Debit	Credit
12-2230-493031-19525-3321	Medicare - Instructional :	935		935			
12-2230-493031-19525-3331	PARS - Instructional : Lear	156		156			
12-2230-493031-19525-3411	H & W - Instructional : Lea	8,835		8,835			
12-2230-493031-19525-3431	H & W - Retiree Fund Inst :	645		645			
12-2230-493031-19525-3511	SUI - Instructional : Learn	194		194			
12-2230-493031-19525-3611	WCI - Instructional : Learn	1,419		1,419			
12-2230-493031-19525-3911	Other Benefits - Instructio	750		750			
	Speech/Acquired Brain Injury						
12-2230-493031-19527-2410	Inst Assistant - Ongoing :	1,203		1,203			
12-2230-493031-19527-3211	PERS - Instructional : Spee	49		49			
12-2230-493031-19527-3311	OASDHI - Instructional : Sp	31		31			
12-2230-493031-19527-3321	Medicare - Instructional :	17		17			
12-2230-493031-19527-3331	PARS - Instructional : Spee	9		9			
12-2230-493031-19527-3431	H & W - Retiree Fund Inst :	12		12			
12-2230-493031-19527-3511	SUI - Instructional : Speec	2		2			
12-2230-493031-19527-3611	WCI - Instructional : Speec	26		26			
	DSPS						
12-2230-642000-19521-1210	Academic Management - J. Mathis - 40%	37,962		37,962			
12-2230-642000-19521-2130	Classified Employees N. Castillo - 100%; R. Meza - 7%	32,326		32,326			
12-2230-642000-19521-3115	STRS - Non-Instructional :	3,341		3,341			
12-2230-642000-19521-3215	PERS - Non-Instructional :	5,013		5,013			
12-2230-642000-19521-3315	OASDHI - Non-Instructional	3,305		3,305			
12-2230-642000-19521-3325	Medicare - Non-Instructiona	1,366		1,366			
12-2230-642000-19521-3415	H & W - Non-Instructional :	17,471		17,471			
12-2230-642000-19521-3435	H & W - Retiree Fund Non-In	942		942			
12-2230-642000-19521-3515	SUI - Non-Instructional : D	283		283			

President's Approval:
 Prepared by: Huong Nguyen

Board Approved: 03/22/2010
 Augmentation Approved: 06/12/2010
 Accountant: Felix Pamaniban

SPECIAL PROJECT DETAILED BUDGET #2230
NAME: DSPS - Santa Ana College
AUGMENTATION
FISCAL YEAR: 2009/10

CONTRACT PERIOD: 7/1/09 - 6/30/10
 CONTRACT INCOME: \$1,105,003 (SAC Allocation)
 OTHER INCOME: \$158,139
 AUGMENTATION: \$5,735
 REVISED TOTAL: \$1,268,877
 CFDA No:

PROJ ADM.: S. LUNDQUIST
 PROJ. DIR.: J. MATHIS

DATE: 03/22/2010
 REVISED DATE: 06/08/2010

Datatel String	Description	Existing Budget		Revised Budget		Difference +/-	
		Debit	Credit	Debit	Credit	Debit	Credit
12-2230-642000-19521-3615	WCI - Non-Instructional : D	2,073		2,073			
12-2230-642000-19521-3915	Other Benefits - Non-Instru	2,124		2,124			
12-2230-642000-19521-4310	Instructional Supplies : DS	1,900		1,900			
12-2230-642000-19521-5300	Inst Dues & Memberships : D	500		500			
12-2230-642000-19521-5630	Maint Contract - Office Equ	3,250		3,250			
12-2230-642000-19521-5845	Excess/Copies Useage : DSPS	1,535		1,535			
	DSPS - CEC						
12-2230-642000-19522-2130	Classified Employees - L. Morrow - 100%	1,009		1,009			
12-2230-642000-19522-3215	PERS - Non-Instructional :	98		98			
12-2230-642000-19522-3315	OASDHI - Non-Instructional	62		62			
12-2230-642000-19522-3325	Medicare - Non-Instructiona	15		15			
12-2230-642000-19522-3415	H & W - Non-Instructional :	165		165			
12-2230-642000-19522-3435	H & W - Retiree Fund Non-In	10		10			
12-2230-642000-19522-3515	SUI - Non-Instructional : D	3		3			
12-2230-642000-19522-3615	WCI - Non-Instructional : D	22		22			
	Deaf and Hard of Hearing						
12-2230-642000-19523-1250	Contract Coordinator - M. Collins - 45%	38,125		38,125			
12-2230-642000-19523-2320	Classified Employees - Hourly Interpreters	235,026		235,026			
12-2230-642000-19523-3215	PERS - Non-Instructional :	10,135		10,135			
12-2230-642000-19523-3315	OASDHI - Non-Instructional	6,416		6,416			
12-2230-642000-19523-3325	Medicare - Non-Instructiona	2,475		2,475			
12-2230-642000-19523-3335	PARS - Non-Instructional :	854		854			
12-2230-642000-19523-3415	H & W - Non-Instructional :	2,796		2,796			
12-2230-642000-19523-3435	H & W - Retiree Fund Non-In	1,695		1,695			
12-2230-642000-19523-3515	SUI - Non-Instructional : D	509		509			
12-2230-642000-19523-3615	WCI - Non-Instructional : D	3,731		3,731			
12-2230-642000-19523-3915	Other Benefits - Non-Instru	337		337			

6.1 (11)

President's Approval:
 Prepared by: Huong Nguyen

Board Approved: 03/22/2010
 Augmentation Approved: 06/12/2010
 Accountant: Felix Panganiban

SPECIAL PROJECT DETAILED BUDGET #2230
NAME: DSPS - Santa Ana College
AUGMENTATION
FISCAL YEAR: 2009/10

CONTRACT PERIOD: 7/1/09 - 6/30/10
 CONTRACT INCOME: \$1,105,003 (SAC Allocation)
 OTHER INCOME: \$158,139
 AUGMENTATION: \$5,735
REVISED TOTAL: \$1,268,877
 CFDA No:

PROJ ADM.: S. LUNDQUIST
 PROJ. DIR.: J. MATHIS

DATE: 03/22/2010
 REVISED DATE: 06/08/2010

Datatel String	Description	Existing Budget		Revised Budget		Difference +/-	
		Debit	Credit	Debit	Credit	Debit	Credit
12-2230-642000-19523-5100	Contracted Services : Deaf	141,645		147,380		5,735	
	High Tech Center						
12-2230-642000-19524-2130	Classified Employees - S. Bowman - 100%	67,200		67,200			
12-2230-642000-19524-3215	PERS - Non-Instructional :	6,524		6,524			
12-2230-642000-19524-3315	OASDHI - Non-Instructional	4,250		4,250			
12-2230-642000-19524-3325	Medicare - Non-Instructiona	994		994			
12-2230-642000-19524-3415	H & W - Non-Instructional :	10,307		10,307			
12-2230-642000-19524-3435	H & W - Retiree Fund Non-In	686		686			
12-2230-642000-19524-3515	SUI - Non-Instructional : H	206		206			
12-2230-642000-19524-3615	WCI - Non-Instructional : H	1,508		1,508			
12-2230-642000-19524-3915	Other Benefits - Non-Instru	1,350		1,350			
	Learning Disabled						
12-2230-642000-19525-1465	Inst/Sum-Physicians/Psych,	3,333		3,333			
12-2230-642000-19525-1484	Int/Sum Beynd Contr-Reassig - B. Choo (Interes.)	3,802		3,802			
12-2230-642000-19525-2130	Classified Employees L. Janus - 100%; R. Norris - 100%	107,164		107,164			
12-2230-642000-19525-3115	STRS - Non-Instructional :	314		314			
12-2230-642000-19525-3215	PERS - Non-Instructional :	10,405		10,405			
12-2230-642000-19525-3315	OASDHI - Non-Instructional	6,805		6,805			
12-2230-642000-19525-3325	Medicare - Non-Instructiona	1,647		1,647			
12-2230-642000-19525-3335	PARS - Non-Instructional :	43		43			
12-2230-642000-19525-3415	H & W - Non-Instructional :	12,846		12,846			
12-2230-642000-19525-3435	H & W - Retiree Fund Non-In	1,135		1,135			
12-2230-642000-19525-3515	SUI - Non-Instructional : L	341		341			
12-2230-642000-19525-3615	WCI - Non-Instructional : L	2,499		2,499			
12-2230-642000-19525-3915	Other Benefits - Non-Instru	2,588		2,588			
12-2230-642000-19525-4610	Non-Instructional Supplies	1,000		1,000			

President's Approval:
 Prepared by: Huong Nguyen

Board Approved: 03/22/2010
 Augmentation Approved: 06/12/2010
 Accountant: Felix Papaniban

SPECIAL PROJECT DETAILED BUDGET #2230
NAME: DSPS - Santa Ana College
AUGMENTATION
FISCAL YEAR: 2009/10

CONTRACT PERIOD: 7/1/09 - 6/30/10
 CONTRACT INCOME: \$1,105,003 (SAC Allocation)
 OTHER INCOME: \$158,139
 AUGMENTATION: \$5,735
 REVISED TOTAL: \$1,268,877
 CFDA No:

PROJ ADM.: S. LUNDQUIST
 PROJ. DIR.: J. MATHIS

DATE: 03/22/2010
 REVISED DATE: 06/08/2010

Datatel String	Description	Existing Budget		Revised Budget		Difference +/-	
		Debit	Credit	Debit	Credit	Debit	Credit
12-2230-642000-19525-5220	Mileage/Parking Expenses :	-		-			
12-2230-642000-19525-5940	Reproduction/Printing Expen	-		-			
	Physically Disabled						
12-2230-642000-19526-1250	Contract Coordinator - M. Aguilar 30%	33,190		33,190			
12-2230-642000-19526-1454	Int/Sum Beyond Contr-Coordi	-		-			
12-2230-642000-19526-2130	Classified Employees						
	A. Romo de Gonzales - 100% x 3.5 mos	33,253		33,253			
12-2230-642000-19526-3115	STRS - Non-Instructional :	2,789		2,789			
12-2230-642000-19526-3215	PERS - Non-Instructional :	2,842		2,842			
12-2230-642000-19526-3315	OASDHI - Non-Instructional	1,837		1,837			
12-2230-642000-19526-3325	Medicare - Non-Instructiona	919		919			
12-2230-642000-19526-3415	H & W - Non-Instructional :	11,396		11,396			
12-2230-642000-19526-3435	H & W - Retiree Fund Non-In	645		645			
12-2230-642000-19526-3515	SUI - Non-Instructional : P	193		193			
12-2230-642000-19526-3615	WCI - Non-Instructional : P	1,420		1,420			
12-2230-642000-19526-3915	Other Benefits - Non-Instru	1,850		1,850			
	Speech/Acquired Brain Injury						
12-2230-642000-19527-1250	Contract Coordinator - R. Miller (Fall 60%; Sp 40.68%)	42,199		42,199			
12-2230-642000-19527-2130	Classified Employees						
	A. Tran - 100% x 9 mos	37,922		37,922			
	M. Whitney - 100% x 2 mos						
12-2230-642000-19527-3115	STRS - Non-Instructional :	3,481		3,481			
12-2230-642000-19527-3215	PERS - Non-Instructional :	3,682		3,682			
12-2230-642000-19527-3315	OASDHI - Non-Instructional	2,441		2,441			
12-2230-642000-19527-3325	Medicare - Non-Instructiona	1,192		1,192			
12-2230-642000-19527-3415	H & W - Non-Instructional :	10,155		10,155			
12-2230-642000-19527-3435	H & W - Retiree Fund Non-In	822		822			

6.1 (13)

President's Approval:
 Prepared by: Huong Nguyen

Board Approved: 03/22/2010
 Augmentation Approved: 06/12/2010
 Accountant: Felix Panganiban

SPECIAL PROJECT DETAILED BUDGET #2230
NAME: DSPS - Santa Ana College
AUGMENTATION
FISCAL YEAR: 2009/10

6.1 (14)

CONTRACT PERIOD: 7/1/09 - 6/30/10
 CONTRACT INCOME: \$1,105,003 (SAC Allocation)
 OTHER INCOME: \$158,139
 AUGMENTATION: \$5,735
REVISED TOTAL: \$1,268,877
 CFDA No:

PROJ ADM.: S. LUNDQUIST
 PROJ. DIR.: J. MATHIS

DATE: 03/22/2010
 REVISED DATE: 06/08/2010

Datatel String	Description	Existing Budget		Revised Budget		Difference +/-	
		Debit	Credit	Debit	Credit	Debit	Credit
12-2230-642000-19527-3515	SUI - Non-Instructional : S	246		246			
12-2230-642000-19527-3615	WCI - Non-Instructional : S	1,808		1,808			
12-2230-642000-19527-3915	Other Benefits - Non-Instru	2,088		2,088			
	Psychological Disabilities						
12-2230-642000-19528-1250	Contract Coordinator - S. Salgado (50%)	38,232		38,232			
12-2230-642000-19528-1464	Int/Sum Beyond Contr-Physic	1,261		1,261			
12-2230-642000-19528-3115	STRS - Non-Instructional :	3,522		3,522			
12-2230-642000-19528-3325	Medicare - Non-Instructiona	628		628			
12-2230-642000-19528-3415	H & W - Non-Instructional :	2,534		2,534			
12-2230-642000-19528-3435	H & W - Retiree Fund Non-In	433		433			
12-2230-642000-19528-3515	SUI - Non-Instructional : P	130		130			
12-2230-642000-19528-3615	WCI - Non-Instructional : P	953		953			
12-2230-642000-19528-3915	Other Benefits - Non-Instru	625		625			
Totals for PROJECT: 2233	DSPS - SAC (Restricted Funds)	1,263,142	1,263,142	1,268,877	1,268,877	5,735	5,735

President's Approval:
 Prepared by: Huong Nguyen

Board Approved: 03/22/2010
 Augmentation Approved: 06/12/2010
 Accountant: Felix P. Aniban

SPECIAL PROJECT DETAILED BUDGET #2250

NAME: EOPS - SCC

FISCAL YEAR: 09/10

CONTRACT PERIOD: 7/01/09 - 6/30/10
 CONTRACT INCOME: \$244,331
 Augmentation \$1,623
 Revised Total \$245,954

PROJ ADM R. BABESHOFF
 PROJ. DIR. N. BALDIZON-RIOS
 Date 2/4/10
 1st Rev: 5/8/10

Account String	Description	Current		Revised		Budget Changes			
		Debit	Credit	Debit	Credit	Debit	Credit		
12-2250-000000-20000-8622	EOPS : Santiago Canyon Coll		244,331		245,954		1,623		
12-2250-643000-29335-1430	Part-Time Counselors : EOPS	8,708		8,708					
12-2250-643000-29335-1433	Beyond Contract - Counselor	30,235		30,235					
12-2250-643000-29335-1434	Int/Sum Beyond Contr-Course	25,223		25,223					
12-2250-643000-29335-1435	Int/Sum - Counselors,Part-T	1,858		1,858					
12-2250-643000-29335-2130	Classified Employees : EOPS	89,714		89,714					
12-2250-643000-29335-2320	Classified Employees - Hour	0		0					
12-2250-643000-29335-2340	Student Assistants - Hourly	9,959		9,959					
12-2250-643000-29335-3115	STRS - Non-Instructional :	5,118		5,118					
12-2250-643000-29335-3215	PERS - Non-Instructional :	8,778		8,778					
12-2250-643000-29335-3315	OASDHI - Non-Instructional	5,781		5,781					
12-2250-643000-29335-3325	Medicare - Non-Instructiona	2,558		2,558					
12-2250-643000-29335-3415	H & W - Non-Instructional :	26,815		26,815					
12-2250-643000-29335-3435	H & W - Retiree Fund Non-In	1,517		1,517					
12-2250-643000-29335-3515	SUI - Non-Instructional : E	512		512					
12-2250-643000-29335-3615	WCI - Non-Instructional : E	3,787		3,787					
12-2250-643000-29335-3915	Other Benefits - Non-Instru	2,850		2,850					
12-2250-643000-29335-4610	Non-Instructional Supplies	2,499		2,499					
12-2250-643000-29335-4710	Food and Food Service Suppl	0		0					
12-2250-643000-29335-5630	Maint Contract - Office Equ	231		231					
12-2250-643000-29335-5845	Excess/Copies Usage : EOPS	196		196					
12-2250-643000-29335-5925	Postage : EOPS	0		0					
12-2250-643000-29335-5940	Reproduction/Printing Expen	0		0					
12-2250-643000-29335-5966	Transportation - Student :	0		0					
12-2250-675000-29335-5210	Conference Expenses : EOPS	0		0					
12-2250-732000-29335-7610	Books Paid for Students : E	12,792		14,415		1,623			
12-2250-732000-29335-7620	Fees Paid for Students : EO	1,545		1,545					
12-2250-732000-29335-7630	Supplies Paid for Students	3,657		3,657					
12-2250-732000-29335-7670	Other Exp Paid for Students	0		0					
74-2250-000000-20000-8622	EOPS : Santiago Canyon Coll	0		0					
74-2250-732000-29335-7505	EOPS Grants : EOPS	0		0					
Totals for PROJECT: 2250			EOPS Total	244,331	244,331	245,954	245,954	1,623	1,623

6.1 (15)

President's Approval:
 Prepared by: Sarah Santoyo

Board Approval of Augmentation: 6/21/10
 Accountant: Felix Panganiban

**SPECIAL PROJECT DETAILED BUDGET #2xxx
NAME: Business Entrepreneurship Centers
FISCAL YEAR: 2010/2011**

CONTRACT PERIOD: 7/1/10 - 6/30/11
CONTRACT INCOME: \$205,000
Grant Agreement #: 10-311-039

PROJ. ADM. Enrique Perez
PROJ. DIR. Elizabeth Arteaga

Date: 6/14/10

GL Account	Description	Debit	Credit
11-2xxx-672000-50000-5865	Indirect Costs : District Operations	59,597	
11-2xxx-684000-53305-2110	Classified Management -E Perez 10%	14,953	
11-2xxx-684000-53305-3215	PERS - Non-Instructional	1,600	
11-2xxx-684000-53305-3315	OASDI - Non-Instructional	939	
11-2xxx-684000-53305-3325	Medicare - Non-Instructional	220	
11-2xxx-684000-53305-3415	Health/Welfare - Non-Instructional	6,712	
11-2xxx-684000-53305-3435	H/W Retiree - Non-Instructional	151	
11-2xxx-684000-53305-3515	SUI - Non-Instructional	106	
11-2xxx-684000-53305-3615	WCI - Non-Instructional	333	
11-2xxx-684000-53305-3915	Other Benefits - Non-Instructional	187	
11-2xxx-684000-53345-2130	Classified Employees : Resource Development 10%	6,334	
11-2xxx-684000-53345-3215	PERS - Non-Instructional : Resource Development	678	
11-2xxx-684000-53345-3315	OASDHI - Non-Instructional : Resource Development	401	
11-2xxx-684000-53345-3325	Medicare - Non-Instructional : Resource Development	94	
11-2xxx-684000-53345-3415	H & W - Non-Instructional : Resource Development	548	
11-2xxx-684000-53345-3435	H & W - Retiree Fund Non-Inst : Resource Developmen	65	
11-2xxx-684000-53345-3515	SUI - Non-Instructional : Resource Development	45	
11-2xxx-684000-53345-3615	WCI - Non-Instructional : Resource Development	142	
11-2xxx-684000-53345-3915	Other Benefits - Non-Instruct : Resource Developmen	135	
11-2xxx-684000-53210-2110	Classified Management : Ctr for Intl Trade Dev Offi (89%)	45,262	
11-2xxx-684000-53210-3215	PERS - Non-Instructional : Ctr for Intl Trade Dev O	4,843	
11-2xxx-684000-53210-3315	OASDHI - Non-Instructional : Ctr for Intl Trade Dev	2,881	
11-2xxx-684000-53210-3325	Medicare - Non-Instructional : Ctr for Intl Trade D	674	
11-2xxx-684000-53210-3415	H & W - Non-Instructional : Ctr for Intl Trade Dev	10,050	
11-2xxx-684000-53210-3435	H & W - Retiree Fund Non-Inst : Ctr for Intl Trade	465	
11-2xxx-684000-53210-3515	SUI - Non-Instructional : Ctr for Intl Trade Dev Of	325	
11-2xxx-684000-53210-3615	WCI - Non-Instructional : Ctr for Intl Trade Dev Of	1,022	
11-2xxx-684000-53210-3915	Other Benefits - Non-Instruct : Ctr for Intl Trade	1,202	
11-2xxx-684000-53210-2110	Classified Management : Ctr for Intl Trade Dev Offi (20%)	30,470	
11-2xxx-684000-53210-3215	PERS - Non-Instructional : Ctr for Intl Trade Dev O	3,260	
11-2xxx-684000-53210-3315	OASDHI - Non-Instructional : Ctr for Intl Trade Dev	1,930	
11-2xxx-684000-53210-3325	Medicare - Non-Instructional : Ctr for Intl Trade D	451	
11-2xxx-684000-53210-3415	H & W - Non-Instructional . Ctr for Intl Trade Dev	1,945	

SPECIAL PROJECT DETAILED BUDGET #2xxx
NAME: Business Entrepreneurship Centers
FISCAL YEAR: 2010/2011

CONTRACT PERIOD: 7/1/10 - 6/30/11
 CONTRACT INCOME: \$205,000
 Grant Agreement # 10-311-039

PROJ. ADM. Enrique Perez
 PROJ. DIR. Elizabeth Arteaga

Date: 6/14/10

GL Account	Description	Debit	Credit
11-2xxx-684000-53210-3435	H & W - Retiree Fund Non-Inst : Ctr for Intl Trade	311	
11-2xxx-684000-53210-3515	SUI - Non-Instructional : Ctr for Intl Trade Dev Of	218	
11-2xxx-684000-53210-3615	WCI - Non-Instructional : Ctr for Intl Trade Dev Of	685	
11-2xxx-684000-53210-3915	Other Benefits - Non-Instruct : Ctr for Intl Trade	660	
11-2xxx-684000-53210-5650	Rental - Facility (Short-term) : Ctr for Intl Trade	5,107	
	Match - Total	205,000	-

SPECIAL PROJECT DETAILED BUDGET #2xxx

NAME: Business Entrepreneurship Centers

FISCAL YEAR: 2010/2011

CONTRACT PERIOD: 7/1/10 - 6/30/11

CONTRACT INCOME: \$205,000

Grant Agreement #: 10-311-039

PROJ. ADM. Enrique Perez

PROJ. DIR. Elizabeth Arteaga

Date: 6/14/10

GL Account	Description	Debit	Credit
12-2xxx-000000-50000-8659	Other Reimb Categorical Allow - District Operations		205,000
12-2xxx-672000-50000-5865	Indirect Costs - District Operations	7,885	
12-2xxx-675000-53335-5210	Conference Expenses	5,000	
12-2xxx-684000-53335-2110	Classified Management	85,308	
12-2xxx-684000-53335-2130	Classified Employees	5,594	
12-2xxx-684000-53335-2310	Classified Employees - Ongoing	-	
12-2xxx-684000-53335-2320	Classified Employees - Hourly	-	
12-2xxx-684000-53335-3215	PERS - Non-Instructional	9,727	
12-2xxx-684000-53335-3315	OASDHI - Non-Instructional	5,810	
12-2xxx-684000-53335-3325	Medicare - Non-Instructional	1,359	
12-2xxx-684000-53335-3335	PARS - Non-Instructional	-	
12-2xxx-684000-53335-3415	H & W - Non-Instructional	19,042	
12-2xxx-684000-53335-3435	H & W - Retiree Fund Non-Inst	937	
12-2xxx-684000-53335-3515	SUI - Non-Instructional	656	
12-2xxx-684000-53335-3615	WCI - Non-Instructional	2,061	
12-2xxx-684000-53335-3915	Other Benefits - Non-Instruct	2,802	
12-2xxx-684000-53335-4610	Non-Instructional Supplies	3,000	
12-2xxx-684000-53335-4710	Food Services	5,000	
12-2xxx-684000-53335-5100	Contracted Services	36,420	
12-2xxx-684000-53335-5220	Mileage	2,400	
12-2xxx-684000-53335-5800	Advertising	2,000	
12-2xxx-684000-53335-5950	Software License & Fees		
12-2xxx-684000-53335-5940	Reproduction/Printing Expense	2,000	
12-2xxx-684000-53335-6410	Equipment - All Other > \$1,000	8,000	
	Total - Funded	205,000	205,000

SPECIAL PROJECT DETAILED BUDGET #2xxx
NAME: Business Entrepreneurship Centers Statewide Leadership
FISCAL YEAR: 2010/2011

CONTRACT PERIOD: 7/1/10 - 6/30/11
 CONTRACT INCOME: \$172,500
 Grant Agreement # 10-317-035

PROJ. ADM. Ennque Perez
 PROJ. DIR. Michael Roessler

Date: 6/14/10

GL Account	Description	Debit	Credit
12-2xxx-000000-50000-8659	Other Reimb Categorical Allow . District Operations		172,500
12-2xxx-672000-50000-5865	Indirect Costs District Operations	6,635	
12-2xxx-675000-53335-5210	Conference Expenses	17,101	
12-2xxx-684000-53335-2110	Classified Management	106,296	
12-2xxx-684000-53335-3215	PERS - Non-Instructional	11,374	
12-2xxx-684000-53335-3315	OASDHI - Non-Instructional	6,674	
12-2xxx-684000-53335-3325	Medicare - Non-Instructional	1,561	
12-2xxx-684000-53335-3335	PARS - Non-Instructional	-	
12-2xxx-684000-53335-3415	H & W - Non-Instructional	12,811	
12-2xxx-684000-53335-3435	H & W - Retiree Fund Non-Inst	1,076	
12-2xxx-684000-53335-3515	SUI - Non-Instructional	754	
12-2xxx-684000-53335-3615	WCI - Non-Instructional	2,368	
12-2xxx-684000-53335-3915	Other Benefits - Non-Instruct	1,350	
12-2xxx-684000-53335-4610	Non-Instructional Supplies	2,000	
12-2xxx-684000-53335-5540	Mobile Phones	2,500	
12-2xxx-684000-53335-5560	Telephone & Pager Services	2,500	
	Total - Funded	172,500	172,500

SPECIAL PROJECT DETAILED BUDGET #2xxx
NAME: Center for International Development
FISCAL YEAR: 2010/2011

CONTRACT PERIOD: 7/1/10 - 6/30/11
 CONTRACT INCOME: \$188,273
 Grant Agreement #: 10-308-029

PROJ. ADM. Enrique Perez
 PROJ. DIR.

Date: 6/14/10

GL Account	Description	Debit	Credit
11-2xxx-672000-50000-5865	Indirect Costs District Operations	51,304	
11-2xxx-684000-53305-2110	Classified Management -E Perez 10%	14,953	
11-2xxx-684000-53305-2130	Classified employees - Full Time 63%	31,397	
11-2xxx-684000-53305-3215	PERS - Non-Instructional	4,959	
11-2xxx-684000-53305-3315	OASDI - Non-Instructional	2,938	
11-2xxx-684000-53305-3325	Medicare - Non-Instructional	687	
11-2xxx-684000-53305-3415	Health/Welfare - Non-Instructional	6,712	
11-2xxx-684000-53305-3435	H/W Retiree - Non-Instructional	474	
11-2xxx-684000-53305-3515	SUI - Non-Instructional	332	
11-2xxx-684000-53305-3615	WCI - Non-Instructional	1,043	
11-2xxx-684000-53305-3915	Other Benefits - Non-Instructional	1,038	
11-2xxx-684000-53345-2130	Classified Employees : Resource Development 10%	6,327	
11-2xxx-684000-53345-3215	PERS - Non-Instructional . Resource Development	677	
11-2xxx-684000-53345-3315	OASDHI - Non-Instructional . Resource Development	401	
11-2xxx-684000-53345-3325	Medicare - Non-Instructional : Resource Development	94	
11-2xxx-684000-53345-3415	H & W - Non-Instructional : Resource Development	548	
11-2xxx-684000-53345-3435	H & W - Retiree Fund Non-Inst : Resource Developmen	65	
11-2xxx-684000-53345-3515	SUI - Non-Instructional : Resource Development	45	
11-2xxx-684000-53345-3615	WCI - Non-Instructional : Resource Development	142	
11-2xxx-684000-53345-3915	Other Benefits - Non-Instruct : Resource Developmen	135	
11-2xxx-684000-53210-2110	Classified Management : Ctr for Intl Trade Dev Offi (20%)	18,962	
11-2xxx-684000-53210-3215	PERS - Non-Instructional : Ctr for Intl Trade Dev O	2,029	
11-2xxx-684000-53210-3315	OASDHI - Non-Instructional : Ctr for Intl Trade Dev	1,217	
11-2xxx-684000-53210-3325	Medicare - Non-Instructional : Ctr for Intl Trade D	285	
11-2xxx-684000-53210-3415	H & W - Non-Instructional : Ctr for Intl Trade Dev	1,945	
11-2xxx-684000-53210-3435	H & W - Retiree Fund Non-Inst : Ctr for Intl Trade	196	
11-2xxx-684000-53210-3515	SUI - Non-Instructional : Ctr for Intl Trade Dev Of	137	
11-2xxx-684000-53210-3615	WCI - Non-Instructional : Ctr for Intl Trade Dev Of	432	
11-2xxx-684000-53210-3915	Other Benefits - Non-Instruct : Ctr for Intl Trade	660	
11-2xxx-684000-53210-5650	Rental - Facility (Short-term) . Ctr for Intl Trade	5,107	
	Program Income/In-Kind	33,034	
	Match - Total	188,273	-

SPECIAL PROJECT DETAILED BUDGET #2xxx
NAME: Center for International Development
FISCAL YEAR: 2010/2011

CONTRACT PERIOD: 7/1/10 - 6/30/11
 CONTRACT INCOME: \$188,273
 Grant Agreement #: 10-308-029

PROJ. ADM. Enrique Perez
 PROJ. DIR.

Date: 6/14/10

GL Account	Description	Debit	Credit
12-2xxx-000000-50000-8659	Other Reimb Categorical Allow : District Operations		188,273
12-2xxx-672000-50000-5865	Indirect Costs . District Operations	7,241	
12-2xxx-675000-53210-5210	Conference Expenses · Ctr for Intl Trade Dev Office	15,000	
12-2xxx-684000-53210-2110	Classified Management : Ctr for Intl Trade Dev Offi	75,850	
12-2xxx-684000-53210-2130	Classified Employees : Ctr for Intl Trade Dev Offic	5,980	
12-2xxx-684000-53210-2310	Classified Employees - Ongoing : Ctr for Intl Trade	-	
12-2xxx-684000-53210-2320	Classified Employees - Hourly : Ctr for Intl Trade	36,480	
12-2xxx-684000-53210-3215	PERS - Non-Instructional : Ctr for Intl Trade Dev O	12,659	
12-2xxx-684000-53210-3315	OASDHI - Non-Instructional : Ctr for Intl Trade Dev	7,509	
12-2xxx-684000-53210-3325	Medicare - Non-Instructional : Ctr for Intl Trade D	1,756	
12-2xxx-684000-53210-3335	PARS - Non-Instructional : Ctr for Intl Trade Dev O	-	
12-2xxx-684000-53210-3415	H & W - Non-Instructional : Ctr for Intl Trade Dev	13,772	
12-2xxx-684000-53210-3435	H & W - Retiree Fund Non-Inst : Ctr for Intl Trade	1,211	
12-2xxx-684000-53210-3515	SUI - Non-Instructional : Ctr for Intl Trade Dev Of	848	
12-2xxx-684000-53210-3615	WCI - Non-Instructional . Ctr for Intl Trade Dev Of	2,664	
12-2xxx-684000-53210-3915	Other Benefits - Non-Instruct : Ctr for Intl Trade	2,802	
12-2xxx-684000-53210-4610	Non-Instructional Supplies : Ctr for Intl Trade Dev	4,000	
12-2xxx-684000-53210-6410	Equipment - All Other > \$1,000 : Ctr for Intl Trade	500	
	Total - Funded	188,273	188,273

SPECIAL PROJECT DETAILED BUDGET # 2XXX
NAME: Enrollment Growth for Nursing ADN Programs - Year 1
FISCAL YEAR: 2010/2011

CONTRACT PERIOD: 7/1/10 - 6/30/11
 CONTRACT INCOME: \$ 101,087
 RFA Spec #: 06-0116

PROJ. ADM.: Becky Miller
 PROJ. DIR.:

DATE: 06/14/2010

Dataset String					Description	Debit	Credit
12	2XXX	000000	10000	8659	Other Reimb Categorical		97,199
12	2XXX	000000	50000	8659	Other Reimb Categorical		3,888
12	2XXX	123010	16640	1110	Contract Instructors	0	
12	2XXX	123010	16640	1310	PT Instructors	45,865	
12	2XXX	123010	16640	1313	Beyond Contract - Instrucion	1,401	
12	2XXX	123010	16640	1480	PT Reassigned Time	0	
12	2XXX	123010	16640	1483	Beyond Contract - Reassigned Time	500	
12	2XXX	123010	16640	1484	Int/Sum - Reassigned Time - Beyond Contract Ins	0	
12	2XXX	123010	16640	1485	Int/Sum - Reassigned Time - PT instructors	0	
12	2XXX	123010	16640	2320	Classified Employees - Hourly :	3,765	
12	2XXX	123010	16640	2440	Instructional Associates (CTAs)	16,800	
12	2XXX	123010	16640	3111	STRS - Instructional	3,899	
12	2XXX	123010	16640	3115	STRS - Non-instructional	0	
12	2XXX	123010	16640	3215	PERS - Non-instructional	1,164	
12	2XXX	123010	16640	3315	OASDHI - Non-instructional	743	
12	2XXX	123010	16640	3321	Medicare - Instructional	991	
12	2XXX	123010	16640	3325	Medicare - Non-instructional	0	
12	2XXX	123010	16640	3331	PARS - Instructional	417	
12	2XXX	123010	16640	3335	PARS - Non-instructional	0	
12	2XXX	123010	16640	3411	H & W - Instructional	0	
12	2XXX	123010	16640	3431	H & W Ret Fnd - Instructional	683	
12	2XXX	123010	16640	3435	H & W Ret Fnd - Non-instructional	0	
12	2XXX	123010	16640	3511	SUI - Instructional	205	
12	2XXX	123010	16640	3515	SUI - Non-instructional	0	
12	2XXX	123010	16640	3611	WCI - Instructional	1,503	
12	2XXX	123010	16640	3615	WCI - Non-instructional	0	

President's Approval:
 Prepared by: Sarah Santoyo

Board Approved: June 21, 2010
 Accountant: Josefina Penning

SPECIAL PROJECT DETAILED BUDGET # 2XXX
NAME: Enrollment Growth for Nursing ADN Programs - Year 1
FISCAL YEAR: 2010/2011

CONTRACT PERIOD: 7/1/10 - 6/30/11
 CONTRACT INCOME: \$ 101,087
 RFA Spec #: 06-0116

PROJ. ADM.: Becky Miller
 PROJ. DIR.:

DATE: 06/14/2010

Datatal String					Description	Debit	Credit
12	2XXX	123010	16640	3911	Other Benefits - Instructional	0	
12	2XXX	123010	16640	4310	Instructional Supplies	0	
12	2XXX	123010	16640	4610	Non-instructional Supplies	1,163	
12	2XXX	123010	16640	5100	Contracted Services	0	
12	2XXX	123010	16640	5210	Conference Expense	1,000	
12	2XXX	123010	16640	6419	Equip/Software - >\$200 <\$1,000 :	600	
12	2XXX	123010	16640	6410	Equipment - All Other > \$1,000 :	1,300	
12	2XXX	631000	16640	1230	Contract Counselor	7,067	
12	2XXX	631000	16640	3115	STRS - Non-instructional	583	
12	2XXX	631000	16640	3325	Medicare - Non-instructional	102	
12	2XXX	631000	16640	3415	Health & Welfare - Non-instructional	0	
12	2XXX	631000	16640	3435	H & W Ret Fnd - Non-instructional	71	
12	2XXX	631000	16640	3515	SUI - Non-instructional	21	
12	2XXX	631000	16640	3615	WCI - Non-instructional	155	
12	2XXX	631000	16640	3915	Other Benefits - Non-instructional	0	
12	2XXX	732000	16640	7610	Books Paid for Students	3,000	
12	2XXX	732000	16640	7620	Fees Paid for Students	4,200	
12	2XXX	672000	50000	5865	Indirect (4%)	3,888	
					TOTAL	101,086	101,087

6.1 (25)

President's Approval:
 Prepared by: Sarah Santoyo

Board Approved: June 21, 2010
 Accountant: Josefina Penning

SPECIAL PROJECT DETAILED BUDGET # 1613**NAME: WOMEN'S BUSINESS CENTER****YEAR 4 OF 5****FISCAL YEAR: 09/10**

CONTRACT PERIOD: 9/30/09 - 9/29/10

CONTRACT INCOME: \$150,000

CFDA #: 59.043

PROJ. ADM. E. PEREZ

PROJ. DIR. K. CALDWELL

DATE: 06/14/10

Datatel String	Description	Debit	Credit
MATCH			
11-0000-672000-54211-5999	Match Control Account		150,000
11-1613-684000-53220-2110	Classified Management	0	
11-1613-684000-53220-2130	Classified Employees - Full Time 100%	41,388	
11-1613-684000-53220-2320	Classified Employees - Hourly	79,160	
11-1613-684000-53220-3200	PERS		
11-1613-684000-53220-3215	PERS - Non-Instructional	4,018	
11-1613-684000-53220-3310	OASDI		
11-1613-684000-53220-3315	OASDI - Non-Instructional	2,649	
11-1613-684000-53220-3320	Medicare		
11-1613-684000-53220-3325	Medicare - Non-Instructional	1,768	
11-1613-684000-53220-3330	PARS		
11-1613-684000-53220-3335	PARS - Non-Instructional	1030	
11-1613-684000-53220-3410	Health and Welfare		
11-1613-684000-53220-3415	Health and Welfare - Non-Instructional	14369	
11-1613-684000-53220-3430	H & W Retiree		
11-1613-684000-53220-3435	H & W Retiree - Non-Instructional	1220	
11-1613-684000-53220-3500	SUI		
11-1613-684000-53220-3515	SUI - Non-Instructional	365	
11-1613-684000-53220-3600	WCI - Non-Instructional		
11-1613-684000-53220-3615	WCI - Non-Instructional	2683	
11-1613-684000-53220-3900	Other Benefits		
11-1613-684000-53220-3915	Other Benefits - Non-Instructional	1350	
	Totals	150,000	150,000

President's Approval:
Prepared by: Sarah Santoyo

Board Approved: 6/21/10
Accountant: Melissa Tran

**SPECIAL PROJECT DETAILED BUDGET # 1613
NAME: WOMEN'S BUSINESS CENTER
YEAR 4 OF 5
FISCAL YEAR: 09/10**

CONTRACT PERIOD: 9/30/09 - 9/29/10
CONTRACT INCOME: \$150,000
CFDA #: 59.043

PROJ. ADM. E. PEREZ
PROJ. DIR. K. CALDWELL

DATE: 06/14/10

Datatel String	Description	Debit	Credit
12-1613-000000-50000-8199	Other Federal Revenues		150,000
12-1613-672000-50000-5865	Indirect Costs - District Operations	5,770	
12-1613-675000-53220-5210	Conference Expense	5,000	
12-1613-684000-53220-2110	Classified Management - K. Caldwell 100%	89,592	
12-1613-684000-53220-2320	Classified Employees- Hourly	0	
12-1613-684000-53220-3200	PERS		
12-1613-684000-53220-3215	PERS - Non-Instructional	8,698	
12-1613-684000-53220-3310	OASDI		
12-1613-684000-53220-3315	OASDI - Non-Instructional	5,622	
12-1613-684000-53220-3320	Medicare		
12-1613-684000-53220-3325	Medicare - Non-Instructional	1,315	
12-1613-684000-53220-3330	PARS		
12-1613-684000-53220-3335	PARS - Non-Instructional		
12-1613-684000-53220-3410	Health and Welfare		
12-1613-684000-53220-3415	Health and Welfare - Non-Instructional	16,923	
12-1613-684000-53220-3430	H & W Retiree		
12-1613-684000-53220-3435	H & W Retiree - Non-Instructional	907	
12-1613-684000-53220-3500	SUI		
12-1613-684000-53220-3515	SUI - Non-Instructional	272	
12-1613-684000-53220-3600	WCI - Non-Instructional		
12-1613-684000-53220-3615	WCI - Non-Instructional	1,995	
12-1613-684000-53220-3900	Other Benefits		
12-1613-684000-53220-3915	Other Benefits - Non-Instructional	1,092	
12-1613-684000-53220-4610	Non-Instructional Supplies	12,814	
	Totals	150,000	150,000

6.1 (27)

President's Approval:
Prepared by: Sarah Santoyo

Board Approved: 6/21/10
Accountant: Melissa Tran

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**Educational Services**

To:	Board of Trustees	Date: June 21, 2010
Re:	Adoption of Resolution No. 10-14 – United States Department of Health and Human Services – Early Head Start, Year Two	
Action:	Request for Approval	

BACKGROUND

The Child Development Division received funds under the American Recovery and Reinvestment Act through the United States Department of Health and Human Services, Administration for Children and Families, to support enrollment of children and families into Early Head Start Programs.

ANALYSIS

As part of the second year refunding submission process, the Department of Health of Human Services, Administration for Children and Families, requires that the Board of Trustees approve an authorized representative of the district to sign the grant application documents, thereby indicating approval of the project and a commitment to implement it if it is funded.

RECOMMENDATION

It is recommended that the board approve the resolution that authorizes the Chancellor or his designees to sign the grant submission documents.

Fiscal Impact: none	Board Date: June 21, 2010
Prepared by: Maria Gil, Interim Resource Development Coordinator	
Submitted by: Enrique Perez, Assistant Vice Chancellor of Educational Services	
Recommended by: Edward Hernandez, Jr., Ed.D., Chancellor	

RESOLUTION

This resolution is adopted to certify the approval of the Board of Trustees to enter into an agreement with the United States Department of Health and Human Services, Administration for Children and Families, for the purpose of funding the Early Head Start year-two expansion grant and to authorize designated personnel to sign related contract documents for Fiscal Year 2010/2011 and 2011/2012.

RESOLUTION NO. 10-14

BE IT RESOLVED that the Board of Trustees of Rancho Santiago Community College District authorizes entering into an agreement with the United States Department of Health and Human Services to fund the Child Development Early Head Start year two expansion grant and authorizes the persons listed below to sign the contract agreement and related documents for the Board of Trustees.

<u>NAME</u>	<u>TITLE</u>	<u>SIGNATURE</u>
<u>Edward Hernandez, Jr., Ed.D.</u>	<u>Chancellor</u>	_____
<u>Peter J. Hardash</u>	<u>Vice Chancellor</u>	_____

PASSED AND ADOPTED THIS 21st day of June, 2010, by the Board of Trustees of Rancho Santiago Community College District of Orange County, California.

I, Phillip E. Yarbrough, Clerk of the Board of Trustees of Rancho Santiago Community College District, of Orange County, California, certify that the foregoing is a full, true and correct copy of a resolution adopted by the said Board at a regular meeting thereof held at a regular public place of meeting and the resolution is on file in the office of said Board.

(Clerk's Signature)

(Date)

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**Educational Services**

To: Board of Trustees	Date: June 21, 2010
Re: Approval of Amendment to Subcontract Agreement with Central County Regional Occupational Program (CCROP) for the Career Technical Education (CTE) Community Collaborative Grant (DO-09-006)	
Action: Request for Approval	

BACKGROUND

In February, 2009, RSCCD was awarded the *Career Technical Education (CTE) Community Collaborative- Workforce Innovation Partnership Grant (WIP I)*, from the California Community Colleges Chancellor's Office. RSCCD will serve as the fiscal agent and Central County Regional Occupational Program (CCROP) will implement the project. The indirect cost had been included in the original subcontract agreement.

ANALYSIS

The subcontract agreement with Central County Regional Occupational Program has been amended to reduce the award amount from \$250,000 to \$242,000.

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: None	Board Date: June 21, 2010
Prepared by: Huong Nguyen, Resource Development Coordinator	
Submitted by: Enrique Perez, Interim Assistant Vice Chancellor of Educational Services	
Recommended by: Edward Hernandez, Jr., Ed.D., Chancellor	

**FIRST AMENDMENT
TO AGREEMENT BETWEEN
RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
AND
CENTRAL COUNTY REGIONAL OCCUPATIONAL PROGRAM**

THIS FIRST AMENDMENT is entered into this 21st day of June 2010 by and between Rancho Santiago Community College District, hereinafter referred to as "RSCCD", and Central County Regional Occupational Program, hereinafter referred to as "CCROP", to amend that certain Agreement between the parties which commenced on February 1, 2009 and pertains to the grant the RSCCD received entitled Career Technical Education Pathways Initiative – Workforce Innovation Partnership Grant (Grant No. 08-142-870) from the California Community Colleges Chancellor's Office, Economic and Workforce Development Career Technical Education Division, to implement "Project Green STEM" (hereinafter "Project") to introduce students to GIS and STEM careers in the Energy and Utilities Sector, and to develop a sequenced pathway leading to GIS Certification for 7th-12th graders.

WHEREAS, the parties desire to reduce the award amount from \$250,000 \$242,000 (excluded the indirect cost).

NOW THEREFORE, it is mutually agreed as follows:

1. Paragraph 3, under "Total Cost", page 1, of the Agreement is amended to read as follows:
The total cost to CCROP for the performance of this Agreement shall not exceed \$242,000, in accordance with the project budget (*Exhibit B*), to be paid in accordance with the terms set forth in Article I.5. CCROP agrees to provide matching funds in the amount of \$25,000 in accordance with the project budget and to submit documentation of that match to RSCCD (*Exhibit B*).
2. Except as amended herein, all other terms and provisions of the agreement, to the extent that they are not inconsistent with this First Amendment, remain unchanged.

IN WITNESS WHEREOF, the parties hereto certify that they have read and understand all the terms and conditions contained herein and have hereby caused this FIRST Amendment to Agreement to be executed as of this 21st day of June, 2010.

RANCHO SANTIAGO COMMUNITY
COLLEGE DISTRICT

CENTRAL COUNTY REGIONAL
OCCUPATIONAL PROGRAM

By: _____

By: _____

Name: Peter J. Hardash
Vice Chancellor

Name: _____

Title: Business Operations/Fiscal Services

Title: _____

Date: _____

Date: _____

6.3 (2)

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Educational Services

To:	Board of Trustees	Date: June 21, 2010
Re:	Acceptance of Grant Award – Small Business Administration, Office of Women Business Owners- Institute for Women Entrepreneurs	
Action:	Request for Approval	

BACKGROUND

In 2006, the Rancho Santiago Community College District Foundation received a grant award from the Small Business Administration's Office of Women Business Owners to support the business development needs of female entrepreneurs and the Institute for Women Entrepreneurs (IWE) program was created. The RSCCD Foundation and the District entered into a strategic alliance agreement under which the District provides the staffing and administrative support for the IWE program.

ANALYSIS

The IWE has had three successful years of providing business development services to female entrepreneurs. As part of the grant acceptance process for the 4th and 5th year of this grant award, it is required that the Board of Trustees indicates approval of the project and a commitment to implement the funded project. The grant award is \$300,000 total for year 4 and 5 of the project. A match requirement of 1:1 (50% cash and 50% in-kind) is necessary and will be provided by the District. This program is funded through September 2011.

RECOMMENDATION

It is recommended that the board approve the acceptance of this grant award and the continued operation of the IWE program.

Fiscal Impact: \$150,000 cash match and \$150,000 in-kind match (\$75,000 and \$75,000 for each year)	Board Date: June 21, 2010
Prepared by: Sarah Santoyo, Director, Resource Development	
Submitted by: Enrique Perez, Assistant Vice Chancellor of Educational Services	
Recommended by: Edward Hernandez, Jr., Ed.D., Chancellor	

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
EDUCATIONAL SERVICES

To: Board of Trustees	Date: June 21, 2010
Re: Adoption of Revision to Board Policy 7002 – Intellectual Property Rights	
Action: Approval of New Board Policy	

BACKGROUND

The administration has recommended revisions to Board Policy 7002 pertaining to intellectual property rights. The revised policy was reviewed by the Board Policy Committee on May 10, 2010 and was submitted to the Board of Trustees for First Reading on May 24, 2010.

ANALYSIS

The policy is now presented for a second reading and adoption.

RECOMMENDATION

It is recommended that the Board adopt the revisions to Board Policy 7002.

Fiscal Impact: None	Board Date: June 21, 2010
Prepared by: John Didion, Exec. Vice Chancellor, Human Res. & Educational Services	
Submitted by: John Didion, Exec. Vice Chancellor, Human Res. & Educational Services	
Recommended by: Dr. Edward Hernandez, Jr., Chancellor	

Intellectual Property Rights - BP7002

Adopted 12/10/01 – Revised June 21, 2010

RSCCD recognizes the need to maintain an Intellectual Property Rights policy which encourages faculty and staff to engage in the production and development of scholarly works, creative publications, ~~and~~ technology-based materials, grant proposals, and programs and services that enhance the educational and economic well being of the community. This policy assumes that:

The rights of faculty, staff and the District need to be fairly balanced through mutual agreement.

The District retains full rights to and ownership of any and all programs that are developed, implemented and administered by individuals who are acting within the course and scope of their employment with the District. This includes programs and activities supported by the District General Fund as well as categorically funded programs.

The District is not interested in entering into agreements regarding intellectual property rights for the express purpose of achieving a financial gain. The District is interested in receiving fair compensation for use of public resources employed in the creation of such works.

The following guidelines regarding copyright, trademark, royalties, patents, and utilization of all materials will be consistent with the promotion of academic freedom and "fair use" principles.

Copyright Ownership, Royalties, and Distribution

1. A faculty or staff member may claim the right to patents or to copyright any material created outside of the faculty or staff member's employment with the District. If this creation involves the use of district supplies or staff resources, the faculty and staff member shall retain the right to copyright the material, but shall reimburse the District for the cost of production. Faculty and staff members with full copyright or patents ownership retain full royalty distribution rights.
2. The District may claim the right to patents, to trademark names associated with programs and services, or to copyright material if the District specifically commissioned it, or the work is identified as an institutional effort. Otherwise, the right to patents and to copyright material will belong to the faculty or staff member responsible for its creation, according to the terms stated above. The District with full copyright, trademark, or patent ownership retains full royalty, use, and distribution rights.
3. The District and the faculty or staff member may agree to share the rights to copyright materials or patents if the work is created by the faculty or staff member, and the District contributes services, staff, or financial resources necessary for completion. This will be accomplished through a separate agreement created at the time the project is initiated. If the District and the faculty and staff member share copyright or patent ownership, royalty distribution rights will be distributed to reimburse the copyright or patent owners for documented expenses related to the creation and production of the materials. Any remaining royalties or profits will be distributed according to the terms of the separate agreement.

Copyright Registration

Responsibility for the official registration of the copyright or patent will lie with the owner of the copyright. In those cases where there is shared ownership, the District will be responsible for filing for both parties for registration of copyright or patent.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

EDUCATIONAL SERVICES

To:	Board of Trustees	Date: June 21, 2010
Re:	First Reading of Revision to Board Policies 9007 – Officers of the Board and 9013 – Annual Organizational Meeting	
Action:	Information	

BACKGROUND

The administration is proposing the attached revisions to Board Policies 9007 – Officers of the Board and 9013 – Annual Organizational Meeting. These revisions were reviewed by the Board Policy Committee on June 14, 2010.

ANALYSIS

The Board Policy Committee is recommending that the Board accept this new policy for first reading.

RECOMMENDATION

These policies are presented for first reading as an information item.

Fiscal Impact: None	Board Date: June 21, 2010
Prepared by: John Didion, Exec. Vice Chancellor, Human Res. & Educational Services	
Submitted by: John Didion, Exec. Vice Chancellor, Human Res. & Educational Services	
Recommended by: Dr. Edward Hernandez, Jr., Chancellor	

No. 6.7**Board of Trustees Self-Evaluation - BP9022****EVALUATION OF TRUSTEES - BP9022****Revised 04-27-09**

Effective and efficient governing board operations are an integral part of sound policy making and broad oversight that lead to successful educational programs and student learning outcomes. The board is committed to assessing its own performance as a board in order to identify its strengths and areas in which it may improve its functioning in carrying out its responsibilities to the citizens of the Rancho Santiago Community College District.

For its self-evaluation the board shall be evaluated as a whole and not as individuals. The evaluation will focus on the internal board operations and performance. Board members shall develop goals which will be used in the self-evaluation process. A self-evaluation instrument will be based on these goals and not goals set for the district. The self-evaluation process shall include the establishment of strategies for improving board performance. Policies and goals will be reviewed and updated for the following year's self-evaluation. The student trustee will participate in the self-evaluation process.

No later than the end of September of every year the Board Policy Committee shall recommend to the full board a self-evaluation instrument and process to be used in board self-evaluation, as well as any changes to the list of individuals who will receive a copy of the instrument. The board shall promptly review and act on these recommendations. Any self-evaluation instrument shall incorporate criteria contained in these board policies regarding board operations, criteria defining board effectiveness as defined by recognized practitioners in the field and any other criteria the board determines would enhance the goal of identifying the board's strengths and areas in which it might improve its functioning.

The board is committed to having an annual self-evaluation meeting no later than November, at a date selected at the board's annual organizational meeting. All trustees will attend this self-evaluation meeting which will be open to the public, and district students, employees, and residents will be encouraged to attend and provide input to the board at the meeting.

Board members will be given the self-evaluation instrument prior to the annual self-evaluation meeting but shall not complete the self-evaluation instrument until after the meeting. The completed and signed instrument shall be submitted to an office designated by the board president. The results will be tabulated and discussed at the next board meeting. The results will be widely communicated and maintained in the district office. The results will be used to identify accomplishments in the past year and goals for the following year that will be reviewed and updated annually.

Some district students, employees, and residents will, because of their position or regular attendance at board meetings, have some familiarity with internal board operations and performance so as to provide meaningful input to the board in their self-evaluation process. Therefore, prior to the board's self-evaluation meeting, the board shall make available the self-evaluation instrument to a list of individuals which will include but not be limited to the associated student government presidents, presidents of the academic senates, the college presidents, the chancellor, vice chancellors, representatives of the district's employee unions, and community members who serve on the district bond oversight committees or foundations. Any input from these individuals shall be given and reviewed at the self-evaluation meeting.

In addition, any student, community member, or employee shall be entitled to provide input to the board at the board's self-evaluation meeting.

6.7 (1)

Board of Trustees Annual Evaluation of District Goals – BP9022.5

Adopted May 11, 2009

The board recognizes that it can better perform its policy making and broad oversight roles if it annually reviews the district's goals in addition to its own internal board operation and performance goals. Therefore, separate from the annual self-evaluation meeting, the board president, with the assistance of the chancellor or third party will develop a survey instrument to members of the District Citizens' Advisory Committee; District Bond Oversight Committee; local Chambers of Commerce and trade unions; community organizations; college and district foundations; federal, state, county and local elected officials who represent parts of the district; city and school district managers and superintendents; and others whom the board may feel can provide important feedback to the board. In addition, all district employees and students will be encouraged to respond to this survey instrument. The board president shall work with the chancellor or third party to ensure the information from the survey instrument is collected.

The board will then schedule an annual meeting at a time to maximize coordination with the planning process of the district administration and colleges, to discuss district goals and use the results of the survey and any information received at the annual meeting to assist the board in assessing the areas where the district goals have been met or exceeded and those areas where improvement was needed. District goals and policies will be updated or revised as a result of the information obtained in this process. Any student, employee, or resident of the district shall also have the opportunity to attend this public meeting to provide input to the board. The results of the survey will be widely distributed and will be maintained at the district office.

Q & A
Santa Ana College Scholarship Incident

1. Why did the Foundation create this scholarship?

The scholarship was conceived to honor a former honor student and campus leader who attended the college from 2001 to 2003. Tam Tran, who was killed in a car accident last month, successfully transferred to UCLA after completing her associate degree at Santa Ana College. Thanks to privately funded scholarships, like the one we envision that will bear her name, she successfully completed a bachelor's degree at UCLA. Because of her scholastic achievements, she was admitted to Brown University, an Ivy League campus. She was the recipient of a fellowship, funded by private donations, at the time of her death. We want all our students to dream big like Tam and pursue their goals for higher education. Her life demonstrates that it is possible to reach your dreams with hard work and unwavering persistence.

2. What are the four criteria for the Tam Tran Memorial Scholarship?

- 3.0 GPA
- Financial need
- Meet the requirements for transfer to a four-year university from the college
- Traveling a path similar to Tam Tran in seeking citizenship in the U.S.

3. Will taxpayer dollars be used for the Tam Tran Memorial Scholarship?

No public funds will be issued as part of this scholarship. The scholarship is funded by private donations.

4. Is the scholarship available to illegal residents?

The scholarship is available to students on the path to citizenship – any student who has yet to take or has not successfully passed the citizenship exam. For example, students who have permanent resident status or are holding green cards but have yet to successfully pass the citizenship exam (and who meet the other criteria) are eligible to apply for the scholarship.

5. Is the scholarship illegal or has the campus or Foundation engaged in illegal activity?

Institutional scholarships are governed by the Foundation, which is an independent non-profit organization affiliated with the campus. The Foundation is managed and audited independently from the college and college district. This proposed scholarship is fully legal and uses NO public funds. The Foundation's scholarships are solely generated from private sources. No illegal activity has been committed by the Foundation, the employees of the Foundation or the college

6. Do you give scholarship money to undocumented students?

The college or Foundation is not allowed by law to know the citizenship status of a student. The college awards scholarships to any student who meets the scholarship criteria. Most of our scholarships are awarded based on financial need, as the Foundation is committed to providing financial assistance to students in financial need who endeavor to earn associate degrees and/or transfer to four-year institutions.

7. Do you check the citizenship status of your students to determine their status?

Publicly funded higher education institutions are legally prohibited from asking a student's his/her citizenship status. However, if a student has self-identified as an AB 540 student, he/she must file an affidavit to the college which affirms that he/she has filed (or will file as soon as they become eligible to do so) an application to adjust his/her citizenship status. This is required by law in the state of California.

8. Does your college enroll students who are not legal citizens?

All publicly funded higher education institutions, by law, are prohibited from verifying the citizenship status of the students who apply for admission. All publicly funded higher education institutions enroll any and all students who are eligible to attend (according to state law).

9. What has been the public's response to the announcement of the scholarship?

The college has received calls and emails from listeners, readers, and viewers who support the scholarship and those who don't for a variety of reasons. What has become clear is that voters are unaware that legal residents with green cards are guaranteed an education in California's publicly funded higher education system. Many publicly and privately funded higher education institutions offer scholarships like the one proposed by the Foundation.