

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Board of Trustees (Regular meeting)
Monday, March 12, 2012
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 Approval of Additions or Corrections to Agenda **Action**

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 – Regular meeting of February 27, 2012 **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 Recognition of Classified Staff by Board of Trustees

2.0 INFORMATIONAL ITEMS AND ORAL REPORTS

2.1 Report from the Chancellor

2.2 Reports from College Presidents

- Enrollment
- Facilities
- College activities
- Upcoming events

2.3 Report from Student Trustee

2.4 Reports from Student Presidents

- Student activities

2.5 Reports from Academic Senate Presidents

- Senate meetings

RECESS TO CLOSED SESSION

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

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

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

1. Public Employment (pursuant to Government Code Section 54957[b][1])
 - a. Part-time Faculty
 - b. Classified Staff
 - c. Student Workers
 - d. Professional Experts

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

Mepco Services, Inc., Hartford Fire Insurance Company, vs. Rancho Santiago Community College District, and DOES 1-10, inclusive, Orange County Superior Court Case No. 30-2011-00490760-CU-BC-CJC

3. Conference with Labor Negotiator (pursuant to Government Code Section 54957.6)
Agency Negotiator: Mr. John Didion, Executive Vice Chancellor of Human Resources & Educational Services

Employee Organizations: Faculty Association of Rancho Santiago Community College District
California School Employees Association, Chapter 579
California School Employees Association, Chapter 888
Continuing Education Faculty Association

4. Public Employee Performance Evaluation (pursuant to Government Code Section 54957)
 - a. Chancellor

5. 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 Tenure Review Recommendations for 2012-2013
- Approval of End of Interim Assignments/Return to Regular Assignments
- Approval of Part-time Hourly Hires/Rehires
- Approval of Non-paid Intern Services

3.2 Classified Personnel Action

- Approval of New Appointments
- Approval of Temporary to Contract Assignments
- Approval of Changes in Positions
- Approval of Changes in Salary Placements
- Approval of New Appointments
- Approval of Temporary Assignments
- Approval of Changes in Temporary Assignments
- Approval of Additional Hours for On Going Assignments
- Approval of Substitute Assignments
- Approval of Miscellaneous Positions
- Approval of Student Assistant Lists

3.3 Approval of Amendment to Exhibit B of Hay Group Consultant Inc. Agreement Action

The administration recommends approval of the amendment to the Agreement with Hay Group Consultant Inc.

3.4 Authorization for Board Travel/Conferences Action

4.0 INSTRUCTION

- *4.1 Approval of Distance Education Agreement Amendment – City of Santa Ana Action
The administration recommends approval of the Inmate Education Program Affiliation Agreement Amendment with the City of Santa Ana, California.
- *4.2 Approval of OTA Agreement Renewal – County of Orange Action
The administration recommends approval of the agreement with the County of Orange in Santa Ana, California.
- *4.3 Approval of Nursing Agreement Renewal – College Hospital Partial Hospitalization Program Action
The administration recommends approval of the renewal of the clinical affiliation agreement with College Hospital Partial Hospitalization Program in Santa Ana, California.
- *4.4 Approval of Nursing Agreement Addendum – Regents of University of California (UC Irvine Medical Center) Action
The administration recommends approval of the clinical affiliation agreement addendum with the Regents of the University of California (UC Irvine Medical Center).
- *4.5 Approval of Proposed Revisions for 2012-2013 Santa Ana College Catalog Action
The administration recommends approval of the proposed revisions for the 2012-2013 catalog.
- *4.6 Approval of Proposed Revisions for 2012-2013 Santiago Canyon College Catalog Action
The administration recommends approval of the proposed revisions for the SCC 2012-2013 catalog as presented.
- *4.7 Approval of Santa Ana College Community Services Program - Summer 2012 Action
The administration recommends approval of proposed SAC Community Services program for summer 2012.
- *4.8 Approval of Santiago Canyon College Community Services Program, Summer 2012 Action
The administration recommends approval of the proposed SCC Community Services program for summer 2012.

- *4.9 Approval of Learning Activity Placement Agreement - Cal State University, Fullerton Action
The administration recommends approval of the agreement with California State University, Fullerton.

5.0 BUSINESS OPERATIONS/FISCAL SERVICES

- *5.1 Approval of Payment of Bills Action
The administration recommends payment of bills as submitted.
- *5.2 Adoption of Resolution No. 12-09 – Landscaping for Loop Road Extension at Santiago Canyon College Action
The administration recommends adoption of Resolution No. 12-09 for Tropical Plaza Nursery, Inc., for Bid #1134 for landscaping for the Loop Road Extension at SCC as presented.
- *5.3 Adoption of Resolution No. 12-10 – Concrete for Loop Road Extension at Santiago Canyon College Action
The administration recommends adoption of Resolution No. 12-10 for Guy Yocom Construction, Inc., for Bid #1140 for concrete for the Loop Road Extension at SCC as presented.
- *5.4 Award of Change Order #3 for Bid #1146 – Framing/Elevators for Humanities Building at Santiago Canyon College Action
The administration recommends approval of change order #3 for Bid #1146 for Inland Building Construction, Inc., for framing/elevators for the Humanities building at SCC as presented.
- *5.5 Approval of Purchase Orders Action
The administration recommends approval of the purchase order listing for the period February 4, 2012, through February 24, 2012.

6.0 GENERAL

- *6.1 Approval of Resource Development Items Action
The administration recommends approval of budgets, acceptance of grants, and authorization for the chancellor or his designee to enter into related contractual agreements on behalf of the district for the following:
- | | |
|------------------------------------------------------------------------------------|------------|
| - Basic Skills Initiative (SAC) – <i>Adjustment</i> | -\$ 11,547 |
| - Board Financial Assistance Program (BFAP) (SAC) | \$638,401 |
| - Board Financial Assistance Program (BFAP) (SCC) | \$ 7,495 |
| - <i>Augmentation</i> | |
| - Career and Technical Education (CTE) Transitions (SCC) | \$ 93,940 |
| - Career Technical Education (CTE) Community Collaborative V (District) | \$411,350 |
| - Career Technical Education (CTE) Workforce Innovation Partnerships IV (District) | \$218,750 |

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

- *6.1 Approval of Resource Development Items – (cont.)
- Youth Entrepreneurship Program (YEP) – BEC Year 2 (District) \$ 50,000
 - Youth Entrepreneurship Program (YEP) – CITD Year 5 (District) \$ 50,000
 - Youth Entrepreneurship Project – Faculty Mini Grants Program II (District) \$285,000
- 6.2 Adoption of Resolution No. 12-11 in Honor of City of Orange Citizen of the Year Action
The administration recommends adoption of Resolution No. 12-11.
- 6.3 Adoption of Resolution No. 12-12 in Honor of City of Orange Business of the Year Action
The administration recommends adoption of Resolution No. 12-12.
- 6.4 Reports from Board Committees Information
 - Orange County Legislative Task Force
- 6.5 Board Member Comments Information
- 7.0 ADJOURNMENT** - The next regular meeting of the Board of Trustees will be held on April 2, 2012.

* 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 (Regular meeting)

Monday, February 27, 2012

MINUTES

1.0 PROCEDURAL MATTERS

1.1 Call to Order

The meeting was called to order at 4:32 p.m. by Mr. Phillip Yarbrough. Other members present were Ms. Arianna Barrios, Mr. Brian Conley, Dr. David Chapel, Mr. John Hanna, Mr. Larry Labrado, Mr. Mark McLoughlin, and Mr. Andrew Hanson.

Administrators present during the regular meeting were Mr. John Didion, Mr. Peter Hardash, Dr. Erlinda Martinez, Dr. Raúl Rodríguez, and Mr. Juan Vázquez. Ms. Anita Lucarelli was present as record keeper.

1.2 Pledge of Allegiance to the United States Flag

The Pledge of Allegiance was led by Ms. Evelyn Sanchez, Student President, Santa Ana College (SAC).

1.3 Approval of Additions or Corrections to Agenda

It was moved by Mr. Conley, seconded by Mr. Hanson, and carried unanimously to approve addendums for Item 3.1 (Academic/Management Personnel) and Item 3.2 (Classified Personnel).

1.4 Public Comment

There were no public comments.

1.5 Approval of Minutes

It was moved by Mr. McLoughlin, seconded by Mr. Hanson, and carried unanimously to approve the minutes of the regular meeting held February 6, 2012, with the following correction (underlined) read into the record by Mr. John Hanna:

Regarding Item 1.7 (Revised Board Policies), Mr. Zeke Hernandez spoke in support of the district's recommendation to have each trustee reside in one of seven specified trustee areas and be elected by the voters residing in that area.

1.6 Approval of Consent Calendar

It was moved by Mr. Labrado, seconded by Mr. Conley, and carried unanimously to approve the recommended action on the following items as listed on the Consent Calendar (as indicated by an asterisk on the agenda), with the exception of Item 5.4 (Hire Independent Audit Firm) removed from the Consent Calendar by Mr. McLoughlin.

- 4.1 Approval of OTA Agreement Renewal - Amendment #4 – Cedars-Sinai Medical Center
The board approved the agreement renewal amendment with Cedars-Sinai Medical Center in Los Angeles, California.
- 4.2 Approval of New OTA Agreement – Abbott & Burkhart Therapy
The board approved the agreement with Abbott & Burkhart Therapy in Ventura, California.
- 4.3 Approval of New OTA Agreement – Masada d.b.a. Counseling and Research Associates, Inc.
The board approved the agreement with Masada d.b.a. Counseling and Research Associates, Inc., in Gardena, California.
- 4.4 Approval of New OTA Agreement – Reavis Rehab & Wellness Center, Inc.
The board approved the agreement with Reavis Rehab & Wellness Center, Inc., in Round Rock, Texas.
- 4.5 Approval of New OTA Agreement – The Academy for Advancement of Children with Autism
The board approved the agreement with The Academy for Advancement of Children with Autism in Chatsworth, California.
- 4.6 Approval of New OTA Agreement – Brookdale Senior Living d.b.a. Innovative Senior Care
The board approved the agreement with Brookdale Senior Living d.b.a. Innovative Senior Care in Brentwood, Tennessee.
- 4.7 Approval of New OTA Agreement – Valley Health System, L.L.C.
The board approved the agreement with Valley Health System, L.L.C., in Las Vegas, Nevada.
- 4.8 Approval of New Pharmacy Technology Agreement – Rady Children’s Hospital – San Diego
The board approved the contract with Rady Children’s Hospital – San Diego in San Diego, California.

1.6 Approval of Consent Calendar – (cont.)

5.1 Approval of Payment of Bills

The board approved payment of bills as submitted.

5.2 Approval of Budget Increases/Decreases and Budget Transfers
Action

The board approved budget increases, decreases and transfers during the month of January 2012.

5.5 Approval of Lease Agreement with Gov Collection

The board approved the lease agreement with Gov Collection and authorized the Vice Chancellor of Business Operations/Fiscal Services to execute the agreement on behalf of the district as presented.

5.6 Approval of Quarterly Financial Status Report (CCFS-311Q) for period Ended
December 31, 2011

The board approved the CCFS-311Q for the period ending December 31, 2011, as presented.

5.8 Approval of Geotechnical Consulting Services – College Avenue Street
Alignment, Cul-De-Sac, Parking Lot Expansion, New Soccer Field and
Football Facilities at Santa Ana College

The board approved the agreement with Koury Geotechnical Services, Inc., to perform geotechnical consulting services during the construction of College Avenue street alignment, cul-de-sac, parking lot expansion, new soccer field and football facilities at SAC as presented.

5.9 Approval of Materials Testing – College Avenue Street Alignment, Cul-De-Sac,
Parking Lot Expansion, New Soccer Field and Football Facilities at Santa Ana
College

The board approved the agreement with Reliant Testing Engineers to perform testing services as presented.

5.10 Approval of Southern California Edison Company to Relocate Overhead
Electrical Lines at Santa Ana College

The board approved relocating overhead electrical lines at SAC as presented.

5.11 Adoption of Resolution No. 12-04 – Concrete for Athletic/Aquatic Complex at
Santiago Canyon College (SCC)

The board adopted Resolution No. 12-04 for Guy Yocom Construction, Inc., for Bid #1140 for concrete for the Athletic/Aquatic Complex at SCC as presented.

1.6 Approval of Consent Calendar – (cont.)

- 5.12 Adoption of Resolution No. 12-05 – Plumbing for Athletic/Aquatic Complex at Santiago Canyon College
The board adopted Resolution No. 12-05 for Interpipe Construction, Inc., for Bid #1140 for plumbing for the Athletic/Aquatic Complex at SCC as presented.
- 5.13 Adoption of Resolution No. 12-06 - Earthwork for Humanities Building at Santiago Canyon College
The board adopted Resolution No. 12-06 for Southern California Grading for Bid #1151 for earthwork for the Humanities Building at SCC as presented.
- 5.14 Adoption of Resolution No. 12-07 – Plumbing for Loop Road Extension at Santiago Canyon College
The board adopted Resolution No. 12-07 for Interpipe Construction, Inc., for Bid #1140 for plumbing for the Loop Road Extension at SCC as presented.
- 5.15 Approval of Additional Geotechnical Observation and Testing Services for Loop Road Extension at Santiago Canyon College
The board approved additional fees for Ninyo & Moore for geotechnical observation and testing services for the Loop Road Extension at SCC as presented.
- 5.16 Approval of Architect Change Order – Athletic/Aquatic Complex at Santiago Canyon College
The board approved amending and increasing the architectural agreement for The Austin Company in the amount of \$243,800 as presented.
- 5.17 Approval of Change Order #3 for Bid #1137 - Masonry for Humanities Building at Santiago Canyon College
The board approved change order #3 for Bid #1137 for Industrial Masonry, Inc., for masonry for the Humanities building at SCC as presented.
- 5.18 Approval of Change Order #3 for Bid #1138 - Structural Steel for Humanities Building at Santiago Canyon College
The board approved change order #3 for Bid #1138 for Blazing Industrial Steel, Inc., for structural steel for the Humanities building at SCC as presented.
- 5.19 Approval of Change Order #5 for Bid #1147 - Interiors for Humanities Building at Santiago Canyon College
The board approved change order #5 for Bid #1147 for Inland Empire Architectural Specialties for interiors for the Humanities building at SCC as presented.

1.6 Approval of Consent Calendar – (cont.)

5.20 Approval of Change Order #1 for Bid #1150 - Pool for Athletic/Aquatic Complex at Santiago Canyon College

The board approved change order #1 for Bid #1150 for Nadar, Inc., for the pool for the Athletic/Aquatic Complex at SCC as presented.

5.21 Approval of Change Order #4 for Bid #1151 - Earthwork for Loop Road Extension at Santiago Canyon College

The board approved change order #4 for Bid #1151 for Southern California Grading, Inc., for earthwork for the Loop Road extension at SCC as presented.

5.22 Approval of Change Order #3 for Bid #1181 - Signalization Project at Santiago Canyon College

The board approved change order #3 for Bid #1181 for Dynalectric for the signalization project at SCC as presented.

5.23 Approval of DSA Inspector of Record, Testing and Inspection for Maintenance & Operations Building Roof Replacement Project at Santiago Canyon College

The board approved an agreement with TYR I.O.R. Services to provide DSA mandated inspection services for the maintenance and operations roof replacement project at SCC as presented.

5.24 Approval of Environmental Consultant Services – Addendum to 2005 Environmental Impact Report (EIR) for Santiago Canyon College

The board approved an agreement with LSA Associates, Inc., in the amount of \$37,900 to provide environmental consultant services for the preparation of an addendum to the SCC EIR as presented.

5.25 Approval of Proposal to Replace Telephone and Data Cabling at Santiago Canyon College

The board approved the proposal for Dynalectric to replace the telephone and data cabling at SCC as presented.

5.26 Approval of Whole Building Commissioning Services – Humanities Building and Athletic/Aquatic Complex at Santiago Canyon College

The board approved and authorized the Vice Chancellor of Business Operations/Fiscal Services to enter into an agreement with Glumac for Whole Building Commissioning Services at the Humanities building and Athletic/Aquatic Complex at SCC as presented.

5.27 Approval of Bid #1186 – Purchase of Dura Vertical 635 eco Mori Seiki Vertical Machining Center (or equal)

The board accepted the bid and approved Bid #1186 – Purchase of Dura Vertical 635 eco Mori Seiki Vertical Machining Center as presented.

1.6 Approval of Consent Calendar – (cont.)

5.28 Approval of Surplus Property

The board approved declaring the list of equipment as surplus property and utilizing The Liquidation Company to conduct an auction as presented.

5.29 Approval of Donation of Furniture and Equipment to Light of the Canyon Church

The board approved the donation of the furniture and equipment to Light of the Canyon Church as presented.

5.30 Approval of Donations of Surplus Items

The board approved the donations to Garden Grove Unified School District and The Vietnamese Community of Orange County, Inc., as presented.

5.31 Independent Contractor

The board approved the employment of Ms. Christine Draa to perform consulting services to provide oversight and coordination for the Faculty Entrepreneurship Program (FEP) conference as part of the statewide Business & Entrepreneurship Center (BEC) program at the rate of \$60 per hour. Dates of Service: February 28, 2012, through October 31, 2012. The fee is estimated at \$40,000.

5.32 Approval of Purchase Orders

The board approved the purchase order listing for the period December 18, 2011, through February 3, 2012.

6.1 Approval of Resource Development Items

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

- Matriculation – Credit (SAC and SCC)	\$65,959
- Matriculation – Noncredit (CEC)	\$66,363
- NOCCCD – Digital Media Support Grant (SAC)	\$ 2,500
- NSF – Fullerton Mathematics Teacher and Master Teacher Fellows Project (FULL MT ²) – Year 2 (SAC)	\$20,000
- NSF – Teachers Assisting Students to Excel in Mathematics (TASEL-M) – Year 3 (SAC)	\$16,364

6.2 Approval of Sub-Agreements between RSCCD and Coachella Valley Economic Partnership and Riverside City College

The board approved the sub-agreements and authorized the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign the agreements on behalf of the district.

1.6 Approval of Consent Calendar – (cont.)

6.4 Adoption of Resolution #12-03 authorizing payment to Trustee Absent from Board Meetings

The board adopted the resolution for payment to Dr. David Chapel for his absence from the January 17, 2012, board meeting due to family matters.

2.0 INFORMATIONAL ITEMS AND ORAL REPORTS

2.1 Report from Chancellor

Dr. Raúl Rodríguez, Chancellor, provided a report to the board, which included a report on the recent legislative trip to Washington, D.C., by the chancellor, Mr. Conley, Mr. Hanna, and Mr. Hanson.

2.2 Reports from College Presidents

The following college presidents provided reports to the board:

Dr. Erlinda Martinez, President, Santa Ana College
Mr. Juan Vázquez, President, Santiago Canyon College

2.3 Report from Student Trustee

Mr. Andrew Hanson provided a report to the board.

2.4 Reports from Student Presidents

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

Ms. Janine Bonilla, Inter-Club Council President, Santiago Canyon College
Ms. Evelyn Sanchez, Student President, Santa Ana College

2.5 Reports from Academic Senate Presidents

The following academic senate presidents provided reports to the board:

Mr. Morrie Barembaum, Academic Senate President, Santiago Canyon College
Mr. Raymond Hicks, Academic Senate President, Santa Ana College

RECESS TO CLOSED SESSION

The board convened into closed session at 5:19 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. Interim Dean

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
California School Employees Association, Chapter 888
Continuing Education Faculty Association
4. Public Employee Performance Evaluation (pursuant to Government Code Section 54957)
 - a. Chancellor
5. Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])

RECONVENE

The board reconvened at 6:08 p.m.

Closed Session Report

Ms. Barrios reported during closed session the board discussed the chancellor's evaluation, conferred with its labor negotiator, and no action was taken during closed session.

Public Comment

There were no public comments.

3.0 HUMAN RESOURCES

3.1 Management/Academic Personnel

It was moved by Ms. Barrios and seconded by Mr. Labrado to approve the following action on the management/academic personnel docket:

- Approve Extensions of Emergency Employment of Retired STRS Members
- Approve Revised Job Descriptions
- Approve Leaves of Absence
- Ratify Resignations/Retirements
- Approve Adjusted Effective Date of Ratified Retirements
- Approve Stipends
- Approve Part-time Hourly Hires/Rehires
- Approve Non-paid Instructors of Record
- Approve Non-paid Intern Services

Discussion ensued. The motion carried unanimously.

3.2 Classified Personnel

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

- Approve Longevity Increments
- Approve Corrections to Effective Dates of Longevity Increments
- Approve Out of Class Assignments
- Approve Changes in Positions
- Approve Changes in Salary Placements
- Approve Leaves of Absence
- Approve New Appointments
- Approve Temporary to Hourly On Going Assignments
- Approve Temporary Assignments
- Approve Additional Hours for On Going Assignments
- Approve Substitute Assignments
- Approve Miscellaneous Positions
- Approve Instructional Associates/Associate Assistants
- Approve Community Service Presenters and Stipends
- Approve Volunteers
- Approve Student Assistant Lists

3.3 Authorization for Board Travel/Conferences

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

4.0 INSTRUCTION

All items were approved as part of Item 1.6 (Consent Calendar).

5.0 BUSINESS OPERATIONS/FISCAL SERVICES

Items 5.1, 5.2, 5.5, 5.6, and 5.8 through 5.32 were approved as part of Item 1.6 (Consent Calendar).

5.3 Adoption of Resolution No. 12-08 – Authorizing the Issuance of RSCCD 2012 General Obligation Refunding Bonds

It was moved by Mr. Conley and seconded by Mr. Hanson to adopt Resolution No. 12-08 authorizing the issuance of the Rancho Santiago Community College District (Orange County, California) 2012 General Obligation Refunding Bonds, not to exceed \$75 million and approval of refunding all or a portion of the remaining District's Series 2003A General Obligation Bond and the 2005 Series B bonds. It was further moved to authorize the Vice Chancellor Business Operations/Fiscal Services to sign all required documents on behalf of the district as presented. Discussion ensued. The motion carried unanimously.

5.4 Approval to Hire Independent Audit Firm

It was moved by Mr. Labrado and seconded by Mr. Hanson to approve hiring Vavrinek, Trine, Day & Co., LLP, for auditing services for the 2011-2012 fiscal year audit and authorize the Vice Chancellor of Business Operations/Fiscal Services to enter into the contract agreement on behalf of the district as presented. Discussion ensued. The motion carried unanimously.

5.7 Quarterly Investment Report as of December 31, 2011

The quarterly investment report as of December 31, 2011, was presented as information.

6.0 GENERAL

Items 6.1, 6.2, and 6.4 were approved as part of Item 1.6 (Consent Calendar).

6.3 Selection of Firm to Develop New Trustee Area Boundaries

It was moved by Mr. Conley and seconded by Dr. Chapel to approve the Board Policy Committee's selection of National Demographics Corporation as a demographer and authorize the chancellor or his designee to enter into a contract to provide these services. Discussion ensued. The motion carried unanimously.

6.5 Reports from Board Committees

Mr. Hanna provided a report on the February 27, 2012, Board Policy Committee meeting.

6.6 Board Member Comments

Ms. Barrios commended board members, especially the student trustee, Mr. Hanson, for participating in the legislative trip to Washington, D.C.

Ms. Barrios and Mr. McLoughlin reported they attended the recent Community Foundation of Orange Gala where a SAC alumnus Mr. Gaddi Vasquez was honored and scholarship funds were raised for SCC.

Ms. Barrios stating she is looking forward to attending the Orange County Community College Legislative Task Force meeting later this week.

Mr. Hanson reported that SAC student Mr. Duy Le was honored to be selected to be on the first team of the Phi Theta Kappa All-California Academic Team and Mr. Hanson is honored to be on the second team. He indicated that Dr. Martinez plans to attend the award luncheon with both students on March 7 in Sacramento.

6.6 Board Member Comments – (cont.)

On behalf of his wife, Mr. Labrado thanked board members for the flowers sent to his mother-in-law's funeral services.

Mr. McLoughlin reported he recently attended the State of Education in Orange County event and asked that a copy of the presentation be sent to other board members.

Although the report for the legislative trip to Washington, D.C., was presented during the chancellor's report, Mr. Hanna and Mr. Conley commended the student trustee and the chancellor on their participation in the meetings with legislators and legislative staff. Mr. Hanna plans to distribute documents received at the legislative meetings to appropriate staff for their perusal.

Mr. Conley reported he recently attended a public hearing on distance education for the California Student Aid Commission in Sacramento.

Mr. Hanson thanked Mr. Hanna for the opportunity to meet Georgia Congressman John Lewis who was a key civil rights activist. He thanked board members for the many opportunities given him in meeting people and attending events on behalf of the district.

Mr. Yarbrough reported he recently spoke at a SCC Academic Senate meeting.

Mr. Yarbrough indicated he nominated Mr. Conley for the Orange County School Board Association's Marian Bergeson award.

Mr. Yarbrough recently asked that information be sent to Mr. Tim Surridge (Orange Unified School District [OUSD] Board President) on RSCCD's annual meeting to review district goals and vision statement and asked staff to consider having a joint board meeting with OUSD.

7.0 ADJOURNMENT

The next regular meeting of the Board of Trustees will be on March 12, 2012.

There being no further business, Mr. Yarbrough declared this meeting adjourned at 6:37 p.m.

Respectfully submitted,

Raúl Rodríguez, Ph.D.
Chancellor

Approved: _____
Clerk of the Board

Minutes approved: March 12, 2012

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

HUMAN RESOURCES DOCKET
MANAGEMENT/ACADEMIC
March 12, 2012

FACULTY

Tenure Review Recommendations for 2012/2013/Attachment #1

End of Interim Assignment/Return to Regular Assignment

Cahill, Mary
Teacher
SAC Early Childhood Education Center
Child Development Services
District Office

Effective: March 1, 2012
Salary Placement: T/AA-2 \$31,316/Year

Part-time Hourly Hires/Rehires

Anderson, Sarah
Instructor, Fire Technology/Wellness
Human Services & Technology Division
Santa Ana College

Effective: March 12, 2012
Hourly Lecture/Lab Rates: II-3 \$54.32/\$46.17

Cawley, Anne
Instructor, Mathematics
Mathematics & Sciences Division
Santiago Canyon College

Effective: February 28, 2012
Hourly Lecture/Lab Rates: II-3 \$54.32/\$46.17

Cheng-Chen, Judy
Physician
Health Center
Student Support Services Division
Santiago Canyon College

Effective: March 8, 2012
Hourly Rate: I-1 \$70.00

Higuera-Oakes, Ashley
Instructor, Fire Technology/Wellness
Human Services & Technology Division
Santa Ana College

Effective: March 12, 2012
Hourly Lecture/Lab Rates: I-3 \$51.73/\$43.97

Witchey, Ronald
Assistant Coach Women's Track
Exercise Science, Health & Athletics Division
Santa Ana College

Effective: March 1, 2012
Stipend Amount: \$1,250.00

FACULTY (CONT'D)

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

Witchey, Ronald
Assistant Coach Women's Track
Exercise Science, Health & Athletics Division
Santa Ana College

Effective: June 11, 2012
Stipend Amount: \$500.00

Non-paid Intern Service

Drasil, Erin
Counseling Intern
University Transfer Center
Counseling Division
Santa Ana College

Effective: March 5-June 30, 2012
College Affiliation: Redlands University
Discipline: Counseling

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
2012/2013**

Attachment #1

TENURE REVIEW RECOMMENDATIONS

NAME	TITLE	DEPARTMENT	DIVISION	LOCATION	STATUS
Aguilar, Maria	Coordinator/Assoc Professor	DSPS	Special Svcs	SAC	Tenure
Barnard, Rebecca	Coordinator	Health & Wellness Center (DSPS)	Special Svcs	SAC	Contract I
Bailey, Denise	Asst Professor	Chemistry	Math & Sci	SCC	Contract II
Blake, Sherri	Counselor/Asst Professor	Counseling	Counseling	SAC	Contract II
Campitelli-Smith, Melissa	Psychologist/Asst Professor	Health & Wellness Center	Student Svcs	SCC	Contract II
Cannon, Christopher	Asst Professor	Theatre Arts	Fine & Performing Arts	SAC	Contract II
Castillo, Ricardo	Asst Professor	Psychology	Humanities & Social Sci	SAC	Contract II
Guerra, Maria	Teacher	SACE Child Dev Center	Child Development Services	DO	Contract III
Janus, Louise	Asst Professor/LD Specialist	Learning Disabilities (DSPS)	Special Svcs	SAC	Contract II
Jin, Jungwon	Asst Professor	Music	Fine & Performing Arts	SAC	Contract II
Jorquera, Paz	Teacher	CEC Child Dev Center	Child Development Services	DO	Contract III
Lemus Vallejo, Cristina	Teacher	SAC East Child Dev Center	Child Development Services	DO	Contract II
Lockhart, Ann	Coordinator/Counselor/Asst Professor	CARE/CalWORKS (EOPS)	Student Svcs	SAC	Contract II
Lui, Anson	Asst Professor	Biology	Math & Sci	SCC	Contract II
Marquez, Phillip	Asst Professor	Art	Fine & Performing Arts	SAC	Contract II
Mathis, Jane	Counselor	EOPS	Student Svcs	SAC	Contract II
McKowan-Bourguignon, Lisa	Asst Professor	Math	Science & Math	SAC	Contract II
Miller, Robert	Asst Professor	Art	Library, Arts, Humanities & Social Sci	SCC	Contract II
Morris, Aaron Kimo	Asst Professor	Biology	Science & Math	SAC	Contract II
Oertel, Patricia	Assoc Professor	Microbiology	Science & Math	SAC	Tenure
Perez Zuniga, Elvia	Associate Teacher	CEC Child Dev Center	Child Development Services	DO	Contract II
Robinson, Kristen	Asst Professor	Paralegal	Business	SAC	Contract II
Russo, Stacy	Librarian	Library Services	Academic Affairs	SAC	Contract II
Salinas, Keo	Master Teacher	SAC Child Dev Center	Child Development Services	DO	Contract III
Serrano, Jr., Maximilano	Assoc Professor	Automotive Technology	Human Svcs & Tech	SAC	Tenure
Shields, Jolene	Assoc Professor	ABE/HSS	Continuing Ed (OEC)	SCC	Tenure
Shweiri, Gabriel	Asst Professor	Marketing/Management/Int'l Business	Business	SAC	Contract II
Sos, Brian	Asst Professor	Adaptive Physical Education (DSPS)	Special Svcs	SAC	Contract II
Sosta, Rachel	Asst Professor	English	Humanities & Social Sci	SAC	Contract II
Sweeney, George	Coordinator/Asst Professor	Math Study Center/Math	Science & Math	SAC	Contract II
Vu, Binh	Asst Professor	Music	Library, Arts, Humanities & Social Sci	SCC	Contract II
Wada, Jeffrey	Asst Professor	Chemistry	Math & Sci	SCC	Contract II

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

**HUMAN RESOURCES DOCKET
CLASSIFIED
MARCH 12, 2012**

CLASSIFIED

New Appointment

Medrano, Miranda Graphic Designer (CL11-0332) Graphics Communications/ District	Effective: March 19, 2012 Grade 14, Step1 \$49,136.01
---------------------------------------------------------------------------------------	----------------------------------------------------------

Temporary to Contract

Krzeminski, Ian Senior Clerk (CL11-0323) DSPS/ SAC	Effective: February 27, 2012 Grade 8, Step 1 \$36,997.52
----------------------------------------------------------	-------------------------------------------------------------

Change in Position

Castillo, Norma Administrative Secretary From: DSPS/ SAC To: Fire Technology (CL11-0337) SAC	Effective: March 19, 2012 Grade 12, Step 6 + 2.5%L + 1PG \$58,508.56
----------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------

Dorin, Mirela From: Administrative Clerk To: Administrative Secretary (Reclass #698) Business Div./ SAC	Effective: March 1, 2012 Grade 12, Step 6 + 2.5%L + 3PG \$59,508.57
------------------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------

Gibson, Susan From: Administrative Clerk To: Administrative Secretary (Reclass #699) Human Services & Tech/SAC	Effective: March 1, 2012 Grade 12, Step 4 \$51,318.76
----------------------------------------------------------------------------------------------------------------------------	----------------------------------------------------------

Salas, Solomon From: Tech Specialist I/ ITS To: Tech Specialist II (CL11-0316) / ITS	Effective: February 27, 2012 Grade 15, Step 5 + 7.5%L \$67,838.50
--------------------------------------------------------------------------------------------	----------------------------------------------------------------------

Change in Position cont'd

Withey, Toni Marie	Effective: March 1, 2012
From: Administrative Clerk	Grade 12, Step 6 + 7.5%L
To: Administrative Secretary	\$60,838.25
(Reclass #702) Fine & Performing Arts/SAC	

Change in Salary Placement

Betancourt, Ma. Uriydiche	Effective: January 4, 2012
Student Services Coordinator/ SAC	Grade 15, Step 6 + 4 PG \$68,246.30

Buck, Theresa	Effective: February 1, 2012
Library Tech II/ SCC	Grade 12, Step 6 + 2.5%L + 3PG
	\$59,508.56

Miller, Lisa	Effective: July 1, 2011
Financial Aid Sr. Account Clerk/ District	Grade 11, Step 6 + 10%L + 3PG
	\$60,631.77

Wilksen, Terry	Effective: July 1, 2011
Executive Secretary/ SCC	Grade 14, step 6 + 10%L + 4PG
	\$70,755.99

CLASSIFIED HOURLY

New Appointments

Sanchez, Elida	Effective: March 7, 2012
Instructional Assistant (CL11-0329 #01)	Up to 19 Hours/Week School Session
School of Continuing Education/SAC	Grade 5, Step A \$15.80/Hour

Change in Position

Vargas, Jorge	Effective: March 19, 2012
From: Intermediate Clerk/ Health Ctr/SAC	Up to 19 Hours/Week School Session
To: Instructional Assistant (CL11-0329)	Grade 5, Step A \$15.80/Hour
School of Continuing Education/SAC	

TEMPORARY ASSIGNMENT

Mejia, Joanne
Senior Clerk/ Educational Services/
District

Effective: 04/01/12 – 06/30/12

Change in Temporary Assignment

Le, Jennie
Instructional Assistant/ Science & Math/
SAC

Effective: 01/23/12 – 05/20/12

Additional Hours for On Going Assignment

Contreras, Evangelina
Instructional Center Tech./ Counseling/
SAC

Effective: 03/01/12 – 05/31/12
Not to exceed 19 consecutive days in any
given period.

Saavedra, Lupe
Test Proctor/ Counseling/ SAC

Effective: 03/01/12 – 05/31/12
Not to exceed 19 consecutive days in any
given period.

Substitute Assignments

Gardea, Omar
Instructional Assistant/ School of
Continuing Education/SAC

Effective: 01/20/12 – 06/30/12
Not to exceed 19 consecutive days in any
given period.

Vargas, Jorge
Instructional Assistant/ School of
Continuing Education/SAC

Effective: 03/19/12 – 06/30/12
Not to exceed 19 consecutive days in any
given period.

Vasquez, Maria Del Pilar
Sr. Account Clerk/ School of Continuing
Education/SAC

Effective: 02/22/12 – 03/30/12

MISCELLANEOUS POSITIONS

Hammonds, Elvin
Community Services Presenter/ SAC

Effective: 02/09/12

SANTA ANA COLLEGE
STUDENT ASSISTANT LIST

Atachao Vilcapoma, Martha	Effective: 02/14/12-06/30/12
Gutierrez Esparza, Alma Gabriela	Effective: 02/27/12-06/30/12
Stubblefield, Vontre LaShawn	Effective: 02/29/12-06/30/12

Santiago Canyon College
STUDENT ASSISTANT NEW HIRE LIST

Luna, Ma Guadalupe	Effective: 02/16/12-06/30/12
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C.A.M.P. \$600.00 One Time Student Stipend Spring 2012

Alcantar, Lizbeth	EFFECTIVE: 2/16/12-03/10/12
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RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Human Resources

To: Board of Trustees	Date: March 12, 2012
Re: Approval of Amendment to Exhibit B of Hay Group Consultant Agreement	
Action: Request for Approval	

BACKGROUND

For over 20 years the Rancho Santiago Community College District has contracted with the Hay Management Group to conduct job evaluations and appeals for the classified employees of the District.

ANALYSIS

The Hay Group has not made changes to their schedule of fees since October 1, 2008. This existing agreement shall remain in effect until terminated by either party. The District utilizes the Hay Group on an as needed basis and generally involve work by staff analysts and associate consultants.

RECOMMENDATION

It is recommended that the Board of Trustees approve this amendment with the Hay Group Consultant Inc.

Fiscal Impact: Not to exceed \$15,000.00	Board Date: March 12, 2012
Prepared by: : John Didion, Executive Vice Chancellor, Human Res. and Ed. Services	
Submitted by: John Didion, Executive Vice Chancellor, Human Res. and Ed. Services	
Recommended by: Dr. Raúl Rodriguez, Chancellor	

EXHIBIT B

Revised 10/1/11

Hay Group	
Schedule of Fees	
Consultant's Level	Hourly Fee Range
Vice President, Public Sector Consulting	\$700
Senior Consultant	\$560 - \$615
Consultant	\$410 - \$470
Associate Consultant	\$310 - \$350
Analyst	\$240 - \$270

All fee ranges listed above are exclusive of 12% administrative fee. In addition to the hourly consultant fees, support services and expenses are invoiced as incurred.

Expenses which would be invoiced based on services requested include:

- Mileage at \$0.55 per mile;
- Travel, lodging and meals at cost;
- Books, training materials or reports; and
- Express mail and postage at cost.

Board of Trustees
March 12, 2012

Conference Docket
No. 3.4

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

BOARD MEMBERS (to be approved)

ADVISORY COMMITTEE ON LEGISLATION
Sacramento, CA – March 30, 2012

1 Board Member
(John Hanna)

ASSOCIATION OF COMMUNITY COLLEGE TRUSTEES
GOVERNANCE LEADERSHIP INSTITUTE
New York, New York – March 28-April 1, 2012

1 Board Member
(Phillip Yarbrough)

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**Santa Ana College – Business Division**

To:	Board of Trustees	Date:	March 12, 2012
Re:	Approval of Distance Education Agreement Amendment – City of Santa Ana		
Action:	Request for approval		

BACKGROUND

Rancho Santiago Community College District collaborates with the City of Santa Ana to provide an Inmate Education Program in the Santa Ana Jail. Santa Ana College has provided distance learning college credit courses to Santa Ana Jail inmates. The City of Santa Ana has requested renewal of the program for 2011/2012.

ANALYSIS

The City of Santa Ana requests an amendment extending the terms of the existing agreement for the fiscal year 2011/2012. The terms of the agreement will be unchanged except that the City of Santa Ana agrees to pay incurred tuition fees, calculated each semester at the then current rate per credit, within 30 days of billing.

The Vice President of Academic Affairs is the project administrator. Coordinator of Inmate Education and Distance Education Coordinator are the project coordinators. The agreement has been reviewed by Dean Allen Dooley and college staff.

RECOMMENDATION

It is recommended that the Board of Trustees approve the Inmate Education Program Affiliation Agreement Amendment with the city of Santa Ana, California.

Fiscal Impact:	None	Board Date:	March 12, 2012
Prepared by:	Linda D. Rose, Ed.D., Vice President of Academic Affairs Allen Dooley, Ed.D., Dean of Business Division		
Submitted by:	Erlinda J. Martinez, Ed.D., President, Santa Ana College		
Recommended by:	Raúl Rodriguez, Ph.D., Chancellor, RSCCD		

FIRST AMENDMENT TO
CONSULTANT AGREEMENT

THIS FIRST AMENDMENT TO CONSULTANT AGREEMENT is entered into on this 1 day of February, 2012, by and between RANCHO SANTIAGO COMMUNITY COLLEGE SCHOOL DISTRICT/SANTA ANA COLLEGE ("Consultant") and the City of Santa Ana, a charter city and municipal corporation of the State of California ("City").

RECITALS:

- A. The parties entered into Agreement #A-2010-227, dated August 1, 2010, (hereinafter "said Agreement") by which Consultant has provided jail inmate educational services for inmates at the Santa Ana Detention Facility.
- B. In accordance with the terms and conditions of said Agreement, the parties wish to renew said Agreement for an additional one-year period and increase compensation to pay for services during the extended term.

WHEREFORE, in consideration of the covenants contained in said Agreement, and subject to all the terms and conditions of said Agreement, as previously amended, except those amended in this First Amendment to Consultant Agreement, the parties agree as follows:

1. Section 2, COMPENSATION, shall be amended to increase compensation to an amount not to exceed \$25,000.00 to pay for services provided during the extended term.
2. Section 3, TERM, shall be amended to extend the termination date one year, from June 30, 2011, through June 30, 2012. In order to provide continuous uninterrupted service, all services provided by Consultant since July 1, 2011, shall be included within the Scope of Services of this Agreement.
3. Except as herein amended, all terms and conditions of said Agreement, as previously amended, shall remain in full force and effect.

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///

IN WITNESS WHEREOF, the parties hereto have executed this First Amendment to Consultant Agreement on the date and year first written above.

ATTEST:

CITY OF SANTA ANA

MARIA D. HUIZAR
City Clerk

PAUL M. WALTERS
Interim City Manager

APPROVED AS TO FORM:

OFFICE OF THE CITY ATTORNEY

CONSULTANT

TERESA L. JUDD
Assistant City Attorney

PETER J. HARDASH date
Vice Chancellor
Business Operations and
Fiscal Services

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

To:	Board of Trustees	Date: March 12, 2012
Re:	Approval of OTA Agreement Renewal – County of Orange	
Action:	Request for Approval	

BACKGROUND

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

ANALYSIS

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

RECOMMENDATION

It is recommended that the Board of Trustees approve this agreement with the County of Orange in Santa Ana, California.

Fiscal Impact:	None	Board Date: March 12, 2012
Prepared by:	Linda D. Rose, Ed.D., Vice President of Academic Affairs Simon B. Hoffman, Dean of Human Services & Technology	
Submitted by:	Erlinda J. Martinez, Ed. D., President, Santa Ana College	
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor, RSCCD	

1 OFF-CAMPUS STUDENT TRAINING AGREEMENT

2 BETWEEN

3 COUNTY OF ORANGE

4 AND

5 RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT ON BEHALF OF

6 SANTA ANA COLLEGE

7 OCCUPATIONAL THERAPY

8 DECEMBER 1, 2011 THROUGH NOVEMBER 30, 2016

9
10 THIS AGREEMENT is entered into this 1st day of December 2011, which date is enumerated for
11 purposes of reference only, by and among the COUNTY OF ORANGE (COUNTY) and
12 RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT ON BEHALF OF SANTA ANA
13 COLLEGE, (UNIVERSITY). This Agreement shall be administered by the County of Orange Health
14 Care Agency (ADMINISTRATOR).

15
16 WITNESSETH:

17
18 WHEREAS, the UNIVERSITY has an approved and accredited curriculum in
19 Occupational Therapy at the UNIVERSITY; and

20 WHEREAS, training and broader clinical learning experience through the use of off-campus
21 facilities is required and an integral component of this curriculum; and

22 WHEREAS, the UNIVERSITY has heretofore approved the COUNTY as an off-campus training
23 location; and

24 WHEREAS, it is to the mutual benefit of the parties hereto that assigned students of the
25 UNIVERSITY use facilities of the COUNTY for practical training experience; and

26 WHEREAS, UNIVERSITY and COUNTY shall establish educational objectives for the practical
27 training experience, devise methods for their implementation and continually evaluate the effectiveness
28 of the training experience.

29 NOW, THEREFORE IT IS MUTUALLY AGREED AS FOLLOWS:

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REFERENCED CONTRACT PROVISIONS

1
2
3 **Term:** December 1, 2011 through November 30, 2016
4
5

6 **Notices to COUNTY and UNIVERSITY:**
7
8

9 **COUNTY:** County of Orange Health Care Agency
10 Volunteer Services
11 405 West 5th Street, Suite 300
12 Building 38-C
13 Santa Ana, CA 92701
14

15 County of Orange Health Care Agency
16 Contract Development and Management
17 405 West 5th Street, Suite 600
18 Santa Ana, CA 92701
19

20 **UNIVERSITY:**
21

22 Rancho Santiago Community College District on behalf of
23 Santa Ana College
24 Occupational Therapy
25 1530 W. 17th Street
26 Santa Ana, CA 92706
27 Attention: Deborah Hayman
28 Telephone: (714) 564-6684
29

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1 **I. ALTERATION OF TERMS**

2 This Agreement, together with Exhibit A, attached hereto and incorporated herein by reference,
3 fully expresses all understanding of COUNTY and UNIVERSITY with respect to the subject matter of
4 this Agreement, and shall constitute the total Agreement between the parties for these purposes. No
5 addition to, or alteration of, the terms of this Agreement, whether written or verbal, shall be valid unless
6 made in writing and formally approved and executed by both parties.
7

8 **II. COMPLIANCE**

9 A. COUNTY's Health Care Agency (HCA) has established a Compliance Program for the purpose
10 of ensuring adherence to all rules and regulations related to federal and state health care programs.
11 ADMINISTRATOR shall provide assigned student with a copy of the relevant HCA Policies and
12 Procedures relating to the Compliance Program.

13 B. CODE OF CONDUCT - Under the direction of the HCA Office of Compliance, a Code of
14 Conduct for adherence by all HCA employees and contract providers has been developed. Assigned
15 student shall be required to adhere to said HCA Code of Conduct.

16 C. Assigned student shall comply with the United States Department of Health and Human
17 Services, Office of Inspector General (OIG) requirements related to eligibility for participation in
18 federal and state health care programs.

19 1. Assigned student affirmatively asserts that they are not Ineligible Persons as defined
20 hereunder.

21 2. Assigned student further acknowledges that ADMINISTRATOR shall review at least semi-
22 annually all individual assigned students for eligibility against General Services Administration and OIG
23 Parties Excluded from Federal Programs Lists and Cumulative Sanction Lists respectively to ensure that
24 Ineligible Persons are not employed or retained to provide services related to this Agreement.

25 3. Ineligible Persons may include both entities and individuals and are defined as any
26 individual or entity who:

27 a. Is currently excluded, suspended, debarred or otherwise ineligible to participate in the
28 federal and state health care programs; or

29 b. Has been convicted of a criminal offense related to the provision of health care items or
30 services and has not been reinstated in the federal and state health care programs after a period of
31 exclusion, suspension, debarment, or ineligibility.

32 4. Assigned student acknowledges that Ineligible Persons are precluded from providing
33 federally and state funded health care services by contract with COUNTY in the event that they are
34 currently sanctioned or excluded by a federal or state law enforcement regulatory or licensing agency.
35 COUNTY shall terminate all assigned students' placement immediately in the event that UNIVERSITY
36 is identified as an Ineligible Person during the term of this Agreement.
37 //

SAC-12-005

1 D. COMPLIANCE TRAINING - ADMINISTRATOR will provide and assigned student shall
2 complete Compliance training when offered initially, as well as any refresher training provided on an
3 annual basis.

4 E. Unless otherwise specified in this Agreement and in accordance with the Termination paragraph
5 of this Agreement, COUNTY may terminate this assigned student's placement at will.
6

7 III. CONFIDENTIALITY

8 A. UNIVERSITY's assigned students shall maintain the confidentiality of all records, including
9 billings and any audio and/or video recordings, in accordance with all applicable federal and state codes
10 and regulations, as they now exist or may hereafter be amended or changed, and 42 CFR Part 2
11 (Confidentiality), if applicable.

12 B. Prior to providing any services pursuant to this Agreement, all UNIVERSITY members of the
13 Board of Directors or its designee or authorized agent, employees, consultants, subcontractors,
14 volunteers and interns shall agree, in writing, with UNIVERSITY to maintain the confidentiality of any
15 and all information and records which may be obtained in the course of providing such services. The
16 agreement shall specify that it is effective irrespective of all subsequent resignations or terminations of
17 UNIVERSITY members of the Board of Directors or its designee or authorized agent, employees,
18 consultants, subcontractors, volunteers and interns.
19

20 IV. CONFLICT OF INTEREST

21 The parties hereto acknowledge that UNIVERSITY may be affiliated with one or more
22 organizations or professional practices located in Orange County. UNIVERSITY therefore warrants
23 that it shall not violate any applicable law, rule or regulation of any governmental entity relating to
24 conflict of interest. Except as specified in the Services paragraph of this Agreement, UNIVERSITY
25 shall not knowingly undertake any act which unjustifiably results in any relative benefit to any
26 organization or professional practice with which it is affiliated as a direct or indirect result, whether
27 economic or otherwise in nature, of the performance of duties and obligations required by this
28 Agreement, when compared to the result such act has on any other organization or professional practice.
29

30 V. CULTURAL COMPETENCY

31 UNIVERSITY's assigned students shall provide services in a language-appropriate and culturally
32 sensitive manner which may include, but is not limited to, utilization of interpreter services or other
33 language assistance services. Students shall participate in COUNTY-sponsored and other cultural
34 competency training as directed by ADMINISTRATOR.
35 //
36 //
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1 **VI. INDEMNIFICATION AND INSURANCE**

2 A. UNIVERSITY agrees to indemnify, defend and hold COUNTY, its elected and appointed
3 officials, officers, employees, agents and those special districts and agencies for which COUNTY's
4 Board of Supervisors acts as the governing Board ("COUNTY INDEMNITEES") harmless from any
5 claims, demands, including defense costs, or liability of any kind or nature, including but not limited to
6 personal injury or property damage, arising from or related to the services, products or other
7 performance provided by UNIVERSITY pursuant to this Agreement. If judgment is entered against
8 UNIVERSITY and COUNTY by a court of competent jurisdiction because of the concurrent active
9 negligence of COUNTY or COUNTY INDEMNITEES, UNIVERSITY and COUNTY agree that
10 liability will be apportioned as determined by the court. Neither party shall request a jury
11 apportionment.

12 B. COUNTY agrees to indemnify, defend and hold UNIVERSITY, its officers, employees, agents,
13 directors, members, shareholders and/or affiliates harmless from any claims, demands, including
14 defense costs, or liability of any kind or nature, including but not limited to personal injury or property
15 damage, arising from or related to the services, products or other performance provided by COUNTY
16 pursuant to this Agreement. If judgment is entered against COUNTY and UNIVERSITY by a court of
17 competent jurisdiction because of the concurrent active negligence of UNIVERSITY, COUNTY and
18 UNIVERSITY agree that liability will be apportioned as determined by the court. Neither party shall
19 request a jury apportionment.

20 C. Without limiting UNIVERSITY's indemnification, UNIVERSITY warrants that it is self-
21 insured or shall maintain in force at all times during the term of this Agreement, the policy or policies of
22 insurance covering its operations placed with reputable insurance companies in amounts as specified in
23 the Referenced Contract Provisions of this Agreement. Upon request by ADMINISTRATOR,
24 UNIVERSITY shall provide evidence of such insurance.

25 D. Each party agrees to provide the indemnifying party with written notification of any claim
26 related to services provided by either party pursuant to this Agreement within thirty (30) calendar days
27 of notice thereof, and in the event the indemnifying party is subsequently named party to the litigation,
28 each party shall cooperate with the indemnifying party in its defense.

29 E. COUNTY warrants that it is self-insured or maintains policies of insurance placed with
30 reputable insurance companies licensed to do business in the State of California which insures the perils
31 of bodily injury, medical, professional liability, and property damage. Upon request by UNIVERSITY,
32 COUNTY shall provide evidence of such insurance.

33 //
34 //
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1 **VII. LICENSES AND LAWS**

2 A. UNIVERSITY shall, throughout the term of this Agreement, maintain all necessary licenses,
3 permits, approvals, certificates, waivers and exemptions necessary for the provision of services
4 hereunder and required by the laws or regulations of the United States, the State of California,
5 COUNTY and any other applicable governmental agencies. UNIVERSITY shall notify
6 ADMINISTRATOR immediately and in writing of his/her inability to obtain or maintain, irrespective of
7 the pendency of any appeal, such licenses, permits, approvals, certificates, waivers, and exemptions.
8 Said inability shall be cause for termination of this Agreement.

9 B. UNIVERSITY shall be subject to and comply with all applicable governmental laws,
10 regulations and requirements and all internal policies and procedures of ADMINISTRATOR, as they
11 exist now or may be hereafter amended or changed.

12 **VIII. NONDISCRIMINATION**

13 The parties shall not discriminate in the provision of services, the allocations of benefits, or in the
14 accommodation in facilities on the basis of ethnic group identification, race, religion, ancestry, color,
15 creed, sex, marital status, national origin, age (40 and over), sexual orientation, medical condition,
16 or physical or mental disability in accordance with Title VI of the Civil Rights Act of 1964
17 (42 U.S.C.A. §2000d), and all other pertinent rules and regulations promulgated pursuant thereto, and as
18 otherwise provided by state law and regulations, as all may now exist or be hereafter amended or
19 changed.
20

21 **IX. NOTICES**

22 A. Unless otherwise specified, all notices, claims, correspondence, reports and/or statements
23 authorized or required by this Agreement shall be effective:
24

25 1. When written and deposited in the United States mail, first class postage prepaid and
26 addressed as specified in the Referenced Contract Provisions of this Agreement or as otherwise directed
27 by ADMINISTRATOR;

28 2. When FAX transmission confirmed;

29 3. When sent by electronic mail; or

30 4. When accepted by U.S. Postal Service Express Mail, Federal Express, United Parcel
31 Service, or other expedited delivery service.

32 B. Termination Notices shall be addressed as specified in the Referenced Contract Provisions of
33 this Agreement or as otherwise directed by ADMINISTRATOR and shall be effective when faxed,
34 transmission confirmed, or when accepted by U.S. Postal Service Express Mail, Federal Express, United
35 Parcel Service, or other expedited delivery service.

36 C. Upon notice, UNIVERSITY shall notify ADMINISTRATOR, in writing, within twenty-four
37 (24) hours of becoming aware of any occurrence of a serious nature which may expose COUNTY to

1 liability. Such occurrences shall include, but not be limited to, accidents, injuries, or acts of negligence,
2 or loss or damage to any COUNTY property in possession of UNIVERSITY assigned students. Any
3 UNIVERSITY assigned student providing services to custody patients shall provide a copy of such
4 written notification to the Sheriff of Orange County.

5 D. Upon notice, UNIVERSITY shall also notify ADMINISTRATOR, in writing, within twenty-
6 four (24) hours of becoming aware of any formal complaint filed with the applicable state licensing
7 board or any County Clerk's Office regarding its assigned students and the nature of the complaint.

8 E. For purposes of this Agreement, any notice to be provided by COUNTY may be given by
9 ADMINISTRATOR.

10 **X. RESEARCH AND PUBLICATION**

11 UNIVERSITY, or its assigned students, may request permission from ADMINISTRATOR to utilize
12 information and data received from COUNTY or developed as a result of this Agreement for personal
13 publication purposes provided all such information and data are sufficiently aggregated to ensure that no
14 individual identification of patients is possible. Approval for such personal use shall not be
15 unreasonably withheld by ADMINISTRATOR. Any publication of such information and data by
16 UNIVERSITY, or its assigned students, shall acknowledge contribution of COUNTY and
17 ADMINISTRATOR.
18

19 **XI. SEVERABILITY**

20 If a court of competent jurisdiction declares any provision of this Agreement or application thereof
21 to any person or circumstances to be invalid or if any provision of this Agreement contravenes any
22 federal, state or county statute, ordinance, or regulation, the remaining provisions of this Agreement or
23 the application thereof shall remain valid, and the remaining provisions of this Agreement shall remain
24 in full force and effect, and to that extent the provisions of this Agreement are severable.
25

26 **XII. TERM**

27 A. This specific Agreement with UNIVERSITY is only one of several agreements to which the
28 term of this Master Agreement applies. The term of this Master Agreement shall commence on
29 December 1, 2011 and terminate on November 30, 2016; provided, however, that the specific term for
30 UNIVERSITY shall be as specified in the Referenced Contract Provisions of this Agreement; and
31 provided further that the parties shall continue to be obligated to comply with the requirements and
32 perform the duties specified in this Agreement. Such duties include, but are not limited to, obligations
33 with respect to confidentiality, indemnification, audits, reporting, and accounting.
34

35 B. Any administrative duty or obligation to be performed pursuant to this Agreement on a
36 weekend or holiday may be performed on the next regular business day.
37

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SAC-12-005

1 **XIII. TERMINATION**

2 A. Either party may terminate this Agreement, without cause, upon thirty (30) calendar days
3 written notice given the other party.

4 B. Unless otherwise specified in this Agreement, COUNTY may terminate this Agreement upon
5 five (5) calendar days written notice if UNIVERSITY fails to perform any of the terms of this
6 Agreement. At ADMINISTRATOR's sole discretion, UNIVERSITY may be allowed up to thirty (30)
7 calendar days for corrective action.

8 C. COUNTY may terminate this Agreement immediately, upon written notice, on the occurrence
9 of any of the following events:

- 10 1. The loss by UNIVERSITY of legal capacity.
11 2. Cessation of services.
12 3. The delegation or assignment of UNIVERSITY's services, operation or administration to
13 another entity without the prior written consent of COUNTY.

14 **D. CONTINGENT FUNDING**

- 15 1. Any obligation of COUNTY under this Agreement is contingent upon the following:
16 a. The continued availability of federal, state and county funds for reimbursement of
17 COUNTY's expenditures, and
18 b. Inclusion of sufficient funding for the services hereunder in the applicable budget
19 approved by the Board of Supervisors.

20 2. In the event such funding is subsequently reduced or terminated, COUNTY may terminate
21 or renegotiate this Agreement upon thirty (30) calendar days written notice given UNIVERSITY.

22 E. In the event this Agreement is terminated by either party, after receiving a Notice of
23 Termination UNIVERSITY shall do the following:

- 24 1. Comply with termination instructions provided by ADMINISTRATOR in a manner which
25 is consistent with recognized standards of quality care and prudent business practice.
26 2. Obtain immediate clarification from ADMINISTRATOR of any unsettled issues of contract
27 performance during the remaining contract term.
28 3. If records are to be transferred to COUNTY, pack and label such records in accordance
29 with directions provided by ADMINISTRATOR.

30 F. The rights and remedies of COUNTY provided in this Termination paragraph shall not be
31 exclusive, and are in addition to any other rights and remedies provided by law or under this Agreement.

32 **XIV. TRANSPORTATION**

33 Neither UNIVERSITY nor COUNTY will provide transportation for assigned students between
34 campus of UNIVERSITY and COUNTY. Each assigned student shall be responsible for his or her
35 transportation between UNIVERSITY campus and COUNTY.
36

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1 **XV. WAIVER OF DEFAULT OR BREACH**

2 Waiver by COUNTY of any default by UNIVERSITY shall not be considered a waiver of any
3 subsequent default. Waiver by COUNTY of any breach by UNIVERSITY, or its assigned students, of
4 any provision of this Agreement shall not be considered a waiver of any subsequent breach. Waiver by
5 COUNTY of any default or any breach by UNIVERSITY, or its assigned students, shall not be
6 considered a modification of the terms of this Agreement.
7

8 **XVI. WORKERS' COMPENSATION**

9 Assigned students are required to carry their own health insurance. Proof of this insurance is
10 required prior to an assigned student being placed in an internship. Assigned students are not to be
11 considered employees or agents of either UNIVERSITY or COUNTY for any purpose, including
12 Workers' Compensation or employee benefit programs, and the assigned students shall not be entitled to
13 any monetary remuneration for services performed by them in the course of their training.
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1 IN WITNESS WHEREOF, the parties have executed this Agreement, in the County of Orange,
2 State of California.

3
4 RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT ON BEHALF OF
5 SANTA ANA COLLEGE, OCCUPATIONAL THERAPY
6

7 BY: _____ PRINTED NAME: Peter J. Hardash

8
9 Vice Chancellor
10 TITLE: Business Operations & Fiscal Services DATED: _____
11

12 BY: _____ PRINTED NAME: _____
13

14
15 TITLE: _____ DATED: _____
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20 COUNTY OF ORANGE
21

22 BY: _____ DATED: _____
23

24 HEALTH CARE AGENCY
25
26

27 APPROVED AS TO FORM OFFICE OF THE
28 COUNTY COUNSEL ORANGE COUNTY,
29 CALIFORNIA

30
31 BY:  DATED: 11/2/11
32

33 DEPUTY
34

35 If UNIVERSITY is a corporation, two (2) signatures are required: one (1) signature by the Chairman of the Board, Chief
36 Executive Officer, the President or any Vice President, and one (1) signature by the Secretary, any Assistant Secretary, the
37 Chief Financial Officer or any Assistant Treasurer. If the Agreement is signed by one (1) authorized individual only, a copy
of the corporate resolution or by-laws whereby the board of directors has empowered said authorized individual to act on its
behalf by his or her signature alone is required by HCA.

SAC-12-005

1 EXHIBIT A
2 TO AGREEMENT WITH
3 RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT ON BEHALF OF
4 SANTA ANA COLLEGE
5 OCCUPATIONAL THERAPY
6 DECEMBER 1, 2011 THROUGH NOVEMBER 30, 2016
7

8 **I. UNIVERSITY OBLIGATIONS**

9 A. UNIVERSITY shall assume responsibility for the professional preparation of the ASSIGNED
10 student and compliance of the curriculum with the education standards set forth by accreditation
11 standards.

12 B. UNIVERSITY shall establish and maintain ongoing communication with the Center
13 Coordinator of Clinical Education of the COUNTY on items pertinent to the clinical education of
14 assigned students enrolled in the UNIVERSITY. (Such communication might include, but is not limited
15 to, a description of the experience, assigned student biographical information, policies, faculty
16 qualification, etc.) On-site visits will be arranged when feasible or upon request by the COUNTY.

17 C. UNIVERSITY shall refer to the COUNTY only those assigned students who have satisfactorily
18 completed the prerequisite didactic portion of the curriculum.

19 D. UNIVERSITY shall inform the assigned student of the COUNTY's requirements for
20 acceptance when applicable.

21 E. UNIVERSITY shall provide the COUNTY written certification concerning the assigned
22 student's health and any immunization against communicable diseases requested by the COUNTY.

23 F. UNIVERSITY or assigned students shall maintain professional liability insurance coverage for
24 any participating assigned student on a "claims-made" basis. If such insurance is required by COUNTY
25 on an "occurrence" basis rather than a "claims-made" basis, the participating assigned student shall
26 provide evidence of individual professional liability insurance covering the assigned student's
27 professional activities at COUNTY under this Agreement.

28 G. UNIVERSITY shall supply the Center Coordinator of Clinical Education with an appropriate
29 evaluation instrument for each assigned student's clinical education experience or to accept the
30 instrument regularly used by the COUNTY.

31 H. UNIVERSITY shall have each participating assigned student provide, prior to commencement
32 of the clinical experience, such confidential information as may be required by the COUNTY as deemed
33 necessary for the training and guidance of the assigned students, together with the assigned student's
34 authorization for release of such information, as required by law.

35 I. UNIVERSITY shall recognize that assigned students are not employees of the COUNTY or
36 UNIVERSITY and they will not receive compensation from COUNTY.

37 //

1 J. UNIVERSITY shall inform assigned students that they must abide by existing rules and
2 regulations of the COUNTY.

3 K. UNIVERSITY shall inform assigned students that they must be cleared, if required by the
4 COUNTY, from an absence caused by injury or illness, by a physician.

5 L. UNIVERSITY shall require assigned students provide evidence of health insurance coverage at
6 the beginning of the clinical experience.

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8 **II. COUNTY OBLIGATIONS**

9 A. COUNTY shall require all assigned students to be oriented to the COUNTY's Compliance,
10 Confidentiality, Code of Conduct, Policies and Procedures through assigned supervisor or designee.

11 B. COUNTY shall designate a Center Coordinator of Clinical Education who will be responsible
12 for the planning and implementation of the clinical education experience. The aforementioned
13 individual shall meet the criteria established by that state's legislative and regulatory agency for the
14 supervision of assigned students in the clinical education setting.

15 C. COUNTY shall provide the Center Coordinator of Clinical Education or Clinical Instructor with
16 reasonable time to plan and implement the clinical education experience including, when feasible, time
17 to attend relevant meetings and conferences.

18 D. COUNTY shall structure the clinical experience as needed to meet the objectives of the clinical
19 education experience and professional preparation of assigned students. The COUNTY will attempt to
20 meet the objectives set forth by the UNIVERSITY within the constraints of the COUNTY's physical
21 environment, patient load, and experience available.

22 E. COUNTY shall advise the UNIVERSITY of any changes in its personnel, operation, or policies
23 which may affect the clinical education experience.

24 F. COUNTY shall provide the assigned students, whenever possible with the use of library
25 resources, reference materials, equipment, and all other items necessary to operate the program at the
26 COUNTY.

27 G. COUNTY shall provide all assigned students with a copy of the COUNTY's rules, regulations,
28 policies, and procedures with which the assigned students are expected to comply.

29 H. COUNTY shall, upon reasonable request, permit UNIVERSITY and/or appropriate agencies
30 charged with the responsibility of accrediting or approving the Occupational Therapy training program
31 to inspect the clinical facilities, services available for clinical experience, assigned student records and
32 other materials pertaining to the clinical training program.

33 I. COUNTY shall evaluate the performance of the assigned student on a regular basis using the
34 evaluation form provided by the UNIVERSITY. The COUNTY shall notify the UNIVERSITY, by at
35 least midterm, of any serious deficit noted in that assigned student's ability to accomplish the objectives
36 set forth for that clinical experience. (It will then be the mutual responsibility of the assigned student,
37 //

1 Academic Coordinator of Clinical Education and Center Coordinator of Clinical Education to devise a
2 plan by which the assigned student may be assisted to achieve the stated objectives.)

3 J. COUNTY shall forward a copy of the assigned student's final written evaluation, upon
4 completion of the clinical education experience to be received by the UNIVERSITY within five (5)
5 working days.

6 K. COUNTY shall agree to comply with all federal, state and local statutes and regulations
7 applicable to the operation of the program, including without limitation, laws relating to the
8 confidentiality of student records.

9 L. COUNTY shall promptly and thoroughly investigate any complaint by any assigned student of
10 unlawful discrimination or harassment at the COUNTY or involving employees or agents of the
11 COUNTY, take prompt and effective remedial action when discrimination or harassment is found to
12 have occurred, and promptly notify the UNIVERSITY of the existence and outcome of any complaint of
13 harassment by, against, or involving any assigned student.

14 M. COUNTY shall provide, upon request by any assigned student, with such reasonable
15 accommodations at the COUNTY as required by law in order to allow qualified disabled students to
16 participate in the program.

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RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Santa Ana College - Science, Math, and Health Sciences Division

To:	Board of Trustees	Date: March 12, 2012
Re:	Approval of Nursing Agreement, Renewal – College Hospital Partial Hospitalization Program	
Action:	Request for Approval	

BACKGROUND

Students in the various health sciences programs are required to participate in clinical rotation activities at sites throughout the community in order to gain practical field experiences and to apply knowledge and skills learned in college classes. The proposed clinical affiliation agreement renewal with College Hospital Partial Hospitalization Program, located in Santa Ana, will yield appropriate clinical rotation activities for the programs.

ANALYSIS

The clinical affiliation agreement renewal covers the scope of programs’ operations of the facility as well as other issues relating to responsibilities for both parties. The agreement has been reviewed and approved by RSCCD Risk Management and college staff. The agreement carries no costs or other financial arrangements and is in effect for three years.

RECOMMENDATION

It is recommended that the Board of Trustees approve this renewal of the clinical affiliation agreement with College Hospital Partial Hospitalization Program.

Fiscal Impact:	None	Board Date: March 12, 2012
Prepared by:	Linda Rose, Ed.D., 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:	Raúl Rodríguez, Ph.D., Chancellor, RSCCD	

STANDARD CLINICAL AFFILIATION AGREEMENT

This standard Clinical Affiliation Agreement (the “Agreement”) is made and entered into between the Rancho Santiago Community College District, a public educational agency (“District”) located at 2323 North Broadway, Santa Ana, California and College Hospital Partial Hospitalization Program (“Clinical Facility”), located at 1634 W. 19th Street, Santa Ana, California.

WHEREAS, District and Clinical Facility desire to contribute to community health education;

WHEREAS, District operates Santa Ana College (“College”) and College is a duly accredited educational institution that conducts Nursing/Health Sciences program(s) (the “Program”);

WHEREAS, District has obtained all necessary licenses, consents and/or approvals to conduct the Program from the State of California and any other applicable government agency;

WHEREAS, Clinical Facility operates a duly licensed health care agency at the address listed above and has obtained all necessary licenses, consents, and approvals;

WHEREAS, as part of the Program, students are required to participate in a clinical experience rotation;

WHEREAS, District desires to affiliate with the Clinical Facility in order that students may participate in a clinical experience rotation at the Clinical Facility; and

WHEREAS, District and Clinical Facility desire to enter into this Agreement to memorialize their respective rights, duties, and obligations with respect to the clinical experience rotation of students of the College’s Program.

For purposes of this Agreement, the following definitions shall apply:

“District” shall refer to the Rancho Santiago Community College District, its member Colleges, the District’s Governing Board, and each of their trustees, employees, agents, representatives, successors and assigns;

“College” shall refer to Santa Ana College, and each of its employees, agents, representatives and assigns;

“Clinical Facility” shall refer to College Hospital Partial Hospitalization Program, its parents, subsidiaries, related companies, and each of their officers, directors, employees, agents, representatives, successors, and assigns;

The “Program” shall refer to the Clinical training in health science programs; and

NOW, THEREFORE, in consideration of the following covenants, conditions and agreements, the parties hereto agree as follows:

TERMS

1. Clinical Experience Rotation. Clinical Facility agrees to provide students of the Program who are specified by College with a clinical experience rotation (“Rotation”), in accordance with standards established by governmental agencies and recognized professional accrediting agencies, and subject to the terms and conditions of this Agreement.
2. Development of Curriculum. College shall be fully responsible for the development, planning, and administration of the program, including, without limitation, programming, administration, matriculation, promotion and graduation. College acknowledges and agrees that the Rotation is intended to meet certain educational performance objectives, and College shall provide a copy of such performance objectives to Clinical Facility on or before student placement. Clinical Facility shall be fully responsible for the availability and appropriateness of the learning environment in relation to the program’s written objectives.
3. Exposure to Bloodborne Pathogens. Program students and college faculty will comply 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 (the “Regulations”), including but not limited to responsibility as the employer to provide all program students with (a) information and training about the hazards associated with blood and other potentially infectious materials, (b) information and training about the protective measures to be taken to minimize the risk of occupational exposure to bloodborne pathogens, (c) training in the appropriate actions to take in an emergency involving exposure to blood and other potentially infectious materials, and (d) information as to the reasons the program student should participate in hepatitis B vaccination and post-exposure evaluation and follow-up.
4. Applicable Procedure: Acceptance. College agrees to provide Clinical Facility with a list of the name(s) of students who will be participating in a rotation.
5. Nondiscrimination. The parties agree not to discriminate in the selection, placement or evaluation of any student or faculty member because of race, creed, national origin, religion, sex, marital status, age, handicap, and/or medical condition. 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.
6. Academic Year. The academic year consists of Fall, and Spring semesters, Summer session and Winter break intersession.

7. Rotation Schedule. The rotation schedule shall be determined by College and Clinical Facility and may be amended from time to time by agreement of the parties. The number of students in each rotation shall be limited to a number mutually agreed upon by both parties, not to exceed the number specified by the accrediting agency(s).
8. Orientation. Clinical Facility and College shall provide an orientation for assigned students and faculty participating in each rotation.
9. Compliance with Clinical Facility Rules. Clinical Facility shall make available all applicable governing instruments, policies and procedures, rules and regulations of Clinical Facility to each student participating in a rotation, and student shall comply with these rules.

In providing the students with the clinical rotation that is the subject of this Agreement, Clinical Facility shall comply with all applicable laws, rules, regulations, statutes, policies, procedures, and ordinances and shall be consistent with the professional standards of a health care agency.

10. Confidentiality of Patient Records. Students and faculty understand and agree that Clinical Facility's patient files are confidential.
11. Clinical Coordinator (College). College agrees to designate a coordinator for each program. The coordinator, who may be an academic instructor, shall be responsible for all teaching activities.
12. Clinical Advisor (Clinical Facility). Clinical Facility agrees to designate a clinical advisor or coordinator who shall provide input to the clinical performance and evaluation of student(s), be a resource person for College's faculty and students, and shall communicate with the clinical coordinator designated by College regarding the proposed curriculum and the performance of individual students and shall arrange formal orientation to the facility for the faculty and students.
13. Supervision of Students. The supervision and direction of students while on site at Clinical Facility shall be the responsibility of the Clinical Coordinator (College) or designee as guided by the instructional objectives. No direct, hands-on patient care shall be provided by participating students at Clinical Facility, except in accordance with all applicable laws, Clinical Facility and Medical Staff rules, regulations, policies and procedures. District recognizes the patients' rights to refuse care provided by a student at Clinical Facility.
14. Removal of Students. Clinical Facility retains the right to exclude any student at any time from any clinical area. Any student who is asked to leave by Clinical Facility shall do so promptly and without protest. Clinical Facility shall also have the right, at any time, to request College to remove a student permanently from the rotation. Except as otherwise proved under any approachable policies, procedures, rules, regulations, and/or under any law, any such removal shall not require compliance with any notice, hearing or other procedural requirements.

15. Patient Care. Nothing in this Agreement shall be construed as conferring any right or duty upon College, its students or faculty members, to control or direct patient care or operations at Clinical Facility. Clinical Facility shall maintain sole responsibility and accountability for patient care and shall provide adequate staffing in number and competency to ensure safe and continuous health care during the term of this Agreement.
16. Student Evaluation. In the case of direct supervision of the students by the Clinical Instructor (College), he/she shall be responsible for student(s) evaluation. Unless otherwise mutually agreed between the Clinical Coordinator (College) and the Clinical Advisor (Clinical Facility), Clinical Facility may be responsible for submitting input to the Clinical Coordinator evaluating and appropriately documenting the performance of each student in the clinical rotation. The appropriate forms shall be provided by the Clinical Coordinator. Nothing herein shall be construed as a guarantee by or obligation of Clinical Facility regarding the performance of any student during the rotation. College shall keep records on the progress and evaluation of each student's clinical experience during a rotation for a period of three (3) years following the end of the specific rotation in which the student is involved.
17. Ongoing Communication. College has the privilege of regularly scheduled meetings with Clinical Facility staff, including both selected unit personnel and administrative level representatives for the purpose of interpreting, discussing, and evaluating College's health care programs at a mutually agreed upon time.
18. Materials. College agrees to provide students with all educational material required during the clinical program.
19. Medical Library. Clinical Facility agrees to provide students with access to the Medical Library during its normal business hours.
20. No Payments or Other Remuneration. College agrees that no fees or monetary payments of any kind shall be exchanged between Clinical Facility, its agents and employees, and College, its agents, employees and students under the terms of this Agreement. Further, neither College, its staff members, nor other representatives, shall attempt to bill or collect from any patient or from any other source fees for services provided to patients by said student.

The only exception shall be when Clinical Facility and College mutually agree to pay a Clinical Advisor a stipend for duties directly related to College's program.
21. No Right to Employment. The parties agree that the students of College shall not be considered employees, agents or volunteers of Clinical Facility, nor shall any student be entitled to any right, compensation, or other benefits normally afforded to employees of Clinical Facility, including but not limited to, Social Security, unemployment and workers' compensation insurance.
22. Insurance Carried by the District. District shall assure coverage of professional liability insurance for each student participating in the Rotation 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.

District shall provide workers' compensation coverage for students participating in the rotation. These coverages are in effect while the student is on-site at Clinical Facility.

23. Insurance Carried by Clinical Facility. Clinical Facility shall secure and maintain comprehensive general liability insurance covering personal injury, property damage, and general liability claims in the amount of at least one million dollars (\$1,000,000) per occurrence and three million dollars (\$3,000,000) in the aggregate with coverage for incidental contracts. A certificate of insurance must be provided that includes thirty (30) days notice of cancellation, modification, or reduction in said insurance. Clinical Facility shall deliver certificate(s) of insurance under Clinical Facility's comprehensive general liability insurance policy on or before the date of execution of this agreement. Upon request, District shall be provided a copy of said policy. Clinical Facility shall carry professional liability insurance for itself and each of its employee(s), partners, and/or representatives providing professional services at Clinical Facility, except for District's students and College faculty, in the amount of at least one million dollars (\$1,000,000) per occurrence and three million dollars (\$3,000,000) in the aggregate. Clinical Facility shall provide District with thirty (30) days written notice prior to cancellation, or reduction in said insurance. Upon request, District shall be provided a copy of said policy.

Clinical Facility shall provide workers' compensation coverage for each of its employees.

24. Student Health Records. Any student participating in a rotation shall, at the request of Clinical Facility, provide a current statement from his or her physician that the student is in good health and capable of participating in the rotation. Clinical Facility, upon request, may require that any student returning from an extended absence caused by illness or injury submit to a physical examination or present a statement from a physician indicating that the student is capable of resuming clinical activities. Any such physical examination shall be the financial responsibility of the student.

Any student participating in a rotation shall provide verification of annual T.B. screening, immune status for rubeola, rubella, and chicken pox, hepatitis B (or signed waiver for hepatitis B).

25. Student Medical Care. To the extent that any first aid or emergency care is required in connection with an injury or illness incurred by a student during performance of his/her clinical training during a rotation, the student shall be treated by Clinical Facility as appropriate.
26. Confidentiality of Student Record. Clinical Facility shall keep confidential and shall not disclose to any person or entity (i) student application; (ii) student health records or reports; and/or (iii) any student records as defined in California Education Code Section 76210 and the Family Educational Rights and Privacy Act of 1974, 20 U.S.C. paragraph 1232(g), concerning any student participating in the rotation, unless disclosure is authorized by (i) the student in writing, or (ii) disclosure is ordered by a court of competent jurisdiction.

Clinical Facility shall adopt and enforce whatever policies and procedures are necessary to protect the confidentiality of student records as defined herein.

27. Verification. College warrants and represents that it has obtained all necessary approvals and consents from any and all agencies to enable Clinical Facility to offer the rotation to College's students participating in the Program. If requested by Clinical Facility, College will provide Clinical Facility with verification that the Program is duly licensed, duly accredited and/or certified, as applicable, by appropriate agencies. District covenants and agrees that at all times during the term hereof it shall retain such licensure, accreditation and/or certification, and its Program and faculty members shall continue to meet any and all federal, state and local requirements.
28. 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.
29. Governing Law. This Agreement shall be governed by and constructed in accordance with the laws of the State of California.
30. Assignment. Neither party hereto may assign this Agreement or delegate its duties hereunder without the prior written consent of the other party which can and may be withheld by either party in its sole and absolute discretion.
31. Effective Date Termination. This Agreement shall become effective on March 25, 2012 and shall remain in effect until March 24, 2015 unless sooner terminated by either party in accordance with this section. Either party may terminate this Agreement without cause by giving ninety (90) days prior written notice to the other party of its intention to terminate. In the event a rotation is in progress, any written notice to terminate with or without cause shall become effective at the expiration of the rotation. Notwithstanding the foregoing, in the event the Program is discontinued by College during its Term, this Agreement shall immediately terminate without further action by the parties hereto.
32. Notices. Any notices to be given hereunder by either party to the other may be effectuated only in writing and delivered either by personal deliver, or by U. S. mail. 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. Notices delivered personally will be deemed communicated as of actual receipt; mailed notices will be deemed communicated as of ten (10) days after mailing.

To Clinical Facility:
Chief Operating Officer
College Hospital Partial Hospitalization Program
1634 19th Street, Suite C
Santa Ana, CA 92705

To College:
Director of Nursing
Santa Ana College
1530 West 17th Street
Santa Ana, CA 92706

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

33. Entire Agreement. This Agreement and all attachments hereto, constitute the entire agreement of the parties. There are no representations, covenants or warranties other than those expressly stated herein. No waivers or modification of any of the terms hereof shall be valid unless in writing and signed by both parties.

Clinical Facility

Rancho Santiago Community College District

By: _____

By: _____

Typed Name: _____

Typed Name: Peter J. Hardash

Title: _____

Title: Vice Chancellor, Business Operations/Fiscal Services

Date: _____

Date: _____

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Santa Ana College - Science, Math, and Health Sciences Division

To:	Board of Trustees	Date: March 12, 2012
Re:	Approval of Nursing Agreement, Addendum – Regents of the University of California (UC Irvine Medical Center)	
Action:	Request for Approval	

BACKGROUND

Students in the various health sciences programs are required to participate in clinical rotation activities at sites throughout the community in order to gain practical field experiences and to apply knowledge and skills learned in college classes. The proposed clinical affiliation agreement addendum with UCI, Irvine Medical Center, located in Orange, will yield appropriate clinical rotation activities for the programs.

ANALYSIS

The clinical affiliation agreement addendum covers the scope of programs’ operations of the facility as well as other issues relating to responsibilities for both parties. The agreement has been reviewed and approved by RSCCD Risk Management and college staff. The agreement carries no costs or other financial arrangements and is in effect for five years.

RECOMMENDATION

It is recommended that the Board of Trustees approve this clinical affiliation agreement addendum with the Regents of the University of California (UC Irvine Medical Center).

Fiscal Impact:	None	Board Date: March 12, 2012
Prepared by:	Linda Rose, Ed.D., 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:	Raúl Rodríguez, Ph.D., Chancellor, RSCCD	

ADDENDUM #8 FOR THE PERIOD OF APRIL 30, 2012 TO MAY 1, 2017
to the
ALLIED HEALTH SCIENCES EDUCATION AGREEMENT
between
THE REGENTS OF THE UNIVERSITY OF CALIFORNIA
and
RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Whereas, the parties have entered into the Allied Health Sciences Education Agreement (hereinafter referred to as "AGREEMENT"), between The Regents of the University of California, (hereinafter referred to as "UNIVERSITY"), and Rancho Santiago Community College District (hereinafter referred to as "AFFILIATE"); and

Whereas, the AGREEMENT contemplates that the clinical experience of the specific programs to be provided pursuant to said AGREEMENT and any costs thereof are to be set forth in an addendum; and

NOW THEREFORE, THE PARTIES HERETO ENTER INTO THIS ADDENDUM FOR THE PERIOD OF APRIL 30, 2012 TO MAY 1, 2017 TO SPECIFY THE DETAILS OF THE ASSOCIATE DEGREE NURSING PROGRAM AGREE AS FOLLOWS:

- I. Name of the program: Associate Degree Nursing Program
- II. Term of the program: April 30, 2012 to May 1, 2017
- III. Purpose of the program: To provide patient care experience
- IV. Maximum number of students in the program: 12 in each unit
- V. Physical facilities to be used and costs thereof, if any: Nursing units for Medical/Surgical, Critical Care, Psychiatry and Obstetrics
- VI. Time of facility availability: As assigned by office of Nursing Education and Research
- VII. Name of UCIMC Coordinator: Nancy Koehring
- VIII. Name of supervisor from the affiliate: Rebecca Miller, MSN, RN
- IX. Program costs to be paid to University: N/A
To Affiliated Agency: N/A
To exchange of funds: N/A
- X. Authority to Sign:
University hereby represents and warrants that the person executing this addendum for University is an authorized agent who has actual authority to bind University to each and every term, condition and obligation set forth in this Addendum and that all requirements of University have been fulfilled to provide such actual authority.
Affiliate warrants that the person executing this Addendum is an authorized agent who has actual authority to bind Affiliate to each and every term, condition and obligation set forth in this Addendum and that all requirements of Affiliate have been fulfilled to provide such actual authority.
- XI. Non-discrimination policy: 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.
Indemnification Clause: 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. Criminal Background Verification: School acknowledges that each student shall be required to submit to a criminal background check as a condition of participation in the Program and shall assist Hospital as reasonably requested to assure the timely completion of this review. Hospital shall have the right to require the withdrawal of any Program Participant in the event that Program Participant fails to meet the standards established by Hospital for acceptable criminal history.

Any changes in the information provided by this Addendum must be reported within ten days to the College of Medicine Coordinator for Associated Health Programs for approval or possible re-review by the Dean of the College of Medicine.

IN WITNESS THEREOF, the parties hereto have executed this Addendum this 30th day of April, 2012.

THE REGENTS OF THE UNIVERSITY OF CALIFORNIA

RANCHO SANTIAGO
COMMUNITY COLLEGE
DISTRICT

Name:
Title:

Peter J. Hardash
Vice Chancellor, Fiscal Services
Business Operations

Date

Date

Name:
Title:

Date

Name:
Title:

Date

Name:
Title:

Date

Name:
Title:

Date

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**SANTA ANA COLLEGE – ACADEMIC AFFAIRS**

To:	Board of Trustees	Date:	March 12, 2012
Re:	Approval of Proposed Curricula Revisions for the 2012 – 2013 Santa Ana College Catalog		
Action:	Request for Approval		

BACKGROUND

The attached memo is the annual summary of actions taken by the Santa Ana College Curriculum and Instruction Council during 2011. It includes new courses, course revisions, course deletions, new programs, program revisions, program deletions, and other curricula changes that are reflected in the catalog.

ANALYSIS

The catalog is the ongoing legal representation of course/program offerings and annual academic policies at Santa Ana College. Changes are recommended to the Board of Trustees by the Curriculum and Instruction council, which has faculty representation from each academic division, as well as administrative representation.

RECOMMENDATION

It is recommended that the Board of Trustees approve the proposed revisions for the 2012 – 2013 catalog.

Fiscal Impact:	None	Board Date:	March 12, 2012
Prepared by:	Linda Rose, Ed.D., Vice President of Academic Affairs, SAC		
Submitted by:	Erlinda J. Martinez, Ed.D., President, Santa Ana College		
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor, RSCCD		

SANTA ANA COLLEGE

CURRICULUM & INSTRUCTION COUNCIL

DATE: March 12, 2012

TO: Erlinda J. Martinez, Ed.D., President

FROM: Bonita N. Jaros, Ph.D., Chair of Curriculum and Instruction Council

RE: Approval of Proposed Revisions for the 2012 – 2013 Santa Ana College Catalog

This memorandum is a summary of the proposed changes to the college catalog from the Santa Ana College Curriculum and Instruction Council. All changes to academic policies, courses, and programs are reviewed by the division curriculum committees before action is taken by the Council.

The Curriculum & Instruction Council is chaired by Bonita N. Jaros, Ph.D. Membership included two administrators, sixteen faculty, the University Articulation Coordinator, the Matriculation Representative, one student representative and the Support Services Assistant.

The Curriculum & Instruction Council addresses the college-wide impact and changes in academic policies and monitors their acceptance by the CSU and UC systems and the Community College Chancellor's Office.

The following academic policies have been reviewed, revised, and are now recommended by the Curriculum and Instruction Council:

NEW COURSES

Twenty-three new courses were approved because of new and/or expanded programs or major changes in the discipline.* (See Attachment #1)

REVISED COURSES

Four hundred and fifty-five course revisions which were updated to reflect changes in title, units, hours, or content.* (See Attachment #2)

DELETED COURSES

One hundred and eight courses which had become outdated and/or not offered at SAC were removed from the catalog.* (See Attachment #3)

REVISED PROGRAMS/CERTIFICATES

Sixty-seven programs revisions which were updated to reflect changes in title, units, hours, or content. * (See Attachment #4)

DELETED PROGRAMS/CERTIFICATES

Eighteen programs which had become outdated and/or not offered at SAC were removed from the catalog. * (See Attachment #5)

POLICIES CHANGES

*(See Attachment #6)

NEW CATALOG INFORMATION

*(See Attachment #7)

*Listings are attached

NEW COURSES**CATALOG 2012 – 2013**

1. Accounting 113, Intermediate Income Taxes – Corporations
2. Accounting 114, Intermediate Income Taxes – Partnerships & LLCs
3. Biology 290, Biochemistry and Molecular Biology
4. Computer Science 247C, Windows Small Business Server (SBS) 2011 – Standard
5. Emergency Medical Technician 101, Emergency Medical Technician
6. Engineering 118, Plane Surveying
7. Engineering 119, Advanced Plane Surveying
8. English As a Second Language 098, Topics in ESL
9. Kinesiology Adapted Activities 202, Adapted Circuit Training
10. Kinesiology Adapted Activities 208, Adapted Aerobic Fitness
11. Kinesiology Adapted Activities 211, Adapted Aquatics
12. Kinesiology Professional 101, Introduction to Kinesiology
13. Marketing 120, Understanding Consumer Behavior – Getting them to Buy, Buy, Buy
14. Marketing 121, Negotiating – Getting to a Win – Win
15. Marketing 122, Sales Strategies that Build Business Relationships & Increase Sales
16. Marketing 123, Marketing and Technology – Trends and Cutting Edges
17. Marketing 124, Cause Marketing and Public Relations – Doing Well by Doing Good
18. Marketing 125, Advertising & Promotion – Get the Word Out & Keep your Customers Buying
19. Marketing 126, Distributing Products & Services – Reaching Customers Where They Shop
20. Nursing – Registered 051, Preparation for TEAS – English
21. Nursing – Registered 052, Preparation for TEAS – Math
22. Nursing – Registered 053, Preparation for TEAS – Reading
23. Nursing – Registered 054, Preparation for TEAS – Science

REVISED COURSES**CATALOG 2012 – 2013**

1. Accounting 101, Financial Accounting
2. Accounting 102, Managerial Accounting
3. Accounting 104, Federal and California Taxes
4. Accounting 170, Microsoft Dynamics for Financial Accounting – Core Modules
5. Accounting 171, Microsoft Dynamics for Financial Accounting – Operations and Analysis
6. Accounting 173, Microsoft Dynamics for Project Management and Control
7. Accounting 174, Microsoft Dynamics for Business Planning and Management
8. Accounting 198, Topics
9. Accounting 204, Managerial Cost Accounting
10. Accounting 205, Intermediate Accounting
11. Art 009, Art Lab
12. Art 100, Introduction to Art Concepts
13. Art 100H, Honors Introduction to Art Concepts
14. Art 101, Survey of Western Art History I: Prehistory through the Middle Ages
15. Art 102, Survey of Western Art History II: Renaissance through the Twentieth Century
16. Art 103, African Art History
17. Art 104, Mexican and Chicano Art History
18. Art 105, History of Modern Art
19. Art 108, Contemporary Art History: Art Since Mid – Century
20. Art 111, Three – Dimensional Design
21. Art 129, Graphic Design Concepts for the Web
22. Art 130, Introduction to Drawing
23. Art 140A, Watercolor Painting
24. Art 140B, Watercolor Painting
25. Art 151, Ceramics – Introductory Level
26. Art 152, Ceramics – Intermediate Throwing
27. Art 153, Ceramics – Intermediate Handbuilding
28. Art 156, Clay Calculation: An Approach in Color Study
29. Art 157, Ceramics – Raku and Saggar Firing Techniques
30. Art 158, Ceramic Mural Project
31. Art 182, Introduction to Jewelry
32. Art 195, Introduction to Digital Media Arts
33. Art 252, Ceramics – Advanced Study Process in Ceramics with Non – Traditional Media
34. Art 282, Jewelry II
35. Art 283, Jewelry III
36. Art 284, Introduction to Stone Setting – Jewelry
37. Art 285, Introduction to Enameling – Jewelry
38. Business 100, Fundamentals of Business
39. Business 106, Culture and International Business – Kiss, Bow or Shake Hands
40. Business 121, Human Relations and Organizational Behavior
41. Business 130, Personal Finance
42. Business 140, Principles of Finance
43. Business 150, Introduction to Information Systems and Application

44. Business 160, Introduction to Stock and Bond Investments
45. Business 170, Principles of Small Business Management
46. Business 182, Classifying Imports and Clearing US Customs
47. Business 222, Business Writing
48. Chemistry 109, Chemistry in the Community
49. Chemistry 115, Concepts in Physical Sciences for Educators
50. Chemistry 119, Fundamentals – General and Organic
51. Chemistry 209, Introduction Chemistry
52. Chemistry 210, Organic and Biochemistry
53. Chemistry 229, General Chemistry and Qualitative Analysis
54. Chemistry 249, Organic Chemistry I
55. Chemistry 259, Organic Chemistry II
56. Chinese 101, Elementary Chinese I
57. Chinese 102, Elementary Chinese II
58. Chinese N09A, Language Laboratory
59. Chinese N09B, Language Laboratory
60. Communication Studies 096, American English Listening Skills
61. Communication Studies 097, American English Conversational Skills
62. Communication Studies 101, Introduction to Interpersonal Communication
63. Communication Studies 101H, Honors Introduction to Interpersonal Communication
64. Communication Studies 102, Public Speaking
65. Communication Studies 103, Introduction to Intercultural Communication
66. Communication Studies 103H, Honors Introduction to Intercultural Communication
67. Communication Studies 104, Listening
68. Communication Studies 107, Communication for the Health Care Professional
69. Communication Studies 140, Argumentation and Debate
70. Communication Studies 145, Group Dynamics
71. Communication Studies 151, Voice and Diction for Effective Communication
72. Communication Studies 152, Oral Interpretation
73. Communication Studies 158, Readers Theatre
74. Communication Studies 170, Introduction to Phonetics
75. Communication Studies 199, Independent Study
76. Communication Studies 206, Gender Communication
77. Communication Studies 206H, Honors Gender Communication
78. Communication Studies N49, Introduction to Academic Speaking Skills
79. Communication Studies N50, Pronunciation Skills Laboratory
80. Communication Studies N52A, Beginning American English Pronunciation Skills
81. Communication Studies N52B, Intermediate American English Pronunciation Skills
82. Communication Studies N53, Advanced American English Pronunciation Skills
83. Communication Studies N54, Accent Reduction
84. Communication Studies N59, Pronunciation Review
85. Computer Science 170, Introduction to Oracle
86. Computer Science 213, C# Programming
87. Criminal Justice 104, Prison Experience
88. Criminal Justice Academies 008A, Disaster Preparedness Training
89. Criminal Justice Academies 010C, Explorer Academy (OCLEEA)

90. Criminal Justice Academies 021A, PC 832 Firearms
91. Dance 100, Dance History and Appreciation
92. Dance 100H, Honors Dance History and Appreciation
93. Dance 102, Introduction to Dance Forms
94. Dance 103, Dance and Movement for Educators
95. Dance 109, Pilates Conditioning
96. Dance 116, Introduction to Intermediate Tap Styles
97. Dance 117, Introduction to Middle Eastern Dance
98. Dance 118, Introduction to Caribbean and Latin Dance Styles
99. Dance 119A, Introduction to Jazz Dance
100. Dance 119B, Introduction to Jazz Dance
101. Dance 123, Introduction to Salsa Dance
102. Dance 124, Intermediate Salsa Dance
103. Dance 140, Dance Repertory Workshop
104. Dance 201A, Ballet I
105. Dance 201B, Ballet II
106. Dance 213, Ballet III
107. Dance 214, Ballet IV
108. Dance 215A, Tap Dance I
109. Dance 215B, Tap Dance II
110. Dance 219A, Jazz Dance I
111. Dance 219B, Jazz Dance II
112. Dance 220, Jazz Dance III
113. Dance 221, Jazz Dance IV
114. Dance 232, Partnering
115. Dance 240A, Repertory I
116. Dance 240B, Repertory II
117. Dance 270, Dance Internship
118. Dance 296, Special Studies in Modern Dance
119. Dance 297, Special Studies in Jazz Dance
120. Economics 120, Principles/Macro
121. Economics 121, Principles/Micro
122. Education 210, The Teaching Experience: Secondary Education
123. Emergency Medical Technician 105, Clinical EMT Skills Laboratory
124. Engineering 012, AEC Blueprint Reading
125. Engineering 175, Introduction to Energy Analysis
126. English 061, Introduction to Composition
127. English 101, Freshman Composition
128. English 101H, Honors Freshman Composition
129. English 102, Literature and Composition
130. English 103, Critical Thinking and Writing
131. English 103H, Honors Critical Thinking and Writing
132. English As a Second Language N88, Verb Tenses
133. English As a Second Language 098, Topics in ESL
134. English As a Second Language N40A, Introduction to Academic ESL I
135. English As a Second Language N40B, Introduction to Academic ESL II

136. English As a Second Language N49, Reading, Writing and Grammar I
137. English Multilingual Students 112, Advanced Composition
138. English N50, Introduction to Written Communication
139. English N60, Basics of Effective Writing
140. Entrepreneurship 105, Social Media, Bootstrapping, and Market Validation
141. Fashion Design Merchandising 005, Fashion Laboratory
142. Fashion Design Merchandising 005A, Fashion Laboratory
143. Fashion Design Merchandising 052, Knit Sewing
144. Fashion Design Merchandising 053, Introduction to Sewing
145. Fashion Design Merchandising 055, Children's Clothing
146. Fashion Design Merchandising 056, Basic Sewing and Alternations
147. Fashion Design Merchandising 057, Patterns for Dressmakers
148. Fashion Design Merchandising 058, Decorative Apparel
149. Fashion Design Merchandising 059, Fashion Modeling
150. Fashion Design Merchandising 100, Introduction to Fashion
151. Fashion Design Merchandising 101, Buying and Merchandising
152. Fashion Design Merchandising 102, Promotion and Coordination
153. Fashion Design Merchandising 103, Fashion Selection
154. Fashion Design Merchandising 104, Textile Fibers and Fabrics
155. Fashion Design Merchandising 105A, Beginning Sewing
156. Fashion Design Merchandising 105B, Intermediate Sewing
157. Fashion Design Merchandising 106, Advanced Sewing
158. Fashion Design Merchandising 106A, Advanced Sewing I
159. Fashion Design Merchandising 106B, Advanced Sewing II
160. Fashion Design Merchandising 107, Custom Tailoring
161. Fashion Design Merchandising 108, RTW Quality Analysis
162. Fashion Design Merchandising 109, Pattern Design
163. Fashion Design Merchandising 111A, Fashion Sketching
164. Fashion Design Merchandising 111B, Fashion Illustration
165. Fashion Design Merchandising 111C, Fashion Portfolio Development
166. Fashion Design Merchandising 112, Pattern Drafting
167. Fashion Design Merchandising 113, Fashion Draping
168. Fashion Design Merchandising 125, Display Merchandising
169. Fashion Design Merchandising 212, Advanced Draping
170. Fashion Design Merchandising 213, Apparel Line Production
171. Fashion Design Merchandising 214, Manufacturing and Grading
172. Fashion Design Merchandising 215, Computer Fashion Illustration
173. Fashion Design Merchandising 216, Computer Pattern Design, Grading and Marking
174. Fashion Design Merchandising 299, Cooperative Work Experience Education
175. French 211, Intermediate Conversation and Composition I
176. French 214, Intermediate Conversation and Composition II
177. French N09A, Language Laboratory
178. French N09B, Language Laboratory
179. Geography 100, World Regional Geography
180. Geography 100H, Honors World Regional Geography
181. Human Development 121, School Age Child Care Activities (DS5)

182. Human Development 220, The Child as Victim
183. Kinesiology Activities 098, Topics
184. Kinesiology Activities 123, Personal Fitness Training
185. Kinesiology Activities 130, Golf (0.5 unit)
186. Kinesiology Activities 130, Golf (1 unit)
187. Kinesiology Activities 133, Off Season Swimming
188. Kinesiology Activities 134, Golf-Playing Lesson – Off Season
189. Kinesiology Activities 155, Self-Defense (0.5 unit)
190. Kinesiology Activities 155, Self-Defense (1.0 unit)
191. Kinesiology Activities 170, Yoga (0.5 unit)
192. Kinesiology Activities 170, Yoga (1.0 unit)
193. Kinesiology Activities 183, Pom Squad
194. Kinesiology Activities 184, Pom Performance Squad
195. Kinesiology Activities 202, Basketball – Off Season
196. Kinesiology Activities 210, Baseball
197. Kinesiology Activities 211, Baseball – Off Season
198. Kinesiology Activities 220, Basketball (0.5 unit)
199. Kinesiology Activities 220, Basketball (1 unit)
200. Kinesiology Activities 226, Water Polo (0.5 unit)
201. Kinesiology Activities 226, Water Polo (1.0 unit)
202. Kinesiology Activities 227, Off Season Waterpolo
203. Kinesiology Activities 235, Speed and Agility (0.5 unit)
204. Kinesiology Activities 235, Speed and Agility (1.0 unit)
205. Kinesiology Activities 240, Advanced Basketball Skills – Men
206. Kinesiology Activities 245, Advanced Basketball Skills – Women
207. Kinesiology Activities 270, Softball (0.5 unit)
208. Kinesiology Activities 270, Softball (1 unit)
209. Kinesiology Activities 271, Softball – Off Season
210. Kinesiology Activities 280, Track and Field (0.5 unit)
211. Kinesiology Activities 280, Track and Field (1.0 unit)
212. Kinesiology Activities 281, Track and Field – Off Season
213. Kinesiology Activities 290, Volleyball (0.5 unit)
214. Kinesiology Activities 291, Volleyball – Off Season
215. Kinesiology Activities N70, Basic Activities
216. Kinesiology Adapted 098, Topics
217. Kinesiology Aerobic Fitness 098, Topics
218. Kinesiology Aerobic Fitness 140, Walking/Jogging for Fitness (0.5 unit)
219. Kinesiology Aerobic Fitness 143, Extreme Fitness (0.5 unit)
220. Kinesiology Aerobic Fitness 143, Extreme Fitness (1 unit)
221. Kinesiology Aerobic Fitness 146, Stability Ball Training for Fitness (0.5 unit)
222. Kinesiology Aerobic Fitness 146, Stability Ball Training for Fitness (1.0 unit)
223. Kinesiology Aerobic Fitness 150, Stretch, Flex and Tone (1 unit)
224. Kinesiology Aerobic Fitness 156, Cardio Boxing (0.5 unit)
225. Kinesiology Aerobic Fitness 156, Cardio Boxing (1.0 unit)
226. Kinesiology Aerobic Fitness 157, Cardio Pump (0.5 unit)
227. Kinesiology Aerobic Fitness 157, Cardio Pump (1.0 unit)

228. Kinesiology Aerobic Fitness 158, Step Aerobics (0.5 unit)
229. Kinesiology Aerobic Fitness 158, Step Aerobics (1.0 unit)
230. Kinesiology Aerobic Fitness 160, Aqua Aerobics (0.5 unit)
231. Kinesiology Aerobic Fitness 160, Aqua Aerobics (1.0 unit)
232. Kinesiology Aerobic Fitness 198, Topics
233. Kinesiology Aquatics 198, Topics
234. Kinesiology Aquatics 201, Swimming (0.5 unit)
235. Kinesiology Aquatics 201, Swimming (1.0 unit)
236. Kinesiology Aquatics 204, Lifesaving
237. Kinesiology Aquatics 206, Lap Swimming (0.5 unit)
238. Kinesiology Aquatics 206, Lap Swimming (1 unit)
239. Kinesiology Fitness 098, Topics
240. Kinesiology Fitness 103, Performance Evaluation for Athletes
241. Kinesiology Fitness 108, Summer Circuit Training
242. Kinesiology Fitness 109, Circuit Training
243. Kinesiology Fitness 110, Circuit Training
244. Kinesiology Fitness 116, Summer Circuit Training for Summer Fitness
245. Kinesiology Fitness 119, Strength Lab
246. Kinesiology Fitness 120, Strength Lab
247. Kinesiology Fitness 124, Conditioning for Athletes – Men (0.5 unit)
248. Kinesiology Fitness 124, Conditioning for Athletes – Men (1 unit)
249. Kinesiology Fitness 145, Weight Training for Women
250. Kinesiology Fitness 147, Weight Training Co-Ed
251. Kinesiology Health Education 098, Topics
252. Kinesiology Health Education 101, Healthful Living
253. Kinesiology Health Education 102, Women's Health Issues
254. Kinesiology Health Education 104, Nutrition and Fitness
255. Kinesiology Health Education 107, Cardiopulmonary Resuscitation
256. Kinesiology Health Education 120, Health Issues for Children
257. Kinesiology Intercollegiate Athletics 098, Topics
258. Kinesiology Intercollegiate Athletics 203, Cross Country – Men
259. Kinesiology Intercollegiate Athletics 204, Football – Men
260. Kinesiology Intercollegiate Athletics 205, Golf – Men
261. Kinesiology Intercollegiate Athletics 206, Swimming – Men
262. Kinesiology Intercollegiate Athletics 208, Track – Men
263. Kinesiology Intercollegiate Athletics 209, Water Polo – Men
264. Kinesiology Intercollegiate Athletics 210, Wrestling – Men
265. Kinesiology Intercollegiate Athletics 211, Softball – Women
266. Kinesiology Intercollegiate Athletics 215, Tennis – Women
267. Kinesiology Intercollegiate Athletics 217, Swimming – Women
268. Kinesiology Intercollegiate Athletics 218, Track – Women
269. Kinesiology Intercollegiate Athletics 219, Cross Country – Women
270. Kinesiology Intercollegiate Athletics 221, Water Polo – Women
271. Kinesiology Intercollegiate Athletics 222, Badminton – Women
272. Kinesiology Professional 121, Sports Officiating – Fall Sports
273. Kinesiology Professional 122, Sports Officiating – Spring and Summer Sports

274. Kinesiology Professional 123, Officiating Football – Rules and Mechanics
275. Kinesiology Professional 130, Golf Course Management
276. Kinesiology Professional 140, Movement Education for Elementary School Children
277. Kinesiology Professional 150, Sport and Society
278. Kinesiology Professional 160, Management of Physical Education and Sport
279. Kinesiology Professional 165, Theory of Softball
280. Kinesiology Professional 180, Theory of Track and Field
281. Kinesiology Professional 200, Theory of Baseball
282. Management 121, Human Relations and Organizational Behavior
283. Management 135, Human Resource Management
284. Manufacturing Technology 028, Basic Metals Technology
285. Manufacturing Technology 053, Technical Mathematics
286. Manufacturing Technology 058, Basic Machining Concepts and Operations
287. Manufacturing Technology 059, Advanced Turning Concepts and Operations
288. Manufacturing Technology 068, Advanced Milling Concepts and Operations
289. Manufacturing Technology 069, Job Shop Skills
290. Manufacturing Technology 071, CNC Program Writing
291. Manufacturing Technology 074, CNC Milling Center Set Up and Operation
292. Manufacturing Technology 076, CNC Turning Center Set Up and Operation
293. Manufacturing Technology 077, Mastercam – 3D Toolpath and CAM Applications
294. Manufacturing Technology 084, Advanced CNC Mill Set Up and Operation
295. Manufacturing Technology 086, Advanced CNC Lathe Programming, Setup and Operation
296. Manufacturing Technology 094, CNC Horizontal Mill Setup and Operation
297. Manufacturing Technology 103, Solidworks Basic Solid Modeling
298. Manufacturing Technology 114, Geometric Dimensioning and Tolerancing
299. Manufacturing Technology N96, Machine Tool Laboratory
300. Manufacturing Technology N97, CAD/CAM Computer Laboratory
301. Mathematics 070, Geometry
302. Mathematics 081, Intermediate Algebra with Lab
303. Mathematics 105, Mathematics for Liberal Arts Students
304. Mathematics 140, College Algebra
305. Mathematics 150, Calculus for Biological, Management and Social Sciences
306. Mathematics 160, Trigonometry
307. Mathematics 165, Introduction to Math Tutoring
308. Mathematics 170, Pre-Calculus
309. Mathematics 180, Analytic Geometry and Calculus
310. Mathematics 185, Analytic Geometry and Calculus
311. Mathematics 219, Statistics and Probability
312. Mathematics 219H, Honors Statistics and Probability
313. Mathematics 280, Intermediate Calculus
314. Mathematics 287, Introduction to Linear Algebra and Differential
315. Mathematics N05A, Basic Mathematics – A
316. Mathematics N05B, Basic Mathematics – B
317. Mathematics N05C, Basic Mathematics – C
318. Music 101, Music Appreciation
319. Music 103, Jazz in America

320. Music 113A, Basic Musicianship Skills
321. Music 113B, Musicianship Skills
322. Music 114A, Musicianship
323. Music 114B, Musicianship
324. Music 125A, Song Writing Workshop
325. Music 125B, Song Writing Workshop
326. Music 136, Collegiate Choir
327. Music 140, Instrumental Methods for Winds and Percussion
328. Music 141, Instrumental Ensembles
329. Music 163, Class Piano III
330. Music 164A, Intermediate Piano Repertoire I
331. Music 164B, Intermediate Piano Repertoire II
332. Music 169, Harmonization at the Keyboard
333. Music 177, Latin Jazz Ensemble
334. Music 178, Mariachi
335. Music 179, Technique Studies for Pianists
336. Music 181, Chamber Orchestra
337. Music 188, Advanced Classical Guitar Technique and Repertoire
338. Music 189, Guitar Ensemble
339. Music 214, Theory 4
340. Music 215A, Applied Music (Advanced Private Instruction)
341. Nursing – Registered 045, Cardiopulmonary Resuscitation Recertification
342. Nursing – Registered 101, Nursing Process: Non – Critical Adults
343. Nursing – Registered 101L, Nursing Actions: Non – Critical Adults
344. Nursing – Registered 102, Nursing Process: Women, Parents and Children
345. Nursing – Registered 102L, Nursing Actions: Women, Parents and Children
346. Nursing – Registered 103, Pharmacological Concepts of Nursing
347. Nursing – Registered 106, Health Science Skills Laboratory – First Year
348. Nursing – Registered 112, Nursing Concepts
349. Nursing – Registered 200, Role Transition
350. Nursing – Registered 201, Nursing Process: Critical Biological & Psychosocial System Needs I
351. Nursing – Registered 201L, Nurse Actions: Critical Biological and Psychosocial System Needs I
352. Nursing – Registered 202, Nursing Process: Critical Biological and Psychosocial System Needs II
353. Nursing – Registered 202L, Nursing Process: Critical Biological and Psychosocial System Needs II
354. Nursing – Registered 206, Health Science Skills Laboratory – Second Year
355. Occupational Therapy Assistant 100, Terminology and Documentation for the O.T.A
356. Occupational Therapy Assistant 101, Foundations of Occupation and Occupational Therapy
357. Occupational Therapy Assistant 101L, Exploration of Occupation Through Activity
358. Occupational Therapy Assistant 102, Psychosocial Function and Dysfunction
359. Occupational Therapy Assistant 102L, Psychosocial Components of Occupation
360. Occupational Therapy Assistant 103, Physical Function and Dysfunction

361. Occupational Therapy Assistant 103L, Physical Components of Occupation
362. Occupational Therapy Assistant 201, Contemporary Models of Occupational Therapy Practice
363. Pharmacy Technology 048, Introduction to Pharmacy Technology
364. Pharmacy Technology 051, Body Systems I
365. Pharmacy Technology 052, Body Systems II
366. Pharmacy Technology 054, Pharmacy Calculations
367. Pharmacy Technology 056, Pharmacy Operations
368. Pharmacy Technology 057, Inpatient Pharmacy Services
369. Pharmacy Technology 060, Sterile Products
370. Pharmacy Technology 061, Pharmacy Technology Skills Lab
371. Pharmacy Technology 072, Pharmacy Technology Externship
372. Pharmacy Technology 080, Pharmacy Calculations Review
373. Pharmacy Technology 084, Sterile Products Update
374. Philosophy 110, Critical Thinking
375. Philosophy 110H, Honors Critical Thinking
376. Photography 150, History of Photography
377. Physical Science 115, Concepts in Physical Sciences for Educators
378. Political Science 101, Introduction to American Governments
379. Political Science 101H, Honors Introduction to American Governments
380. Psychology 170, Multicultural Psychology
381. Psychology 240, Introduction to Social Psychology
382. Reading 102, Academic Reading
383. Reading 150, Critical Reading
384. Reading N90A, Individualized Reading
385. Reading N90B, Individualized Reading
386. Sign Language 110, American Sign Language I
387. Sign Language 111, American Sign Language II
388. Sign Language 114, Classifiers, Fingerspelling, and Numbering
389. Spanish 213, College Spanish Composition
390. Special Services N95, Cognitive Retraining – Academic Transition
391. Speech Language Pathology Asst 160, Introduction to Communicative Disorders and Treatment
392. Theatre Arts 132, Stage Makeup
393. Theatre Arts 151, Showcase
394. Theatre Arts 156, Readers' Theatre Workshop
395. Theatre Arts 165, Introduction to Intelligent Lighting
396. Theatre Arts 166A, Intermediate Programming
397. Theatre Arts 168A, Computer Applications for Entertainment Lighting
398. TV/Video Communications 100, Introduction to Electronic Media: TV, Radio, Film, and the Internet
399. TV/Video Communications 120, Beginning Writing for TV, Film, the Internet and Corporate Video
400. TV/Video Communications 121, Intermediate Writing for TV, Film, the Internet and Corporate Video

- 401. TV/Video Communications 123, Advanced Writing Projects for TV, Film, the Internet and Corporate Video
- 402. TV/Video Communications 130, Principles of Broadcast News
- 403. TV/Video Communications 131, Broadcast News Summer Workshop
- 404. TV/Video Communications 141, On – Camera Appearance
- 405. TV/Video Communications 230A, Broadcast News Production
- 406. TV/Video Communications 230B, Broadcast News Production
- 407. TV/Video Communications 230C, Broadcast News Production
- 408. TV/Video Communications 230D, Broadcast News Production
- 409. TV/Video Communications 298, TV/Video Communications Practicum/Internship

CONTINUING EDUCATION

- 410. Adult Basic Education 009, Adult Basic Education
- 411. Adult Basic Education 018, Leadership Basics Part 2
- 412. Adult Basic Education 022, Directing and Facilitating a Conference
- 413. Adult Basic Education 044, Leadership Basics Part 1
- 414. Counseling 303, Education and Career Assessment
- 415. English as a Second Language 399, ESL Literacy
- 416. English as a Second Language 400, Transition ESL
- 417. English as a Second Language 410, Beginning ESL 1
- 418. English as a Second Language 420, Beginning ESL 2
- 419. English as a Second Language 430, Beginning ESL 3
- 420. High School Subjects – English 066, English Fundamental 2
- 421. High School Subjects – English 067, English Fundamental 3
- 422. High School Subjects – English 068, English Fundamental 4
- 423. High School Subjects – English 072, Poetry
- 424. High School Subjects – English 076, The Novel
- 425. High School Subjects – English 083, Composition 1
- 426. High School Subjects – English 084, Composition 2
- 427. High School Subjects – English 085, Composition 3
- 428. High School Subjects – English 098, Building Vocabulary 3
- 429. High School Subjects – Mathematics 172, Basic Consumer Math 1A
- 430. High School Subjects – Natural Sciences 192, Basic Science 1
- 431. High School Subjects – Natural Sciences 193, Basic Science 2
- 432. High School Subjects – Social Sciences 215, Introduction to Economics
- 433. High School Subjects – Social Sciences 218, U.S. History 1: Colonization to Industrialization
- 434. High School Subjects – Social Sciences 219, Shaping of Modern America
- 435. High School Subjects – Social Sciences 222, Government 1: United States Federal Government and Politics
- 436. High School Subjects – Social Sciences 223, Government 2: State and Local Government
- 437. High School Subjects – Social Sciences 224, World Geography 1A
- 438. High School Subjects – Social Sciences 225, World Geography 1B
- 439. Parent Education 527, Pre – Kindergarten “Parent and Me” Training
- 440. Parent Education 532, Effective Parenting
- 441. Parent Education 544, Preparation for Childbirth
- 442. Parent Education 558, Early Childhood Care and Development for Family Child Care Providers
- 443. Parent Education 562, Health Education for Family Child Care Providers
- 444. Vocational Business 109, Introduction to Desktop Video Editing Using Adobe Premiere
- 445. Vocational Business 117, Introduction to Document Processing Using Adobe Acrobat
- 446. Vocational Business 118, Introduction to Windows
- 447. Vocational Business 242, Introduction to Vector Graphics Using Adobe Illustrator
- 448. Vocational Business 258, Navigating the Internet
- 449. Vocational Business 260, Introduction to Word Processing Using MS Word
- 450. Vocational Business 262, Introduction to Spreadsheets Using MS Excel

- 451. Vocational Business 302, Introduction to Web Page Development Using HTML
- 452. Vocational Business 303, Introduction to Electronic Imaging Using Adobe Photoshop
- 453. Vocational Business 304, Introduction to Electronic Presentations Using PowerPoint
- 454. Vocational Business 559, Business Practices in Family Child Care
- 455. Vocational Health 895, Paraprofessional Mental Health Worker I

COURSE DELETIONS**CATALOG 2012 – 2013**

1. Accounting 101H, Honors Financial Accounting
2. Accounting 102H, Honors Managerial Accounting
3. Accounting 110, Financial Accounting Interactive Lab
4. Accounting 111, Managerial Accounting Interactive Lab
5. Accounting 112, Intermediate Accounting Interactive Lab
6. Accounting 115, Survey of Accounting
7. Accounting 121, Excel Lab for Financial Accounting
8. Accounting 122, Excel Lab for Managerial and Cost Accounting
9. Accounting 123, Excel Lab Intermediate Accounting
10. Accounting 141, Computerized Accounting with ACCPAC – Part 1 Core Modules
11. Accounting 142, Computerized Accounting with ACCPAC – Part 2 Operations Modules
12. Art 084, Glass Blowing Laboratory
13. Art 184A, Beginning Glass Blowing
14. Art 184B, Intermediate Glass Blowing
15. Art 267, Digital Media Professional Practices
16. Art 268, Digital Media Practicum
17. Art 269, Digital Media Freelance Career Planning
18. Art N98, Topics
19. Business 106H, Honors Culture and International Business – Kiss, Bow or Shake Hands
20. Business 171, Business Plan for Small Business
21. Business 172, Small Business Marketing and Advertising
22. Business 267, Digital Media Professional Practice
23. Business 269, Digital Media Freelance Career Planning
24. Chemistry 090, Chemical Concepts for Biology
25. Chemistry 239, Quantitative Analysis
26. Communications & Media Studies 130, Principles of Broadcast News
27. Communications & Media Studies 230A, Broadcast News Production
28. Communications & Media Studies 230B, Broadcast News Production
29. Communications & Media Studies 230C, Broadcast News Production
30. Communications & Media Studies 230D, Broadcast News Production
31. Computer Science 119, Fundamentals of Assembly Programming
32. Computer Science 127, Introduction to E-Commerce
33. Computer Science 134A, Windows XP Operating System
34. Computer Science 138, Foundations of Interactive Game Design
35. Computer Science 155, Graphic Design Concepts for the Web
36. Computer Science 186, Internet Security
37. Computer Science 247A, Windows Server 2003
38. Criminal Justice Academies 002, Report Writing Update
39. Criminal Justice Academies 002A, Report Writing Update
40. Criminal Justice Academies 004, D.U.I Update
41. Criminal Justice Academies 005, Shotgun Course – 8 Hour
42. Criminal Justice Academies 005A, Patrol Rifle Course
43. Criminal Justice Academies 008, Street Gangs

44. Criminal Justice Academies 009A, Special Weapons & Tactics Team Update
45. Criminal Justice Academies 010A, Physical Fitness for Peace Officers
46. Criminal Justice Academies 017, Police Bicycle Patrol
47. Criminal Justice Academies 032, Field Training Officer
48. Criminal Justice Academies 033, Mounted Units
49. Criminal Justice Academies 033A, Advanced Mounted Officer Tactics
50. Criminal Justice Academies 034, Hostile Work Environment Training
51. Criminal Justice Academies 037, Drug Abuse Recognition and Alcohol Workshop
52. Criminal Justice Academies 039, Officer Safety Field Tactics
53. Criminal Justice Academies 042, ACT Instructor Course
54. Criminal Justice Academies 047, Homicide Investigation
55. Criminal Justice Academies 049, Report Writing Skills for Peace Officer
56. Criminal Justice Academies 051, Narcotics Investigation
57. Criminal Justice Academies 053, Low Light Tactical Shotgun and Handgun Training
58. Criminal Justice Academies 068, Jail Security for Records Clerk and Matron
59. Criminal Justice Academies 069, Canine Detection Team Update
60. Criminal Justice Academies 070, H & S 11550 Under the Influence of Controlled Substances
61. Criminal Justice Academies 075, Officer Safety
62. Criminal Justice Academies 075A, Officer Safety Update
63. Criminal Justice Academies 077, Tactical Firearms Update
64. Criminal Justice Academies 082, Sexual Assault First Responder
65. Criminal Justice Academies 082A, Sex Crimes Investigation Update
66. Criminal Justice Academies 082B, Child Sexual Assault Forensic Medical Examination
67. Criminal Justice Academies 083, Custody Officer Update
68. Criminal Justice Academies 084, Motorcycle Tactics Update
69. Criminal Justice Academies 085, D.R.E. Re-Certificate
70. Criminal Justice Academies 086, Career Ethics/Integrity
71. Criminal Justice Academies 087, Driving/Force Option Simulator Training
72. Criminal Justice Academies N19, Traffic Collision Investigation
73. Criminal Justice Academies N25, Occult Crimes Investigations
74. Criminal Justice Academies N26, Law Enforcement CPR/First Aid
75. Criminal Justice Academies N81, Tactical Firearms Update
76. Dance 022, Dance Stretch
77. Dance 218, Latin Jazz Dance
78. Dance 230, Advanced Techniques
79. Emergency Medical Technician 100, Emergency Medical Technician I – (Basic)
80. English As a Second Language N89, Two-Word Verbs and Idioms
81. English As a Second Language N92, Practical Use of Gerunds and Infinitives
82. English As a Second Language N93, Practical Use of Prepositions and Two-Word Verbs
83. English As a Second Language N94, Idioms of American English
84. English As a Second Language N95, Vocabulary Development Through Word Forms
85. English As a Second Language N97, Combining and Punctuating Sentences
86. Marketing 172, Small Business Marketing and Advertising
87. Mathematics 053, Technical Mathematics
88. Mathematics 290, Linear Algebra

89. Mathematics 295, Beginning Differential Equations
90. Music 034A, Song Writing Workshop
91. Music 034B, Song Writing Workshop
92. Music 172, Woodwind Ensemble
93. Music 268, Digital Media Practicum
94. Nursing –Continuing Education 048, Online Cardiac Dysrhythmias
95. Nursing–Continuing Education 095, Medical – Surgical Review
96. Nursing–Continuing Education 184, Intro to Hemodialysis
97. Nursing–Registered 046, Using Dimensional Analysis
98. Nursing–Registered 047, Clinical Enrichment
99. Nursing–Registered 144, Clinical Nursing Skills Laboratory
100. Photography 201, Professional Digital Photography Methods
101. Speech Communication N51, Speech and Language Development
102. Speech Communication N57, Acquired Brain Impairment Language Recovery
103. Speech Communication N98, Introduction to Academic Speaking Skills
104. Theatre Arts 166B, Advanced Programming and Design Projects
105. Theatre Arts 168B, Advanced Computer Application for Lighting
106. TV/Video Communication 267, Digital Media Professional Practices
107. TV/Video Communication 268, Digital Media Practicum
108. Women’s Studies 201, Contemporary Women’s Issues

REVISED PROGRAMS/CERTIFICATES**CATALOG 2012 – 2013**

1. Accounting and Financial Planning Certificate (sac.acctf.cert)
2. Accounting Degree (sac.acct.aa)
3. Biological Science Degree (sac.biol.aa)
4. Business Administration Degree (sac.bus.aa)
5. Business Management Degree (sac.bm.aa)
6. Catalog Policy for Plan A
7. Computer Information Systems Degree (sac.cis.aa) and Computer Information Systems Certificate of Achievement (sac.cis.ca)
8. Computer Science Degree (sac.cmpr.aa) and Computer Science Certificate of Achievement (sac.cmpr.ca)
9. Computerized Accounting – MAS 90® Option Certificate of Achievement (sac.acctm.ca)
10. Computerized Accounting – QuickBooks Option Certificate of Achievement (sac.acctq.ca)
11. Computerized Bookkeeping – MAS 90® Option Certificate of Achievement (sac.acctbm.ca)
12. Computerized Bookkeeping – QuickBooks Option Certificate of Achievement (sac.acctbq.ca)
13. Contemporary Marketing Certificate (sac.mktg.aa)
14. Contemporary Marketing Certificate (sac.mktg.cert)
15. Corrections Officer Certificate Program (sac.cjco.cert)
16. Criminal Justice Option Degree (sac.cj.aa)
17. Dance Certificate (sac.dnce.ca)
18. Dance Degree and Certificate (Degree Program A – Dance (sac.dnce.aa))
19. Database Certificate (sac.cisdb.cert)
20. Degree Program B – Dance/Musical Theatre (sac.cncem.aa)
21. Diesel and Heavy Equipment Technology Degree and Certificate (sac.dsl.as) and (sac.dsl.ca)
22. Digital Music Production Certificate (sac.musdm.cert)
23. Energy Analysis Degree (sac.enea.as) and Energy Analysis Certificate (sac.enea.cert)
24. Engineering Civil Technology Degree (sac.enrct.as) and Engineering Civil Technology Certificate (sac.enrct.ca)
25. Enrolled Agent Certificate (sac.acctea.cert)
26. Enterprise Systems Certificated (sac.cmpres.cert)

27. Entertainment Industry Management Certificate (sac.mgten.cert)
28. Entertainment Lighting Technology Certificate (sac.taelt.cert)
29. Entrepreneurship and Innovation Certificate (sac.entei.ca)
30. Entrepreneurship and Innovation Degree (sac.entei.aa)
31. General Accounting Certificate of Achievement (sac.accts.ca)
32. General Management Certificate (sac.mgt.cert)
33. Help Desk Certificate (sac.cishd.cert)
34. Hospitality Option Certificate (sac.nutho.ca)
35. Human Resource Management Certificate (sac.mgtr.cert)
36. International Business Certificate of Achievement (sac.ib.ca)
37. International Business Degree (sac.ib.aa)
38. Kinesiology Coaching Certificate (sac.knc.cert)
39. Kinesiology Degree (sac.kn.aa)
40. Kinesiology Fitness Certificate (sac.knf.cert)
41. Kinesiology Officiating Certificate (sac.kno.cert)
42. Kinesiology Sports Medicine Certificate (sac.knm.cert)
43. Liberal Arts Degree (sac.la.aa)
44. Management Degree (sac.mgt.aa) and Management Certificate of Achievement (sac.mgt.ca)
45. Mechanical 3D Solid Modeling CAD Certificate (sac.engr3d.cert)
46. Mechanical 3D Solid Modeling CAD Degree (sac.engr3d.as)
47. Microsoft Dynamics for Financial Accounting Certificate (sac.acctdf.cert)
48. Microsoft Dynamics for Managerial Accounting and Business Planning Certificate (sac.acctdm.cert)
49. Mid-Range Engine Services Option Certificate (sac.dslmr.ca)
50. Mid-Range Engine Services Option Degree (sac.dslmr.as)
51. Music Degree (sac.mus.aa)
52. Networking Certificate (sac.cisnw.cert)
53. Nursing – Registered Nursing Degree (sac.nrsrg.as)
54. PC Maintenance and Troubleshooting Certificate (sac.cmprm.cert)
55. Photography Degree (sac.phot.aa)
56. Political Science Degree (sac.polt.aa)

57. Programming Certificate (sac.cmrp.ca)
58. Requirements for the Associate in Arts for transfer (AA-T) or Associate in Science for Transfer (AS-T)
59. Retail Management Certificate (sac.mgtrt.ca)
60. Retail Management Degree (sac.mgtre.aa)
61. Small Business Certificate (sac.mgtsb.cert)
62. Supervision Certificate (sac.mgtsv.cert)
63. Theatre Arts – Performance Emphasis (sac.taper.aa)
64. Theatre Arts – Technical Theatre Emphasis (sac.tatec.aa)
65. Transport Refrigeration/Temperature Control Option Certificate (sac.dsltr.cert)
66. UNIX Certificate (sac.cisux.cert)
67. Web Programming Certificate (sac.ciswp.cert)

PROGRAMS/CERTIFICATES DELETIONS**CATALOG 2012 – 2013**

1. Administrative Fire Services Communications Degree (sac.ftcom.as)
2. Administrative Fire Services Legal Emphasis Degree (sac.ftle.as)
3. Art – Crafts Certificate B – Glass Emphasis (sac.artgl.ca)
4. Art – Crafts Certificate C – Glass Vocational Emphasis (sac.artgv.cert)
5. Art – Digital Media Freelance Certificate (sac.artdf.cert)
6. Art – Digital Media Post – Production Certificate (sac.artdp.cert)
7. Computerized Accounting Certificate – ACCPAC Option (sac.accta.ca)
8. Computerized Bookkeeping Certificate – ACCPAC Option (sac.acctba.ca)
9. Fire Technology Medical Services Officer Option Degree (sac.ftmso.as)
10. Law Enforcement Advanced Officer Option Certificate (sac.cjao.cert)
11. Law Enforcement Custody Option Certificate (sac.cjcus.ca)
12. Law Enforcement Reserve Officer Option Certificate (sac.cjro.ca)
13. Medical Services Officer Option Certificate (sac.ftmso.cert)
14. Music – Digital Media Post – Production Certificate (sac.muspp.cert)
15. Public Fire Safety Education Officer Option Certificate (sac.ftfse.ca)
16. Public Fire Safety Education Officer Option Degree (sac.ftfse.as)
17. Television/Video Communications – Digital Media Post – Production Certificate (sac.tvpp.cert)
18. Web Page Designer Certificate (sac.ciswd.cert)

GENERAL EDUCATION REQUIREMENTS FOR THE ASSOCIATE DEGREE

Categories C – Humanities

Kinesiology 170 was added.

The following has been deleted:

VI. Computer Skills and Application Requirement

GENERAL EDUCATION REQUIREMENTS FOR THE CALIFORNIA STATE UNIVERSITY – PLAN B

Categories C2 – Humanities: Literature, Philosophy, Languages Other Than English

Kinesiology 170 was added.

NEW CATALOG INFORMATION

CATALOG 2012 – 2013

1. Course Identification Numbering System (C-ID)

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**Santiago Canyon College
Academic Affairs**

To: Board of Trustees	Date: March 12, 2012
Re: Approval of Proposed Revisions for 2012-2013 Santiago Canyon College Catalog	
Action: Request for Approval	

BACKGROUND

The Santiago Canyon College Curriculum and Instruction Council approves all catalog revisions including general education requirements for the Associate Degree, general education breadth requirements for the California State Universities, Intersegmental Education Transfer Curriculum (IGETC), revised programs, new courses, revised, and deleted courses.

ANALYSIS

The attached memo represents a summary of the Curriculum and Instruction Council's work and catalog revisions for the 2012-2013 academic year. Academic policies have been reviewed and revised, and are recommended for approval.

RECOMMENDATION

It is recommended that the Board of Trustees approve the proposed revisions for the Santiago Canyon College 2012-2013 catalog as presented.

Fiscal Impact: None	Board Date: March 12, 2012
Prepared by: Aracely Mora, Ed.D., Vice President, Academic Affairs	
Submitted by: Juan Vázquez, President	
Recommended by: Raúl Rodríguez, Ph.D., Chancellor	



CURRICULUM AND INSTRUCTION COUNCIL

DATE: February 28, 2012
TO: Juan Vázquez, President of Santiago Canyon College
FROM: Craig Rutan, Chair of the Curriculum and Instruction Council
RE: **PROPOSED REVISIONS FOR THE 2012-2013 CATALOG**

The following changes to the 2012-2013 college catalog are proposed by the Curriculum and Instruction Council (CIC) of Santiago Canyon College. All changes to academic policies, courses, and programs are reviewed and approved by departmental curriculum committees before action is taken by the CIC.

Santiago Canyon College's CIC is chaired by Craig Rutan, Designee of the Academic Senate President. Membership also includes the Vice President of Academic Affairs, 17 faculty representatives (including the Chair of the Committee), an Articulation Officer, a Support Services Assistant and a student representative.

Because we share our curriculum with Santa Ana College, all actions of the CIC at either college are shared on an on-going basis with the CIC at the other college. The CIC at Santiago Canyon College is aware of and concurs with all proposed catalog changes reported by the CIC at Santa Ana College. Also, the CIC at Santa Ana College has been informed of and concurs with all proposed catalog changes initiated at Santiago Canyon College. The changes initiated at Santiago Canyon College for the 2012-2013 catalog are:

GENERAL EDUCATION REQUIREMENTS FOR THE ASSOCIATE DEGREE (Plan A):

The following options were added, removed or revised for general education requirements:

Associate Degree Requirements, VI Computer Skills and Applications Requirement removed.

Courses meeting the computer skills and applications requirement include the theories and concepts of computer technology and/or the applied technology of computers in various disciplines. Such courses will either focus on computer technology as a discipline or will focus on computer application programs as a major component of the course. This requirement is met by completing one of the following:

A. Completion of one of the following courses with a grade of C or better:

Art 195
Business 150
Computer Information Systems 101
Computer Science 100/100H

B. Students may challenge courses under "A" above, through Credit by Examination. Students should plan to schedule a credit by examination test at least one semester prior to anticipated graduation. This will allow students to enroll in a course if the exam is not passed.

Students are to follow the Credit by Examination procedure listed in the catalog.

Area VI – Computer Skills and Applications Requirements

Computer Science 100H removed.

Area D – Cultural Breadth

Business 106 removed.

Women's Studies 201 removed.

Area E2 – Communication and Analytical Thinking

Computer Science 100H removed.

GENERAL EDUCATION REQUIREMENTS FOR THE CALIFORNIA STATE UNIVERSITY (Plan B):

The following options were added, removed or revised for general education requirements:

Area C1 – Arts (Art, Dance, Music, Theatre)

Theater Arts 101 removed.

Area D4 – Gender Studies

Women's Studies 201 removed.

INTERSEGMENTAL GENERAL EDUCATION TRANSFER CURRICULUM (Plan C):

The following options were added, removed or revised for general education requirements:

Area 3, Group A – Arts

Theater Arts 101 removed.

Area 4 – Social and Behavioral Sciences

Women's Studies 201 removed.

NEW PROGRAMS, DEGREES AND CERTIFICATES:

One (1) new certificate* was added to the academic year.

*(See Attachment #1)

REVISED PROGRAMS, DEGREES AND CERTIFICATES:

A total of forty (40) programs, degrees and certificates* were revised because of changes in required or restricted elective courses, advisory committee recommendations, changes in requirements for four year schools, and recommendations from state agencies.

*(See Attachment #2)

DEACTIVATED PROGRAMS, DEGREES AND CERTIFICATES:

A total of ten (10) programs, degrees and certificates* were deactivated and removed from the catalog.

*(See Attachment #3)

NEW COURSES:

Seven (7) new courses* were approved because of new and/or expanded programs or major changes in the discipline.

*(See Attachment #4)

REVISED SCC ONLY COURSES:

Ninety-seven (97) SCC only course revisions* were approved which reflected changes in title, units, hours, or content.

*(See Attachment #5)

REVISED COMMON COURSES:

One-hundred fifty-nine (159) common course revisions* were approved which reflected changes in title, units, hours, or content.

*(See Attachment #6)

DISTANCE EDUCATION COURSES:

Fifty-two (52) Distance Education courses* were approved.

*(See Attachment #7)

STAND-ALONE COURSES:

Twenty (20) Stand-Alone courses* were approved as revised or deactivated.

*(See Attachment #8)

DEACTIVATED COURSES:

Forty-two (42) courses* were deactivated and removed from the catalog.

*(See Attachment #9)

Cc: Morrie Barembaum, Academic Senate President, Santiago Canyon College
Aracely Mora, Vice-President of Academic Affairs, Santiago Canyon College
John Hernandez, Vice-President of Student Services, Santiago Canyon College
Jose Vargas, Vice-President of Continuing Education, Orange Education Center
Corine Doughty, Dean of Business and Career Technical Education, Santiago Canyon College
Ruth Babeshoff, Dean of Counseling and Student Support Services, Santiago Canyon College
John Weispfenning, Dean of Library, Arts, Humanities and Social Sciences, Santiago Canyon College
Martin Stringer, Interim Dean of Mathematics and Sciences and Athletics Director, Santiago Canyon College
Bonita Jaros, Chair of the Curriculum and Instruction Council, Santa Ana College
Erlinda Martinez, President of Santa Ana College
Raymond Hicks, Academic Senate President, Santa Ana College
Monica Porter, Secretary Treasury of Academic Senate, Santa Ana College
Linda Rose, Vice-President of Academic Affairs, Santa Ana College
Raúl Rodríguez, Ph.D., Chancellor

NEW PROGRAMS, DEGREES AND CERTIFICATES

2012-2013 Catalog

Credit

None

Non-Credit

Enhanced Intermediate ESL Skills Certificate of Completion

REVISED PROGRAMS, DEGREES AND CERTIFICATES

2012-2013 Catalog

Credit

Accounting A.A. Degree
Accounting Certificate of Achievement
Art A.A. Degree
Business Administration A.A. Degree
Business Management A.A. Degree
Computer Information Systems A.S. Degree
Computer Information Systems Certificate of Achievement
Computer Science A.S. Degree
Computer Science Certificate of Achievement
Computerized Accounting Certificate of Proficiency
Economics A.A. Degree
Entrepreneurship A.A. Degree
Entrepreneurship Certificate of Achievement
General Accounting Certificate of Proficiency
General Management A.A. Degree
General Marketing A.A. Degree
Geography A.A. Degree
Geology A.S. Degree
Liberal Arts: Arts, Humanities, and Communication A.A. Degree
Liberal Arts: Mathematics and Sciences A.S. Degree
Liberal Arts: Multi-Cultural Studies A.A. Degree
Liberal Arts: Social and Behavioral Sciences A.A. Degree
Philosophy A.A. Degree
Physics A.S. Degree
Political Science A.A. Degree
Project Management Certificate of Proficiency
Psychology A.A. Degree
Real Estate A.S. Degree
Real Estate Certificate of Achievement
Real Estate Salesperson Certificate
Science A.S. Degree
Small Business Certificate of Proficiency
Social Science A.A. Degree
Web Page Designer Certificate of Proficiency
Women's Studies A.A. Degree

Non-Credit

Enhanced Intermediate ESL Skills Certificate of Completion
ESL Beginning Multilevel Certificate of Completion
ESL Intermediate Multilevel Certificate of Completion
ESL Intermediate Writing Certificate of Completion
Secondary Education Certificate of Competency

DEACTIVATED PROGRAMS, DEGREES AND CERTIFICATES

2012-2013 Catalog

Credit

Apprenticeship Barbering Certificate of Achievement

Retail Management Certificate of Achievement

Green-Sustainable Building Code Certificate

Non-Credit

ESL Beginning 1 Certificate of Completion

ESL Beginning 2 Certificate of Completion

ESL Beginning 3 Certificate of Completion

ESL Intermediate 1 Certificate of Completion

ESL Intermediate 2 Certificate of Completion

ESL Intermediate 3 Certificate of Completion

Vocational ESL Employability Certificate of Completion

NEW COURSES

2012-2013 Catalog

Credit

Apprenticeship Operating Engineers	054	Tower Crane
Apprenticeship Operating Engineers	079	Certified Welding Inspector
Apprenticeship Operating Engineers	080	Structural Concrete Plan Reading
Apprenticeship Operating Engineers	081	Structural Reinforced Concrete for Inspectors
Art	256	Advanced Studio - Stained Glass
Art	258	Advanced Studio - Glass Exploration
Education	110	The Teaching Experience: Exploration

Non-Credit

None

REVISED SCC ONLY COURSES

2012-2013 Catalog

Credit

American College English	N42	Developing Academic Writing and Reading
American College English	052	Expanding Academic Writing and Reading
American College English	093	Refining Academic Skills
American College English	102	Refining Academic Writing and Reading
American College English	116	Introduction to Academic Composition
Apprenticeship Operating Engineers	041	Introduction to Apprenticeship
Apprenticeship Operating Engineers	042	Grade Checking
Apprenticeship Operating Engineers	043	Equipment Operator 3
Apprenticeship Operating Engineers	044	Plan Reading
Apprenticeship Operating Engineers	045	Equipment Operator 5
Apprenticeship Operating Engineers	046	Hazmat 6
Art	128	Introduction to Illustration
Art	139	Experimental Mixed-Media Painting
Art	228	Intermediate Illustration
Art	229	Multimedia Applications for the Web
Business	090	Principles of Project Management
Counseling	101	Educational, Personal, Cultural, and Career Exploration
Exercise Science	109	Sport in US Society
Exercise Science	111	Sports Psychology
Gemology	011	Introductory Colored Stones
Gemology	012	Advanced Colored Stones
Gemology	015	Colored Stones and Diamond Lab
Gemology	020	Diamonds
Gemology	029	The Jewelry Profession
Gemology	030	Antique and Period Jewelry
Gemology	040	Appraisal Theory and Practice
Gemology	050	Pearls
Geology	180	Geologic Field Studies of the San Andreas Fault
Geology	260	Introduction to Mineralogy and Crystallography
Italian	194	Conversation and Composition
Italian	195	Advanced Conversational Italian
Italian	201	Intermediate Italian I
Italian	202	Intermediate Italian II
Management	123	Supervision
Mathematics	N05	Basic Mathematics
Mathematics	N48L	Pre-Algebra/Algebra Basics Math Lab
Mathematics	060L	Beginning Algebra Math Lab
Marketing	135	Web Marketing and Promotion
Philosophy	115	Philosophy of Religion
Philosophy	120	Introduction to Social and Political Philosophy
Political Science	121	Model United Nations
Political Science	230	Political Theory

REVISED COURSES (con't)

Credit

Public Works	080	Principles of Project Management
Public Works	081	Applied Project Management
Real Estate	102	Real Estate Principles
Real Estate	103	Legal Aspects of Real Estate
Real Estate	105	Real Estate Practice
Real Estate	106	Real Estate Finance
Real Estate	110	Real Estate Economics
Real Estate	112	Real Property Management
Real Estate	114	Appraisal Principles and Procedures
Real Estate	116	Residential Real Estate Appraisal
Real Estate	117	Residential Report Writing and Case Studies
Water Utility Science	042	Hot Topics: Managerial Issues Updates
Water Utility Science	043	Hot Topics: Operational Updates
Water Utility Science	044	Hot Topics: Maintenance and Security
Water Utility Science	045	Pump Maintenance Workshop
Water Utility Science	050	Water Mathematics and Hydraulics
Water Utility Science	101	Water Treatment Fundamentals
Water Utility Science	104	Electrical Wiring and Controls for Operators
Water Utility Science	108	Cross Connection Control Specialist
Water Utility Science	135	Chlorine Workshop
Water Utility Science	204	Water Reclamation and Reuse
Water Utility Science	208	Pumps and Pumping

Non-Credit

English As a Second Language	250	Seminar for Beginning ESL Students
English As a Second Language	260	Seminar for Intermediate ESL Students
English As a Second Language	440	Beginning 1-3 Multilevel
English As a Second Language	500	Intermediate 1-3 Multilevel
English As a Second Language	606	Interactive Language Training
High School Subjects - English	020	Literature Brought to Life
High School Subjects - English	052	English Language Arts 1
High School Subjects - English	053	English Language Arts 2
High School Subjects - English	201	Survey of English Level 1
High School Subjects - English	202	Survey of English Level 2
High School Subjects - English	203	Survey of English Level 3
High School Subjects - English	204	Survey of English Level 4
High School Subjects - Other	201	Spanish 1B
High School Subjects - Other	501	Spanish 1A
High School Subjects - Other	505	Spanish 2A
High School Subjects - Other	510	Spanish 2B
High School Subjects - Social Science	216	World Cultures 1A
High School Subjects - Social Science	217	World Cultures 1B
Vocational Business	010	Introduction to Web Design using Adobe Dreamweaver

REVISED COURSES (con't)**Non-Credit**

Vocational Business	011	Introduction to Web Graphics using Adobe CS Tools
Vocational Business	012	Workforce Readiness
Vocational Business	013	Introduction to Personal Management using Microsoft Outlook
Vocational Business	080	Introduction to Medical Billing
Vocational Business	096	Introduction to Use of Digital Cameras
Vocational Business	097	Introduction to Personal Commerce on the Internet
Vocational Business	101	Introduction to 3D Modeling using Blender
Vocational Business	102	Introduction to Desktop Publishing using Adobe InDesign
Vocational Business	103	Introduction to MS Project
Vocational Business	119	Introduction to Keyboarding and Basic Windows
Vocational Business	120	Introduction to Animations using Adobe Flash
Vocational Business	121	Introduction to Computer Software Applications
Vocational Business	261	Introduction to Databases using MS Access
Vocational Food	010	Institutional Food Preparation

REVISED COMMON COURSES

2012-2013 Catalog

Credit

Accounting	101	Financial Accounting
Accounting	102	Managerial Accounting
Accounting	204	Managerial Cost Accounting
Accounting	205	Intermediate Accounting
Anthropology	100H	Honors Introduction to Cultural Anthropology
Anthropology	101	Introduction to Physical Anthropology
Art	101	Survey of Western Art History I: Prehistory Through The Middle Ages
Art	111	Three-Dimensional Design
Art	130	Introduction to Drawing
Art	183	Beginning Stained Glass
Art	186	Intermediate Stained Glass
Art	195	Introduction to Digital Media Arts
Business	100	Fundamentals of Business
Business	101	Business Law
Business	103	Cooperative Work Experience Education
Business	105	Legal Environment of Business
Business	120	Principles of Management
Business	121	Human Relations and Organizational Behavior
Business	130	Personal Finance
Business	150	Introduction to Information Systems and Applications
Business	160	Introduction to Stock and Bond Investments
Business	170	Principles of Small Business Management
Business	171	Business Plan for Small Business
Business	222	Business Writing
Chemistry	119	Fundamentals - General and Organic
Chemistry	209	Introductory Chemistry
Chemistry	210	General, Organic, and Biochemistry
Chemistry	219	General Chemistry
Chemistry	229	General Chemistry and Qualitative Analysis
Chemistry	249	Organic Chemistry I
Chemistry	259	Organic Chemistry II
Chicano Studies	101	Introduction to Chicano Studies
Computer Science	111	Introduction to Computer Organization
Counseling	106	Inquiries Into Higher Education
Counseling	110	University Transfer Research
Counseling	111	Learning Skills Development
Counseling	125	Exploring Leadership
Counseling	N45	Orientation to College
Economics	120	Principles/Macro
Economics	121	Principles/Micros
Education	210	The Teaching Experience: Secondary Education

REVISED COMMON COURSES (con't)

Credit

English	220	Survey of the Bible as Literature
English	231	Survey of English Literature
English	232	Survey of English Literature
English	233A	Shakespeare's Comedies and Romances
English	233B	Shakespeare's Tragedies and History Plays
English	272	Survey of World Literature
English	N50	Introduction to Written Communication
Ethnic Studies	101	Introduction to Ethnic Studies
Geography	101	Physical Geography
Geology	150	Introduction to Oceanography
Geology	162	Geologic Field Studies of the Mojave Desert
Geology	164	Geologic Field Studies of the Eastern Sierra Nevada
Geology	173	Geologic Field Studies of Death Valley
Geology	174	Geologic Field Studies of Joshua Tree National Park
Geology	176	Geologic Field Studies of the San Bernardino and San Gabriel Mountains
Geology	201	Introduction to Historical Geology
History	120	The United States to 1865
History	120H	Honors the United States to 1865
History	121	The United States Since 1865
History	121H	Honors the United States Since 1865
History	122	American History-Dynamics of Change
Management	120	Principles of Management
Management	121	Human Relations and Organizational Behavior
Management	122	Business Communications
Management	135	Human Resource Management
Marketing	112	Principles of Advertising
Marketing	113	Principles of Marketing
Marketing	114	Professional Selling
Marketing	115	Consumer Behavior
Marketing	172	Small Business Marketing and Advertising
Mathematics	030	Coping with Math Anxiety
Mathematics	105	Mathematics for Liberal Arts Students
Mathematics	140	College Algebra
Mathematics	150	Calculus for Biological, Management and Social Sciences
Mathematics	160	Trigonometry
Mathematics	180	Analytic Geometry and Calculus
Mathematics	180H	Honors Analytic Geometry and Calculus
Mathematics	185	Analytic Geometry and Calculus
Mathematics	203	Fundamental Concepts of Elementary Mathematics
Mathematics	219	Statistics and Probability
Mathematics	219H	Honors Statistics and Probability
Mathematics	280	Intermediate Calculus
Mathematics	290	Linear Algebra

Credit

Mathematics	295	Beginning Differential Equations
Mathematics	N06	Essential Mathematics
Mathematics	N48	Pre-Algebra/Algebra Basics
Music	104	Rock Music History and Appreciation
Music	121	Beginning Voice
Music	122	Intermediate Voice
Music	187	Advanced Classical Guitar
Philosophy	111	Introductory Logic
Philosophy	118	History of Philosophy
Physical Science	115	Concepts in Physical Sciences for Educators
Physics	109	Survey of General Physics
Physics	210	Principles of Physics I
Physics	211	Principles of Physics II
Physics	217	Engineering Physics I
Physics	227	Engineering Physics II
Physics	237	Engineering Physics III
Physics	279	College Physics I
Physics	289	College Physics II
Political Science	101	Introduction to American Governments
Political Science	200	American Political Thought
Psychology	157	Introduction to Child Psychology
Psychology	200	Introduction to Biological Psychology
Psychology	240	Introduction to Social Psychology
Reading	102	Academic Reading
Reading	150	Critical Reading
Sign Language	110	American Sign Language I
Sign Language	111	American Sign Language II
Sign Language	112	American Sign Language III
Sign Language	113	Introduction to Interpreting for the Deaf
Sign Language	116	Perspectives on Deafness
Social Science	219H	Honors Statistics and Probability
Social Science	219	Statistics and Probability
Sociology	240	Introduction to Social Psychology
Spanish	202	Intermediate Spanish II
Spanish	213	College Spanish Composition
Theatre Arts	100	Introduction to Theatre
Women's Studies	101	Introduction to Women's Studies
Women's Studies	102	Women in America: Work, Family, Self

REVISED COMMON COURSES (con't)

Non-Credit

Adult Basic Education	009	Adult Basic Education
English As a Second Language	399	ESL Literacy
English As a Second Language	400	Transition ESL
English As a Second Language	410	Beginning ESL 1
English As a Second Language	420	Beginning ESL 2
English As a Second Language	430	Beginning ESL 3
High School Subjects - English	066	English Fundamentals 2
High School Subjects - English	067	English Fundamentals 3
High School Subjects - English	068	English Fundamentals 4
High School Subjects - English	072	Poetry
High School Subjects - English	076	The Novel
High School Subjects - English	083	Composition 1
High School Subjects - English	084	Composition 2
High School Subjects - English	085	Composition 3
High School Subjects - English	098	Building Vocabulary 3
High School Subjects - Social Science	215	Introduction to Economics
High School Subjects - Social Science	218	U.S. History 1: Colonization to Industrialization
High School Subjects - Social Science	219	U.S. History 2: The Shaping of Modern America
High School Subjects - Social Science	222	Government 1: United States Federal Government and Politics
High School Subjects - Social Science	223	Government 2: California State/Local Government
High School Subjects - Social Science	224	World Geography 1A
High School Subjects - Social Science	225	World Geography 1B
High School Subjects -Science	192	Basic Science 1
High School Subjects -Science	193	Basic Science 2
Parent Education	527	Pre-Kindergarten "Parent and Me" Training
Parent Education	532	Effective Parenting
Parent Education	544	Preparation for Childbirth
Vocational Business	109	Introduction to Desktop Video Editing using Adobe Premiere
Vocational Business	117	Introduction to Document Processing using Adobe Acrobat
Vocational Business	118	Introduction to Windows
Vocational Business	242	Introduction to Vector Graphics using Adobe Illustrator
Vocational Business	258	Navigating the Internet
Vocational Business	260	Introduction to Word Processing using MS Word
Vocational Business	262	Introduction to Spreadsheets using MS Excel
Vocational Business	302	Introduction to Web Page Development using HTML
Vocational Business	303	Introduction to Electronic Imaging using Adobe Photoshop
Vocational Business	304	Introduction to Electronic Presentations using MS PowerPoint

DISTANCE EDUCATION COURSES**2012-2013 Catalog**

Accounting	101	Financial Accounting
Accounting	102	Managerial Accounting
Accounting	204	Managerial Cost Accounting
Accounting	205	Intermediate Accounting
Business	090	Principles of Project Management
Business	100	Fundamentals of Business
Business	120	Principles of Management
Business	121	Human Relations and Organizational Behavior
Business	130	Personal Finance
Business	150	Introduction to Information Systems and Applications
Business	160	Introduction to Stock and Bond Investments
Business	170	Principles of Small Business Management
Business	171	Business Plan for Small Business
Chemistry	119	Fundamentals - General and Organic
Chemistry	209	Introductory Chemistry
Economics	120	Principles/Macro
Economics	121	Principles/Micros
Exercise Science	109	Sport in US Society
Exercise Science	111	Sports Psychology
History	120	The United States to 1865
History	121	The United States Since 1865
Management	120	Principles of Management
Management	121	Human Relations and Organizational Behavior
Management	123	Supervision
Management	135	Human Resource Management
Marketing	112	Principles of Advertising
Marketing	113	Principles of Marketing
Marketing	114	Professional Selling
Marketing	115	Consumer Behavior
Marketing	135	Web Marketing and Promotion
Marketing	172	Small Business Marketing and Advertising
Mathematics	140	College Algebra
Mathematics	219	Statistics and Probability
Political Science	101	Introduction to American Governments
Political Science	121	Model United Nations
Psychology	157	Introduction to Child Psychology
Psychology	200	Introduction to Biological Psychology
Psychology	240	Introduction to Social Psychology
Public Works	080	Principles of Project Management
Public Works	081	Applied Project Management
Real Estate	102	Real Estate Principles
Real Estate	103	Legal Aspects of Real Estate
Real Estate	105	Real Estate Practice

DISTANCE EDUCATION COURSES (con't)

Real Estate	106	Real Estate Finance
Real Estate	110	Real Estate Economics
Real Estate	112	Real Property Management
Real Estate	114	Appraisal Principles and Procedures
Real Estate	116	Residential Real Estate Appraisal
Real Estate	117	Residential Report Writing and Case Studies
Social Science	219	Statistics and Probability
Sociology	240	Introduction to Social Psychology
Water Utility Science	050	Water Mathematics and Hydraulics

STAND-ALONE COURSES**2012-2013 Catalog****Revised**

Apprenticeship Operating Engineers	054	Tower Crane
Business	130	Personal Finance
Business	160	Introduction to Stock and Bond Investments
Business	103	Cooperative Work Experienced Education
Counseling	110	University Transfer Research
Counseling	N45	Orientation to College
Counseling	106	Inquiries Into Higher Education
Counseling	111	Learning Skills Development
Gemology	015	Colored Stones and Diamond Lab
Management	123	Supervision
Marketing	172	Small Business Marketing and Advertising
Mathematics	N06	Essential Mathematics
Mathematics	N05	Basic Mathematics
Music	011	Reading and Making Music
Water Utility Science	135	Chlorine Workshop

Deactivated

Public Works	076	Building Code Fundamentals
Public Works	077	Energy Code and Green Building Code
Public Works	078	Building Code Administration and Code Enforcement Process
Public Works	079	Sustainable Living and Green Building Concepts
Public Works	083	Capstone Project

DEACTIVATED COURSES

2012-2013 Catalog

Credit

Accounting	101H	Honors Financial Accounting
Accounting	102H	Honors Managerial Accounting
Apprenticeship Barbering	020	Pre-Apprentice Barbering
Apprenticeship Barbering	021	Barbering Apprentice 1
Apprenticeship Barbering	022	Barbering Apprentice 2
Apprenticeship Barbering	023	Barbering Apprentice 3
Apprenticeship Barbering	024	Barbering Apprentice 4
Apprenticeship Barbering	030	Barbering Skills
Apprenticeship Carpentry	028B	Formwork Problems (C-114)
Art	240	Intermediate Watercolor
Business	106	Culture and International Business-Kiss, Bow Or Shake Hands
Business	125	Introduction to International Business
Business	172	Small Business Marketing and Advertising
Computer Information Systems	122	Dreamweaver
Computer Information Systems	128	Networking Technology
Computer Information Systems	134	XML Programming
Computer Information Systems	135	Advanced FLASH
Computer Information Systems	144	Creating Business Presentations for the Web
Computer Information Systems	146	Videoconferencing for Business
Computer Science	100H	Honors the Computer and Society
Computer Science	119	Fundamentals of Assembly Programming
Dance	020	Conditioning for Dance Technique
Dance	022	Dance Stretch
Geology	111	Dinosaurs and the Geology of the Mesozoic Era
Geology	112	Earthquakes
Geology	113	Volcanoes
Geology	166	Geologic Field Studies of the Sierra Nevada
Geology	168	Geologic Field Studies of the Owens Valley
Marketing	111	Principles of Retailing
Music	011	Reading and Making Music
Public Works	076	Building Code Fundamentals
Public Works	077	Energy Code and Green Building Code
Public Works	078	Building Code Administration and Code Enforcement Process
Public Works	079	Sustainable Living and Green Building Concepts
Public Works	083	Capstone Project
Special Services	N65	Academic Coaching
Theatre Arts	101	Acting and Actors - An Historical Perspective
Theatre Arts	242	Intermediate Television Commercial Acting Workshop
TV/Video Communications	243	Intermediate Television Commercial Acting Workshop
Women's Studies	201	Contemporary Women's Issues

DEACTIVATED COURSES (con't)

2012-2013 Catalog

Non-Credit

English as a Second Language	600	Personal Discovery for Employability
High School Subjects - Arts	500	Introduction to Theatre Arts

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

To:	Board of Trustees	Date: March 12, 2012
Re:	Approval of Santa Ana College Community Services Program – Summer 2012	
Action:	Request For Approval	

BACKGROUND

The Santa Ana College Community Services Program offers classes that are of special interest or designed for a specific audience or need. They are noncredit, usually shorter in duration than credit classes, and do not require lengthy preparation or rigorous testing. From the creative arts and financial management to computer software and special tours, these programs are offered to the general public for educational, cultural, social and recreational purposes for a fee. Its inherent flexibility allows the addition or replacement of classes that have the most cost-effective impact on our program and the community.

ANALYSIS

The proposed Summer 2012 schedule offers 170 academic and professional development courses; personal enrichment and recreational activities for adults and children in the Santa Ana College service area. Early marketing strategies promote a robust College for Kids Program featuring nearly 50 academic and recreational activities. Discovery of innovative, creative, and relevant workshops foster the expansion to offer a comprehensive menu of courses that sustain the solvency of the Community Services Program

RECOMMENDATION

It is recommended that the Board of Trustees review and approve the attached proposed Santa Ana College Community Services Program for Summer 2012.

Fiscal Impact:	\$35,000 (estimated net income after expenses)	Board Date: March 12, 2012
Prepared by:	Sara Lundquist, Ph.D., Vice President of Student Services Lilia Tanakeyowma, Ed. D., Dean of Student Affairs	
Submitted by:	Erlinda J. Martinez, Ed. D., President, Santa Ana College	
Recommended by:	Raúl Rodriguez, Ph.D., Chancellor, RSCCD	

COMMUNITY SERVICES – SUMMER 2012 PROGRAM

<u>Category/Event Name</u>	<u>Instructor</u>	<u>Fee</u>	<u>Pay Rate</u>
Animal Care			
Puppy Kindergarten	Dog Services Unlimited	\$69	60/40
Basic Dog Manners	Dog Services Unlimited	\$72	60/40
Dog Obedience	Dog Services Unlimited	\$82	60/40
Arts & Crafts			
Floral Design	Mina Asadirad	\$25	70/30
Beads, Crystals, Semi-Precious Stones	Brigitte Burns	\$25	60/40
Wire Wrapping	Brigitte Burns	\$25	60/40
Pearl Knotting	Brigitte Burns	\$25	60/40
Multi-Strand Design	Brigitte Burns	\$25	60/40
One Stitch At A Time	Cheryl Guerri	\$82	60/40
Knitting/Looming	Brigitte Burns	\$69	60/40
Watercolor Painting	Barbara Spies	\$69	60/40
Camera Basics	Ralph Velasco	\$29	60/40
Photographic Composition	Ralph Velasco	\$29	60/40
Travel Photography	Ralph Velasco	\$29	60/40
Candlemaking	Quayum Abdul	\$29	60/40
Soapmaking	Quayum Abdul	\$29	60/40
Automotive			
BAR Update	Douglas Wilkes	\$295	60/40
CCDET Smoke Opacity	Tom Hogue	\$175	60/40
EPA Certification	Tom Hogue	\$215	60/40
Auto Wholesale Business	Ronald Williams	\$85	60/40
HVAC I & II	Glen Hammond	\$200	60/40
Basic Car Repair	Doug Wilkes	\$59	60/40
Car Upholstery	Paul Dominguez	\$89	60/40
Business & Careers			
Small Business Bookkeeping & Taxes	Phil Famolaro	\$89	60/40
Successful Opportunities in Cart Vending	Gene Konstant	\$49	60/40
Become A Notary Public	Carrie Christensen	\$85	60/40
Start Your Own Business	Nancy Miller	\$39	60/40
Build Your Own Website	Michael Rounds	\$39	60/40
Cash In On Your Ideas & Inventions	Nancy Miller	\$39	60/40
Grant Writing Fundamentals	John Drew	\$69	60/40
How To Sell on eBay	Francis Greenspan	\$79	60/40
NASBITE/CGBP Prep	Madeline Grant	\$89	60/40
Become An Event Planner	Elisha Valentine	\$69	60/40
Voice Overs-You're On The Air	Such A Voice	\$29	60/40
Earn Extra Money As A Mystery Shopper	Elaine Moran	\$39	60/40
Identify Your Perfect Career	Sue Montelone	\$39	60/40
HTML & CSS Web Design	Alberto Ortiz	\$89	60/40
Home Based Web Hosting	Alberto Ortiz	\$89	60/40
Child Visitation Monitor	Carrie Christensen	\$199	60/40
How to Choose A Contractor	Phil Famolaro	\$99	60/40
Personal Trainer Certification	WITS	\$524	60/40
Quickbooks Accounting	Theresa Hagelbarger	\$129	60/40
Home Based Business	LeeAnne Krusemark	\$29	60/40
Typing/Word Processing Business	LeeAnne Krusemark	\$15	60/40
Getting Published	LeeAnne Krusemark	\$29	60/40
Meet the Publisher	LeeAnne Krusemark	\$15	60/40
Cart Vending	Gene Konstant	\$39	60/40
Teaching Fitness to 50+	Debbi Harper	\$49	60/40
Social Media for Business	Kelly Lewis	\$149	60/40

COMMUNITY SERVICES – SUMMER 2012 PROGRAM

<u>Category/Event Name</u>	<u>Instructor</u>	<u>Fee</u>	<u>Pay Rate</u>
Overcome Fear of Public Speaking	Nick Lazaris	\$29	60/40
Solar PV Design & Installation	Quayum Abdul	\$295	60/40
Become A Substitute Teacher	Charles Prosper	\$39	60/40
Threading From A to Z	Sue Mikhael	\$89	60/40
College For Kids			
Reading Development	Readwrite Education	\$89	\$35/hour
Math Development	Readwrite Education	\$89	\$35/hour
Speed Reading & Vocabulary Building	Readwrite Education	\$69	\$35/hour
Study Skills & Test Taking	Readwrite Education	\$59	\$35/hour
Talk Your Way to Straight A's	Vandye Forrester	\$29	60/40
English Composition	Phyllis Neal	\$59	60/40
Seriously Awesome Sitters	Sabrina Bradley	\$39	60/40
Healthy Mini Chefs	Sue Ratanjee	\$79	60/40
Horse Camp	Cheryl Skidmore	\$44	60/40
Musical Theater	Charna Lopez	\$89	\$30/hour
Dance, Dance, Dance	Charna Lopez	\$59	\$30/hour
SAT Prep	Sheldon/Holly	\$115	\$35/hour
Tennis Camp	Alex Venidis	\$69	60/40
Teen Make-Up & Skin Care	Michelle Jackson	\$39	60/40
Beginning Drawing	Barbara Spies	\$49	60/40
Paint Your Heart Out	Barbara Spies	\$49	60/40
Watercolor Designs	Barbara Spies	\$49	60/40
Forensic Science	Discovery Science	\$49	60/40
Lego Robotics Engineering Camp	Mathobotix Camp	\$199	60/40
Manners for Kids	Theresa Hagelbarger	\$129	60/40
Online Driver's Ed	Erika Vieyra	\$55	60/40
Spanish For Kids	Alicia Migliarini	\$69	60/40
Basketball Camp	Johnathan Emaguna	\$79	60/40
Keyboarding	Nancy Haugen	\$79	\$35/hour
Computers	Debra Crowley	\$79	\$35/hour
Web Design for Kids	Nancy Haugen	\$79	\$35/hour
Digital Photography	Debra Crowley	\$79	\$35/hour
Photoshop	Debra Crowley	\$79	\$35/hour
Pre-Algebra	Maria Lopez-Sheldon	\$99	\$35/hour
Algebra	Maria Lopez-Sheldon	\$99	\$35/hour
Fractions, Decimals & Percents	Maria Lopez-Sheldon	\$99	\$35/hour
Word Problems	Maria Lopez-Sheldon	\$99	\$35/hour
Aquatics Camp	Alfred Reyes	\$34	60/40
Sewing	Cheryl Guacci	\$82	60/40
Kids & Money	Barbara Stowell	\$59	60/40
Writing Academy	Alpine Tutoring	\$92	60/40
Beginning Guitar	Nicole Lee	\$69	60/40
Beginning Piano	Nicole Lee	\$69	60/40
Animation Cartooning	Freshi Films	\$89	20/80
Action Adventure	Freshi Films	\$89	20/80
Filmaking	Freshi Films	\$89	20/80
Anime-Action	Freshi Films	\$99	20/80
Game Design	Freshi Films	\$99	20/80
Jewelry Design	Marilu Morency	\$69	60/40
Early Reading Development	Alpine Tutoring	\$89	60/40
How To Succeed in College	Charles Prosper	\$39	60/40

COMMUNITY SERVICES – SUMMER 2012 PROGRAM

<u>Category/Event Name</u>	<u>Instructor</u>	<u>Fee</u>	<u>Pay Rate</u>
Computers			
MS Applications	Debra Crowley	\$79	\$35/hour
Web Design Fundamentals	Nancy Haugen	\$79	\$35/hour
Photoshop Fundamentals	Debra Crowley	\$79	\$35/hr
Digital Photography	Debra Crowley	\$79	\$35/hr
Blogging 101	Kelly Lewis	\$79	60/40
Computer Basics	Dori Dumon	\$39	\$35/hr
Intro to Microsoft Windows	Dori Dumon	\$39	\$35/hr
Managing Computer Files	Dori Dumon	\$39	\$35/hr
Email & Calendar	Dori Dumon	\$39	\$35/hr
Intro to MS Word	Dori Dumon	\$39	\$35/hr
Intro to MS Excel	Dori Dumon	\$39	\$35/hr
Digital Comic Script Writing	Freshi Films	\$99	20/80
Court Mandated			
Alcohol & Drug Awareness	Pat Verwiel	\$40	50/50
14601.1 Suspended License Program	Berry Reed	\$255	50/50
Culinary Arts			
Flavors of India	Sue Ratanjee	\$29	60/40
Sushi Made Easy	Dave Sobel	\$29	60/40
Cooking with Tarla	Tarla Fallgatter	\$29	60/40
Cupcake Specialty	Jammie South	\$29	60/40
Healthy Pantry	Barb Sobel	\$79	60/40
Food Art	Bea Haggar	\$79	60/40
Dance			
Salsa	Salomon Rivera	\$59	60/40
Belly Dance	JoEllen Larsen	\$59	60/40
Night Club Dancing	John Potter	\$59	60/40
Come Out Swingin'	John Potter	\$59	60/40
Caribbean & Latin Dance	Miguel Figueroa	\$39	60/40
Advance Salsa	Miguel Figueroa	\$39	60/40
Health, Fitness & Beauty			
Yoga	Pamela Buonanotte	\$69	60/40
Basic First Aid & CPR	Sabrina Bradley	\$25	60/40
Couples Massage	Barb Sobel	\$39/\$59	60/40
Head, Neck, Shoulder Massage	Barb Sobel	\$39/\$59	60/40
Meditation	Suzan Campbell	\$69	60/40
Meditation in Motion	Bing Luh	\$69	60/40
Fitness Conditioning	Staff	\$15	50/50
Zumba	Jenise Soto	\$59	60/40
Open Court Badminton	Chi Tran	\$29/\$44	60/40
MakeUp & Skin Care	Michelle Jackson	\$45	60/40
Evening of Massage	Barb Sobel	\$39/\$59	60/40
Martial Arts Cardio Fitness	Mike Dunchok	\$59	60/40
Evening Tennis	Alex Venidis	\$69	60/40
Women's Self Defense	Mike Dunchok	\$59	60/40
Feng Shui: Work, Home & You	Kathy Zimmerman	\$29	60/40
Home & Garden			
Interior Design	Tahani Omari	\$69	60/40
Electrical Repairs	Phil Famolaro	\$74	60/40

COMMUNITY SERVICES – SUMMER 2012 PROGRAM

<u>Category/Event Name</u>	<u>Instructor</u>	<u>Fee</u>	<u>Pay Rate</u>
Language			
Conversational Spanish	Alicia Migliarini	\$79	60/40
Italian for the Traveler	Alpine Tutoring	\$79	60/40
Money Matters			
Extreme Couponing	Nancy Miller	\$29	60/40
Investment Bootcamp	Jalon O'Connell	\$44/\$66	60/40
Wealth Management	Silverberg & Cook	\$44/\$66	60/40
Older Adult			
Long Term Care with Gov't Funding	Carl Leiter	\$29	60/40
Brain Fitness	Debbi Harper	\$29	60/40
Computer Basics	Dori Dumon	\$59	60/40
Meditation in Motion	Suzan Campbell	\$29	60/40
Evening Tennis	Alex Venidis	\$59	60/40
Aqua Aerobics	Alfred Reyes	\$59	60/40
Online Workshops			
Internet & Basic Computer Literacy	Education To Go	\$89	\$52
Web Page Design, Graphics & Multimedia	Education To Go	\$89	\$52
Computer Troubleshooting & Networking	Education To Go	\$89	\$52
Computer Programming	Education To Go	\$89	\$52
Digital Photography & Digital Video	Education To Go	\$89	\$52
Languages (various)	Education To Go	\$89	\$52
Writing Courses	Education To Go	\$89	\$52
Entertainment Industry	Education To Go	\$89	\$52
Business Planning & Sales	Education To Go	\$89	\$52
Business Marketing & Accounting	Education To Go	\$89	\$52
Finance, Wealth & Career Building	Education To Go	\$89	\$52
Family, Parenting & Child Care	Education To Go	\$89	\$52
Personal Enrichment	Education To Go	\$89	\$52
Online Career Training Programs			
Business & Professional	Gatlin Education	\$1795	\$300
Healthcare & Fitness	Gatlin Education	\$1795	\$300
Hospitality & Gaming	Gatlin Education	\$1795	\$300
IT & Software Development	Gatlin Education	\$1795	\$300
Management & Corporate	Gatlin Education	\$1795	\$300
Media & Design	Gatlin Education	\$1795	\$300
Skilled Trades & Industrial	Gatlin Education	\$1795	\$300
Sustainable Energy & Going Green	Gatlin Education	\$1795	\$300
Real Estate			
Programas Alternativos	Sandy Flores	\$10	60/40
Profiting with Foreclosures	Marshall Reddick	\$49/\$79	60/40
Real Estate Investing for Beginners	Marshall Reddick	\$49/\$79	60/40
Real Estate Transaction Coordinator	Carrie Christensen	\$89	60/40
Travel			
San Diego Sunshine	Good Times Travel Tours	\$89	60/40
Pageant of the Masters	Good Times Travel Tours	\$79	60/40
Multi-Day Travel Orientation	Good Times Travel Tours	n/c	

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**Santiago Canyon College
Community Services Program**

To: Board of Trustees	Date: March 12, 2012
Re: Approval of Santiago Canyon College Community Services Program, Summer 2012	
Action: Request for Approval	

BACKGROUND

The summer 2012 Community Services Program reflects a comprehensive effort to meet the needs of the community by maintaining quality in community education programming through the development of new courses and promoting on-going revenue generating courses.

ANALYSIS

Santiago Canyon College (SCC) maintains a comprehensive educational Community Services Program that supports RSCCD's vision of "providing comprehensive educational opportunities" and responds to the diverse needs of the community. Community Services continues to expand its educational program by offering more than 125 cost effective classes in the SCC service area.

RECOMMENDATION

It is recommended that the Board of Trustees approve the proposed Santiago Canyon College Community Services Program for summer 2012.

Fiscal Impact: \$25,000 revenue	Board Date: March 12, 2012
Prepared by: Jose Vargas, Vice President of Continuing Education	
Submitted by: Juan Vázquez, President	
Recommended by: Dr. Raúl Rodríguez, Ph.D., Chancellor	

SANTIAGO CANYON COLLEGE
Community Services Program - Summer 2012

<u>Category/Event Name</u>	<u>Instructor</u>	<u>Fee</u>	<u>Pay Rate</u> <u>SCC/Presenter</u>
Animal Care			
Dog Obedience	Dog Services Unlimited	\$72	60/40
Around the Home & Garden			
Interior Design for the Homeowner	Cynthia Albert	\$69	60/40
Basic Electrical Repairs	Rick Longobart	\$59	50/50
Basic Tiling Techniques	Rick Longobart	\$89	50/50
Arts & Crafts			
Drawing Techniques	Natasha Shoro	\$69	\$35/hour
Beginning Painting	Natasha Shoro	\$69	\$35/hour
Calligraphy- Art of Hand-Lettering	Carolyn Canonico	\$79	60/40
Business & Careers			
Introduction to Voiceovers	Voices for All	\$29	60/40
Become a Notary Public	Notary Public Seminars	\$85	60/40
Renew Your Notary	Notary Public Seminars	\$50	60/40
How to Become a Mystery Shopper	Elaine Moran	\$39	60/40
Human Resources Certification	Allison Pratt	\$99	50/50
• Employee Retention	Allison Pratt	\$39	50/50
• Conducting Effective Performance	Allison Pratt	\$39	50/50
• Effective/Legal Terminations	Allison Pratt	\$39	50/50
Writing Your 1 st Book	Bobbie Christensen	\$29	60/40
Publishing Your 1 st Book	Bobbie Christensen	\$29	60/40
Successful Home Based Business	Leeanne Krusemark	\$39	60/40
Word Processing Business	Leeanne Krusemark	\$15	60/40
Beginner's Guide to Getting Published	Leeanne Krusemark	\$39	60/40
Meet the Publisher	Leeanne Krusemark	\$19	60/40
Starting Your Own Business	Diana Woo Sullivan	\$59	60/40
Introduction to Social Media	James Troung	\$59	60/40
Accounting for the Non-Accountants	Theresa Hagelbarger	\$89	60/40
Introduction to QuickBooks	Theresa Hagelbarger	\$99	60/40
Advanced QuickBooks	Theresa Hagelbarger	\$99	60/40
Backflow Prevention Device Repair	Gary Blackmore	\$250	\$50/hour
Operation Management Certificate	Searchtec	\$645	35/65
• Principles of Quality Management	Searchtec	\$145	35/65
• Project Management	Searchtec	\$145	35/65
• Work Measurements & Work Systems	Searchtec	\$145	35/65
• Production Planning	Searchtec	\$145	35/65
• Supply Chain Logistics Management	Searchtec	\$145	35/65
Personal Trainer Certificate	World Instructor Training	\$524	\$424/person
Grant Writing	John Drew	\$50	60/40

SANTIAGO CANYON COLLEGE
Community Services Program - Summer 2012

<u>Category/Event Name</u>	<u>Instructor</u>	<u>Fee</u>	<u>Pay Rate</u> <u>SCC/Presenter</u>
College for Kids			
Basic Math (Grades 3/4)(Grades 5/6)	Mathnasium	\$98	60/40
Pre-Algebra/Algebra	Mathnasium	\$98	60/40
Judo, Jujitsu	Kevin Dalrymple	\$59	\$40/person
Musical Theater	Carol Roman	\$89	\$40/hour
Dance Camp	OC Dance Production	\$110	60/40
Natural A's	Curtis Adney	\$49	60/40
Keyboarding For Kids	Nancy Haugen	\$79	\$40/hour
Computers For Kids	Nancy Haugen	\$79	\$40/hour
Website Design	Instructor TBA	\$89	\$45/hour
Digital Photography for Kids	Instructor TBA	\$89	\$45/hour
Photoshop For Kids	Instructor TBA	\$78	\$45/hour
Spanish for Kids	CALINK Institute	\$69	\$40/hour
Because Manners Matter	Margaret Frazier	\$59	60/40
Seriously Awesome Sitters	Sabrina Bradley	\$39	60/40
Engineering with Legos @	Play-Well	\$145	\$96/person
Mad Machines & Red Hot Robots	Mad Science	\$120	\$80/person
Hot Rod Tech FX	Mad Science	\$120	\$80/person
Galaxy Defenders	Mad Science	\$120	\$80/person
Clues, Codes & Crazy Science	Mad Science	\$120	\$80/person
Forensic Science Academy	Charles Fanning	\$129	\$45/hour
Study Skills & Test Taking	Readwrite Education	\$59	\$40/hour
Reading Development	Readwrite Education	\$89	\$40/hour
Speed Reading & Vocabulary	Readwrite Education	\$69	\$40/hour
Reading Review (Grades2-5)	Instructor TBA	\$79	50/50
Writing Review (Grades 2-8)	Instructor TBA	\$79	50/50
Math Review (Grades 2-10)	Instructor TBA	\$79	50/50
Science Review (2-5)	Instructor TBA	\$79	50/50
Public Speaking (2-5)	Instructor TBA	\$79	50/50
English Composition & Writing Skills	Phyllis Neal	\$59	60/40
Math Made Easy with Excel	Theresa Hagelbarger	\$79	60/40
Catapult Games	Jeffrey Schumerth	\$69	60/40
Rockets, Planes & Hot Air Balloons	Jeffrey Schumerth	\$69	60/40
How to Write a College Essay	Jayne Munoz	\$59	\$40/hour
Guitar for Kids	Ron Gorman	\$79	50/50
Sew Simple	Carla Buchanan	\$69	60/40
Modeling for Girls & Teens	Tara Myer	\$59	60/40
Acting Fundamentals	Tara Myer	\$59	60/40
Leadership Development	Instructor TBA	\$59	\$40/hour
Chess	Jim Bullock	\$79	60/40
Art Camp-Cartoon Workshop	Young Rembrandts	\$99	60/40
Art Camp-Pastel Workshop	Young Rembrandts	\$99	60/40
Robotic Camps	Computer Explorers	\$99	\$75/person
Video Game Design/Movie Design	Freshi Films LLC	\$159	\$104/person
Lego/ Cartoon Flix	Incrediflix	\$159	\$96/person

SANTIAGO CANYON COLLEGE
Community Services Program - Summer 2012

<u>Category/Event Name</u>	<u>Instructor</u>	<u>Fee</u>	<u>Pay Rate</u> <u>SCC/Presenter</u>
Computers			
Computers for Beginners	Dori Dumon	\$89	\$35-45/hour
Introduction to Outlook & Email	Dori Dumon	\$89	\$35-45/hour
Managing Your Computer Files	Dori Dumon	\$44	\$35-\$45/hour
Become a Windows Wizard	Dori Dumon	\$44	\$35-45/hour
Introduction To Photoshop	Dori Dumon	\$89	\$35-45/hour
Microsoft Word - Part I	Don Dutton	\$89	\$35-45/hour
Introduction to MS Excel	Don Dutton	\$89	\$35-45/hour
Improving PC Performance	Robert Cohen	\$29	60/40
iPhones, iPads...and I'm Lost!	Robert Cohen	\$39	60/40
On-Line Courses	Education To Go	\$79-\$199	\$52-\$151
Dance			
Salsa	Salomon Rivera	\$59	60/40
Zumba	Salomon Rivera	\$59	60/40
Belly Dance	JoEllen Larsen	\$59	60/40
Ballet	Victoria Leonard	\$99	60/40
Strictly Ballroom	John Potter	\$59	\$40/hour
East Coast Swing	John Potter	\$59	\$40/hour
Dance at Your Wedding	John Potter	\$59	\$40/hour
Health, Beauty & Fitness			
Tai Chi Chuan	Karen Mack	\$59	60/40
Yoga	Lindsey Klabacha	\$79	60/40
Head & Foot Massage	Barbara Sobel	\$39/\$69	60/40
Evening of Massage	Barbara Sobel	\$39/\$69	60/40
Fitness Bootcamp	Francine Foroughi	\$69	60/40
Total Fitness	Jeffrey Nolasco	\$30	\$40/hour
Yoga for Everybody	Bobby Glicksir	\$30	\$40/hour
Language			
Spanish	CALINK Institute	\$69	60/40
Fast Fun French	Katherine Watson	\$59	60/40
Italian	Alpine Tutoring	\$69	60/40
Money Matters			
Master Your Investments	Jalon O'Connell	\$39/\$59	60/40
Plan for Retirement	Charles Munoz	\$49/\$59	60/40
Build Your Financial Portfolio for \$25 a Month	Bobbie Christensen	\$39/\$59	60/40
Music			
Beginning Guitar	Ron Gorman	\$89	50/50
Intermediate Guitar	Ron Gorman	\$89	50/50

SANTIAGO CANYON COLLEGE
Community Services Program - Summer 2012

<u>Category/Event Name</u>	<u>Instructor</u>	<u>Fee</u>	<u>Pay Rate</u> <u>SCC/Presenter</u>
<i>Personal Enrichment</i>			
What Were You Born To Do	Curtis Adney	\$49	60/40
Overcome Your Fear of Public Speaking	Nick Lazaris	\$29	60/40
Assertiveness Skills for Success	Nick Lazaris	\$29	60/40
<i>Special Interest</i>			
Digital Photography	Julie Diebolt Price	\$49	60/40
Get More Wow! With Your Photos	Julie Diebolt Price	\$49	60/40
Fly Fishing for Fun	Eric Christensen	\$39	60/40
CPR	Sabrina Bradley	\$29	60/40
Basic First Aid	Sabrina Bradley	\$29	60/40
Sushi Made Easy	Barbara & Dave Sobel	\$29	60/40
<i>Test Preparation</i>			
SAT Preparation	Joel Sheldon & Jayne Munoz	\$94	\$40/Hour
Online Driver's Education	Safety Drivers Ed	\$59	50/50
<i>Travel</i>			
Pageant of the Masters	Good Times Travel	\$79	\$62-\$73/person
San Diego Sunshine	Good Times Travel	\$89	\$72-\$83/person
Nevada Trains, Balloons & Cowboys	Good Times Travel	\$1399-\$1699	\$1329-\$1629
Lake Tahoe & the Eastern Sierra	Good Times Travel	\$749-\$999	\$697-947

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Santiago Canyon College
Mathematics and Sciences Division

To:	Board of Trustees	Date: March 12, 2012
Re:	Approval of Learning Activity Placement Agreement: Cal State University, Fullerton	
Action:	Request for Approval	

BACKGROUND

Students in Cal State University, Fullerton's health science classes are required to gain practical field experience, knowledge and skills through observation of a college professional in athletic training. This experience will be gained by working in the SCC Athletic Training Room while also attending athletic practices and events under the supervision of our Certified Athletic Trainer. The proposed Learning Activity Placement Agreement with Cal State University, Fullerton will yield the appropriate learning activities for the program.

ANALYSIS

The learning activity agreement covers the scope of program operations of the facility, as well as insurance and other issues relating to liability for both parties. The agreement has been reviewed and approved by RSCCD Risk Management. The agreement carries no costs or other financial arrangements and is in effect for five (5) years unless otherwise terminated by either party.

RECOMMENDATION

It is recommended that the Board of Trustees approve this agreement with California State University, Fullerton.

Fiscal Impact: None	Board Date: March 12, 2012
Prepared by: Aracely Mora, Vice President of Academic Affairs Martin Stringer, Interim Dean of Mathematics and Sciences	
Submitted by: Juan A. Vázquez, President, Santiago Canyon College	
Recommended by: Raúl Rodríguez, Ph.D., Chancellor	

**California State University, Fullerton
Learning Activity Placement Agreement**

This agreement ("Agreement") is between the Trustees of the California State University on behalf of **California State University, Fullerton ("University")** and **Santiago Canyon College ("Learning Site")**. In consideration of the mutual promises set forth below, the University and Learning Site ("parties") agree as follows:

I. Learning Site's Responsibilities

- A. Identify the student's supervisor. The supervisor agrees to meet with the student regularly to facilitate the student's learning experience, provide support, review progress on assigned tasks, verify service hours and give feedback.
- B. Provide an orientation that includes a site tour; an introduction to staff; a description of the characteristics of and risks associated with the Learning Site's operations, services and/or clients; a discussion concerning safety policies and emergency procedures; and information detailing where students check-in and how they log their time.
- C. Provide student with a written description of the student's tasks and responsibilities.
- D. Provide appropriate training, equipment, materials and work area for students prior to students performing assigned tasks or working with the Learning Site's clients.
- E. Inform student of the need for a background check, fingerprinting and/or a tuberculosis test; obtain the student's fingerprints, background check and/or tuberculosis test; and maintain the confidentiality of any results as required by federal and state law.
- F. Evaluate the student if requested by the University and contact the University if the student fails to perform assigned tasks or engages in misconduct.
- G. Notify the University as soon as is reasonably possible of any injury or illness to a student participating in a learning activity at the Learning Site.

II. University's Responsibilities

- A. The University will advise the student(s) of their responsibility to:
 - 1. Participate in all training required by the Learning Site.
 - 2. Exhibit professional, ethical and appropriate behavior when at the Learning Site.
 - 3. Complete all assigned tasks and responsibilities in a timely and efficient manner.
 - 4. Abide by the Learning Site's rules and standards of conduct.
 - 5. Maintain the confidentiality of the Learning Site's proprietary information, records and information concerning its clients.
- B. The University will advise student that neither the University nor the Learning Site assumes any financial responsibility in the event he/she is injured or becomes ill as a result of his/her participation a learning activity at the Learning Site.
- C. Provide the student with general and professional liability insurance in the amount of \$1,000,000 per occurrence, \$2,000,000 general aggregate. This insurance only applies if both parties have signed this Agreement.

III. General Provisions

- A. This Agreement will become effective as of the date last written below and continue for a period of 5 years unless terminated by either party after giving the other party 30 days written notice of the intent to terminate. If the Learning Site terminates this Agreement, it will permit any student working at the Learning Site at the time of termination to complete his/her work. At the 5 year termination date the agreement can be renewed once it has been reviewed, updated as applicable and executed by the appropriate parties.

- B. The Learning Site and the University agree to indemnify, defend and hold harmless each other from any and all liability for any personal injury, damages, wrongful death or other losses and costs, including but not limited to reasonable attorney fees and defense costs, arising out of the negligence or willful misconduct of their respective officers, employees, agents or volunteers in the performance of this Agreement. This paragraph will survive expiration or termination of this Agreement.
- C. Each party agrees to maintain general liability coverage of at least \$1,000,000 per occurrence, \$2,000,000 aggregate and to provide evidence of coverage upon request. Insurance must be placed with insurers with a current A.M. Best rating of at least A: VII.
- D. The Learning Site and the University will meet upon request or as necessary to resolve any potential conflicts and to facilitate a mutually beneficial experience for all involved.
- E. The Learning Site may dismiss a student if the student violates its standards, mission or goals. The Learning Site will document its rationale for terminating a student and provide the University with a copy of the rationale upon request.
- F. Students participating in a learning activity at the Learning Site are not officers, employees, agents or volunteers of the University or the Learning Site.
- G. Nothing contained in this Agreement confers on either party the right to use the other party's name without prior written permission, or constitutes an endorsement of any commercial product or service by the University.
- H. This Agreement may not be altered unless both parties agree in writing. The parties agree to follow all applicable federal, state and local laws and regulations, including but not limited to laws prohibiting discrimination and harassment.
- I. Any notices required by this Agreement will be deemed to have been duly given if communicated to the following individuals:

UNIVERSITY:

California State University Fullerton
 Michael Hirsch
 Buyer, III
 657-278-5224
 mhirsch@fullerton.edu

LEARNING SITE:

Santiago Canyon College
 Kelsey H. Bains
 Head Athletic Trainer
 (714) 628-4704
 bains_kelsey@sccollege.edu

IN WITNESS WHEREOF, this Agreement has been executed by the parties as of the date last written below.

**CALIFORNIA STATE UNIVERSITY,
FULLERTON**

By: _____

Authorized Signature Date

Michael Hirsch, Buyer III

Printed Name & Title

SANTIAGO CANYON COLLEGE

By: Aracely Mora 3/7/12

Authorized Signature Date

Aracely Mora, Vice President, Academic Affairs

Printed Name & Title

Check Registers Submitted for Approval
Checks Written for Period 02/18/12 thru 03/02/12

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
53225	General Fund Unrestricted	125,891.00	0.00	125,891.00	92*0308265	92*0308348
53226	General Fund Unrestricted	133,437.67	0.00	133,437.67	92*0308349	92*0308416
53252	General Fund Unrestricted	2,985.00	0.00	2,985.00	92*0308581	92*0308581
53254	General Fund Unrestricted	11,648.00	0.00	11,648.00	92*0308592	92*0308592
53255	General Fund Unrestricted	866.32	0.00	866.32	92*0308594	92*0308598
53256	General Fund Unrestricted	4,551.60	0.00	4,551.60	92*0308602	92*0308604
53257	General Fund Unrestricted	1,185.93	0.00	1,185.93	92*0308608	92*0308611
53258	General Fund Unrestricted	31,932.95	0.00	31,932.95	92*0308612	92*0308614
53264	General Fund Unrestricted	1,204.22	0.00	1,204.22	92*0308633	92*0308639
53265	General Fund Unrestricted	13,110.13	0.00	13,110.13	92*0308640	92*0308643
53267	General Fund Unrestricted	1,041.66	0.00	1,041.66	92*0308651	92*0308652
53268	General Fund Unrestricted	1,068.19	0.00	1,068.19	92*0308655	92*0308660
53269	General Fund Unrestricted	11,816.18	0.00	11,816.18	92*0308661	92*0308664
53270	General Fund Unrestricted	23,816.72	0.00	23,816.72	92*0308665	92*0308666
53271	General Fund Unrestricted	7,106.01	0.00	7,106.01	92*0308667	92*0308672
53274	General Fund Unrestricted	450.00	0.00	450.00	92*0308679	92*0308679
53275	General Fund Unrestricted	86,758.98	0.00	86,758.98	92*0308680	92*0308764
53276	General Fund Unrestricted	72,413.00	0.00	72,413.00	92*0308765	92*0308811
53277	General Fund Unrestricted	123,789.00	0.00	123,789.00	92*0308812	92*0308896
53278	General Fund Unrestricted	108,347.00	0.00	108,347.00	92*0308897	92*0308980
53279	General Fund Unrestricted	73,478.84	0.00	73,478.84	92*0308981	92*0309064
53280	General Fund Unrestricted	89,926.00	0.00	89,926.00	92*0309065	92*0309148
53281	General Fund Unrestricted	99,384.49	0.00	99,384.49	92*0309149	92*0309249
53282	General Fund Unrestricted	266.79	0.00	266.79	92*0309250	92*0309254
53284	General Fund Unrestricted	14,180.95	0.00	14,180.95	92*0309269	92*0309272
53286	General Fund Unrestricted	2,933.78	0.00	2,933.78	92*0309281	92*0309287
53287	General Fund Unrestricted	18,000.00	0.00	18,000.00	92*0309290	92*0309291
53289	General Fund Unrestricted	819.87	0.00	819.87	92*0309299	92*0309302
53294	General Fund Unrestricted	4,930.20	0.00	4,930.20	92*0309315	92*0309336
53295	General Fund Unrestricted	9,977.87	0.00	9,977.87	92*0309337	92*0309342
53296	General Fund Unrestricted	4,415.74	0.00	4,415.74	92*0309343	92*0309347
53298	General Fund Unrestricted	17,200.72	0.00	17,200.72	92*0309355	92*0309358
53299	General Fund Unrestricted	2,527.70	0.00	2,527.70	92*0309359	92*0309367
53300	General Fund Unrestricted	1,722.52	0.00	1,722.52	92*0309369	92*0309369
53301	General Fund Unrestricted	1,387.26	0.00	1,387.26	92*0309371	92*0309379
53303	General Fund Unrestricted	13,492.84	0.00	13,492.84	92*0309388	92*0309389
53305	General Fund Unrestricted	4,521.00	0.00	4,521.00	92*0309391	92*0309401
53306	General Fund Unrestricted	2,536.00	0.00	2,536.00	92*0309402	92*0309404
53307	General Fund Unrestricted	95.62	0.00	95.62	92*0309405	92*0309405
53308	General Fund Unrestricted	1,777.06	0.00	1,777.06	92*0309413	92*0309415
53309	General Fund Unrestricted	5,847.21	0.00	5,847.21	92*0309416	92*0309422

Check Registers Submitted for Approval
 Checks Written for Period 02/18/12 thru 03/02/12

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
53310	General Fund Unrestricted	12,681.56	0.00	12,681.56	92*0309424	92*0309424
53311	General Fund Unrestricted	834.65	0.00	834.65	92*0309425	92*0309428
53312	General Fund Unrestricted	8,366.60	0.00	8,366.60	92*0309432	92*0309435
53313	General Fund Unrestricted	74,221.04	0.00	74,221.04	92*0309436	92*0309439
53317	General Fund Unrestricted	5,592.10	0.00	5,592.10	92*0309446	92*0309450
53318	General Fund Unrestricted	1,664.59	0.00	1,664.59	92*0309451	92*0309451
53319	General Fund Unrestricted	715.26	0.00	715.26	92*0309452	92*0309453
53320	General Fund Unrestricted	2,749.64	0.00	2,749.64	92*0309458	92*0309465
53322	General Fund Unrestricted	4,316.70	0.00	4,316.70	92*0309471	92*0309486
53327	General Fund Unrestricted	1,592,213.85	0.00	1,592,213.85	92*0309505	92*0309507
53328	General Fund Unrestricted	93,132.81	0.00	93,132.81	92*0309508	92*0309510
53332	General Fund Unrestricted	396.00	0.00	396.00	92*0309520	92*0309521
53334	General Fund Unrestricted	705.38	0.00	705.38	92*0309523	92*0309527
53336	General Fund Unrestricted	5,060.91	0.00	5,060.91	92*0309538	92*0309539
53337	General Fund Unrestricted	5,511.55	0.00	5,511.55	92*0309540	92*0309546
53338	General Fund Unrestricted	1,855.05	0.00	1,855.05	92*0309547	92*0309555
53339	General Fund Unrestricted	1,603.63	0.00	1,603.63	92*0309556	92*0309564
53341	General Fund Unrestricted	5,188.50	0.00	5,188.50	92*0309572	92*0309575
53343	General Fund Unrestricted	3,206.00	0.00	3,206.00	92*0309582	92*0309584
53345	General Fund Unrestricted	25,980.58	0.00	25,980.58	92*0309588	92*0309588
53346	General Fund Unrestricted	53.88	0.00	53.88	92*0309593	92*0309593
53347	General Fund Unrestricted	7,600.00	0.00	7,600.00	92*0309598	92*0309600
53348	General Fund Unrestricted	3,292.15	0.00	3,292.15	92*0309604	92*0309613
53349	General Fund Unrestricted	12,320.00	0.00	12,320.00	92*0309615	92*0309615
53351	General Fund Unrestricted	1,842.49	0.00	1,842.49	92*0309621	92*0309626
53353	General Fund Unrestricted	1,805.12	0.00	1,805.12	92*0309631	92*0309631
Total Fund 11 General Fund Unrestricted		<u>3,005,752.06</u>	<u>0.00</u>	<u>3,005,752.06</u>		

Check Registers Submitted for Approval
Checks Written for Period 02/18/12 thru 03/02/12

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
53252	General Fund Restricted	16,432.48	0.00	16,432.48	92*0308582	92*0308585
53253	General Fund Restricted	2,072.33	0.00	2,072.33	92*0308586	92*0308591
53254	General Fund Restricted	10,000.00	0.00	10,000.00	92*0308593	92*0308593
53255	General Fund Restricted	425.85	0.00	425.85	92*0308596	92*0308600
53256	General Fund Restricted	8,444.90	0.00	8,444.90	92*0308601	92*0308603
53257	General Fund Restricted	1,552.85	0.00	1,552.85	92*0308605	92*0308610
53264	General Fund Restricted	621.60	0.00	621.60	92*0308631	92*0308638
53265	General Fund Restricted	1,135.00	0.00	1,135.00	92*0308641	92*0308641
53266	General Fund Restricted	4,872.44	0.00	4,872.44	92*0308644	92*0308650
53267	General Fund Restricted	1,500.51	0.00	1,500.51	92*0308653	92*0308654
53282	General Fund Restricted	1,578.21	0.00	1,578.21	92*0309251	92*0309258
53283	General Fund Restricted	2,371.99	0.00	2,371.99	92*0309259	92*0309268
53285	General Fund Restricted	2,867.31	0.00	2,867.31	92*0309273	92*0309280
53286	General Fund Restricted	38.79	0.00	38.79	92*0309286	92*0309286
53287	General Fund Restricted	4,332.16	0.00	4,332.16	92*0309288	92*0309289
53288	General Fund Restricted	24,259.81	0.00	24,259.81	92*0309292	92*0309298
53289	General Fund Restricted	2,311.54	0.00	2,311.54	92*0309301	92*0309305
53290	General Fund Restricted	832.81	0.00	832.81	92*0309306	92*0309306
53297	General Fund Restricted	5,224.30	0.00	5,224.30	92*0309348	92*0309354
53299	General Fund Restricted	2,417.17	0.00	2,417.17	92*0309361	92*0309362
53300	General Fund Restricted	5,365.00	0.00	5,365.00	92*0309368	92*0309370
53301	General Fund Restricted	1,476.15	0.00	1,476.15	92*0309373	92*0309378
53302	General Fund Restricted	1,492.04	0.00	1,492.04	92*0309380	92*0309387
53307	General Fund Restricted	2,830.10	0.00	2,830.10	92*0309406	92*0309410
53308	General Fund Restricted	391.51	0.00	391.51	92*0309411	92*0309412
53309	General Fund Restricted	235.44	0.00	235.44	92*0309423	92*0309423
53311	General Fund Restricted	1,660.61	0.00	1,660.61	92*0309426	92*0309430
53312	General Fund Restricted	5,797.92	0.00	5,797.92	92*0309431	92*0309431
53319	General Fund Restricted	2,151.70	0.00	2,151.70	92*0309454	92*0309457
53321	General Fund Restricted	186.30	0.00	186.30	92*0309466	92*0309470
53329	General Fund Restricted	3,107.57	0.00	3,107.57	92*0309511	92*0309513
53330	General Fund Restricted	21,146.83	0.00	21,146.83	92*0309514	92*0309517
53331	General Fund Restricted	63,597.21	0.00	63,597.21	92*0309518	92*0309519
53335	General Fund Restricted	1,375.89	0.00	1,375.89	92*0309529	92*0309535
53336	General Fund Restricted	2,295.08	0.00	2,295.08	92*0309536	92*0309537
53337	General Fund Restricted	9,722.63	0.00	9,722.63	92*0309542	92*0309544
53338	General Fund Restricted	581.14	0.00	581.14	92*0309548	92*0309549
53339	General Fund Restricted	4,864.81	0.00	4,864.81	92*0309559	92*0309562
53340	General Fund Restricted	3,511.17	0.00	3,511.17	92*0309565	92*0309571
53342	General Fund Restricted	756.84	0.00	756.84	92*0309576	92*0309581
53346	General Fund Restricted	2,511.30	0.00	2,511.30	92*0309589	92*0309597

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
53347	General Fund Restricted	9,778.02	0.00	9,778.02	92*0309599	92*0309603
53349	General Fund Restricted	17,500.00	0.00	17,500.00	92*0309614	92*0309614
53350	General Fund Restricted	949.38	0.00	949.38	92*0309616	92*0309620
53352	General Fund Restricted	4,878.96	0.00	4,878.96	92*0309627	92*0309630
Total Fund 12 General Fund Restricted		<u><u>261,455.65</u></u>	<u><u>0.00</u></u>	<u><u>261,455.65</u></u>		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
53259	Child Development Fund	1,752.80	0.00	1,752.80	92*0308615	92*0308618
53272	Child Development Fund	3,264.04	0.00	3,264.04	92*0308673	92*0308676
53291	Child Development Fund	1,397.67	0.00	1,397.67	92*0309307	92*0309310
53292	Child Development Fund	5,803.40	0.00	5,803.40	92*0309311	92*0309312
53314	Child Development Fund	549.00	0.00	549.00	92*0309440	92*0309441
53323	Child Development Fund	2,651.03	0.00	2,651.03	92*0309487	92*0309490
53333	Child Development Fund	1,892.86	0.00	1,892.86	92*0309522	92*0309522
53344	Child Development Fund	499.16	0.00	499.16	92*0309585	92*0309587
53354	Child Development Fund	3,206.59	0.00	3,206.59	92*0309632	92*0309635
53355	Child Development Fund	420.52	0.00	420.52	92*0309636	92*0309639
Total Fund 33 Child Development Fund		<u>21,437.07</u>	<u>0.00</u>	<u>21,437.07</u>		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
53262	Capital Outlay Projects Fund	26,979.10	0.00	26,979.10	92*0308627	92*0308629
53316	Capital Outlay Projects Fund	5,180.47	0.00	5,180.47	92*0309444	92*0309445
53334	Capital Outlay Projects Fund	298.68	0.00	298.68	92*0309528	92*0309528
53356	Capital Outlay Projects Fund	1,249.15	0.00	1,249.15	92*0309640	92*0309640
Total Fund 41 Capital Outlay Projects Fu		<u>33,707.40</u>	<u>0.00</u>	<u>33,707.40</u>		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
53260	Bond Fund, Measure E	33,190.92	0.00	33,190.92	92*0308619	92*0308623
53261	Bond Fund, Measure E	89,935.25	0.00	89,935.25	92*0308624	92*0308626
53273	Bond Fund, Measure E	85,025.65	0.00	85,025.65	92*0308677	92*0308678
53293	Bond Fund, Measure E	321,719.70	0.00	321,719.70	92*0309313	92*0309314
53304	Bond Fund, Measure E	390.86	0.00	390.86	92*0309390	92*0309390
53315	Bond Fund, Measure E	25,659.86	0.00	25,659.86	92*0309442	92*0309443
53324	Bond Fund, Measure E	114,962.43	0.00	114,962.43	92*0309491	92*0309495
53325	Bond Fund, Measure E	35,357.00	0.00	35,357.00	92*0309496	92*0309501
53326	Bond Fund, Measure E	137,711.19	0.00	137,711.19	92*0309502	92*0309504
Total Fund 42 Bond Fund, Measure E		<u>843,952.86</u>	<u>0.00</u>	<u>843,952.86</u>		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
53358	Property and Liability Fund	12,383.20	0.00	12,383.20	92*0309643	92*0309643
Total Fund 61 Property and Liability Fund		<u><u>12,383.20</u></u>	<u><u>0.00</u></u>	<u><u>12,383.20</u></u>		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
53357	Workers' Compensation Fund	807.68	0.00	807.68	92*0309641	92*0309642
Total Fund 62 Workers' Compensation Fu		<u><u>807.68</u></u>	<u><u>0.00</u></u>	<u><u>807.68</u></u>		

53263	Student Financial Aid Fund	287.49	0.00	287.49	92*0308630	92*0308630
Total Fund 74 Student Financial Aid Fund		<u>287.49</u>	<u>0.00</u>	<u>287.49</u>		

SUMMARY

Total Fund 11 General Fund Unrestricted	3,005,752.06
Total Fund 12 General Fund Restricted	261,455.65
Total Fund 33 Child Development Fund	21,437.07
Total Fund 41 Capital Outlay Projects Fund	33,707.40
Total Fund 42 Bond Fund, Measure E	843,952.86
Total Fund 61 Property and Liability Fund	12,383.20
Total Fund 62 Workers' Compensation Fund	807.68
Total Fund 74 Student Financial Aid Fund	287.49
Grand Total:	<u><u>4,179,783.41</u></u>

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

To:	Board of Trustees	Date: March 12, 2012
Re:	Adoption of Resolution No. 12-09 – Landscaping for the Loop Road Extension at Santiago Canyon College	
Action:	Request for Approval	

BACKGROUND:

On March 22, 2010, the Board awarded a contract to Tropical Plaza Nursery, Inc. for Bid #1134, landscaping for the Loop Road Extension at Santiago Canyon College.

ANALYSIS:

During the course of construction certain changes to the scope of work for this project were required. The specific changes, reasons for the changes and cost impacts are noted in the attached Resolution No. 12-09 as well as Exhibit A.

Resolution No. 12-09 and Change Order #1 as outlined, increases the contract by \$39,139.00. The revised contract amount is \$189,937.00. 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 25.955% of construction cost. Pursuant to Administrative Regulation 3504, staff has approved this change order.

RECOMMENDATION:

It is recommended that the Board of Trustees adopt Resolution No. 12-09, Tropical Plaza Nursery, Inc. for Bid #1134, landscaping for the Loop Road Extension at Santiago Canyon College as presented.

Fiscal Impact:	\$39,139.00	Board Date: March 12, 2012
Prepared by:	Darryl A. Odum, Director, District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor	

**BEFORE THE GOVERNING BOARD OF THE
RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**

**RESOLUTION FOR APPROVAL OF AWARD OF CONTRACT TO TROPICAL
PLAZA NURSERY, INC. FOR CERTAIN ADDITIONAL WORK AT THE SANTIAGO
CANYON COLLEGE LOOP ROAD EXTENSION**

RESOLUTION NO. 12-09

WHEREAS, the Governing Board of the Rancho Santiago Community College District ("District") previously awarded a contract for construction work at the Athletics/Aquatic Complex at Santiago Canyon College, ("Project") to Tropical Plaza Nursery, Inc. ("Contractor");

WHEREAS, subsequent to the award of the contract for the Project, it was determined that additional work was necessary on the Project ("Change Order"). These items are more fully described in Exhibit "A";

WHEREAS, the Contractor is intimately familiar with the Project and is ready, willing and able to perform the additional work set forth in the Change Order;

WHEREAS, the total cost for the Change Order is \$39,139.00 and exceeds the limitations set forth in Public Contract Code Section 20659;

WHEREAS, it would be more costly and time-consuming to bid this additional work since it is integral to the Project and the work being performed by the Contractor;

WHEREAS, competitive bidding the additional work covered by the Change Order would result in the delay of the completion of the Project;

WHEREAS, the additional work must be performed before the Project can be completed and failure to complete the Project will disrupt the education of students;

WHEREAS, it would work an incongruity and not produce any advantage to the District to competitively bid the Change Order since such competitive bid work could result in multiple contractors being required to perform work more efficiently and effectively performed by one contractor; and

WHEREAS, Meakin v. Steveland (1977) 68 Cal.App.3d 490 and Los Angeles Dredging v. Long Beach (1930) 210 Cal. 348 holds that statutes requiring competitive bidding do not apply when competitive bidding would work an incongruity or not produce any advantage.

NOW, THEREFORE, the Governing Board of the Rancho Santiago Community College District does hereby find, resolve, determine, and order as follows:

Section 1. That all of the recitals set forth above are true and correct, and the Board so finds and determines.

Section 2. That it would work an incongruity and not produce any advantage to the District to competitively bid the completion of the additional work set forth in the Change Order.

Section 3. That the District approves the immediate completion of the additional work stated in the Change Order without competitively bidding such work and approves the District's payment to the Contractor in accordance with the terms and conditions set forth in the Change Order.

Section 4. That the completion and approval of the additional work stated in Change Order is necessary to ensure completion of the Project and use of the facilities by students and staff.

Section 6. That the Governing Board delegates to Peter Hardash, Vice Chancellor, Business Operations/Fiscal Services, authority to execute all agreements and complete all necessary documents for the additional work and to otherwise fulfill the intent of this Resolution.

APPROVED, PASSED AND ADOPTED by the Governing Board of the Rancho Santiago Community College District this 12th day of March, 2012, by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAINED: _____

I, _____, President of the Rancho Santiago Community College District Governing Board, do hereby certify that the foregoing is full, true, and correct copy of the Resolution passed and adopted by said Board at a regularly scheduled and conducted meeting held on said date, which Resolution is on file in office of said Board.

President of the Board of Trustees
Rancho Santiago Community College District

I, _____, Clerk of the Board of Trustees of the Rancho Santiago Community College District Governing Board, do hereby certify that the foregoing Resolution was regularly introduced and adopted by the Board of Trustees of the Rancho Santiago Community College District Governing Board at a regular meeting thereof held on the 12th day of March, 2012, by the above described vote of the Governing Board;

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the Rancho Santiago Community College District Governing Board this _____ day of _____, 20__.

Clerk of the Board of Trustees
Rancho Santiago Community College District

EXHIBIT "A"

***CHANGE ORDER FOR ADDITIONAL WORK RELATED TO
THE SANTIAGO CANYON COLLEGE LOOP ROAD EXTENSION***

CHANGE ORDER		Rancho Santiago Community College District 2323 N. Broadway, Santa Ana, CA 92706-1640	
Project: Santiago Canyon College Loop Road Extension	Bid No. 1134	P.O. #	12-P0019623
	D.S.A. No. 04-110594		
Contractor: Tropical Plaza Nursery Inc.	Change Order No. 1		
Architect: LPA Inc	Date: February 23, 2012		

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		\$150,798.00
Previous Change Orders	\$0.00	
This Change Order	\$39,139.00	
Total Change Orders		\$39,139.00
Revised Contract Amount		\$189,937.00
Previous Time Extensions	0 calendar days	
Time Extension - This Change Order	0 calendar days	
Total Time Extensions		0 calendar days
Original Completion Date		November 18, 2011
Revised Contract Completion Date		November 18, 2011
RSCCD Board Approval Date		March 12, 2012

_____ Architect	_____ Authorized Signature	_____ Date
_____ Contractor Name	_____ Authorized Signature	_____ Date
_____ Construction Manager - Seville CS	_____ 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: Santiago Canyon College Loop Road Extension		Bid No. 1134	P.O. # 12-P0019623
Contractor: Tropical Plaza Nursery Inc.		D.S.A. No. 04-110594	
Architect: LPA Inc		Change Order No. 1	
		Date: February 23, 2012	
ITEM NO.	EXPLANATION:	CREDIT	EXTRA
1.0	<p>DESCRIPTION: Furnish and install tree grates</p> <p>REASON: Sierra Landscaping surety company excluded this portion of work during the re-bidding of the contract</p> <p>REQUESTOR: District</p> <p>TIME EXTENSION: ADDS 0 calendar days</p>	\$0.00	\$23,287.00
2.0	<p>DESCRIPTION: Remove and replace irrigation and planting.</p> <p>REASON: The elevation of the existing area was required to be lowered to match new adjacent work</p> <p>REQUESTOR: District</p> <p>TIME EXTENSION: ADDS 0 calendar days</p>	\$0.00	\$11,214.00
3.0	<p>DESCRIPTION: Replacement of existing damaged meter boxes. Re-routing of existing shallow irrigation lines</p> <p>REASON: Corrective work to existing irrigation due to unforeseen conditions</p> <p>REQUESTOR: District</p> <p>TIME EXTENSION: ADDS 0 calendar days</p>	\$0.00	\$4,638.00
Sub-Total		\$0.00	\$39,139.00
Total			\$39,139.00

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

To:	Board of Trustees	Date: March 12, 2012
Re:	Adoption of Resolution No. 12-10 – Concrete for the Loop Road Extension at Santiago Canyon College	
Action:	Request for Approval	

BACKGROUND:

On March 22, 2010, the Board awarded a contract to Guy Yocom Construction, Inc. for Bid #1136, concrete for the Loop Road Extension at Santiago Canyon College.

ANALYSIS:

During the course of construction certain changes to the scope of work for this project were required. The specific changes, reasons for the changes and cost impacts are noted in the attached Resolution No. 12-10 as well as Exhibit A.

Resolution No. 12-10 and Change Order #3 as outlined, increases the contract by \$13,631.00. The revised contract amount is \$393,608.00. 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 27.816% of construction cost. Pursuant to Administrative Regulation 3504, staff has approved this change order.

RECOMMENDATION:

It is recommended that the Board of Trustees adopt Resolution No. 12-10, Guy Yocom Construction, Inc. for Bid #1140, concrete for the Loop Road Extension at Santiago Canyon College as presented.

Fiscal Impact:	\$13,631.00	Board Date: March 12, 2012
Prepared by:	Darryl A. Odum, Director, District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor	

**BEFORE THE GOVERNING BOARD OF THE
RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**

**RESOLUTION FOR APPROVAL OF AWARD OF CONTRACT TO GUY YOCOM
CONSTRUCTION, INC. FOR CERTAIN ADDITIONAL WORK AT THE SANTIAGO
CANYON COLLEGE LOOP ROAD EXTENSION**

RESOLUTION NO. 12-10

WHEREAS, the Governing Board of the Rancho Santiago Community College District ("District") previously awarded a contract for construction work at the Loop Road Extension at Santiago Canyon College, ("Project") to Guy Yocom Construction, Inc. ("Contractor");

WHEREAS, subsequent to the award of the contract for the Project, it was determined that additional work was necessary on the Project ("Change Order"). These items are more fully described in Exhibit "A";

WHEREAS, the Contractor is intimately familiar with the Project and is ready, willing and able to perform the additional work set forth in the Change Order;

WHEREAS, the total cost for the Change Order is \$13,631.00 and exceeds the limitations set forth in Public Contract Code Section 20659;

WHEREAS, it would be more costly and time-consuming to bid this additional work since it is integral to the Project and the work being performed by the Contractor;

WHEREAS, competitive bidding the additional work covered by the Change Order would result in the delay of the completion of the Project;

WHEREAS, the additional work must be performed before the Project can be completed and failure to complete the Project will disrupt the education of students;

WHEREAS, it would work an incongruity and not produce any advantage to the District to competitively bid the Change Order since such competitive bid work could result in multiple contractors being required to perform work more efficiently and effectively performed by one contractor; and

WHEREAS, Meakin v. Steveland (1977) 68 Cal.App.3d 490 and Los Angeles Dredging v. Long Beach (1930) 210 Cal. 348 holds that statutes requiring competitive bidding do not apply when competitive bidding would work an incongruity or not produce any advantage.

NOW, THEREFORE, the Governing Board of the Rancho Santiago Community College District does hereby find, resolve, determine, and order as follows:

Section 1. That all of the recitals set forth above are true and correct, and the Board so finds and determines.

Section 2. That it would work an incongruity and not produce any advantage to the District to competitively bid the completion of the additional work set forth in the Change Order.

Section 3. That the District approves the immediate completion of the additional work stated in the Change Order without competitively bidding such work and approves the District's payment to the Contractor in accordance with the terms and conditions set forth in the Change Order.

Section 4. That the completion and approval of the additional work stated in Change Order is necessary to ensure completion of the Project and use of the facilities by students and staff.

Section 6. That the Governing Board delegates to Peter Hardash, Vice Chancellor, Business Operations/Fiscal Services, authority to execute all agreements and complete all necessary documents for the additional work and to otherwise fulfill the intent of this Resolution.

APPROVED, PASSED AND ADOPTED by the Governing Board of the Rancho Santiago Community College District this 212^h day of March, 2012, by the following vote:

AYES: _____
NOES: _____
ABSENT: _____
ABSTAINED: _____

I, _____, President of the Rancho Santiago Community College District Governing Board, do hereby certify that the foregoing is full, true, and correct copy of the Resolution passed and adopted by said Board at a regularly scheduled and conducted meeting held on said date, which Resolution is on file in office of said Board.

President of the Board of Trustees
Rancho Santiago Community College District

I, _____, Clerk of the Board of Trustees of the Rancho Santiago Community College District Governing Board, do hereby certify that the foregoing Resolution was regularly introduced and adopted by the Board of Trustees of the Rancho Santiago Community College District Governing Board at a regular meeting thereof held on the 12th day of March, 2012, by the above described vote of the Governing Board;

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the Rancho Santiago Community College District Governing Board this _____ day of _____, 20__.

Clerk of the Board of Trustees
Rancho Santiago Community College District

EXHIBIT "A"

***CHANGE ORDER FOR ADDITIONAL WORK RELATED TO
THE SANTIAGO CANYON COLLEGE LOOP ROAD EXTENSION***

CHANGE ORDER	Rancho Santiago Community College District 2323 N. Broadway, Santa Ana, CA 92706-1640		
	Project: Santiago Canyon College Loop Road Extension	Bid No. 1136	P.O. # 10-BP000257
Contractor: Guy Yocom Construction	D.S.A. No.	04-110594	
Architect: LPA Inc	Change Order No.	3	
	Date:	February 23, 2012	

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		\$307,950.00
Previous Change Orders	\$72,027.00	
This Change Order	\$13,631.00	
Total Change Orders		\$85,658.00
Revised Contract Amount		\$393,608.00
Previous Time Extensions	0 calendar days	
Time Extension - This Change Order	0 calendar days	
Total Time Extensions		0 calendar days
Original Completion Date		October 19, 2011
Revised Contract Completion Date		October 19, 2011
RSCCD Board Approval Date		March 12, 2012

_____ Architect	_____ Authorized Signature	_____ Date
_____ Contractor Name	_____ Authorized Signature	_____ Date
_____ Construction Manager - Seville CS	_____ 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: Santiago Canyon College Loop Road Extension	Bid No. 1136	P.O. # 10-BP000257
	D.S.A. No. 04-110594	
Contractor: Guy Yocom Construction	Change Order No. 3	
Architect: LPA Inc	Date: February 23, 2012	

ITEM NO.	EXPLANATION:	CREDIT	EXTRA
1.0	<p>DESCRIPTION: Relocate existing light pole base to adjacent planter</p> <p>REASON: Existing light pole was located within ADA parking stall</p> <p>REQUESTOR: LPA</p> <p>TIME EXTENSION: ADDS 0 calendar days</p>	\$0.00	\$3,981.00
2.0	<p>DESCRIPTION: Increased limits of work at asphalt paving in Parking lot</p> <p>REASON: Required for transition of existing grades to new grade elevations</p> <p>REQUESTOR: District</p> <p>TIME EXTENSION: ADDS 0 calendar days</p>	\$0.00	\$2,802.00
3.0	<p>DESCRIPTION: Installation of new valley gutter along roadway</p> <p>REASON: The existing valley gutter was required to be removed</p> <p>REQUESTOR: District</p> <p>TIME EXTENSION: ADDS 0 calendar days</p>	\$0.00	\$3,197.00
4.0	<p>DESCRIPTION: Saw-cutting across existing asphalt paving for storm drain line installation</p> <p>REASON: Original storm drain point of connection could not be located and therefore re-routed to new location</p> <p>REQUESTOR: District</p> <p>TIME EXTENSION: ADDS 0 calendar days</p>	\$0.00	\$974.00
5.0	<p>DESCRIPTION: Premium time for contractor to work Saturday 8/20/11</p> <p>REASON: To complete sidewalks prior to opening of Fall semester</p> <p>REQUESTOR: District</p> <p>TIME EXTENSION: ADDS 0 calendar days</p>	\$0.00	\$2,677.00
Sub-Total		\$0.00	\$13,631.00
Total			\$13,631.00

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

To:	Board of Trustees	Date: March 12, 2012
Re:	Approval of Change Order #3, Bid #1146 – Framing/Elevators for the Humanities Building at Santiago Canyon College	
Action:	Request for Approval	

BACKGROUND:

On March 22, 2010, the Board of Trustees awarded a contract to Inland Building Construction, Inc. for Bid #1146, framing/elevators for the Humanities Building at Santiago Canyon 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 \$1,725.00. The revised contract amount is \$1,988,849.00. 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 0.447% 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, Bid #1146 for Inland Building Construction, Inc., framing/elevators for the Humanities Building at Santiago Canyon College as presented.

Fiscal Impact:	\$1,725.00	Board Date: March 12, 2012
Prepared by:	Darryl A. Odum, Director, District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor	

CHANGE ORDER		Rancho Santiago Community College District 2323 N. Broadway, Santa Ana, CA 92706-1640	
Project: Santiago Canyon College Humanities Building	Bid No. 1146	P.O. #	10-BP000244
	D.S.A. No. 04-110212		
Contractor: Inland Building Construction Co	Change Order No. 3		
Architect: LPA Inc	Date: February 23, 2012		

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		\$1,980,000.00
Previous Change Orders	\$7,124.00	
This Change Order	\$1,725.00	
Total Change Orders		\$8,849.00
Revised Contract Amount		\$1,988,849.00
Previous Time Extensions	0 calendar days	
Time Extension - This Change Order	0 calendar days	
Total Time Extensions		0 calendar days
Original Completion Date		October 12, 2011
Revised Contract Completion Date		October 12, 2011
RSCCD Board Approval Date		March 12, 2012

_____ Architect	_____ Authorized Signature	_____ Date
_____ Contractor Name	_____ Authorized Signature	_____ Date
_____ Construction Manager - Seville CS	_____ 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: **Santiago Canyon College Humanities Building**

Bid No. **1146**

P.O. # **10-BP000244**

D.S.A. No. **04-110212**

Contractor: **Inland Building Construction Co**

Change Order No. **3**

Architect: **LPA Inc**

Date: **February 23, 2012**

ITEM NO.	EXPLANATION:	CREDIT	EXTRA
1.0	<p><u>DESCRIPTION:</u> New openings in metal stud framed walls.</p> <p><u>REASON:</u> To provide return air pathways required by the mechanical system.</p> <p><u>REQUESTOR:</u> LPA Inc</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>	\$0.00	\$1,130.00
2.0	<p><u>DESCRIPTION:</u> Replacing paper towel dispensers with hand dryers</p> <p><u>REASON:</u> Hand dryers are more sustainable than using paper towels</p> <p><u>REQUESTOR:</u> District</p> <p><u>TIME EXTENSION:</u> ADDS 0 calendar days</p>	\$0.00	\$595.00
Sub-Total		\$0.00	\$1,725.00
Total			\$1,725.00

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
12-P0021837	529.02	GALE GROUP	Library Books			2/6/2012
12-P0021838	4,000.00	HERFF JONES INC.	Non-Instructional Supplies	SP		2/6/2012
12-P0021839	150.00	MAYFLOWER DISTRIBUTING COMPANY, INC	Non-Instructional Supplies	SP		2/6/2012
12-P0021840	1,000.00	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		2/6/2012
12-P0021841	47.95	MICROTECH SCIENTIFIC	Instructional Supplies			2/6/2012
12-P0021842	311.40	COMPUTECH INTERNATIONAL INC	Equipment - Federal Progs >200	SP		2/6/2012
12-P0021843	2,499.99	MANAGEMENT INFORMATION TECH	Software License and Fees	SP		2/6/2012
12-P0021844	1,000.00	CHEVRON	Gasoline			2/6/2012
12-P0021845	1,000.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		2/6/2012
12-P0021846	805.00	SARGENT WELCH / VWR INT'L	Instructional Supplies	SP		2/6/2012
12-P0021847	266.19	SEHI COMPUTER PRODUCTS	Instructional Supplies	SP		2/6/2012
12-P0021848	338.17	CARD INTEGRATORS INC	Equipment - Federal Progs >200	SP		2/6/2012
12-P0021849	81.02	DELL COMPUTER	Non-Instructional Supplies	SP		2/6/2012
12-P0021850	183.08	SYMANTEC CORP	Software Support Service			2/6/2012
12-P0021851	375.00	LYNDA COM INC	Internet Services			2/6/2012
12-P0021852	1,039.79	SEHI COMPUTER PRODUCTS	Equipment - All Other > \$1,000			2/6/2012
* 12-P0021853	774.00	APPLE COMPUTER INC	Instructional Supplies	SP		2/6/2012
12-P0021854	262.65	EMERGENCY MEDICAL PRODUCTS, INC	Instructional Supplies	SP		2/6/2012
12-P0021855	1,000.00	YARBROUGH PHILLIP E	Conference Expenses			2/7/2012
12-P0021856	210.11	HW WILSON CO	Library Books - Periodicals			2/7/2012
12-P0021857	813.20	AMERICAN EXPRESS	Conference Expenses	SP		2/7/2012
12-P0021858	295.00	CALIFORNIA COMMUNITY COLLEGES CALWORKS ASSO	Conference Expenses	SP		2/7/2012
12-P0021859	1,020.80	JAY'S CATERING	Food and Food Service Supplies	SP		2/8/2012
12-P0021860	966.20	FLINN SCIENTIFIC INC	Instructional Supplies	SP		2/8/2012
12-P0021861	281.28	TASA	Instructional Supplies	SP		2/8/2012
12-P0021862	2,409.99	MEDCOM TRAINEX	Instructional Supplies	SP		2/8/2012
12-P0021863	368.00	ORANGE COUNTY REGISTER	Legal Expenses			2/8/2012
12-P0021864	198.96	APCO GRAPHICS INC	Instructional Supplies	SP		2/8/2012
12-P0021865	800.00	RADIO BOLSA	Advertising	SP		2/8/2012
12-P0021866	466.78	DEXTER INDUSTRIES	Instructional Supplies	SP		2/8/2012
12-P0021867	332.30	PRO PERFORMANCE SPORTS	Instructional Supplies			2/8/2012
12-P0021868	581.85	LINCOLN EQUIPMENT INC	Instructional Supplies	SP		2/8/2012
12-P0021869	224.00	THE SALVATION ARMY SO CALIF	Rental - Facility (Short-term)	SP		2/8/2012
12-P0021870	644.63	1 800 DIAPERS INC	Non-Instructional Supplies			2/8/2012
12-P0021871	369.41	PARADISE BAKERY & CAFE	Food and Food Service Supplies	SP		2/8/2012

Legend: * = Multiple Accounts for this P.O. SP = Special Project

(1) 5:5

No. 5.5

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
12-P0021872	4,390.00	WESTERN POWER SYSTEMS	Building Improvements	SP		2/8/2012
12-P0021873	3,615.00	WEST COAST ENVIRONMENTAL	Contracted Repair Services			2/8/2012
12-P0021874	5,253.00	PROFESSIONAL PLUMBING &	Site Improvements	SP		2/8/2012
12-P0021875	772.80	AMERICAN EXPRESS	Conference Expenses	SP		2/8/2012
12-P0021876	7,025.00	DE LA TORRE COMMERCIAL	Contracted Services	SP		2/8/2012
12-P0021877	887.86	CENGAGE LEARNING/ EDUC. TO GO	Instructional Supplies	SP		2/8/2012
* 12-P0021878	1,509.45	AXZO PRESS LLC	Instructional Supplies	SP		2/8/2012
12-P0021879	270.00	CALIF PLACEMENT ASSOC	Conference Expenses	SP		2/8/2012
12-P0021880	195.00	CACCRAO CALIF ASSOC OF COMMUNITY	Conference Expenses			2/8/2012
12-P0021881	376.32	ATRIUM FIN/HOLIDAY INN SACRAMENTO	Conference Expenses			2/8/2012
12-P0021882	103.74	MISKOVIC LINDA S	Conference Expenses			2/8/2012
12-P0021883	717.96	WESTMONT HOSPITALITY GROUP	Conference Expenses	SP		2/8/2012
12-P0021884	375.00	CCCEOPSA CALIF COM COLL	Conference Expenses	SP		2/8/2012
12-P0021885	392.75	MCMAHAN BUSINESS INTERIORS	Equipment - Federal Progs >200	SP		2/9/2012
12-P0021886	1,219.44	CITY OF SANTA ANA	Sites - Licenses, Fees & Taxes	SP	BOND	2/9/2012
12-P0021887	1,501.50	CITY OF ORANGE	Sites - Licenses, Fees & Taxes	SP	BOND	2/9/2012
12-P0021888	300.00	JAIN NEILESH R	Contracted Services	SP		2/9/2012
12-P0021889	10,978.75	CITY OF GARDEN GROVE	Instructional Agrmt - Facility			2/9/2012
12-P0021890	361.42	HILLS BROS LOCK & SAFE	Contracted Repair Services			2/9/2012
12-P0021891	800.00	HUNTINGTON T BLOCK	Prop, Liab, Boiler & Machine			2/9/2012
12-P0021892	121.01	DELL COMPUTER	Non-Instructional Supplies	SP		2/9/2012
12-P0021893	541.24	DELL COMPUTER	Equip/Software - >\$200 <\$1,000	SP		2/9/2012
12-P0021894	4,403.80	AMERICAN EXPRESS	Other Participant Travel Exp	SP		2/9/2012
12-P0021895	557.00	CONTROL MAINTENANCE & REPAIR INC	Contracted Repair Services			2/9/2012
* 12-P0021896	380.78	CORNER BAKERY/CBC RESTAURANT	Food and Food Service Supplies	SP		2/9/2012
12-P0021897	398.68	B2B COMPUTER PRODUCTS LLC	Instructional Supplies	SP		2/9/2012
12-P0021898	6,923.68	APPLE COMPUTER INC	Equipment - All Other > \$1,000	SP		2/9/2012
12-P0021899	2,811.76	BAXTER	Equipment - Federal Progs >200	SP		2/9/2012
* 12-P0021900	550.00	MCMAHAN AMBER N	Contracted Services	SP		2/9/2012
12-P0021901	440.00	TOTAL CORPORATE SOLUTIONS	Security Systems & Services			2/10/2012
12-P0021902	7,000.00	SPECTRUM INFORMATION SVCS	Reproduction/Printing Expenses	SP		2/10/2012
12-P0021903	11,942.00	OWENS STEVE	Contracted Services	SP		2/10/2012
12-P0021904	10,496.50	EL SOL SCIENCE & ART'S	Rental - Facility (Short-term)	SP		2/10/2012
12-P0021905	15,000.00	ICEED INT'L CONSORTIUM FOR	District Business/Sponsorships	SP		2/10/2012
12-P0021906	4,396.37	CDW GOVERNMENT INC.	Non-Instructional Supplies			2/10/2012

Legend: * = Multiple Accounts for this P.O. SP = Special Project

5.5 (2)

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
12-P0021907	2,999.90	PERFECT INTERVIEW LLC	Software License and Fees	SP		2/10/2012
12-P0021908	4,500.00	CCN FINANCIAL SERVICES INC	Software License and Fees	SP		2/10/2012
12-P0021909	455.46	DATAPORT SYSTEMS INC	Instructional Supplies	SP		2/10/2012
12-P0021910	1,222.96	CVR COMPUTER SUPPLIES, INC	Non-Instructional Supplies	SP		2/10/2012
12-P0021911	3,200.00	INTEGRATED BIOMETRIC TECHNOLOGY SERVICES, L	Fingerprinting	SP		2/10/2012
12-P0021912	1,983.64	MICRO CENTER	Instructional Supplies	SP		2/10/2012
12-P0021913	100.00	CITY OF ORANGE	Other Licenses & Fees			2/10/2012
12-P0021914	2,903.89	DELL COMPUTER	Equipment - Federal Progs >200	SP		2/10/2012
12-P0021915	1,231.84	DELL COMPUTER	Equipment - Federal Progs >200	SP		2/10/2012
12-P0021916	1,250.54	SEHI COMPUTER PRODUCTS	Equipment - Federal Progs >200	SP		2/10/2012
12-P0021917	5,895.01	SIMS ORANGE WELDING SUPPLY	Instructional Supplies	SP		2/13/2012
12-P0021918	28,000.00	DON BOOKSTORE	Books Paid for Students	SP		2/13/2012
12-P0021919	600.00	MICROSOFT CORP	Conference Expenses	SP		2/13/2012
12-P0021920	150.00	ORKIN PEST CONTROL	Contracted Repair Services			2/13/2012
12-P0021921	187.79	MONTGOMERY HARDWARE CO	Non-Instructional Supplies			2/13/2012
12-P0021922	3,168.11	D4 SOLUTIONS INC.	Contracted Services	SP		2/13/2012
12-P0021924	2,900.00	ALBERTSON'S	Food and Food Service Supplies	SP		2/14/2012
12-P0021925	1,500.00	SMART & FINAL	Food and Food Service Supplies	SP		2/14/2012
12-P0021926	8,300.00	GOLD COAST TOURS	Transportation - Student			2/14/2012
12-P0021927	5,010.38	DON BOOKSTORE	Other Exp Paid for Students	SP		2/14/2012
12-P0021928	1,000.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		2/14/2012
12-P0021929	5,389.00	PROFESSIONAL PLUMBING &	Contracted Services	SP		2/14/2012
12-P0021930	500.00	SCHOLASTIC INC	Instructional Supplies	SP		2/14/2012
12-P0021931	1,500.00	CM SCHOOL SUPPLY CO	Instructional Supplies	SP		2/14/2012
12-P0021932	94.28	SCHICK RECORDS MGMT	Non-Instructional Supplies			2/14/2012
12-P0021933	3,000.00	DON BOOKSTORE	Supplies Paid for Students	SP		2/14/2012
12-P0021934	188.56	SCHICK RECORDS MGMT	Non-Instructional Supplies	SP		2/14/2012
12-P0021935	800.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		2/14/2012
12-P0021936	196.51	CALIF TAPE PRODUCTS	Non-Instructional Supplies	SP		2/14/2012
12-P0021937	487.24	WALLY MACHINERY & TOOL SUPPLY	Instructional Supplies	SP		2/14/2012
12-P0021938	65.00	B & N INC	Food and Food Service Supplies	SP		2/14/2012
12-P0021939	2,400.00	MACIAS VICTOR A	Contracted Services	SP		2/14/2012
12-P0021940	296.21	HOUGHTON MIFFLIN HARCOURT PUBL	Books, Mags & Ref Mat, Non-Lib	SP		2/14/2012
12-P0021941	424.74	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		2/14/2012
12-P0021942	33.71	GALE GROUP	Library Books	SP		2/14/2012

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5.5 (3)

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
12-P0021943	715.63	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		2/14/2012
12-P0021944	50.25	HIGHSMITH CO INC	Non-Instructional Supplies	SP		2/14/2012
12-P0021945	242.93	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		2/14/2012
12-P0021946	93.93	PEARSON ED	Instructional Software	SP		2/14/2012
12-P0021947	155.16	APPERSON PRINT MGMT SVCS	Instructional Supplies	SP		2/14/2012
12-P0021948	31.11	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		2/14/2012
12-P0021949	678.40	TURNING TECHNOLOGIES LLC	Instructional Supplies	SP		2/14/2012
* 12-P0021950	1,616.50	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		2/14/2012
* 12-P0021951	914.85	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		2/14/2012
12-P0021952	3,675.00	CALDERON DAVID	Contracted Services	SP		2/14/2012
12-P0021953	473.56	GRAINGER	Equip/Software - >\$200 <\$1,000			2/14/2012
12-P0021954	3,500.00	PARDEE RONALD L	Contracted Services	SP		2/14/2012
12-P0021955	2,939.42	TROXELL COMM INC	Equipment - All Other > \$1,000	SP		2/14/2012
12-P0021956	3,233.52	ROURKE MICHAEL D	Contracted Services			2/14/2012
12-P0021957	514.65	FITNESS REPAIR SHOP	Repair & Replacement Parts			2/14/2012
12-P0021958	1,497.60	APPLE COMPUTER INC	Equipment - Federal Progs >200	SP		2/14/2012
* 12-P0021959	676.20	CALIF STAGE & LIGHTING	Instructional Supplies	SP		2/14/2012
* 12-P0021960	3,415.51	OXFORD UNIV PRESS	Instructional Software	SP		2/14/2012
12-P0021961	19.95	ROLLING STONE LLC	Library Books - Periodicals			2/14/2012
12-P0021962	791.73	NEW READERS PRESS	Books, Mags & Ref Mat, Non-Lib	SP		2/14/2012
12-P0021963	421.86	NAT'L GEOGRAPHIC SCHOOL PUB	Books, Mags & Ref Mat, Non-Lib	SP		2/14/2012
12-P0021964	320.11	CENGAGE LEARNING/ EDUC. TO GO	Books, Mags & Ref Mat, Non-Lib	SP		2/14/2012
12-P0021965	185.44	PERFECTION LEARNING CORP	Books, Mags & Ref Mat, Non-Lib	SP		2/14/2012
12-P0021966	1,006.07	PITSCO, INC	Instructional Supplies	SP		2/14/2012
12-P0021967	2,754.28	CAMBRIDGE UNIV PRESS	Books, Mags & Ref Mat, Non-Lib	SP		2/14/2012
12-P0021968	4,110.23	PEARSON ED	Books, Mags & Ref Mat, Non-Lib	SP		2/14/2012
12-P0021969	118.67	TOWNSEND PRESS	Books, Mags & Ref Mat, Non-Lib	SP		2/14/2012
12-P0021970	3,242.45	PEARSON ED	Books, Mags & Ref Mat, Non-Lib	SP		2/14/2012
12-P0021971	466.69	TOWNSEND PRESS	Books, Mags & Ref Mat, Non-Lib	SP		2/14/2012
12-P0021972	1,052.92	CAROLINA BIOLOGICAL SUPPLY CO	Instructional Supplies	SP		2/14/2012
12-P0021973	522.35	CSU SACRAMENTO	Instructional Supplies	SP		2/14/2012
12-P0021974	161.63	WE DO GRAPHICS INC	Reproduction/Printing Expenses			2/14/2012
12-P0021975	3,965.50	VILLA PARK CATERING	Non-Instructional Supplies	SP		2/14/2012
* 12-P0021976	3,114.27	APPLE COMPUTER INC	Non-Instructional Supplies	SP		2/14/2012
12-P0021977	5,221.95	SVM LP	Other Exp Paid for Students	SP		2/14/2012

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5.5 (4)

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
12-P0021978	1,344.72	APPLE COMPUTER INC	Software License and Fees	SP		2/14/2012
12-P0021979	309.93	CENGAGE LEARNING/ EDUC. TO GO	Instructional Supplies	SP		2/14/2012
12-P0021980	477.20	CECILIA A. ARRIAZA	Conference Expenses	SP		2/14/2012
12-P0021981	20.00	ORANGE COUNTY DEPT OF ED	Conference Expenses	SP		2/14/2012
12-P0021982	15.00	BUTTE GLENN COMMUNITY COLLEGE	Conference Expenses			2/14/2012
12-P0021983	15.00	BUTTE GLENN COMMUNITY COLLEGE	Conference Expenses			2/14/2012
12-P0021984	1,697.87	PINNACLE RADIO INC	Equip/Software - >\$200 <\$1,000			2/14/2012
12-P0021985	896.31	EDGEWISE MEDIA INC	Instructional Supplies	SP		2/14/2012
12-P0021986	110.76	POCKET NURSE	Instructional Supplies	SP		2/14/2012
12-P0021987	36.36	TAB PRODUCTS CO	Non-Instructional Supplies	SP		2/15/2012
12-P0021988	1,539.47	MCGRAW HILL CONTEMPORARY	Books, Mags & Ref Mat, Non-Lib	SP		2/15/2012
12-P0021989	4,569.36	PRAXAIR DIST INC	Equipment - All Other > \$1,000	SP		2/15/2012
12-P0021990	255.50	DIGITAL ED PRODUCTIONS	Instructional Software	SP		2/15/2012
12-P0021991	74.10	GALLIPOT INC	Instructional Supplies	SP		2/15/2012
* 12-P0021992	3,951.13	PARALLAX INC	Equipment - Federal Progs >200	SP		2/15/2012
12-P0021993	302.23	LAKESHORE LEARNING MATERIALS	Instructional Supplies	SP		2/15/2012
12-P0021994	1,085.12	FISHER SCIENTIFIC	Instructional Supplies	SP		2/15/2012
12-P0021995	244.16	W2005 NEW CENTURY HOTEL PORTFOLIO LP	Conference Expenses	SP		2/15/2012
12-P0021996	673.42	LAKESHORE LEARNING MATERIALS	Instructional Supplies	SP		2/15/2012
12-P0021997	244.16	W2005 NEW CENTURY HOTEL PORTFOLIO LP	Conference Expenses	SP		2/15/2012
12-P0021998	5,012.09	DELL COMPUTER	Equip/Software - >\$200 <\$1,000			2/15/2012
12-P0021999	1,081.81	DELL COMPUTER	Equip/Software - >\$200 <\$1,000	SP		2/15/2012
12-P0022000	910.49	APPERSON PRINT MGMT SVCS	Equipment - Federal Progs >200	SP		2/15/2012
12-P0022001	209.83	SEHI COMPUTER PRODUCTS	Instructional Supplies	SP		2/15/2012
12-P0022002	1,981.05	MULTIWAVE TECH CORP	Instructional Supplies	SP		2/15/2012
12-P0022003	178.13	SARGENT WELCH /VWR INT'L	Instructional Supplies	SP		2/15/2012
12-P0022004	8,000.00	SO CALIF COMMERCIAL PRINTING	Reproduction/Printing Expenses	SP		2/15/2012
12-P0022005	400.00	HOME DEPOT	Instructional Supplies	SP		2/15/2012
12-P0022006	432.00	ART SUPPLY WAREHOUSE	Instructional Supplies	SP		2/15/2012
12-P0022007	6,000.00	AMERICAN CHEMICAL & SANITARY	Non-Instructional Supplies			2/15/2012
12-P0022008	3,000.00	UNISAN PRODUCTS	Non-Instructional Supplies			2/15/2012
12-P0022009	6,000.00	WAXIE SANITARY SUPPLY	Non-Instructional Supplies			2/15/2012
12-P0022010	700.00	UNITED RENTALS	Rental-Equipment (Short-term)			2/15/2012
12-P0022011	276.60	AMERICAN EXPRESS	Conference Expenses	SP		2/16/2012
12-P0022012	215.39	MUSICIAN'S FRIEND	Instructional Supplies	SP		2/16/2012

Legend: * = Multiple Accounts for this P.O. SP = Special Project

5.5 (5)

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
12-P0022013	1,295.61	DELL COMPUTER	Equipment - All Other > \$1,000	SP		2/16/2012
12-P0022014	598.17	WARD'S NATURAL SCIENCE	Instructional Supplies	SP		2/16/2012
12-P0022015	1,000.00	LAKESHORE LEARNING MATERIALS	Instructional Supplies	SP		2/16/2012
12-P0022016	755.00	COMPUTERLAND OF SILICON VALLEY	Software License and Fees			2/16/2012
12-P0022017	784.98	MICROTECH SCIENTIFIC	Instructional Supplies	SP		2/16/2012
12-P0022018	677.64	WALLCUR INC	Instructional Supplies	SP		2/16/2012
12-P0022019	176.54	DISCOUNT SCHOOL SUPPLY	Instructional Supplies	SP		2/16/2012
12-P0022020	1,228.35	B2B COMPUTER PRODUCTS LLC	Equipment - Federal Progs >200	SP		2/16/2012
12-P0022021	244.16	W2005 NEW CENTURY HOTEL PORTFOLIO LP	Conference Expenses	SP		2/16/2012
12-P0022022	975.00	DEISY COVARRUBIAS	Conference Expenses	SP		2/16/2012
12-P0022023	1,709.12	W2005 NEW CENTURY HOTEL PORTFOLIO LP	Conference Expenses	SP		2/16/2012
12-P0022024	4,984.29	COMPUTERLAND OF SILICON VALLEY	Software License and Fees	SP		2/16/2012
12-P0022025	100.00	CAL STATE UNIV - BAKERSFIELD	Conference Expenses	SP		2/16/2012
12-P0022026	100.00	CAL STATE UNIV - BAKERSFIELD	Conference Expenses	SP		2/16/2012
12-P0022027	100.00	CAL STATE UNIV - BAKERSFIELD	Conference Expenses	SP		2/16/2012
12-P0022028	1,500.00	CAL STATE UNIV - BAKERSFIELD	Conference Expenses	SP		2/16/2012
12-P0022029	2,250.00	RIZVI SYED AIJAZ MUSTAFA	Conference Expenses	SP		2/16/2012
12-P0022030	325.00	NACCTEP NAT'L ASSOC OF COMM	Conference Expenses	SP		2/16/2012
12-P0022031	400.00	NACCTEP NAT'L ASSOC OF COMM	Conference Expenses	SP		2/16/2012
12-P0022032	28.69	BARNES & NOBLE INC	Instructional Supplies	SP		2/16/2012
12-P0022033	314.40	AMERICAN EXPRESS	Conference Expenses	SP		2/21/2012
12-P0022035	798.74	WARD'S NATURAL SCIENCE	Instructional Supplies	SP		2/21/2012
12-P0022036	550.00	GALLUP ORGANIZATION	Conference Expenses	SP		2/22/2012
12-P0022037	125.00	CCCEOPSA CALIF COM COLL	Conference Expenses	SP		2/22/2012
12-P0022038	125.00	CCCEOPSA CALIF COM COLL	Conference Expenses	SP		2/22/2012
12-P0022039	286.24	WESTMONT HOSPITALITY GROUP	Conference Expenses	SP		2/22/2012
12-P0022040	286.23	WESTMONT HOSPITALITY GROUP	Conference Expenses	SP		2/22/2012
12-P0022041	4,674.19	SIMS ORANGE WELDING SUPPLY	Instructional Supplies	SP		2/22/2012
12-P0022042	2,582.33	MATCO TOOLS	Instructional Supplies	SP		2/22/2012
12-P0022043	1,034.27	AUTOMOTIVE ELECTRONIC SVCS	Instructional Supplies	SP		2/22/2012
12-P0022044	8,032.50	ATI ASSESSMENT TECHNOLOGIES	Non-Instructional Supplies	SP		2/22/2012
12-P0022045	4,910.00	STAGE-TECH	Rental-Equipment (Short-term)	SP		2/22/2012
12-P0022046	524.21	DEMCO INC	Non-Instructional Supplies			2/22/2012
12-P0022047	255.00	FULLERTON CHAMBER OF COMMERCE	Inst Dues & Memberships	SP		2/22/2012
12-P0022048	129.30	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		2/22/2012

Legend: * = Multiple Accounts for this P.O. SP = Special Project

5.5 (6)

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
12-P0022049	184.90	ORANGE COUNTY REGISTER	Library Books - Periodicals			2/22/2012
12-P0022050	30,252.00	CPP CONSULTING PSYCHOLOGISTS PRESS	Instructional Supplies	SP		2/22/2012
12-P0022051	144.18	ERGOSTOP INC	Non-Instructional Supplies			2/22/2012
12-P0022052	324.00	WAXIE SANITARY SUPPLY	Non-Instructional Supplies			2/22/2012
12-P0022053	890.00	COMPUTERLAND OF SILICON VALLEY	Software License and Fees			2/22/2012
* 12-P0022054	1,681.78	POCKET NURSE	Instructional Supplies	SP		2/22/2012
12-P0022055	1,571.36	DELL COMPUTER	Equipment - Federal Progs >200	SP		2/22/2012
12-P0022056	1,237.94	LEGO SHOP AT HOME	Instructional Supplies	SP		2/22/2012
12-P0022057	2,327.40	EDUCATIONAL GLOBAL TECH INC	Software License and Fees	SP		2/22/2012
12-P0022058	408.37	TROXELL COMM INC	Equip/Software - >\$200 <\$1,000			2/22/2012
12-P0022059	200.00	SMART & FINAL	Food and Food Service Supplies	SP		2/22/2012
12-P0022060	47.62	BUSINESS MACHINES SECURITY	Instructional Supplies	SP		2/22/2012
12-P0022062	500.00	AARDVARK CLAY & SUPPLIES	Instructional Supplies	SP		2/22/2012
12-P0022063	600.00	BISHOP CO	Non-Instructional Supplies			2/22/2012
12-P0022064	325.00	LOWE'S HOME IMPROVEMENT	Instructional Supplies	SP		2/22/2012
12-P0022065	962.34	TOWNSEND PRESS	Books, Mags & Ref Mat, Non-Lib	SP		2/22/2012
12-P0022066	124.04	SIMON & SCHUSTER, INC	Books, Mags & Ref Mat, Non-Lib	SP		2/22/2012
12-P0022067	3,256.96	CULVER NEWLIN INC	Equip/Software - >\$200 <\$1,000	SP		2/22/2012
12-P0022068	928.14	4 IMPRINT	Non-Instructional Supplies	SP		2/22/2012
12-P0022069	156.24	CAUDILLO MARK	Advertising	SP		2/22/2012
12-P0022070	135.00	ORANGE UNIFIED SCHOOL DISTRICT	Transportation - Student	SP		2/22/2012
12-P0022071	135.00	ORANGE UNIFIED SCHOOL DISTRICT	Transportation - Student	SP		2/22/2012
12-P0022072	135.00	ORANGE UNIFIED SCHOOL DISTRICT	Transportation - Student	SP		2/22/2012
12-P0022073	135.00	ORANGE UNIFIED SCHOOL DISTRICT	Transportation - Student	SP		2/22/2012
12-P0022074	135.00	ORANGE UNIFIED SCHOOL DISTRICT	Transportation - Student	SP		2/22/2012
12-P0022075	135.00	ORANGE UNIFIED SCHOOL DISTRICT	Transportation - Student	SP		2/22/2012
12-P0022076	2,982.43	SNAP ON INDUSTRIAL	Instructional Supplies	SP		2/22/2012
12-P0022077	535.00	LUX BUS AMERICA	Transportation - Student	SP		2/22/2012
12-P0022078	1,000.00	DON BOOKSTORE	Other Exp Paid for Students	SP		2/22/2012
12-P0022079	1,000.00	DON BOOKSTORE	Other Exp Paid for Students	SP		2/22/2012
12-P0022080	96.98	ADVANCED AQUATIC TECH INC	Repair & Replacement Parts			2/22/2012
12-P0022081	494.45	ACERO	Contracted Repair Services			2/22/2012
12-P0022082	618.82	LOEWS PHILADELPHIA HOTEL	Conference Expenses	SP		2/22/2012
12-P0022083	345.00	CISOA	Conference Expenses			2/22/2012
12-P0022084	100.04	PJ OF ORANGE COUNTY ONE LP	Food and Food Service Supplies	SP		2/22/2012

Legend: * = Multiple Accounts for this P.O. SP = Special Project

5.5 (7)

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
12-P0022085	263.29	MCKESSON GENERAL MEDICAL CORP	Equip/Software - >\$200 <\$1,000	SP		2/22/2012
12-P0022086	25,281.86	CITY OF SANTA ANA	Sites - Licenses, Fees & Taxes	SP	BOND	2/23/2012
12-P0022089	1,023.63	NFPA NAT'L FIRE PROTECTION ASSOC	Library Books - Upgrade	SP		2/23/2012
12-P0022090	64.60	MIDWEST LIBRARY SVC	Library Books	SP		2/23/2012
12-P0022091	4,143.60	B & H PHOTO VIDEO INC	Instructional Supplies	SP		2/23/2012
12-P0022092	89.18	GALE GROUP	Library Books	SP		2/23/2012
12-P0022093	32.80	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		2/23/2012
12-P0022094	1,200.05	POCKET NURSE	Instructional Supplies	SP		2/23/2012
12-P0022095	4,000.00	MCKESSON GENERAL MEDICAL CORP	Non-Instructional Supplies	SP		2/23/2012
12-P0022096	250.00	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		2/23/2012
12-P0022097	247.88	MIDWEST LIBRARY SVC	Library Books			2/23/2012
12-P0022098	323.25	B2B COMPUTER PRODUCTS LLC	Non-Instructional Supplies	SP		2/23/2012
12-P0022099	288.87	GALE GROUP	Library Books			2/23/2012
12-P0022100	138.96	ARTE PUBLICO PRESS	Books, Mags & Ref Mat, Non-Lib	SP		2/23/2012
12-P0022101	2,693.75	BENTLEY SYSTEMS INC	Software License and Fees	SP		2/23/2012
12-P0022102	173.63	RANDOM HOUSE INC	Books, Mags & Ref Mat, Non-Lib	SP		2/23/2012
12-P0022103	365.16	GUNTHER'S ATHLETIC SVC	Instructional Supplies			2/23/2012
12-P0022104	413.56	FITNESS WHOLESALE	Instructional Supplies	SP		2/23/2012
12-P0022105	789.00	SCHOOL NEWS ROLL CALL, LLC	Advertising			2/23/2012
12-P0022106	90.76	1-WORLD GLOBES & MAPS	Instructional Supplies	SP		2/23/2012
12-P0022107	1,000.00	CLARK SECURITY PRODUCTS INC	Non-Instructional Supplies			2/23/2012
12-P0022108	2,000.00	TENNANT SALES & SVC CO	Repair & Replacement Parts			2/23/2012
12-P0022109	1,000.00	ONE SOURCE DISTRIBUTORS INC	Non-Instructional Supplies			2/23/2012
12-P0022110	832.69	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		2/23/2012
12-P0022111	10,085.00	CCLC COMMUNITY COLLEGE LEAGUE	Internet Services			2/23/2012
12-P0022112	31.50	ACT	Non-Instructional Supplies	SP		2/23/2012
12-P0022113	516.54	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		2/23/2012
* 12-P0022114	817.74	CI BUSINESS EQUIPMENT INC	Maint Contract - Office Equip			2/23/2012
12-P0022115	468.90	MONTGOMERY HARDWARE CO	Non-Instructional Supplies			2/24/2012
12-P0022116	2,272.45	MCMAHAN BUSINESS INTERIORS	Equip/Software - >\$200 <\$1,000			2/24/2012
12-P0022117	6,580.15	XPEDX PAPER CO	Instructional Supplies	SP		2/24/2012
12-P0022118	1,425.60	WELLS FARGO BANK	Conference Expenses			2/24/2012
12-P0022119	1,000.00	ALBERTSON'S	Food and Food Service Supplies	SP		2/24/2012
12-P0022120	790.26	SMART & FINAL	Food and Food Service Supplies	SP		2/24/2012
12-P0022121	1,786.06	SMART & FINAL	Food and Food Service Supplies	SP		2/24/2012

Legend: * = Multiple Accounts for this P.O. SP = Special Project

5.5 (8)

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
12-P0022122	9,750.00	SMART & FINAL	Food and Food Service Supplies	SP		2/24/2012
12-P0022124	600.00	B & D DISTRIBUTING INC	Food and Food Service Supplies	SP		2/24/2012
12-P0022125	1,200.00	THE NATL HEP/CAMP ASSOCIATION	Inst Dues & Memberships	SP		2/24/2012
12-P0022126	375.00	GALLUP ORGANIZATION	Non-Instructional Supplies	SP		2/24/2012
12-P0022127	676.17	WARD'S NATURAL SCIENCE	Instructional Supplies	SP		2/24/2012
12-P0022128	724.00	A1 INTERNATIONAL VIDEO	Contracted Repair Services			2/24/2012
12-P0022129	2,542.89	J.D. FIELDS LUMBER	Instructional Supplies	SP		2/24/2012
12-P0022130	2,257.90	SWEETWATER SOUND	Instructional Software	SP		2/24/2012
12-P0022131	371.22	GRAINGER	Instructional Supplies	SP		2/24/2012
12-P0022132	258.47	MUSICIAN'S FRIEND	Instructional Supplies	SP		2/24/2012
12-P0022133	178.52	WOODWIND & BRASSWIND	Instructional Supplies	SP		2/24/2012
12-P0022134	195.00	CPP CONSULTING PSYCHOLOGISTS PRESS	Software License and Fees	SP		2/24/2012

Grand Total: \$ 518,322.70

5.5 (9)

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

SP = Special Project

**PURCHASE ORDERS SUPPLEMENT
PURCHASE ORDERS OF \$15,000 AND OVER
FROM FEBRUARY 4, 2012 THROUGH FEBRUARY 24, 2012
BOARD MEETING OF MARCH 12, 2012**

P.O. #	Amount	Description	Department	Comment
12-P0021905	\$15,000.00	International Consortium for Economic and Educational Development (ICEED) Sponsorship for Spring Conference	DO-Resource Development	
12-P0021918	\$28,000.00	Textbooks and book vouchers for CAMP students	SCC-CAMP	
12-P0022050	\$30,252.00	Licenses for Math, English and Personality Assesment testing	SAC-Testing	
12-P0022086	\$25,281.86	Sewer and traffic signal improvement encroachment permit fee for Santa Ana College	DO-Facility Planning	

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Educational Services

To: Board of Trustees	Date: March 12, 2012
Re: Approval of Resource Development Items	
Action: Request for Approval	

ANALYSIS

Items for the following categorical programs have been developed:

<u>Project Title</u>	<u>Award Date</u>	<u>Amount</u>
1. Basic Skills Initiative (SAC) - <i>Adjustment</i> First Principal Apportionment (P1) allocation from the California Community College Chancellor's Office to be used for program and curriculum development, professional development, articulation, assessment, counseling, tutoring, coordination, research and purchase of instructional materials directly related to the enhancement of basic skills educational programs. (11/12) SAC (credit) -\$4,619 SAC (non-credit) -\$6,928	2/28/2012	-\$11,547
Basic Skills Initiative (SCC) – <i>Augmentation</i> SCC \$1,469	2/28/2012	\$1,469
2. Board Financial Assistance Program (BFAP) (SAC) Annual allocation from the California Community Colleges Chancellor's Office to assist students in need of financial aid by supporting financial aid staff and equipment costs. (11/12)	07/08/2011	\$638,401
3. Board Financial Assistance Program (BFAP) (SCC) – <i>Augmentation</i> Annual allocation from the California Community Colleges Chancellor's Office to assist students in need of financial aid by supporting financial aid staff and equipment costs. (11/12)	07/08/2011	\$7,495

Fiscal Impact: \$1,744,858	Board Date: March 12, 2012
Item Prepared by: Maria Gil, Interim Resource Development Coordinator	
Item Submitted by: Enrique Perez, Assistant Vice Chancellor, Educational Services	
Item Recommended by: Raúl Rodríguez, Ph.D., Chancellor	

<u>Project Title</u>	<u>Award Date</u>	<u>Amount</u>
4. Career and Technical Education (CTE) Transitions (SCC) Annual allocation from the California Community Colleges Chancellor's Office of federal Carl D Perkins Career and Education Act of 2006 (Perkins IV), previously known as Vocational Technical Education Act (VTEA), funds to develop linkages between secondary and postsecondary technical education programs. (11/12)	01/26/12	\$93,940
5. Career Technical Education (CTE) Community Collaborative V (District) Grant renewal award from the California Community Colleges Chancellor's Office to provide career exploration for middle school students; develop pathways to diesel, welding, digital media, and international business programs; and to provide professional development for CTE faculty. (11/12)	02/01/2012	\$411,350
6. Career Technical Education (CTE) Workforce Innovation Partnerships IV (District) Grant renewal award from the California Community Colleges Chancellor's Office, wherein RSCCD is the fiscal agent and Central Orange County CTE Partnership will implement the DREAM project that will enable 500 high school students to participate in rigorous programs in Design, RP/Robotics, Engineering, Art and Manufacturing (DREAM). By creating challenging hands-on projects, student teams will produce three-dimensional prototypes of innovative products that will illustrate the high-tech career opportunities in Applied Competitive Technologies. (11/12)	01/01/2012	\$218,750
7. Youth Entrepreneurship Program (YEP) – BEC Year 2 (District) Grant renewal award from the California Community College Chancellor's Office for teaching entrepreneurial skills and techniques to youth and young adults. (11/12)	01/10/2012	\$50,000
8. Youth Entrepreneurship Program (YEP) – CITD Year 5 (District) Grant renewal award from the California Community College Chancellor's Office for teaching entrepreneurial skills and techniques to youth and young adults. (11/12)	01/10/2012	\$50,000
9. Youth Entrepreneurship Project - Faculty Mini Grants Program II (District) Grant renewal award from the California Community Colleges Chancellor's Office to support the enhancement and expansion of entrepreneurship, small business management skills and career technical education to youth ages 14-27. RSCCD is the fiscal agent and funds will be distributed to community colleges' existing BEC and CITD programs for them to provide YEP services. (11/12)	01/10/2012	\$285,000

Fiscal Impact: \$1,744,858	Board Date: March 12, 2012
Item Prepared by: Maria Gil, Interim Resource Development Coordinator	
Item Submitted by: Enrique Perez, Assistant Vice Chancellor, Educational Services	
Item Recommended by: Raúl Rodríguez, Ph.D., Chancellor	

RECOMMENDATION

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

Fiscal Impact: \$1,744,858	Board Date: March 12, 2012
Item Prepared by: Maria Gil, Interim Resource Development Coordinator	
Item Submitted by: Enrique Perez, Assistant Vice Chancellor, Educational Services	
Item Recommended by: Raúl Rodríguez, Ph.D., Chancellor	

SPECIAL PROJECT DETAILED BUDGET #2074, 2075, 2076, 2077, 2078, 2079, 2080
NAME: BASIC SKILLS INITIATIVE 11/12 - SANTA ANA COLLEGE
FISCAL YEAR: 2011/12

CONTRACT PERIOD: 07/01/11 - 06/30/14
 CONTRACT INCOME: \$204,186
 P1 Adjustment: (\$4,619)
SAC BSI Total: \$199,567

PRJ. ADMIN. Linda Rose
 PRJ. DIR.

Revised Date: 02/29/2012

GL Account String					Description	Existing Budget		Revised Budget		Budget Changes (+/-)	
Fd	Prj	Tops	Dept	Code		Debit	Credit	Debit	Credit	Debit	Credit
12	2074	000000	10000	8629	Other Gen Categorical Apport : Santa Ana College		8,000		8,000		
12	2074	499900	15051	5999	Special Project Holding Acct : Academic Affairs Off	8,000		8,000			
					2074 Total - BSI 12-Prog/Curr Plan & Dev	8,000	8,000	8,000	8,000	0	0
12	2075	000000	10000	8629	Other Gen Categorical Apport : Santa Ana College		3,586		3,586		
12	2075	499900	15051	5999	Special Project Holding Acct : Academic Affairs Off	3,586		3,586			
					2075 Total - BSI 12-Student Assessment	3,586	3,586	3,586	3,586	0	0
12	2076	000000	10000	8629	Other Gen Categorical Apport : Santa Ana College		5,600		5,600		
12	2076	499900	15051	5999	Special Project Holding Acct : Academic Affairs Off	5,600		5,600			
					2076 Total - BSI 12-Advisement/Counseling	5,600	5,600	5,600	5,600	0	0
12	2077	000000	10000	8629	Other Gen Categorical Apport : Santa Ana College		72,000		67,381	4,619	
12	2077	499900	15051	5999	Special Project Holding Acct : Academic Affairs Off	72,000		67,381			4,619
					2077 Total - BSI 12-Suppl Instr & Tutoring	72,000	72,000	67,381	67,381	4,619	4,619
12	2078	000000	10000	8629	Other Gen Categorical Apport : Santa Ana College		0		0		
12	2078	499900	15051	5999	Special Project Holding Acct : Academic Affairs Off	0		0			
					2078 Total - BSI 12-Articulation	0	0	0	0	0	0
12	2079	000000	10000	8629	Other Gen Categorical Apport : Santa Ana College		4,000		4,000		
12	2079	499900	15051	5999	Special Project Holding Acct : Academic Affairs Off	4,000		4,000			
					2079 Total - BSI 12-Instr Materials/Equip	4,000	4,000	4,000	4,000	0	0
12	2080	000000	10000	8629	Other Gen Categorical Apport : Santa Ana College		111,000		111,000		
12	2080	499900	15051	5999	Special Project Holding Acct : Academic Affairs Off	111,000		111,000			
					2080 Total - BSI 12-Coord/Research/Staff Dvlp	111,000	111,000	111,000	111,000	0	0
					Total - Basic Skills Initiative 11/12	204,186	204,186	199,567	199,567	4,619	4,619

SPECIAL PROJECT DETAILED BUDGET #2074, 2075, 2076, 2077, 2078, 2079, 2080
NAME: BASIC SKILLS INITIATIVE 11/12 - CENTENNIAL EDUCATION CENTER
FISCAL YEAR: 2011/12

CONTRACT PERIOD: 07/01/11 - 06/30/14
 CONTRACT INCOME: \$306,278
 P1 Adjustment: (\$6,928)
CEC BSI Total: \$299,350

PRJ. ADMIN. James Kennedy
 PRJ. DIR. Christine Kosko

Revised Date: 02/29/2012

GL Account String					Existing Budget		Revised Budget		Budget Changes (+/-)		
Fd	Prj	Tops	Dept	Code	Description	Debit	Credit	Debit	Credit	Debit	Credit
12	2074	000000	10000	8629	Other Gen Categorical Apport : Santa Ana College		62,215		62,215	0	
12	2074	499900	18200	5999	Special Project Holding Acct : SAC Continuing Ed-In	62,215		62,215			0
					2074 Total - BSI 12-Prog/Curr Plan & Dev	62,215	62,215	62,215	62,215	0	0
12	2075	000000	10000	8629	Other Gen Categorical Apport : Santa Ana College		2,160		2,160	0	
12	2075	499900	18200	5999	Special Project Holding Acct : SAC Continuing Ed-In	2,160		2,160			0
					2075 Total - BSI 12-Student Assessment	2,160	2,160	2,160	2,160	0	0
12	2076	000000	10000	8629	Other Gen Categorical Apport : Santa Ana College		76,414		76,414	0	
12	2076	499900	18200	5999	Special Project Holding Acct : SAC Continuing Ed-In	76,414		76,414			0
					2076 Total - BSI 12-Advisement/Counseling	76,414	76,414	76,414	76,414	0	0
12	2077	000000	10000	8629	Other Gen Categorical Apport : Santa Ana College		47,056		47,056	0	
12	2077	499900	18200	5999	Special Project Holding Acct : SAC Continuing Ed-In	47,056		47,056			0
					2077 Total - BSI 12-Suppl Instr & Tutoring	47,056	47,056	47,056	47,056	0	0
12	2078	000000	10000	8629	Other Gen Categorical Apport : Santa Ana College		45,000		38,072	6,928	
12	2078	499900	18200	5999	Special Project Holding Acct : SAC Continuing Ed-In	45,000		38,072			6,928
					2078 Total - BSI 12-Articulation	45,000	45,000	38,072	38,072	6,928	6,928
12	2079	000000	10000	8629	Other Gen Categorical Apport : Santa Ana College		23,778		23,778	0	
12	2079	499900	18200	5999	Special Project Holding Acct : SAC Continuing Ed-In	23,778		23,778			0
					2079 Total - BSI 12-Instr Materials/Equip	23,778	23,778	23,778	23,778	0	0
12	2080	000000	10000	8629	Other Gen Categorical Apport : Santa Ana College		49,655		49,655	0	
12	2080	499900	18200	5999	Special Project Holding Acct : SAC Continuing Ed-In	49,655		49,655			0
					2080 Total - BSI 12-Coord/Research/Staff Dvlp	49,655	49,655	49,655	49,655	0	0
					Total - Basic Skills Initiative 11/12	306,278	306,278	299,350	299,350	6,928	6,928

SPECIAL PROJECT DETAILED BUDGET #2074, 2075, 2076, 2077, 2078, 2079, 2080
NAME: BASIC SKILLS INITIATIVE 11/12 - SANTIAGO CANYON COLLEGE
FISCAL YEAR: 2011/12

CONTRACT PERIOD: 07/01/11 - 06/30/14
 CONTRACT INCOME: \$183,289
 P1 Augmentation: \$1,469
SCC BSI Total: \$184,758

PRJ. ADMIN. Aracely Mora
 PRJ. DIR. Mary McMullin
 Revised Date: 02/29/2012

GL ACCOUNT					Description	New Budget		Revised Budget		Budget Changes (+/-)	
Fd	Prj	Tops	Dept	Code		Debit	Credit	Debit	Credit	Debit	Credit
12	2074	000000	20000	8629	Other Gen Categorical Apport : Santiago Canyo		107,187		108,656		1,469
12	2074	499900	25051	5999	Special Project Holding Acct : Academic Affai	107,187		108,656		1,469	
					2074 Total	107,187	107,187	108,656	108,656	1,469	1,469
12	2075	000000	20000	8629	Other Gen Categorical Apport : Santiago Canyo		6,102		6,102		0
12	2075	150100	25315	1483	Beyond Contr - Reassigned Time : English	2,400		2,400		0	
12	2075	150100	25315	3115	STRS - Non-Instructional : English	198		198		0	
12	2075	150100	25315	3325	Medicare - Non-Instructional : English	35		35		0	
12	2075	150100	25315	3435	H & W - Retiree Fund Non-Inst : English	24		24		0	
12	2075	150100	25315	3515	SUI - Non-Instructional : English	39		39		0	
12	2075	150100	25315	3615	WCI - Non-Instructional : English	58		58		0	
12	2075	493084	25310	1483	Beyond Contr - Reassigned Time : American Col	1,800		1,800		0	
12	2075	493084	25310	3115	STRS - Non-Instructional : American College E	149		149		0	
12	2075	493084	25310	3325	Medicare - Non-Instructional : American Colle	26		26		0	
12	2075	493084	25310	3435	H & W - Retiree Fund Non-Inst : American Coll	18		18		0	
12	2075	493084	25310	3515	SUI - Non-Instructional : American College En	29		29		0	
12	2075	493084	25310	3615	WCI - Non-Instructional : American College En	43		43		0	
12	2075	493087	25310	2320	Classified Employees - Hourly : American Coll	480		480		0	
12	2075	493087	25310	2420	Inst Assistant - Hourly : American College En	0		0		0	
12	2075	493087	25310	3215	PERS - Non-Instructional : American College E	52		52		0	
12	2075	493087	25310	3315	OASDHI - Non-Instructional : American College E	30		30		0	
12	2075	493087	25310	3325	Medicare - Non-Instructional : American College E	7		7		0	
12	2075	493087	25310	3435	H & W - Retiree Fund Inst : American College	5		5		0	
12	2075	493087	25310	3515	SUI - Non-Instructional : American College Englis	8		8		0	
12	2075	493087	25310	3615	WCI - Non-Instructional : American College Englis	12		12		0	
12	2075	499900	25051	5999	Special Project Holding Acct : Academic Affai	0		0		0	
12	2075	602000	28200	1483	Beyond Contr - Reassigned Time : Orange Educ	600		600		0	

Revised Budget (P1 Augmentation)
 Prepared by: Maria Gil

Board Approved: March 12, 2012
 Accountant: Laurie Sandoval

SPECIAL PROJECT DETAILED BUDGET #2074, 2075, 2076, 2077, 2078, 2079, 2080
NAME: BASIC SKILLS INITIATIVE 11/12 - SANTIAGO CANYON COLLEGE
FISCAL YEAR: 2011/12

CONTRACT PERIOD: 07/01/11 - 06/30/14
 CONTRACT INCOME: \$183,289
 P1 Augmentation: \$1,469
SCC BSI Total: \$184,758

PRJ. ADMIN. Aracely Mora
 PRJ. DIR. Mary McMullin
 Revised Date: 02/29/2012

GL ACCOUNT					Description	New Budget		Revised Budget		Budget Changes (+/-)	
Fd	Prj	Tops	Dept	Code		Debit	Credit	Debit	Credit	Debit	Credit
12	2075	602000	28200	3115	STRS - Non-Instructional : Orange Educ Ctr-In	50		50		0	
12	2075	602000	28200	3325	Medicare - Non-Instructional : Orange Educ Ct	9		9		0	
12	2075	602000	28200	3435	H & W - Retiree Fund Non-Inst : Orange Educ C	6		6		0	
12	2075	602000	28200	3515	SUI - Non-Instructional : Orange Educ Ctr-Ins	10		10		0	
12	2075	602000	28200	3615	WCI - Non-Instructional : Orange Educ Ctr-Ins	14		14		0	
					2075 Total	6,102	6,102	6,102	6,102	0	0
12	2076	000000	20000	8629	Other Gen Categorical Apport : Santiago Canyo		20,000		20,000		
12	2076	499900	25051	5999	Special Project Holding Acct : Academic Affai	8,859		8,859		0	
12	2076	631000	29325	1430	Part-Time Counselors : Counseling	4,622		4,622		0	
12	2076	631000	29325	1434	Int/Sum Beyond Contr-Counselor : Counseling	5,091		5,091		0	
12	2076	631000	29325	3115	STRS - Non-Instructional : Counseling	801		801		0	
12	2076	631000	29325	3325	Medicare - Non-Instructional : Counseling	141		141		0	
12	2076	631000	29325	3435	H & W - Retiree Fund Non-Inst : Counseling	97		97		0	
12	2076	631000	29325	3515	SUI - Non-Instructional : Counseling	156		156		0	
12	2076	631000	29325	3615	WCI - Non-Instructional : Counseling	233		233		0	
					2076 Total	20,000	20,000	20,000	20,000	0	0
12	2077	000000	20000	8629	Other Gen Categorical Apport : Santiago Canyo		45,000		45,000		
12	2077	499900	25051	5999	Special Project Holding Acct : Academic Affai	45,000		45,000			
					2077 Total	45,000	45,000	45,000	45,000	0	0
12	2079	000000	20000	8629	Other Gen Categorical Apport : Santiago Canyo		5,000		5,000		
12	2079	499900	25051	5999	Special Project Holding Acct : Academic Affai	5,000		5,000			
					2079 Total	5,000	5,000	5,000	5,000	0	0
					Total - Basic Skills Initiative 11/12	183,289	183,289	184,758	184,758	1,469	1,469

SPECIAL PROJECT DETAILED BUDGET # 2550
NAME: Board Financial Aid Admin (BFAP) - SAC
FISCAL YEAR: 2011/2012

CONTRACT PERIOD: 7/1/11 - 06/30/12
 CONTRACT INCOME: \$638,401

PROJ. ADM. Sara Lundquist
 PROJ. DIR. Robert Manson

Date: 3/02/12

GL Account	Description	Existing Budget		Revising Budget		Changes (+/-)	
		Debit	Credit	Debit	Credit	Debit	Credit
12-2550-000000-10000-8629	Other Gen Categorical Appor		633,469		638,401		4,932
12-2550-631000-15310-1430	Part-time Counselors	-		21,800		21,800	
12-2550-631000-15310-1433	Beyond Contract - Counselors	-		-		-	-
12-2550-631000-15310-3115	STRS - Non-Instructiona	-		1,791		1,791	
12-2550-631000-15310-3325	Medicare - Non-Instructiona	-		316		316	
12-2550-631000-15310-3335	PARS - Non-Instructional :	-		-		-	-
12-2550-631000-15310-3435	H & W - Retiree Fund Non-In	-		218		218	
12-2550-631000-15310-3515	SUI - Non-Instructional : F	-		351		351	
12-2550-631000-15310-3615	WCI - Non-Instructional : F	-		523		523	
12-2550-646000-19405-2130	Classified Employees : Fina	282,193		310,658		28,465	
12-2550-646000-19405-2320	Classified Employees - Hour	20,000		26,731		6,731	
12-2550-646000-19405-2350	Overtime - Classified Emplo	3,000		3,000		-	-
12-2550-646000-19405-3215	PERS - Non-Instructional :	34,000		33,928			72
12-2550-646000-19405-3315	OASDHI - Non-Instructional	22,065		19,635			2,430
12-2550-646000-19405-3325	Medicare - Non-Instructiona	5,383		5,051			332
12-2550-646000-19405-3335	PARS - Non-Instructional :	325		348		23	
12-2550-646000-19405-3415	H & W - Non-Instructional :	37,460		75,009		37,549	
12-2550-646000-19405-3435	H & W - Retiree Fund Non-In	3,841		3,484			357
12-2550-646000-19405-3515	SUI - Non-Instructional : F	1,152		5,609		4,457	
12-2550-646000-19405-3615	WCI - Non-Instructional : F	8,451		8,361			90
12-2550-646000-19405-3915	Other Benefits - Non-Instru	8,955		7,969			986
12-2550-646000-19405-4610	Non-Instructional Supplies	15,122		7,122			8,000
12-2550-646000-19405-4710	Food and Food Service Suppl	9,000		500			8,500
12-2550-646000-19405-5100	Contracted Services : Finan	41,190		41,190		-	-

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SPECIAL PROJECT DETAILED BUDGET # 2550
NAME: Board Financial Aid Admin (BFAP) - SAC
FISCAL YEAR: 2011/2012

CONTRACT PERIOD: 7/1/11 - 06/30/12
 CONTRACT INCOME: \$638,401

PROJ. ADM. Sara Lundquist
 PROJ. DIR. Robert Manson

Date: 3/02/12

GL Account	Description	Existing Budget		Revising Budget		Changes (+/-)	
		Debit	Credit	Debit	Credit	Debit	Credit
12-2550-646000-19405-5220	Mileage/Parking Expenses :	500		50			450
12-2550-646000-19405-5300	Inst Dues & Memberships : F	3,460		150			3,310
12-2550-646000-19405-5940	Reproduction/Printing Expen	14,000		6,023			7,977
12-2550-646000-19405-5950	Software License and Fees :	17,372		1,066			16,306
12-2550-646000-19405-6410	Equipment - All Other > \$1,	77,000		41,918			35,082
12-2550-646000-19405-6419	Equip/Software - >\$200 <\$1,	15,000		1,600			13,400
12-2550-675000-19405-5210	Conference Expenses : Finan	14,000		14,000		-	-
Totals for PROJECT: 2550	BFAP - SAC	633,469	633,469	638,401	638,401	102,224	102,224

SPECIAL PROJECT DETAILED BUDGET # 2550
NAME: Board Financial Aid Admin (BFAP) - SCC
FISCAL YEAR: 2011/2012

CONTRACT PERIOD: 7/1/11 - 06/30/12
 CONTRACT INCOME: \$287,721
 Augmentation \$7,495
TOTAL \$295,216

PROJ. ADM. John Hernandez
 PROJ. DIR. Syed Rizvi

Revised Date: 03/02/12

GL Account	Description	Existing Budget		Revising Budget		Changes (+/-)	
		Debit	Credit	Debit	Credit	Debit	Credit
12-2550-000000-20000-8629	Other Gen Categorical Appor		287,721		295,216		7,495
12-2550-646000-29500-2130	Classified Employees : Fina	140,678		131,834			8,844
12-2550-646000-29500-2310	Classified Employees - Ongoing	-		6,270		6,270	
12-2550-646000-29500-2320	Classified Employees - Hour	4,718		15,678		10,960	
12-2550-646000-29500-2340	Student Assistants - Hourly	957		-			957
12-2550-646000-29500-2350	Overtime - Classified Emplo	-		6,880		6,880	
12-2550-646000-29500-3215	PERS - Non-Instructional :	16,152		14,961			1,191
12-2550-646000-29500-3315	OASDHI - Non-Instructional	9,490		9,174			316
12-2550-646000-29500-3325	Medicare - Non-Instructiona	2,289		2,373		84	
12-2550-646000-29500-3335	PARS - Non-Instructional :	61		204		143	
12-2550-646000-29500-3415	H & W - Non-Instructional :	48,248		42,119			6,129
12-2550-646000-29500-3435	H & W - Retiree Fund Non-In	1,591		1,646		55	
12-2550-646000-29500-3515	SUI - Non-Instructional : F	2,532		2,650		118	
12-2550-646000-29500-3615	WCI - Non-Instructional : F	3,818		3,951		133	
12-2550-646000-29500-3915	Other Benefits - Non-Instru	4,666		3,959			707
12-2550-646000-29500-4610	Non-Instructional Supplies	2,165		780			1,385
12-2550-646000-29500-4710	Food and Food Service Suppl	2,312		2,312		-	-
12-2550-646000-29500-5100	Contracted Services : Finan	5,180		10,537		5,357	
12-2550-646000-29500-5220	Mileage/Parking Expenses :	901		710			191
12-2550-646000-29500-5630	Maint Contract - Office Equ	522		522		-	-
12-2550-646000-29500-5845	Excess/Copies Usage : Fina	331		331		-	-
12-2550-646000-29500-5880	Internet Services : Financi	99		99		-	-
12-2550-646000-29500-6410	Equipment - All Other > \$1,	7,606		5,528			2,078
12-2550-646000-29500-6419	Equip/Software - >\$200 <\$1,	2,225		1,225			1,000

6.1 (10)

SPECIAL PROJECT DETAILED BUDGET # 2550
NAME: Board Financial Aid Admin (BFAP) - SCC
FISCAL YEAR: 2011/2012

CONTRACT PERIOD: 7/1/11 - 06/30/12
 CONTRACT INCOME: \$287,721
 Augmentation \$7,495
TOTAL \$295,216

PROJ. ADM. John Hernandez
 PROJ. DIR. Syed Rizvi

Revised Date: 03/02/12

GL Account	Description	Existing Budget		Revising Budget		Changes (+/-)	
		Debit	Credit	Debit	Credit	Debit	Credit
12-2550-647000-29340-2310	Classified Employees - Ongo	16,672		16,848		176	
12-2550-647000-29340-3215	PERS - Non-Instructional :	1,821		1,840		19	
12-2550-647000-29340-3315	OASDHI - Non-Instructional	1,034		1,045		11	
12-2550-647000-29340-3325	Medicare - Non-Instructiona	242		244		2	
12-2550-647000-29340-3435	H & W - Retiree Fund Non-In	167		168		1	
12-2550-647000-29340-3515	SUI - Non-Instructional : J	268		271		3	
12-2550-647000-29340-3615	WCI - Non-Instructional : J	400		404		4	
12-2550-675000-29500-5210	Conference Expenses : Finan	10,576		10,653		77	
Totals for PROJECT: 2550	Student Fin Aid Admin - BFAP	287,721	287,721	295,216	295,216	30,293	30,293

SPECIAL PROJECT DETAILED BUDGET #1827
NAME: Perkins IV - CTE Transitions (Tech Prep)
FISCAL YEAR: 2011/2012

CONTRACT PERIOD: 7/1/11 - 6/30/12
 CONTRACT INCOME: \$93,940
 Grant Agreement #: 11-112-870

PROJ. ADM. Bart Hoffman
 PROJ. DIR. John Kalko

Date: 03/02/12

GL Account	Description	Existing Budget		Revising Budget		Changes (+/-)	
		Debit	Credit	Debit	Credit	Debit	Credit
12-1827-000000-10000-8170	VTEA : Santa Ana College		104,954		58,215	46,739	
12-1827-092400-15205-4310	Instructional Supplies : Ca	3,000		-			3,000
12-1827-190100-15205-1282	Contract Ext - Reassigned T	3,114		-			3,114
12-1827-190100-15205-1310	Part-Time Instructors : Car - backfill - release time for program coordination	29,340		26,781			2,559
12-1827-190100-15205-1313	Beyond Contract-Instructors - backfill - release time for program coordination	-		5,497		5,497	
12-1827-190100-15205-1484	Int/Sum Beynd Contr-Reassig	10,567		-			10,567
12-1827-190100-15205-2420	Instructional Assistant - Penny Mateer	-		3,155		3,155	
12-1827-190100-15205-3111	STRS - Instructional : Care	2,421		2,663		242	
12-1827-190100-15205-3115	STRS - Non-Instructional :	1,129		-			1,129
12-1827-190100-15205-3321	Medicare - Instructional :	425		514		89	
12-1827-190100-15205-3325	Medicare - Non-Instructiona	198		-			198
12-1827-190100-15205-3331	PARS - Instructional	-		41		41	
12-1827-190100-15205-3431	H & W - Retiree Fund Inst :	293		354		61	
12-1827-190100-15205-3435	H & W - Retiree Fund Non-In	137		-			137
12-1827-190100-15205-3511	SUI - Instructional : Caree	205		570		365	
12-1827-190100-15205-3515	SUI - Non-Instructional : C	96		-			96
12-1827-190100-15205-3611	WCI - Instructional : Caree	645		850		205	
12-1827-190100-15205-3615	WCI - Non-Instructional : C	301		-			301
12-1827-602000-15205-1480	Part-Time Reassigned Time :	4,311		-			4,311
12-1827-602000-15205-1484	Int/Sum Beynd Contr-Reassig	5,988		-			5,988
12-1827-602000-15205-2320	Classified Employees - Hour	6,311		-			6,311
12-1827-602000-15205-3115	STRS - Non-Instructional :	850		-			850
12-1827-602000-15205-3325	Medicare - Non-Instructiona	241		-			241
12-1827-602000-15205-3335	PARS - Non-Instructional :	249		-			249
12-1827-602000-15205-3435	H & W - Retiree Fund Non-In	166		-			166
12-1827-602000-15205-3515	SUI - Non-Instructional : C	116		-			116
12-1827-602000-15205-3615	WCI - Non-Instructional : C	365		-			365

6.1 (12)

SPECIAL PROJECT DETAILED BUDGET #1827
NAME: Perkins IV - CTE Transitions (Tech Prep)
FISCAL YEAR: 2011/2012

CONTRACT PERIOD: 7/1/11 - 6/30/12
 CONTRACT INCOME: \$93,940
 Grant Agreement #: 11-112-870

PROJ. ADM. Bart Hoffman
 PROJ. DIR. John Kalko

Date: 03/02/12

GL Account	Description	Existing Budget		Revising Budget		Changes (+/-)	
		Debit	Credit	Debit	Credit	Debit	Credit
12-1827-619000-15205-1480	Part-Time Reassigned Time :	-		2,156		2,156	
12-1827-619000-15205-1484	Int/Sum Beynd Contr-Reassig	-		5,340		5,340	
12-1827-619000-15205-1485	Int/Sum - Reassigned Time,	-		-		-	-
12-1827-619000-15205-3115	STRS - Non-Instructional :	-		618		618	
12-1827-619000-15205-3325	Medicare - Non-Instructiona	-		109		109	
12-1827-619000-15205-3435	H & W - Retiree Fund Non-In	-		75		75	
12-1827-619000-15205-3515	SUI - Non-Instructional : C	-		121		121	
12-1827-619000-15205-3615	WCI - Non-Instructional : C	-		180		180	
12-1827-619000-15205-4210	Books, Mags. & Ref Mat, Non Lib. - Textbooks (\$100/each x 30)	-		3,000		3,000	
12-1827-619000-15205-4610	Non-Instructional Supplies	400		400		-	-
12-1827-619000-15205-5100	Contracted Services : Caree	24,000		1,500			22,500
12-1827-619000-15205-5880	Internet Services : Career	1,500		-			1,500
12-1827-619000-15205-5940	Reproduction/Printing Expen	4,000		3,290			710
12-1827-619000-15205-6411	Equipment - Federal Progs >	300		-			300
12-1827-675000-15205-5210	Conference Expenses : Caree	4,286		1,000			3,286
	SAC	104,954	104,954	58,215	58,215	67,994	67,994
12-1827-000000-20000-8170	VTEA : Santiago Canyon Coll		29,100		32,112		3,012
12-1827-050500-25123-1310	Part-Time Instructors : Bus - backfill - release time for program coordination	11,000		11,000		-	-
12-1827-050500-25123-3111	STRS - Instructional : Busi	752		730			22
12-1827-050500-25123-3321	Medicare - Instructional :	160		160		-	-
12-1827-050500-25123-3331	PARS - Instructional : Busi	143		143		-	-
12-1827-050500-25123-3431	H & W - Retiree Fund Inst :	110		110		-	-
12-1827-050500-25123-3511	SUI - Instructional : Busin	77		177		100	
12-1827-050500-25123-3611	WCI - Instructional : Busin	242		264		22	
12-1827-050600-25123-1310	Part-Time Instructors : Bus - backfill - release time for program coordination	12,472		14,868		2,396	
12-1827-050600-25123-3111	STRS - Instructional : Busi	1,029		1,227		198	
12-1827-050600-25123-3321	Medicare - Instructional :	181		216		35	

6.1 (13)

SPECIAL PROJECT DETAILED BUDGET #1827
NAME: Perkins IV - CTE Transitions (Tech Prep)
FISCAL YEAR: 2011/2012

CONTRACT PERIOD: 7/1/11 - 6/30/12
 CONTRACT INCOME: \$93,940
 Grant Agreement #: 11-112-870

PROJ. ADM. Bart Hoffman
 PROJ. DIR. John Kalko

Date: 03/02/12

GL Account	Description	Existing Budget		Revising Budget		Changes (+/-)	
		Debit	Credit	Debit	Credit	Debit	Credit
12-1827-050600-25123-3431	H & W - Retiree Fund Inst :	125		149		24	
12-1827-050600-25123-3511	SUI - Instructional : Busin	87		239		152	
12-1827-050600-25123-3611	WCI - Instructional : Busin	274		357		83	
12-1827-602000-25205-1483	Beyond Contr - Reassigned T	2,156		-			2,156
12-1827-602000-25205-3115	STRS - Non-Instructional :	177		-			177
12-1827-602000-25205-3325	Medicare - Non-Instructiona	31		-			31
12-1827-602000-25205-3435	H & W - Retiree Fund Non-In	22		-			22
12-1827-602000-25205-3515	SUI - Non-Instructional : C	15		-			15
12-1827-602000-25205-3615	WCI - Non-Instructional : C	47		-			47
12-1827-619000-25205-1480	Part-time - Reassigned T - Outreach & Career Exploration	-		2,156		2,156	
12-1827-619000-25205-3115	STRS - Non-Instructional :	-		176		176	
12-1827-619000-25205-3325	Medicare - Non-Instructiona	-		31		31	
12-1827-619000-25205-3435	H & W - Retiree Fund Non-In	-		22		22	
12-1827-619000-25205-3515	SUI - Non-Instructional : C	-		35		35	
12-1827-619000-25205-3615	WCI - Non-Instructional : C	-		52		52	
	SCC	29,100	29,100	32,112	32,112	5,482	5,482
12-1827-000000-50000-8170	VTEA : District Operations		5,362		3,613	1,749	
12-1827-672000-50000-5865	Indirect Costs : District O	5,362		3,613			1,749
	District Operations	5,362	5,362	3,613	3,613	1,749	1,749
Totals for PROJECT: 1827	VTEA/CTE IC-Tech Prp (CTE Transition)	139,416	139,416	93,940	93,940	75,225	75,225

6.1 (14)

SPECIAL PROJECT DETAILED BUDGET #2XXX
NAME: Career Technical Education (CTE) Community Collaborative V (District)
FISCAL YEAR: 2011/2012

CONTRACT PERIOD: 02/01/2012 - 02/28/2014
 CONTRACT INCOME: \$411,350
 CONTRACT NO.: 11-140-870

PRJ. ADMIN. Enrique Perez
 PRJ. DIR. Gustavo Chamorro
 Date: 03/01/2012

GL Account String					Description	New Budget	
Fd	Prj	Tops	Dept	Code		Debit	Credit
11	0000	000004	50000	2130	Classified Employee : District Operations		28,644
11	0000	000004	50000	3415	H & W - Non-Instructional : District Operations		12,491
11	2XXX	684000	53330	2110	Classified Management : Digital Media Center Gustavo Chamorro, Project Director @ 28% eff. 1/1/13	28,644	
11	2XXX	684000	53330	3215	PERS - Non-Instructional : Digital Media Center	3,129	
11	2XXX	684000	53330	3315	OASDHI - Non-Instructional : Digital Media Center	1,819	
11	2XXX	684000	53330	3325	Medicare - Non-Instructional : Digital Media Center	425	
11	2XXX	684000	53330	3415	H & W - Non-Instructional : Digital Media Center	4,956	
11	2XXX	684000	53330	3435	H & W - Retiree Fund Non-Inst : Digital Media Cente	293	
11	2XXX	684000	53330	3515	SUI - Non-Instructional : Digital Media Center	472	
11	2XXX	684000	53330	3615	WCI - Non-Instructional : Digital Media Center	704	
11	2XXX	684000	53330	3915	Other Benefits - Non-Instruct : Digital Media Cente	693	
					Total - CTE Community Collaborative V (Match) @ 10% of grant award	41,135	41,135

SPECIAL PROJECT DETAILED BUDGET #2XXX
NAME: Career Technical Education (CTE) Community Collaborative V (District)
FISCAL YEAR: 2011/2012

CONTRACT PERIOD: 02/01/2012 - 02/28/2014
 CONTRACT INCOME: \$411,350
 CONTRACT NO.: 11-140-870

PRJ. ADMIN. Enrique Perez
 PRJ. DIR. Gustavo Chamorro
 Date: 03/01/2012

GL Account String					Description	New Budget	
Fd	Prj	Tops	Dept	Code		Debit	Credit
SANTA ANA COLLEGE (CASP)							
12	2XXX	000000	10000	8659	Other Reimb Categorical Allow : Santa Ana College		142,595
Department : International Business							
12	2XXX	050800	15160	1310	Part-Time Instructors : International Business	6,468	
12	2XXX	050800	15160	3111	STRS - Instructional : International Business	534	
12	2XXX	050800	15160	3321	Medicare - Instructional : International Business	94	
12	2XXX	050800	15160	3431	H & W - Retiree Fund Inst : International Business	65	
12	2XXX	050800	15160	3511	SUI - Instructional : International Business	104	
12	2XXX	050800	15160	3611	WCI - Instructional : International Business	155	
12	2XXX	050800	15160	4210	Books, Mags & Ref Mat, Non-Lib : International Busi	3,000	
12	2XXX	050800	15160	4310	Instructional Supplies : International Business	1,000	
Department : Graphics							
12	2XXX	061440	15513	1310	Part-Time Instructors : Graphics	8,622	
12	2XXX	061440	15513	3111	STRS - Instructional : Graphics	711	
12	2XXX	061440	15513	3321	Medicare - Instructional : Graphics	125	
12	2XXX	061440	15513	3431	H & W - Retiree Fund Inst : Graphics	85	
12	2XXX	061440	15513	3511	SUI - Instructional : Graphics	139	
12	2XXX	061440	15513	3611	WCI - Instructional : Graphics	207	
12	2XXX	061440	15513	4210	Books, Mags & Ref Mat, Non-Lib : Graphics	3,000	
12	2XXX	061440	15513	4310	Instructional Supplies : Graphics	1,000	
Department : Diesel							
12	2XXX	094700	15752	1313	Beyond Contract-Instructors : Diesel	12,516	
12	2XXX	094700	15752	3111	STRS - Instructional : Diesel	1,032	
12	2XXX	094700	15752	3321	Medicare - Instructional : Diesel	182	
12	2XXX	094700	15752	3431	H & W - Retiree Fund Inst : Diesel	125	
12	2XXX	094700	15752	3511	SUI - Instructional : Diesel	201	
12	2XXX	094700	15752	3611	WCI - Instructional : Diesel	300	
12	2XXX	094700	15752	4210	Books, Mags & Ref Mat, Non-Lib : Diesel	3,000	
12	2XXX	094700	15752	4310	Instructional Supplies : Diesel	1,000	
Department : Manufacturing Technology							
12	2XXX	095600	15755	1310	Part-Time Instructors : Manufacturing Technology	8,622	
12	2XXX	095600	15755	3111	STRS - Instructional : Manufacturing Technology	711	
12	2XXX	095600	15755	3321	Medicare - Instructional : Manufacturing Technology	125	
12	2XXX	095600	15755	3431	H & W - Retiree Fund Inst : Manufacturing Technolog	86	
12	2XXX	095600	15755	3511	SUI - Instructional : Manufacturing Technology	139	
12	2XXX	095600	15755	3611	WCI - Instructional : Manufacturing Technology	207	
12	2XXX	095600	15755	4210	Books, Mags & Ref Mat, Non-Lib : Manufacturing Tech	3,000	
12	2XXX	095600	15755	4310	Instructional Supplies : Manufacturing Technology	1,000	
Department : Welding							
12	2XXX	095650	15756	1313	Beyond Contract-Instructors : Welding	15,306	
12	2XXX	095650	15756	3111	STRS - Instructional : Welding	1,263	

SPECIAL PROJECT DETAILED BUDGET #2XXX
NAME: Career Technical Education (CTE) Community Collaborative V (District)
FISCAL YEAR: 2011/2012

CONTRACT PERIOD: 02/01/2012 - 02/28/2014
 CONTRACT INCOME: \$411,350
 CONTRACT NO.: 11-140-870

PRJ. ADMIN. Enrique Perez
 PRJ. DIR. Gustavo Chamorro
 Date: 03/01/2012

GL Account String					Description	New Budget	
Fd	Prj	Tops	Dept	Code		Debit	Credit
12	2XXX	095650	15756	3321	Medicare - Instructional : Welding	222	
12	2XXX	095650	15756	3431	H & W - Retiree Fund Inst : Welding	153	
12	2XXX	095650	15756	3511	SUI - Instructional : Welding	246	
12	2XXX	095650	15756	3611	WCI - Instructional : Welding	368	
12	2XXX	095650	15756	4210	Books, Mags & Ref Mat, Non-Lib : Welding	3,000	
12	2XXX	095650	15756	4310	Instructional Supplies : Welding	10,000	
Department : Criminal Justice							
12	2XXX	210500	15711	1310	Part-Time Instructors : Criminal Justice	6,468	
12	2XXX	210500	15711	3111	STRS - Instructional : Criminal Justice	534	
12	2XXX	210500	15711	3321	Medicare - Instructional : Criminal Justice	94	
12	2XXX	210500	15711	3431	H & W - Retiree Fund Inst : Criminal Justice	65	
12	2XXX	210500	15711	3511	SUI - Instructional : Criminal Justice	104	
12	2XXX	210500	15711	3611	WCI - Instructional : Criminal Justice	155	
12	2XXX	210500	15711	4210	Books, Mags & Ref Mat, Non-Lib : Criminal Justice	3,000	
12	2XXX	210500	15711	4310	Instructional Supplies : Criminal Justice	1,000	
Department : Counseling							
12	2XXX	631000	15310	1430	Part-Time Counselors : Counseling	26,180	
12	2XXX	631000	15310	3115	STRS - Non-Instructional : Counseling	2,160	
12	2XXX	631000	15310	3325	Medicare - Non-Instructional : Counseling	380	
12	2XXX	631000	15310	3435	H & W - Retiree Fund Non-Inst : Counseling	262	
12	2XXX	631000	15310	3515	SUI - Non-Instructional : Counseling	421	
12	2XXX	631000	15310	3615	WCI - Non-Instructional : Counseling	628	
Department : Student Services Office							
12	2XXX	649000	19100	2310	Classified Employees - Ongoing : Student Services O	11,165	
12	2XXX	649000	19100	3325	Medicare - Non-Instructional : Student Services Off	161	
12	2XXX	649000	19100	3335	PARS - Non-Instructional : Student Services Office	145	
12	2XXX	649000	19100	3435	H & W - Retiree Fund Non-Inst : Student Services Of	112	
12	2XXX	649000	19100	3515	SUI - Non-Instructional : Student Services Office	180	
12	2XXX	649000	19100	3615	WCI - Non-Instructional : Student Services Office	268	
12	2XXX	649000	19100	4610	Non-Instructional Supplies : Student Services Offic	500	
12	2XXX	649000	19100	4710	Food and Food Service Supplies : Student Services O	500	
SANTIAGO CANYON COLLEGE (Career Exploration)							
12	2XXX	000000	20000	8659	Other Reimb Categorical Allow : Santiago Canyon Col		165,775
Department : Art							
12	2XXX	100200	25421	1310	Part-Time Instructors : Art	12,933	
12	2XXX	100200	25421	3111	STRS - Instructional : Art	1,067	
12	2XXX	100200	25421	3321	Medicare - Instructional : Art	188	
12	2XXX	100200	25421	3431	H & W - Retiree Fund Inst : Art	129	
12	2XXX	100200	25421	3511	SUI - Instructional : Art	208	
12	2XXX	100200	25421	3611	WCI - Instructional : Art	310	
12	2XXX	100200	25421	4210	Books, Mags & Ref Mat, Non-Lib : Art	6,000	

SPECIAL PROJECT DETAILED BUDGET #2XXX
NAME: Career Technical Education (CTE) Community Collaborative V (District)
FISCAL YEAR: 2011/2012

CONTRACT PERIOD: 02/01/2012 - 02/28/2014
 CONTRACT INCOME: \$411,350
 CONTRACT NO.: 11-140-870

PRJ. ADMIN. Enrique Perez
 PRJ. DIR. Gustavo Chamorro
 Date: 03/01/2012

GL Account String					Description	New Budget	
Fd	Prj	Tops	Dept	Code		Debit	Credit
12	2XXX	100200	25421	4310	Instructional Supplies : Art	1,500	
12	2XXX	100200	25421	5950	Software License and Fees : Art	5,000	
12	2XXX	100200	25421	6410	Equipment - All Other > \$1,000 : Art	53,341	
Department : Counseling							
12	2XXX	634000	29325	1430	Part-Time Counselors : Counseling	52,131	
12	2XXX	634000	29325	3115	STRS - Non-Instructional : Counseling	4,300	
12	2XXX	634000	29325	3325	Medicare - Non-Instructional : Counseling	756	
12	2XXX	634000	29325	3435	H & W - Retiree Fund Non-Inst : Counseling	521	
12	2XXX	634000	29325	3515	SUI - Non-Instructional : Counseling	840	
12	2XXX	634000	29325	3615	WCI - Non-Instructional : Counseling	1,251	
12	2XXX	634000	29325	4610	Non-Instructional Supplies : Counseling	2,000	
12	2XXX	634000	29325	4710	Food and Food Service Supplies : Counseling	5,000	
12	2XXX	634000	29325	5220	Mileage/Parking Expenses : Counseling	700	
12	2XXX	634000	29325	5950	Software License and Fees : Counseling	12,000	
12	2XXX	634000	29325	5966	Transportation - Student : Counseling	5,600	
DISTRICT OPERATIONS (Project Administration)							
12	2XXX	000000	50000	8659	Other Reimb Categorical Allow : District Operations		102,980
12	2XXX	672000	50000	5865	Indirect Costs : District Operations	15,821	
Department : Educational Services - Professional Development							
12	2XXX	675000	53305	1480	Part-Time Reassigned Time : Educational Services Of	5,000	
12	2XXX	675000	53305	3115	STRS - Non-Instructional : Educational Services Off	413	
12	2XXX	675000	53305	3325	Medicare - Non-Instructional : Educational Services	73	
12	2XXX	675000	53305	3435	H & W - Retiree Fund Non-Inst : Educational Service	50	
12	2XXX	675000	53305	3515	SUI - Non-Instructional : Educational Services Offi	80	
12	2XXX	675000	53305	3615	WCI - Non-Instructional : Educational Services Offi	120	
12	2XXX	675000	53305	4610	Non-Instructional Supplies : Educational Services O	500	
12	2XXX	675000	53305	4710	Food and Food Service Supplies : Educational Services Of	485	
12	2XXX	675000	53305	5210	Conference Expenses : Educational Services Office	1,500	
Department : Digital Media Center							
12	2XXX	684000	53330	2310	Classified Employees - Ongoing : Digital Media Cent	38,282	
12	2XXX	684000	53330	2320	Classified Employees - Hourly : Digital Media Cente	25,592	
12	2XXX	684000	53330	3215	PERS - Non-Instructional : Digital Media Center	6,977	
12	2XXX	684000	53330	3315	OASDHI - Non-Instructional : Digital Media Center	3,960	
12	2XXX	684000	53330	3325	Medicare - Non-Instructional : Digital Media Center	926	
12	2XXX	684000	53330	3435	H & W - Retiree Fund Non-Inst : Digital Media Cente	640	
12	2XXX	684000	53330	3515	SUI - Non-Instructional : Digital Media Center	1,028	
12	2XXX	684000	53330	3615	WCI - Non-Instructional : Digital Media Center	1,533	
Total - CTE Community Collaborative V (funded)						411,350	411,350

SPECIAL PROJECTS DETAILED BUDGET #2XXX

NAME: Career Technical Education - Workforce Innovation Partnerships IV (District)

FISCAL YEAR: 2011/2012

CONTRACT TERM: 01/01/2012 - 02/28/2014

CONTRACT AWARD: \$218,750

Grant #: 11-292-870

PROJ ADM: Enrique Perez

PROJ DIR: Gustavo Chamorro

Date: 03/02/2012

Account String					Description	New Budget	
Fd	Prj	Tops	Dept	Code		Debit	Credit
12	2XXX	000000	50000	8659	Other Reimb Categorical Allow : District Operations		218,750
12	2XXX	672000	50000	5865	Indirect Costs : District Operations *4% indirect cost on grant-funded direct costs (exclude Central Orange County CTEp sub-agreement)	577	
12	2XXX	602000	53305	5100	Contracted Services : Educational Services Office * Sub-contract with Central Orange County CTE Partnership at \$203,173 (includes 4% indirect cost on grant-funded direct costs, excluding capital outlay/equipment @ \$36,000 and OCDE direct services @ \$33,320)	203,173	
12	2XXX	684000	53330	5100	Contracted Services : Digital Media Center CTE video production project	15,000	
Total - CTE WIP IV (funded)						218,750	218,750

Match requirement is 50% of grant award = \$ 109,375. The Central Orange County CTE Partnership will be providing all required match as an in-kind contribution, summary below:

D.R.E.A.M. Pathway Project (Design, RP/Robotics, Engineering, Art and Manufacturing)			
1000	CERTIFICATED SALARIES: 4 FTEs, High School Teachers (4 @ aprox. \$400/day x175 days)	280,000	
3000	Statutory Employee Benefits: STRS, Medicare, UIC - Unemployment Ins, andWCI - Workers Compensation Insurance	34,776	
Total Match provided by Central OC CTEp:		314,776	

SPECIAL PROJECT DETAILED BUDGET #2XXX
NAME: YOUTH ENTREPRENEURSHIP PROGRAM - BEC Year 2 (DISTRICT)
FISCAL YEAR: 2011/12

CONTRACT PERIOD: 01/10/12 - 03/31/14
 CONTRACT INCOME: \$ 50,000
 CONTRACT NO.: 11-172-051

PRJ. ADMIN. Enrique Perez
 PRJ. DIR. Maricela Sandoval

Date: 02/28/2012

GL Account String					Description	New Budget	
Fd	Prj	Tops	Dept	Code		Debit	Credit
12	2XXX	000000	50000	8659	Other Reimb Categorical Allow : District Operations		50,000
12	2XXX	672000	50000	5865	Indirect Costs : District Operations	1,923	
12	2XXX	675000	53410	5210	Conference Expenses : Small Business Dev Ctr Office	0	
12	2XXX	684000	53410	2130	Classified Employees : Small Business Dev Ctr Offic YEP Business Services Coordinator, TBD, eff. 7/1/12 @ 60%	27,976	
12	2XXX	684000	53410	2320	Classified Employees - Hourly : Small Business Dev	0	
12	2XXX	684000	53410	3215	PERS - Non-Instructional : Small Business Dev Ctr O	3,056	
12	2XXX	684000	53410	3315	OASDHI - Non-Instructional : Small Business Dev Ctr	1,785	
12	2XXX	684000	53410	3325	Medicare - Non-Instructional : Small Business Dev C	417	
12	2XXX	684000	53410	3335	PARS - Non-Instructional : Small Business Dev Ctr O	0	
12	2XXX	684000	53410	3415	H & W - Non-Instructional : Small Business Dev Ctr	8,277	
12	2XXX	684000	53410	3435	H & W - Retiree Fund Non-Inst : Small Business Dev	288	
12	2XXX	684000	53410	3515	SUI - Non-Instructional : Small Business Dev Ctr Of	464	
12	2XXX	684000	53410	3615	WCI - Non-Instructional : Small Business Dev Ctr Of	690	
12	2XXX	684000	53410	3915	Other Benefits - Non-Instruct : Small Business Dev	810	
12	2XXX	684000	53410	4210	Books, Mags & Ref Mat, Non-Lib : Small Business Dev	200	
12	2XXX	684000	53410	4610	Non-Instructional Supplies : Small Business Dev Ctr	500	
12	2XXX	684000	53410	4710	Food and Food Service Supplies : Small Business Dev	1,000	
12	2XXX	684000	53410	5100	Contracted Services : Small Business Dev Ctr Office	1,614	
12	2XXX	684000	53410	5220	Mileage/Parking Expenses : Small Business Dev Ctr O	500	
12	2XXX	684000	53410	5300	Inst Dues & Memberships : Small Business Dev Ctr Of	0	
12	2XXX	684000	53410	5800	Advertising : Small Business Dev Ctr Office	0	
12	2XXX	684000	53410	5880	Internet Services : Small Business Dev Ctr Office	0	
12	2XXX	684000	53410	5904	Other Participant Prog Svc/Exp : Small Business Dev	0	
12	2XXX	684000	53410	5940	Reproduction/Printing Expenses : Small Business Dev	500	
12	2XXX	684000	53410	5966	Transportation - Student : Small Business Dev Ctr O	0	
12	2XXX	684000	53410	6410	Equipment - All Other > \$1,000 : Small Business Dev	0	
12	2XXX	684000	53410	6419	Equip/Software - >\$200 <\$1,000 : Small Business Dev	0	
Total - YEP BEC Yr. 2						50,000	50,000

SPECIAL PROJECT DETAILED BUDGET #2XXX
NAME: YOUTH ENTREPRENEURSHIP PROGRAM - CITD Year 5 (DISTRICT)
FISCAL YEAR: 2011/12

CONTRACT PERIOD: 01/10/12 - 03/31/14
 CONTRACT INCOME: \$ 50,000
 CONTRACT NO.: 11-172-045

PRJ. ADMIN. Enrique Perez
 PRJ. DIR. Jetza Torres

Date: 02/28/2012

GL Account String					New Budget		
Fd	Prj	Tops	Dept	Code	Description	Debit	Credit
12	2XXX	000000	50000	8659	Other Reimb Categorical Allow : District Operations		50,000
12	2XXX	672000	50000	5865	Indirect Costs : District Operations	1,923	
12	2XXX	675000	53210	5210	Conference Expenses : Ctr for Intl Trade Dev Office	500	
12	2XXX	684000	53210	2130	Classified Employees : Ctr for Intl Trade Dev Off YEP Business Services Coordinator, TBD, eff. 7/1/12 @ 40%	18,650	
12	2XXX	684000	53210	3215	PERS - Non-Instructional : Ctr for Intl Trade Dev O	2,037	
12	2XXX	684000	53210	3315	OASDHI - Non-Instructional : Ctr for Intl Trade Dev	1,190	
12	2XXX	684000	53210	3325	Medicare - Non-Instructional : Ctr for Intl Trade D	278	
12	2XXX	684000	53210	3415	H & W - Non-Instructional : Ctr for Intl Trade Dev	5,518	
12	2XXX	684000	53210	3435	H & W - Retiree Fund Non-Inst : Ctr for Intl Trade	192	
12	2XXX	684000	53210	3515	SUI - Non-Instructional : Ctr for Intl Trade Dev Of	309	
12	2XXX	684000	53210	3615	WCI - Non-Instructional : Ctr for Intl Trade Dev Of	461	
12	2XXX	684000	53210	3915	Other Benefits - Non-Instruct : Ctr for Intl Trade	540	
12	2XXX	684000	53210	4210	Books, Mags & Ref Mat, Non-Lib : Ctr for Intl Trade	500	
12	2XXX	684000	53210	4610	Non-Instructional Supplies : Ctr for Intl Trade Dev	1,500	
12	2XXX	684000	53210	4710	Food and Food Service Supplies : Ctr for Intl Trade	1,500	
12	2XXX	684000	53210	5100	Contracted Services : Ctr for Intl Trade Dev Office	11,353	
12	2XXX	684000	53210	5220	Mileage/Parking Expenses : Ctr for Intl Trade Dev O	500	
12	2XXX	684000	53210	5300	Inst Dues & Memberships : Ctr for Intl Trade Dev Of	500	
12	2XXX	684000	53210	5800	Advertising : Ctr for Intl Trade Dev Office	1,200	
12	2XXX	684000	53210	5904	Other Participant Prog Svc/Exp : Ctr for Intl Trade	849	
12	2XXX	684000	53210	5940	Reproduction/Printing Expenses : Ctr for Intl Trade	500	
					Total - YEP CITD Year 5	50,000	50,000

SPECIAL PROJECT DETAILED BUDGET #2xxx
NAME: Youth Entrepreneurship Project - Faculty Mini Grants Program II (District)
FISCAL YEAR: 2011/2012

CONTRACT PERIOD: 01/10/12 - 03/31/14
 CONTRACT INCOME: \$285,000
 Grant Agreement #: 11-172-055

PROJ. ADM. Enrique Perez
 PROJ. DIR. Michael Roessler
 Date: 03/02/12

Account String	Description	Debit	Credit
12-2xxx-000000-50000-8659	Other Reimb Categorical Allow : District Operations		285,000
12-2xxx-672000-50000-5865	Indirect Costs : District Operations (4% of grant-funded direct costs)	10,962	
12-2xxx-675000-53305-5210	Conference Expenses : Education Services	14,038	
12-2xxx-684000-53305-5100	Contracted Services: Independent Contractors to coordinate the Youth Entrepreneurship Program.	185,000	
	Department : SBDC/Business Entrepreneurship Center		
12-2xxx-684000-53410-5100	Contracted Services: Small Business Development Ctr	63,500	
12-2xxx-684000-53410-5210	Conference Expenses: Small Business Development Ctr	5,000	
12-2xxx-684000-53410-4610	Non-Instructional Supplies: Small Business Development	2,500	
12-2xxx-684000-53410-4710	Food and Food Service Supplies : Small Business D	2,500	
12-2xxx-684000-53410-5220	Mileage/Parking Expenses : Small Business Developmen	500	
12-2xxx-684000-53410-5940	Reproduction/Printing Expenses : Small Business Devel	1,000	
	Total - Funded	285,000	285,000

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

Resolution in Honor of William J. Cathcart, Orange Citizen of the Year

Resolution No. 12-11

WHEREAS, William Cathcart has served the City of Orange by contributing his talents to the community for more than 36 years; and

WHEREAS, William Cathcart, as a professional landscape architect, has worked on many projects in the City of Orange and led the way to the development of “The Plaza,” as well as provided input to Chapman University’s specific plan; and

WHEREAS, William Cathcart has been involved in a volunteer capacity in a number of organizations including the Orange Chamber of Commerce, the Kiwanis Club of Orange, and as a member of the City of Orange Planning Commission and Design Review Committee where he donated his time and talents on behalf of the City of Orange; and

WHEREAS, William Cathcart has served as a member of the Board of the Orange Senior Center for more than 24 years and has been instrumental in the success of the organization because of his leadership and fundraising efforts; and

WHEREAS, William Cathcart has always been focused on the best interest of the City of Orange and a strong advocate for ideas that contribute to making the City of Orange a better place in which to live, work and play; and

THEREFORE BE IT RESOLVED, that the Rancho Santiago Community College District Board of Trustees congratulates William Cathcart on the occasion of his selection as 2011 Orange Citizen of the Year.

Dated this 12th day of March 2012.

Ayes:

Noes:

Absent:

Abstain:

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

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

**Resolution in Honor of Wilson Automotive Group/Toyota of Orange,
Orange Business of the Year**

Resolution No. 12-12

WHEREAS, the Wilson Automotive Group/Toyota of Orange has contributed to the economy of the City of Orange for 29 years; and

WHEREAS, the Wilson Automotive Group/Toyota of Orange recognizes the necessity of building relationships with the customer to earn customer loyalty, which has been a building block to their success; and

WHEREAS, the Wilson Automotive Group/Toyota of Orange is a respected leader in the automotive industry due in large part to its efforts to attain employee satisfaction and loyalty, which results in a positive environment for employees and customers alike; and

WHEREAS, the Wilson Automotive Group/Toyota of Orange goes above and beyond in providing service to its customers by adapting to customer demand; and

WHEREAS, the Wilson Automotive Group/Toyota of Orange is a leader in the automotive industry, well known for its quality employees, high customer retention and ethical business practices; and

WHEREAS, the Wilson Automotive Group/Toyota of Orange through its owner, David Wilson, has demonstrated a commitment to the community by his involvement as a member of the Board of Trustees of Chapman University, a member of the Board of Directors of the Orange County Council of the Boy Scouts of America and a member of the Board of Directors of the Orangewood Children's Foundation;

THEREFORE BE IT RESOLVED, that the Rancho Santiago Community College District Board of Trustees congratulates the Wilson Automotive Group/Toyota of Orange on the occasion of its selection as 2011 Orange Business of the Year.

Dated this 12th day of March 2012.

Ayes:
Noes:
Absent:
Abstain:

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