

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Board of Trustees (Regular meeting)
Monday, April 28, 2014
2323 North Broadway, #107
Santa Ana, CA 92706

District Mission

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

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

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

Americans with Disabilities Acts (ADA)

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

A G E N D A

1.0 PROCEDURAL MATTERS

4:30 p.m.

1.1 Call to Order

1.2 Pledge of Allegiance to the United States Flag

1.3 Approval of Additions or Corrections to Agenda

Action

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 April 14, 2014

Action

1.6 Approval of Consent Calendar

Action

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

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

1.7 Public Hearing – Continuing Education Faculty Association (CEFA) Initial Bargaining Proposal to Rancho Santiago Community College District (RSCCD)

1.8 Presentation on RSCCD Bookstore Textbook Prices and Course Material Options

2.0 INFORMATIONAL ITEMS AND ORAL REPORTS

2.1 Report from the Chancellor

- Accreditation

2.2 Reports from College Presidents

- Accreditation
- 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

3.0 INSTRUCTION

*3.1 Ratification of New OTA Agreement – MYTherapyCompany Action
The administration recommends ratification of the agreement with MyTherapyCompany in Oceanside, California.

*3.2 Confirmation of Santa Ana College Associate Degrees and Certificates Awarded in Fall 2013 Action
The administration recommends confirmation of the list of recipients of the associate degrees and certificates for fall 2013 as presented.

*3.3 Confirmation of Santiago Canyon College Associate Degrees and Certificates Awarded in Fall 2013 Action
The administration recommends confirmation of the list of recipients of the associate degrees and certificates for fall 2013 as presented.

4.0 BUSINESS OPERATIONS/FISCAL SERVICES

*4.1 Approval of Payment of Bills Action
The administration recommends payment of bills as submitted.

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

- *4.2 Approval of Budget Increases/Decreases and Budget Transfers Action
The administration recommends approval of budget increases, decreases and transfers during the month of March 2014.
- *4.3 Approval of State Categorical Program Flexibility Transfer Action
The administration recommends approval of the State Categorical Flexibility Transfer request per Education Code 84043 as presented.
- *4.4 Adoption of Resolution No. 14-16 for Emergency Repair of Continuing Education Center (CEC) Domestic Water Line Action
The administration recommends adoption of Resolution No. 14-16 for emergency repair of the domestic water line leak at CEC as presented.
- *4.5 Approval of Change Order #9 for Bid #1180 for Contract with Woodcliff Corporation for Perimeter Site Improvements for Santa Ana College (SAC) Action
The administration recommends approval of change order #9 for Bid #1180 for Woodcliff Corporation for perimeter site improvements at SAC as presented.
- *4.6 Approval of Notice of Completion for Bid #1180 for Contract with Woodcliff Corporation for Perimeter Site Improvements at Santa Ana College Action
The administration recommends approval of the Notice of Completion with Woodcliff Corporation for perimeter site improvements at SAC as presented.
- *4.7 Ratification of Award for Informal Bid #1226 Building Demolition and Site Development at Santa Ana College Action
The administration recommends ratification of the award of Bid #1226 to NCM Demolition and Remediation, LP as presented.
- *4.8 Approval of Change Order #1 for Boiler Replacement Project at Santa Ana College and Santiago Canyon College (SCC) Action
The administration recommends approval of change order #1 for ACCO Engineered Systems for the boiler replacement project at SAC and SCC as presented.
- *4.9 Approval of Notice of Completion for Boiler Replacement Project with ACCO Engineered Systems, Inc. at Santa Ana College Action
The administration recommends approval of the Notice of Completion with ACCO Engineered Systems, Inc. for the boiler replacement project at SAC as presented.

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

- *4.10 Approval of Notice of Completion for Boiler Replacement Project with ACCO Engineered Systems, Inc. at Santiago Canyon College Action
The administration recommends approval of the Notice of Completion with ACCO Engineered Systems, Inc. for the boiler replacement project at SCC as presented.
- *4.11 Approval of Agreement with Blackboard Connect Inc. - Emergency Mass Communication Software and Services Action
The administration recommends approval of the agreement with Blackboard Connect Inc. for a single sign on emergency mass communication services with Rancho Santiago Community College District as presented.
- *4.12 Approval of Disposal of Surplus Vehicles Action
The administration recommends the declaration of the list of equipment as surplus property and utilization of Ken Porter Auctions to conduct an auction as presented.
- *4.13 Approval of Purchase Orders Action
The administration recommends approval of the purchase order listing for the period March 9, 2014, through April 12, 2014.

5.0 GENERAL

- *5.1 Approval of Capacity Building Grant – Project Implementation Plan Action
The administration recommends approval of the Project Implementation Plan report for RSCCD's Child Development Services' Capacity Building Grant for 2014.
- 5.2 Rancho Santiago Community College District Functions/Mapping of Responsibilities Document Information
The RSCCD Functions/Mapping of Responsibilities document is presented as information.
- 5.3 Board Member Comments Information

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

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: Anticipated/Potential Litigation (pursuant to Government Code Section 54956.9[b]-[c]) (2 cases)

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: 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])

6. Conference with Real Property Negotiators (pursuant to Government Code Section 54956.8)
Agency Negotiator: Dr. Raúl Rodríguez, Chancellor
Property Address: 4540 E. Riverdale Avenue, Anaheim, California
Negotiating Parties: Orange Unified School District
Under Negotiation: Sale of Property

RECONVENE

Issues discussed in Closed Session (Board Clerk)

Public Comment

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

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

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

6.0 HUMAN RESOURCES

6.1 Management/Academic Personnel Action

- Approval of New Job Descriptions
- Approval of Leaves of Absence
- Approval of Stipends
- Approval of Part-time Hourly New Hires/Rehires
- Approval of Non-paid Instructors of Record

6.2 Classified Personnel Action

- Approval of New Appointments
- Approval of Longevity Increments
- Approval of Changes in Positions
- Approval of Professional Growth Increments
- Ratification of Resignations/Retirements
- Approval of Temporary Assignments
- Approval of Additional Hours for On Going Assignments
- Approval of Substitute Assignments
- Approval of Miscellaneous Positions
- Approval of Community Service Presenters and Stipends
- Approval of Student Assistant Lists

6.3 Presentation of Rancho Santiago Community College District Initial Bargaining Proposal to Continuing Education Faculty Association Action

It is recommended that the board receive and file the district's initial bargaining proposal to CEFA and schedule a public hearing for May 12, 2014.

7.0 ADJOURNMENT - The next regular meeting of the Board of Trustees will be held on May 12, 2014.

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

Board of Trustees (Regular meeting)

Monday, April 14, 2014

MINUTES

1.0 PROCEDURAL MATTERS

1.1 Call to Order

The meeting was called to order at 4:38 p.m. by Mr. Jose Solorio. Other members present were Ms. Claudia Alvarez, Ms. Arianna Barrios, Mr. John Hanna, Mr. Larry Labrado, Ms. Nelida Mendoza Yanez, Mr. Phillip Yarbrough, and Mr. Jorge Sandoval.

Administrators present during the regular meeting were Mr. John Didion, Mr. Peter Hardash, 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 Mr. Labrado, Vice President, Rancho Santiago Community College District (RSCCD) Board of Trustees.

1.3 Administration of Oath of Allegiance to Jorge Sandoval, April 2014 Interim Student Trustee

Mr. Yarbrough administered the Oath of Allegiance to Mr. Jorge Sandoval. The board welcomed him as the April 2014 student trustee.

1.4 Recognition of Students

The board recognized Mr. Haroon Khan, student at Santiago Canyon College, and Mr. Mario Quintero Salazar, student at Santa Ana College, for their scholastic achievements, leadership, and service to the campus community and the Rancho Santiago Community College District.

Mr. Solorio recognized Ms. Teresa Mercado-Cota as the recipient of the Viola Myre Orange County Volunteer of the Year Award presented by the Orange County Hispanic Chamber of Commerce on April 12, 2014.

1.5 Approval of Additions or Corrections to Agenda

It was moved by Mr. Yarbrough and seconded by Ms. Alvarez to approve an addendum for Item 6.2 (Classified Personnel) and include the answers provided by staff to Ms. Alvarez, Mr. Hanna, and Mr. Yarbrough's questions in the April 14, 2014 minutes. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, Mr. Solorio, and Mr. Yarbrough. Student Trustee Sandoval's advisory vote was aye.

1.6 Public Comment

Mr. Nathan Banditelli, Ms. Colleen Mangali, and Ms. Teresa Paz; representatives of California School Employees Association, Chapter 888, introduced themselves and other members representing Chapter 888 that were present. They spoke regarding Child Development Centers (CDC) entering negotiations recently and the services CDC provides the district.

1.7 Approval of Minutes

It was moved by Mr. Yarbrough and seconded by Mr. Labrado to approve the minutes of the meeting held March 24, 2014. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, Mr. Solorio, and Mr. Yarbrough. Student Trustee Sandoval's advisory vote was aye.

1.8 Approval of Consent Calendar

It was moved by Mr. Yarbrough and seconded by Mr. Labrado to approve the recommended action on the following items (as indicated by an asterisk on the agenda) on the Consent Calendar, with the exception of Item 4.3 (Investment Banking and Underwriting Services Agreement with Piper Jaffray & Co.), removed from the Consent Calendar by Mr. Hanna. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, Mr. Solorio, and Mr. Yarbrough. Student Trustee Sandoval's advisory vote was aye.

3.1 Approval of Upward Bound Summer Residential Program Contract

The board approved the agreement between Chapman University and Santa Ana College (SAC) Upward Bound Program for 2014.

3.2 Approval of Nursing Program Agreement – Placentia-Yorba Linda Unified School District

The board approved the clinical affiliation agreement with Placentia-Yorba Linda Unified School District located in Placentia, California.

3.3 Approval of Pharmacy Technology Agreement Renewal – AHMC Anaheim Regional Medical Center

The board approved the contract with AHMC Anaheim Regional Medical Center in Anaheim, California.

1.8 Approval of Consent Calendar – (cont.)

3.4 Approval of Amendment #1 to OTA Agreement – Long Beach Memorial Medical Center

The board approved the agreement amendment with Long Beach Memorial Medical Center in Long Beach, California.

4.1 Approval of Payment of Bills

The board approved payment of bills as submitted.

4.2 Adoption of Resolution No. 14-10 – Establish General Obligation Bond Fund with Orange County Treasurer

The board adopted Resolution No. 14-10 to establish the General Obligation Bond Fund with the Orange County Treasurer as presented.

4.5 Approval of Agreement with Ninyo & Moore for Materials Testing and Inspection Consulting Services for Dunlap Hall Renovation Project at Santa Ana College

The board approved the agreement with Ninyo & Moore for materials testing and inspection services for the Dunlap Hall renovation project at SAC as presented.

4.6 Approval of Amendment with Knowland Construction Services for DSA Inspector of Record, Testing & Inspection Services for Planetarium, Parking Lot #11 and Temporary Village at Santa Ana College

The board approved the amendment with Knowland Construction Services for DSA Inspector of Record, testing and inspection services for the planetarium, parking lot #11, and temporary village project at SAC as presented.

4.7 Approval of Agreement with Knowland Construction Services for DSA Inspector of Record, Testing & Inspection Services for the Dunlap Hall Renovation Project at Santa Ana College

The board approved the agreement with Knowland Construction Services for DSA Inspector of Record, testing and inspection services for the Dunlap Hall renovation project at SAC as presented.

4.8 Approval of Release and Settlement Agreement between Optima RPM, Inc. and Rancho Santiago Community College District (RSCCD) for Building “G” Renovations Project at Santa Ana College

The board approved the Release and Settlement Agreement between Optima RPM, Inc. and RSCCD for the Building “G” renovations project at SAC as presented.

4.9 Approval to Reject all Bids: Bid #1218 - Off-Site Improvement Project at Santa Ana College

The board approved rejection of all bids in Bid #1218 – Off-Site Improvement Project at SAC as presented.

1.8 Approval of Consent Calendar – (cont.)

4.10 Approval of Agreement with WLC Architects, Inc. for Architectural and Engineering Consulting Services for the Building “D” Renovations at Santiago Canyon College

The board approved the contract with WLC Architects for Building “D” renovations at SCC as presented.

4.11 Award of Bid #1221 – Purchase of Two FANUC Robot ARC Mate OiA Welding Robots & Lincoln Electric System 5 Single Zone/Fixed Table Systems

The board accepted the bid and approved the award of Bid #1221- Purchase of Two FANUC Robot ARC Mate OiA Welding Robots & Lincoln Electric System 5 Single Zone/Fixed Table Systems to Cameron Welding Supply as presented.

5.1 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:

- Kaleidoscope Project II (SAC) - <i>Augmentation</i>	\$22,500
- Seeds to Trees – Digital Media Training (District) - <i>Adjustment</i>	-\$10,000

1.9 Public Hearing – Adopt certain findings prerequisite to award of energy service contract under Government Code Sections 4217.18 for Request for Proposal #13/14-45 for the LED Lighting Conversion at Santa Ana College

There were no public comments.

2.0 INFORMATIONAL ITEMS AND ORAL REPORTS

2.1 Report from Chancellor

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

Dr. Rodriguez reported the following will be discussed in closed session:
Conference with Real Estate Negotiator (pursuant to Government Code Section 54956.8)

Agency Negotiator: Dr. Raúl Rodríguez, Chancellor
Property Address: 4540 E. Riverdale Avenue, Anaheim, California
Negotiating Parties: Orange Unified School District
Under Negotiation: Sale of Property

2.2 Reports from College Presidents

Mr. Juan Vázquez, President, Santiago Canyon College, provided a report to the board. Mr. Vázquez reported the first draft of the self-evaluation report has been distributed and committee members are awaiting feedback from staff.

2.2 Reports from College Presidents – (cont.)

There was no representation from Santa Ana College.

2.3 Report from Student Trustee

Mr. Jorge Sandoval, Interim Student Trustee, provided a report to the board.

2.4 Reports from Student Presidents

Mr. Yuh Hwan Ko, Student President, Santiago Canyon College, provided a report to the board.

2.5 Reports from Academic Senate Presidents

The following academic senate representatives provided reports to the board:

Ms. Corinna Evett, Academic Senate President, Santiago Canyon College
Mr. John Zarske, Academic Senate President, Santa Ana College

3.0 INSTRUCTION

All items were approved as part of Item 1.8 (Consent Calendar).

4.0 BUSINESS OPERATIONS/FISCAL SERVICES

Items 4.1, 4.2, and 4.5 through 4.11 were approved as part of Item 1.8 (Consent Calendar).

4.3 Approval of Investment Banking and Underwriting Services Agreement with Piper Jaffray & Co.

It was moved by Mr. Yarbrough and seconded by Mr. Labrado to approve the agreement with Piper Jaffray & Co. to provide investment banking and underwriting services for the issuance of Measure Q bonds as presented. Mr. Hanna thanked Dr. Rodríguez for the answers to his questions and thanked Mr. Yarbrough for asking that the questions/answers be attached to the minutes during consideration of Item 1.5. Mr. Hanna indicated the chancellor assured the board that the district is not utilizing a financing mechanism for the issuance of Measure Q bonds. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, Mr. Solorio, and Mr. Yarbrough. Student Trustee Sandoval's advisory vote was aye.

4.4 Adoption of Resolution No. 14-15 – Agreement for Energy Conservation Services with Sun Industries for LED Lighting Conversion at Santa Ana College

It was moved by Mr. Yarbrough and seconded by Mr. Labrado to adopt Resolution No. 14-15 for the agreement for Energy Conservation Services with Sun Industries for the LED conversion project at Santa Ana College. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, Mr. Solorio, and Mr. Yarbrough. Student Trustee Sandoval's advisory vote was aye.

5.0 GENERAL

Item 5.1 was approved as part of Item 1.8 (Consent Calendar).

5.2 Board of Trustees Cast Ballot for California Community College Trustees (CCCT) Board of Directors Election – 2014

It was moved by Mr. Hanna and seconded by Mr. Labrado to cast a vote for the following candidates for the Board of Directors Election – 2014: Paul Gomez, Adrienne Grey, Pam Haynes, Nathan Miller, Jim Moreno, Lorrie A. Denson, Laura Casas, and Stephan Castellanos. Mr. Hanna thanked the chancellor for working with Townsend Public Affairs on the distribution of questions relating to adult education to the CCCT Board of Directors candidates. Mr. Hanna indicated answers to these questions assisted the board in the selection of the abovementioned candidates. Discussion ensued. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, Mr. Solorio, and Mr. Yarbrough. Student Trustee Sandoval's advisory vote was aye.

5.3 Board Member Comments

When surveying students regarding intersession, Mr. Sandoval asked Mr. Ko to include communication to the students on the importance of enrolling in intersession classes.

Mr. Sandoval indicated the students are in favor of SB 850 (baccalaureate degree pilot program) and encouraged board members to support SB850.

Ms. Barrios, Ms. Alvarez, and Mr. Solorio congratulated Mr. Labrado on the birth of his first grandson.

Ms. Barrios reported she enjoyed attending the Ruben Salazar film screening held at Santa Ana College on April 3.

Ms. Barrios announced she will be testifying on behalf of the Small Business Development Center (SBDC) at the Capitol Building in Sacramento next week.

Ms. Alvarez thanked the chancellor for the answers to the questions she asked regarding Items 4.5 and 4.7, but indicated she was not satisfied with the answers provided because of the policies followed in making the recommendation. She encouraged the chancellor to discuss the selection/qualification process of the firms the district uses with her. Ms. Alvarez understands the district hires qualified firms, but is concerned the district has a pattern of repeatedly hiring the same firms. Ms. Alvarez asked that her concerns be reviewed by the Board Policy Committee.

Ms. Alvarez congratulated the students that were honored at the meeting and noted that both individuals were STEM (science, technology, engineering, and mathematics) students. She commended the faculty and staff that assisted the students in their education.

5.3 Board Member Comments – (cont.)

Ms. Alvarez and Mr. Solorio commended the students who participated in the Student Leadership Institute (SLI) on April 4-5. Ms. Alvarez reported that she delivered the keynote address and Mr. Solorio gave the closing remarks. Mr. Solorio indicated that in the past, the SLI event had been funded by district funds and is now funded by college foundation funds. He asks that consideration be given to fund this event with district funds in the future.

Ms. Alvarez and Ms. Mendoza Yanez extended condolences to the families of those students who died in the recent FedEx/bus tragic accident in Orland, California, The chartered bus was shuttling more than 40 passengers to Humboldt State University for a tour. Ms. Alvarez and Ms. Mendoza Yanez asked that the meeting be adjourned in memory of those students. Ms. Alvarez asked that staff at Santa Ana College contact the family of one of the surviving students that attends Middle College High School to make sure he is doing well. Ms. Mendoza Yanez mentioned two of the surviving students attended Century High School.

Mr. Hanna and Mr. Solorio welcomed Mr. Sandoval as the interim student trustee for April.

Mr. Hanna thanked Mr. Vázquez and SCC staff for the support given to the Community Foundation of Orange at its recent track and field competition.

Mr. Hanna, Ms. Mendoza Yanez, Mr. Labrado, and Mr. Solorio commended Ms. Mercado-Cota for her recent honor as the recipient of the Viola Myre Orange County Volunteer of the Year Award presented by the Orange County Hispanic Chamber of Commerce on April 12, 2014. They thanked Ms. Mercado-Coto on her service to the community on behalf of the Rancho Santiago Community College District.

Mr. Hanna stated that he enjoyed seeing the CDC classified employees at the board meeting and is interested in hearing reports (not relating to negotiation matters) from other classified employees.

Mr. Labrado announced the birth of his first grandson, Mr. Maxwell Lawrence Labrado.

Mr. Solorio reported that he and Mr. Hanna recently attended the Orange County Labor awards dinner and Mr. Solorio was able to present four individuals with RSCCD resolutions. He asked that future resolutions include the chancellor's official title (instead of Secretary to the Board), the possibility of board members' names, and the district logo. Mr. Solorio reminded board members that paper certificates are cost effective and available for presentations.

RECESS TO CLOSED SESSION

The board convened into closed session at 5:59 p.m. to consider the following items:

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

2. Conference with 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: California School Employees Association, Chapter 888
Continuing Education Faculty Association

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

5. Conference with Real Property Negotiators (pursuant to Government Code Section 54956.8)
Agency Negotiator: Dr. Raúl Rodríguez, Chancellor
Property Address: 4540 E. Riverdale Avenue, Anaheim, California
Negotiating Parties: Orange Unified School District
Under Negotiation: Sale of Property

RECONVENE

The board reconvened at 7:05 p.m.

Closed Session Report

Ms. Alvarez reported the board discussed public employment, labor negotiations, public employee discipline, and real property negotiations. The board took no reportable action.

Public Comment

There were no public comments.

6.0 HUMAN RESOURCES

6.1 Management/Academic Personnel

It was moved by Mr. Yarbrough and seconded by Ms. Alvarez to approve the following action on the management/academic personnel docket. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, Mr. Solorio, and Mr. Yarbrough. Student Trustee Sandoval's advisory vote was aye.

- Approve Appointments
- Approve Changes of Classifications
- Approve Leaves of Absence
- Approve Adjusted Salary Placements
- Approve Stipends
- Approve Part-time Hourly Hires/Rehires
- Approve Non-paid Instructors of Record

6.2 Classified Personnel

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

- Approve New Appointments
- Approve Professional Growth Increments
- Approve Out of Class Assignments
- Approve Changes in Positions
- Approve Changes in Salary Placements
- Approve Leaves of Absence
- Ratify Resignations/Retirements
- 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

6.3 Approval of Agreement with Nicole Miller & Associates

It was moved by Mr. Yarbrough and seconded by Ms. Alvarez to authorize the chancellor or his designee to execute an agreement with Nicole Miller & Associates. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, Mr. Solorio, and Mr. Yarbrough. Student Trustee Sandoval’s advisory vote was aye.

6.4 Presentation of Continuing Education Faculty Association (CEFA) Initial Bargaining Proposal to Rancho Santiago Community College District

It was moved by Mr. Yarbrough and seconded by Ms. Alvarez for the board to receive the CEFA bargaining proposal and schedule a public hearing for April 28, 2014. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, Mr. Solorio, and Mr. Yarbrough. Student Trustee Sandoval’s advisory vote was aye.

6.5 Authorization for Board Travel/Conferences

It was moved by Mr. Yarbrough and seconded by Ms. Alvarez to approve the submitted conference and travel by a board member. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Labrado, Ms. Mendoza Yanez, and Mr. Solorio. Student Trustee Sandoval’s advisory vote was aye.

7.0 ADJOURNMENT

The next regular meeting of the Board of Trustees will be held on April 28, 2014.

There being no further business, Mr. Solorio declared this meeting adjourned at 7:06 p.m., in memory of the students who lost their lives by trying to achieve the American dream in going to visit Humboldt State University on April 11, 2014.

Respectfully submitted,

Raúl Rodríguez, Ph.D.
Chancellor

Approved: _____
Clerk of the Board

Minutes approved: April 28, 2014

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Office of the Vice Chancellor of Business Operations/Fiscal Services

2323 N. Broadway
Santa Ana, CA 92706
(714) 480-7340 – Office
(714) 796-3950 – Fax

Date: April 14, 2014
To: Dr. Raul Rodríguez
From: Peter J. Hardash & Carri Matsumoto
Subject: Responses to Board of Trustees Requests/Questions

From Trustee Claudia Alvarez

Could you please inquire to the respective parties regarding items 4.5, 4.6 and 4.7 on tonight's agenda? Items 4.5 and 4.7 are specific to the Dunlap Hall renovation project. On item 4.5, the request is for approval for an agreement with Ninyo & Moore and 4.7 requests approval for agreement with Knowland Construction- both make reference to inspection services and both seem to be certified for DSA purposes.

What is the scope of services each will provide?

- Ninyo and Moore is a consultant for material testing and inspection, which is a special testing service required for most projects. Knowland Construction is the DSA inspection service.

How do they differ

- Testing and inspection is for certain specific materials. For example, such special testing could include welding, soils or concrete. This is a specialized service for testing required on most projects and is typical. The project inspector is the certified Inspector of Record (IOR).
- Division of State Architects (DSA) inspection is related to the scope of the stamped approved plans and specifications, including, fire, life safety, accessibility and structural components.
- There are specific requirements by DSA for both testing and inspection consultants and the reports they must complete and comply with for these projects. These two services are not to be combined nor do companies do such as a matter of practice in the industry.

Is there an overlap in their experience and work they will address

- No

Could either one of the two handle the entire project on their own for less than the two contracts combined?

- No

Item 4.6 requests an amendment to a recent contract approved by the board only a month ago. The amendment doubles the costs. Although staff's report references the requirement by DSA for an additional inspector, it doesn't address the possibility of hiring an inspector from another qualified firm. I have previously expressed concerns about having one firm assigned to all projects. Unlike item 4.5 involving one building, this item in particular makes reference to "SAC projects including Tessman planetarium and parking lot 11 and the temporary villages.

What are ALL the projects included in this agreement (both the amendment and the original agreement approved by the board on March 10th?)

- The amendment to the agreement covers three projects that have been combined into one under the lease-leaseback delivery method for efficiency and construction delivery purposes. The three projects are: Tessman Planetarium, Lot 11 Site Improvements/Retention Basin and the Temporary Village Portables.

Why were they packaged together?

- The projects were packaged together under the lease-leaseback delivery method as one project to expedite construction delivery and execution in order to meet the target schedule and to save construction costs. This is a short duration project as the construction is phased together with completion by the end of October. This was done to increase efficiency and to mitigate impacts to the College by having only one contractor versus up to three working concurrently. Logistically, it would have severely impacted the campus to try and have three separate projects under construction by three separate contractors if not delivered in this fashion.

Why is staff recommending the same firm that had already agreed to do the entire list of projects for half the price?

- The DSA inspection firm assigned to this project under the already approved agreement is Knowland Construction. The request to add an additional Class II inspector was required by the DSA and not the District.
- It would be inefficient to have two different companies on this job when there is the same architect and contractor for all projects. Additionally, the two DSA Class II inspectors need to be on board at the start of construction and there would be a loss of time to switch inspection firms at this juncture.
- As it relates to item 4.7, that is for a Class I DSA inspector for the Dunlap Hall project which is a separate project and a longer duration of time which is why the cost is more. This is a different inspector, not to be confused with the Class II DSA inspectors for the other project.
- All of the inspectors have been interviewed and qualifications reviewed prior to making a recommendation.

Given staff is recommending the same firm that has the original inspector, did staff address how the two inspectors would specifically divide the work so each is responsible for specific projects?

- Yes. One inspector is required on the Tessman Planetarium only. The other inspector is for the Parking Lot 11/Retention Basin and Temporary Village projects. This is the request of the DSA.

Was there a separate meeting by the selection and interview committee after receipt of DSA's notice for an additional inspector?

- Yes. The committee conducted follow-up interviews with Knowland Construction and interviewed the second inspector on March 12, 2014 and deemed him acceptable for the project.
- The recommendation by the committee isn't simply awarded based on the company itself, or the number of projects they have been selected for previously. It is based on the appropriate inspectors available and qualified for the type of project.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Office of the Vice Chancellor of Business Operations/Fiscal Services

2323 N. Broadway
Santa Ana, CA 92706
(714) 480-7340 – Office
(714) 796-3950 – Fax

Date: April 14, 2014
To: Dr. Raúl Rodríguez
From: Peter J. Hardash
Subject: Responses to Board of Trustees Requests/Questions

From Trustee John Hanna

The April 13, 2014 Register carried an article titled "Schools continue illegal bond use, Attorney general says tacking on fees for banks and lawyers violates law."

The payment mechanism and amount are unclear ... to be negotiated. Please indicate whether the payment mechanism is or can be construed as selling bonds at a premium or could be called into question under the reasoning put forth in the 20011 letter by Attorney General Harris to Poway unified District as mentioned in the article.

- We are not planning to use the premium mechanism to pay for issuance costs. Although using the premium process for paying the costs of issuance, bond counsel and other expenses has been standard practice for many years in the bond investment market. Due to the scrutiny from the Attorney General's Office, many districts are not using the premium mechanism to pay for costs. These costs will be paid for from the original bond authorization. In the case of Measure Q, the costs of issuance will come from the \$198,000,000 authorization.

Also, please list the home office of Piper (and any satellite office in our District) as well as the companies it intends to split their fee with -- UnionBanc Investment Services LLC and Charles Schwab & Co. Please provide the same information and the names of the 11 investment banking firms not recommended by the Chancellor.

- Please see attached list.

Finally, please indicate whether the Administration is intending to finance any payments to banks and firms involved in Measure Q by selling bonds at a premium as described in the Register article and questioned as to legality by the Attorney General the 2011 letter referenced above. As stated above, the district does not plan on using the premium process to pay for issuance costs. These costs will be deducted from the principal G.O. Bond authorization of \$198,000,000.

- As stated above, the district does not plan on using the premium process to pay for issuance costs. These costs will be deducted from the principal G.O. Bond authorization of \$198,000,000.

Piper Jaffray & Co. Offices/Contact:

Trennis Wright
Vice President
2321 Rosecrans Avenue, Suite 3200
El Segundo CA 90245
P 310.297.6018
Trennis.L.Wright@pjc.com

Jeff Baratta
Managing Director
345 California Street, Suite 2400
San Francisco CA 94104
P 415.616.1617
Jeffrey.A.Baratta@pjc.com

Dennis McGuire
Managing Director
8880 Cal Center Drive, Suite 400
Sacramento CA 95826
P 916.361.6520
Dennis.J.McGuire@pjc.com

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1100 South Coast Highway, Suite 300A
Laguna Beach CA 92651
P 949.494.6110
Katherine.A.Koster@pjc.com

HEAD OF CALIFORNIA EDUCATION FINANCE GROUP

Tim Carty
Managing Director
2321 Rosecrans Avenue, Suite 3200
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HEAD OF CALIFORNIA PUBLIC FINANCE

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NATIONAL HEAD OF PUBLIC FINANCE

Frank Fairman
Head of Public Finance
Suite 1000, 800 Nicollet Mall
Minneapolis, MN 55402
P 612.303.6657

Francis.E.Fairman@pic.com

Request for Qualifications (RFQ) mailed to:

Barclays Capital
10250 Constellation Boulevard, 24th Floor
Los Angeles, CA 90067

George K. Baum & Company
555 Capitol Mall, Suite 700
Sacramento, CA 95814

Comerica Bank
17011 Beach Blvd., Suite 100
Huntington Beach, CA 92647

De La Rosa & Co.
10866 Wilshire Blvd.
Penthouse Suite 1650
Los Angeles, CA 90024

Edward Jones
12341 Newport Avenue, Suite 100
Newport Beach, CA 92660

Goldman Sachs & Co.
Fox Plaza
Suite 2600
2121 Avenue of the Stars
Los Angeles, CA 90067

JP Morgan
660 Newport Center Drive
Newport Beach, CA 92660

Morgan Stanley & Co., Inc.
1999 Avenue of the Stars, Suite 2400
Los Angeles, CA 90067

Merrill Lynch
4695 MacArthur Court
Newport Beach, CA 92660

Piper Jaffray & Co.
2321 Rosecrans Avenue, Suite 3200
El Segundo, CA 90245

Ryan Vollmer
RBC Capital Markets
777 S. Figueroa Street, Suite 850
Los Angeles, CA 90017

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Office of the Vice Chancellor of Business Operations/Fiscal Services

2323 N. Broadway
Santa Ana, CA 92706
(714) 480-7340 – Office
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Date: April 14, 2014
To: Dr. Raúl Rodríguez
From: Peter J. Hardash
Subject: Responses to Board of Trustees Requests/Questions

From Trustee Phil Yarbrough

***4.3 Approval of Investment Banking and Underwriting Services Agreement with Piper Jaffray & Co. The administration recommends approval of the agreement with Piper Jaffray & Co. to provide investment banking and underwriting services for the issuance of Measure Q bonds as presented. Question: Since the negotiated rate is .65%, and the first bond issue \$70m, then the rate paid to Piper Jaffray is \$455,000. Is this correct, or can this be lower through negotiations? If so, describe these negotiations and of Piper Jaffray's motivation to negotiate on our behalf.**

- The rates for services will be negotiated for each issuance and will not exceed the 0.65% level. The reason I had this sentence added was because we are planning on submitting each of our bond sales for Orange County Board of Supervisors approval; the Treasurer's Office, as part of the process, will look at what rates for services are fair and competitive. The rates for services must be competitive based on (1) the credit rating, length of term and nature of the bonds sold (i.e. a new issue versus a refinancing), (2) the rates for services charged on other comparable issuances that are occurring at the time we are preparing an issuance of bonds for sale, which is public information and can be obtained directly from source documents and (3) the volatility of bond market conditions at the time of sale. The range of rates for services is in the order of 0.25% to 1.15%; larger issues are typically on the low end and smaller issues on the higher end.

4.9 Approval to Reject all Bids: Bid #1218 - Off-Site Improvement Project at Santa Ana College The administration recommends approval of rejecting all bids in Bid #1218 - Off-Site Improvement Project at SAC as presented. Question: Why are we re-evaluating the scope of services at this time? What changed to require this?

- The bids came in over budget. Additionally, staff has conducted a due diligence review and has performed reference checks. We do not recommend award at this time and we are re-reviewing the scope and delivery method for this project.

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

To: Board of Trustees	Date: April 14, 2014
Re: Ratification of New OTA Agreement – MyTherapyCompany (MTC)	
Action: Request for Ratification	

BACKGROUND

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

ANALYSIS

This clinical affiliation agreement covers the scope of program operations at the facility, as well as insurance and other issues relating to the liability of both parties. The Santa Ana College fieldwork coordinator, Debbie Hyman, received notice from Progressus (an agency that we currently have an agreement with) on Friday, April 11, 2014. Two students were scheduled to complete a fieldwork rotation at Progressus, beginning on April 14, 2014. Ms. Hyman was informed that the students would instead do their rotations at MyTherapyCompany (MTC). We do not have an agreement with MTC. The two students could not begin their rotation until there was a fully executed agreement. The SAC OTA program sent the standard agreement to MTC on Friday, April 11th and the partially signed agreement was returned on April 14th. Contact was made with John Didion to move forward with the ratification so that the students' graduation would not be delayed for six (6) additional months. 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 ratify this agreement with MyTherapyCompany (MTC) in Oceanside, California.

Fiscal Impact:	None	Board Date: April 14, 2014
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 Rodriguez, Ph.D., Chancellor, RSCCD	

AGREEMENT

Occupational Therapy Assistant Program

THIS AGREEMENT is made and entered into the April 10, 2014 by and between MyTherapyCompany (MTC), hereinafter called the Agency, and Rancho Santiago Community College District on behalf of Santa Ana College, hereinafter called the District.

PART I. BASIS AND PURPOSE OF AGREEMENT

WITNESSETH:

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

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

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

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

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

PART II. GENERAL RESPONSIBILITIES AND PRIVILEGES OF THE COLLEGE

A. For the Program in General

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

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

B. For Program Planning

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

C. For Occupational Therapy Assistant Program Students

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

PART III. GENERAL RESPONSIBILITIES AND PRIVILEGES OF THE AGENCY

A. For the Program in General

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

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

B. For Services and Facilities

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

C. For the Control of District Personnel

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

PART IV. JOINT RESPONSIBILITIES AND PRIVILEGES

A. For publications

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

B. Insurance:

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

C. Indemnification

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

PART V. STATUS OF OCCUPATIONAL THERAPY ASSISTANT STUDENTS

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

B. Occupational Therapy Assistant Program students are subject to the authority, policies, and regulations of the district. They are also subject, during clinical assignment, to applicable agency regulations and must conform to the same standards as are for Agency employees in matters relating to the welfare of patients and general Agency operations.

C. Occupational Therapy Assistant Program students shall be responsible for proper coverage in regard to malpractice insurance, or any other liability insurance that might be required by either the District or the Agency.

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


PART VI. PERIOD OF AGREEMENT, TERMINATION


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

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

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

Agency:
MyTherapyCompany (MTC)
Name of Agency:
Address:
1297 Panorama Ridge Rd.
Oceanside, CA 92056


Peter J. Hardash
Vice Chancellor
Business Operations & Fiscal Services

Laurie McCloskey 
Person Responsible:
Title: VP of Therapy & Client Services
laurie@mytherapycompany.com
(760) 208-5999

4/18/14
Date

April 10, 2014 April 10, 2014
Date

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**SANTA ANA COLLEGE – STUDENT SERVICES**

To:	Board of Trustees	Date: April 28, 2014
Re:	Confirmation of Santa Ana College Associate Degrees and Certificates for Fall 2013	
Action:	Request for Confirmation	

BACKGROUND

Attached are 2 reports comparing the number of degrees and certificates earned for fall 2013 and fall 2012. Also attached, please find a list of students who have completed coursework at Santa Ana College leading to the Associate Degree and/or Certificate for fall 2013.

ANALYSIS

Santa Ana College awarded 522 Associate Degrees at the conclusion of the fall 2013 semester, 338 Associate in Arts, 143 Associate in Science and 26 Associate in Arts Transfer. This is up 33 degrees over fall 2012 in which a total of 489 Associate Degrees were conferred. The area that showed the most significant increase was Arts, Humanities and Communications which increased from 85 degrees awarded in fall 2012 to 127 awarded in fall 2013.

Santa Ana College awarded 441 Certificates of Achievement at the conclusion of the fall 2013 semester. This is a decrease of 27 certificates from fall 2012 in which 468 Certificates of Achievement were conferred. The area with the most significant increase in certificates was CSU General Education which awarded 203 certificates. This is an increase of 20 from the 183 certificates awarded at the conclusion of fall 2012.

RECOMMENDATION

It is recommended that the Board of Trustees confirm the list of recipients of the Santa Ana College Associate Degrees and Certificates for fall 2013 as presented on the attached.

Fiscal Impact:	None	Board Date: April 28, 2014
Prepared by:	Mark C. Liang, J.D., Associate Dean, Admissions and Records Sara Lundquist, Ph.D., Vice President, Student Services	
Submitted by:	Erlinda J. Martinez, Ed.D., President, Santa Ana College	
Recommended by:	Raúl Rodriguez, Ph.D., Chancellor, RSCCD	

Santa Ana College
Degrees Awarded
Fall 2012 and Fall 2013

MAJOR	2012	2013
Accounting	4	7
Administration of Justice for Transfer	0	1
Art	0	1
- Digital Media Arts Design	3	0
Auto	1	1
Biological Science	3	2
Business Administration	36	23
Business Administration for Transfer	0	13
Business Applications	0	2
- Office Management	1	1
Business Management	4	6
Chemistry	5	2
Communications Studies	1	0
Communications Studies for Transfer	4	5
Community Social Services	1	7
Computer Information System	4	3
Criminal Justice	13	10
Economics	1	2
Elementary Education	0	6
English	1	1
Engineering	2	0
- Computer Aided Drafting & Design	1	2
- Drafting and Design	0	1
Entrepreneurship and Innovation	2	1
Fire Technology		
- Administrative Fire Service Chief Officer	2	1
- Fire Administration	1	0
- Hazardous Materials	1	0
- Medical Services Officer	1	0
- Prevention Officer	2	1
- Public Fire Safety Education	1	0
- Public Fire Service	31	23
Geography	1	0
History	2	3
Human Development		
- Infant/Toddler	2	0
- Preschool Child	5	9
International Business	2	8
Kinesiology	0	1
Liberal Arts	73	5
- Arts, Humanities and Communications	85	127
- American Studies	6	10
- Business and Technology	0	2
- Math and Science	19	30
- Social and Behavioral Sciences	22	38
- University Transfer Studies	1	0
Library Technology	3	2
Management -		
- General	5	2
Manufacturing Technology		
- CNC Lathe Set Up & Operation	0	1

Santa Ana College
Degrees Awarded
Fall 2012 and Fall 2013

- CNC Machine Set Up & Operation	0	1
- CNC Milling Machine Set Up & Operation	0	1
- CNC Programmer Mastercam	0	2
Marketing - General	2	1
Mathematics	3	3
Mathematics for Transfer	0	1
Medical Asst - Administration/Clinical	11	9
Modern Languages	1	0
Music	3	0
Nursing		
- Pre - Nursing for B.A. degree	1	1
- Reg. Nursing	41	49
Nutrition and Dietetics	0	1
Occupational Therapy Assistant	23	29
Paralegal	15	13
Pharmacy Technology	6	8
Philosophy	0	2
Physics	1	1
Political Science	2	0
Psychology	1	0
Psychology for Transfer	10	15
Science	4	7
Sociology	1	3
Sociology for Transfer	2	6
Speech	1	0
Speech Language Pathology Assistant	6	7
Television/Video Communications	1	1
Theater Arts		
- Technical Theater Emphasis	1	0
- Performance Emphasis	0	1
Womens Studies	1	0
TOTAL	489	522
Male	215	
Female	274	
Associate of Arts	332	338
Associate of Arts for Transfer	16	26
Associate of Science	141	143
Associate of Science for Transfer		15
Double Majors	38	50
Three or more majors	5	7

Santa Ana College
Certificates Awarded
Fall 2012 and Fall 2013

3 of 35

MAJOR	2012	2013
Accounting	9	3
- Computerized Accounting - MAS 90	1	0
- Computerized Bookkeeping - MAS 90	1	0
- Computerized Accounting - Quickbooks	2	0
- Computerized Bookkeeping - Quickbooks	2	1
- Enrolled Agent**	2	2
- Microsoft Dynamics for Financial Accounting**	0	1
Art		
- 3D Animation A - Art Emphasis	2	1
- 3D Animation D - Previsualization	2	0
- Digital Media w/Graphic Design Emphasis	2	1
- Digital Media w/Web Design Emphasis	0	1
- Crafts B - Glass Emphasis	1	0
Automotive Technology		
- Advanced Engine Performance**	3	0
- Chassis Service	6	8
- Drive Train Service**	1	6
- Engine and Electrical Performance	5	4
- Engine Service**	6	1
Business Applications	1	1
- Digital Publishing	0	1
- Office Management	1	1
- Spanish/English Interpretation & Translation Option**	3	4
Computer Information Systems	1	1
- Database**	0	3
- Help Desk**	0	3
- Networking**	3	1
- PC Maintenance & Troubleshooting**	3	1
Criminal Justice - Corrections Officer**	6	6
CSU General Education	183	203
Diesel and Heavy Equipment	2	3
- Mid-Range Engine Service	1	0
- Transport Refrigeration/Temperature Control**	2	1
Education		
- After School Program Assistant**	2	0
- After School Program Associate Teacher**	13	2
Engineering		
- Computer Aided Drafting & Design	1	3
- Mechanical 3D Solid Modeling CAD**	1	1
- Opt I - Engineering Drafting & Design	1	1
- Opt II - Architectural/Civil/Construction Draft & Design	2	1
Entrepreneurship		
- Entrepreneurship and Innovation	1	0
Exercise Science		
- Coaching**	1	0
- Fitness **	1	0
- Sports Medicine**	1	0
Fire Technology		
- Prevention Officer**	0	3
- Public Fire Service	42	8
Human Development		

Santa Ana College
 Certificates Awarded
 Fall 2012 and Fall 2013

- Infant/Toddler	3	1
- Preschool Child	14	12
- School Age Child	1	0
IGETC General Education	41	40
International Business	4	9
Library Technology	5	3
Management	1	2
- General**	0	1
- Human Resources**	1	8
- Small Business**	1	3
- Supervision**	1	2
Manufacturing Technology		
- CNC Lathe Set Up	3	4
- CNC Milling Set Up	2	2
- CNC Machine Set Up	3	2
- CNC Programmer Mastercam	3	3
- Solidworks 3D Solid Modeling**	3	3
Marketing		
- General**	0	3
- Professional Selling**	2	0
- Web Marketing**	1	0
Medical Assistant - Administrative / Clinical	42	35
Music		
- Digital Music Production**	1	1
Paralegal	6	8
Pharmacy Technology		
- Advanced	4	8
- Basic**	6	7
Sign Language Education	0	1
TV/Video Communication		
- Broadcast Journalism	0	1
- Media Studies**	1	2
- Production	0	3
Theater Arts		
- Entertainment Lighting Tech**	1	0
Welding Technology	1	0
TOTAL	468	441
Male	224	197
Female	244	244
Double Majors	17	19
Three or more majors	7	4
** = Certificates Less Than 18 Units not posted on transcript -	67	65

Adame	Stephanie	CA	CSU General Education	
Aguas	Fermin	CA	CSU General Education	
Aguilar	Abel	CERT	CIS Database	
Aing	Dina	AS	Pre-Nursing	
Akers	Bradley	AA	Business Administration	Honors
		AA	Economics	Honors
Alba	Ana	AA	Liberal Arts: Arts/Humanities/Communications	
		CA	CSU General Education	
Alcala Verduzco	Nancy	AAT	Sociology	
Alcantar	Michelle	CA	CSU General Education	
Alcaraz	Freddie	AA	Liberal Arts: Arts/Humanities/Communications	High Honors
		CA	IGETC General Education	
Alfaro	Jody	AS	Registered Nursing	
Alonso	Jacquelyn	AS	Registered Nursing	
Alonzo	Daniel	CA	CSU General Education	
Alshamali	Meera	AS	Pharmacy Technology	
		CA	Pharmacy Technology Advanced	
Altamirano	Jocelyn	AA	Community Social Services	
Alvaradejo	Jonathan	AA	Liberal Arts: Arts/Humanities/Communications	
Alvarado	Marisol	AA	Liberal Arts: Arts/Humanities/Communications	
		AS	Medial Assistance - Administrative/Clinical	
Alvarado	Ronnie	CERT	After School Program Associate Teacher	
Alvarado Ayala	Mario	AA	Liberal Arts: American Studies	
		CA	CSU General Education	
Alvarenga de Mejia	Blanca	CA	Human Development Preschool Child	
Alvizo	Martha	CA	Management	
Andrews	Marlene	AS	Registered Nursing	Honors
Aparicio	Ligia	AA	Liberal Arts: Social and Behavioral Science	
		CA	IGETC General Education	
Aragon	Arizai	AA	Liberal Arts: Arts/Humanities/Communications	
		CA	CSU General Education	
Aranda	Anai	CERT	Criminal Justice - Corrections Officer	

Aranda	Hugo	AAT	Sociology	
Arevalo	Erika	AS	Pharmacy Technology	
		CA	Pharmacy Technology Advanced	
Arias	Jacqueline	AA	Human Development Preschool Child	
Arriaga	Mario	CA	Auto Technology Chassis Service	
Arroyo Castro	Erendira	AA	Paralegal	
Arteaga Martinez	Ricardo	CERT	CIS Help Desk	
Arzate	Maricruz	AA	Liberal Arts: Social and Behavioral Science	
Avila	Luis	AA	Liberal Arts: Arts/Humanities/Communications	
		CA	CSU General Education	
Avila	Patricia	AA	Liberal Arts: Math and Science	
Ayala Parker	Celia	CA	CSU General Education	
Badaro	Victoria	AS	Occupational Therapy Assistant	
Badosa	Alicia	AS	Fire Technology Prevention Officer	
		CERT	Fire Technology Prevention Officer	
Baeza	Maria	CERT	General Management	
		CERT	Management Small Business	
Barajas	Janette	AA	Liberal Arts: Arts/Humanities/Communications	
Barajas	Stacey	CA	Human Development Preschool Child	
Barajas Ruiz	Alejandro	AS	Engineering Computer Aided Drafting and Design	
		CA	Engineering Computer Aided Drafting and Design	
Baranek	Paula	AS	Occupational Therapy Assistant	High Honors
Barbosa	Michael	AA	Criminal Justice	
Barona	Jorge	CA	Art 3-D Modeling and Animation-Art Emphasis	
Barrera Garcia	Maricruz	AS	Medial Assistance - Administrative/Clinical	
Barrientos	Aurora	AS	Registered Nursing	
Bates	Jennifer	AS	Registered Nursing	
Batterbee	Sarah	AS	Occupational Therapy Assistant	
Bayot	Geffrey	AS	Occupational Therapy Assistant	Honors
Beale	Divonte	AA	Liberal Arts: American Studies	
Becerra	Karla	AA	Liberal Arts: Arts/Humanities/Communications	
Bechara	Alex	CA	Medial Assistance - Administrative/Clinical	

Bender	Dray	AAT	Psychology	
Benson	Jessica	AA	Paralegal	
Beza	Crystal	AA	Liberal Arts: Arts/Humanities/Communications	
Bisengimana	Bertrand	AST	Business Administration	
		CA	CSU General Education	
Blackstock	Antoinette	AS	Registered Nursing	
Blackwell	Jacob	AA	Liberal Arts: Arts/Humanities/Communications	
		CA	CSU General Education	
Bodnar	George	AA	Criminal Justice	
Bostrom	Mary	AA	Human Development Preschool Child	
		CA	Human Development Preschool Child	
Bouallou	Islam	AA	Liberal Arts: Arts/Humanities/Communications	
		CA	CSU General Education	
Boyd	Shaun	AS	Fire Technology Public Fire Service	Honors
Boyzo	Ana	CA	Television/Video Communications - Television Production	
Boyzo	Jorge	AA	Liberal Arts: Math and Science	
		CA	CSU General Education	
Bragg	Lori	AA	Business Administration	Honors
Bragg	Rilee	AA	Liberal Arts: Arts/Humanities/Communications	
		AAT	Communication Studies	
		AAT	Sociology	
		CA	CSU General Education	
Brittain	Jake	AS	Fire Technology Public Fire Service	
		CA	Fire Technology Public Fire Service	
Brooks	Rebecca	AA	Liberal Arts: Math and Science	
		CA	CSU General Education	
Budean-Zorila	Bianca	AA	Liberal Arts: Math and Science	
		CA	CSU General Education	
Buenrostro	Robert	CA	IGETC General Education	
Bufano	Marcus	AS	Fire Technology Public Fire Service	
Bui	Trang	CA	CSU General Education	
Bulatao	Aileen	CERT	Pharmacy Technology Basic	

Bundrock	Carey	AS	Registered Nursing	
Burns	Sarah	AA	Liberal Arts: Arts/Humanities/Communications	
		CA	CSU General Education	
Bustamante	Catalina	CA	Business Applications	
Bustos	Jahaira	AA	Elementary Education	
		AA	Liberal Arts: Arts/Humanities/Communications	
Caballero	Anthony	AA	Liberal Arts: Arts/Humanities/Communications	
		AA	Liberal Arts: Math and Science	
		CA	CSU General Education	
Caballero	Rex	AA	International Business	
Cabasug	Richard	CA	Auto Technology Chassis Service	
		CA	Auto Technology Engine Performance and Electrical	
Cabrera	Denise	CA	IGETC General Education	
Calderon Puentes	Lady	CA	Human Development Infant-Toddler	
Calixto	Olga	AS	Medial Assistance - Administrative/Clinical	Honors
Camacho	Nadia	AA	Liberal Arts: Arts/Humanities/Communications	
		CA	CSU General Education	
Cancel	Yolanda	AS	Registered Nursing	
Cardenas	Candy	AS	Registered Nursing	
Cardenas	Vanessa	AA	Liberal Arts: Arts/Humanities/Communications	
Carrillo	Gustavo	AA	Liberal Arts: Math and Science	
		CA	CSU General Education	
Carter	Marshall	AA	Liberal Arts: Social and Behavioral Science	
Casillas	Jose	AA	Liberal Arts: Arts/Humanities/Communications	
Casillas Cruz	Betsy	AS	Registered Nursing	
Castaneda	Andrea	CA	CSU General Education	
Castaneda	Nicholas	AA	Business Administration	Honors
Castellanos	Vanessa	CA	Medial Assistance - Administrative/Clinical	
Castillo	Rudolph	CERT	CIS Help Desk	
Castillo Santana	Jennifer	AA	Liberal Arts: Arts/Humanities/Communications	
		CA	CSU General Education	
Castro	Esther	AA	Liberal Arts: Math and Science	

		AA	Liberal Arts: Social and Behavioral Science	
Castro	Frederick	AA	Liberal Arts: American Studies	
Castro	Jose	AA	Business Management	
Castro	Juan	AA	Liberal Arts: Arts/Humanities/Communications	
Castro	Raymundo	CA	Digital Publishing	
Cecil	Claire	AA	Liberal Arts: Arts/Humanities/Communications	
		AAT	Communication Studies	
		CA	CSU General Education	
Cerna	Ricardo	AA	Criminal Justice	
Cervantes	Fabiola	AA	Criminal Justice	
		AA	Liberal Arts: Arts/Humanities/Communications	
		CERT	Criminal Justice - Corrections Officer	
Cervantes	Marisol	AA	Community Social Services	
		AA	Liberal Arts: Arts/Humanities/Communications	
		CA	CSU General Education	
Cervantes Ibarra	Javier	CA	CSU General Education	
Charco-Ventura	Elber	AS	Medial Assistance - Administrative/Clinical	
Chavez	Efren	AA	Biology Science	
Chavez	Juan	AA	Accounting	Honors
Chavez	Lizbeth	AA	Liberal Arts: Social and Behavioral Science	
		CA	CSU General Education	
Chavez	Rodolfo	AA	Business Administration	
Chavez	Zulema	AA	Liberal Arts: Arts/Humanities/Communications	
		CA	CSU General Education	
Choi	Kap-Joo	AS	Registered Nursing	
Christensen	Scott	AS	Engineering Computer Aided Drafting and Design	Honors
Chung	Son	CA	CNC Lathe Set Up and Operation	
Chung	Yen	AA	Business Administration	High Honors
		AA	Liberal Arts: Arts/Humanities/Communications	High Honors
		CA	CSU General Education	
Ciampi	Luz	AA	Business Administration	
Coleman	Brett	AS	Registered Nursing	Honors

Coles	Elizabeth	CERT	Pharmacy Technology Basic	
Colon	Diane	AA	Liberal Arts: Arts/Humanities/Communications	
		CA	CSU General Education	
Connet	Michael	AA	Liberal Arts: Arts/Humanities/Communications	
		CA	CSU General Education	
Contreras	Blanca	CA	CSU General Education	
Contreras	Francisco	CERT	Criminal Justice - Corrections Officer	
Conwell	Tamara	CA	Medial Assistance - Administrative/Clinical	
Cook	Gary	AS	Registered Nursing	
Corachea	Rafael Antonio	CA	CSU General Education	
Cordova	Mayra	AA	Human Development Preschool Child	
		CA	Human Development Preschool Child	
Corona	Tracy	CERT	Pharmacy Technology Basic	
Corral	Joseph	AA	Liberal Arts: Arts/Humanities/Communications	
		AAT	Sociology	
		CA	CSU General Education	
Costa	Aaron	AA	Computer Information Systems	Honors
Cruz	Giovanna	CA	IGETC General Education	
Cruz	Johanna	AA	Liberal Arts: Social and Behavioral Science	
		CA	CSU General Education	
Cruz	Morgan	AS	Registered Nursing	
Cruz Amilcar	Julio	AS	Medial Assistance - Administrative/Clinical	
		CA	Medial Assistance - Administrative/Clinical	
Daffer	Christine	AA	Speech Language Pathology Assistant	
Dahlheimer	Bryson	CERT	Fire Technology Prevention Officer	
Daley	Sheree	CA	Medial Assistance - Administrative/Clinical	
Dang	Khoi	CA	CSU General Education	
Darouze	Allison	AA	Liberal Arts: Arts/Humanities/Communications	
		CA	CSU General Education	
Davaasuren	Todbileg	AA	Liberal Arts: Business & Technology	
De la Riva	Alejandra	AA	Liberal Arts: Math and Science	Honors
De la Torre	Melina	AA	Liberal Arts: Arts/Humanities/Communications	

De Los Santos	Sandra	AA	Liberal Arts: Arts/Humanities/Communications
		CA	CSU General Education
Declan	Mary	AS	Registered Nursing
Delgadillo	Juan	AA	Liberal Arts: Arts/Humanities/Communications
		CA	CSU General Education
Delgado	Adrian	AA	Liberal Arts: Arts/Humanities/Communications
		CA	CSU General Education
Delgado	Linda	AAT	Psychology
		CA	CSU General Education
Devia	Paloma	AA	Liberal Arts: Arts/Humanities/Communications
		CA	IGETC General Education
Dewberry	Alisha	CA	CSU General Education
Diaz	King Nino	AS	Registered Nursing
Diaz	Lizbeth	CERT	Management Small Business
Diaz	Pamela	CA	Medial Assistance - Administrative/Clinical
Diaz	Sandra	AA	Liberal Arts: Arts/Humanities/Communications
		CA	CSU General Education
Dirbas	Maysoon	AA	Business Administration
		AA	Liberal Arts: Arts/Humanities/Communications
		CA	CSU General Education
Do	Diana	CA	Medial Assistance - Administrative/Clinical
Do	Francisco	AS	CNC Programmer A - Mastercam
Do	Huyen	CA	Medial Assistance - Administrative/Clinical
Do	Kenny	AS	Science
		CA	CSU General Education
Do	Minh Tam	CA	IGETC General Education
Dominguez	Diana	CA	Medial Assistance - Administrative/Clinical
Dubois	Aaron	AA	Liberal Arts: Arts/Humanities/Communications
		CA	CSU General Education
Dunn	Brock	AA	Liberal Arts: American Studies
Duong	Thuan	AS	Occupational Therapy Assistant
Duran	Libia	AA	Liberal Arts: Arts/Humanities/Communications

		CA	CSU General Education	
Echaves	Jessica	AA	International Business	
Elias	Hector	AA	Philosophy	
Elias	Stephanie	CA	CSU General Education	
Elizalde	Jessica	AA	Criminal Justice	
		AA	Liberal Arts: Arts/Humanities/Communications	
		CA	CSU General Education	
Espinal Justo	Edgar	CERT	Auto Technology Drive Train	
		CA	Auto Technology Engine Performance and Electrical	
Espinoza	Hilda	AA	Community Social Services	
		AA	Liberal Arts: Arts/Humanities/Communications	
		CA	CSU General Education	
Esqueda	Anthony	CA	CSU General Education	
Esquivel	Wendy	CA	CSU General Education	
Estanol - Fernandez	Itzel	AA	Business Administration	
		AA	Liberal Arts: Arts/Humanities/Communications	
		CA	CSU General Education	
Estevan-Saldivar	Christian	AA	Liberal Arts: Math and Science	
		CA	CSU General Education	
Eutimio	Jesus	CA	CNC Lathe Set Up and Operation	
		CA	CNC Machine Set Up and Operation	
		CA	CNC Milling Machine Set Up and Operation	
		CA	CNC Programmer A - Mastercam	
Fan	Stephen	AS	Fire Technology Public Fire Service	Highest Honors
Fauni	Alexandra	AA	Speech Language Pathology Assistant	
		CA	CSU General Education	
Felix	Rodolfo	CA	Auto Technology Chassis Service	
Felkner	Patrick	AS	Occupational Therapy Assistant	
Fernandez	Imara	AS	Pharmacy Technology	
		CERT	Pharmacy Technology Basic	
		CA	Pharmacy Technology Advanced	
Fernandez	Yessica	CA	CSU General Education	

Ferreya	Cesar	CERT	Management Human Resource	
Finsen	Jennifer	AA	Business Administration	Highest Honors
		AA	Liberal Arts: Arts/Humanities/Communications	Highest Honors
		CA	CSU General Education	
		CA	IGETC General Education	
Flores	Gabriel	AA	Liberal Arts: Arts/Humanities/Communications	
		CA	CSU General Education	
Flores	Juan	AS	Science	
Flores	Lizzet	CA	Medial Assistance - Administrative/Clinical	
Flores	Marco	AA	Liberal Arts: Arts/Humanities/Communications	
Flores	Silvia	AA	Human Development Preschool Child	
		CA	Human Development Preschool Child	
Flores Rosas	Lizabeth	AAT	Psychology	
		CA	CSU General Education	
Fondren	Taylor	CERT	Auto Technology Drive Train	
Fonseca	Henry	CERT	Criminal Justice - Corrections Officer	
Frias	Alma	CA	CSU General Education	
Fuentes	Lizeth	CERT	Spanish/English Interpretation and Translation	
Gallardo	Hisidro	CA	CSU General Education	
Gallegos	Rose	AS	Occupational Therapy Assistant	
Galvan	Fernando	AA	International Business	
Gaona	Alberto	CA	CSU General Education	
Garcia	Ambrocio	AA	International Business	
Garcia	Darla	AS	Registered Nursing	
Garcia	Jacqueline	AS	Medial Assistance - Administrative/Clinical	
Garcia	Nallely	CA	CSU General Education	
Garcia	Sally	AA	Liberal Arts: Arts/Humanities/Communications	
		CA	CSU General Education	
Garcilazo	Doris	AS	Occupational Therapy Assistant	Honors
Garduno	Lorena	AA	Liberal Arts: Arts/Humanities/Communications	
		CA	CSU General Education	
Garrido	Kevin	AA	Liberal Arts: Social and Behavioral Science	

		CA	CSU General Education	
Gaspar	Rogelio	CERT	Auto Technology Drive Train	
		CA	Auto Technology Chassis Service	
Gil	Crystal	AA	Liberal Arts: Arts/Humanities/Communications	
		CA	IGETC General Education	
Godinez	Miriam	AA	Liberal Arts: Arts/Humanities/Communications	
		CA	IGETC General Education	
Golightly	Ty	AA	Liberal Arts: Arts/Humanities/Communications	
Gomez	Mark	CA	Diesel and Heavy Equipment Technology	
Gomez	Nicholas	AA	Liberal Arts: Arts/Humanities/Communications	
		CA	CSU General Education	
Gonzalez	Bobbi	AA	Business Applications	High Honors
Gonzalez	Daysy	CA	Management	
Gonzalez	Erik	CERT	Auto Technology Drive Train	
Gonzalez	Jose	AA	Liberal Arts: Arts/Humanities/Communications	
		CA	CSU General Education	
Gonzalez	Liliana	AA	Liberal Arts: Arts/Humanities/Communications	
Gonzalez	Nelson	CA	International Business	
Gonzalez	Raul	AA	Business Administration	
Gonzalez	Tyler	AS	Fire Technology Public Fire Service	Honors
		CA	Fire Technology Public Fire Service	
Gonzalez Solis	Martin	CA	Medial Assistance - Administrative/Clinical	
Goris	Jessica	AA	Speech Language Pathology Assistant	
Gouin	Alex	AA	Liberal Arts: Arts/Humanities/Communications	Honors
		CA	IGETC General Education	
Granados	Frank	AS	Fire Technology Public Fire Service	
Graves	Belinda	CA	Pharmacy Technology Advanced	
Griffin	Cole	AA	Liberal Arts: Arts/Humanities/Communications	
		CA	CSU General Education	
Guerra	Emanuel	AA	Community Social Services	
		AA	Liberal Arts: Arts/Humanities/Communications	
		AA	Liberal Arts: Social and Behavioral Science	

		CA	CSU General Education	
Guerrero	Juan	AA	Business Management	
Gupta	Rakhi	AS	Registered Nursing	
Gurrola	Liliana	CA	Human Development Preschool Child	
Gutierrez	Andrea	AA	International Business	
		CA	International Business	
Gutierrez	Fernando	AA	Business Administration	
		AA	Liberal Arts: Arts/Humanities/Communications	
Gutierrez	Leslie	CERT	Marketing	
Gutierrez	Stephanie	AA	Human Development Preschool Child	
		CA	Human Development Preschool Child	
Guzman	Alfonso	AA	Philosophy	
Guzman	Anna	AA	Liberal Arts: Arts/Humanities/Communications	
		CA	IGETC General Education	
Ha	Linda	CERT	Solidworks 3D Solid Modeling	
Hana	Megan	AA	Liberal Arts: Arts/Humanities/Communications	
		CA	CSU General Education	
Harrison	Katrina	CERT	Microsoft Dynamics for Financial Accounting	
		CA	Accounting	
Hasankhil	Nasibah	AAT	Psychology	
		CA	CSU General Education	
Hekmat	Fatemeh	AA	Liberal Arts	
Henry	Lauren	AS	Fire Technology Public Fire Service	
Hernandez	Arnulfo	CERT	Management Human Resource	
Hernandez	Catalina	CA	Medial Assistance - Administrative/Clinical	
Hernandez	Clesbit	AA	Liberal Arts: Arts/Humanities/Communications	
		CA	CSU General Education	
Hernandez	Edgar	AS	Fire Technology Public Fire Service	
		CA	Fire Technology Public Fire Service	
Hernandez	Jazmin	AAT	Psychology	Honors
		CA	CSU General Education	
Hernandez	Maribel	CA	Medial Assistance - Administrative/Clinical	

Hernandez	Mayra	CA	CSU General Education	
Hernandez Perez	Ericka	CA	CSU General Education	
Hickman	Joshua	CERT	Diesel Transport Refrigeration/Temperature Control	
		CA	Diesel and Heavy Equipment Technology	
Hickox	Jason	AS	Registered Nursing	
Hinojosa	Yesenia	CERT	Spanish/English Interpretation and Translation	
Hipolito	Gary	AS	Occupational Therapy Assistant	
Ho	Kevin	AS	Occupational Therapy Assistant	
Ho	Sophia	CA	Medial Assistance - Administrative/Clinical	
Hoang	Linh	AS	Registered Nursing	
Hoang	Thanh	AA	Liberal Arts: Arts/Humanities/Communications	
		CA	CSU General Education	
Holguin	Shannon	CERT	Marketing	
Howard	Kirsten	AA	Liberal Arts	
Hubocan	Christopher	AA	Liberal Arts: Arts/Humanities/Communications	
		CA	CSU General Education	
Huckeba	Rebecca	CA	CSU General Education	
Huerta	Cristina	CA	CSU General Education	
Huh	David	AS	Pharmacy Technology	
		CA	Pharmacy Technology Advanced	
Hunt	Tiffanie	AS	Registered Nursing	
Hurley	Brett	AA	Liberal Arts: Arts/Humanities/Communications	
		CA	CSU General Education	
Huynh	Hien	CA	CSU General Education	
Huynh	Khoi	CA	IGETC General Education	
Huynh	Kimmii	CA	CSU General Education	
Ibarra	Bernard	AA	Liberal Arts: Arts/Humanities/Communications	
		AST	Business Administration	
		CA	CSU General Education	
Ibarra	Yael	CERT	Fire Technology Prevention Officer	
Ireland	Koaleen	AS	Registered Nursing	
Islas	Francisco	CERT	Spanish/English Interpretation and Translation	

Ivey	Amber	CA	Medial Assistance - Administrative/Clinical	
Iwai	Kent	AS	Occupational Therapy Assistant	
Jabaz	Elizabeth	CA	CSU General Education	
Jekums	Theodore	AS	Registered Nursing	
Jimenez	Carla	AA	Human Development Preschool Child	
		CA	Human Development Preschool Child	
Jimenez	Dulce	AA	Liberal Arts	
Jimenez	Mayra	AAT	Sociology	
		CA	CSU General Education	
Johns	Kathleen	AA	Paralegal	
		CA	Paralegal	
Johnson	Sherise	AST	Business Administration	
		CA	CSU General Education	
Justo	Edward	CA	Auto Technology Chassis Service	
Kandler	Tiffany	AS	Registered Nursing	
Kaneko	Mutsuko	CERT	Accounting Enrolled Agent	
Kang	Jieun	AS	Registered Nursing	Honors
Kaur	Manpreet	CA	Business Applications Office Management	
Kelly	Mark	CERT	Management Human Resource	
Khuat	Thuy	AA	Liberal Arts: Arts/Humanities/Communications	High Honors
		AST	Business Administration	High Honors
		CA	CSU General Education	
Kien	Vannara	AS	Occupational Therapy Assistant	
Kim	Sae Hun	AA	Liberal Arts: Math and Science	High Honors
		CA	IGETC General Education	
King	Jose	AA	Business Administration	
Kouyoumdjian	Seta	AA	Human Development Preschool Child	
		CA	Human Development Preschool Child	
Krie	Austin	AS	Fire Technology Public Fire Service	
		CA	Fire Technology Public Fire Service	
Kritboonyalai	Kenneth	AS	Occupational Therapy Assistant	
Kushelevich	Adolfo	CERT	Digital Music Production	

Lam	Ryan	AA	Business Administration	
		AA	Liberal Arts: Arts/Humanities/Communications	
		CA	CSU General Education	
Lamontagne	Colin	AS	Fire Technology Public Fire Service	
		CA	Fire Technology Public Fire Service	
Languren	Oscar	AA	Criminal Justice	
		AA	Liberal Arts: Arts/Humanities/Communications	
		CA	CSU General Education	
Latham	Jodi	AS	Registered Nursing	
Lattuca	Shane	AS	Fire Technology Public Fire Service	
Lawson	Matthew	AA	Elementary Education	
Le	Dai Trang	CA	Medial Assistance - Administrative/Clinical	
Le	Justina	AA	Liberal Arts: Arts/Humanities/Communications	
		CA	CSU General Education	
Le	Nancy	AA	Nutrition and Dietetics	
Le	Thuy	AA	Liberal Arts: Arts/Humanities/Communications	Honors
		CA	CSU General Education	
Le	Trung	AS	Opt I - Engineering Draftling and Design	
Le	Truong	CERT	CIS Database	
Leal	Tannya	AA	Liberal Arts: Arts/Humanities/Communications	
		CA	CSU General Education	
Lee	Minyoung	AA	Elementary Education	
Lee	Taejun	AS	Occupational Therapy Assistant	
Lemos	David	AS	Registered Nursing	
Leon	David	CA	IGETC General Education	
Leon	Sheila	CA	International Business	
Levin	Dmitri	CA	Engineering Computer Aided Drafting and Design	
Lewis	Lisa	AS	Registered Nursing	
Leyva de la Riva	Gloria	AA	Elementary Education	
Liau	Judy	AA	Paralegal	
Linares	Belinda	AA	International Business	
		AA	Liberal Arts: Arts/Humanities/Communications	

		CA	CSU General Education	
		CA	International Business	
Lino	Karla	AA	Business Administration	
Lipoczi	Richard	AS	Mathematics	
Lobato	Yesenia	AA	Global Entrepreneurship and Innovation	
		CA	CSU General Education	
Lomeli	Paulina	CA	CSU General Education	
Lopez	Gary	AA	History	
		AA	Liberal Arts: Arts/Humanities/Communications	
		AA	Liberal Arts: Social and Behavioral Science	
		CA	CSU General Education	
		CA	IGETC General Education	
Lopez	Jaaziel	CA	IGETC General Education	
Lopez	Jose	AA	Liberal Arts: Arts/Humanities/Communications	
		CA	CSU General Education	
Lopez	Jose Manuel	CA	Opt I - Engineering Draftling and Design	
Lopez	Mercedes	AA	Business Administration	
		AA	Sociology	
Lopez	Rosemary	AA	Art	
Lopez	Vanessa	AA	Liberal Arts: Math and Science	
		CA	CSU General Education	
		CA	IGETC General Education	
Lopez	Vianet	AA	Liberal Arts: Arts/Humanities/Communications	
		CA	CSU General Education	
Lopez Benitez	Nancy	CA	International Business	
Lopez Monroy	Mayra	CA	International Business	
Lucas	Omar	CERT	Management Small Business	
Luna	Angela	CA	Medial Assistance - Administrative/Clinical	
Luna	Gabriela	AA	Liberal Arts: Arts/Humanities/Communications	
		CA	CSU General Education	
Lupo	Nichelle	AS	Pharmacy Technology	High Honors
		CA	Pharmacy Technology Advanced	

Lussier	Michael	AS	Fire Technology Public Fire Service	Honors
		CA	Fire Technology Public Fire Service	
Luu	Khiettrinh	AA	Liberal Arts: Math and Science	Honors
Mach	Troy	AA	Liberal Arts: Math and Science	
		CA	IGETC General Education	
Maciel	Cecilia	AA	Liberal Arts: Arts/Humanities/Communications	Honors
		CA	CSU General Education	
Madrid	Joey	AA	Liberal Arts: Arts/Humanities/Communications	
		CA	CSU General Education	
Maestas	Daniel	AA	Liberal Arts: Math and Science	
		CA	CSU General Education	
Magallon	Danielle	AA	Liberal Arts: Social and Behavioral Science	
		AAT	Psychology	
		CA	CSU General Education	
Manzo	Sandra	AA	Business Administration	
		CA	CSU General Education	
Mapes	Suzanne	AS	Occupational Therapy Assistant	
Maravilla Anaya	Maritza	AA	Liberal Arts: Social and Behavioral Science	
		AAT	Psychology	
		CA	CSU General Education	
Marquez	David	AS	Fire Technology Public Fire Service	High Honors
Marta de Ulloa	Felipa	AA	Community Social Services	Honors
Martinez	Adrian	AA	Liberal Arts: Arts/Humanities/Communications	
		CA	CSU General Education	
Martinez	Ariadna	CA	CSU General Education	
Martinez	Edmund	AA	Sociology	
Martinez	Fidel	AS	Registered Nursing	
Martinez	George	AA	Liberal Arts: Social and Behavioral Science	
		CA	CSU General Education	
Martinez	Jose	AA	Management	
Martinez	Noel	CA	Auto Technology Engine Performance and Electrical	
Martinez	Patricia	AA	English	

Martinez	Sonia	AA	Paralegal	
Marvin	Veronica	AA	Business Administration	
Mateo	Nathan	AA	Liberal Arts: Math and Science	Honors
		CA	IGETC General Education	
McDonald	Antje	CERT	Management Human Resource	
McKenzie	Tyler	CA	Auto Technology Chassis Service	
McMahon	Amy	AS	Occupational Therapy Assistant	
McQuaid	William	AS	Fire Technology Chief Officer	
Medel	Alexis	CA	CSU General Education	
Medina	Crystal	AA	Liberal Arts	
Medina	Jacqueline	AA	Liberal Arts: Math and Science	
		CA	IGETC General Education	
Medina	Jennifer	AS	Registered Nursing	
Mejia	Alejandro	CERT	Management Human Resource	
Mejia	Jorge	AA	Criminal Justice	
		CERT	Criminal Justice - Corrections Officer	
Mendez	Ana	CA	CSU General Education	
Mendez	Erika	AA	Management	
Mendez	Lanette	AA	Liberal Arts: Math and Science	
		CA	CSU General Education	
Mendoza	Charizma	CA	CSU General Education	
Mendoza	Jean Rose	CA	Medial Assistance - Administrative/Clinical	
Mendoza	Joaquin	CA	IGETC General Education	
Mendoza	Randy	AA	Liberal Arts: Arts/Humanities/Communications	
		CA	CSU General Education	
Mendoza	Stephany	AA	Liberal Arts: Social and Behavioral Science	
Mercado	Jennifer	AS	Occupational Therapy Assistant	
Merold	Amy	AS	Registered Nursing	Honors
Michel	Melanie	AA	Liberal Arts: Arts/Humanities/Communications	
		CA	CSU General Education	
Millard	Katherine	AS	Occupational Therapy Assistant	
Miller	Brittany	AA	Paralegal	

		CA	Paralegal	
Miller	Ian	AA	Liberal Arts: Arts/Humanities/Communications	Honors
		CA	CSU General Education	
Minton	Bradley	AA	Marketing	
		CA	CSU General Education	
Mojica	Viridiana	CA	IGETC General Education	
Moncrief	Michael	AS	Fire Technology Public Fire Service	
Monroy	Sasha	AA	Liberal Arts: Arts/Humanities/Communications	
		CERT	After School Program Associate Teacher	
Montano Campello	Gabriela	CA	Medial Assistance - Administrative/Clinical	
Morales	Cruz	AA	Liberal Arts: Arts/Humanities/Communications	
		CA	CSU General Education	
Morales	Esperanza	CA	CSU General Education	
Morales	Oscar	AA	Liberal Arts: Social and Behavioral Science	
		AAT	Psychology	
		CA	CSU General Education	
		CA	IGETC General Education	
Moreno	Elizabeth	CA	CSU General Education	
Morgan	Kevin	AA	Business Management	
		AAT	Communication Studies	
		CA	CSU General Education	
Mounir	Mary	CERT	Pharmacy Technology Basic	
Munoz	Nicole	AA	Liberal Arts: Arts/Humanities/Communications	
		CA	CSU General Education	
Munoz	Norma	AS	Medial Assistance - Administrative/Clinical	
		CA	Medial Assistance - Administrative/Clinical	
Murphy	Kitty	AA	Accounting	Honors
Myers	Melissa	CA	CSU General Education	
Naqvi	Sadia	AA	Liberal Arts: Social and Behavioral Science	Honors
		AA	Paralegal	Honors
Navarro	Lizbeth	AA	Liberal Arts: Social and Behavioral Science	
		CA	CSU General Education	

Neal	Monique	AA	Speech Language Pathology Assistant	Honors
Negrete	Samuel	AA	Liberal Arts: Arts/Humanities/Communications	
Nelson	Christina	AS	Occupational Therapy Assistant	
Nelson	Roberta	AA	Liberal Arts: Math and Science	
Nerhus	Kent	CA	CSU General Education	
Newton	Randall	AS	Fire Technology Public Fire Service	Honors
Ngayan	Derek	AA	Liberal Arts: Social and Behavioral Science	
Ngo	Anh	AST	Business Administration	
		CA	CSU General Education	
Nguyen	Alyssa	AA	Liberal Arts: Math and Science	Honors
		AS	Chemistry	Honors
		AS	Science	Honors
		CA	IGETC General Education	
Nguyen	Davidson	AS	Registered Nursing	
Nguyen	Hung	AS	Registered Nursing	
Nguyen	Jacklyn	CA	Medial Assistance - Administrative/Clinical	
Nguyen	Jaycie	AA	Liberal Arts: Arts/Humanities/Communications	
		CA	CSU General Education	
		CA	Medial Assistance - Administrative/Clinical	
Nguyen	Jenny	AS	Registered Nursing	
Nguyen	Julie	AS	Registered Nursing	
Nguyen	Khanh	AA	Liberal Arts: Math and Science	Honors
		AS	Chemistry	Honors
		AS	Science	Honors
		CA	IGETC General Education	
Nguyen	Luan	AST	Business Administration	Honors
		CA	CSU General Education	
Nguyen	Nam	CA	CNC Lathe Set Up and Operation	
		CA	CNC Programmer A - Mastercam	
Nguyen	Steve	CERT	Mechanical 3D Solid Modeling CAD	
		CERT	Solidworks 3D Solid Modeling	
Nguyen	Thanh Thuy	AA	Liberal Arts: Math and Science	Honors

Nguyen	Thao	AS	Mathematics	
		AS	Science	
		CA	IGETC General Education	
Nguyen	Toan	AS	Occupational Therapy Assistant	
Nichols	Sarah	CA	CSU General Education	
Nieto	Ricardo	AA	Business Administration	
Nishizaki	Kenneth	AA	Accounting	
Nolan	Joseph	AA	Business Management	
Nolasco	Vivian	AA	Liberal Arts: Social and Behavioral Science	
		AAT	Psychology	
		CA	CSU General Education	
Nunez	Angelica	AA	Liberal Arts: Math and Science	
Ochoa	Leticia	AA	Criminal Justice	
Olivares	Karen	AA	Liberal Arts: Arts/Humanities/Communications	
		CA	CSU General Education	
Olivares	Nicasio	CA	Paralegal	
Olivas	Pedro	AA	Liberal Arts: Social and Behavioral Science	High Honors
		AAT	Psychology	High Honors
Oregel	Gabriel	CA	CSU General Education	
Orendain	Carmen	AA	Business Applications Office Management	
		AA	Liberal Arts: Arts/Humanities/Communications	
		CA	CSU General Education	
Ornelas	Daniel	CA	CSU General Education	
Orozco	Christian	AA	Liberal Arts: Arts/Humanities/Communications	
		CA	IGETC General Education	
Ortega	Maureen	AA	Liberal Arts: Arts/Humanities/Communications	
Ortiz	Denise	CA	CSU General Education	
Ortiz	Fredy	CA	Medial Assistance - Administrative/Clinical	
Ortiz	Jessica	AAT	Communication Studies	
		CA	IGETC General Education	
Ortiz	Jesus	CERT	Management Supervision	
Osegueda	Patricia	AA	Liberal Arts: Social and Behavioral Science	

		CA	CSU General Education	
Ou	Chantrey	AA	Business Applications	
Owens	Melissa	AA	Library Technology	
		CA	Library Technology	
Ozuna	Ana	CA	CSU General Education	
Padilla	Anthony	CA	Fire Technology Public Fire Service	
Padilla	Ramon	AA	Liberal Arts: Arts/Humanities/Communications	
		CA	CSU General Education	
Palafox	Porfirio	AS	Registered Nursing	
Paredes	Edith	CA	CSU General Education	
Paz Siancastao	Grisel	CA	Medial Assistance - Administrative/Clinical	
Pearman	Janeen	AS	Registered Nursing	
Pedroza	Juan	CA	CSU General Education	
Pellerin	Joseph	CERT	Auto Technology Drive Train	
Perez	Angie	AA	Liberal Arts: Math and Science	
Perez	Eliana	AA	Liberal Arts: Arts/Humanities/Communications	
		CA	CSU General Education	
Perez	Heidi	AA	Library Technology	
Perez	Irving	CA	CSU General Education	
Perez	Jose	AA	Kinesiology	
		AA	Liberal Arts: Arts/Humanities/Communications	
		CA	CSU General Education	
Perez	Richard	AA	International Business	Honors
Peters	Christopher	AS	Fire Technology Public Fire Service	
Pham	Khatu	CA	Paralegal	
Pham	Mytrang	CA	Medial Assistance - Administrative/Clinical	
Pham	Nam	AA	Liberal Arts: Arts/Humanities/Communications	
		AST	Business Administration	
		CA	CSU General Education	
Phan	Loc	AS	Physics	Honors
		AST	Mathematics	Honors
		CA	CSU General Education	

Phan	Paul	AA	Computer Information Systems	
		CERT	CIS Database	
		CERT	CIS Help Desk	
		CERT	CIS Networking	
		CERT	CIS PC Maintenance and Troubleshooting	
		CA	Computer Information Systems	
		CA	IGETC General Education	
Pineda	Cindy	AA	Liberal Arts: Arts/Humanities/Communications	
		CA	CSU General Education	
Pineda Cortes	Yadira	AA	Business Administration	
Pinones	Oscar	AA	Liberal Arts: Arts/Humanities/Communications	
		CA	CSU General Education	
Plasencia	Ana	AA	Paralegal	
Ponce	Magdaleno	CA	International Business	
Poole	Andrea	AA	Criminal Justice	Honors
		AA	Liberal Arts: American Studies	Honors
		CA	CSU General Education	
Pope	Eva	CA	Medial Assistance - Administrative/Clinical	
Porras	Joshua	CA	CSU General Education	
Portillo	David	AA	Liberal Arts: Arts/Humanities/Communications	
		AST	Business Administration	
		CA	CSU General Education	
Posadas	Cristian	AS	Registered Nursing	
Price	John	AS	Fire Technology Public Fire Service	
Privitelli	Cindy	AS	Registered Nursing	
Pulos	Leticia	AA	Business Administration	
Pumpruck	Louisa	AA	Liberal Arts: Social and Behavioral Science	
		AA	Speech Language Pathology Assistant	
Putnam	Michelle	AA	Liberal Arts: Arts/Humanities/Communications	High Honors
		CA	CSU General Education	
		CA	IGETC General Education	
Quezada	Jessica	AA	Human Development Preschool Child	

		CA	Human Development Preschool Child	
Quinones	Ivan	AA	Liberal Arts: Arts/Humanities/Communications	
		CA	CSU General Education	
Quiroz	Nicole	AA	Liberal Arts: Social and Behavioral Science	Honors
Rabadan	Christian	AA	Liberal Arts: Math and Science	
		CA	IGETC General Education	
Rabadan	Joksan	AA	Liberal Arts: American Studies	
		CA	CSU General Education	
Rafaa	Adil	CA	CSU General Education	
Ramirez	Abigail	AA	Community Social Services	
		AAT	Psychology	
		CA	CSU General Education	
Ramirez	Alejandra	AA	Liberal Arts: Social and Behavioral Science	
		CA	CSU General Education	
Ramirez	Elizabeth	AS	Medial Assistance - Administrative/Clinical	
Ramirez	Esteban	AA	Liberal Arts: Arts/Humanities/Communications	
Ramirez	Giselle	AA	Liberal Arts: Social and Behavioral Science	
Ramirez	Jocelyn	CA	Medial Assistance - Administrative/Clinical	
Ramirez	Maria	AA	Liberal Arts: Arts/Humanities/Communications	
		CA	CSU General Education	
Ramirez	Martha	AA	Liberal Arts: Arts/Humanities/Communications	Honors
		AA	Television/Video Communications	Honors
		CA	CSU General Education	
		CA	Television/Video Communications - Television Production	
Ramos	Angela	AS	Occupational Therapy Assistant	
Ramos	Gilverto	CERT	Solidworks 3D Solid Modeling	
Ramos	Javier	CA	IGETC General Education	
Rangel	Jesse	CERT	Television/Video Communications - Media Studies	
Rank	Lindsey	CA	Paralegal	
Rendon	Monique	CA	Medial Assistance - Administrative/Clinical	
Rewerts	Cecilia	AS	Pharmacy Technology	
Reyes	Gerardo	CA	Diesel and Heavy Equipment Technology	

Reyes	Noelle	AA	Liberal Arts: Arts/Humanities/Communications	High Honors
Reyes	Stephany	AA	Liberal Arts: Arts/Humanities/Communications	
		CA	CSU General Education	
Reynoso	Javier	AS	Registered Nursing	
Richards	Lora	AA	Speech Language Pathology Assistant	Honors
Rivas	Pedro	CA	Medial Assistance - Administrative/Clinical	
Rivera	Monica	AS	Registered Nursing	
Rivera	Thu	AA	Accounting	Honors
Robison	Carrie	AS	Pharmacy Technology	
		CA	Pharmacy Technology Advanced	
Robles	Anali	AA	Community Social Services	
		AA	Liberal Arts: Social and Behavioral Science	
		CA	CSU General Education	
Robles	Celeste	CA	CSU General Education	
Robles	Manuel	AA	Liberal Arts: Social and Behavioral Science	
		CA	CSU General Education	
Rocha	Norberto	CERT	Pharmacy Technology Basic	
Rodriguez	Frank	AA	Liberal Arts: Arts/Humanities/Communications	Honors
		CA	CSU General Education	
Rodriguez	Henry	CERT	Auto Technology Drive Train	
Rodriguez	Itzcoatl	AA	Biology Science	
		AA	Liberal Arts: Math and Science	
		CA	CSU General Education	
Rodriguez	Lyzette	AA	Liberal Arts: Arts/Humanities/Communications	
		CA	CSU General Education	
Rodriguez	Olga	CA	Human Development Preschool Child	
Rodriguez	Robert	AAT	Psychology	
		CA	CSU General Education	
Rodriguez	Victoria	AA	Paralegal	
Rojas	America	CA	IGETC General Education	
Romo	Cristina	AA	Business Administration	
Rosete	Joy	AS	Registered Nursing	

Ruben Askelid	Rebecca	AS	Registered Nursing	
Rubio	Karina	AAT	Psychology	Honors
		CERT	Management Human Resource	
Ruiz	David	CERT	Criminal Justice - Corrections Officer	
Ruiz	Illianne	AA	Liberal Arts: Social and Behavioral Science	
		CA	CSU General Education	
Ruiz	Nadine	CA	CSU General Education	
Rumbo	Jessica	AAT	Psychology	
Rutledge	Patricia	AA	Economics	Honors
		CA	CSU General Education	
Ryan	Devin	AA	Liberal Arts: Social and Behavioral Science	
		CA	CSU General Education	
Ryou	Joohee	AS	Registered Nursing	
Saffari	Michele	AA	Accounting	
Sage	Lee	AA	Paralegal	
		CA	Paralegal	
Sakamoto	Nicole	AS	Occupational Therapy Assistant	
Salazar	Andrew	AA	Liberal Arts: Arts/Humanities/Communications	
		CA	CSU General Education	
Salazar	Carlos	AA	Liberal Arts: Arts/Humanities/Communications	
		CA	CSU General Education	
Saldana	Helen	AA	Liberal Arts: Social and Behavioral Science	
Salee	Daniel	AS	Fire Technology Public Fire Service	Honors
Salgado	Gabriel	AA	Liberal Arts: Arts/Humanities/Communications	
Salgado	Jennifer	CA	Medial Assistance - Administrative/Clinical	
Salinas	Marilupe	AA	Paralegal	Honors
Sanchez	Abigail	AS	Occupational Therapy Assistant	
Sanchez	Argelia	AS	Medial Assistance - Administrative/Clinical	
Sanchez	Christian	AA	Theatre Arts - Performance	
Sanchez	Dalila	AA	Sociology	
		CA	IGETC General Education	
Sanchez	Edwin	AA	Liberal Arts: Arts/Humanities/Communications	

		AA	Liberal Arts: Social and Behavioral Science	
Sanchez	Gabriela	AA	Human Development Preschool Child	
Sanchez	Horacio	CERT	Management Human Resource	
		CERT	Management Supervision	
Sanchez	Jacqueline	CA	Medial Assistance - Administrative/Clinical	
Sanchez	Martha	CA	CSU General Education	
Sanchez	Nancy	CERT	Management Human Resource	
Sanchez	Richard	CERT	Spanish/English Interpretation and Translation	
Sanchez	Victor	CERT	Television/Video Communications - Media Studies	
		CA	Television/Video Communications - Television Production	
		CA	Television/Video Communications - Broadcast Journalism	
Sanchez Ruiz	Juan	AA	Liberal Arts: Arts/Humanities/Communications	
		CA	CSU General Education	
Sandoval	Christian	AA	Liberal Arts: American Studies	
Sandoval	Tomas	AA	Business Administration	
Santiago Luna	Johnny	AA	Liberal Arts: Math and Science	
		CA	CSU General Education	
Santos	Joaquin	AS	Registered Nursing	
Sauer	Ashleigh	AS	Occupational Therapy Assistant	Honors
Segura	Jose	CERT	Accounting Enrolled Agent	
Serrano	Samantha	CA	Paralegal	
Servais	Natassia	CA	Auto Technology Chassis Service	
Sessler	Victoria	CA	CSU General Education	
Sevilla	Alejandro	AS	Automotive Technology	
		AS	Mathematics	
		CERT	Auto Technology Engine Service	
Sherrill	Tauni	AA	Business Management	
Shirokura	Kaori	CERT	Marketing	
		CA	International Business	
Shishido	Laura	AA	Liberal Arts: Arts/Humanities/Communications	
Smith	Kevin	AA	Liberal Arts: Arts/Humanities/Communications	
Solis	Tatyana	AA	Elementary Education	

Solis Trujillo	Gerardo	CERT	Pharmacy Technology Basic	
Spivey	Katherine	AA	Liberal Arts: Arts/Humanities/Communications	Honors
		CA	CSU General Education	
Stevens	Jason	AS	Occupational Therapy Assistant	
Stillman	Kelsey	AA	Speech Language Pathology Assistant	
Stone	Bryant	AS	Fire Technology Public Fire Service	
		CA	Fire Technology Public Fire Service	
Sule	Doyin	AA	Liberal Arts: Arts/Humanities/Communications	
		CA	CSU General Education	
Sullivan	Myles	AA	Liberal Arts: Social and Behavioral Science	
		CA	CSU General Education	
Taing	Siv	AA	Business Administration	
		CA	CSU General Education	
Tallichet	Jasmin	AAT	Communication Studies	
		CA	CSU General Education	
Tang	Khanh	CA	Opt II - Architectural/Civil Engineering/Construction Drafting	
Tavares	Lydia	CA	CSU General Education	
Taylor	Casey	AA	Liberal Arts: Arts/Humanities/Communications	
		CA	CSU General Education	
Tejeda	Ashley	AA	Liberal Arts: Social and Behavioral Science	
Tellez	Tanya	CA	CSU General Education	
Tero	Jazmin	AA	History	
		CA	IGETC General Education	
Teves	Rodney	AS	Registered Nursing	Honors
Thoeun	David	CA	Engineering Computer Aided Drafting and Design	
Titus	Nerina	AA	Business Management	
Tok	Nazeem	CA	Medial Assistance - Administrative/Clinical	
Topping	Luciana	AS	Registered Nursing	
Torres	Charles	AS	Fire Technology Public Fire Service	
Torres	Mayra	AA	Liberal Arts: Arts/Humanities/Communications	
Torres	Raudel	AA	Liberal Arts: Arts/Humanities/Communications	
		CA	Auto Technology Chassis Service	

Torrigo Nogales	Juan	CA	International Business	
Totsuka	Yuki	AA	Liberal Arts: American Studies	
		AST	Business Administration	
		CA	CSU General Education	
Tovias	Eduardo	AA	Liberal Arts: Arts/Humanities/Communications	
		CA	CSU General Education	
Tran	Bich Khang	AA	Liberal Arts: Arts/Humanities/Communications	
		AA	Liberal Arts: Math and Science	
Tran	Du	AA	Liberal Arts: Math and Science	
		AS	Science	
		CA	IGETC General Education	
Tran	Ivy	AA	Liberal Arts: Math and Science	Honors
		CA	CSU General Education	
Tran	Tam	CA	Medial Assistance - Administrative/Clinical	
Tran	Trang	AST	Business Administration	Honors
		CA	CSU General Education	
Trinh	Phuong	AA	Liberal Arts: Math and Science	
Truong	David	AS	Fire Technology Public Fire Service	
Truong	Helina	AS	Occupational Therapy Assistant	
Truong	Lam	AS	Science	Honors
Tu	Linh	AA	Liberal Arts: Arts/Humanities/Communications	
		AST	Business Administration	
		CA	CSU General Education	
Turner-Salhus	Christopher	AA	Liberal Arts: Arts/Humanities/Communications	Honors
		CA	CSU General Education	
Uhlig	Anne	AS	Occupational Therapy Assistant	
Ulloa	Fredrick	CA	Medial Assistance - Administrative/Clinical	
Valenzuela	Vanessa	AS	Registered Nursing	
Van	Minh	AA	Liberal Arts: Arts/Humanities/Communications	
		CA	IGETC General Education	
Vang	Linh	AA	Liberal Arts: Arts/Humanities/Communications	Highest Honors
		CA	CSU General Education	

Vargas	Kristina	CA	Library Technology	
Vartanian	Blake	AS	Fire Technology Public Fire Service	Honors
Vasquez	Norma	AA	Accounting	
Vasquez	Roger	AA	History	
		AA	Liberal Arts: Arts/Humanities/Communications	
		AA	Liberal Arts: American Studies	
Vazquez	Iris	CA	Medial Assistance - Administrative/Clinical	
Vazquez	Maria	CA	Human Development Preschool Child	
Veera	Andy	CA	CSU General Education	
Vega	Melisa	AA	Liberal Arts: Social and Behavioral Science	
		AST	Administration of Justice	
		CA	CSU General Education	
Vela	Debbie	AA	Paralegal	
Velasquez	Paulina	AA	Elementary Education	
Velazquez	Ana	AA	Liberal Arts	
		CA	CSU General Education	
Velazquez	Ciara	CA	American Sign Language	
Vetter	Bill	AA	Liberal Arts: Business & Technology	Honors
		CA	Accounting	
Vieira	Jenyffer	CA	Art Digital Media - Graphic Design	
		CA	Art Digital Media - Graphic Design	
Villagomez	Karen	AA	Liberal Arts: Arts/Humanities/Communications	
		CA	CSU General Education	
Villalobos	Alan	AST	Business Administration	
Villalobos	Brisa	AA	Liberal Arts: Arts/Humanities/Communications	Honors
Virgen	Cristina	AA	Liberal Arts: Social and Behavioral Science	
		AAT	Sociology	
		CA	CSU General Education	
Vo	Diane	AA	Paralegal	
		CA	Paralegal	
Vo	Sean	AA	Computer Information Systems	
		AA	Criminal Justice	

		CA	CSU General Education	
Vu	Alex	AS	CNC Lathe Set Up and Operation	
		AS	CNC Machine Set Up and Operation	
		AS	CNC Milling Machine Set Up and Operation	
		AS	CNC Programmer A - Mastercam	
Vu	An	CA	CNC Lathe Set Up and Operation	
		CA	CNC Machine Set Up and Operation	
		CA	CNC Milling Machine Set Up and Operation	
		CA	CNC Programmer A - Mastercam	
Vu	Hung	AS	Fire Technology Public Fire Service	
Vu	Tu	AA	Liberal Arts: Arts/Humanities/Communications	
		CA	CSU General Education	
Vuong	Tram	AST	Business Administration	Honors
		CA	CSU General Education	
Walker	Hannah	AA	Liberal Arts: Social and Behavioral Science	High Honors
		CA	IGETC General Education	
Warr	Brandon	AA	Liberal Arts: American Studies	
Weiss	Scott	AA	International Business	
Wildman	Alycia	CA	Library Technology	
Williams	Jordan	AS	Pharmacy Technology	
		CA	Pharmacy Technology Advanced	
Worthy	Jeffrey	AA	Liberal Arts: Social and Behavioral Science	
Yanez	Janet	AS	Registered Nursing	
Yap	Charity	AS	Occupational Therapy Assistant	
Yax	Alfredo	CA	Auto Technology Engine Performance and Electrical	
Yeh	Debbie	AS	Occupational Therapy Assistant	
Yen	Jack	AA	Accounting	
Yoshizu	Hanae	CA	Accounting	
		CA	Computerized Bookkeeping - QuickBooks	
Zablan	Fritzie	AAT	Psychology	
		CA	CSU General Education	
Zambrano	Monica	AA	Liberal Arts: Social and Behavioral Science	

		CA	IGETC General Education	
Zavala	Ashley	AA	Liberal Arts: Social and Behavioral Science	
		CA	CSU General Education	

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
SANTIAGO CANYON COLLEGE – STUDENT SERVICES

To:	Board of Trustees	Date: April 28, 2014
Re:	Confirmation of Santiago Canyon College Associate Degrees and Certificates Awarded in Fall 2013	
Action:	Request for Approval	

BACKGROUND

Attached is a list of students who successfully completed coursework at Santiago Canyon College leading to an associate of arts degree, associate of arts for transfer degree, associate of science degree, associate of science for transfer degree, certificate of achievement, and/or certificate of proficiency for fall 2013. Also attached are the statistical tables showing degrees and certificates awarded by major.

ANALYSIS

Santiago Canyon College awarded 272 associate degrees in fall 2013, as compared to 221 in fall 2012. The degrees with the most significant increase are the associate in arts for transfer and associate in science for transfer programs. Students are more informed of these degrees and the numbers reflect the student response to these degrees. Santiago Canyon College awarded 45 associate in arts for transfer and associate in science for transfer degrees in fall 2013, compared to 22 in fall 2012. Business Administration and Psychology are the two programs with the highest associate in arts for transfer and associate in science for transfer degrees. The improved awareness and importance placed on the transfer degrees has a significant impact on the increased number of degrees awarded.

Santiago Canyon College awarded 594 certificates of achievement in fall 2013, as compared to 774 in fall 2012. A total of 624 certificates of proficiency were awarded in fall 2013, as compared to 34 in fall 2012. Notable increases were seen in Apprenticeship Carpentry (Acoustical Tile and Drywall/Lather), Public Works Management, Water Utility Science (Wastewater/Environmental Sanitation, Water Distribution and Treatment), Accounting General, Marketing (Advertising and General), Public Works Code Enforcement Officer, and Real Estate Salesperson. The number of certificates of achievement has decreased as the number of certificates of proficiency increases. This is a result of the certificate tracking program identifying students who meet the requirements for a certificate and were not previously awarded. We are now current with qualified candidates for certificates of achievement and are working diligently on the certificates of proficiency.

RECOMMENDATION

It is recommended that the Board of Trustees confirm the recipients of the associate degrees and certificates for fall 2013 as presented.

Fiscal Impact: None	Board Date: April 28, 2014
Prepared by: John C. Hernandez, Ph.D., Vice President of Student Services	
Submitted by: Juan Vázquez, President	
Recommended by: Raúl Rodríguez, Ph.D., Chancellor	



Santiago Canyon College

FALL 2013

STATISTICS

Santiago Canyon College
Associate in Arts and Associate in Science
Fall 2013

<u>MAJOR</u>	<u>TOTAL</u>
Apprenticeship - Surveying:	
Chief of the Party	1
Chainman	1
Art	2
Art - Graphic Design	1
Art-Studio Arts (AA-T)	2
Biological Science	1
Business Administration	13
Business Administration (AS-T)	19
Business Management	2
Chemistry	1
Communication Studies (AA-T)	1
Computer Information Systems	1
Computer Science	1
Economics	1
Education: Elementary Education	1
English (AA-T)	1
Geology	1
History	1
Histry (AA-T)	4
Liberal Arts: Arts, Humanities & Communication	91
Liberal Arts: Math & Science	31
Liberal Arts: Multi-Cultural	1
Liberal Arts: Social and Behavioral Sciences	36
Liberal Arts - University Transfer Studies	3
Management (General)	1
Mathematics (AS-T)	3
Mathematics	1
Philosophy	1
Physics	1
Political Science	4
Political Science (AA-T)	1
Psychology	8
Psychology (AA-T)	12
Public Works: Construction Management	5

Santiago Canyon College
Associate in Arts and Associate in Science
Fall 2013

Science	3
Sociology (AA-T)	2
Survey/Mapping Sciences - Land Surveying	1

Water Utility Science	
Wastewater/Environmental Sanitation	3
Water Distribution	4
Water Treatment	5

Fall 2013 - Total	272
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Female	122
Male	149

AA Degrees	183
AS Degrees	44
AA-T Degrees	23
AS-T Degrees	22

Students with multiple awards	57
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Santiago Canyon College

Certificate Report

Fall 2013

<u>Certificates of Achievement</u>	<u>TOTALS</u>
Apprenticeship - Cosmetology	7
Apprenticeship- Carpentry	
Acoustical Tile	30
Drywall/Lather	161
Apprenticeship - Electricity	
Power Lineman	9
Sound Installer	11
Apprenticeship - Maintenance Mechanic	
Apprentice I	7
Apprenticeship - Operating Engineers	
Heavy Equipment Operator	14
Apprenticeship - Surveying	
Chainman	13
Chief of Party	10
CSU General Education Breadth	124
Gemology	31
IGETC General Education Breadth	22
Public Works:	
Construction Inspection	10
Management	29
Survey/Mapping Science: Land Surveying	14
Water Utility Science	
Wastewater/Environmental Sanitation	20
Water Distribution	30
Water Treatment	52
TOTAL	594

Santiago Canyon College

Certificate Report

Fall 2013

Certificates of Proficiency

TOTALS

Accounting - General	428
Business Management	3
Human Development: Basic Early Childhood Infant/Toddler	1
Management:	
Human Resource Management	3
Supervision	5
Marketing	
Advertising	38
General	25
Web Marketing	4
Public Works- Code Enforcement Officer	11
Real Estate:	
Appraisal	2
Salesperson	94
Survey/Mapping - Land Surveying Technician	1
Television/Video Communications: Media Studies	9

TOTAL	624
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Male - 863

Female - 353

GRAND	TOTAL	1218
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Santiago Canyon College

COMPARATIVE STATISTICS

Santiago Canyon College
Associate Degrees-Comparative Statistics By Semester

<u>MAJOR</u>	<u>Fall 2012</u>	<u>Fall 2013</u>
Anthropology	1	
Apprenticeship- Maintenance Mechanic II	1	
Apprenticeship:		
Chief of Party		1
Chainman		1
Art	1	2
Art - Graphic Design	1	1
Art-Studio Arts (AA-T)		2
Biological Science	1	1
Business Administration	14	13
Business Administration (AS-T)	9	19
Business Management	1	2
Chemistry		1
Communication Studies (AA-T)	2	1
Computer Information Systems		1
Computer Science	2	1
Economics	1	1
Elementary Education		1
English (AA-T)		1
Entrepreneurship	3	
Geography	1	
Geology		1
History	3	1
History (AA-T)		4
Liberal Arts	4	
Liberal Arts: Arts, Humanities & Communication	83	91
Liberal Arts: Math & Science	27	31
Liberal Arts: Multi-Cultural		1
Liberal Arts: Social and Behavioral Sciences	32	36
Liberal Arts - University Transfer Studies	3	3
Management (General)	1	1
Mathematics	1	1
Mathematics (AS-T)		3

Santiago Canyon College
Associate Degrees-Comparative Statistics By Semester

<u>MAJOR</u>	<u>Fall 2012</u>	<u>Fall 2013</u>
Philosophy		1
Physics	1	1
Political Science		4
Political Science (AA-T)		1
Psychology	3	8
Psychology (AA-T)	9	12
Public Works Management		5
Science	1	3
Sociology (AA-T)	2	2
Survey/Mapping Sciences - Land Surveying	2	1
Water Utility Science		
Wastewater/Environmental Sanitation	1	3
Water Distribution	6	4
Water Treatment	4	5
Fall	2012	2013
	221	272

Santiago Canyon College
Certificate Comparative Statistics by Semester

<u>Certificate of Achievement</u>	<u>Fall 2012</u>	<u>Fall 2013</u>
Apprenticeship - Cosmetology	26	7
Apprenticeship- Carpentry		30
Acoustical Tile		161
Drywall/Lather		
Apprenticeship - Electricity	34	
Industrial	10	
Intelligent Transportation Systems	121	9
Power Lineman	28	11
Sound Installer		
Apprenticeship - Maintenance Mechanic	21	7
Apprentice I	16	
Apprentice II		
Apprenticeship - Operating Engineers		14
Heavy Equipment Operator	268	
Plant Equipment/Rock, Sand & Gravel	10	
Apprenticeship - Surveying		13
Chainman		10
Chief of Party	27	10
CSU General Education Breadth	124	124
Entrepreneurship	3	
Gemology	6	31
IGETC General Education Breadth	30	22
Public Works:		
Construction Inspection	2	10
Management	4	29
Sign Language	1	
Survey/Mapping - Land Surveying	3	14
Water Utility Science		
Wastewater/Environmental Sanitation	7	20
Water Distribution	22	30
Water Treatment	11	52

**Fall
Totals**

**2012
774**

**2013
594**

Santiago Canyon College
Certificate Comparative Statistics by Semester

<u>Certificates of Proficiency</u>	<u>Fall 2012</u>	<u>Fall 2013</u>
Accounting - General	4	428
Business - Management		3
Computer Information Systems: Web Programming	1	
Computer Science: Applied Robotics & Embedded Programmir	1	
Education: After School Program Assistant	1	
Human Development: Basic Early Childhood Preschool	1	1
Management:		
Human Resource Management	2	3
Supervision	1	5
Marketing		
Advertising	2	38
General	2	25
Web		4
Public Works:		
Code Enforcement Officer		11
Project Management	10	
Real Estate:		
Appraisal		2
Salesperson		94
Survey/Mapping: Land Surveying Technician	5	1
TV/Video Communications: Media Studies	4	9

**Fall
Totals**

2012

34

2013

624

Cum Totals for semester

2012

808

2013

1218



Santiago Canyon College

FALL 2013

**Student Names
Associate in Arts Degree**

Graduate File Listing

Last Name	First Name	Major	Honors	Departmental Honors	President's Scholar
Amezcuca	Ariana	Liberal Arts: Social and Behavioral Sciences			
Arcos	Jessica	Liberal Arts: Arts, Humanities and			
Arcos	Jessica	Liberal Arts: Social and Behavioral Sciences			
Arevalo	David	Liberal Arts: Arts, Humanities and			
Arevalo	David	Liberal Arts: Mathematics and Sciences			
Armenta Roldan	Jorge	Liberal Arts: Arts, Humanities and			
Armenta Roldan	Jorge	Liberal Arts: University Transfer Studies			
Armenta Roldan	Jorge	Political Science			
Armenta Roldan	Jorge	Liberal Arts: Social and Behavioral Sciences			
Barin	Shant	Liberal Arts: Arts, Humanities and	With Honors		
Beacom	Justina	Liberal Arts: Arts, Humanities and			
Beacom	Justina	Liberal Arts: Social and Behavioral Sciences			
Bello	Thalia	Liberal Arts: Mathematics and Sciences			
Benjamin	Bryan	Liberal Arts: Arts, Humanities and			
Benjamin	Bryan	Liberal Arts: Mathematics and Sciences			
Benjamin	Bryan	Liberal Arts: Social and Behavioral Sciences			
Bernard	Brandon	Liberal Arts: Arts, Humanities and	With Honors		
Bonakdar	Mahkameh	Liberal Arts: Arts, Humanities and			
Bonakdar	Mahkameh	Liberal Arts: Mathematics and Sciences			
Bonakdar	Mahkameh	Psychology			
Bonakdar	Mahkameh	Liberal Arts: Social and Behavioral Sciences			
Bucaro	Michael	Liberal Arts: Arts, Humanities and			
Burt	Allison	Liberal Arts: Arts, Humanities and			
Candelas	Sergio	Liberal Arts: Arts, Humanities and			
Candelas	Sergio	Liberal Arts: Mathematics and Sciences			

Graduate File Listing

Last Name	First Name	Major	Honors	Departmental Honors	President's Scholar
Casillas	Evelyn	Liberal Arts: Arts, Humanities and			
Castaneda	Deanna	Liberal Arts: Arts, Humanities and	With Honors		
Castaneda	Deanna	Liberal Arts: Social and Behavioral Sciences	With Honors		
Chase	Curtis	Liberal Arts: Mathematics and Sciences			
Clark	Tyler	Liberal Arts: Arts, Humanities and			
Clark	Kevin	Liberal Arts: Arts, Humanities and			
Concha	Crystal	Liberal Arts: Social and Behavioral Sciences			
Cortes	Marisol	Liberal Arts: Arts, Humanities and			
Cortez	Caitlyn	Liberal Arts: Arts, Humanities and			
Cuevas	Myrna	Liberal Arts: Arts, Humanities and			
Dang	Valerie	Liberal Arts: Arts, Humanities and	With Honors		
Dang	Valerie	Liberal Arts: Mathematics and Sciences	With Honors		
Dang	Valerie	Liberal Arts: Social and Behavioral Sciences	With Honors		
Davidson	Stacey	Liberal Arts: Social and Behavioral Sciences			
De la Rosa	Francisco	Liberal Arts: Arts, Humanities and			
De Rosas	Veronica	Liberal Arts: Social and Behavioral Sciences			
Diaz de Leon	Nathan	Liberal Arts: Arts, Humanities and			
Dorman	J	Liberal Arts: Arts, Humanities and			
Esnaashari	Faraz	Liberal Arts: Arts, Humanities and			
Espejo	Christian	Liberal Arts: Arts, Humanities and			
Espejo	Christian	Political Science			
Espejo	Christian	Liberal Arts: Social and Behavioral Sciences			
Espinosa	Angelica	Liberal Arts: Arts, Humanities and			
Fabio	Elbert	Liberal Arts: Arts, Humanities and			
Farman	Gabriel	Liberal Arts: Arts, Humanities and			

Graduate File Listing

Last Name	First Name	Major	Honors	Departmental Honors	President's Scholar
Farman	Gabriel	Liberal Arts: Mathematics and Sciences			
Farman	Gabriel	Liberal Arts: Social and Behavioral Sciences			
Garcia	Carlos	Liberal Arts: Arts, Humanities and			
Garcia	Lance	Liberal Arts: Arts, Humanities and			
Garcia	Carlos	Liberal Arts: Mathematics and Sciences			
Garcia	Carlos	Psychology			
Garcia	Carlos	Liberal Arts: Social and Behavioral Sciences			
Gerken	Kaitlin	Art	With Honors	Departmental Honors	
Gerken	Kaitlin	Liberal Arts: Arts, Humanities and	With Honors		
Ghorbani	Newsha	Liberal Arts: Mathematics and Sciences			
Giangrande	Stephanie	Education: Elementary Education	With Honors	Departmental Honors	
Giangrande	Stephanie	Liberal Arts: Arts, Humanities and	With Honors		
Giangrande	Stephanie	Liberal Arts: Mathematics and Sciences	With Honors		
Grubb	Dina	Psychology	With Honors	Departmental Honors	President's Scholar
Gutierrez	Alex	Liberal Arts: Arts, Humanities and			
Gutierrez	Alex	Liberal Arts: Mathematics and Sciences			
Gutierrez	Alex	Liberal Arts: Social and Behavioral Sciences			
Hager	Levi	Liberal Arts: Arts, Humanities and	With Highest		
Hager	Sterling	Liberal Arts: Arts, Humanities and	With Highest		
Hager	Levi	Philosophy	With Highest	Departmental Honors	
Hannah	Zachary	Liberal Arts: Arts, Humanities and			
Harms	Kourtney	Liberal Arts: Arts, Humanities and	With Honors		
Harrison	Cameron	Liberal Arts: Arts, Humanities and			
Harrison	Cameron	Psychology			
Harrison	Cameron	Liberal Arts: Social and Behavioral Sciences			

Graduate File Listing

Last Name	First Name	Major	Honors	Departmental Honors	President's Scholar
Hebenstreit	Dorise	Liberal Arts: Arts, Humanities and			
Hebenstreit	Dorise	Liberal Arts: University Transfer Studies			
Hebenstreit	Dorise	Liberal Arts: Social and Behavioral Sciences			
Herbsman	Joanne	Liberal Arts: Mathematics and Sciences	With High		
Hernandez	Tania	Liberal Arts: Arts, Humanities and			
Hvidsten	Justin	Liberal Arts: Arts, Humanities and			
Ikeda	Valerie	Liberal Arts: Arts, Humanities and			
James	Ryan	Liberal Arts: Arts, Humanities and	With Honors		
Jaramillo	Tanya	Liberal Arts: Social and Behavioral Sciences			
Jiricek	Matthew	Liberal Arts: Social and Behavioral Sciences			
Johnson	Hannah	Liberal Arts: Arts, Humanities and			
Johnson	Hannah	Liberal Arts: Social and Behavioral Sciences			
Kratochvil	Andrew	Liberal Arts: Arts, Humanities and			
Kratochvil	Andrew	Liberal Arts: Multi-Cultural Studies			
Kratochvil	Andrew	Political Science			
Kratochvil	Andrew	Liberal Arts: Social and Behavioral Sciences			
Kubasek	Dianna	Liberal Arts: Arts, Humanities and			
Kulp	Joshua	Liberal Arts: Arts, Humanities and			
Lagula	Ferdinand	Liberal Arts: Arts, Humanities and			
Lathrop	Derek	Liberal Arts: Arts, Humanities and			
Ledesma	Frances	Liberal Arts: Arts, Humanities and			
Leffler	Donald	Liberal Arts: Arts, Humanities and			
Leonard	Michelle	Psychology			
Leonard	Michelle	Liberal Arts: Social and Behavioral Sciences			
Lind	Christine	Liberal Arts: Arts, Humanities and			

Graduate File Listing

Last Name	First Name	Major	Honors	Departmental Honors	President's Scholar
Lindsay	Andrew	Liberal Arts: Mathematics and Sciences	With Honors		President's Scholar
Lindsay	Andrew	Liberal Arts: Social and Behavioral Sciences	With Honors		President's Scholar
Lloyd	Courtney	Liberal Arts: Arts, Humanities and			
Lobato	Yesenia	Liberal Arts: Arts, Humanities and			
Lopez	Diana	Liberal Arts: Mathematics and Sciences			
Lopez	Diana	Liberal Arts: University Transfer Studies			
Lopez	Diana	Liberal Arts: Social and Behavioral Sciences			
McAninch	Amy	Liberal Arts: Arts, Humanities and			
McGovern	Caitlin	Liberal Arts: Mathematics and Sciences			
Medina	Ersi	Liberal Arts: Mathematics and Sciences			
Mendoza	Marissa	Liberal Arts: Arts, Humanities and			
Mercado	Angie	Liberal Arts: Arts, Humanities and			
Mercado	Angie	Liberal Arts: Mathematics and Sciences			
Merritt	Andrew	Liberal Arts: Arts, Humanities and	With Honors		
Murkidjanian	Rachelle	Political Science			
Murray	Ryan	Liberal Arts: Arts, Humanities and			
Musgrove	Michele	Liberal Arts: Arts, Humanities and			
Musgrove	Michele	Liberal Arts: Mathematics and Sciences			
Musgrove	Michele	Liberal Arts: Social and Behavioral Sciences			
Natividad	Christopher	Liberal Arts: Arts, Humanities and			
Oakley	Louis	Liberal Arts: Arts, Humanities and			
Oakley	Louis	Liberal Arts: Mathematics and Sciences			
Oakley	Louis	Liberal Arts: Social and Behavioral Sciences			
O'Donnell	Patricia	Liberal Arts: Arts, Humanities and	With Honors		
O'Donnell	Patricia	Liberal Arts: Social and Behavioral Sciences	With Honors		

3.3 (17)

Graduate File Listing

Last Name	First Name	Major	Honors	Departmental Honors	President's Scholar
Ogata	Jeffrey	Liberal Arts: Arts, Humanities and			
Ogata	Jeffrey	Liberal Arts: Social and Behavioral Sciences			
Parks	Matthew	Liberal Arts: Arts, Humanities and			
Parks	Matthew	Liberal Arts: Mathematics and Sciences			
Piazzisi	Megan	Liberal Arts: Arts, Humanities and			
Piazzisi	Megan	Psychology			
Piazzisi	Megan	Liberal Arts: Social and Behavioral Sciences			
Pompa	Jesse	Liberal Arts: Arts, Humanities and	With Honors		
Powell	Misti	Liberal Arts: Arts, Humanities and			
Prado	Eric	Business Management			
Purcell	Jordan	Liberal Arts: Arts, Humanities and			
Ramirez	Stephanie	Liberal Arts: Mathematics and Sciences	With Honors		
Rao	Razdan	Liberal Arts: Arts, Humanities and			
Rao	Razdan	Liberal Arts: Social and Behavioral Sciences			
Reardon	David	Liberal Arts: Arts, Humanities and			
Reid	Lauren	Liberal Arts: Arts, Humanities and			
Resendiz	Eric	Liberal Arts: Arts, Humanities and			
Reyes	Briana	Liberal Arts: Arts, Humanities and			
Reyes	Briana	Liberal Arts: Social and Behavioral Sciences			
Rodriguez	Nora	Liberal Arts: Social and Behavioral Sciences			
Rosales Camarena	Alicia	Liberal Arts: Arts, Humanities and			
Rosales Camarena	Alicia	Liberal Arts: Mathematics and Sciences			
Rowe	Kevin	Liberal Arts: Arts, Humanities and			
Rowe	Kevin	Liberal Arts: Mathematics and Sciences			
Rowe	Kevin	Liberal Arts: Social and Behavioral Sciences			

Graduate File Listing

Last Name	First Name	Major	Honors	Departmental Honors	President's Scholar
Salcedo	Ashley	Liberal Arts: Arts, Humanities and			
Salcedo	Ashley	Liberal Arts: Mathematics and Sciences			
Salgado	Jimmy	Liberal Arts: Arts, Humanities and			
Salgado	Jimmy	Liberal Arts: Social and Behavioral Sciences			
Sanchez	Auxilio	Business Administration			
Santiago	Richard	Liberal Arts: Arts, Humanities and			
Shellhorn	Amanda	Liberal Arts: Arts, Humanities and			
Shellhorn	Amanda	Liberal Arts: Mathematics and Sciences			
Silvius	Kyle	History			
Smith	Thomas	Liberal Arts: Arts, Humanities and			
Stephens	Jeremiah	Liberal Arts: Arts, Humanities and			
Stephens	Jeremiah	Liberal Arts: Mathematics and Sciences			
Stephens	Jeremiah	Liberal Arts: Social and Behavioral Sciences			
Stockel	Amanda	Liberal Arts: Arts, Humanities and			
Stockel	Amanda	Liberal Arts: Mathematics and Sciences			
Tardaguila	Kaitlyn	Liberal Arts: Mathematics and Sciences			
Tejeda	Aaron	Liberal Arts: Mathematics and Sciences			
Tomashek	Pamela	Psychology			
Trimm	Spencer	Liberal Arts: Arts, Humanities and			
Trimm	Spencer	Liberal Arts: Mathematics and Sciences			
Trujillo	Andrea	Business Administration			
Ulfelder	Leo	Art			
Valdez	Samuel	Liberal Arts: Arts, Humanities and	With Honors		
Vera	Alfonso	Liberal Arts: Arts, Humanities and			
Vetter	Bill	Economics			

Graduate File Listing

Last Name	First Name	Major	Honors	Departmental Honors	President's Scholar
Vetter	Bill	Liberal Arts: Social and Behavioral Sciences	With Honors		
Villalobos	Brisa	Liberal Arts: Mathematics and Sciences	With Honors		
Vivar	Stephanie	Liberal Arts: Arts, Humanities and			
Weaver	Kellie	Liberal Arts: Arts, Humanities and			
Weber	Kyle	Liberal Arts: Arts, Humanities and			
Webster	Jasmine	Liberal Arts: Arts, Humanities and			
Williams	Melanie	Psychology	With Honors	Departmental Honors	
Wood	Traci	Liberal Arts: Arts, Humanities and			
Zaragoza	James	Liberal Arts: Arts, Humanities and			



Santiago Canyon College

FALL 2013

**Student Names
Associate in Arts for Transfer Degree**

**ASSOCIATE IN ARTS
FOR TRANSFER**

SANTIAGO CANYON COLLEGE

FALL 2013

Graduate File Listing

Last Name	First Name	Major	Honors	Departmental Honors	President's Scholar
Anaya	Justin	Psychology			
Anaya	Joshua	Psychology			
Bonakdar	Mahkameh	Psychology			
Ceja	Alexandra	Psychology			
Cuellar	Danny	Psychology			
Favila Gonzalez	Ana	Communication Studies			
Fletcher	Eric	Sociology			
Garcia	Carlos	Psychology			
Harms	Kourtney	Art: Studio Arts	With Honors	Departmental Honors	
Hradisky	Rachel	History			
Kratochvil	Andrew	Political Science			
Leonard	Michelle	Psychology			
Paolino	Gina	Sociology			
Perry	Marcus	Psychology			
Perry	Lindsey	Psychology			
Piazzisi	Megan	Psychology			
Ramos	Luis	Art: Studio Arts			
Robertson	Claire	History			
Salgado	Jimmy	Psychology			
Silvius	Kyle	History			
Skendrovich	James	History			
Williams	Melanie	Psychology	With Honors	Departmental Honors	
Zabaneh	Nahil	English	With Honors	Departmental Honors	



Santiago Canyon College

FALL 2013

**Student Names
Associate in Science Degree**

Graduate File Listing

Last Name	First Name	Major	Honors	Departmental Honors	President's Scholar
Arevalo	David	Biology			
Arevalo	David	Chemistry			
Bozman	Enrico	Water Utility Science:			
Castaneda	Deanna	Business Administration	With Honors	Departmental Honors	
Dang	Valerie	Business Administration	With Honors	Departmental Honors	
Davoodian	Adrian	Science	With High	Departmental Honors	
Flores	Jennifer	Business Administration			
Grigg	Andrew	Public Works: Constrction Management			
Guizado	Nicholas	Survey Mapping Science: Land Surveying			
Gurdine	Brian	Computer Information System			
Hernandez	Tania	Business Administration			
Hollon	Matthew	Business Management			
Hollon	Matthew	Business Administration			
Hollon	Matthew	General Management			
Jones	James	Water Utility Science: Water Distribution			
Kemp	Shane	Public Works: Constrction Management			
Lathrop	Derek	Public Works: Constrction Management			
Leyva	April	Business Administration			
Lind	Christine	Art: Graphic Design			
Lindsay	Andrew	Science	With Honors	Departmental Honors	President's Scholar
Morones	Ivan	Business Administration			
Pantalone	Vincent	Water Utility Science:			
Parks	Matthew	Business Administration			
Paukstis	Robert	Public Works: Constrction Management			
Rostro	Mathew	Water Utility Science: Water Treatment	With Honors		
Santos	Stephanie	Business Administration			
Shellhorn	Amanda	Geology			
Shellhorn	Amanda	Science			
Siddiqui	Shaun	Water Utility Science: Water Treatment			

Graduate File Listing

Last Name	First Name	Major	Honors	Departmental Honors	President's Scholar
Sierras	Luis	Water Utility Science: Water Treatment			
Sutter	Louis	Computer Science			
Tol	Reasey	Water Utility Science: Water Distribution			
Toole	Bradley	Water Utility Science: Water Distribution			
Toole	Bradley	Water Utility Science: Water Treatment			
Toole	Bradley	Water Utility Science:			
Tran	Hung	Apprenticeship: Surveying-Chief of Party			
Tran	Hung	Apprenticeship: Surveying-Chainman			
Trimm	Spencer	Business Administration			
Vetter	Bill	Business Administration	With Honors	Departmental Honors	
Villalobos	Brisa	Mathematics			
Wilkey	Michael	Public Works: Construction Management			
Zaragoza	James	Water Utility Science: Water Distribution			
Zaragoza	James	Water Utility Science: Water Treatment			



Santiago Canyon College

FALL 2013

**Student Names
Associate in Science for Transfer Degree**

**ASSOCIATE IN SCIENCE
FOR TRANSFER**

SANTIAGO CANYON COLLEGE

FALL 2013

Graduate File Listing

Student	Last Name	First Name	Major	Honors	Departmental Honors	President's Scholar
1890476	Castaneda	Deanna	Business Administration	With Honors	Departmental Honors	
1665952	Dang	Valerie	Business Administration	With Honors	Departmental Honors	
1843056	Enriquez Jr.	Frank	Business Administration			
1843941	Gjokaj	Anthony	Business Administration			
1847940	Hammond	Ryan	Business Administration			
1735640	Hart	Matthew	Business Administration			
1752246	Hernandez	Tania	Business Administration			
1843662	Hollon	Matthew	Business Administration			
1937485	Huynh	Long	Business Administration			
1069378	Kelley	Robert	Mathematics			
1432295	Leonhardt	Sarah	Business Administration	With High	Departmental Honors	
1675729	Leyva	April	Business Administration			
1485039	Lopez	Diana	Business Administration			
1841517	Mercado	Angie	Mathematics			
1659348	Mezzo	Chris	Business Administration			
1754202	Morones	Ivan	Business Administration			
1842516	Parks	Matthew	Business Administration			
1761440	Santos	Stephanie	Business Administration			
1771305	Smith	Thomas	Business Administration			
1770704	Trimm	Spencer	Business Administration			
1114681	Vetter	Bill	Business Administration	With Honors	Departmental Honors	
1860535	Villalobos	Brisa	Mathematics	With Honors	Departmental Honors	

3.3 (27)



Santiago Canyon College

FALL 2013

**Student Names
Certificate of Achievement**

**CERTIFICATE OF
ACHIEVEMENT**

SANTIAGO CANYON COLLEGE

Graduate File Listing

FALL 2013

Last Name	First Name	Major
Abbas	Hussain	CSU General Education Breath
Ables	Matthew	Apprenticeship Carpentry: Drywall/Lather
Acosta	Juan	Apprenticeship Carpentry: Drywall/Lather
Adame	Aaron	Apprenticeship Carpentry: Drywall/Lather
Adams	Charles	Gemology
Aguilar	Javier	Apprenticeship Carpentry: Drywall/Lather
Aguilar	Sandra	Water Utility Science - Water Treatment
Alfrey	Robert	Public Works: Construction Inspection
Ali	Zaineb	CSU General Education Breath
Almanza	Robert	Apprenticeship Carpentry: Drywall/Lather
Alvarado	Alexander	Apprenticeship Carpentry: Drywall/Lather
Amago	Romulo	Apprenticeship Carpentry: Drywall/Lather
Anaya	Jaime	Apprenticeship Carpentry: Acoustical Tile
Ancheta	Robert	Water Utility Science - Water Treatment
Anguiano	Guadalupe	Apprenticeship Carpentry: Drywall/Lather
Aponte	Antonio	Apprenticeship Carpentry: Drywall/Lather
Arcos	Jessica	CSU General Education Breath
Arellano	Arthur	Apprenticeship Carpentry: Drywall/Lather
Arellano	Juan	Public Works: Construction Management
Arevalo	David	IGETC General Education Breadth
Arey	Ashley	Apprenticeship: Cosmetology
Arias	Rafael	Apprenticeship Carpentry: Drywall/Lather
Aristide	Aaron	Apprenticeship Operating Engineers: Heavy Equipement/Landscape
Arjona	Jose	Apprenticeship Carpentry: Drywall/Lather
Armenta Roldan	Jorge	IGETC General Education Breadth
Armstrong	Stephen	Apprenticeship Surveying: Chainman
Arteaga	Daniel	Apprenticeship Carpentry: Drywall/Lather
Arzate	Juan	Apprenticeship Carpentry: Drywall/Lather
Asue	Chance	CSU General Education Breath
Athas	Jason	Water Utility Science - Water Treatment
Atilano	Daniel	Apprenticeship Carpentry: Drywall/Lather
Avila	Gary	Apprenticeship Carpentry: Drywall/Lather
Avina	Noe	Apprenticeship Carpentry: Drywall/Lather
Aziyev	Ildar	Apprenticeship Carpentry: Acoustical Tile
Baega	Williams	Survey/Mapping Sciences - Land Surveying

3.3 (29)

**CERTIFICATE OF
ACHIEVEMENT**

SANTIAGO CANYON COLLEGE

Graduate File Listing

FALL 2013

Last Name	First Name	Major
Baljet	Joseph	Survey/Mapping Sciences - Land Surveying
Barandes	Kyle	Apprenticeship Operating Engineers: Heavy Equipement/Landscape
Barin	Shant	CSU General Education Breath
Barraza	Victor	Water Utility Science - Water Treatment
Barrera	David	Apprenticeship Carpentry: Acoustical Tile
Batres	Felipe	Apprenticeship Carpentry: Drywall/Lather
Bayley	Chris	CSU General Education Breath
Beacom	Justina	CSU General Education Breath
Beaudoin	Gerald	Public Works: Construction Management
Beltran	Carlos	Apprenticeship Carpentry: Drywall/Lather
Benavente	Shawn	Apprenticeship Carpentry: Drywall/Lather
Benjamin	Bryan	CSU General Education Breath
Berg	Thomas	Apprenticeship Carpentry: Drywall/Lather
Berger	Jan	Water Utility Science - Water Treatment
Bermea	Caesar	Apprenticeship Surveying: Chainman
Bernal	Mario	Apprenticeship Carpentry: Drywall/Lather
Bernard	Brandon	CSU General Education Breath
Bettinger	Breauna	CSU General Education Breath
Beydoun	Ammar	Gemology
Bitana	Joeven	Apprenticeship Carpentry: Acoustical Tile
Blanco	Raymond	Apprenticeship Carpentry: Drywall/Lather
Blessinger	John	Apprenticeship Carpentry: Drywall/Lather
Bonahora	Leonardo	Public Works: Construction Inspection
Bonakdar	Mahkameh	CSU General Education Breath
Bozman	Enrico	Water Utility Science - Wastewater/Environmental Sanitation
Bracamonte	Dennis	Apprenticeship Carpentry: Drywall/Lather
Brambila	Francisco	Apprenticeship Carpentry: Drywall/Lather
Bran	Julio	Apprenticeship Carpentry: Drywall/Lather
Brines	Carl	Gemology
Brito	Bobby	Public Works: Construction Management
Bromagem	Neil	Water Utility Science - Water Treatment
Bromagem	Neil	Water Utility Science - Wastewater/Environmental Sanitation
Bucaro	Michael	CSU General Education Breath
Buchanan	Erik	Water Utility Science - Water Distribution
Burt	Allison	CSU General Education Breath

3.3 (30)

**CERTIFICATE OF
ACHIEVEMENT**

SANTIAGO CANYON COLLEGE

FALL 2013

Graduate File Listing

Last Name	First Name	Major
Camarillo	James	Survey/Mapping Sciences - Land Surveying
Campos	Jose	Apprenticeship Carpentry: Drywall/Lather
Candelas	Sergio	CSU General Education Breath
Cantu	Greg	Apprenticeship Carpentry: Drywall/Lather
Carbajal	Richard	Water Utility Science - Water Treatment
Cardona	Billy	Apprenticeship Carpentry: Drywall/Lather
Cardona	Raul	Apprenticeship Carpentry: Drywall/Lather
Carlos	Luis	Apprenticeship Carpentry: Acoustical Tile
Carpenter	Candace	CSU General Education Breath
Carrillo	Robert	Apprenticeship Carpentry: Drywall/Lather
Casillas	Ernesto	Apprenticeship Carpentry: Drywall/Lather
Casillas	Evelyn	CSU General Education Breath
Cassani	Cesar	Water Utility Science - Water Distribution
Cassani	Cesar	Water Utility Science - Water Treatment
Cassani	Cesar	Water Utility Science - Wastewater/Environmental Sanitation
Castaneda	Gabriel	Apprenticeship Surveying: Chainman
Castaneda	Deanna	CSU General Education Breath
Castorena	Stephen	Apprenticeship Carpentry: Drywall/Lather
Castro	Juan	Apprenticeship Carpentry: Drywall/Lather
Castro	Waldo	Apprenticeship Electricity: Sound Installer
Ceja	Albert	Apprenticeship Carpentry: Acoustical Tile
Ceja	Alexandra	CSU General Education Breath
Cervantes	Arturo	Apprenticeship Carpentry: Drywall/Lather
Cervantes	Vincent	Apprenticeship Carpentry: Drywall/Lather
Chang	Jim	Water Utility Science - Water Treatment
Charette	David	Apprenticeship Carpentry: Drywall/Lather
Chase	Curtis	CSU General Education Breath
Chaves	Romuel-Dave	Water Utility Science - Water Distribution
Chaves	Romuel-Dave	Water Utility Science - Wastewater/Environmental Sanitation
Cheung	Ching	Gemology
Chow	Collin	CSU General Education Breath
Chu	Mae	Gemology
Cid	Adrian	Apprenticeship Carpentry: Acoustical Tile
Cisneros	Manuel	Apprenticeship Carpentry: Drywall/Lather
Clark	Kevin	CSU General Education Breath

3.3 (31)

**CERTIFICATE OF
ACHIEVEMENT**

SANTIAGO CANYON COLLEGE

Graduate File Listing

FALL 2013

Last Name	First Name	Major
Clark	Tyler	CSU General Education Breath
Coelho	Zachary	Apprenticeship Carpentry: Drywall/Lather
Coleman	Nicholas	Water Utility Science - Water Treatment
Collette	Dana	Apprenticeship Operating Engineers: Heavy Equipement/Landscape
Concha	Crystal	CSU General Education Breath
Conner	Ethan	Apprenticeship Carpentry: Acoustical Tile
Contreras	Oscar	Apprenticeship Carpentry: Drywall/Lather
Cook	Marc	Apprenticeship Carpentry: Drywall/Lather
Cortes	Marisol	CSU General Education Breath
Cortez	Daniel	Apprenticeship Carpentry: Drywall/Lather
Cortez	Florentino	Apprenticeship Electricity: Sound Installer
Cortez	Caitlyn	CSU General Education Breath
Cronin	Victor	Gemology
Cruz	Casey	Apprenticeship Electricity: Power Lineman Electricity
Cuellar	Danny	CSU General Education Breath
Cuevas	Abel	Apprenticeship Carpentry: Acoustical Tile
Cuevas	Francisco	Apprenticeship Carpentry: Drywall/Lather
Cuevas	Myrna	CSU General Education Breath
Cullins	Kenneth	Apprenticeship Maintenance Mechanic-Apprentice I
Cunado	Aaron	Water Utility Science - Water Treatment
Cunningham	Jeanne	Gemology
Davidson	James	Water Utility Science - Water Treatment
Davila	Adrian	CSU General Education Breath
De la Puente	Luis	CSU General Education Breath
De la Rosa	Francisco	CSU General Education Breath
De Los Santos	Jose	Apprenticeship Carpentry: Drywall/Lather
De Rosas	Veronica	CSU General Education Breath
De Santiago	Ricardo	Public Works: Construction Management
Delgadillo	Anthony	Apprenticeship Carpentry: Drywall/Lather
Delgado	Marlo	Apprenticeship: Cosmetology
Diaz	Moises	Apprenticeship Carpentry: Drywall/Lather
Diaz	Pedro	Apprenticeship Carpentry: Drywall/Lather
Diaz	Alberto	Public Works: Construction Inspection
Diaz de Leon	Nathan	CSU General Education Breath
Divis	Anthony	Apprenticeship Operating Engineers: Heavy Equipement/Landscape

3.3 (32)

**CERTIFICATE OF
ACHIEVEMENT**

SANTIAGO CANYON COLLEGE

Graduate File Listing

FALL 2013

Last Name	First Name	Major
Dominguez	Henry	Water Utility Science - Water Treatment
Dorman	J	CSU General Education Breath
Du Rose	Andre	CSU General Education Breath
Dunning	Jason	Apprenticeship Carpentry: Drywall/Lather
Eliopulos	James	Water Utility Science - Wastewater/Environmental Sanitation
Enriquez Jr.	Frank	CSU General Education Breath
Erb	Kim	Gemology
Erb	Jay	Gemology
Escontrias	Benny	Apprenticeship Carpentry: Drywall/Lather
Esnaashari	Faraz	CSU General Education Breath
Espejo	Christian	CSU General Education Breath
Espinosa	Larry	Apprenticeship Carpentry: Drywall/Lather
Espinosa	Angelica	CSU General Education Breath
Espinoza	Jaime	Apprenticeship Carpentry: Drywall/Lather
Estrada	Rodolfo	Apprenticeship Carpentry: Drywall/Lather
Estrada Pablo	Federicio	Apprenticeship Operating Engineers: Heavy Equipement/Landscape
Evangelista	Edward	Apprenticeship Carpentry: Drywall/Lather
Evangelista	Gustavo	Apprenticeship Carpentry: Drywall/Lather
Evans	Katie	Gemology
Fabio	Elbert	CSU General Education Breath
Farman	Gabriel	IGETC General Education Breadth
Faulkner	Nathan	Apprenticeship Maintenance Mechanic-Apprentice I
Favila Gonzalez	Ana	CSU General Education Breath
Fay	Dylan	Apprenticeship Electricity: Sound Installer
Fletcher	Eric	CSU General Education Breath
Flewellen	Homer	Public Works: Construction Management
Flores	Mark	Apprenticeship Carpentry: Drywall/Lather
Flores	Christopher	CSU General Education Breath
Flurry	James	Apprenticeship Electricity: Power Lineman Electricity
Forsyth	Eric	Apprenticeship Carpentry: Drywall/Lather
Foulkes	Robert	Apprenticeship Carpentry: Acoustical Tile
Frank	John	Apprenticeship Electricity: Power Lineman Electricity
Fregia	Jim	Apprenticeship Carpentry: Drywall/Lather
Fulton	Chris	Apprenticeship Carpentry: Drywall/Lather
Galindo	Eric	Apprenticeship Carpentry: Drywall/Lather

33 (33)

**CERTIFICATE OF
ACHIEVEMENT**

SANTIAGO CANYON COLLEGE

Graduate File Listing

FALL 2013

Last Name	First Name	Major
Gall	Erich	Gemology
Gallardo	Cesar	CSU General Education Breath
Gamez	Daniel	Apprenticeship Carpentry: Drywall/Lather
Garcia	Juan	Apprenticeship Carpentry: Drywall/Lather
Garcia	Julio	Apprenticeship Electricity: Sound Installer
Garcia	Joaquin	Apprenticeship Maintenance Mechanic-Apprentice I
Garcia	Daniel	Apprenticeship Surveying: Chainman
Garcia	Lance	CSU General Education Breath
Garrido	Mario	Apprenticeship Carpentry: Drywall/Lather
Gasca	Roberto	Apprenticeship Carpentry: Acoustical Tile
Gavrylyuk	Vitaliy	Apprenticeship Carpentry: Acoustical Tile
Gawthrop	Bud	Water Utility Science - Water Treatment
George	Salvador	Apprenticeship Carpentry: Drywall/Lather
Gertz	Melanie	Water Utility Science - Water Treatment
Ghilardi	Oscar	Apprenticeship Carpentry: Drywall/Lather
Giangrande	Stephanie	CSU General Education Breath
Gilbert	Brian	Apprenticeship Carpentry: Drywall/Lather
Gjokaj	Anthony	CSU General Education Breath
Godinez	Jesus	Apprenticeship Carpentry: Drywall/Lather
Gomez	Jose	Apprenticeship Carpentry: Drywall/Lather
Gomez	Gabriel	CSU General Education Breath
Gomez	Guadalupe	Public Works: Construction Management
Gomez	Nicolas	Water Utility Science - Water Treatment
Gonzalez	Alejandro	Apprenticeship Carpentry: Drywall/Lather
Gonzalez	Julio	Apprenticeship Carpentry: Drywall/Lather
Gonzalez	Roger	Apprenticeship Carpentry: Drywall/Lather
Gonzalez	Dennis	Apprenticeship Electricity: Sound Installer
Gonzalez	Kelsey	Gemology
Gonzalez	Brandon	Public Works: Construction Management
Gonzalez	John	Water Utility Science - Wastewater/Environmental Sanitation
Grajeda	Raul	Apprenticeship Carpentry: Drywall/Lather
Granados	Aldo	Water Utility Science - Water Treatment
Gregory	Mary	Gemology
Grigg	Andrew	Public Works: Construction Management
Groom	Garrett	IGETC General Education Breadth

3.3 (34)

**CERTIFICATE OF
ACHIEVEMENT**

SANTIAGO CANYON COLLEGE

FALL 2013

Graduate File Listing

Last Name	First Name	Major
Guerrero	Felipe	Apprenticeship Carpentry: Drywall/Lather
Guerrero	Raymond	Apprenticeship Carpentry: Drywall/Lather
Guerrero	Michael	Apprenticeship Surveying: Chief of Party
Guizado	Nicholas	Survey/Mapping Sciences - Land Surveying
Gutierrez	Ricardo	Apprenticeship Carpentry: Acoustical Tile
Gutierrez	Javier	Apprenticeship Carpentry: Drywall/Lather
Gutierrez	Alex	IGETC General Education Breadth
Habiger	Steve	Water Utility Science - Water Distribution
Habiger	Steve	Water Utility Science - Water Treatment
Hager	Levi	CSU General Education Breath
Hager	Sterling	CSU General Education Breath
Haight	David	Apprenticeship Carpentry: Drywall/Lather
Hair	Matthew	Apprenticeship Electricity: Power Lineman Electricity
Hall	Jeremy	Water Utility Science - Water Distribution
Hall	Jeremy	Water Utility Science - Water Treatment
Hamm	Jay	Water Utility Science - Water Treatment
Hammond	Ryan	CSU General Education Breath
Handy	Robert	Public Works: Construction Management
Hannah	Zachary	IGETC General Education Breadth
Hardesty	Cameron	CSU General Education Breath
Harlin	David	Water Utility Science - Water Treatment
Harms	Kourtney	CSU General Education Breath
Harney	Kevin	Apprenticeship Carpentry: Drywall/Lather
Haro	Frank	Apprenticeship Carpentry: Drywall/Lather
Harris	Susan	Survey/Mapping Sciences - Land Surveying
Harrison	Cameron	CSU General Education Breath
Haupt	Margit	Gemology
Hebenstreit	Dorise	CSU General Education Breath
Hernandez	Ricardo	Apprenticeship Carpentry: Acoustical Tile
Hernandez	Frank	Apprenticeship Carpentry: Drywall/Lather
Hernandez	Jesus	Apprenticeship Carpentry: Drywall/Lather
Hernandez	Sarah	CSU General Education Breath
Hernandez	Tania	CSU General Education Breath
Hernandez	Eric	Gemology
Herrera	Paul	Apprenticeship Carpentry: Drywall/Lather

3.3 (35)

**CERTIFICATE OF
ACHIEVEMENT**

SANTIAGO CANYON COLLEGE

Graduate File Listing

FALL 2013

Last Name	First Name	Major
Hertz	Eric	Apprenticeship Surveying: Chief of Party
Hilger	Susan	Gemology
Hilleboe	Cory	Water Utility Science - Water Treatment
Hoffman	Edward	Water Utility Science - Wastewater/Environmental Sanitation
Hollon	Matthew	CSU General Education Breath
Holmes	Maria	Gemology
Houlihan	Donald	Water Utility Science - Water Distribution
Hradisky	Rachel	CSU General Education Breath
Huynh	Long	CSU General Education Breath
Hvidsten	Justin	CSU General Education Breath
Hwangbo	Paul	IGETC General Education Breadth
Ibarra	Christian	Apprenticeship Carpentry: Drywall/Lather
Ihn	Kwan	Survey/Mapping Sciences - Land Surveying
James	Ryan	CSU General Education Breath
Johnson	Dean	Apprenticeship Electricity: Power Lineman Electricity
Johnson	Hannah	CSU General Education Breath
Johnson	David	Public Works: Construction Management
Jones	Allen	Apprenticeship Carpentry: Acoustical Tile
Jones	James	Water Utility Science - Water Distribution
Jouvenat	James	Apprenticeship Operating Engineers: Heavy Equipment/Landscape
Juarez Osorio	Paloma	CSU General Education Breath
Jung	Jennifer	Gemology
Kadhom	Ahmed	IGETC General Education Breadth
Kallberg	Bob	Water Utility Science - Wastewater/Environmental Sanitation
Katuwal	Sachita	Apprenticeship: Cosmetology
Kelley	Derek	Apprenticeship Carpentry: Acoustical Tile
Kelley	Sylvester	Apprenticeship Carpentry: Drywall/Lather
Kemble	Brian	Apprenticeship Electricity: Power Lineman Electricity
Kemner	Corcoran	Apprenticeship Surveying: Chainman
Kemp	Shane	Public Works: Construction Management
Kessler	Gary	Water Utility Science - Water Treatment
Kirk	Natalee	CSU General Education Breath
Kirkpatrick	Orris	Apprenticeship Carpentry: Drywall/Lather
Knoefler	Adam	Apprenticeship Operating Engineers: Heavy Equipment/Landscape
Knoll	Merle	Gemology

3.3 (36)

**CERTIFICATE OF
ACHIEVEMENT**

SANTIAGO CANYON COLLEGE

FALL 2013

Graduate File Listing

Last Name	First Name	Major
Knott	Paula	Water Utility Science - Water Treatment
Kratochvil	Andrew	CSU General Education Breath
Kreutzer	Steven	Water Utility Science - Water Treatment
Kruip	Jesse	Apprenticeship Carpentry: Drywall/Lather
Kubasek	Dianna	CSU General Education Breath
Kulp	Joshua	CSU General Education Breath
Kuy	Jason	Apprenticeship Surveying: Chainman
Kwang	Lena	CSU General Education Breath
Lagula	Ferdinand	CSU General Education Breath
Laguna	Louis	Apprenticeship Carpentry: Drywall/Lather
Lake	Jill	Gemology
Lathrop	Derek	CSU General Education Breath
Lathrop	Derek	Public Works: Construction Management
Lavoie	Brian	Apprenticeship Surveying: Chainman
Lawrence	Todd	Apprenticeship Operating Engineers: Heavy Equipement/Landscape
Le	John	Water Utility Science - Water Treatment
Lechicky	Liubov	Gemology
Lee	Randall	Apprenticeship Carpentry: Drywall/Lather
Leffler	Donald	CSU General Education Breath
Lemieux	Matthew	Apprenticeship Carpentry: Drywall/Lather
Lemus	Enrique	Water Utility Science - Water Distribution
Leon	Andres	Apprenticeship Carpentry: Drywall/Lather
Leon	Michael	Apprenticeship Electricity: Power Lineman Electricity
Leon	Rene	Public Works: Construction Management
Leonard	Michelle	CSU General Education Breath
Leonhardt	Sarah	CSU General Education Breath
Leytte	Alejandro	Public Works: Construction Inspection
Leyva	April	CSU General Education Breath
Lind	Christine	CSU General Education Breath
Lindsay	Andrew	IGETC General Education Breadth
Liza	Moises	Water Utility Science - Water Treatment
Llera	Juan	Apprenticeship Carpentry: Acoustical Tile
Long	Talisa	Gemology
Lopez	Mario	Apprenticeship Carpentry: Acoustical Tile
Lopez	Roy	Apprenticeship Carpentry: Drywall/Lather

3.3 (37)

**CERTIFICATE OF
ACHIEVEMENT**

SANTIAGO CANYON COLLEGE

FALL 2013

Graduate File Listing

Last Name	First Name	Major
Lopez	Diana	CSU General Education Breath
Lopez	Nicholas	Water Utility Science - Water Distribution
Lopez	Daniel	Water Utility Science - Water Treatment
Lorenzen	Matthew	Public Works: Construction Management
Loza	Freddy	Public Works: Construction Management
Lozano	Kristy	Apprenticeship Surveying: Chainman
Lua	Francisco	Apprenticeship Carpentry: Drywall/Lather
Luebke	Robert	Apprenticeship Operating Engineers: Heavy Equipement/Landscape
Luna	Juan	Apprenticeship Carpentry: Drywall/Lather
Maciel	Aureliano	Apprenticeship Carpentry: Drywall/Lather
Maffioli	Steve	Public Works: Construction Inspection
Main	Taylor	Apprenticeship: Cosmetology
Manriquez	Cesar	Apprenticeship Carpentry: Acoustical Tile
Manzo	David	Apprenticeship Electricity: Sound Installer
Marinez	Robert	Apprenticeship Carpentry: Acoustical Tile
Marquez	Refugio	Water Utility Science - Water Treatment
Martin	Brian	Water Utility Science - Water Treatment
Martin	Colton	Water Utility Science - Water Treatment
Martinez	Jeremiah	Apprenticeship Carpentry: Drywall/Lather
Martinez	Sabas	Apprenticeship Carpentry: Drywall/Lather
Martinez	Erik	Apprenticeship Surveying: Chief of Party
Martinez	Rigoberto	Water Utility Science - Water Treatment
Maysey	Mike	Apprenticeship Surveying: Chief of Party
Mc Clain	Levi	Apprenticeship Carpentry: Acoustical Tile
Mc Gowan	Bryan	Apprenticeship Surveying: Chainman
McAninch	Amy	CSU General Education Breath
McCord	Patrick	Public Works: Construction Inspection
McGovern	Caitlin	CSU General Education Breath
McPherson	Julian	Apprenticeship Operating Engineers: Heavy Equipement/Landscape
McWilliams	Michael	Apprenticeship Carpentry: Drywall/Lather
Medina	Ersi	CSU General Education Breath
Medina	Hector	Water Utility Science - Water Distribution
Meloni	Kerri	IGETC General Education Breadth
Mendez	Javier	Water Utility Science - Water Distribution
Mendez	Javier	Water Utility Science - Water Treatment

3.3 (38)

**CERTIFICATE OF
ACHIEVEMENT**

SANTIAGO CANYON COLLEGE

FALL 2013

Graduate File Listing

Last Name	First Name	Major
Mendoza	Angel	Apprenticeship Carpentry: Drywall/Lather
Mendoza	Jorge	Apprenticeship Carpentry: Drywall/Lather
Mendoza	Marissa	CSU General Education Breath
Meneses	Ismael	Water Utility Science - Wastewater/Environmental Sanitation
Menighan	Kevin	Apprenticeship Electricity: Power Lineman Electricity
Mercado	Angie	CSU General Education Breath
Meteer	Fallon	Gemology
Meza	Miguel	Apprenticeship Carpentry: Acoustical Tile
Michel	Rafael	Apprenticeship Carpentry: Drywall/Lather
Miniaci	Michael	Public Works: Construction Inspection
Molina	Juan	Survey/Mapping Sciences - Land Surveying
Monroy	Julio	Apprenticeship Carpentry: Drywall/Lather
Montero	Jose	Apprenticeship Carpentry: Drywall/Lather
Montes Govea	Erick	Apprenticeship Carpentry: Acoustical Tile
Moreno	Brandon	CSU General Education Breath
Moreno	Johan	IGETC General Education Breadth
Moreo	Martin	Apprenticeship Carpentry: Drywall/Lather
Morrison	Tyler	Apprenticeship Operating Engineers: Heavy Equipement/Landscape
Morua	Aaron	Apprenticeship Carpentry: Drywall/Lather
Moya	Miguel	Apprenticeship Carpentry: Drywall/Lather
Munguia	Gabriel	Water Utility Science - Water Distribution
Munguia	Gabriel	Water Utility Science - Water Treatment
Munguia	Gabriel	Water Utility Science - Wastewater/Environmental Sanitation
Munoz	Irineo	Apprenticeship Carpentry: Drywall/Lather
Munoz	Pablo	Apprenticeship Carpentry: Drywall/Lather
Murray	Ryan	CSU General Education Breath
Musgrove	Michele	CSU General Education Breath
Nagel	Joshua	CSU General Education Breath
Naversen	Ryan	Apprenticeship Carpentry: Drywall/Lather
Negandhi	Nitin	Water Utility Science - Wastewater/Environmental Sanitation
Nelson	Joseph	Survey/Mapping Sciences - Land Surveying
Nguyen	Bach	Gemology
Nguyen	Nam	IGETC General Education Breadth
Nguyen	Kevin	Water Utility Science - Water Distribution
Nguyen	Toan	Water Utility Science - Water Distribution

3.3 (39)

**CERTIFICATE OF
ACHIEVEMENT**

SANTIAGO CANYON COLLEGE

Graduate File Listing

FALL 2013

Last Name	First Name	Major
Nguyen	Kevin	Water Utility Science - Water Treatment
Nguyen	Minh	Water Utility Science - Water Treatment
Nobile	Gina	CSU General Education Breath
Noble	Peter	Public Works: Construction Inspection
Noriega	Victor	Apprenticeship Carpentry: Drywall/Lather
Oakley	Louis	CSU General Education Breath
Ocana	Alex	Apprenticeship Carpentry: Drywall/Lather
Ochoa	Daniel	Apprenticeship Carpentry: Drywall/Lather
Ochoa	Jesus	Apprenticeship Carpentry: Drywall/Lather
Ochoa	Santiago	Apprenticeship Carpentry: Drywall/Lather
O'Donnell	Patricia	CSU General Education Breath
Ogata	Jeffrey	IGETC General Education Breadth
Olivera	Luis	Apprenticeship Carpentry: Drywall/Lather
Omis	Justin	Water Utility Science - Water Treatment
Ortega	Edgar	Apprenticeship Carpentry: Drywall/Lather
Ortega	Frendy	Apprenticeship Carpentry: Drywall/Lather
Ortega	Ricardo	Apprenticeship Carpentry: Drywall/Lather
Pacheco	Carlos	Water Utility Science - Wastewater/Environmental Sanitation
Pagaling	Mariano	Apprenticeship Surveying: Chainman
Palmer	Corinne	Public Works: Construction Management
Parks	Matthew	CSU General Education Breath
Parra	Ruben	Apprenticeship Carpentry: Drywall/Lather
Paukstis	Robert	Public Works: Construction Management
Pereida	Hugo	Apprenticeship Carpentry: Drywall/Lather
Perez	Eustacio	Apprenticeship Carpentry: Drywall/Lather
Perez	Juventino	Apprenticeship Operating Engineers: Heavy Equipement/Landscape
Perez	Luis	Public Works: Construction Inspection
Perez	Luis	Public Works: Construction Management
Perez	Cesar	Water Utility Science - Water Distribution
Perez	Cesar	Water Utility Science - Water Treatment
Perry	Lindsey	CSU General Education Breath
Perry	Marcus	CSU General Education Breath
Pettus	Nathan	Apprenticeship: Cosmetology
Pham	Tam	Public Works: Construction Management
Piazzisi	Megan	CSU General Education Breath

3.3 (40)

**CERTIFICATE OF
ACHIEVEMENT**

SANTIAGO CANYON COLLEGE

FALL 2013

Graduate File Listing

Last Name	First Name	Major
Pikus	John	Apprenticeship Surveying: Chief of Party
Plotz	Chris	Water Utility Science - Water Distribution
Poma	Bruce	Public Works: Construction Management
Pompa	Jesse	CSU General Education Breath
Ponce	Elvert	Apprenticeship Carpentry: Drywall/Lather
Prado	Alejandro	Apprenticeship Surveying: Chief of Party
Prado	Eric	CSU General Education Breath
Prah	Aaron	Gemology
Preciado	Jerry	Apprenticeship Carpentry: Acoustical Tile
Puente	Edgardo	Apprenticeship Carpentry: Drywall/Lather
Purcell	Jordan	CSU General Education Breath
Pyakurel	Kopila	Apprenticeship: Cosmetology
Quiles	Kenneth	Apprenticeship Carpentry: Drywall/Lather
Quimsing	Nina	Public Works: Construction Management
Ramirez	Michael	Apprenticeship Surveying: Chief of Party
Ramirez	Stephanie	CSU General Education Breath
Ramirez	Javier	Water Utility Science - Water Distribution
Ramsey	Mitchell	Apprenticeship Carpentry: Drywall/Lather
Rangel	Alejandro	Apprenticeship Carpentry: Drywall/Lather
Rao	Razdan	IGETC General Education Breadth
Reardon	David	CSU General Education Breath
Regenfuss	Stephan	Water Utility Science - Wastewater/Environmental Sanitation
Reid	Lauren	CSU General Education Breath
Resendiz	Eric	CSU General Education Breath
Reyes	Victor	Apprenticeship Carpentry: Drywall/Lather
Reyes	Briana	CSU General Education Breath
Reyes	Marvin	Public Works: Construction Inspection
Riley	Denver	Apprenticeship Electricity: Power Lineman Electricity
Rios	Oscar	Apprenticeship Carpentry: Drywall/Lather
Rippstein	Scott	Public Works: Construction Management
Rivas	Mario	Apprenticeship Electricity: Sound Installer
Rivera	Daniel	Apprenticeship Carpentry: Drywall/Lather
Rivera	Hector	Apprenticeship Carpentry: Drywall/Lather
Rivera	Jose	Apprenticeship Carpentry: Drywall/Lather
Rivera	Roy	Apprenticeship Carpentry: Drywall/Lather

3.3 (41)

**CERTIFICATE OF
ACHIEVEMENT**

SANTIAGO CANYON COLLEGE
Graduate File Listing

FALL 2013

Last Name	First Name	Major
Rivera	Rhonda	Gemology
Roberts	Susan	Survey/Mapping Sciences - Land Surveying
Robles	Nazario	Apprenticeship Carpentry: Drywall/Lather
Rocha	Johnny	Water Utility Science - Wastewater/Environmental Sanitation
Rodriguez	Jimmy	Apprenticeship Carpentry: Drywall/Lather
Rodriguez	Salvador	Apprenticeship Carpentry: Drywall/Lather
Rodriguez	Nora	IGETC General Education Breadth
Rodriguez	George	Survey/Mapping Sciences - Land Surveying
Rodriguez	Juan	Water Utility Science - Water Distribution
Rodriguez	Juan	Water Utility Science - Water Treatment
Romero	Giovanni	CSU General Education Breath
Rosales Camarena	Alicia	CSU General Education Breath
Rose	Dennis	Survey/Mapping Sciences - Land Surveying
Rosell	Michael	Survey/Mapping Sciences - Land Surveying
Rowe	Kevin	CSU General Education Breath
Ruess	Kristian	Apprenticeship Carpentry: Drywall/Lather
Ruiz	Mario	Apprenticeship Carpentry: Drywall/Lather
Ruiz	Jose	Public Works: Construction Management
Ruiz	Ricky	Water Utility Science - Water Distribution
Salas	Casey	Apprenticeship Carpentry: Drywall/Lather
Salas	Rolando	Apprenticeship Carpentry: Drywall/Lather
Salazar	Salvador	Apprenticeship Carpentry: Acoustical Tile
Salcedo	Ashley	CSU General Education Breath
Salgado	Jimmy	CSU General Education Breath
Sanchez	Luciano	Apprenticeship Carpentry: Acoustical Tile
Sanchez	David	Apprenticeship Surveying: Chief of Party
Santiago	Richard	CSU General Education Breath
Santos	Roni	Apprenticeship Maintenance Mechanic-Apprentice I
Sauer	Gloria	Public Works: Construction Management
Schulze	Matthew	Water Utility Science - Water Distribution
Schulze	Matthew	Water Utility Science - Wastewater/Environmental Sanitation
Serracin	Amaris	Water Utility Science - Water Treatment
Servin	Hector	Water Utility Science - Water Treatment
Sheehan	Paul	Water Utility Science - Water Distribution
Shellhorn	Amanda	CSU General Education Breath

3.3 (42)

**CERTIFICATE OF
ACHIEVEMENT**

SANTIAGO CANYON COLLEGE

FALL 2013

Graduate File Listing

Last Name	First Name	Major
Shields	Surata	Gemology
Siddiqui	Shaun	Water Utility Science - Water Treatment
Sierras	Luis	Water Utility Science - Water Treatment
Silva	Ronnie	Apprenticeship Carpentry: Drywall/Lather
Silvius	Kyle	CSU General Education Breath
Sithi Amnuai	Philip	Water Utility Science - Water Treatment
Slay	Brooke	Apprenticeship: Cosmetology
Smith	Morgan	Apprenticeship Carpentry: Drywall/Lather
Smith	Pablo	Apprenticeship Carpentry: Drywall/Lather
Smith	Thomas	IGETC General Education Breadth
Smith	Nicholas	Water Utility Science - Water Treatment
Soderlind	Nick	Apprenticeship Carpentry: Drywall/Lather
Soldan	Kyle	Public Works: Construction Management
Solis	Ricardo	Apprenticeship Carpentry: Acoustical Tile
Sosa	Ives	Water Utility Science - Water Distribution
Soto	Manuel	Apprenticeship Carpentry: Drywall/Lather
Soto	Jose	Apprenticeship Electricity: Sound Installer
Stava	Gabrielle	Water Utility Science - Water Treatment
Steinhart	Chris	Water Utility Science - Water Treatment
Stephens	Jeremiah	CSU General Education Breath
Stewart	Scotty	Apprenticeship Carpentry: Drywall/Lather
Stockel	Amanda	CSU General Education Breath
Stoffel	Jeremy	Apprenticeship Carpentry: Drywall/Lather
Strain	Darin	Water Utility Science - Water Treatment
Stumpf	Tanner	Apprenticeship Operating Engineers: Heavy Equipment/Landscape
Swallows	Joshua	Apprenticeship Operating Engineers: Heavy Equipment/Landscape
Tardaguila	Kaitlyn	CSU General Education Breath
Tavares	Lucio	Apprenticeship Carpentry: Acoustical Tile
Tegel	Zackariah	Water Utility Science - Wastewater/Environmental Sanitation
Tejeda	Aaron	CSU General Education Breath
Tellez	Ronald	Apprenticeship Carpentry: Drywall/Lather
Tello	Fidel	Apprenticeship Carpentry: Drywall/Lather
Terranova	Chris	Apprenticeship Carpentry: Acoustical Tile
Theimer	Michael	Apprenticeship Carpentry: Drywall/Lather
Thomas	Justin	Survey/Mapping Sciences - Land Surveying

3.3 (43)

**CERTIFICATE OF
ACHIEVEMENT**

SANTIAGO CANYON COLLEGE

FALL 2013

Graduate File Listing

Last Name	First Name	Major
Thorne	Marie	Gemology
Tol	Reasey	Water Utility Science - Water Distribution
Toole	Bradley	CSU General Education Breath
Toole	Bradley	Water Utility Science - Wastewater/Environmental Sanitation
Torres	Florentino	Apprenticeship Carpentry: Drywall/Lather
Torres	Edgar	Public Works: Construction Management
Torrez	Jacob	Apprenticeship Surveying: Chainman
Toscano	Ivan	Apprenticeship Maintenance Mechanic-Apprentice I
Trader	Jocelyn	Apprenticeship Electricity: Sound Installer
Tran	Timmy	Apprenticeship Maintenance Mechanic-Apprentice I
Tran	Hung	IGETC General Education Breadth
Triggs	Gregory	Water Utility Science - Water Distribution
Triggs	Gregory	Water Utility Science - Wastewater/Environmental Sanitation
Trimm	Spencer	CSU General Education Breath
Trotta	Frank	Water Utility Science - Water Distribution
Trujillo	Andrea	CSU General Education Breath
Tsai	Catherine	Gemology
Tuaa	Sosaiete	Public Works: Construction Management
Ulfelder	Leo	CSU General Education Breath
Upton	Dennis	Public Works: Construction Management
Valand	Keyur	IGETC General Education Breadth
Valdez	Arthur	Apprenticeship Carpentry: Drywall/Lather
Valdez	Juan	Apprenticeship Carpentry: Drywall/Lather
Valdez	Michael	Apprenticeship Carpentry: Drywall/Lather
Valdez	Elliott	Water Utility Science - Water Distribution
Valencia Torres	Jose	Water Utility Science - Water Distribution
Valencia Torres	Jose	Water Utility Science - Water Treatment
Vasquez	Nivardo	Apprenticeship Carpentry: Drywall/Lather
Vasquez	Sergio	Apprenticeship Carpentry: Drywall/Lather
Vassar	Evan	CSU General Education Breath
Vega	Victor	Apprenticeship Carpentry: Drywall/Lather
Velasco	Robert	Apprenticeship Carpentry: Drywall/Lather
Velazquez	Jesus	Survey/Mapping Sciences - Land Surveying
Vera	Alfonso	CSU General Education Breath
Vielma	Danny	Water Utility Science - Wastewater/Environmental Sanitation

3.3 (44)

**CERTIFICATE OF
ACHIEVEMENT**

SANTIAGO CANYON COLLEGE

FALL 2013

Graduate File Listing

Last Name	First Name	Major
Villafuerte	Mario	Apprenticeship Electricity: Sound Installer
Villalobos	Alvaro	Apprenticeship Carpentry: Drywall/Lather
Villalobos	Brisa	CSU General Education Breath
Violassi	Vance	Apprenticeship Carpentry: Drywall/Lather
Vivar	Stephanie	CSU General Education Breath
Viveros	Dennis	Apprenticeship Carpentry: Drywall/Lather
Vocelka	Peter	Apprenticeship Carpentry: Drywall/Lather
Vrooman	Douglas	Apprenticeship Carpentry: Drywall/Lather
Wagner	Falon	Apprenticeship Surveying: Chainman
Ward	Michael	Apprenticeship Maintenance Mechanic-Apprentice I
Waterman	Jesse	Apprenticeship Surveying: Chief of Party
Wattanakoson	Supreeya	Gemology
Weaver	Kellie	IGETC General Education Breadth
Weber	Nick	Apprenticeship Carpentry: Acoustical Tile
Weber	Kyle	CSU General Education Breath
Webster	Jasmine	CSU General Education Breath
Whetro	Tom	Water Utility Science - Water Distribution
Whetro	Tom	Water Utility Science - Water Treatment
Widjaja	Erwin	Water Utility Science - Water Treatment
Wieczorek	Ken	Water Utility Science - Wastewater/Environmental Sanitation
Wilkerson	Timothy	Water Utility Science - Water Treatment
Wilkey	Michael	Public Works: Construction Management
Williams	Robert	Apprenticeship Surveying: Chainman
Williams	Melanie	CSU General Education Breath
Wilson	Daniel	Gemology
Wood	Traci	IGETC General Education Breadth
Woods	Daniel	Apprenticeship Surveying: Chief of Party
Zabaneh	Nahil	IGETC General Education Breadth
Zamayoa	Alejo	Water Utility Science - Water Distribution
Zamora	Julio	Apprenticeship Carpentry: Drywall/Lather
Zaragoza	James	CSU General Education Breath
Zavala	Frank	Apprenticeship Electricity: Sound Installer
Zents	Paul	Water Utility Science - Water Distribution

3.3 (45)



Santiago Canyon College

FALL 2013

**Student Names
Certificate of Proficiency**

**CERTIFICATE OF
PROFICIENCY****SANTIAGO CANYON COLLEGE**

Graduate File Listing

FALL 2013

Last Name	First Name	Major
Abbas	Setwat	Accounting-General
Abbas	Hussain	Accounting-General
Abuhasan	Mohammad	Accounting-General
Adrean	Daniel	Accounting-General
Aguilar	Elizabeth	Marketing: Advertising
Aguilar	Moises	Real Estate: Salesperson
Ahmad	Farah	Accounting-General
Ahmad	Sarah	Accounting-General
Aikins	Jade	Accounting-General
Aldana	Sophie	Marketing: Advertising
Aldrete	Brittany	Real Estate: Salesperson
Alexander	Cambria	Accounting-General
Alfaro	Chris	Accounting-General
Ali	Shakera	Accounting-General
Alipanah	Ali	Accounting-General
Alkhoutoff	Brandon	Accounting-General
Althaqeb	Najeeb	Accounting-General
Altman	Logan	Accounting-General
Alvizo	Martha	Business Management
Amat	Madeleine	Accounting-General
Ancheta	Jose	Accounting-General
Anderson	Karen	Accounting-General
Anderson	Garen	Accounting-General
Anderson	Ryan	Accounting-General
Ang	Nicole	Accounting-General
Antunez	Santiago	Real Estate: Salesperson
Arab	Homan	Accounting-General
Arcos	Jonny	Accounting-General

3.3 (47)

**CERTIFICATE OF
PROFICIENCY****SANTIAGO CANYON COLLEGE**

Graduate File Listing

FALL 2013

Last Name	First Name	Major
Armstrong	Robert	Accounting-General
Armstrong	Robert	Marketing: Advertising
Armstrong	Robert	Marketing: Web Marketing
Bagheri Moghadda	Saeid	Real Estate: Salesperson
Bahou	Michael	Accounting-General
Baker	Michael	Accounting-General
Baricuatro	Brandon	Accounting-General
Barton	Nicole	Accounting-General
Becaj	Kujtim	Accounting-General
Becker	Ashley	Accounting-General
Bedolla	Andy	Accounting-General
Beduya	Bria	Accounting-General
Beger	Christine	Marketing: General Marketing
Bejach	Joseph	Marketing: Advertising
Berkley	Brian	Accounting-General
Berry-Hartman	Zachary	Accounting-General
Bertin	Adrian	Marketing: General Marketing
Bertin	Adrian	Marketing: Advertising
Bilog	Angelica	Accounting-General
Bird	Jason	Accounting-General
Bobleaga	Robert	Accounting-General
Bolanos	Victoria	Accounting-General
Bonk	Gabriel	Accounting-General
Boothe	Tamara	Marketing: General Marketing
Boothe	Tamara	Marketing: Advertising
Borowitz	Jeffrey	Accounting-General
Bos	Ryan	Accounting-General
Boulos	Wissam	Accounting-General

3.3 (48)

**CERTIFICATE OF
PROFICIENCY****SANTIAGO CANYON COLLEGE**

Graduate File Listing

FALL 2013

Last Name	First Name	Major
Bowling	Joshua	Public Works: Code Enforcement Officer
Box	Matthew	Accounting-General
Boykin	Latonya	Real Estate: Salesperson
Bradford	Schlyer	Marketing: General Marketing
Breeher	Julie	Accounting-General
Brewer	Kathryn	Management: Human Resource Management
Brewer	Kathryn	Management: Supervision
Bridenbecker	Robert	Accounting-General
Bridgwater	Devin	Accounting-General
Bright	Daniel	Real Estate: Salesperson
Brinnon	Jeremiah	Accounting-General
Brinnon	Joshua	Accounting-General
Brody	Peter	Marketing: General Marketing
Bruley	Michael	Accounting-General
Buckel	Robert	Accounting-General
Burrill	Jacob	Accounting-General
Caballero	Brandon	Accounting-General
Cabrera	Maria	Real Estate: Salesperson
Cadiente	Richard	Real Estate: Salesperson
Calabrese	Gloria	Accounting-General
Callejas	Alejandro	Accounting-General
Camacho	Ximena	Accounting-General
Campbell	Audrey	Marketing: General Marketing
Campbell	Audrey	Marketing: Advertising
Campbell	Christine	Real Estate: Salesperson
Cardwell	Hilary	Accounting-General
Cariato	Nicholas	Accounting-General
Carmona	Lindsey	Accounting-General

3.3 (49)

**CERTIFICATE OF
PROFICIENCY****SANTIAGO CANYON COLLEGE**

Graduate File Listing

FALL 2013

Last Name	First Name	Major
Carroll Parenteau	Christina	Accounting-General
Castaneda	Deanna	Accounting-General
Caston	Scott	Accounting-General
Cayabyab	Nathaniel	Accounting-General
Chang	Yuh	Accounting-General
Chapman	Michael	Accounting-General
Chaves	Tiffany	Accounting-General
Chavez	Alana	Accounting-General
Chavez	Annette	Accounting-General
Chavez	Joseph	Accounting-General
Chavez	Guillermo	Real Estate: Salesperson
Chevrier	Scott	Accounting-General
Clapper	Emily	Management: Supervision
Coddington	Michele	Accounting-General
Coleman	Lisa	Accounting-General
Condia	Michael	Accounting-General
Conklin	Timothy	Accounting-General
Connelly	Laura	Accounting-General
Copenhaver	Garett	Accounting-General
Corral	Ethel	Accounting-General
Cortez	Irma	Accounting-General
Cortez	Joseph	Accounting-General
Coury	Elhame	Human Development: Basic Early Childhood-Infant/Toddler
Cox	David	Real Estate: Salesperson
Crawford	Bryan	Accounting-General
Cruz	Hector	Real Estate: Salesperson
Cruz	Jimmy	Real Estate: Salesperson
Cruz Amilcar	Julio	Real Estate: Salesperson

3.3 (50)

**CERTIFICATE OF
PROFICIENCY****SANTIAGO CANYON COLLEGE**

Graduate File Listing

FALL 2013

Last Name	First Name	Major
Cuesta	Jose	Real Estate: Salesperson
Cunningham	Scott	Accounting-General
Cuomo	Adam	Accounting-General
Currier	Jode	Accounting-General
Curtis	Anthony	Accounting-General
Czaykowski	Paul	Accounting-General
Dahdoul	Sara	Accounting-General
Dahlberg	Dawn	Accounting-General
Dailey	Drew	Accounting-General
Dalton	Nicole	Management: Supervision
Dalton	Ashleigh	Marketing: Advertising
Dang	Valerie	Accounting-General
Daniel	Dee	Accounting-General
Davidson	Kellie	Accounting-General
De Anda	Joseph	Accounting-General
De Coursey	Thomas	Real Estate: Salesperson
De Leon	Kassandra	Marketing: Advertising
Del Merari	Brooke	Accounting-General
Denny	Stephanie	Accounting-General
Desciscuolo	Chayson	Accounting-General
Dexter	Jordyn	Accounting-General
Di Dodo	Nicholas	Accounting-General
Diaz	Hector	Real Estate: Salesperson
Dickel	Christopher	Accounting-General
Do	Thomas	Marketing: General Marketing
Do	Anne	Real Estate: Salesperson
Do	Huy	Real Estate: Salesperson
Doaifi	Crystal	Accounting-General

3.3 (51)

**CERTIFICATE OF
PROFICIENCY****SANTIAGO CANYON COLLEGE**

Graduate File Listing

FALL 2013

Last Name	First Name	Major
Donaldson	Kevin	Accounting-General
Dorman	J	Real Estate: Salesperson
Eaglin	Lindsey	Accounting-General
Eaglin	Travis	Accounting-General
Edlin	Matthew	Accounting-General
Encinas	Anthony	Marketing: General Marketing
Encinas	Anthony	Marketing: Advertising
Enriques	Joey	Television/Video Communications: Media Studies
Enriquez	Eliana	Real Estate: Salesperson
Erickson	Kristen	Accounting-General
Erickson	Nicole	Accounting-General
Espinoza	Megan	Accounting-General
Esposito	Anthony	Marketing: General Marketing
Etter	Kevin	Accounting-General
Etter	Ryan	Accounting-General
Eumurian	Elizabeth	Accounting-General
Evans	Laura	Accounting-General
Evans	Lorraine	Accounting-General
Faccio	Mary	Real Estate: Salesperson
Farhadieh	Mandana	Accounting-General
Farrell	Jessica	Public Works: Code Enforcement Officer
Fichtelman	Ken	Marketing: General Marketing
Fichtelman	Ken	Marketing: Advertising
Figueroa	Sal	Accounting-General
Figueroa	Bianca	Real Estate: Salesperson
Fink	Edward	Accounting-General
Fischbeck	Brian	Accounting-General
Fischer	Gabrielle	Accounting-General

**CERTIFICATE OF
PROFICIENCY****SANTIAGO CANYON COLLEGE**

Graduate File Listing

FALL 2013

Last Name	First Name	Major
Fischer	Kendall	Accounting-General
Fleming	Erik	Accounting-General
Flores	Christopher	Accounting-General
Flores	Luis	Accounting-General
Flores	Jose	Public Works: Code Enforcement Officer
Floroi	Jim	Accounting-General
Fonseca	Janze	Accounting-General
Fonseca	Melissa	Accounting-General
Ford	Michael	Accounting-General
Franco	Josue	Accounting-General
French	Kristen	Accounting-General
Fuentealba	Bianca	Accounting-General
Galbraith	Rebecca	Accounting-General
Galbraith	Daniel	Accounting-General
Gallagher	Mary	Accounting-General
Garcia	Andrea	Marketing: General Marketing
Garner	Olivia	Accounting-General
Gaston	Damion	Television/Video Communications: Media Studies
Gavia	Anthony	Accounting-General
Gaytan	Brenda	Accounting-General
Gharah	Pedram	Accounting-General
Gilkey	Brian	Accounting-General
Gilson	Brian	Accounting-General
Gish	Ryan	Accounting-General
Gjokaj	Anthony	Accounting-General
Gladd	Gregory	Accounting-General
Glenn	Andrea	Marketing: Advertising
Godinez	Jacqueline	Real Estate: Salesperson

**CERTIFICATE OF
PROFICIENCY****SANTIAGO CANYON COLLEGE**

Graduate File Listing

FALL 2013

Last Name	First Name	Major
Godown	Marc	Accounting-General
Gomez	Gabriel	Accounting-General
Gonzalez	Morayma	Real Estate: Salesperson
Gonzalez	Erick	Real Estate: Salesperson
Gonzalez	Laura	Television/Video Communications: Media Studies
Gonzalez	Ryan	Television/Video Communications: Media Studies
Gower	Greg	Accounting-General
Grajeda	Jenna	Marketing: General Marketing
Granados	Evangeline	Management: Supervision
Grant	Chad	Accounting-General
Green	Marc	Real Estate: Salesperson
Greer	Eric	Accounting-General
Grossgold	Ken	Accounting-General
Gruwell	Nicolle	Accounting-General
Guerriero	Donna	Accounting-General
Guleserian	Joshua	Accounting-General
Guy	Sheryl	Accounting-General
Guzman	Noemi	Accounting-General
Ha	Caroline	Accounting-General
Habib	Daria	Accounting-General
Hager	Sterling	Television/Video Communications: Media Studies
Hagerty	Chandra	Accounting-General
Halbasch	Philip	Accounting-General
Hamevioglu	Bulent	Accounting-General
Hammad	Leila	Accounting-General
Hammond	Ryan	Accounting-General
Harkey	Jennifer	Real Estate: Salesperson
Harris	Brandon	Accounting-General

3.3 (54)

**CERTIFICATE OF
PROFICIENCY****SANTIAGO CANYON COLLEGE**

Graduate File Listing

FALL 2013

Last Name	First Name	Major
Hart	Matthew	Accounting-General
Hassan	Zeina	Accounting-General
Hatfield	Cameron	Accounting-General
Hauck	Erin	Accounting-General
Hays	Rachel	Accounting-General
Hem	Pisith	Accounting-General
Hensel	Christopher	Real Estate: Salesperson
Hernandez	Tania	Accounting-General
Hernandez	Ruben	Public Works: Code Enforcement Officer
Hernandez	Adelita	Real Estate: Salesperson
Hernandez	Juan	Real Estate: Salesperson
Herrera	Stephanie	Accounting-General
Hickey	James	Accounting-General
Hicks	Brian	Accounting-General
Hillyard	Christopher	Accounting-General
Himbert	Joshua	Accounting-General
Hing	Sharon	Real Estate: Salesperson
Hoang	Thanh Nga	Accounting-General
Hoang	Vuong	Accounting-General
Hoang	Christine	Marketing: General Marketing
Hoang	Christine	Marketing: Advertising
Hoang	Christine	Marketing: Web Marketing
Hodges	Joshua	Television/Video Communications: Media Studies
Hoffman	Stacy	Accounting-General
Hogate	Matthew	Accounting-General
Holborn	Rachel	Accounting-General
Hollon	Matthew	Accounting-General
Hollon	Matthew	Business Management

3.3 (55)

**CERTIFICATE OF
PROFICIENCY****SANTIAGO CANYON COLLEGE**

Graduate File Listing

FALL 2013

Last Name	First Name	Major
Holmdohl	Bradford	Accounting-General
Holmes	Jessica	Accounting-General
Houle	Stephen	Accounting-General
Houry	Mukhtar	Accounting-General
Houshiar	Nasim	Accounting-General
Howard	Randall	Accounting-General
Hubbard	Bryan	Accounting-General
Hudson	Jeffrey	Real Estate: Salesperson
Hug	Nicholle	Management: Human Resource Management
Hull	Eric	Public Works: Code Enforcement Officer
Hunt	Jolene	Accounting-General
Hurson	Kyle	Accounting-General
Hutchison	Jerry	Public Works: Code Enforcement Officer
Ishikawa	Junko	Real Estate: Salesperson
Iza	Tiffany	Accounting-General
Izing	Nandor	Marketing: General Marketing
Jackson	Alicia	Real Estate: Salesperson
James	Jonathon	Accounting-General
Jansen	Rudy	Accounting-General
Jenkins	Jessica	Marketing: General Marketing
Jenkins	Jessica	Marketing: Advertising
Jennings	Janae	Accounting-General
Jimenez	Yahaira	Accounting-General
Johnson	Michael	Accounting-General
Jones	Belinda	Accounting-General
Kamarullah	Dimitri	Accounting-General
Karimpoor	Sepideh	Accounting-General
Kelley	Robin	Real Estate: Salesperson

3.3 (56)

**CERTIFICATE OF
PROFICIENCY****SANTIAGO CANYON COLLEGE**

Graduate File Listing

FALL 2013

Last Name	First Name	Major
Kerby	Brian	Accounting-General
Kerdiles	Mailys	Accounting-General
Khalil	Kareem	Accounting-General
Khan	Bassam	Accounting-General
Khana	Alpesh	Accounting-General
Khanna	Arav	Accounting-General
Kibbe	Daniel	Marketing: Advertising
Kim	Gene	Accounting-General
Kim	Yae	Real Estate: Salesperson
King	Heather	Accounting-General
Klotzly	Karen	Marketing: Advertising
Knight	Erica	Real Estate: Salesperson
Koehler	Nicole	Accounting-General
Koenig	Jeffrey	Accounting-General
Kook	John	Accounting-General
Koppes	Katherine	Accounting-General
Kruus	Katre	Accounting-General
Lagana	Jacob	Television/Video Communications: Media Studies
Lakhani	Asma	Accounting-General
Larson	Theresa	Accounting-General
Lassen	Kristin	Accounting-General
Laxamana	Matthew	Accounting-General
Lay	Kyle	Accounting-General
Le	Huynh	Accounting-General
Ledford	William	Accounting-General
Lee	Yeong	Real Estate: Salesperson
Leinen	Emily	Accounting-General
Leonhardt	Sarah	Accounting-General

3.3 (57)

**CERTIFICATE OF
PROFICIENCY****SANTIAGO CANYON COLLEGE**

Graduate File Listing

FALL 2013

Last Name	First Name	Major
Lester	Kris	Accounting-General
Li	Jonathan	Accounting-General
Liao	Wilson	Accounting-General
Licata	Jonathan	Accounting-General
Lidman	Aaron	Marketing: Advertising
Liu	Jimmy	Real Estate: Salesperson
Long	Maria	Accounting-General
Lopez	Karen	Accounting-General
Lopez	Nancy	Accounting-General
Lopez	Nelson	Real Estate: Salesperson
Lozano	Raymond	Accounting-General
Lozoya	Adrienne	Marketing: General Marketing
Lozoya	Adrienne	Marketing: Advertising
Luaces	Olgaldia	Accounting-General
Lubus	Brendon	Accounting-General
Lucas	Kristyn	Accounting-General
Lutes	John	Real Estate: Salesperson
Mac Donald	John	Accounting-General
MacApinlac	Renelyn	Accounting-General
Mader	David	Accounting-General
Maeschen	David	Real Estate: Salesperson
Magana	Melissa	Accounting-General
Magana	Josue	Accounting-General
Malik	Erum	Accounting-General
Manese	Vincent	Accounting-General
Mann	Danielle	Marketing: Advertising
Marin	Maribel	Real Estate: Salesperson
Marron	Anthony	Accounting-General

33 (58)

**CERTIFICATE OF
PROFICIENCY****SANTIAGO CANYON COLLEGE**

Graduate File Listing

FALL 2013

Last Name	First Name	Major
Marshall	Nancy	Real Estate: Salesperson
Martin	Andres	Accounting-General
Martinez	John	Accounting-General
Martinez	Rosa	Real Estate: Salesperson
Martinez	Vanessa	Real Estate: Salesperson
Martinez	Richard	Real Estate: Salesperson
Masih	Deborah	Accounting-General
Masone	Brandon	Accounting-General
Masrori	Mahkameh	Accounting-General
Masrori	Mastaneh	Accounting-General
Masui	Kazuki	Accounting-General
Mayfield	Geannie	Accounting-General
Mc Carty	Sean	Accounting-General
Mc Collum	Justin	Accounting-General
Mc Ginley	Chad	Accounting-General
McAninch	Andrew	Accounting-General
McCune	Robert	Public Works: Code Enforcement Officer
McGovern	Michael	Accounting-General
McGowan	Marisa	Accounting-General
McKeeby	Andrea	Marketing: General Marketing
Medina	Luis	Accounting-General
Meier	Gregory	Accounting-General
Melendez	Kelly	Accounting-General
Mendoza	Matthew	Marketing: General Marketing
Mendoza	Matthew	Marketing: Advertising
Meyers	Nick	Accounting-General
Mezzo	Chris	Accounting-General
Miller	Michael	Accounting-General

3.3 (59)

**CERTIFICATE OF
PROFICIENCY****SANTIAGO CANYON COLLEGE**

Graduate File Listing

FALL 2013

Last Name	First Name	Major
Miller	Janai	Real Estate: Salesperson
Miller	Richard	Real Estate: Salesperson
Milne	Brandon	Accounting-General
Mittenzwei	Derrick	Accounting-General
Montero	Carlos	Accounting-General
Montufar	Gustavo	Accounting-General
Moore	Martin	Accounting-General
Morales	Maria	Accounting-General
Morales	Jessica	Management: Supervision
Morand	James	Accounting-General
Morgan	Michael	Accounting-General
Morones	Ricardo	Accounting-General
Morrow	William	Accounting-General
Munoz	Sebastian	Accounting-General
Murray	Patrick	Public Works: Code Enforcement Officer
Myers	Griffin	Accounting-General
Nagy	Lilianna	Accounting-General
Najarian	Eileen	Real Estate: Salesperson
Nderitu	Cecilia	Accounting-General
Negrete	Manuel	Accounting-General
Nelson	Aubrey	Accounting-General
Newman	Blake	Accounting-General
Newton	Andrew	Accounting-General
Nguyen	Thao	Accounting-General
Nguyen	David	Accounting-General
Nguyen	Nicholas	Accounting-General
Nguyen	Victor	Marketing: Advertising
Nguyen	Yen	Real Estate: Salesperson

3.3 (60)

**CERTIFICATE OF
PROFICIENCY****SANTIAGO CANYON COLLEGE**

Graduate File Listing

FALL 2013

Last Name	First Name	Major
Nguyen	Chau	Real Estate: Salesperson
Nguyen	Tai	Real Estate: Salesperson
Nguyen	Tien	Real Estate: Salesperson
Nguyen	Tong	Real Estate: Salesperson
Nguyen	Victor	Real Estate: Salesperson
Nguyen VU	Lorna	Real Estate: Salesperson
Nichols	Joshua	Accounting-General
Nicholson	Ryan	Accounting-General
Nieto	Jorge	Accounting-General
Nivinskus	Christopher	Accounting-General
Nixon	Kyle	Accounting-General
O Campo	Kyle	Marketing: Advertising
O Campo	Kyle	Marketing: Web Marketing
Ocampo	Ericka	Marketing: Advertising
Ocampo	Ericka	Marketing: Web Marketing
Ochoa	Pedro	Accounting-General
O'Donnell	Eric	Accounting-General
Ohanesian	Thomas	Accounting-General
Oliphant	Kevin	Accounting-General
Olivas	Samuel	Accounting-General
Olson	Courtney	Marketing: Advertising
Omidvar	Arya	Accounting-General
Ong	Anthony	Accounting-General
Ontiveros	Jose	Real Estate: Salesperson
Opunui	Sylvia	Marketing: General Marketing
Oro	Jassibeth	Accounting-General
Oswald	Amber	Real Estate: Salesperson
Oviedo	Tanya	Accounting-General

3.3 (61)

**CERTIFICATE OF
PROFICIENCY****SANTIAGO CANYON COLLEGE**

Graduate File Listing

FALL 2013

Last Name	First Name	Major
Oylear	Kevin	Accounting-General
Oyler	Michelle	Accounting-General
Paays	Axchard	Marketing: General Marketing
Paays	Axchard	Marketing: Advertising
Padilla	Bernardo	Accounting-General
Padron	Nicole	Real Estate: Appraisal
Padron	Nicole	Real Estate: Salesperson
Palad	Marvin	Accounting-General
Palkowski	Danielle	Accounting-General
Palmroth	Loren	Marketing: General Marketing
Palmroth	Loren	Marketing: Advertising
Pardo	Brigitte	Accounting-General
Park	Roy	Accounting-General
Parks	Matthew	Accounting-General
Parsons	Christopher	Accounting-General
Pascale	Jordan	Accounting-General
Patel	Parth	Accounting-General
Patel	Ashoo	Marketing: Advertising
Patel	Darshana	Real Estate: Salesperson
Payne	Brett	Accounting-General
Perez	Stephanie	Accounting-General
Perez	Vida	Accounting-General
Perez	Maryalice	Real Estate: Salesperson
Perez	Timothy	Real Estate: Salesperson
Peters	Michael	Accounting-General
Peterson	Tyler	Accounting-General
Peterson	Michael	Marketing: Advertising
Petre	Brian	Accounting-General

3.3 (62)

**CERTIFICATE OF
PROFICIENCY****SANTIAGO CANYON COLLEGE**

Graduate File Listing

FALL 2013

Last Name	First Name	Major
Pham	Joseph	Accounting-General
Pham	James	Real Estate: Salesperson
Phan	Ha	Real Estate: Salesperson
Pomalaza	Jose	Accounting-General
Poole	Jon	Public Works: Code Enforcement Officer
Popal	Sarah	Accounting-General
Porterfield	Timothy	Accounting-General
Pott	Carey	Accounting-General
Powers	Melissa	Real Estate: Salesperson
Prado	Olga	Accounting-General
Pratt	Sophia	Accounting-General
Prum	Virnsna	Management: Human Resource Management
Puente	Katherine	Accounting-General
Pugh	Russell	Accounting-General
Pullan	Patrick	Accounting-General
Quintal	Jeffrey	Real Estate: Salesperson
Quintero	Ivan	Accounting-General
Quiroz	Mariela	Accounting-General
Rafferty	Jim	Accounting-General
Ramirez	Robin	Accounting-General
Ramirez	German	Marketing: General Marketing
Ramirez	German	Marketing: Advertising
Ramos	Morgan	Accounting-General
Ramos	Veronica	Accounting-General
Rapae	Erin	Accounting-General
Rappaport	Steven	Real Estate: Salesperson
Rea	Scott	Accounting-General
Reilly	Sharon	Accounting-General

3.3 (63)

**CERTIFICATE OF
PROFICIENCY****SANTIAGO CANYON COLLEGE**

Graduate File Listing

FALL 2013

Last Name	First Name	Major
Reissmueller	Erich	Accounting-General
Renteria	Emmanuel	Real Estate: Salesperson
Reyes	Jonathan	Accounting-General
Reynolds	Stephanie	Real Estate: Salesperson
Rhynard	James	Real Estate: Salesperson
Rittgers	Jason	Marketing: General Marketing
Rittgers	Jason	Marketing: Advertising
Rivkind	Eric	Accounting-General
Roberts	Kevin	Accounting-General
Robinson	Tyler	Accounting-General
Robison	Matthew	Accounting-General
Robles	Thomas	Real Estate: Salesperson
Rodgers	Jennifer	Accounting-General
Rodgers	Karen	Real Estate: Salesperson
Rodriguez	Elizabeth	Accounting-General
Rodriguez	Teresa	Accounting-General
Rodriguez	Maria	Real Estate: Salesperson
Ronquillo	David	Accounting-General
Rosell	Michael	Survey/Mapping Science: Land Surveying
Rossow	Rita	Real Estate: Salesperson
Rotunda	Frank	Accounting-General
Ruiz	Christopher	Accounting-General
Ruiz	Fernando	Accounting-General
Rust	Charles	Accounting-General
Ryan	Monette	Accounting-General
Ryan	Katelyn	Marketing: Advertising
Saberi	Andrew	Real Estate: Salesperson
Saggu	Shawn	Accounting-General

3.3 (64)

**CERTIFICATE OF
PROFICIENCY****SANTIAGO CANYON COLLEGE**

Graduate File Listing

FALL 2013

Last Name	First Name	Major
Sakulrattanakom	Supojtit	Accounting-General
Salgado	Rene	Real Estate: Salesperson
Salvatore	Kevin	Real Estate: Salesperson
Sanchez	Itzel	Accounting-General
Sanchez	Karla	Accounting-General
Sandoval	Edgar	Accounting-General
Sandoval	Larry	Accounting-General
Sarmiento	Marissa	Accounting-General
Saul	Matt	Accounting-General
Scarpa	Kristina	Accounting-General
Schmidt	Jacob	Accounting-General
Schuchman	Meagan	Accounting-General
Seakins	Adam	Accounting-General
Seeger	Joshua	Real Estate: Salesperson
Seidler	Shari	Accounting-General
Self	Brandi	Accounting-General
Shafer	Kevin	Accounting-General
Shaffer	Susan	Real Estate: Salesperson
Shie	Stefan	Accounting-General
Shinto	Jonathan	Marketing: General Marketing
Shinto	Jonathan	Marketing: Advertising
Sidler	Collin	Accounting-General
Sigala	Aracely	Accounting-General
Simpson	Andy	Accounting-General
Simpson	Edan	Accounting-General
Sisson	Charles	Real Estate: Salesperson
Smiley	Jessica	Accounting-General
Smith	Jamie	Accounting-General

3.3 (65)

**CERTIFICATE OF
PROFICIENCY****SANTIAGO CANYON COLLEGE**

Graduate File Listing

FALL 2013

Last Name	First Name	Major
Smith	David	Accounting-General
Soeung	Jessyca	Accounting-General
Soeung	Tiffany	Accounting-General
Soeung	Matthew	Accounting-General
Solano	Brandon	Marketing: Advertising
Sorrell	Contessa	Accounting-General
Soto	Claudia	Accounting-General
Sproal	Olivia	Accounting-General
Stearns	Chris	Accounting-General
Steele	Benjamin	Accounting-General
Steen	Bradford	Public Works: Code Enforcement Officer
Stehle	Patricia	Accounting-General
Stephens	Veronica	Accounting-General
Stewart	Steven	Accounting-General
Stillman	Brandon	Accounting-General
Stocker	James	Accounting-General
Stringham	Jed	Accounting-General
Strom	Lauren	Accounting-General
Strozewski	Luke	Accounting-General
Stutts	Marco	Accounting-General
Swanke	Ryan	Accounting-General
Szeles	Chris	Accounting-General
Tabula	Randolph	Accounting-General
Tang	Long	Real Estate: Salesperson
Tennant	Laura	Accounting-General
Thoele	Nicholas	Marketing: General Marketing
Thoele	Nicholas	Marketing: Advertising
Tillman	Danielle	Accounting-General

3.3 (66)

**CERTIFICATE OF
PROFICIENCY****SANTIAGO CANYON COLLEGE**

Graduate File Listing

FALL 2013

Last Name	First Name	Major
Tingley	Nathaniel	Accounting-General
Toledo	Araceli	Real Estate: Salesperson
Torquato	Heather	Accounting-General
Torres	Alfonso	Accounting-General
Tran	Aimee	Accounting-General
Tran	Huy	Accounting-General
Tran	Tuan	Accounting-General
Tran	Hien	Real Estate: Salesperson
Tran	Trong	Real Estate: Salesperson
Tress	Cynthia	Real Estate: Salesperson
Trimm	Spencer	Accounting-General
Troncoso	Vanessa	Accounting-General
Trujillo	Andrea	Accounting-General
Truong	James	Real Estate: Appraisal
Turner	Lauren	Accounting-General
Turner	Zach	Accounting-General
Turner	Billie	Marketing: Advertising
Tymich	Deborah	Accounting-General
Uemura	Jordan	Accounting-General
Ulloa	Marisa	Real Estate: Salesperson
Unfried	Scott	Television/Video Communications: Media Studies
Valdovinos	Katherine	Accounting-General
Valencia	Armando	Accounting-General
Valiquette	Elise	Accounting-General
Van Holland	Phillip	Accounting-General
Vanderpool	Jenna	Marketing: Advertising
Varchetto	Catherine	Accounting-General
Vartanian	Garrett	Accounting-General

3.3 (67)

**CERTIFICATE OF
PROFICIENCY****SANTIAGO CANYON COLLEGE**

Graduate File Listing

FALL 2013

Last Name	First Name	Major
Vaun	Adam	Marketing: Advertising
Vergiels	Guy	Accounting-General
Vetter	Bill	Business Management
Vicuna	Juan	Accounting-General
Villalba Crespo	Emmanuel	Accounting-General
Villegas	Socorro	Public Works: Code Enforcement Officer
Vu	Darlene	Real Estate: Salesperson
Vu	Lily	Real Estate: Salesperson
VU	Thomas	Real Estate: Salesperson
Wade	Julie	Real Estate: Salesperson
Walls	Richard	Accounting-General
Wang	Yun Tiag	Accounting-General
Wang	Wei Chi	Accounting-General
Welch	David	Accounting-General
Welch	Parker	Accounting-General
Welsh	Justin	Accounting-General
Whisler	Chris	Accounting-General
Whitcomb	Zach	Television/Video Communications: Media Studies
White	Brian	Accounting-General
Wilson	Amanda	Accounting-General
Wilson	Brett	Accounting-General
Wilson	Cody	Accounting-General
Wilson	Jesse	Accounting-General
Wimberley	Michael	Marketing: Advertising
Woods	Julie	Accounting-General
Worthen	Kimberly	Accounting-General
Wu	Samuel	Real Estate: Salesperson
Wyley	Alyssa	Accounting-General

**CERTIFICATE OF
PROFICIENCY**

SANTIAGO CANYON COLLEGE

Graduate File Listing

FALL 2013

Last Name	First Name	Major
Wynton	Joel	Real Estate: Salesperson
Yaeger	Debra	Accounting-General
Yambao	Daryl	Accounting-General
Yang	Jonathan	Accounting-General
Yeo	Alana	Accounting-General
Yilmaz	Michael	Accounting-General
Younger	Jeanette	Accounting-General
Zhu	Randy	Accounting-General

Rancho Santiago Comm Coll District

Board Meeting of 04/28/14

AP0020

Bank Code: 92 District Funds

Check Registers Submitted for Approval

Page: 1

Checks Written for Period 04/02/14 Thru 04/16/14

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
59176	General Fund Unrestricted	10,267.00	0.00	10,267.00	92*0385670	92*0385674
59177	General Fund Unrestricted	122,947.09	0.00	122,947.09	92*0385675	92*0385772
59178	General Fund Unrestricted	18,726.12	0.00	18,726.12	92*0385773	92*0385813
59202	General Fund Unrestricted	765.00	0.00	765.00	92*0385914	92*0385914
59203	General Fund Unrestricted	1,690.50	0.00	1,690.50	92*0385918	92*0385922
59204	General Fund Unrestricted	6.98	0.00	6.98	92*0385931	92*0385931
59205	General Fund Unrestricted	1,630.45	0.00	1,630.45	92*0385935	92*0385936
59207	General Fund Unrestricted	757.37	0.00	757.37	92*0385945	92*0385947
59208	General Fund Unrestricted	552.00	0.00	552.00	92*0385954	92*0385954
59209	General Fund Unrestricted	5,595.82	0.00	5,595.82	92*0385955	92*0385956
59212	General Fund Unrestricted	9,183.22	0.00	9,183.22	92*0385968	92*0385971
59213	General Fund Unrestricted	6,000.00	0.00	6,000.00	92*0385974	92*0385974
59214	General Fund Unrestricted	1,837.80	0.00	1,837.80	92*0385976	92*0385983
59215	General Fund Unrestricted	5,217.39	0.00	5,217.39	92*0385984	92*0385992
59219	General Fund Unrestricted	1,769.89	0.00	1,769.89	92*0386013	92*0386017
59220	General Fund Unrestricted	18,735.85	0.00	18,735.85	92*0386018	92*0386025
59227	General Fund Unrestricted	30.51	0.00	30.51	92*0386044	92*0386044
59228	General Fund Unrestricted	40,250.00	0.00	40,250.00	92*0386051	92*0386051
59230	General Fund Unrestricted	6,535.54	0.00	6,535.54	92*0386059	92*0386066
59231	General Fund Unrestricted	1,838.12	0.00	1,838.12	92*0386067	92*0386073
59233	General Fund Unrestricted	775.00	0.00	775.00	92*0386080	92*0386081
59234	General Fund Unrestricted	244.80	0.00	244.80	92*0386082	92*0386082
59236	General Fund Unrestricted	2,467.45	0.00	2,467.45	92*0386088	92*0386094
59244	General Fund Unrestricted	1,701.25	0.00	1,701.25	92*0386124	92*0386126
59247	General Fund Unrestricted	516.64	0.00	516.64	92*0386133	92*0386133
59248	General Fund Unrestricted	1,749.98	0.00	1,749.98	92*0386139	92*0386139
59255	General Fund Unrestricted	2,446.99	0.00	2,446.99	92*0386153	92*0386161
59256	General Fund Unrestricted	2,693.26	0.00	2,693.26	92*0386162	92*0386169
59257	General Fund Unrestricted	10,936.34	0.00	10,936.34	92*0386170	92*0386177
59258	General Fund Unrestricted	20,510.02	0.00	20,510.02	92*0386178	92*0386183
59259	General Fund Unrestricted	2,972.68	0.00	2,972.68	92*0386184	92*0386191
59262	General Fund Unrestricted	6,355.40	0.00	6,355.40	92*0386209	92*0386214
59263	General Fund Unrestricted	509,655.00	0.00	509,655.00	92*0386215	92*0386216
59270	General Fund Unrestricted	1,210.93	0.00	1,210.93	92*0386246	92*0386246
59272	General Fund Unrestricted	3,193.20	0.00	3,193.20	92*0386249	92*0386257
59273	General Fund Unrestricted	3,824.00	0.00	3,824.00	92*0386258	92*0386267
Total Fund 11 General Fund Unrestricted		<u>\$825,589.59</u>	<u>\$0.00</u>	<u>\$825,589.59</u>		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
59200	General Fund Restricted	545.08	0.00	545.08	92*0385900	92*0385908
59202	General Fund Restricted	4,900.00	0.00	4,900.00	92*0385913	92*0385917
59204	General Fund Restricted	1,447.99	0.00	1,447.99	92*0385923	92*0385932
59205	General Fund Restricted	2,517.28	0.00	2,517.28	92*0385933	92*0385938
59206	General Fund Restricted	6,143.89	0.00	6,143.89	92*0385939	92*0385943
59208	General Fund Restricted	2,163.48	0.00	2,163.48	92*0385948	92*0385953
59209	General Fund Restricted	801.80	0.00	801.80	92*0385957	92*0385957
59212	General Fund Restricted	1,116.50	0.00	1,116.50	92*0385967	92*0385969
59213	General Fund Restricted	18,274.56	0.00	18,274.56	92*0385972	92*0385975
59215	General Fund Restricted	1,721.06	0.00	1,721.06	92*0385985	92*0385990
59216	General Fund Restricted	1,161.38	0.00	1,161.38	92*0385993	92*0385998
59218	General Fund Restricted	225.53	0.00	225.53	92*0386003	92*0386012
59221	General Fund Restricted	31,461.88	0.00	31,461.88	92*0386028	92*0386031
59222	General Fund Restricted	4,128.20	0.00	4,128.20	92*0386032	92*0386036
59227	General Fund Restricted	641.86	0.00	641.86	92*0386045	92*0386050
59228	General Fund Restricted	22,119.67	0.00	22,119.67	92*0386052	92*0386052
59231	General Fund Restricted	49.96	0.00	49.96	92*0386069	92*0386069
59232	General Fund Restricted	10,829.95	0.00	10,829.95	92*0386074	92*0386079
59234	General Fund Restricted	1,031.73	0.00	1,031.73	92*0386083	92*0386084
59236	General Fund Restricted	415.95	0.00	415.95	92*0386089	92*0386092
59247	General Fund Restricted	5,953.47	0.00	5,953.47	92*0386130	92*0386138
59248	General Fund Restricted	3,600.26	0.00	3,600.26	92*0386140	92*0386142
59254	General Fund Restricted	1,580.49	0.00	1,580.49	92*0386152	92*0386152
59258	General Fund Restricted	4,765.55	0.00	4,765.55	92*0386179	92*0386179
59259	General Fund Restricted	307.05	0.00	307.05	92*0386189	92*0386189
59260	General Fund Restricted	3,787.08	0.00	3,787.08	92*0386192	92*0386200
59261	General Fund Restricted	19,480.33	0.00	19,480.33	92*0386202	92*0386208
59262	General Fund Restricted	8,743.32	0.00	8,743.32	92*0386210	92*0386213
59268	General Fund Restricted	2,038.22	0.00	2,038.22	92*0386226	92*0386233
59269	General Fund Restricted	1,322.97	0.00	1,322.97	92*0386234	92*0386242
59270	General Fund Restricted	10,923.65	0.00	10,923.65	92*0386243	92*0386245
Total Fund 12 General Fund Restricted		<u><u>\$174,200.14</u></u>	<u><u>\$0.00</u></u>	<u><u>\$174,200.14</u></u>		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
59201	GF Unrestricted One-Time Func	80,058.29	0.00	80,058.29	92*0385909	92*0385911
59202	GF Unrestricted One-Time Func	205.20	0.00	205.20	92*0385912	92*0385912
59207	GF Unrestricted One-Time Func	988.74	0.00	988.74	92*0385944	92*0385944
59218	GF Unrestricted One-Time Func	505.24	0.00	505.24	92*0386002	92*0386002
59221	GF Unrestricted One-Time Func	438.94	0.00	438.94	92*0386026	92*0386027
59229	GF Unrestricted One-Time Func	77,845.76	0.00	77,845.76	92*0386053	92*0386058
59235	GF Unrestricted One-Time Func	11,474.32	0.00	11,474.32	92*0386085	92*0386087
59246	GF Unrestricted One-Time Func	403.70	0.00	403.70	92*0386128	92*0386129
59261	GF Unrestricted One-Time Func	4,644.96	0.00	4,644.96	92*0386201	92*0386201
59267	GF Unrestricted One-Time Func	18,315.34	0.00	18,315.34	92*0386225	92*0386225
59271	GF Unrestricted One-Time Func	18,636.85	0.00	18,636.85	92*0386247	92*0386248
Total Fund 13 GF Unrestricted One-Time		<u>\$213,517.34</u>	<u>\$0.00</u>	<u>\$213,517.34</u>		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
59210	Child Development Fund	2,442.42	0.00	2,442.42	92*0385958	92*0385964
59217	Child Development Fund	2,730.85	0.00	2,730.85	92*0385999	92*0386001
59223	Child Development Fund	1,863.28	0.00	1,863.28	92*0386037	92*0386039
59237	Child Development Fund	4,027.25	0.00	4,027.25	92*0386095	92*0386102
59238	Child Development Fund	598.93	0.00	598.93	92*0386103	92*0386108
59249	Child Development Fund	695.36	0.00	695.36	92*0386143	92*0386143
59274	Child Development Fund	5,915.55	0.00	5,915.55	92*0386268	92*0386273
59277	Child Development Fund	6,499.59	0.00	6,499.59	92*0386276	92*0386276
Total Fund 33 Child Development Fund		<u>\$24,773.23</u>	<u>\$0.00</u>	<u>\$24,773.23</u>		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
59211	Capital Outlay Projects Fund	6,273.46	0.00	6,273.46	92*0385965	92*0385966
59225	Capital Outlay Projects Fund	1,914.95	0.00	1,914.95	92*0386042	92*0386042
59240	Capital Outlay Projects Fund	67,242.48	0.00	67,242.48	92*0386111	92*0386111
59241	Capital Outlay Projects Fund	9,953.22	0.00	9,953.22	92*0386112	92*0386117
59242	Capital Outlay Projects Fund	31,751.79	0.00	31,751.79	92*0386118	92*0386122
59243	Capital Outlay Projects Fund	137,930.00	0.00	137,930.00	92*0386123	92*0386123
59251	Capital Outlay Projects Fund	13,383.40	0.00	13,383.40	92*0386146	92*0386149
59276	Capital Outlay Projects Fund	36.70	0.00	36.70	92*0386275	92*0386275
Total Fund 41 Capital Outlay Projects Fu		<u>\$268,486.00</u>	<u>\$0.00</u>	<u>\$268,486.00</u>		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
59224	Bond Fund, Measure E	15,113.02	0.00	15,113.02	92*0386040	92*0386041
59239	Bond Fund, Measure E	1,503.33	0.00	1,503.33	92*0386109	92*0386110
59250	Bond Fund, Measure E	241.00	0.00	241.00	92*0386144	92*0386145
59264	Bond Fund, Measure E	41,275.07	0.00	41,275.07	92*0386217	92*0386218
59265	Bond Fund, Measure E	151,581.66	0.00	151,581.66	92*0386219	92*0386221
59266	Bond Fund, Measure E	3,075.90	0.00	3,075.90	92*0386222	92*0386224
59275	Bond Fund, Measure E	608.36	0.00	608.36	92*0386274	92*0386274
Total Fund 42 Bond Fund, Measure E		<u>\$213,398.34</u>	<u>\$0.00</u>	<u>\$213,398.34</u>		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
59245	Property and Liability Fund	6,572.93	0.00	6,572.93	92*0386127	92*0386127
59252	Property and Liability Fund	2,837.01	0.00	2,837.01	92*0386150	92*0386150
Total Fund 61 Property and Liability Fund		<u><u>\$9,409.94</u></u>	<u><u>\$0.00</u></u>	<u><u>\$9,409.94</u></u>		

Checks Written for Period 04/02/14 Thru 04/16/14

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
59226	Workers' Compensation Fund	2,951.38	0.00	2,951.38	92*0386043	92*0386043
59253	Workers' Compensation Fund	1,837.50	0.00	1,837.50	92*0386151	92*0386151
Total Fund 62 Workers' Compensation Fu		<u><u>\$4,788.88</u></u>	<u><u>\$0.00</u></u>	<u><u>\$4,788.88</u></u>		

SUMMARY

Total Fund 11 General Fund Unrestricted	825,589.59
Total Fund 12 General Fund Restricted	174,200.14
Total Fund 13 GF Unrestricted One-Time Fund	213,517.34
Total Fund 33 Child Development Fund	24,773.23
Total Fund 41 Capital Outlay Projects Fund	268,486.00
Total Fund 42 Bond Fund, Measure E	213,398.34
Total Fund 61 Property and Liability Fund	9,409.94
Total Fund 62 Workers' Compensation Fund	4,788.88
Grand Total:	<u><u>\$1,734,163.46</u></u>

Checks Written for Period 03/29/14 Thru 04/11/14

<u>Register #</u>	<u>Fund Title</u>	<u>Amount</u>	<u>Voided Checks</u>	<u>Adjusted Amount</u>	<u>Beg Check #</u>	<u>End Check #</u>
311404105	Bookstore Fund	56,059.50	0.00	56,059.50	31*0104277	31*0104303
Total Fund 31 Bookstore Fund		<u>56,059.50</u>	<u>\$0.00</u>	<u>56,059.50</u>		

Checks Written for Period 03/29/14 Thru 04/11/14

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
711404105	Associated Students Fund	3,849.38	0.00	3,849.38	71*0007093	71*0007103
Total Fund 71 Associated Students Fund		<u>\$3,849.38</u>	<u>\$0.00</u>	<u>\$3,849.38</u>		

Checks Written for Period 03/29/14 Thru 04/11/14

<u>Register #</u>	<u>Fund Title</u>	<u>Amount</u>	<u>Voided Checks</u>	<u>Adjusted Amount</u>	<u>Beg Check #</u>	<u>End Check #</u>
761404105	Community Education Fund	1,112.83	0.00	1,112.83	76*0006457	76*0006459
Total Fund 76 Community Education Fund		<u>\$1,112.83</u>	<u>\$0.00</u>	<u>\$1,112.83</u>		

Checks Written for Period 03/29/14 Thru 04/11/14

<u>Register #</u>	<u>Fund Title</u>	<u>Amount</u>	<u>Voided Checks</u>	<u>Adjusted Amount</u>	<u>Beg Check #</u>	<u>End Check #</u>
791404105	Diversified Trust Fund	61,077.20	0.00	61,077.20	79*0018433	79*0018462
Total Fund 79 Diversified Trust Fund		<u><u>\$61,077.20</u></u>	<u><u>\$0.00</u></u>	<u><u>\$61,077.20</u></u>		

Checks Written for Period 03/29/14 Thru 04/11/14

<u>Register #</u>	<u>Fund Title</u>	<u>Amount</u>	<u>Voided Checks</u>	<u>Adjusted Amount</u>	<u>Beg Check #</u>	<u>End Check #</u>
811404105	Diversified Agency Fund	12,595.08	0.00	12,595.08	81*0044348	81*0044361
Total Fund 81 Diversified Agency Fund		<u><u>\$12,595.08</u></u>	<u><u>\$0.00</u></u>	<u><u>\$12,595.08</u></u>		

SUMMARY

Total Fund 31 Bookstore Fund	56,059.50
Total Fund 71 Associated Students Fund	3,849.38
Total Fund 76 Community Education Fund	1,112.83
Total Fund 79 Diversified Trust Fund	61,077.20
Total Fund 81 Diversified Agency Fund	12,595.08
Grand Total:	<u><u>\$134,693.99</u></u>

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
BUDGET BOARD REPORT
From 03/01/2014 To 03/31/2014
Board Meeting on 04/28/2014

No. 4.2

BACKGROUND

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

ANALYSIS

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

BUDGET TRANSFERS	From	To
<u>Fund 11: General Fund Unrestricted</u>		
1000 ACADEMIC SALARIES		1,704,090
2000 CLASSIFIED SALARIES		427,300
3000 EMPLOYEE BENEFITS		73,708
4000 SUPPLIES & MATERIALS		20,597
5000 OTHER OPERATING EXP & SERVICES	27,469	
6000 CAPITAL OUTLAY	28,237	
7000 OTHER OUTGO		20,000
7900 RESERVE FOR CONTINGENCIES	2,189,989	
Total Transfer Fund 11	\$2,245,695	\$2,245,695
<u>Fund 12: General Fund Restricted</u>		
1000 ACADEMIC SALARIES		1,632
2000 CLASSIFIED SALARIES		5,876
3000 EMPLOYEE BENEFITS	29,619	
4000 SUPPLIES & MATERIALS		47,076
5000 OTHER OPERATING EXP & SERVICES	149,318	
6000 CAPITAL OUTLAY		158,983
7000 OTHER OUTGO		1,495
7900 RESERVE FOR CONTINGENCIES	36,125	
Total Transfer Fund 12	\$215,062	\$215,062
<u>Fund 13: GF Unrestricted One-Time Funds</u>		
4000 SUPPLIES & MATERIALS	3,998	
5000 OTHER OPERATING EXP & SERVICES	6,468	
6000 CAPITAL OUTLAY		10,466
7000 OTHER OUTGO		400,000
7900 RESERVE FOR CONTINGENCIES	400,000	
Total Transfer Fund 13	\$410,466	\$410,466
<u>Fund 33: Child Development Fund</u>		
1000 ACADEMIC SALARIES		5,229
2000 CLASSIFIED SALARIES		247
3000 EMPLOYEE BENEFITS		3,561
4000 SUPPLIES & MATERIALS	1,102	
5000 OTHER OPERATING EXP & SERVICES	7,692	
6000 CAPITAL OUTLAY	243	
Total Transfer Fund 33	\$9,037	\$9,037
<u>Fund 41: Capital Outlay Projects Fund</u>		
5000 OTHER OPERATING EXP & SERVICES		1,700
6000 CAPITAL OUTLAY		1,806,300
7900 RESERVE FOR CONTINGENCIES	1,808,000	
Total Transfer Fund 41	\$1,808,000	\$1,808,000

BUDGET INCREASES AND DECREASES

Revenue Appropriation 4.2 (1)

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
BUDGET BOARD REPORT
From 03/01/2014 To 03/31/2014
Board Meeting on 04/28/2014**

Fund 12: General Fund Restricted

8100	FEDERAL REVENUES	(7,331)	
8600	STATE REVENUES	80,088	
1000	ACADEMIC SALARIES		183,422
2000	CLASSIFIED SALARIES		51,561
3000	EMPLOYEE BENEFITS		(55,738)
4000	SUPPLIES & MATERIALS		12,709
5000	OTHER OPERATING EXP & SERVICES		(255,581)
6000	CAPITAL OUTLAY		137,256
7000	OTHER OUTGO		(872)
Total Transfer Fund 12		\$72,757	\$72,757

Fund 13: GF Unrestricted One-Time Funds

8900	OTHER FINANCING SOURCES	(4,800)	
7000	OTHER OUTGO		(4,800)
Total Transfer Fund 13		\$(4,800)	\$(4,800)

Fund 41: Capital Outlay Projects Fund

8900	OTHER FINANCING SOURCES	420,000	
8600	STATE REVENUES	381,223	
6000	CAPITAL OUTLAY		1,588,133
7900	RESERVE FOR CONTINGENCIES		(786,910)
Total Transfer Fund 41		\$801,223	\$801,223

Fund 42: Bond Fund, Measure E

8800	LOCAL REVENUES	239	
7900	RESERVE FOR CONTINGENCIES		239
Total Transfer Fund 42		\$239	\$239

Fund 74: Student Financial Aid Fund

8100	FEDERAL REVENUES	7,331	
8600	STATE REVENUES	(150)	
7000	OTHER OUTGO		7,181
Total Transfer Fund 74		\$7,181	\$7,181

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

RECOMMENDATION

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

4.2 (2)

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

From 03/01/2014 To 03/31/2014

Board Meeting on 04/28/2014

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

BUDGET TRANSFERS		From	To
<u>Fund 11: General Fund Unrestricted</u>			
B013467	03/31/14		
1000	ACADEMIC SALARIES		793,562
3000	EMPLOYEE BENEFITS		70,167
7900	RESERVE FOR CONTINGENCIES	863,729	
Total Reference B013467		\$863,729	\$863,729
Reason:	Adjustment		
Description:	Reimburse intersession SAC/SCC		
B013468	03/31/14		
1000	ACADEMIC SALARIES		926,063
2000	CLASSIFIED SALARIES		400,197
7900	RESERVE FOR CONTINGENCIES	1,326,260	
Total Reference B013468		\$1,326,260	\$1,326,260
Reason:	Adjustment		
Description:	Distribute 1.57% COLA-SAC/SCC		
<u>Fund 12: General Fund Restricted</u>			
B013257	03/06/14		
4000	SUPPLIES & MATERIALS		22,175
7900	RESERVE FOR CONTINGENCIES	22,175	
Total Reference B013257		\$22,175	\$22,175
Reason:	Special Project Adjustment		
Description:	SP3610 Safety Halo II vests		
B013290	03/07/14		
5000	OTHER OPERATING EXP & SERVICES		9,950
7900	RESERVE FOR CONTINGENCIES	9,950	
Total Reference B013290		\$9,950	\$9,950
Reason:	Special Project Adjustment		
Description:	SP3610 Safety SAC prkg signs		
B013336	03/13/14		
5000	OTHER OPERATING EXP & SERVICES		500
7900	RESERVE FOR CONTINGENCIES	500	
Total Reference B013336		\$500	\$500
Reason:	Special Project Adjustment		
Description:	SP3610 Safety mileage acct		
B013351	03/14/14		
1000	ACADEMIC SALARIES	7,114	
2000	CLASSIFIED SALARIES	20,789	
3000	EMPLOYEE BENEFITS	2,200	
5000	OTHER OPERATING EXP & SERVICES		30,103
Total Reference B013351		\$30,103	\$30,103
Reason:	Special Project Adjustment		
Description:	SP1102 SAC WIA/ESL DCI contract		

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

From 03/01/2014 To 03/31/2014

Board Meeting on 04/28/2014

BUDGET TRANSFERS		From	To
B013392	03/20/14		
5000	OTHER OPERATING EXP & SERVICES	30,971	
6000	CAPITAL OUTLAY		30,971
Total Reference B013392		\$30,971	\$30,971
Reason:	Special Project Adjustment		
Description:	SP2354 SAC instruct equip		
B013404	03/21/14		
2000	CLASSIFIED SALARIES		47,195
3000	EMPLOYEE BENEFITS		1,605
5000	OTHER OPERATING EXP & SERVICES	48,800	
Total Reference B013404		\$48,800	\$48,800
Reason:	Special Project Adjustment		
Description:	Fund Math Ctr Tutors FY14/15		
B013414	03/24/14		
1000	ACADEMIC SALARIES	2,861	
2000	CLASSIFIED SALARIES		6,372
3000	EMPLOYEE BENEFITS	25,794	
4000	SUPPLIES & MATERIALS		5,260
5000	OTHER OPERATING EXP & SERVICES		16,773
7000	OTHER OUTGO		250
Total Reference B013414		\$28,655	\$28,655
Reason:	Special Project Adjustment		
Description:	SP1716 TRIO UB exp/contr svcs Adj indirect costs contr svcs		
B013440	03/26/14		
5000	OTHER OPERATING EXP & SERVICES	40,154	
6000	CAPITAL OUTLAY		40,154
Total Reference B013440		\$40,154	\$40,154
Reason:	Special Project Adjustment		
Description:	SP2354 SAC Lrng Supp Ctr PCs		
B013456	03/27/14		
4000	SUPPLIES & MATERIALS		3,500
7900	RESERVE FOR CONTINGENCIES	3,500	
Total Reference B013456		\$3,500	\$3,500
Reason:	Special Project Adjustment		
Description:	SP3610 Safety vehicles maint		
<u>Fund 13: GF Unrestricted One-Time Funds</u>			
B013318	03/11/14		
7000	OTHER OUTGO		400,000
7900	RESERVE FOR CONTINGENCIES	400,000	
Total Reference B013318		\$400,000	\$400,000
Reason:	Adjustment		
Description:	SP3617 SCC CDC replacemnt roof		
<u>Fund 41: Capital Outlay Projects Fund</u>			
B013268	03/06/14		
6000	CAPITAL OUTLAY		60,000
7900	RESERVE FOR CONTINGENCIES	60,000	
Total Reference B013268		\$60,000	\$60,000
Reason:	Special Project Adjustment		
Description:	SP3619 DO plmb/electrc/HVAC		

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

From 03/01/2014 To 03/31/2014

Board Meeting on 04/28/2014

BUDGET TRANSFERS		From	To
B013269	03/06/14		
6000	CAPITAL OUTLAY		245,000
7900	RESERVE FOR CONTINGENCIES	245,000	
Total Reference B013269		\$245,000	\$245,000
Reason:	Special Project Adjustment		
Description:	SP3618 DO ADA/emrg lghtng		
B013270	03/06/14		
6000	CAPITAL OUTLAY		200,000
7900	RESERVE FOR CONTINGENCIES	200,000	
Total Reference B013270		\$200,000	\$200,000
Reason:	Special Project Adjustment		
Description:	SP3616 SCC site wide ADA		
B013271	03/06/14		
6000	CAPITAL OUTLAY		100,000
7900	RESERVE FOR CONTINGENCIES	100,000	
Total Reference B013271		\$100,000	\$100,000
Reason:	Special Project Adjustment		
Description:	SP3615 SAC site wide ADA		
B013272	03/06/14		
6000	CAPITAL OUTLAY		600,000
7900	RESERVE FOR CONTINGENCIES	600,000	
Total Reference B013272		\$600,000	\$600,000
Reason:	Special Project Adjustment		
Description:	SP3614 CEC prkg lot/util upgrd		
B013273	03/06/14		
6000	CAPITAL OUTLAY		58,000
7900	RESERVE FOR CONTINGENCIES	58,000	
Total Reference B013273		\$58,000	\$58,000
Reason:	Special Project Adjustment		
Description:	SP3612 SAC Bldgs H&R paint		
B013274	03/06/14		
6000	CAPITAL OUTLAY		170,000
7900	RESERVE FOR CONTINGENCIES	170,000	
Total Reference B013274		\$170,000	\$170,000
Reason:	Special Project Adjustment		
Description:	SP3613 SAC windw/screen Bldg H		
B013275	03/06/14		
6000	CAPITAL OUTLAY		100,000
7900	RESERVE FOR CONTINGENCIES	100,000	
Total Reference B013275		\$100,000	\$100,000
Reason:	Special Project Adjustment		
Description:	SP3611 SAC Ftbll field recon		
B013276	03/06/14		
6000	CAPITAL OUTLAY		81,304
7900	RESERVE FOR CONTINGENCIES	81,304	
Total Reference B013276		\$81,304	\$81,304
Reason:	Special Project Adjustment		
Description:	SP3589 DO Bldg retro-commiss		

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

From 03/01/2014 To 03/31/2014

Board Meeting on 04/28/2014

BUDGET TRANSFERS		From	To
B013332	03/13/14		
6000	CAPITAL OUTLAY		193,696
7900	RESERVE FOR CONTINGENCIES	193,696	
Total Reference B013332		\$193,696	\$193,696
Reason:	Special Project Adjustment		
Description:	SP3621 SCC Renov Bldg D		

BUDGET INCREASES AND DECREASES	Revenue	Appropriation
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Fund 12: General Fund Restricted

B013307	03/10/14		
8600	STATE REVENUES	32,037	
1000	ACADEMIC SALARIES		29,600
3000	EMPLOYEE BENEFITS		3,900
5000	OTHER OPERATING EXP & SERVICES		(1,463)
Total Reference B013307		\$32,037	\$32,037

Reason: Special Project Adjustment
Description: SP2082-88 BSI projects

B013310	03/10/14		
8600	STATE REVENUES	(58,635)	
5000	OTHER OPERATING EXP & SERVICES		(58,635)
Total Reference B013310		\$(58,635)	\$(58,635)

Reason: Special Project Adjustment
Description: SP2082-88 BSI projects

B013311	03/10/14		
8600	STATE REVENUES	34,477	
4000	SUPPLIES & MATERIALS		2,801
6000	CAPITAL OUTLAY		31,676
Total Reference B013311		\$34,477	\$34,477

Reason: Special Project Adjustment
Description: SP2082-88 BSI projects

B013312	03/10/14		
8600	STATE REVENUES	(36,203)	
1000	ACADEMIC SALARIES		(8,617)
3000	EMPLOYEE BENEFITS		695
5000	OTHER OPERATING EXP & SERVICES		(28,281)
Total Reference B013312		\$(36,203)	\$(36,203)

Reason: Special Project Adjustment
Description: SP2082-88 BSI projects

B013346	03/14/14		
8600	STATE REVENUES	(51,230)	
5000	OTHER OPERATING EXP & SERVICES		(51,230)
Total Reference B013346		\$(51,230)	\$(51,230)

Reason: Special Project Adjustment
Description: SP2412/2416 DSPS csnl/supp

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

From 03/01/2014 To 03/31/2014

Board Meeting on 04/28/2014

BUDGET INCREASES AND DECREASES		Revenue	Appropriation
B013347	03/14/14		
8600	STATE REVENUES	48,730	
1000	ACADEMIC SALARIES		41,000
2000	CLASSIFIED SALARIES		2,200
3000	EMPLOYEE BENEFITS		5,530
Total Reference B013347		\$48,730	\$48,730
Reason:	Special Project Adjustment		
Description:	SP2412/2416 DSPS csnl/supp		
B013365	03/18/14		
8600	STATE REVENUES	197,489	
1000	ACADEMIC SALARIES		39,630
2000	CLASSIFIED SALARIES		87,953
3000	EMPLOYEE BENEFITS		(13,471)
4000	SUPPLIES & MATERIALS		7,519
5000	OTHER OPERATING EXP & SERVICES		44,858
6000	CAPITAL OUTLAY		31,000
Total Reference B013365		\$197,489	\$197,489
Reason:	New Budget		
Description:	NEWB SP2230 SCC DSPS		
B013402	03/21/14		
8600	STATE REVENUES	5,274	
1000	ACADEMIC SALARIES		37,118
3000	EMPLOYEE BENEFITS		4,882
5000	OTHER OPERATING EXP & SERVICES		(36,726)
Total Reference B013402		\$5,274	\$5,274
Reason:	Special Project Adjustment		
Description:	Fund Fresh Experience FY14/15		
B013411	03/24/14		
8600	STATE REVENUES	26,612	
1000	ACADEMIC SALARIES		37,118
3000	EMPLOYEE BENEFITS		4,882
5000	OTHER OPERATING EXP & SERVICES		(15,388)
Total Reference B013411		\$26,612	\$26,612
Reason:	Special Project Adjustment		
Description:	SP2098 SAC BSI Fresh Exp Professional Development		
B013412	03/24/14		
8600	STATE REVENUES	(26,612)	
5000	OTHER OPERATING EXP & SERVICES		(26,612)
Total Reference B013412		\$(26,612)	\$(26,612)
Reason:	Special Project Adjustment		
Description:	SP2096 SAC BSI Freshman Exp Professional Development		

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

From 03/01/2014 To 03/31/2014

Board Meeting on 04/28/2014

BUDGET INCREASES AND DECREASES		Revenue	Appropriation
B013430	03/25/14		
8600	STATE REVENUES	37,772	
2000	CLASSIFIED SALARIES		19,210
3000	EMPLOYEE BENEFITS		(2,324)
4000	SUPPLIES & MATERIALS		1,886
5000	OTHER OPERATING EXP & SERVICES		7,000
6000	CAPITAL OUTLAY		12,000
Total Reference B013430		\$37,772	\$37,772
Reason:	Special Project Adjustment		
Description:	2013-2014 SAC BFAP allocation		
B013449	03/27/14		
8600	STATE REVENUES	(130,619)	
1000	ACADEMIC SALARIES		(25,293)
2000	CLASSIFIED SALARIES		(40,000)
3000	EMPLOYEE BENEFITS		(48,219)
4000	SUPPLIES & MATERIALS		(2,201)
5000	OTHER OPERATING EXP & SERVICES		(14,906)
Total Reference B013449		\$(130,619)	\$(130,619)
Reason:	Special Project Adjustment		
Description:	SP2230 SAC DSPS Revised		
<u>Fund 41: Capital Outlay Projects Fund</u>			
B013292	03/07/14		
8600	STATE REVENUES	266,856	
6000	CAPITAL OUTLAY		1,048,133
7900	RESERVE FOR CONTINGENCIES		(781,277)
Total Reference B013292		\$266,856	\$266,856
Reason:	Special Project Adjustment		
Description:	SP2997 fr ended SP to SAC roof		
B013293	03/07/14		
8600	STATE REVENUES	114,367	
6000	CAPITAL OUTLAY		120,000
7900	RESERVE FOR CONTINGENCIES		(5,633)
Total Reference B013293		\$114,367	\$114,367
Reason:	Special Project Adjustment		
Description:	SP2998 fr ended SP SCC Blg D		
B013317	03/11/14		
8900	OTHER FINANCING SOURCES	400,000	
6000	CAPITAL OUTLAY		400,000
Total Reference B013317		\$400,000	\$400,000
Reason:	Special Project Adjustment		
Description:	SP3617 SCC CDC roof replacemnt		
<u>Fund 42: Bond Fund, Measure E</u>			
B013294	03/07/14		
8800	LOCAL REVENUES	239	
7900	RESERVE FOR CONTINGENCIES		239
Total Reference B013294		\$239	\$239
Reason:	Adjustment		
Description:	Incr budg based on actual disc		

RECOMMENDATION

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

4.2 (8)

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
BOARD REPORT - INTRAFUND AND INTERFUND TRANSFERS
From 03/01/2014 To 03/31/2014
Board Meeting on 04/28/2014**

BACKGROUND

Intrafund transfers are the transfers of monies within a fund of the district. Interfund transfers are the transfers of monies between funds of the district.

ANALYSIS

This listing provides details on each intrafund and interfund transfer for the period and funds indicated.

INTERFUND TRANSFERS

<u>Date</u>	<u>JE#</u>	<u>Description</u>	<u>Amount</u>
03/06/14	J026887	Record budgeted interfund transfer from General Fund 13 to Capital Outlay Fund 41	20,000.00
03/11/14	J026891	Interfund transfer out for project 3617 – Replacement of roof at SCC CDC building from Budget Stabilization Fund 13 to Capital Outlay Fund 41	400,000.00

RECOMMENDATION

It is recommended the Board approve the intrafund and interfund transfers as presented.

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

To:	Board of Trustees	Date: April 28, 2014
Re:	Approval of State Categorical Program Flexibility Transfer	
Action:	Request for Approval	

BACKGROUND

Included in the 2009-2010 state budget act was trailer bill AB4X2 which allowed community college districts to redirect funds from select “flexible” categorical programs to support any other state categorical program. State categorical programs funding were reduced from 30% to 51% in the state budget act thereby requiring some form of flexibility to move program income to programs that were devastated by the cuts that could not practically and programmatically be reduced in one fiscal year. This language has been incorporated into Education Code Section 84043 and requires a report to the Legislature on the amount of funding districts redirect from one categorical program to another.

ANALYSIS

Both colleges indicated that they have not transferred and estimate they will not have need to transfer any funds between state categorical programs that need to be reported to the state during the 2013-2014 fiscal year. In order to remain in compliance with the flexibility provisions however, the district must at least transfer \$1 between programs. The recommendation is to transfer \$1 from the Equal Employment Opportunity program to the Part-Time Faculty Compensation allocation. This transfer will bring all listed state categorical programs into compliance.

RECOMMENDATION

It is recommended that the Board of Trustees approve the State Categorical Flexibility Transfer request per Education Code 84043 as presented.

Fiscal Impact:	None	Board Date: April 28, 2014
Prepared by:	Adam M. O’Connor, Assistant Vice Chancellor, Fiscal Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor	

**California Community Colleges Legislative Reporting Requirement - 2013-14
Utilization of Categorical Flexibility Provision**

DISTRICT Rancho Santiago CCD CBO or Designee Peter J. Hardash, Vice Chancellor

NO FUNDS TRANSFERED (indicate with an x)

CCC Flexibility Categorical Programs	Total 13-14 Statewide Funding	Amount Moved Out of Category	Amount Moved Into Category
Academic Senate*	\$ 468,000		
Childcare Tax Bail Out	3,350,000		
Equal Employment Opportunity	767,000	1	
Economic Development*	22,929,000		
Part-Time Faculty Office Hours	3,514,000		
Part-Time Faculty Health Insurance	490,000		
Part-Time Faculty Compensation	24,907,000		1
Transfer Education and Articulation*	698,000		
Physical Plant and Instructional Support	30,000,000		
Apprenticeship	7,174,000		
Apprenticeship Training and Instruction	15,694,000		
Student Success and Support Program	99,183,000		
Student Financial Aid Education	67,537,000		
Foster Care Education Program	5,254,000		
Fund for Student Success	3,792,000		
CalWORKs	34,545,000		
Student Success for Basic Skills	20,037,000		
Nursing Support	13,378,000		
Disabled Students	84,223,000		
Extended Opportunity Program & Services	79,273,000		
CARE	9,332,000		
Telecommunications & Technology Services	15,790,000		
Adult Education	25,000,000		
Expanded Delivery of Courses through Technology	16,910,000		

Notes:

Funds may be transferred **out of any shaded categorical program** and **into** any categorical program shown on this page.
*The Chancellor of the California Community Colleges may adjust allocations, as necessary, for the funding provided for these items in support of statewide or regional functions

4.3 (2)

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

To:	Board of Trustees	Date:	April 28, 2014
Re:	Adoption of Resolution No. 14-16 – Emergency Repair of the CEC (Continuing Education Center) Domestic Water Line.		
Action:	Request for Adoption		

BACKGROUND:

On April 9th, 2014 it was noted that there was water seeping underneath a planter wall in the center walk of the CEC adjacent to the A building.

Upon further research it was found that there is a water line underneath the slab of the building that is leaking. The initial investigation started at the location where water was observed seeping out of the ground. The line continued in a southerly direction and finally terminated against the building adjacent to a storm water culvert. The research team then introduced air into the water lines and found that the leak was actually under the building and that there a small cavity had formed. Santa Ana College terminated the investigation and ascertained that additional equipment would be needed to continue the investigation.

There is a viable concern that the leak may be causing damage to the southeast corner of the building and that contamination of the potable water in the facility is possible if repairs are not carried out. The planter containing the water line in question needs to be excavated, the line repaired or capped and an evaluation made whether there is additional work necessary to ensure there is no structural damage as a result of the pocket formed by the leak.

ANALYSIS:

As the CEC is very active and has a substantial class load on a daily basis the water cannot be shut down for a long period of time. It is necessary to locate the leak and make the necessary repairs on a weekend when the class load is significantly lower and so that there isn't a disruption to classes as there will be no ability to utilize water or the bathroom facilities.

Immediate action must be taken to undertake a permanent repair. Pursuant to Public Contract Code 20654, the Board can approve contractors for labor, furnishings, materials and supplies without advertising for bids when an emergency exists. The District has consulted with County Legal counsel, Claire Morey, on the emergency nature of such work, and she concurs these repairs are an emergency per Public Contract Code 20654.

Funding sources are to be determined and may be multiple: Capital Outlay, Scheduled Maintenance and Facilities

RECOMMENDATION:

It is recommended that the Board of Trustees adopt Resolution No. 14-16, emergency repair of the domestic water line leak at Continuing Education Center as presented.

Fiscal Impact:	Costs to be Determined	Board Date: April 28, 2014
Prepared by:	Carri Matsumoto, Assistant Vice Chancellor, Facility Planning & District Construction and Support Services, and Michael Collins, Vice-President, Santa Ana College	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor	

EMERGENCY RESOLUTION NO. 14-16

AN EMERGENCY RESOLUTION OF THE GOVERNING BOARD OF TRUSTEES OF THE RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT FOR EMERGENCY REPAIR OF CEC (CONTINUING EDUCATION CENTER) DOMESTIC WATER LINE

WHEREAS, Rancho Santiago Community College District ("District") leases certain real property located in Santa Ana, California and commonly known as Continuing Education Center ("District's Lease Area"); and

WHEREAS, on April 9, 2014 it was discovered that there was water seeping underneath a planter wall in the center walk of the CEC adjacent to the A building; and

WHEREAS, there were no personal injuries or property damage from the incident; and

WHEREAS, the campus has taken appropriate precautions to protect against any future incidents, injuries or damages; and

WHEREAS, condition of the leak was assessed by district staff and a licensed plumbing contractor on the same day; and

WHEREAS, an interim review and assessment of the extent of the leak has been attempted; and

WHEREAS, the assessment has determined that contamination of potable water is possible; and

WHEREAS, repair and replacement of the damaged line and prevention of contamination of the sites potable water and the repair of any structural damage to Building A (the "Work") is essential to the health, safety, and welfare of students, staff and public users of the District's Property; and

WHEREAS, immediate action must be taken to undertake an interim temporary repair and replacement; so classes may continue without disruption.

WHEREAS, an emergency situation exists due to the need to complete the interim repair and future replacement work to maintain student and staff health and safety; and

WHEREAS, it would take the District several months to proceed through the formal bidding process to select an appropriate contractor or contractors to perform the Work, and

WHEREAS, the future permanent replacement work may require further design and Division of State Architect approval; and

WHEREAS, competitive bidding for the Work would cause unnecessary delay in completion of the Work which would jeopardize the health and safety of staff and students; and

WHEREAS, California Public Contract Code section 20654 provides:

In an emergency when any repairs, alterations, work, or improvement is necessary to any facility of the college, or to permit the continuance of existing college classes, or to avoid danger to life or property, the board may by

unanimous vote, with the approval of the county superintendent of schools, do either of the following:

- (1) Make a contract in writing or otherwise on behalf of the district for the performance of labor and furnishing of materials or supplies for the purpose without advertising for or inviting bids.

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

WHEREAS, completion of the Work is an integral part of ensuring a safe and adequate educational environment and, therefore, it would not produce any advantage to the District to competitively bid the Work.

NOW, THEREFORE, BE IT RESOLVED that the Governing Board makes the following findings regarding the emergency which exists;

1. That the above recitals are true and correct.
2. That the District Governing Board, pursuant to Public Contract Code Section 20654, unanimously finds that the condition of the District Property affected by the panels attached to the guardrail system constitutes an emergency that should be immediately addressed.
3. That completion of the interim replacement and future replacement work on the District's Property is necessary to avoid danger to life and property. Such work could include hazardous material testing and inspection, abatement and removal, demolition, inspection, replacement of panels, design of new panels and installation of new panels and other work, labor and costs associated with the replacement work.
4. That it would not produce any advantage to the District to require competitive bidding for the repair and replacement work.
5. The conditions created by the leak, the possible contamination of potable water and related structural damage to Building A, on the property constitute an "emergency" as defined by Public Contract Code section 1102.
6. That the District hereby authorizes the Chancellor, or his designee, to enter into such contracts as he shall deem appropriate or necessary for the Work, all with the approval of the Orange County Superintendent of Schools as provided in Public Contract Code section 20654. Any such contracts entered into by virtue of this emergency resolution shall be subject to and shall require subsequent ratification by the Governing Board of the Rancho Santiago Community College District.

ADOPTED, SIGNED AND APPROVED, this April 28, 2014.

BOARD OF TRUSTEES OF THE
RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
OF ORANGE COUNTY, CALIFORNIA

BY _____
Board of Trustees President

BY _____
Chancellor

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

To:	Board of Trustees	Date: April 28, 2014
Re:	Approval of Change Order #9, Bid #1180 – Contract with Woodcliff Corporation for Perimeter Site Improvements for Santa Ana College	
Action:	Request for Approval	

BACKGROUND:

On November 13, 2012, the Board of Trustees awarded a contract to Woodcliff Corporation for Bid #1180 for perimeter site improvements at Santa Ana College. The project was constructed in phases and is now coming to a close.

During the course of construction, there have been a number of changes to the project. The District has decided, as provided in the contract documents, to unilaterally approve the changes in this change order #9, without signature/approval from the contractor, Woodcliff Corporation in order to close the contract. Staff has met with the contractor on multiple occasions to try to resolve the cost and scope in this change order and after multiple attempts the parties were not able to come to an agreement. Hugh Lee, Legal Counsel has advised the District to issue a unilateral change order to close out the project.

ANALYSIS

The deductions and credits are for various items listed in the attached change order which result in a net credit of \$299,847.95 to the District. Additional information was requested and a technical review was conducted by the construction manager, Bernards, and verified which is the evaluation used to arrive at the net cost presented in this change order.

Change Order #9 decreases the contract by \$299,847.95. The revised contract amount is \$5,368,062.05. The costs indicated in the change order are considered fair, reasonable and within industry standards by the architect, construction manager and staff. Total change orders for the project are 4.5% of construction cost. Pursuant to Administrative Regulation 3504, staff has approved this change order.

This project was funded by Measure E.

RECOMMENDATION:

It is recommended that the Board of Trustees approve Change Order #9, Bid #1180 for Woodcliff Corporation, perimeter site improvements at Santa Ana College as presented.

Fiscal Impact:	(\$299,847.95)	Board Date: April 28, 2014
Prepared by:	Carri Matsumoto, Assistant Vice Chancellor, Facility Planning & District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor	



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

Board Date: _____
 Project No. 1180
 Site: SAC
 Change Order (CO) No. : 9

Project Name: Santa Ana College - Perimeter Site Improvements
 Contractor: Woodcliff Corporation
 Contract #: 13-BP000260

Contract Schedule Summary					
Notice to Proceed Date	Original Contract Duration (Days)	Original Contract Completion Date	Previous Extension Days Approved	Proposed CO Days Requested	New Revised Completion Date
12/10/2012	375	12/31/2013	3	0	1/3/2014

Change Order Summary				Allowance Budget	
Description	Number	Amount	% of Contract	Amount	
Original Contract Amount		\$5,137,000.00		\$175,000.00	
Previous Change Orders	1	\$20,385.00	0.4%	Used	\$174,374.49
Previous Change Orders	2	\$7,755.00	0.2%	Balance	\$625.51
Previous Change Orders	3	\$103,796.00	2.0%		
Previous Change Orders	4	\$280,549.00	5.5%		
Previous Change Orders	5	\$37,744.00	0.7%		
Previous Change Orders	6	\$2,586.00	0.1%		
Previous Change Orders	7	\$91,609.00	1.8%		
Previous Change Orders	8	-\$13,514.00	-0.3%		
This Change Order	9	-\$299,847.95	-5.8%		
Total Change Order (s)		\$231,062.05	4.5%		
Revised Contract Amount		\$5,368,062.05			

Items in Change Order							
Item No.	Description	Requester	Reason	Ext. Day	Credit	Add	Net
1	CREDIT -Off-site hardscape revisions per Bulletin #9 & #26. (Original Quote: -\$89,108.00)	RSCCD	5		\$ (192,969.00)	\$ -	\$ (192,969.00)
2	Revise curb elevations and alignment at parking lot 7 to meet existing adjacent elevations per Bulletin 43. (Original Quote: \$2,630.00)	Architect	2		\$ -	\$ 1,527.00	\$ 1,527.00
3	Delete one CMU Pilaster and relocate another due to existing underground Edison Conflicts per RF1178. (Original Quote: \$5,764.00)	RSCCD	2			\$ 163.00	\$ 163.00
4	Adjust the elevations on the eastside of the 17th Street Main Entrance to follow ADA requirements. (Original Quote: \$8,190.00)	Architect	2		\$ -	\$ 3,166.00	\$ 3,166.00
5	CREDIT - Remove parking lot controls per Bulletin 44. (Original Quote: -\$13,336.00)	RSCCD	5		\$ (22,818.00)	\$ -	\$ (22,818.00)
6	Additional Asphalt and Concrete removal required to meet ADA slopes and to blend into the existing conditions. (Original Quote: \$ 6,081.00)	Architect	2			\$ 3,584.00	\$ 3,584.00
7	CREDIT - The plans call for three plaques. Only two of the three plaques were delivered/used. (Original Quote: -\$382.00)	RSCCD	5		\$ (2,568.00)	\$ -	\$ (2,568.00)



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

Board Date: _____
Project No. 1180
Site: SAC
Change Order (CO) No. : 9

Project Name: Santa Ana College - Perimeter Site Improvements
Contractor: Woodcliff Corporation
Contract #: 13-BP000260

8	CREDIT - Bldg G Pavers and associated work was performed under another contract. This work was removed from the Perimeter work.	RSCCD	5		\$ (15,431.00)	\$ -	\$ (15,431.00)	
9	CREDIT - The plans call for AC Overlay in parking lot 6. This scope was not performed.	RSCCD	5		\$ (22,152.00)	\$ -	\$ (22,152.00)	
10	CREDIT - The Plans call for a 10" PVC Sleeve that was not installed.	RSCCD	5		\$ (1,977.00)	\$ -	\$ (1,977.00)	
11	CREDIT - The curb at the north west corner of parking lot 1 was previously installed during another contract.	RSCCD	5		\$ (1,541.00)	\$ -	\$ (1,541.00)	
12	CREDIT - The anti graffiti @ bldg 1&2 was previously installed prior to this Perimeter work.	RSCCD	5		\$ (5,278.00)	\$ -	\$ (5,278.00)	
13	CREDIT - Sandblasting of the weight pavillion was performed under a previous contract.	RSCCD	5		\$ (7,896.00)	\$ -	\$ (7,896.00)	
14	CREDIT - the elevations and the width of the berm does not match the plans.	RSCCD	5		\$ (29,068.88)	\$ -	\$ (29,068.88)	
15	CREDIT - The landscaping and irrigation of the existing planters at the 17th Street Entrance has been removed from the contract scope.	RSCCD	5		\$ (1,701.00)	\$ -	\$ (1,701.00)	
16	CREDIT - Incomplete Punch List Items	RSCCD	5		\$ (4,256.94)	\$ -	\$ (4,256.94)	
17	Move the area drain that was in conflict with the new flatwork in front of building W.	Architect	2			\$ 1,842.00	\$ 1,842.00	
18	Repair coast associated with the re-installation of the call boxes. The Contractor damaged the units during the demolition phase	RSCCD	5		\$ (1,680.62)		\$ (1,680.62)	
19	CREDIT - Remove shrubs from planter on the corner of Washington & Bristol	RSCCD	5		\$ (167.00)		\$ (167.00)	
20	Allowance Fund Reconciliation	RSCCD	5		\$ (625.51)		\$ (625.51)	
					Subtotal	\$ (310,129.95)	\$ 10,282.00	\$ (299,847.95)
					Grand Total			\$ (299,847.95)

REASON CODES:

- 1- CODE REQUIREMENT
- 2 - FIELD CONDITION
- 3 - INSPECTION REQUIREMENT
- 4 - DESIGN REQUIREMENT
- 5 - OWNER REQUIREMENT

4.5 (4)



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

Project Name: Santa Ana College - Perimeter Site Improvements
Contractor: Woodcliff Corporation
Contract #: 13-BP000260

Board Date: _____
Project No. 1180
Site: SAC
Change Order (CO) No. : 9

The Contractor is to provide a complete description and specification of work involved and reason. The documents supporting this Change Order, including any drawings and estimates of that cost are attached hereto and made a part thereof.

Contractor agrees to furnish all labor and materials and perform all of the above described work in accordance with the above terms in compliance with applicable sections of the Contract Documents. The amount of the charges under this Change Order is limited to the charges allowed under the General Conditions. The adjustment in the contract sum, if any, and the adjustment in the contract time, if any, set out in this Change Order shall constitute the entire compensation and/or adjustment in the contract time and contract sum due to the Contractor arising out of the change in the work covered by this Change Order, unless otherwise provided in this Change Order. It is understood that this Change Order shall be effective upon approval of the Board of Trustees.

Contractor **Date**

Architect **Date**

Carri Matsumoto

Asst. Vice Chancellor **Date**

Peter J. Hardash

Vice Chancellor **Date**

Inspector **Date**

Construction Supervisor/Manager **Date**

Director **Date**

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

To:	Board of Trustees	Date: April 28, 2014
Re:	Approval of Notice of Completion: Bid #1180 - Contract with Woodcliff Corporation for the Perimeter Site Improvements at Santa Ana College	
Action:	Request for Approval	

BACKGROUND:

The District issued a contract to Woodcliff Corporation on November 13, 2012 to complete perimeter site improvements at Santa Ana College. As required by Public Contract Code, districts must file a Notice of Completion when a project is completed and all requirements of the contractual agreements are addressed.

ANALYSIS:

The project was substantially completed on March 28, 2014 and in compliance with Public Contract Code, a Notice of Completion needs to be approved by the District and filed with the County Recorder. Total cost of the project is \$5,368,062.09.

This contract is funded by Measure E.

RECOMMENDATION:

It is recommended that the Board of Trustees approve the Notice of Completion with Woodcliff Corporation for perimeter site improvements at Santa Ana College as presented.

Fiscal Impact:	N/A	Board Date: April 28, 2014
Prepared by:	Carri Matsumoto, Assistant Vice Chancellor, Facility Planning, District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor	

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

GOVERNMENT CODE 6103

AND WHEN RECORDED MAIL TO:

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

THIS SPACE FOR RECORDER'S USE ONLY

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
2323 N. Broadway
Santa Ana, CA 92706-1640

NOTICE OF COMPLETION

Notice is hereby given, pursuant to the provisions of Section §3093 of the Civil Code of the State of California, that the Rancho Santiago Community College District of Orange County, California, as owner of the property known as Santa Ana College, located at 1530 West 17th Street, Santa Ana, California, caused improvements to be made to the property to with: Bid No. 1180 – Perimeter Site Improvements, the contract for the doing of which was heretofore entered into on the 13th day of November 13, 2012, which contract was made with Woodcliff Corporation PO# BP000260 as contractor; that said improvements were completed on the 28th day of March, 2014, and accepted by formal action of the governing Board of said District on the 28th day of April, 2014; that title to said property is vested in the Rancho Santiago Community College District of Orange County, California; that the surety for the above named contractor is Great American Insurance Company.

Rancho Santiago Community College District of Orange
County, California

by _____

State of California)
 §
County of Orange)

On _____ before me, _____

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

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

WITNESS my hand and official seal

Notary Public Signature

Signature _____

Executed at _____, California

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

To:	Board of Trustees	Date: April 28, 2014
Re:	Ratification of Award for Informal Bid #1226 Building Demolition and Site Development at Santa Ana College	
Action:	Request for Ratification	

BACKGROUND:

On July 22, 2013, the Board previously approved the acquisition of property located at 1609-1631 North Bristol Street, 1240 West 17th Street, and 1612 Louise Street, Santa Ana, California on the northwest corner of 17th and Bristol Streets in Santa Ana. The District now owns the property as of April 17, 2014. The acquisition of the property allows Santa Ana College (SAC) to expand its parking. At the March 10, 2014 Board meeting Donald Krotee Partnership, Inc. was approved to provide design services. Staff has proposed to advance partial demolition of the site under a separate contract. This will remove several structures that have been the subject of repeated vandalism. It will also serve as temporary parking lot for contractors for various projects at Santa Ana College on an interim basis while the site design is being prepared for Division of State Architect submittal.

ANALYSIS:

In accordance with the Uniform Public Construction Cost Accounting Act, Bid #1226 Building Demolition and Site Development at Santa Ana College was appropriately advertised and a Notice Calling for Informal Bids was sent to the qualified contractors list (approximately 10 contractors).

Bids were opened on April 15, 2014 for the work proposed at Santa Ana College. NCM Demolition and Remediation, LP submitted the only bid in the amount of \$62,800 and it is within the target budget. District staff has conducted a “due diligence” review of the bidder, NCM Demolition and Remediation, LP to ensure compliance with license and bid bond requirements and has deemed the firm as meeting the requirements.

This project is funded by Measure Q.

RECOMMENDATION:

It is recommended that the Board ratify the award of Bid #1226 to NCM Demolition and Remediation, LP as presented.

Fiscal Impact:	\$62,800	Board Date: April 28, 2014
Prepared by:	Alex Oviedo, District Support Services Supervisor	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Raúl Rodriguez, Ph.D, Chancellor	

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

To:	Board of Trustees	Date: April 28, 2014
Re:	Approval of Change Order #1 – Boiler Replacement Project at Santa Ana College and Santiago Canyon College	
Action:	Request for Approval	

BACKGROUND:

On August 19, 2013, the Board of Trustees awarded a contract to ACCO Engineered Systems for the Boiler Replacement Project at Santa Ana College and Santiago Canyon College. The contract was issued under Government Code 4217. During the course of construction the Inspector of Record expressed a need for seismic bracing on the pipe distribution system not detailed on the contract drawings. This requirement was confirmed with the Division of the State Architect (DSA). As a result, on March 10, 2014 the Architect of Record issued Construction Change Directive Number 01 and Number 02 to add new bracing at the boiler distribution piping. The Contractor submitted a change order request for additional labor, material, and equipment to install seismic bracing in accordance with the Construction Change Directives issued by the Architect and approved by DSA.

ANALYSIS

Change Order #1 increases the contract by \$25,950. The revised contract amount is \$362,950.00. 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 7.7% of construction cost. Pursuant to Administrative Regulation 3504, staff has approved this change order.

This is a fund 41 capital outlay project.

RECOMMENDATION:

It is recommended that the Board of Trustees approve Change Order #1, for ACCO Engineered Systems, boiler replacement project at Santa Ana College and Santiago Canyon College as presented.

Fiscal Impact:	\$25,950	Board Date: April 28, 2014
Prepared by:	Carri Matsumoto, Assistant Vice Chancellor, Facility Planning & District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor	



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

Board Date: 4/28/2014

Project Name: Santa Ana College - Boiler Replacement A,F & R

Project No. _____

Contractor: ACCO Engineered Systems

Site: SAC

Contract #: 14-P0028785, 14-P0028786, 14-P0028787

Change Order (CO) No. : 1

Contract Schedule Summary					
Notice to Proceed Date	Original Contract Duration (Days)	Original Contract Completion Date	Previous Extension Days Approved	Proposed CO Days Requested	New Revised Completion Date
9/30/2013	60	11/29/2013	0	0	11/29/2013

Change Order Summary				Allowance Budget
Description	Number	Amount	% of Contract	Amount
Original Contract Amount		\$337,000.00		\$50,000.00
				Used \$50,000.00
				Balance \$0.00
This Change Order	1	\$25,950.00	7.7%	
Total Change Order (s)		\$25,950.00	7.7%	
Revised Contract Amount		\$362,950.00		

Items in Change Order							
Item No.	Description	Requester	Reason	Ext. Day	Credit	Add	Net
1	SCC Bldg D Siesmic Bracing re-configuration for the existing suspended water piping due to the new equipment layout. Original Quote: \$25,569	Architect	4		\$ -	\$ 14,202.00	\$ 14,202.00
2	SAC Bldg R Siesmic Bracing re-configuration for the existing suspended water piping due to the new equipment layout. Original Quote: \$27,601	Architect	4			\$ 11,748.00	\$ 11,748.00
Subtotal					\$ -	\$ 25,950.00	\$ 25,950.00
Grand Total							\$ 25,950.00

REASON CODES:

- 1- CODE REQUIREMENT
- 2 - FIELD CONDITION
- 3 - INSPECTION REQUIREMENT
- 4 - DESIGN REQUIREMENT
- 5 - OWNER REQUIREMENT



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

Board Date: 4/28/2014

Project Name: Santa Ana College - Boiler Replacement A,F & R

Project No. _____

Contractor: ACCO Engineered Systems

Site: SAC

Contract #: 14-P0028785, 14-P0028786, 14-P0028787

Change Order (CO) No. : 1

The Contractor is to provide a complete description and specification of work involved and reason. The documents supporting this Change Order, including any drawings and estimates of that cost are attached hereto and made a part thereof.

Contractor agrees to furnish all labor and materials and perform all of the above described work in accordance with the above terms in compliance with applicable sections of the Contract Documents. The amount of the charges under this Change Order is limited to the charges allowed under the General Conditions. The adjustment in the contract sum, if any, and the adjustment in the contract time, if any, set out in this Change Order shall constitute the entire compensation and/or adjustment in the contract time and contract sum due to the Contractor arising out of the change in the work covered by this Change Order, unless otherwise provided in this Change Order. It is understood that this Change Order shall be

 Contractor Date

 Architect Date

 Inspector Date

Carri Matsumoto

 Asst. Vice Chancellor Date

 Construction Supervisor/Manager Date

Peter J. Hardash

 Vice Chancellor Date

 Director Date

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

To:	Board of Trustees	Date: April 28, 2014
Re:	Approval of Notice of Completion: Boiler Replacement project with ACCO Engineered Systems, Inc. at Santa Ana College	
Action:	Request for Approval	

BACKGROUND:

The District issued a contract to ACCO Engineered Systems, Inc. on August 19, 2013 for a boiler replacement project at Santa Ana College. As required by Public Contract Code, districts must file a Notice of Completion when a project is completed and all requirements of the contractual agreements are addressed.

ANALYSIS:

The project was substantially completed on November 29, 2013 and in compliance with Public Contract Code, a Notice of Completion needs to be approved by the District and filed with the County Recorder. Total cost of the project is \$292,748.

This contract is funded by Measure E.

RECOMMENDATION:

It is recommended that the Board of Trustees approve the Notice of Completion with ACCO Engineered Systems, Inc. for the boiler replacement project at Santa Ana College as presented.

Fiscal Impact:	N/A	Board Date: April 28, 2014
Prepared by:	Carri Matsumoto, Assistant Vice Chancellor, Facility Planning, District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor	

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

GOVERNMENT CODE 6103

AND WHEN RECORDED MAIL TO:

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

THIS SPACE FOR RECORDER'S USE ONLY

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
2323 N. Broadway
Santa Ana, CA 92706-1640

NOTICE OF COMPLETION

Notice is hereby given, pursuant to the provisions of Section §3093 of the Civil Code of the State of California, that the Rancho Santiago Community College District of Orange County, California, as owner of the property known as Santa Ana College, located at 1530 West 17th Street, Santa Ana, California, caused improvements to be made to the property to with Boiler Replacement Project, the contract for the doing of which was heretofore entered into on the 19th day of August, 2013, which contract was made with ACCO Engineered Systems, Inc. PO#14-P00028786 as contractor; that said improvements were completed on the 29th day of November, 2013, and accepted by formal action of the governing Board of said District on the 28th day of April, 2014; that title to said property is vested in the Rancho Santiago Community College District of Orange County, California; that the surety for the above named contractor is Fidelity and Deposit Company of Maryland.

Rancho Santiago Community College District of Orange
County, California

by _____

State of California)
 §
County of Orange)

On _____ before me, _____

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

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

WITNESS my hand and official seal

Notary Public Signature

Signature _____

Executed at _____, California

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

To:	Board of Trustees	Date: April 28, 2014
Re:	Approval of Notice of Completion: Boiler Replacement project with ACCO Engineered Systems, Inc. at Santiago Canyon College	
Action:	Request for Approval	

BACKGROUND:

The District issued a contract to ACCO Engineered Systems, Inc. on August 19, 2013 for a boiler replacement project at Santiago Canyon College. As required by Public Contract Code, districts must file a Notice of Completion when a project is completed and all requirements of the contractual agreements are addressed.

ANALYSIS:

The project was substantially completed on November 29, 2013 and in compliance with Public Contract Code, a Notice of Completion needs to be approved by the District and filed with the County Recorder. Total cost of the project is \$70,202.

This contract is funded by Measure E.

RECOMMENDATION:

It is recommended that the Board of Trustees approve the Notice of Completion with ACCO Engineered Systems, Inc. for the boiler replacement project at Santiago Canyon College as presented.

Fiscal Impact:	N/A	Board Date: April 28, 2014
Prepared by:	Carri Matsumoto, Assistant Vice Chancellor, Facility Planning, District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor	

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

GOVERNMENT CODE 6103

AND WHEN RECORDED MAIL TO:

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

THIS SPACE FOR RECORDER'S USE ONLY

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
2323 N. Broadway
Santa Ana, CA 92706-1640

NOTICE OF COMPLETION

Notice is hereby given, pursuant to the provisions of Section §3093 of the Civil Code of the State of California, that the Rancho Santiago Community College District of Orange County, California, as owner of the property known as Santiago Canyon College, located at 8045 E. Chapman, Orange, California, caused improvements to be made to the property to with Boiler Replacement Project, the contract for the doing of which was heretofore entered into on the 19th day of August, 2013, which contract was made with ACCO Engineered Systems, Inc. PO#14-P00028786 as contractor; that said improvements were completed on the 29th day of November, 2013, and accepted by formal action of the governing Board of said District on the 28th day of April, 2014; that title to said property is vested in the Rancho Santiago Community College District of Orange County, California; that the surety for the above named contractor is Fidelity and Deposit Company of Maryland.

Rancho Santiago Community College District of Orange
County, California

by _____

State of California)
 §
County of Orange)

On _____ before me, _____

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

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

WITNESS my hand and official seal

Notary Public Signature

Signature _____

Executed at _____, California

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

To:	Board of Trustees	Date: April 28, 2014
Re:	Approval of Agreement with Blackboard Connect Inc – Emergency Mass Communication Software and Services	
Action:	Request for Approval	

BACKGROUND

In 2008 the District commenced utilizing the services of AlertU as our emergency mass communication software. AlertU is a free software where students and staff ‘opt in’ to receive emergency announcements. Approximately 10% of our staff and students are registered with this service. Under the Clery Act we are responsible for the delivery of timely warnings and emergency notifications.

ANALYSIS

Recently some issues have been identified with the AlertU software which affects our ability to send emergency notifications. To meet our legal requirements under the Clery Act, it was realized that the District needs to utilize a newer and more effective system. Blackboard Connect is a single sign on emergency mass communication system which offers the widest possible range of communication channels to reach our audience when it matters most. Communication will reach our audience by recorded voice, text-to-speech, SMS, email, TTY, Facebook, Twitter, RSS, fax, pager, and common alerting protocol (CAP). The Blackboard Connect system is currently used by the majority of Community Colleges in California and has a proven track record in the area of emergency mass communication. If approved, all currently active students, faculty and staff will be enrolled for emergency notifications. If users prefer not to “opt-in” they can choose to “opt-out” of the system. The system will used exclusively by RSCCD and will never be used by any third parties or for sending spam messages. Texts received by individuals will be subject to normal text message rates depending on the plan the users have.

RECOMMENDATION

It is recommended that the Board of Trustees approve the Agreement with Blackboard Connect Inc. for single sign on emergency mass communication services with Rancho Santiago Community College District as presented.

Fiscal Impact:	\$36,100 per year	Board Date: April 28, 2014
Prepared by:	Alistair Winter, Interim Director Safety & Security	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor	

BLACKBOARD CONNECT™ SERVICE SCHEDULE

This Blackboard Connect Service Schedule (“Service Schedule”) between **Rancho Santiago Community College District** (“Customer”) and Blackboard Inc. (“Blackboard”) details the terms of Customer’s use of the Blackboard Connect services set forth in Section 1 below, and shall become effective on the later of the date specified in Section 3 below (“Effective Date”). This Service Schedule is an attachment to the Foundation for California Community Colleges Administrative Services Agreement dated August 11, 2008, including any exhibits, schedules and amendments thereto. In the event of conflict between this Service Schedule and the Foundation for California Community Colleges Administrative Services Agreement, the Foundation for California Community Colleges Administrative Services Agreement shall govern.

1. **SaaS, Notification & Support Services:** The Customer hereby subscribes to the following Blackboard Connect SaaS, notification and support services:

Product Name	Description	Units	Initial Term Fee (USD) Period 1: (12 months)	Initial Term Fee (USD) Period 1: (12 months)	Initial Term Fee (USD) Period 1: (12 months)
Blackboard Connect HED Service	Blackboard Connect Emergency Only Service \$0.85/recipient*	41,000	\$34,850.00	\$34,850.00	\$34,850.00
Blackboard Connect Support Service	24x7x365 Support Unlimited Online Training*	1	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00
Sales Order Total Fee (Initial Term):			\$36,100.00	\$36,100.00	\$36,100.00

* See Attachment A for applicable pricing

Customer understands and agrees that this Service Schedule limits the use of the SaaS, notification and/or support services by the Customer to the delineated Description and Unit(s) specified above. Additional access to or usage of the software or services is subject to additional purchase.

- 2. **Initial Term(initial license term and any special requirements): 3 Years**
- 3. **Effective Date (applicable only if different from acceptance date as described in the preamble): June 1, 2014**
- 4. **Recipient Definition (applicable only to notification services): HED:** enrolled students, faculty and staff.
- 5. **Customer Billing Contact:**

Contact Name:	<u>Alistair Winter</u>	Contact Phone:	<u>714-480-7331</u>
Street Address:	<u>2323 N. Broadway</u>	City and State/Province:	<u>Santa Ana, CA</u>
Postal Code and Country:	<u>92706-1606, USA</u>	E-Mail Address:	<u>aw18358@rscsd.edu</u>

6. **Payment and Term.** In consideration for the use of the SaaS, notification and/or support services (as applicable) during the Initial Term, the Customer will pay to Blackboard the fee(s) set forth above (the “Fee”). The total Fee will be invoiced on execution of the Agreement and is due within 30 days of invoicing. The term of this Agreement shall be renewed automatically for successive periods of one (1) year each (a “Renewal Term”) after the expiration of the Initial Term and any subsequent Renewal Term, unless Customer provides Blackboard, or Blackboard provides Customer, with a written notice to the contrary thirty (30) days prior to the end of the Initial Term or Renewal Term, as applicable. Each Renewal Term shall incorporate and be governed by Blackboard’s then-current pricing, the applicable Fee for which will be due at the beginning of each Renewal Term, and payable within thirty (30) days after the date of an invoice from Blackboard.

7. **Terms of Service.** . The terms of service at <https://secure.blackboard.com/legal/BBCTOS/0112/> (“Terms of Service”) are incorporated herein by reference, and together with this Order Form constitute the agreement between the parties (“Agreement”). Capitalized terms not otherwise defined are defined in the Terms of Service. By executing and returning this Order Form, Customer acknowledges and agrees that its use of the Blackboard Connect services specified herein is subject to, and governed by, all of the terms and conditions of this Agreement including, without limitation, all of the rights, restrictions, indemnities, disclaimers and limitations set forth in the Terms of Service. The individual executing this Order Form on Customer’s behalf represents and warrants that he or she has the authority to enter into this Agreement and bind the Customer to all of its terms and conditions as of the date indicated below. Notwithstanding anything to the contrary in any purchase order or any other document provided by Customer, any service provided or license granted by Blackboard to Customer in connection with a purchase order related to this Order Form is conditioned upon Customer's acceptance of this Order Form and the Terms of Service incorporated by reference herein. Any additional, conflicting or different terms proffered by Customer in a purchase order or otherwise shall be deemed null and void.

8. **SPECIAL CONDITIONS (IF ANY):**

Blackboard Connect Inc.

NAME OF CUSTOMER: Rancho Santiago Community College District

Signature

Signature

Print Name and Title:

Print Name and Title:

Date:

Date:

Attachment A

**Foundation for California Community Colleges
Pricing
2013-2014**

Product Name	Description
Blackboard Connect HED Enhanced Service	Blackboard Connect Basic Service (Emergency, Attendance and Outreach) \$1.70/recipient
Blackboard Connect Support Service for Enhanced Service	24x7x365 Support Unlimited Online Training \$2,500/annually
Blackboard Connect HED Emergency Only Service	Blackboard Connect Emergency Only Service \$0.85/recipient
Blackboard Connect Support Service for Emergency Only Service	24x7x365 Support Unlimited Online Training \$1,250/annually
Blackboard Connect HED Service Message Pack	Blackboard Connect ConnectTxt Message Pack See Section 8a, below (if applicable) - 20,000 Messages: \$1,500.00 - 50,000 Messages: \$3,000.00 - 100,000 Messages: \$5,000.00

In Process

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

To:	Board of Trustees	Date:	April 28, 2014
Re:	Approval of Disposal of Surplus Vehicles		
Action:	Request for approval		

BACKGROUND

The District has three vehicles that have exceeded their useful lives. Therefore, it is necessary to declare the vehicles as surplus and sell them at auction.

On June 20, 2011, the Board approved the contract with Ken Porter Auctions (KPA) as the auctioneer to sell District vehicles. This contract is good for five years beginning June 21, 2011 through June 21, 2016.

ANALYSIS

The vehicles are as follows:

Year	Make	Model	VIN/Fixed Asset ID	Odometer	Comments
1985	Dodge	B3500 Van	2B7KB3316FK281026 RSCCD#06937	78,481	Fumes in cabin. Parts are difficult to obtain due to age.
1986	Dodge	B3500 Van	2B7KB3315GK591895 RSCCD#06775	41,067	Transmission is slipping and leaking.
1986	Ford	Aerostar Van	1FTDA14UXGZA87154 RSCCD#07964	48,881	Safety issues related to the inoperability of the seat belts. Parts are difficult to obtain due to the age.

Based on the age and condition of the vehicles, it is recommended not to make the vehicles available to other schools or non-profit organizations.

Therefore, it is recommended that KPA sell the vehicles in accordance with the terms and conditions of the contract including a commission fee of 5.00% of the gross sales plus transportation fee. KPA will provide a smog certificates (if required), safety inspections, and promote the sale by producing brochures and other marketing tools to attract the highest attendance and participation possible.

RECOMMENDATION

It is recommended that the Board of Trustees declare the above listed vehicles as surplus property and to utilize Ken Porter Auctions to conduct an auction as presented.

Fiscal Impact: Revenue to the District to be Determined.	Board Date: April 28, 2014
Prepared by: Tracey Conner-Crabbe, Director of Purchasing Services	
Submitted by: Peter J. Hardash, Vice Chancellor of Business Operations/Fiscal Services	
Recommended by: Dr. Raúl Rodríguez, Chancellor	

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
* 14-BP000262	1,082,920.00	LINIK CORP	Buildings - Construction Mgmt	SP	BOND	3/13/2014
* 14-BP000263	12,473,727.00	MCCARTHY BLDG CO INC	Site Improv - Contracted Svcs	SP	BOND	3/18/2014
* 14-BP000264	126,600.00	HAHN PARTNERS INC	Buildings - Relocation/Moving	SP	BOND	3/20/2014
* 14-BP000265	89,600.00	KNOWLAND CONSTRUCTION SVCS	Buildings - Construction Tests	SP	BOND	3/20/2014
14-BP000266	1,169,100.00	CUMMING CONSTRUCTION MGT INC	Buildings - Construction Mgmt	SP	BOND	3/21/2014
* 14-BP000267	79,828.00	NINYO & MOORE	Buildings - Construction Tests	SP	BOND	3/25/2014
14-P0030587	180.00	ASSOC OF COLLEGES FOR TUTORING & LEARNING	Conference Expenses	SP		3/10/2014
14-P0030588	375.00	LYNDA COM INC	Books, Mags & Ref Mat, Non-Lib			3/10/2014
14-P0030589	1,179.85	PHOTO BOOTH SPECIALISTS	Contracted Services	SP		3/11/2014
14-P0030590	268.05	SEHI COMPUTER PRODUCTS	Non-Instructional Supplies	SP		3/11/2014
14-P0030591	2,500.00	TSI INC	Repair & Replacement Parts			3/11/2014
14-P0030593	700.00	COMPUTERLAND OF SILICON VALLEY	Software License and Fees			3/11/2014
14-P0030594	2,210.00	GEORGE MORENO	Conference Expenses	SP		3/11/2014
14-P0030595	198.00	MEETING SITES PRO INC	Conference Expenses	SP		3/11/2014
14-P0030596	198.00	MEETING SITES PRO INC	Conference Expenses	SP		3/11/2014
14-P0030597	198.00	MEETING SITES PRO INC	Conference Expenses	SP		3/11/2014
14-P0030598	198.00	MEETING SITES PRO INC	Conference Expenses	SP		3/11/2014
14-P0030599	198.00	MEETING SITES PRO INC	Conference Expenses	SP		3/11/2014
14-P0030600	198.00	MEETING SITES PRO INC	Conference Expenses	SP		3/11/2014
14-P0030601	198.00	MEETING SITES PRO INC	Conference Expenses	SP		3/11/2014
14-P0030602	198.00	MEETING SITES PRO INC	Conference Expenses	SP		3/11/2014
14-P0030603	335.00	ACBO ASSOC OF CHIEF	Conference Expenses			3/11/2014
14-P0030604	695.00	HS UNIVERSITY	Conference Expenses	SP		3/11/2014
14-P0030605	108.00	JOSE L. ANAYA	Conference Expenses	SP		3/11/2014
14-P0030606	979.86	BARNES & NOBLE INC	Instructional Supplies	SP		3/11/2014
14-P0030607	776.30	WELLS FARGO BANK	Conference Expenses			3/11/2014
14-P0030608	1,823.60	SPORTS PAGE SOCCER WAREHOUSE	Instructional Supplies			3/11/2014
14-P0030609	1,964.00	SPORTS PAGE SOCCER WAREHOUSE	Instructional Supplies			3/11/2014
14-P0030610	159.07	ON TRACK	Instructional Supplies			3/11/2014
14-P0030611	4,053.60	GEORGIA HOLDINGS INC	Instructional Supplies	SP		3/11/2014
14-P0030612	169.20	PEARSON ED	Instructional Supplies	SP		3/11/2014
14-P0030613	1,500.00	DON BOOKSTORE	Instructional Supplies	SP		3/11/2014
* 14-P0030614	89.22	HMH SUPPLEMENTAL PUBL	Books, Mags & Ref Mat, Non-Lib	SP		3/11/2014
14-P0030615	371.50	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		3/11/2014

4,13 (1)

No. 4.13

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

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
14-P0030616	160.64	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		3/11/2014
14-P0030618	280.80	SODEXHO	Food and Food Service Supplies	SP		3/11/2014
14-P0030619	196.57	FREEDOM COMMUNICATIONS, INC	Library Books - Periodicals			3/11/2014
14-P0030620	268.53	D4 SOLUTIONS INC.	Equipment - Other Contract Svc	SP		3/11/2014
14-P0030621	1,176.47	D4 SOLUTIONS INC.	Non-Instructional Supplies			3/11/2014
14-P0030622	537.90	D4 SOLUTIONS INC.	Equipment - Other Contract Svc	SP		3/11/2014
14-P0030623	7,951.55	BENNER METALS CORP	Instructional Supplies	SP		3/11/2014
14-P0030624	337.23	VIRGINIA M. WITMER	Instructional Supplies	SP		3/11/2014
14-P0030625	315.94	MICHELLE R. PAROLISE	Instructional Supplies	SP		3/11/2014
14-P0030626	1,530.00	FRANCE CASTING	Instructional Supplies	SP		3/11/2014
14-P0030627	651.60	CAROLINA BIOLOGICAL SUPPLY CO	Instructional Supplies	SP		3/11/2014
14-P0030628	487.60	BONE CLONES	Instructional Supplies	SP		3/11/2014
14-P0030629	737.61	FELCOR TRS HOLDINGS LP	Conference Expenses	SP		3/11/2014
14-P0030630	496.30	BNI BUILDING NEWS	Instructional Supplies	SP		3/11/2014
14-P0030631	1,000.00	INTERMEDIA INC	Instructional Supplies	SP		3/11/2014
14-P0030632	521.56	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		3/11/2014
14-P0030633	568.40	NEW READERS PRESS	Books, Mags & Ref Mat, Non-Lib	SP		3/11/2014
* 14-P0030634	994.85	PEARSON ED	Books, Mags & Ref Mat, Non-Lib	SP		3/11/2014
14-P0030635	333.56	NEW READERS PRESS	Books, Mags & Ref Mat, Non-Lib	SP		3/11/2014
14-P0030636	1,258.55	DUMMIES UNLIMITED INC	Instructional Supplies	SP		3/11/2014
14-P0030637	268.53	D4 SOLUTIONS INC.	Equipment - Other Contract Svc	SP		3/11/2014
14-P0030638	6,966.45	ROBERT K. MOORE	Equipment - Federal Progs >200	SP		3/11/2014
14-P0030639	1,555.55	D4 SOLUTIONS INC.	Equipment - Other Contract Svc	SP		3/11/2014
14-P0030640	1,000.00	SMART & FINAL	Food and Food Service Supplies	SP		3/11/2014
14-P0030641	69,024.86	DELL COMPUTER	Equipment - Federal Progs >200	SP		3/11/2014
* 14-P0030642	7,438.40	CN SCHOOL AND OFFICE SOLUTIONS INC	Equipment - All Other > \$1,000	SP		3/12/2014
14-P0030643	179.00	FELDESMAN TUCKER LEIFER FIDELL LLP	Conference Expenses	SP		3/12/2014
14-P0030644	11,000.00	MISHREKI ELIZABETH A	Contracted Services			3/12/2014
14-P0030645	800.00	POMBO JAIME A	Contracted Services	SP		3/12/2014
14-P0030646	4,000.00	PHYSICIAN SALES & SVCS	Non-Instructional Supplies	SP		3/12/2014
14-P0030647	806.41	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		3/12/2014
14-P0030648	14,000.00	SC FUELS	Gasoline			3/12/2014
* 14-P0030649	2,300.00	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		3/12/2014
14-P0030650	7,800.00	PUBLIC HEALTH PREVENTATIVE	Contracted Services	SP		3/12/2014

4,13 (2)

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

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
14-P0030651	175.00	LYTTON PERRY	Instructional Supplies	SP		3/12/2014
14-P0030652	75.00	UNITED RENTALS	Instructional Supplies	SP		3/12/2014
14-P0030653	120.00	ART SUPPLY WAREHOUSE	Instructional Supplies	SP		3/12/2014
14-P0030654	45,900.00	CYNOSURE NEW MEDIA INC	Contracted Services	SP		3/12/2014
14-P0030655	400.00	SEW TRUE	Instructional Supplies	SP		3/12/2014
14-P0030656	6,100.00	PACIFIC COACHWAYS CHARTER	Transportation - Student			3/12/2014
14-P0030657	1,200.00	LUX BUS AMERICA	Transportation - Student			3/12/2014
14-P0030658	650.00	ART SUPPLY WAREHOUSE	Non-Instructional Supplies	SP		3/12/2014
14-P0030659	1,500.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		3/12/2014
14-P0030660	41.41	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		3/12/2014
14-P0030661	94.46	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies			3/12/2014
14-P0030662	2,083.97	ALLSTEEL INC	Equipment - Modular Furniture	SP	BOND	3/12/2014
14-P0030664	211.20	MONOTYPE IMAGING	Non-Instructional Software	SP		3/12/2014
14-P0030665	560.39	ALLSTEEL INC	Equipment - Modular Furniture	SP	BOND	3/12/2014
14-P0030666	1,190.00	SANTIAGO HILLS AUTO SPA INC	Food and Food Service Supplies	SP		3/12/2014
14-P0030667	1,572.00	SPORT SUPPLY GROUP INC	Instructional Supplies	SP		3/12/2014
14-P0030668	2,260.00	SPORT SUPPLY GROUP INC	Instructional Supplies	SP		3/12/2014
* 14-P0030669	224.43	KELLY PAPER	Non-Instructional Supplies	SP		3/12/2014
14-P0030670	2,640.87	FISHER SCIENTIFIC	Equip/Software - >\$200 <\$1,000	SP		3/12/2014
14-P0030671	468.18	ORANGE COUNTY INDUSTRIAL YSEWING MACHINE C	Instructional Supplies	SP		3/12/2014
14-P0030672	200.00	SUSAN BLACKWOOD LEEDY	Non-Instructional Supplies	SP		3/12/2014
14-P0030673	14,888.40	CPP INC	Instructional Supplies	SP		3/12/2014
14-P0030674	1,101.00	CAPP ASSOCIATES INC	Non-Instructional Supplies	SP		3/12/2014
14-P0030675	918.00	STATE WATER RESOURCES	Buildings - Contracted Svcs	SP	BOND	3/12/2014
14-P0030676	1,600.00	WELLS FARGO BANK	Food and Food Service Supplies			3/13/2014
14-P0030677	515.00	AMERICAN EXPRESS	Conference Expenses	SP		3/13/2014
* 14-P0030678	1,554.00	ALLSTEEL INC	Non-Instructional Supplies	SP		3/13/2014
* 14-P0030679	4,644.96	APPERSON	Maint Contract - Office Equip	SP		3/13/2014
14-P0030680	526.41	SCAQMD	Other Licenses & Fees	SP		3/13/2014
14-P0030681	269.89	B & H PHOTO VIDEO INC	Instructional Supplies	SP		3/13/2014
14-P0030684	103.62	SEHI COMPUTER PRODUCTS	Instructional Supplies	SP		3/13/2014
14-P0030685	546.61	SEHI COMPUTER PRODUCTS	Instructional Supplies	SP		3/13/2014
14-P0030686	80.24	SEHI COMPUTER PRODUCTS	Instructional Supplies	SP		3/13/2014
14-P0030687	428.43	B & H PHOTO VIDEO INC	Instructional Supplies	SP		3/13/2014

4.13 (3)

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

4,13 (4)

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
14-P0030688	8,400.00	SIDEPATH INC	Conference Expenses			3/13/2014
* 14-P0030689	1,625.00	CCCSFAAA	Conference Expenses	SP		3/13/2014
14-P0030690	315.00	BALTIMORE PADRON, III	Conference Expenses	SP		3/13/2014
14-P0030691	315.00	JITESH PRAJAPATI	Conference Expenses	SP		3/13/2014
14-P0030692	315.00	ELIZABETH A. THOMAS	Conference Expenses	SP		3/13/2014
14-P0030693	315.00	OLAOLUWA A. BUSARI	Conference Expenses	SP		3/13/2014
14-P0030694	315.00	SONYA E. LANGELIER	Conference Expenses	SP		3/13/2014
14-P0030695	60,736.00	NUVENTIVE LLC	Software License and Fees	SP		3/13/2014
14-P0030696	6,000.00	NUVENTIVE LLC	Software License and Fees	SP		3/13/2014
14-P0030697	2,088.63	EXECUTIVE ENVIRONMENTAL	Buildings - Contracted Svcs	SP		3/13/2014
14-P0030698	1,352.00	COAST ELECTRIC	Buildings - Contracted Svcs	SP		3/13/2014
14-P0030699	9,212.00	SOUTHWEST INSPECTION	Buildings - Construction Tests	SP	BOND	3/13/2014
14-P0030700	22,275.52	GRP2 UNIFORMS INC	Non-Instructional Supplies	SP		3/13/2014
14-P0030701	9,950.00	EMPIRE PARKING LOT SERVICES	Contracted Services	SP		3/13/2014
14-P0030702	180.00	HOME DEPOT	Non-Instructional Supplies	SP		3/13/2014
14-P0030703	1,000.00	BISHOP CO	Non-Instructional Supplies			3/13/2014
14-P0030704	800.00	DUNN EDWARDS CORP	Non-Instructional Supplies			3/13/2014
* 14-P0030705	13,260.26	CN SCHOOL AND OFFICE SOLUTIONS INC	Non-Instructional Supplies	SP		3/13/2014
14-P0030706	400.00	HOME DEPOT	Non-Instructional Supplies			3/13/2014
14-P0030707	516.00	AMERICAN EXPRESS	Conference Expenses	SP		3/13/2014
14-P0030708	1,000.00	BEARCOM	Repair & Replacement Parts			3/13/2014
14-P0030709	1,000.00	TOMARK SPORTS INC	Non-Instructional Supplies			3/13/2014
14-P0030710	400.00	ORANGE COUNTY FARM SUPPLY	Non-Instructional Supplies			3/13/2014
14-P0030711	1,500.00	IMPERIAL PRODUCTS INC	Repair & Replacement Parts			3/13/2014
14-P0030712	2,613.61	ALLSTEEL INC	Equipment - Modular Furniture	SP	BOND	3/14/2014
14-P0030713	560.39	ALLSTEEL INC	Equipment - Modular Furniture	SP	BOND	3/14/2014
14-P0030714	2,307.60	ALLSTEEL INC	Equipment - Modular Furniture	SP	BOND	3/14/2014
14-P0030715	560.39	ALLSTEEL INC	Equipment - Modular Furniture	SP	BOND	3/14/2014
14-P0030716	560.39	ALLSTEEL INC	Equipment - Modular Furniture	SP	BOND	3/14/2014
14-P0030717	1,585.19	ALLSTEEL INC	Equipment - Modular Furniture	SP	BOND	3/14/2014
14-P0030718	2,152.17	ALLSTEEL INC	Equipment - Modular Furniture	SP	BOND	3/14/2014
14-P0030719	199.00	XEROX CORP	Instructional Supplies	SP		3/14/2014
14-P0030721	314.52	MARIE CALLENDERS RESTAURANT & BAKERY	Food and Food Service Supplies	SP		3/14/2014
14-P0030722	2,149.84	LOWE'S HOME IMPROVEMENT	Equip/Software - >\$200 <\$1,000			3/14/2014

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

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
14-P0030723	7,500.00	ERIC ELIZALDE	Contracted Repair Services			3/14/2014
14-P0030724	2,309.15	ALLSTEEL INC	Equipment - Modular Furniture	SP	BOND	3/14/2014
14-P0030725	614.20	CHEROKEE CHEMICAL CO INC	Contracted Repair Services			3/14/2014
14-P0030726	587.19	DUTHIE POWER SVC	Maint/Oper Service Agreements			3/14/2014
14-P0030728	250.00	CORDOVA RAQUEL	Contracted Services	SP		3/14/2014
14-P0030729	2,591.28	ALLSTEEL INC	Equipment - Modular Furniture	SP	BOND	3/14/2014
14-P0030730	485.95	SWEETWATER SOUND	Instructional Supplies	SP		3/14/2014
14-P0030731	139.37	SEHI COMPUTER PRODUCTS	Instructional Supplies	SP		3/14/2014
14-P0030732	181.36	CDW GOVERNMENT INC.	Instructional Supplies	SP		3/14/2014
14-P0030733	1,000.00	ANGELUS QUARRIES BLDG	Non-Instructional Supplies			3/14/2014
14-P0030734	1,500.00	HOME DEPOT	Repair & Replacement Parts			3/14/2014
14-P0030735	500.00	ALAN'S LAWNMOWER & GARDEN CTR	Contracted Repair Services			3/14/2014
14-P0030736	1,000.00	CLARK SECURITY PRODUCTS INC	Non-Instructional Supplies			3/14/2014
14-P0030737	1,500.00	IRVINE PIPE SUPPLY	Non-Instructional Supplies			3/14/2014
14-P0030738	2,500.00	WATERLINE TECHNOLOGIES	Non-Instructional Supplies			3/14/2014
14-P0030739	28,000.00	YOUNG CO CREATIVE MARKETING COMMUNICATION	Contracted Services			3/14/2014
14-P0030740	30.13	TROXELL COMM INC	Instructional Supplies	SP		3/14/2014
14-P0030741	2,587.65	ALLSTEEL INC	Equipment - Modular Furniture	SP	BOND	3/14/2014
14-P0030742	2,500.00	HEID JARED STEPHEN	Repair & Replacement Parts			3/14/2014
14-P0030743	2,500.00	ACCO ENGINEERED SYSTEMS INC	Contracted Repair Services			3/14/2014
14-P0030744	4,000.00	PYRO-COMM SYSTEMS INC	Contracted Repair Services			3/14/2014
14-P0030745	560.39	ALLSTEEL INC	Equipment - Modular Furniture	SP	BOND	3/14/2014
14-P0030746	1,000.00	HUNTINGTON BEACH GLASS & MIRROR, INC.	Contracted Repair Services			3/14/2014
14-P0030747	3,024.78	DELL COMPUTER	Equip/Software - >\$200 <\$1,000			3/14/2014
14-P0030748	3,024.78	DELL COMPUTER	Equip/Software - >\$200 <\$1,000			3/14/2014
14-P0030749	1,186.12	ALLSTEEL INC	Equipment - Modular Furniture	SP	BOND	3/17/2014
14-P0030750	2,083.97	ALLSTEEL INC	Equipment - Modular Furniture	SP	BOND	3/17/2014
14-P0030751	283.00	D4 SOLUTIONS INC.	Contracted Services			3/17/2014
14-P0030752	3,271.94	ALLSTEEL INC	Equipment - Modular Furniture	SP	BOND	3/17/2014
14-P0030753	94.39	SNAP ON EQUIPMENT	Contracted Repair Services			3/17/2014
14-P0030754	350.00	PYRO-COMM SYSTEMS INC	Contracted Repair Services	SP		3/17/2014
14-P0030755	14,757.53	ALLSTEEL INC	Equipment - Modular Furniture	SP	BOND	3/17/2014
14-P0030756	9,800.00	GREAT SCOTT TREE SERVICE INC	Maint/Oper Service Agreements			3/17/2014
14-P0030757	3,542.45	D4 SOLUTIONS INC.	Buildings - Contracted Svcs	SP		3/17/2014

4,13(5)

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

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
14-P0030758	1,441.16	MICROTECH SCIENTIFIC	Instructional Supplies	SP		3/18/2014
14-P0030759	969.63	FISHER SCIENTIFIC	Instructional Supplies			3/18/2014
14-P0030760	223.09	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		3/18/2014
14-P0030761	1,000.00	SANTA ANA CHAMBER OF COMMERCE	Inst Dues & Memberships			3/18/2014
14-P0030762	700.00	CA HEAD START ASSOC.	Books, Mags & Ref Mat, Non-Lib	SP		3/18/2014
14-P0030763	388.50	AMERICAN EXPRESS	Conference Expenses	SP		3/18/2014
14-P0030764	354.30	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		3/18/2014
14-P0030765	5,093.80	RIDDELL ALL AMERICAN	Repair & Replacement Parts			3/18/2014
14-P0030766	35,000.00	SO CALIF GRADING INC.	Buildings - Contracted Svcs	SP	BOND	3/18/2014
14-P0030767	314.63	BLC SERVICES LLC	Reproduction/Printing Expenses	SP		3/18/2014
14-P0030768	1,739.88	COPSPLUS INC	Instructional Supplies	SP		3/18/2014
14-P0030769	210.82	BARNES & NOBLE INC	Books, Mags & Ref Mat, Non-Lib	SP		3/18/2014
14-P0030770	298.24	LAURIE SALLINGER	Instructional Supplies	SP		3/18/2014
14-P0030771	5,041.30	DELL COMPUTER	Equip/Software - >\$200 <\$1,000			3/18/2014
14-P0030772	460.00	JGD INC	Non-Instructional Supplies	SP		3/18/2014
14-P0030773	703.78	PACIFIC SCREENPRINT INT., INC	Non-Instructional Supplies	SP		3/18/2014
14-P0030774	496.00	COMPUTERLAND OF SILICON VALLEY	Software License and Fees	SP		3/18/2014
* 14-P0030775	3,955.29	DELL COMPUTER	Equipment - All Other > \$1,000	SP		3/18/2014
* 14-P0030776	786.05	SEHI COMPUTER PRODUCTS	Instructional Supplies	SP		3/18/2014
14-P0030777	780.00	NAT'L HEAD START ASSOC	Conference Expenses	SP		3/18/2014
14-P0030778	730.00	HIGH SCOPE EDUCATIONAL RESEARCH FOUNDATIO	Conference Expenses	SP		3/18/2014
14-P0030779	1,194.42	PHOENIX GROUP INFORMATION SYSTEMS	Non-Instructional Supplies	SP		3/18/2014
14-P0030780	1,212.30	SHERATON	Conference Expenses	SP		3/18/2014
14-P0030781	1,100.00	CALIFORNIA COMMUNITY COLLEGES CALWORKS AS	Conference Expenses	SP		3/18/2014
14-P0030782	771.45	FH-HOTEL ANN ARBOR LP	Conference Expenses	SP		3/18/2014
* 14-P0030783	10,992.88	PHOENIX GROUP INFORMATION SYSTEMS	Equipment - All Other > \$1,000	SP		3/18/2014
14-P0030784	654.70	CDW GOVERNMENT INC.	Instructional Supplies			3/18/2014
14-P0030785	2,215.51	ALLSTEEL INC	Equipment - Modular Furniture	SP	BOND	3/18/2014
14-P0030786	510.66	AXCESS VIDEO CORP	Equipment - Federal Progs >200	SP		3/18/2014
14-P0030787	633.86	MCMASTER CARR SUPPLY CO	Instructional Supplies	SP		3/18/2014
14-P0030788	291.59	OFFICE DEPOT BUSINESS SVCS	Equip/Software - >\$200 <\$1,000	SP		3/18/2014
14-P0030789	1,558.96	ALLSTEEL INC	Equipment - Modular Furniture	SP	BOND	3/18/2014
14-P0030790	131.54	MULTIWAVE TECH CORP	Instructional Supplies	SP		3/18/2014
* 14-P0030791	784.26	SEHI COMPUTER PRODUCTS	Equip/Software - >\$200 <\$1,000			3/18/2014

4,13 (6)

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P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
14-P0030792	512.51	APPERSON	Instructional Supplies	SP		3/18/2014
14-P0030793	47.55	ALIBRIS	Instructional Supplies	SP		3/18/2014
14-P0030794	345.33	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		3/18/2014
14-P0030795	4,184.22	ALLSTEEL INC	Equipment - Modular Furniture	SP	BOND	3/18/2014
14-P0030796	5,000.00	SAN DIEGUITO PUBLISHER'S INC	Reproduction/Printing Expenses	SP		3/18/2014
14-P0030797	129.68	JULIE A. PEEKEN	Food and Food Service Supplies	SP		3/18/2014
14-P0030798	560.40	ALLSTEEL INC	Equipment - Modular Furniture	SP	BOND	3/18/2014
14-P0030799	18.00	SUNSTONE CENTER CT LESSEE	Contracted Services	SP		3/18/2014
14-P0030800	400.62	BEACH CITY LIFT INC	Repair & Replacement Parts			3/18/2014
14-P0030801	191.60	GREY HOUSE PUBLISHING	Library Books - Periodicals	SP		3/18/2014
14-P0030802	152.57	IPEVO INC	Non-Instructional Supplies			3/18/2014
14-P0030803	1,855.72	SEHI COMPUTER PRODUCTS	Equip/Software - >\$200 <\$1,000	SP		3/18/2014
14-P0030804	23,735.24	DELL COMPUTER	Equipment - All Other > \$1,000	SP	BOND	3/18/2014
14-P0030805	1,731.64	ALLSTEEL INC	Equipment - Modular Furniture	SP	BOND	3/19/2014
* 14-P0030806	12,761.27	ALLSTEEL INC	Equipment - Modular Furniture	SP	BOND	3/19/2014
14-P0030807	865.82	ALLSTEEL INC	Equipment - Modular Furniture	SP	BOND	3/19/2014
14-P0030808	1,968.85	ALLSTEEL INC	Equipment - Modular Furniture	SP	BOND	3/19/2014
14-P0030809	1,511.38	ALLSTEEL INC	Equipment - Modular Furniture	SP	BOND	3/19/2014
14-P0030811	278.00	NAFSA	Software License and Fees			3/19/2014
14-P0030812	8,302.61	ALLSTEEL INC	Equipment - Modular Furniture	SP	BOND	3/19/2014
14-P0030813	6,404.30	ALLSTEEL INC	Equipment - Modular Furniture	SP	BOND	3/19/2014
14-P0030814	70,561.55	WEST-TECH MECHANICAL INC	Buildings - Contracted Svcs	SP	BOND	3/19/2014
14-P0030815	37,135.78	ALLSTEEL INC	Equipment - Modular Furniture	SP	BOND	3/19/2014
14-P0030816	5,505.00	XPERA INC	Buildings - Construction Tests	SP	BOND	3/19/2014
14-P0030817	2,286.60	APPLE COMPUTER INC	Equipment - All Other > \$1,000			3/19/2014
14-P0030818	1,318.92	APPLE COMPUTER INC	Equipment - All Other > \$1,000	SP		3/19/2014
14-P0030819	2,807.95	APPLE COMPUTER INC	Equipment - All Other > \$1,000	SP		3/19/2014
14-P0030820	8,246.40	APPLE COMPUTER INC	Equipment - All Other > \$1,000	SP		3/19/2014
14-P0030821	1,221.13	B & H PHOTO VIDEO INC	Equipment - Federal Progs >200	SP		3/19/2014
14-P0030822	5,023.68	APPLE COMPUTER INC	Equipment - Federal Progs >200	SP		3/19/2014
14-P0030823	612.64	APPLE COMPUTER INC	Equip/Software - >\$200 <\$1,000			3/19/2014
14-P0030824	661.00	CN SCHOOL AND OFFICE SOLUTIONS INC	Equip/Software - >\$200 <\$1,000			3/20/2014
14-P0030825	8,099.54	ALLSTEEL INC	Equip/Software - >\$200 <\$1,000	SP	BOND	3/20/2014
14-P0030826	8,603.01	D4 SOLUTIONS INC.	Equipment - Other Contract Svc	SP	BOND	3/20/2014

4,13 (7)

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P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
14-P0030827	14,488.00	DE LA TORRE COMMERCIAL	Buildings - Contracted Svcs	SP		3/20/2014
14-P0030828	9,600.00	PLAN CHECK ASSOCIATES INC	Buildings - Construction Tests	SP	BOND	3/20/2014
14-P0030829	98.24	AMERICAN CHEMICAL SOCIETY	Instructional Supplies	SP		3/20/2014
14-P0030830	422.21	CERTIFIED TRANSPORTATIONS	Transportation - Student	SP		3/20/2014
14-P0030831	510.00	LUX BUS AMERICA	Transportation - Student	SP		3/20/2014
14-P0030832	470,827.63	THE GARLAND CO INC	Building Improvements	SP		3/20/2014
14-P0030833	158.20	SPORT SUPPLY GROUP INC	Instructional Supplies	SP		3/20/2014
14-P0030834	664.20	CAMPUZANO ERIC	Instructional Supplies	SP		3/20/2014
14-P0030835	642.08	NAT'L SPORTS APPAREL LLC	Instructional Supplies	SP		3/20/2014
14-P0030836	532.48	NAT'L SPORTS APPAREL LLC	Instructional Supplies	SP		3/20/2014
14-P0030837	617.69	SPORT SUPPLY GROUP INC	Instructional Supplies	SP		3/20/2014
14-P0030838	2,828.26	MEDCO/PATTERSON MEDICAL	Instructional Supplies	SP		3/20/2014
* 14-P0030839	3,650.06	DELL COMPUTER	Equip/Software - >\$200 <\$1,000	SP		3/20/2014
14-P0030840	48,650.00	GLUMAC	Buildings - Contracted Svcs	SP		3/20/2014
14-P0030841	701.25	MEDCO/PATTERSON MEDICAL	Instructional Supplies	SP		3/20/2014
14-P0030842	4,800.00	PLAN CHECK ASSOCIATES INC	Buildings - Construction Tests	SP		3/20/2014
14-P0030843	1,375.43	EDGEWISE MEDIA INC	Instructional Supplies	SP		3/20/2014
14-P0030844	101,425.43	THE GARLAND CO INC	Building Improvements	SP		3/20/2014
14-P0030845	14,700.00	KOURY ENGINEERING & TESTING INC	Buildings - Construction Tests	SP	BOND	3/20/2014
14-P0030846	32,900.00	GLUMAC	Buildings - Contracted Svcs	SP		3/20/2014
14-P0030847	2,060.00	GMS ELEVATOR	Contracted Repair Services			3/20/2014
14-P0030848	125.00	BOYD & ASSOCIATES	Contracted Repair Services	SP		3/20/2014
14-P0030849	3,798.00	THE FELDHAKA LAW FIRM	Legal Expenses			3/20/2014
14-P0030850	4,896.00	DEPT OF FORESTRY & FIRE PROTECTION	Instructional Agreements	SP		3/20/2014
14-P0030851	238.00	DE LA TORRE COMMERCIAL	Contracted Services			3/20/2014
* 14-P0030852	771.91	SEHI COMPUTER PRODUCTS	Instructional Supplies	SP		3/20/2014
14-P0030853	375.63	BULBTRONICS INC	Instructional Supplies	SP		3/20/2014
14-P0030854	2,407.19	RECORDED BOOKS LLC	Non-Instructional Supplies	SP		3/20/2014
* 14-P0030855	750.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		3/20/2014
14-P0030856	1,250.00	AMERICAN BAR ASSOC	Inst Dues & Memberships			3/20/2014
* 14-P0030857	379.92	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		3/20/2014
14-P0030858	820.00	PHARMEDIX	Non-Instructional Supplies	SP		3/20/2014
14-P0030859	383.82	HAVE KITCHEN WILL TRAVEL, INC.	Conference Expenses	SP		3/20/2014
14-P0030860	675.00	CASFAA	Conference Expenses	SP		3/20/2014

4,13 (8)

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P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
14-P0030861	150.00	CCCSFAAA	Conference Expenses	SP		3/20/2014
14-P0030862	500.00	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		3/20/2014
14-P0030863	96.85	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		3/20/2014
14-P0030864	1,379.00	AMERICAN EXPRESS	Conference Expenses	SP		3/20/2014
14-P0030865	486.00	AMERICAN CHEMICAL & SANITARY	Non-Instructional Supplies			3/20/2014
14-P0030866	7,014.92	AMERICAN CHEMICAL & SANITARY	Non-Instructional Supplies			3/20/2014
14-P0030867	2,651.62	XPEDX PAPER CO	Non-Instructional Supplies			3/20/2014
14-P0030868	37,607.00	ORANGE UNIFIED SCHOOL DISTRICT	Buildings - Facility Lease	SP		3/20/2014
14-P0030869	514.61	LAKESHORE LEARNING MATERIALS	Instructional Supplies	SP		3/20/2014
14-P0030870	1,159.27	LAKESHORE LEARNING MATERIALS	Instructional Supplies	SP		3/20/2014
14-P0030871	522.85	LAKESHORE LEARNING MATERIALS	Instructional Supplies	SP		3/20/2014
14-P0030872	772.80	DISCOUNT SCHOOL SUPPLY	Instructional Supplies	SP		3/20/2014
14-P0030873	1,259.25	DISCOUNT SCHOOL SUPPLY	Instructional Supplies	SP		3/20/2014
14-P0030874	244.40	US SHOP TOOLS	Instructional Supplies	SP		3/21/2014
14-P0030875	1,000.00	AMAZON COM	Instructional Supplies			3/21/2014
14-P0030876	221.64	APPERSON	Instructional Supplies	SP		3/21/2014
14-P0030877	2,638.94	CAMBRIDGE UNIV PRESS	Books, Mags & Ref Mat, Non-Lib	SP		3/21/2014
14-P0030878	103.63	LAKESHORE LEARNING MATERIALS	Non-Instructional Supplies	SP		3/21/2014
14-P0030879	4,095.25	TERRYBERRY	Service Pins			3/21/2014
14-P0030880	7,828.76	JOHNSTONE SUPPLY	Repair & Replacement Parts			3/21/2014
14-P0030881	901.70	GLASBY MAINTENANCE SUPPLY	Non-Instructional Supplies			3/21/2014
14-P0030882	496.00	WELLS FARGO BANK	Conference Expenses			3/21/2014
14-P0030883	626.40	CAUDILLO MARK	Non-Instructional Supplies	SP		3/21/2014
14-P0030884	699.84	PURELAND SUPPLY LLC	Instructional Supplies	SP		3/21/2014
14-P0030885	192.27	SO CAL LAND MAINTENANCE INC	Contracted Repair Services	SP		3/21/2014
14-P0030886	600.00	GEORGE YARDLEY CO INC	Contracted Repair Services	SP		3/21/2014
14-P0030887	567.53	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		3/21/2014
14-P0030888	172.50	ACTION DOOR CONTROLS INC	Contracted Repair Services	SP		3/21/2014
14-P0030889	550.00	NELSON MELINDA E	Contracted Repair Services			3/21/2014
14-P0030890	765.00	DE LA TORRE COMMERCIAL	Contracted Repair Services			3/21/2014
14-P0030891	704.89	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		3/21/2014
14-P0030892	727.26	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		3/21/2014
14-P0030893	491.01	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		3/21/2014
14-P0030894	500.00	DOUG MULLIN	Contracted Repair Services			3/21/2014

4,13 (9)

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P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
14-P0030895	983.12	HANNEMAN TIM	Buildings - Contracted Svcs	SP		3/24/2014
14-P0030896	525.00	NAT'L HEAD START ASSOC	Conference Expenses	SP		3/24/2014
14-P0030897	525.00	NAT'L HEAD START ASSOC	Conference Expenses	SP		3/24/2014
14-P0030898	525.00	NAT'L HEAD START ASSOC	Conference Expenses	SP		3/24/2014
14-P0030899	20,000.00	COMMUNITY COLLEGE SEARCH SVCS	Contracted Services			3/24/2014
14-P0030900	83,356.00	DONALD KROTEE PARTNERSHIP	Buildings - Architects Fee	SP	BOND	3/24/2014
14-P0030902	2,500.00	SCOTT ROGERS	Contracted Services	SP		3/24/2014
14-P0030903	1,000.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies			3/24/2014
14-P0030904	10,000.00	BKF ENGINEERS	Site Improv - Contracted Svcs	SP	BOND	3/24/2014
14-P0030905	80,200.00	XPERA INC	Buildings - Contracted Svcs	SP	BOND	3/24/2014
14-P0030906	85.00	FRANKLIN AIR CONDITIONING	Buildings - Contracted Svcs	SP		3/24/2014
* 14-P0030907	33,546.54	ALLSTEEL INC	Equip/Software - >\$200 <\$1,000	SP	BOND	3/24/2014
14-P0030908	604.78	OFFICE DEPOT BUSINESS SVCS	Software License and Fees	SP		3/24/2014
14-P0030909	165.63	KLAI-CO IDENTIFICATION PRODUCT INC	Instructional Supplies	SP		3/25/2014
14-P0030910	288.00	WESTERN POWER SYSTEMS	Contracted Repair Services			3/25/2014
* 14-P0030911	47,526.98	ALLSTEEL INC	Equip/Software - >\$200 <\$1,000	SP	BOND	3/25/2014
14-P0030912	406.25	PYRO-COMM SYSTEMS INC	Contracted Repair Services			3/25/2014
14-P0030913	739.00	SANDY BOYD INC	Buildings - Contracted Svcs	SP		3/25/2014
14-P0030914	1,900.90	FRANKLIN AIR CONDITIONING	Contracted Repair Services	SP		3/25/2014
14-P0030915	1,000.00	JW PEPPER & SON INC.	Instructional Supplies	SP		3/25/2014
14-P0030916	220.60	ALIMED	Non-Instructional Supplies			3/25/2014
14-P0030917	2,985.12	XPEDX PAPER CO	Non-Instructional Supplies			3/25/2014
14-P0030918	804.02	DEPT OF GENERAL SERVICES	Buildings - DSA Fees	SP	BOND	3/25/2014
14-P0030919	1,312.20	WE DO GRAPHICS INC	Reproduction/Printing Expenses			3/25/2014
14-P0030920	470.92	ERGO DESKTOP LLC	Equip/Software - >\$200 <\$1,000			3/25/2014
14-P0030921	2,266.48	FISHER SCIENTIFIC	Equipment - Federal Progs >200	SP		3/25/2014
14-P0030922	3,411.79	VS ATHLETICS	Instructional Supplies	SP		3/25/2014
14-P0030923	547.56	ALVA'S DANCE THEATRICAL	Equip/Software - >\$200 <\$1,000	SP		3/25/2014
* 14-P0030924	28,311.06	ALLSTEEL INC	Equip/Software - >\$200 <\$1,000	SP	BOND	3/25/2014
* 14-P0030925	896.54	BARNES & NOBLE INC	Books, Mags & Ref Mat, Non-Lib	SP		3/25/2014
14-P0030926	757.81	CSU FULLERTON	Conference Expenses	SP		3/25/2014
14-P0030927	4,205.82	MURRAY PLUMBING & HEATING CORP	Buildings - Contracted Svcs	SP		3/25/2014
14-P0030928	913.68	ARAMARK CORPORATION	Food and Food Service Supplies	SP		3/25/2014
14-P0030929	102.00	AMERICAN EXPRESS	Conference Expenses	SP		3/25/2014

4,13 (10)

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P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
14-P0030930	771.45	FH-HOTEL ANN ARBOR LP	Conference Expenses	SP		3/25/2014
14-P0030931	730.00	HIGH SCOPE EDUCATIONAL RESEARCH FOUNDATIO	Conference Expenses	SP		3/25/2014
14-P0030932	10,000.00	COASTLINE ROP	Contracted Services	SP		3/25/2014
14-P0030933	8,000.00	COASTLINE ROP	Contracted Services	SP		3/25/2014
* 14-P0030934	31,908.76	ALLSTEEL INC	Equip/Software - >\$200 <\$1,000	SP	BOND	3/25/2014
14-P0030935	55,534.90	CORPORATE BUSINESS INTERIORS INC	Equipment - Modular Furniture	SP	BOND	3/25/2014
14-P0030937	6,164.40	ALLSTEEL INC	Equipment - Modular Furniture	SP	BOND	3/26/2014
14-P0030938	160.00	BRUSTEIN & MANASEVIT	Conference Expenses	SP		3/26/2014
14-P0030939	160.00	BRUSTEIN & MANASEVIT	Conference Expenses	SP		3/26/2014
14-P0030940	1,620.00	COMPUTERLAND OF SILICON VALLEY	Software License and Fees	SP		3/26/2014
14-P0030941	15,826.31	DELL COMPUTER	Equipment - All Other > \$1,000	SP		3/26/2014
14-P0030942	2,676.29	SEHI COMPUTER PRODUCTS	Instructional Supplies	SP		3/26/2014
14-P0030943	521.37	DISCOUNT SCHOOL SUPPLY	Instructional Supplies	SP		3/26/2014
14-P0030944	774.68	THINK 4 INC COM	Instructional Supplies	SP		3/26/2014
14-P0030945	41,777.88	ALLSTEEL INC	Equipment - Modular Furniture	SP	BOND	3/26/2014
14-P0030946	2,515.32	B & H PHOTO VIDEO INC	Instructional Supplies	SP		3/26/2014
14-P0030947	2,223.65	SAMY'S CAMERA	Instructional Supplies	SP		3/26/2014
14-P0030948	6,800.00	CN SCHOOL AND OFFICE SOLUTIONS INC	Buildings - Contracted Svcs	SP		3/26/2014
* 14-P0030949	2,195.90	CN SCHOOL AND OFFICE SOLUTIONS INC	Equipment - Federal Progs >200	SP		3/26/2014
14-P0030950	3,612.00	SODEXHO	Other Exp Paid for Students	SP		3/26/2014
14-P0030951	1,505.66	CN SCHOOL AND OFFICE SOLUTIONS INC	Equipment - Federal Progs >200	SP		3/26/2014
* 14-P0030952	277.28	TRICAM INC	Food and Food Service Supplies	SP		3/26/2014
14-P0030953	290.57	MARCO PROMOTIONAL PRODUCTS	Non-Instructional Supplies	SP		3/26/2014
14-P0030954	123.66	ORANGE TREE DELI & CATERING	Food and Food Service Supplies	SP		3/26/2014
14-P0030955	3,211.44	FABIAN GARIA	Advertising	SP		3/26/2014
14-P0030956	318.59	FISHER SCIENTIFIC	Instructional Supplies	SP		3/26/2014
14-P0030957	138.23	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies			3/26/2014
14-P0030958	628,339.00	SOUTHLAND INDUSTRIES	Building Improvements	SP		3/26/2014
14-P0030959	1,275.00	EZ LINE STRIPING CORP	Site Improv - Contracted Svcs	SP	BOND	3/26/2014
4,13 (11) 14-P0030960	33,215.00	CIRKS CONSTRUCTION INC	Site Improv - Contracted Svcs	SP	BOND	3/26/2014
14-P0030961	985,256.00	SOUTHLAND INDUSTRIES	Building Improvements	SP		3/26/2014
14-P0030962	793.80	CORPORATE BUSINESS INTERIORS INC	Contracted Services	SP		3/26/2014
14-P0030963	1,174.48	XPEDX PAPER CO	Non-Instructional Supplies			3/26/2014
14-P0030964	782.10	JAY'S CATERING	Food and Food Service Supplies	SP		3/26/2014

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

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
14-P0030965	265.95	GEORGIA HOLDINGS INC	Books, Mags & Ref Mat, Non-Lib	SP		3/26/2014
14-P0030966	628.71	THOMAS JANETTE RAZZETTI	Instructional Supplies	SP		3/26/2014
* 14-P0030967	1,920.33	GLASBY MAINTENANCE SUPPLY	Non-Instructional Supplies			3/26/2014
14-P0030968	1,288.00	ALBERTSON'S	Food and Food Service Supplies	SP		3/26/2014
14-P0030969	2,100.00	DON BOOKSTORE	Instructional Supplies	SP		3/26/2014
14-P0030970	39.66	DON BOOKSTORE	Non-Instructional Supplies	SP		3/26/2014
14-P0030971	1,000.00	MICRO CENTER	Non-Instructional Supplies	SP		3/26/2014
14-P0030972	1,889.98	B & H PHOTO VIDEO INC	Equip/Software - >\$200 <\$1,000			3/26/2014
14-P0030973	1,733.40	TROXELL COMM INC	Equipment - Federal Progs >200	SP		3/26/2014
14-P0030974	2,238.62	TROXELL COMM INC	Equipment - Federal Progs >200	SP		3/26/2014
14-P0030976	2,233.66	DELL COMPUTER	Equipment - Federal Progs >200	SP		3/26/2014
14-P0030977	1,819.58	CN SCHOOL AND OFFICE SOLUTIONS INC	Non-Instructional Supplies	SP		3/27/2014
14-P0030978	4,000.00	EXECUTIVE ENVIRONMENTAL	Buildings - Contracted Svcs	SP		3/27/2014
14-P0030979	4,134.00	TROPICAL PLAZA NURSERY	Contracted Repair Services			3/27/2014
14-P0030980	2,415.48	WESTERN POWER SYSTEMS	Contracted Repair Services	SP		3/27/2014
14-P0030981	1,050.00	TROPICAL PLAZA NURSERY	Contracted Repair Services	SP		3/27/2014
14-P0030982	5,923.46	EXECUTIVE ENVIRONMENTAL	Buildings - Contracted Svcs	SP		3/27/2014
14-P0030983	82,175.64	ALLSTEEL INC	Equipment - Modular Furniture	SP	BOND	3/27/2014
* 14-P0030984	30,670.47	MICROSOFT ITA	Equipment - All Other > \$1,000	SP		3/27/2014
14-P0030985	1,979.14	CN SCHOOL AND OFFICE SOLUTIONS INC	Equipment - Modular Furniture	SP		3/27/2014
14-P0030986	32,865.00	ACCUVANT INC	Software License and Fees			3/27/2014
14-P0030987	121.49	DELL COMPUTER	Non-Instructional Supplies			3/27/2014
14-P0030988	195.00	CPP INC	Software License and Fees	SP		3/31/2014
14-P0030989	225.00	CCLC COMMUNITY COLLEGE LEAGUE	Conference Expenses			3/31/2014
14-P0030990	550.00	CCLC COMMUNITY COLLEGE LEAGUE	Conference Expenses			3/31/2014
14-P0030991	325.00	CAEYC	Conference Expenses	SP		3/31/2014
14-P0030992	80.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		3/31/2014
14-P0030993	7,000.00	GOLD COAST TOURS	Transportation - Athletics			3/31/2014
14-P0030994	83.55	DEMCO INC	Non-Instructional Supplies			3/31/2014
14-P0030995	335.00	ACBO ASSOC OF CHIEF	Conference Expenses			4/1/2014
14-P0030996	249.75	RSCCD	Fees Paid for Students	SP		4/1/2014
14-P0030997	697.66	MAGNATAG	Instructional Supplies	SP		4/1/2014
14-P0030998	1,121.45	MEDCO/PATTERSON MEDICAL	Equipment - All Other > \$1,000	SP		4/1/2014
14-P0030999	5,718.60	FITNESS REPAIR SHOP	Equipment - All Other > \$1,000	SP		4/1/2014

4,13 (12)

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P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
14-P0031000	2,295.00	FITNESS REPAIR SHOP	Equipment - All Other > \$1,000	SP		4/1/2014
14-P0031001	1,210.95	ASSA ABLOY ENTRANCE SYSTEMS	Repair & Replacement Parts			4/1/2014
14-P0031002	883.55	CN SCHOOL AND OFFICE SOLUTIONS INC	Equip/Software - >\$200 <\$1,000	SP		4/1/2014
14-P0031003	345.45	CN SCHOOL AND OFFICE SOLUTIONS INC	Equipment - Federal Progs >200	SP		4/1/2014
14-P0031004	1,231.49	DELL COMPUTER	Equipment - All Other > \$1,000	SP		4/1/2014
14-P0031005	329.62	BARNES & NOBLE INC	Books, Mags & Ref Mat, Non-Lib	SP		4/1/2014
14-P0031006	1,531.87	BARNES & NOBLE INC	Books, Mags & Ref Mat, Non-Lib	SP		4/1/2014
14-P0031007	384.68	HERFF JONES INC.	Non-Instructional Supplies	SP		4/1/2014
14-P0031008	772.00	AIRPORT VAN RENTAL INC	Transportation - Student	SP		4/1/2014
14-P0031009	200.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		4/1/2014
14-P0031010	4,500.00	HERFF JONES INC.	Non-Instructional Supplies	SP		4/1/2014
14-P0031011	300.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		4/1/2014
14-P0031012	749.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		4/1/2014
14-P0031013	1,500.00	QUIDSI RETAIL LLC	Non-Instructional Supplies	SP		4/1/2014
14-P0031014	500.00	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies			4/1/2014
14-P0031015	200.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies			4/1/2014
14-P0031016	300.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		4/1/2014
14-P0031017	7,000.00	JOB ELEPHANT COM INC	Personnel Recruiting	SP		4/1/2014
14-P0031018	1,000.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		4/1/2014
14-P0031019	469.00	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies			4/1/2014
14-P0031020	560.40	ALLSTEEL INC	Equipment - Modular Furniture	SP	BOND	4/1/2014
14-P0031021	403.00	GOLD COAST TOURS	Transportation - Student	SP		4/1/2014
14-P0031022	1,857.49	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		4/1/2014
14-P0031023	419.41	DEMCO INC	Non-Instructional Supplies			4/1/2014
14-P0031024	200.00	MK ASSOCIATES	Buildings - Blueprint/Reprod	SP	BOND	4/1/2014
14-P0031025	624.50	WELLS FARGO BANK	Conference Expenses			4/1/2014
14-P0031026	188.80	TOWNSEND PRESS	Books, Mags & Ref Mat, Non-Lib	SP		4/1/2014
14-P0031027	1,022.92	SIGMA ALDRICH INC	Instructional Supplies			4/1/2014
14-P0031028	217.12	SIGMA ALDRICH INC	Instructional Supplies			4/1/2014
14-P0031029	9,972.00	ACCO ENGINEERED SYSTEMS INC	Maint/Oper Service Agreements			4/1/2014
14-P0031030	1,355.56	VWR FUNDING INC	Instructional Supplies	SP		4/1/2014
14-P0031031	1,740.00	MEDIA EDUCATION FOUNDATION	Instructional Supplies	SP		4/1/2014
* 14-P0031032	911.31	HOME DEPOT	Equipment - Federal Progs >200	SP		4/1/2014
14-P0031033	4,161.84	GEORGIA HOLDINGS INC	Books, Mags & Ref Mat, Non-Lib	SP		4/1/2014

4,13 (13)

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P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
14-P0031034	664.26	WELLS FARGO BANK	Conference Expenses			4/1/2014
14-P0031035	118.97	FISHER SCIENTIFIC	Instructional Supplies			4/1/2014
14-P0031036	561.10	DELL COMPUTER	Equip/Software - >\$200 <\$1,000	SP		4/1/2014
14-P0031037	6,612.97	DELL COMPUTER	Equipment - Technology >\$1,000	SP		4/1/2014
14-P0031038	508.48	DELL COMPUTER	Equip/Software - >\$200 <\$1,000	SP		4/1/2014
14-P0031039	294.00	RSCCD	Non-Instructional Supplies	SP		4/1/2014
14-P0031040	1,551.32	DELL COMPUTER	Equipment - All Other > \$1,000			4/1/2014
* 14-P0031041	5,874.28	DELL COMPUTER	Equipment - Federal Progs >200	SP		4/1/2014
14-P0031042	9,793.39	DELL COMPUTER	Equip/Software - >\$200 <\$1,000	SP		4/1/2014
14-P0031043	5,874.28	DELL COMPUTER	Equip/Software - >\$200 <\$1,000	SP		4/1/2014
14-P0031044	5,874.28	DELL COMPUTER	Equip/Software - >\$200 <\$1,000	SP		4/1/2014
14-P0031045	3,000.00	A & W ELECTRIC MOTORS INC	Repair & Replacement Parts			4/2/2014
14-P0031046	322.92	SAMY'S CAMERA	Instructional Supplies	SP		4/2/2014
14-P0031047	2,999.95	PERFECT INTERVIEW LLC	Software License and Fees	SP		4/2/2014
14-P0031048	29.65	B & H PHOTO VIDEO INC	Instructional Supplies	SP		4/2/2014
14-P0031049	1,405.33	SEHI COMPUTER PRODUCTS	Equipment - Federal Progs >200	SP		4/2/2014
14-P0031050	241.73	B & H PHOTO VIDEO INC	Instructional Supplies	SP		4/2/2014
14-P0031051	4,237.92	SPICERS PAPER CO	Instructional Supplies	SP		4/2/2014
14-P0031052	6,100.00	RIDELINKS INC	Contracted Services	SP		4/2/2014
14-P0031053	2,837.01	BOBER ANTHONY T	Gain (Loss) - Insurance Settle			4/2/2014
14-P0031054	3,056.00	DEPT OF FORESTRY & FIRE PROTECTION	Instructional Agreements	SP		4/2/2014
14-P0031055	486.69	CONTROL AIR CONDITIONING CORP	Contracted Repair Services			4/2/2014
14-P0031056	2,982.00	FREEDOM COMMUNICATIONS, INC	Buildings - Legal Expenses	SP		4/2/2014
14-P0031057	2,982.00	FREEDOM COMMUNICATIONS, INC	Buildings - Legal Expenses	SP		4/2/2014
14-P0031058	7,000.00	HALL & FOREMAN INC	Buildings - Contracted Svcs	SP	BOND	4/2/2014
14-P0031059	2,802.60	GLASBY MAINTENANCE SUPPLY	Non-Instructional Supplies			4/2/2014
14-P0031060	54.00	PAPER DEPOT DOCUMENT	Contracted Services			4/2/2014
14-P0031061	500.00	SMART & FINAL	Food and Food Service Supplies	SP		4/2/2014
14-P0031062	50.00	WISE GUYS PIZZERIA	Food and Food Service Supplies	SP		4/2/2014
14-P0031063	131.64	SODEXHO	Food and Food Service Supplies	SP		4/2/2014
14-P0031064	826.20	AIRPORT VAN RENTAL INC	Transportation - Student	SP		4/2/2014
14-P0031065	255.42	IMAGE PRINTING SOLUTIONS	Reproduction/Printing Expenses			4/2/2014
14-P0031066	2,500.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies			4/2/2014
14-P0031067	1,021.68	PLAQUE MAKER.COM	Non-Instructional Supplies	SP		4/2/2014

4,13 (14)

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P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
14-P0031068	104.73	A BOOK COMPANY LLC	Books, Mags & Ref Mat, Non-Lib	SP		4/2/2014
14-P0031069	404.80	ASHP AMERICAN SOCIETY OF HEALTH SYS	Books, Mags & Ref Mat, Non-Lib	SP		4/2/2014
14-P0031070	5,814.25	OPEN TEXT	Software Support Service-Fixed			4/2/2014
14-P0031071	1,194.69	DELL COMPUTER	Equipment - All Other > \$1,000	SP		4/3/2014
* 14-P0031072	6,093.64	Q PRESS	Packaging/Mail Prep/Processing	SP		4/3/2014
14-P0031073	775.00	BUCA RESTAURANTS 2 INC	Food and Food Service Supplies	SP		4/4/2014
14-P0031074	376,981.81	THOMAS GALLOWAY CORP	Equipment - All Other > \$1,000			4/4/2014
14-P0031075	1,800.00	PAUL E CROST	Legal Expenses			4/4/2014
14-P0031076	1,145.00	ZYNEX MEDICAL INC	Equip/Software - >\$200 <\$1,000			4/4/2014
14-P0031077	177.27	COBBINA CHERYL	Food and Food Service Supplies	SP		4/4/2014
14-P0031078	594.49	SCHOOL'S IN LLC	Equipment - Federal Progs >200	SP		4/4/2014
14-P0031079	3,750.78	PARADIGM PUB	Books, Mags & Ref Mat, Non-Lib	SP		4/4/2014
14-P0031080	7,510.95	SVM LP	Supplies Paid for Students	SP		4/4/2014
14-P0031081	20,000.00	QUICK CAPTION	Contracted Services	SP		4/4/2014
14-P0031082	58.74	BARNES & NOBLE INC	Books, Mags & Ref Mat, Non-Lib	SP		4/4/2014
14-P0031083	1,580.49	BROOKS AUTO COLLISION REPAIR INC	Repair & Replacement Parts	SP		4/4/2014
14-P0031084	6,500.00	MYERS, HOUGHTON & PARTNERS INC	Buildings - Architects Fee	SP		4/4/2014
14-P0031085	399.89	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies			4/4/2014
14-P0031086	56.14	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		4/4/2014
14-P0031087	250.00	CCDAA CALIF CHILD DEV ADMIN ASSOC	Inst Dues & Memberships	SP		4/4/2014
14-P0031088	300.11	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		4/4/2014
14-P0031089	1,141.52	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		4/4/2014
14-P0031090	50,000.00	SEVILLE CONSTRUCTION SVCS INC	Buildings - Construction Mgmt	SP	BOND	4/4/2014
14-P0031091	399.31	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		4/4/2014
14-P0031092	226.36	WAXIE SANITARY SUPPLY	Contracted Repair Services			4/4/2014
14-P0031093	238.00	EXECUTIVE ENVIRONMENTAL	Buildings - Contracted Svcs	SP		4/4/2014
14-P0031094	186.84	CENGAGE LEARNING/ EDUC. TO GO	Books, Mags & Ref Mat, Non-Lib	SP		4/4/2014
14-P0031095	174.54	FASTSIGNS	Buildings - Contracted Svcs	SP	BOND	4/4/2014
14-P0031096	629.21	OXFORD UNIV PRESS	Books, Mags & Ref Mat, Non-Lib	SP		4/4/2014
14-P0031097	831.03	OXFORD UNIV PRESS	Books, Mags & Ref Mat, Non-Lib	SP		4/4/2014
14-P0031098	244.04	AMAZON COM	Instructional Supplies	SP		4/4/2014
14-P0031099	2,950.32	WAXIE SANITARY SUPPLY	Equipment - All Other > \$1,000			4/4/2014
14-P0031100	20,348.97	CN SCHOOL AND OFFICE SOLUTIONS INC	Equip/Software - >\$200 <\$1,000	SP	BOND	4/7/2014
14-P0031101	6,146.46	DELL COMPUTER	Equipment - All Other > \$1,000	SP		4/7/2014

4,13 (15)

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P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
* 14-P0031102	1,025.67	SEHI COMPUTER PRODUCTS	Non-Instructional Supplies	SP		4/7/2014
14-P0031103	16,609.11	INTELECOM	Software License and Fees	SP		4/7/2014
14-P0031104	1,998.00	MED ONE EQUIPMENT SERVICES, LLC	Equipment - All Other > \$1,000	SP		4/7/2014
14-P0031105	585.44	MATCO TOOLS	Instructional Supplies	SP		4/7/2014
14-P0031106	1,327.84	DELL COMPUTER	Equipment - All Other > \$1,000	SP		4/7/2014
14-P0031107	145.59	IDSC HOLDINGS LLC	Instructional Supplies	SP		4/7/2014
14-P0031108	1,242.69	SIMS ORANGE WELDING SUPPLY	Instructional Supplies	SP		4/7/2014
14-P0031109	1,000.00	ACEN ACCREDITATION COMMISSION FOR EDUC IN	Other Licenses & Fees			4/7/2014
14-P0031110	454.54	ESCO INSTITUTE, LTD	Instructional Supplies	SP		4/7/2014
14-P0031111	1,171.52	IDSC HOLDINGS LLC	Instructional Supplies	SP		4/7/2014
14-P0031112	2,231.28	HIGH SCOPE EDUCATIONAL RESEARCH FOUNDATIO	District In-Service Activities	SP		4/7/2014
14-P0031113	2,233.53	IDSC HOLDINGS LLC	Instructional Supplies	SP		4/7/2014
* 14-P0031114	4,543.26	DELL COMPUTER	Equip/Software - >\$200 <\$1,000	SP		4/7/2014
14-P0031115	654.91	BARNES & NOBLE INC	Books, Mags & Ref Mat, Non-Lib	SP		4/7/2014
14-P0031116	9,946.53	GEORGIA HOLDINGS INC	Books, Mags & Ref Mat, Non-Lib	SP		4/7/2014
14-P0031117	399.00	NAFSA	Inst Dues & Memberships			4/7/2014
* 14-P0031118	5,716.95	FISHER SCIENTIFIC	Equip/Software - >\$200 <\$1,000	SP		4/7/2014
14-P0031119	38.00	ACT	Non-Instructional Supplies	SP		4/7/2014
14-P0031120	58.50	ACT	Non-Instructional Supplies	SP		4/7/2014
14-P0031121	700.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		4/7/2014
14-P0031122	500.00	PARKHOUSE TIRE SERVICE INC	Non-Instructional Supplies			4/7/2014
14-P0031123	300.00	WALLY MACHINERY & TOOL SUPPLY	Repair & Replacement Parts			4/7/2014
14-P0031124	200.00	DON BOOKSTORE	Non-Instructional Supplies	SP		4/7/2014
14-P0031125	1,260.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		4/7/2014
14-P0031126	31.25	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		4/7/2014
14-P0031127	807.35	PEARSON ED	Books, Mags & Ref Mat, Non-Lib	SP		4/7/2014
14-P0031128	620.00	COAST ELECTRIC	Contracted Services			4/7/2014
14-P0031129	800.00	IDEAL LIGHTING SUPPLY INC	Non-Instructional Supplies			4/7/2014
14-P0031130	1,000.00	HOME DEPOT	Instructional Supplies	SP		4/7/2014
4,13 (16) 14-P0031131	1,000.00	GRAINGER	Non-Instructional Supplies			4/7/2014
14-P0031132	4.60	AMERICAN REPROGRAPHICS CO LLC	Site Improv - Blueprint/Reprod	SP	BOND	4/8/2014
14-P0031133	135,454.00	RESERVE ACCOUNT	Postage			4/8/2014
14-P0031134	2,396.51	HILLYARD FLOOR CARE SUPPLY	Non-Instructional Supplies			4/8/2014
14-P0031135	206.67	WAXIE SANITARY SUPPLY	Non-Instructional Supplies			4/8/2014

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P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
14-P0031136	1,792.80	CN SCHOOL AND OFFICE SOLUTIONS INC	Equipment - Federal Progs >200	SP		4/8/2014
* 14-P0031137	559.43	B & H PHOTO VIDEO INC	Instructional Supplies	SP		4/8/2014
14-P0031138	826.20	PLASTIC PERFECTION LLC	Non-Instructional Supplies	SP		4/8/2014
* 14-P0031139	3,797.76	INTELLI-TECH	Equipment - Federal Progs >200	SP		4/8/2014
14-P0031140	316.70	DELL COMPUTER	Equip/Software - >\$200 <\$1,000	SP		4/8/2014
14-P0031141	1,033.56	TROXELL COMM INC	Equipment - Federal Progs >200	SP		4/8/2014
14-P0031142	267.36	SEHI COMPUTER PRODUCTS	Instructional Supplies			4/8/2014
14-P0031143	4,701.00	SAMY'S CAMERA	Instructional Supplies	SP		4/8/2014
14-P0031144	3,151.81	SEHI COMPUTER PRODUCTS	Equipment - All Other > \$1,000			4/8/2014
14-P0031145	1,825.36	SEHI COMPUTER PRODUCTS	Non-Instructional Supplies			4/8/2014
14-P0031146	4,575.00	EXECUTIVE ENVIRONMENTAL	Buildings - Contracted Svcs	SP		4/8/2014
* 14-P0031147	3,955.29	DELL COMPUTER	Equipment - All Other > \$1,000	SP		4/8/2014
* 14-P0031148	3,154.27	B & H PHOTO VIDEO INC	Non-Instructional Supplies	SP		4/8/2014
14-P0031149	975.00	EXECUTIVE ENVIRONMENTAL	Buildings - Construction Tests	SP		4/8/2014
14-P0031150	10,027.00	R2A ARCHITECTURE	Buildings - Architects Fee	SP		4/8/2014
14-P0031151	2,084.65	EXECUTIVE ENVIRONMENTAL	Site Improv - Contracted Svcs	SP	BOND	4/8/2014
14-P0031152	1,000.00	PITNEY BOWES	Non-Instructional Supplies			4/8/2014
14-P0031153	374,201.00	POSTMASTER	Postage			4/8/2014
* 14-P0031154	1,114.31	FOTRONIC CORP	Instructional Supplies	SP		4/8/2014
14-P0031155	400.00	ROMEO SHARON	Contracted Services	SP		4/8/2014
14-P0031156	400.00	PEREZ APOLINARIO ERWIN	Contracted Services	SP		4/8/2014
14-P0031157	961.11	SEHI COMPUTER PRODUCTS	Instructional Supplies	SP		4/8/2014
14-P0031158	500.00	DEPT OF GENERAL SERVICES	Buildings - DSA Fees	SP	BOND	4/8/2014
14-P0031159	2,169.60	APPLE COMPUTER INC	Equip/Software - >\$200 <\$1,000	SP		4/8/2014
14-P0031160	213.86	HOME DEPOT	Instructional Supplies	SP		4/8/2014
14-P0031161	1,526.85	DELL COMPUTER	Equipment - All Other > \$1,000			4/8/2014
14-P0031164	13,500.00	PGINET CONSULTING	Contracted Services	SP		4/9/2014
14-P0031165	7,975.00	MC LEAN GAYLE M.	Contracted Services	SP		4/9/2014
14-P0031166	417.00	SCHOOL NEWS ROLL CALL, LLC	Advertising			4/9/2014
14-P0031167	405.00	FREEDOM COMMUNICATIONS, INC	Advertising			4/9/2014
14-P0031168	500.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies			4/9/2014
14-P0031169	700.00	SODEXHO	Food and Food Service Supplies	SP		4/9/2014
14-P0031170	3,552.12	DON BOOKSTORE	Other Exp Paid for Students	SP		4/9/2014
14-P0031171	3,029.40	DON BOOKSTORE	Other Exp Paid for Students	SP		4/9/2014

4,13 (17)

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

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
14-P0031172	279.00	MEDIA EDUCATION FOUNDATION	Instructional Supplies	SP		4/9/2014
14-P0031173	3,500.00	AMAZON COM	Library Books			4/9/2014
14-P0031174	165.66	SCANTON CORP	Instructional Supplies	SP		4/9/2014
14-P0031175	87.41	JULIE A. PEEKEN	Food and Food Service Supplies	SP		4/9/2014
14-P0031176	1,000.00	MOREY'S MUSIC STORE INC	Instructional Supplies	SP		4/9/2014
14-P0031177	4,729.00	JW PEPPER & SON INC.	Instructional Supplies	SP		4/9/2014
14-P0031178	500.00	ORANGE CJ LLC	Food and Food Service Supplies	SP		4/9/2014
14-P0031179	500.00	LITTLE CAESARS PIZZA	Food and Food Service Supplies	SP		4/9/2014
14-P0031180	500.00	ALBERTSON'S	Food and Food Service Supplies	SP		4/9/2014
14-P0031181	500.00	SANTIAGO HILLS AUTO SPA INC	Food and Food Service Supplies	SP		4/9/2014
14-P0031182	383.18	LIGHT BULBS ETC	Non-Instructional Supplies			4/9/2014
14-P0031183	4,200.00	GOLD COAST TOURS	Transportation - Student	SP		4/9/2014
14-P0031184	985.23	SUSAN BLACKWOOD LEEDY	Non-Instructional Supplies	SP		4/9/2014
14-P0031185	575.00	ART ANGLES	Non-Instructional Supplies	SP		4/9/2014
14-P0031186	539.95	OFFICE DEPOT BUSINESS SVCS	Software License and Fees	SP		4/9/2014
14-P0031187	72.00	SIMBIOTIC SOFTWARE	Software License and Fees			4/9/2014
* 14-P0031188	2,653.20	DIVERSIFIED BUSINESS SVCS	Non-Instructional Supplies	SP		4/9/2014
14-P0031189	111,791.00	DON BOOKSTORE	Books Paid for Students	SP		4/9/2014
14-P0031190	4,683.31	DENNIS JAMES CLEEK	Non-Instructional Supplies	SP		4/9/2014
14-P0031191	712.60	DENNIS JAMES CLEEK	Non-Instructional Supplies	SP		4/9/2014
14-P0031192	1,378.00	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies			4/9/2014
14-P0031193	500.00	OFFICE DEPOT BUSINESS SVCS	Instructional Supplies	SP		4/9/2014
14-P0031194	504.55	EBSCO SUBSCRIPTION SVCS	Library Books - Comp Software			4/9/2014
14-P0031195	319.50	NATIONAL BEHAVIOR INTERVENTION TEAM ASSOC	Inst Dues & Memberships	SP		4/9/2014
14-P0031196	601.17	ROCHIE'S INC	Non-Instructional Supplies	SP		4/9/2014
14-P0031197	1,000.00	OFFICE DEPOT BUSINESS SVCS	Non-Instructional Supplies	SP		4/9/2014
14-P0149294	10,000.00	CITY COLLEGE OF SAN FRANCISCO	Contracted Services	SP		3/14/2014
14-P0149296	10,000.00	SO ORANGE COUNTY COMMUNITY COLLEGE DIST	Contracted Services	SP		4/8/2014
		Grand Total:	\$20,509,313.10			

4,13 (18)

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

**PURCHASE ORDERS SUPPLEMENT
PURCHASE ORDERS OF \$15,000 AND OVER
FROM MARCH 9, 2014 THROUGH APRIL 9, 2014
BOARD MEETING OF APRIL 28, 2014**

P.O. #	Amount	Description	Department	Comment
14-BP000262	\$1,082,920.00	Construction management/agency representative services for various renovation projects at Santa Ana College including Tessmann Planetarium, Parking Lot #11, Temporary Village and Dunlap Hall	DO-Facility Planning	Board approved: February 18, 2014
14-BP000263	\$12,473,727.00	Construction services agreement, site lease and facilities sublease services for various projects at Santa Ana College including Tessmann Planetarium Upgrade and Restroom Addition, Parking Lot #11 Expansion and Improvement and Temporary Village	DO-Facility Planning	Board approved: February 18, 2014
14-BP000264	\$126,600.00	Move management services for various projects including Temporary Village and Tessmann Planetarium at Santa Ana College and Humanities Building at Santiago Canyon College	DO-Facility Planning	Board approved: February 18, 2014
14-BP000265	\$89,600.00	Agreement for DSA inspector of record, testing and inspection services for various projects at Santa Ana College including Tessmann Planetarium Renovation, Parking Lot #11 and Temporary Village	DO-Facility Planning	Board approved: March 10, 2014
14-BP000266	\$1,169,100.00	Construction management services for Santa Ana College projects	DO-Facility Planning	Board approved: March 10, 2014

4,13 (19)

**PURCHASE ORDERS SUPPLEMENT
PURCHASE ORDERS OF \$15,000 AND OVER
FROM MARCH 9, 2014 THROUGH APRIL 9, 2014
BOARD MEETING OF APRIL 28, 2014**

P.O. #	Amount	Description	Department	Comment
14-BP000267	\$79,828.00	Consulting services to provide materials testing and inspection services for various projects at Santa Ana College including Tessmann Planetarium, Parking Lot #11 and Temporary Village	DO-Facility Planning	Board approved: March 24, 2014
14-P0030641	\$69,024.86	Dell computers and related components	SCC-Business & Career Technology	Purchased from the Western States Contracting Alliance (WSCA) Master Price Agreement #B27160 Board approved: November 16, 2009
14-P0030654	\$45,900.00	Consulting services for development, design, production and program of an online orientation program for new students enrolling in Continuing Education Program	SCC-Continuing Education Center	Board approved: March 10, 2014
14-P0030695	\$60,736.00	Two-year subscription license for TracDat software for Santa Ana College servers	SAC-Administrative Services	Board approved: March 10, 2014
14-P0030700	\$22,275.52	Halo II concealed package bullet proof vests	DO-Safety & Security	Received Quotations: 1) * Keystone Uniforms OC 2) Phoenix Uniform 3) San Diego Police Equipment * Successful Bidder
14-P0030739	\$28,000.00	Professional services to conduct brand research and strategy development	DO-Public Affairs and Governmental Relations	Board approved: March 10, 2014

4,13 (20)

**PURCHASE ORDERS SUPPLEMENT
PURCHASE ORDERS OF \$15,000 AND OVER
FROM MARCH 9, 2014 THROUGH APRIL 9, 2014
BOARD MEETING OF APRIL 28, 2014**

P.O. #	Amount	Description	Department	Comment
14-P0030766	\$35,000.00	Mutual release and settlement agreement with Southern California Grading Inc. related to the Chapman Entry and Learning Resources Parking Lot projects at Santiago Canyon College	DO-Facility Planning	Board approved: March 10, 2014
14-P0030804	\$23,735.24	Dell computers and related accessories and components	SCC-Administrative Services	Purchased from the Western States Contracting Alliance (WSCA) Master Price Agreement #B27160 Board approved: November 16, 2009
14-P0030814	\$70,561.55	Mutual release and settlement agreement with West-Tech Mechanical Inc. related to the HVAC project at Santiago Canyon College Humanities Building	DO-Facility Planning	Board approved: March 10, 2014
14-P0030815	\$37,135.78	Workstations for Santa Ana College Portable Offices, B-8	DO-Facility Planning	Purchased from the California Multiple Award Schedule (CMAS) Contract #4-09-71-0087A Board approved: June 22, 2009
14-P0030832	\$470,827.63	Roofing materials for Santa Ana College Buildings H-Hammond, R-Russell, N-Music, P-Phillips & C-Fine Arts	DO-Facility Planning	Purchased from the California Multiple Award Schedule (CMAS) Contract #4-01-56-0006A, GSA Schedule #GS-07F-0130K Board approved: June 17, 2013
14-P0030840	\$48,650.00	Commissioning consulting services for District Operations Center - HVAC renovation project	DO-Facility Planning	Board approved: March 10, 2014

**PURCHASE ORDERS SUPPLEMENT
PURCHASE ORDERS OF \$15,000 AND OVER
FROM MARCH 9, 2014 THROUGH APRIL 9, 2014
BOARD MEETING OF APRIL 28, 2014**

P.O. #	Amount	Description	Department	Comment
14-P0030844	\$101,425.43	Roofing materials for the Child Development Center at Santiago Canyon College	DO-Facility Planning	Purchased from the California Multiple Award Schedule (CMAS) Contract #4-01-56-0006A , GSA Schedule #GS-07F-0130K Board approved: June 17, 2013
14-P0030846	\$32,900.00	Commissioning consulting services for retro-commissioning of the Science Building at Santiago Canyon College	DO-Facility Planning	Board approved: March 10, 2014
14-P0030868	\$37,607.00	Classroom facility rental and custodial services at Fletcher Elementary School from January 22, 2013 through June 30, 2013	DO-Facility Planning	Classrooms were used for Child Development Center due to temporary closing of Orange Education Center
14-P0030899	\$20,000.00	Professional services to conduct search for the Santiago Canyon College president	DO-Human Resources	Board approved: February 18, 2014
14-P0030900	\$83,356.00	Architectural consulting services for the 17th and Bristol Street Parking Lot project at Santa Ana College	DO-Facility Planning	Board approved: March 10, 2014
14-P0030905	\$80,200.00	Specialized consulting services for the Chavez Building Renovation project at Santa Ana College	DO-Facility Planning	Board approved: March 10, 2014
14-P0030907	\$33,546.54	Workstations for Santiago Canyon College Humanities Building faculty offices - 2nd floor	DO-Facility Planning	Purchased from the California Multiple Award Schedule (CMAS) Contract #4-09-71-0087A Board approved: June 22, 2009

**PURCHASE ORDERS SUPPLEMENT
PURCHASE ORDERS OF \$15,000 AND OVER
FROM MARCH 9, 2014 THROUGH APRIL 9, 2014
BOARD MEETING OF APRIL 28, 2014**

P.O. #	Amount	Description	Department	Comment
14-P0030911	\$47,526.98	Workstations, tables and storage cabinets for Santiago Canyon College Humanities Building faculty offices - 2nd floor	DO-Facility Planning	Purchased from the California Multiple Award Schedule (CMAS) Contract #4-09-71-0087A Board approved: June 22, 2009
14-P0030924	\$28,311.06	Workstations for Santiago Canyon College Humanities Building faculty offices - 3rd floor	DO-Facility Planning	Purchased from the California Multiple Award Schedule (CMAS) Contract #4-09-71-0087A Board approved: June 22, 2009
14-P0030934	\$31,908.76	Workstations for Santiago Canyon College Humanities Building faculty offices - 3rd floor	DO-Facility Planning	Purchased from the California Multiple Award Schedule (CMAS) Contract #4-09-71-0087A Board approved: June 22, 2009
14-P0030935	\$55,534.90	Receiving, delivery/installation, design and specifications of Allsteel furniture for offices in the Humanities Building at Santiago Canyon College	SCC-Administrative Services	Purchased from the California Multiple Award Schedule (CMAS) Contract #4-09-71-0087A Board approved: June 22, 2009
14-P0030941	\$15,826.31	Dell computers and related accessories and components	SCC-Administrative Services	Purchased from the Western States Contracting Alliance (WSCA) Master Price Agreement #B27160 Board approved: November 16, 2009
14-P0030945	\$41,777.88	Workstations for Santa Ana College Portable Offices, B-7	DO-Facility Planning	Purchased from the California Multiple Award Schedule (CMAS) Contract #4-09-71-0087A Board approved: June 22, 2009

**PURCHASE ORDERS SUPPLEMENT
PURCHASE ORDERS OF \$15,000 AND OVER
FROM MARCH 9, 2014 THROUGH APRIL 9, 2014
BOARD MEETING OF APRIL 28, 2014**

P.O. #	Amount	Description	Department	Comment
14-P0030958	\$628,339.00	Energy conservation services for retro-commissioning of Science Building at Santiago Canyon College	DO-Facility Planning	Board approved: February 18, 2014
14-P0030960	\$33,215.00	Installation of water meter connection project at Santa Ana College	DO-Facility Planning	Received Quotations: 1) * KDC Construction 2) Orange Coast Plumbing * Successful Bidder
14-P0030961	\$985,256.00	Energy conservation services for HVAC Renovation at the District Operations Center	DO-Facility Planning	Board approved: February 18, 2014
14-P0030983	\$82,175.64	Workstations for Santa Ana College Portable Offices, B-2 & A-6	DO-Facility Planning	Purchased from the California Multiple Award Schedule (CMAS) Contract #4-09-71-0087A Board approved: June 22, 2009
14-P0030984	\$30,670.47	Surface Pro2 tablets, protective covers and storage cart	DO-SBDC	Purchased from the Microsoft store to take advantage of the educational discount and free storage and charging cart
14-P0030986	\$32,865.00	Aruba software licenses and support	DO-ITS	Received Quotations: 1) * Accuvant Inc. 2) NDM Technologies * Successful Bidder
14-P0031074	\$376,981.81	Data storage solution including licenses, equipment, hardware/software support, implementation, project management, installation and related configurations	DO-ITS	Purchased from the Western States Contracting Alliance (WSCA) Master Price Agreement #B27161 Board approved: August 20, 2012

**PURCHASE ORDERS SUPPLEMENT
PURCHASE ORDERS OF \$15,000 AND OVER
FROM MARCH 9, 2014 THROUGH APRIL 9, 2014
BOARD MEETING OF APRIL 28, 2014**

P.O. #	Amount	Description	Department	Comment
14-P0031081	\$20,000.00	On-site real time captioning services for students in the Deaf and Hard of Hearing Program	SAC-DSPS	Board approved: June 17, 2013
14-P0031090	\$50,000.00	Construction management services for Santiago Canyon College projects	DO-Facility Planning	Board approved: March 24, 2014
14-P0031100	\$20,348.97	Office chairs for the Aquatic & Athletic Center at Santiago Canyon College	SCC-Administrative Services	Purchased from the Hawthorne School District Bid #13-14-1 Board approved: March 24, 2014
14-P0031103	\$16,609.11	Enrollment assessment fee renewal for 2014/2015 fiscal year (Intelecom-provided telecourses)	SAC-Distance Education	
14-P0031133	\$135,454.00	Deposit into the postage account for metered mail for Santa Ana College	SAC-Mailroom	
14-P0031153	\$374,201.00	Deposit into the postage account for bulk mail, Permit #134	SAC-Mailroom	
14-P0031189	\$111,791.00	Textbooks for EOPS students at Santa Ana College	SAC-EOPS	

P.O. #	Amount	Vendor Name	Classification	SP	Bond	Date
14-B0000554	852.00	EDEN INDUSTRIES, INC.	Other Operating Exp & Services			3/10/2014
14-B0000555	865.87	APPLE COMPUTER INC	Other Operating Exp & Services			3/11/2014
14-B0000556	446.00	EDUCATIONAL TESTING SVC	Other Operating Exp & Services			3/12/2014
14-B0000557	2,028.69	DELL COMPUTER	Equipment - All Other > \$1,000			3/17/2014
14-B0000558	98.17	CAROLINA BIOLOGICAL SUPPLY CO	Other Operating Exp & Services			3/10/2014
14-B0000559	1,990.91	WILDLIFE SUPPLY COMPANY	Other Operating Exp & Services			3/10/2014
14-B0000561	2,310.00	RYDIN DECAL	Non-Instructional Supplies			3/19/2014
14-B0000562	200.90	TROXELL COMM INC	Diversified Agency Fund Expens			3/20/2014
14-B0000563	3,224.62	GOLDEN STAR TECHNOLOGY, INC.	Diversified Agency Fund Expens			3/20/2014
14-B0000564	250.00	AMAZON COM	Other Operating Exp & Services			3/25/2014
14-B0000565	813.00	HEWLETT PACKARD CO	Equip/Software - >\$200 <\$1,000			3/26/2014
14-B0000566	148.50	BARNES & NOBLE INC	Other Operating Exp & Services			3/26/2014
14-B0000567	200.00	DON BOOKSTORE	Diversified Agency Fund Expens			3/27/2014
14-B0000568	9,010.50	NEBRASKA BOOK COMPANY, INC.	Equipment - Technology >\$1,000			3/31/2014
14-B0000569	996.69	WALLY MACHINERY & TOOL SUPPLY	Diversified Agency Fund Expens			4/1/2014
14-B0000570	11,691.00	WESTRUX INTERNATIONAL	Diversified Agency Fund Expens			4/1/2014
14-B0000571	418.34	SEHI COMPUTER PRODUCTS	Diversified Agency Fund Expens			4/2/2014
		Grand Total:	\$35,545.19			

4,13 (26)

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

P.O. #	Amount	Vendor Name	Classification	Date
GM-DON001677	\$910.00	APPERSON EDUCATION PROD.	General Merchandise	3/11/2014
GM-DON001680	\$1,059.18	PEPSI COLA CO	General Merchandise	3/11/2014
GM-DON001681	\$239.64	BARRY'S DISTRIBUTING	General Merchandise	3/10/2014
GM-DON001683	\$609.10	BROWN BAG SANDWICH CO	General Merchandise	3/10/2014
GM-DON001684	\$326.38	BROWN BAG SANDWICH CO	General Merchandise	3/12/2014
GM-DON001685	\$2,400.42	KENNEDY WHOLESale	General Merchandise	3/13/2014
GM-DON001686	\$759.48	PEPSI COLA CO	General Merchandise	3/24/2014
GM-DON001687	\$827.64	PEPSI COLA CO	General Merchandise	3/18/2014
GM-DON001688	\$1,108.08	PEPSI COLA CO	General Merchandise	3/24/2014
GM-DON001689	\$248.60	BROWN BAG SANDWICH CO	General Merchandise	3/26/2014
GM-DON001691	\$563.67	BROWN BAG SANDWICH CO	General Merchandise	3/27/2014
GM-DON001692	\$355.25	BROWN BAG SANDWICH CO	General Merchandise	3/27/2014
GM-DON001693	\$590.74	BROWN BAG SANDWICH CO	General Merchandise	3/27/2014
GM-DON001694	\$30.84	BARRY'S DISTRIBUTING	General Merchandise	3/27/2014
GM-DON001695	\$283.56	GOPICNIC	General Merchandise	4/1/2014
GM-DON001696	\$2,657.19	KENNEDY WHOLESale	General Merchandise	4/1/2014
GM-DON001700	\$376.20	NACSCORP	General Merchandise	4/3/2014
GM-EXPR000845	\$273.90	BARRY'S DISTRIBUTING	General Merchandise	3/10/2014
GM-EXPR000847	\$774.43	BROWN BAG SANDWICH CO	General Merchandise	3/10/2014
GM-EXPR000848	\$135.36	SULLIVAN, MICHAEL	General Merchandise	3/12/2014
GM-EXPR000849	\$588.61	BROWN BAG SANDWICH CO	General Merchandise	3/12/2014
GM-EXPR000850	\$1,022.10	PEPSI COLA CO	General Merchandise	3/11/2014
GM-EXPR000851	\$2,052.62	KENNEDY WHOLESale	General Merchandise	3/13/2014
GM-EXPR000852	\$58.32	SULLIVAN, MICHAEL	General Merchandise	3/19/2014
GM-EXPR000853	\$1,281.18	PEPSI COLA CO	General Merchandise	3/13/2014
GM-EXPR000854	\$817.68	PEPSI COLA CO	General Merchandise	3/18/2014
GM-EXPR000856	\$533.38	BROWN BAG SANDWICH CO	General Merchandise	3/27/2014
GM-EXPR000857	\$707.03	BROWN BAG SANDWICH CO	General Merchandise	3/27/2014
GM-EXPR000858	\$626.69	BROWN BAG SANDWICH CO	General Merchandise	3/27/2014
GM-EXPR000859	\$610.70	BROWN BAG SANDWICH CO	General Merchandise	3/27/2014
GM-EXPR000860	\$77.04	PEPSI COLA CO	General Merchandise	4/2/2014
GM-HAWK001326	\$24.60	SAMS DAIRY DIST	General Merchandise	3/12/2014
GM-HAWK001327	\$125.00	HAMILTON BELL CO	General Merchandise	3/14/2014
GM-HAWK001330	\$635.69	KENNEDY WHOLESale	General Merchandise	3/17/2014
GM-HAWK001331	\$153.00	LENNY & LARRY'S,INC	General Merchandise	3/17/2014
GM-HAWK001332	\$432.04	BROWN BAG SANDWICH CO	General Merchandise	3/17/2014
GM-HAWK001333	\$439.03	BROWN BAG SANDWICH CO	General Merchandise	3/17/2014

4,13 (27)

P.O. #	Amount	Vendor Name	Classification	Date
GM-HAWK001334	\$413.72	BROWN BAG SANDWICH CO	General Merchandise	3/17/2014
GM-HAWK001335	\$696.69	PEPSI COLA CO	General Merchandise	3/17/2014
GM-HAWK001336	\$483.97	BROWN BAG SANDWICH CO	General Merchandise	3/24/2014
GM-HAWK001337	\$834.60	PEPSI COLA CO	General Merchandise	3/24/2014
GM-HAWK001338	\$1,066.42	KENNEDY WHOLESale	General Merchandise	3/26/2014
GM-HAWK001339	\$362.66	BROWN BAG SANDWICH CO	General Merchandise	3/26/2014
GM-HAWK001340	\$910.32	PEPSI COLA CO	General Merchandise	3/26/2014
GM-HAWK001341	\$871.31	KENNEDY WHOLESale	General Merchandise	3/31/2014
GM-HAWK001342	\$458.28	BROWN BAG SANDWICH CO	General Merchandise	3/31/2014
TR-CEC000039	\$400.00	CENGAGE LEARNING	Trade Book	3/31/2014
TR-DON000034	\$108.68	NACSCORP	Trade Book	3/17/2014
TR-HAWK000038	\$742.20	BAR CHARTS INC	Trade Book	3/19/2014
TR-HAWK000039	\$359.52	NACSCORP	Trade Book	3/19/2014
TX-CEC000205 D	\$9,120.00	CAMBRIDGE UNIVERSITY PRES	Textbook	3/20/2014
TX-CEC000213	\$444.00	PEARSON EDUCATION	Textbook	3/10/2014
TX-CEC000214	\$500.00	CENGAGE LEARNING	Textbook	3/10/2014
TX-CEC000215	\$315.00	CAMBRIDGE UNIVERSITY PRES	Textbook	3/10/2014
TX-CEC000216	\$210.00	MCGRAW-HILL PUBLISHING CO	Textbook	3/10/2014
TX-CEC000217	\$740.00	PEARSON EDUCATION	Textbook	3/20/2014
TX-CEC000219	\$434.25	OXFORD UNIVERSITY PRESS,	Textbook	3/31/2014
TX-CEC000220	\$400.00	OXFORD UNIVERSITY PRESS,	Textbook	3/31/2014
TX-DON002449	\$36.32	NACSCORP	Textbook	3/10/2014
TX-DON002450	\$150.00	NEBRASKA BOOK COMPANY	Textbook	3/11/2014
TX-DON002451	\$187.46	MBS TEXTBOOK EXCHANGE	Textbook	3/11/2014
TX-DON002452	\$1,989.09	NEBRASKA BOOK COMPANY	Textbook	3/12/2014
TX-DON002453	\$512.31	MBS TEXTBOOK EXCHANGE	Textbook	3/12/2014
TX-DON002454	\$5,287.50	MCGRAW-HILL PUBLISHING CO	Textbook	3/14/2014
TX-DON002455	\$100.50	MONTEZUMA PUBLISHING	Textbook	3/17/2014
TX-DON002456	\$639.63	MBS TEXTBOOK EXCHANGE	Textbook	3/18/2014
TX-DON002457	\$767.66	NEBRASKA BOOK COMPANY	Textbook	3/18/2014
TX-DON002458	\$1,865.00	PEARSON EDUCATION	Textbook	3/18/2014
TX-DON002459	\$404.60	BALANCED BODY	Textbook	3/20/2014
TX-DON002460	\$750.00	CENGAGE LEARNING	Textbook	3/20/2014
TX-DON002461	\$341.24	NACSCORP	Textbook	3/20/2014
TX-DON002462	\$2,160.33	MBS TEXTBOOK EXCHANGE	Textbook	3/20/2014
TX-DON002463	\$547.50	HAYDEN-MCNEIL	Textbook	3/21/2014
TX-DON002464	\$86.50	MONTEZUMA PUBLISHING	Textbook	3/21/2014

P.O. #	Amount	Vendor Name	Classification	Date
TX-DON002465	\$1,875.00	BVT PUBLISHING	Textbook	3/21/2014
TX-DON002466	\$753.75	MBS TEXTBOOK EXCHANGE	Textbook	3/25/2014
TX-DON002467	\$350.55	NACSCORP	Textbook	3/25/2014
TX-DON002469	\$1,719.90	PEARSON EDUCATION	Textbook	3/27/2014
TX-HAWK001817	\$79.80	OXFORD UNIVERSITY PRESS,	Textbook	3/10/2014
TX-HAWK001818	\$150.00	AMAZON	Textbook	3/10/2014
TX-HAWK001819	\$22.50	NEBRASKA BOOK COMPANY	Textbook	3/11/2014
TX-HAWK001820	\$2,000.00	VISTA HIGHER LEARNING	Textbook	3/11/2014
TX-HAWK001821	\$408.75	NEBRASKA BOOK COMPANY	Textbook	3/11/2014
TX-HAWK001822	\$52.50	MBS TEXTBOOK EXCHANGE	Textbook	3/11/2014
TX-HAWK001823	\$701.82	KENNEDY WHOLESALE	General Merchandise	3/12/2014
TX-HAWK001824	\$1,080.00	FLAT WORLD KNOWLEDGE	Textbook	3/12/2014
TX-HAWK001825	\$4,000.00	MCGRAW-HILL PUBLISHING CO	Textbook	3/12/2014
TX-HAWK001826	\$1,672.50	NEBRASKA BOOK COMPANY	Textbook	3/12/2014
TX-HAWK001827	\$383.60	MCGRAW-HILL CREATE (PRIMIS)	Textbook	3/12/2014
TX-HAWK001828	\$87.75	CAMBRIDGE UNIVERSITY PRES	Textbook	3/17/2014
TX-HAWK001829	\$173.19	AMAZON	Textbook	3/17/2014
TX-HAWK001830	\$27.30	MONTEZUMA PUBLISHING	Textbook	3/18/2014
TX-HAWK001831	\$69.98	AMAZON	Textbook	3/19/2014
TX-HAWK001832	\$415.65	KENDALL PUBLISHING	Textbook	3/19/2014
TX-HAWK001833	\$262.00	NEBRASKA BOOK COMPANY	Textbook	3/20/2014
TX-HAWK001834	\$48.00	MBS TEXTBOOK EXCHANGE	Textbook	3/21/2014
TX-HAWK001835	\$10.56	NEBRASKA BOOK COMPANY	Textbook	3/21/2014
TX-HAWK001836	\$68.95	NACSCORP	Textbook	3/25/2014
TX-HAWK001837	\$475.00	BLUEDOOR	Textbook	3/27/2014
TX-HAWK001838	\$2,100.00	PEARSON EDUCATION	Textbook	3/31/2014
TX-HAWK001839	\$256.14	NEBRASKA BOOK COMPANY	Textbook	4/4/2014
TX-HAWK001840	\$2,660.00	MPS FORMERLY VHPS	Textbook	4/4/2014

Grand Total: \$82,316.82

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Educational Services

To:	Board of Trustees	Date: April 28, 2014
Re:	Approval of Capacity Building Grant – Project Implementation Plan	
Action:	Request for Approval	

BACKGROUND

Rancho Santiago Community College District's Child Development Services received a Capacity Building Grant (No. F14-CB-12) from the Children and Families Commission of Orange County for the purpose of expanding its EdUPlay program. This program will provide a high quality, educational environment for children 6 months to 5 years of age at RSCCD's Child Development centers during non-traditional hours at a competitive price to currently served and new children. As a fee-for-service program, EdUPlay will diversify Child Development Services' funding sources to mitigate the impact of state funding fluctuations, which is a critical strategy in stabilizing services for its low-income families.

ANALYSIS

As part of the grant agreement process, the Children and Families Commission of Orange County is requesting that we submit a Project Implementation Plan, which includes a description of the project, community need, service delivery, management plan, operations plan, marketing plan, and evaluation plan.

The project administrator is Enrique Perez and project director is Janneth Linnell.

RECOMMENDATION

It is recommended that the Board approve the attached Project Implementation Plan report for RSCCD's Child Development Services' Capacity Building Grant for 2014.

Fiscal Impact: none	Board Date: April 28, 2014
Prepared by: Janneth Linnell, Executive Director of Child Development Services	
Submitted by: Enrique Perez, J.D., Assistant Vice Chancellor of Educational Services	
Recommended by: Raúl Rodríguez, Ph.D., Chancellor	

2014

EduPlay Implementation Plan



Organizational Overview

In the heart of Orange County lies Rancho Santiago Community College District (RSCCD), home of one of the state's oldest community colleges, Santa Ana College, and also one of its newest, Santiago Canyon College. Centered in a growing and dynamic area, the district serves a population of more than **700,000** residents in the communities of Anaheim Hills, Garden Grove, Irvine, Orange, Santa Ana, Tustin and Villa Park. Encompassing **24** percent of Orange County's total area (**193 square miles**), the district maintains eight facilities. In addition to Santa Ana College and Santiago Canyon College, these include the Centennial and Orange Continuing Education Centers, the Digital Media Center, the Orange County Regional Fire Training Center, the Orange County Sheriff's Regional Training Academy and the district operations center.¹ As a public educational organization, RSCCD has successfully operated child care and development services for over **40 years**. The college district's Child Development Services Department (CDS) currently serves **900** children **6 months through 5 years of age** with the majority of the families receiving child care subsidies through the California Dept of Education, Child Development Division (CDD).

The RSCCD overall mission is "to provide quality educational programs and services that address the needs of our diverse students and communities by assessing the educational needs of the communities served by RSCCD and will adjust instructional programs, offerings, and support services and will allocate resources as needed to optimize the alignment of students' needs with services and fiscal resources." CDS continues to support and promote the district's mission and commitment to student success by providing access to vital, comprehensive and quality early care and education programs that reduces and in many cases removes barriers to student success. Each of the five centers is an integral part of the human development department's coursework and each of the sites is a designated lab school and community practicum site. This long standing integration of direct service and college coursework continues to add value to RSCCD and the child development community at large.

These current families benefit from this fee-for-service funding and it is noted that most are college students and many work at least part-time. CDS is dedicated to providing low to moderate income families with the highest quality child care and development services in Orange County. All five of the CDS centers exemplify this and proudly tout national accreditation through the National Association for the Education of Young Children (NAEYC).

According to NAEYC, early childhood education programs with this mark of quality benefit children with greater readiness for and success in school.ⁱⁱ Only **1** in every **8** centers in Orange County currently has NAEYC accreditation and only **9** percent of all centers nationally hold this distinction of excellence.ⁱⁱⁱ Because of CDS' continued commitment to quality, the administration and teaching teams endure the rigors and intensity of the gold standard accreditation process.

Over the past several years CDS has experienced a **26** percent reduction in its CDD funding and has determined that diversification of its funding streams is imperative. CDS was pressed to find ways to mitigate this significant funding reduction without cutting contracted staff. Therefore, CDS chose to reduce the operating hours at both of the full-day centers, Santiago Canyon College and Santa Ana College and also to cut the number of part-time student workers that support the early learning classrooms.

This significant reduction to CDS' primary funding source has prompted the program to open its door to non-subsidized families at full cost and to offer late afternoon care for a fee to all currently enrolled families. The challenge remains; further diversification continues to be necessary. As part of the marketing strategy fee for service families' participated in several focus groups and two consistent comments were the need for longer hours of service at the full-day centers and care services school breaks. Consequently, after a thorough feasibility study, the EduPlay concept was created with the support of private consultants, funding from the Children and Families Commission of Orange County (the Commission), and the CDS administration team. The initial study information indicated that this venture would be the most advantageous for several reasons: (1) use of existing facilities with low overhead, (2) internal staffing/management assets, and (3) gross revenue margins projected at **40** percent. The intent of EduPlay is to offer care at the CDS centers during non-operational days and hours including evenings, weekends, summer, winter and spring breaks. EduPlay is a key addition to CDS' fee-for-service programming and will address the growing need for non-traditional child care services.

In **2003**, it was noted that approximately **18** percent Orange County families in the workforce have jobs that require them to work non-traditional hours.^{iv} This data aligns with the need for an enterprise such as EduPlay. The **\$100,000.00** received from the Commission will be used to launch this project by hiring staff and consultants, purchasing specific food and materials

for the children to be served and providing a portion of the start-up funds to develop the scholarship/sliding fee scale. The initial goal is to serve **60** children for a period of **85** days during the implementation timeframe. By providing this needed service families will gain confidence that their children are receiving optimal care, parents and their employers benefit from reduced absenteeism, increased productivity, improved work quality, and better employee morale.^v

Short-Term Goals

By the mid-point of the implementation process, course correction was needed. The projected launch was delayed and did not take off as initially expected. A major factor in the launch slow-down was related to the retirement of the long standing Executive Director of CDS and through this leadership transition there was a need for a planning refresh. The short-term goals and objectives below reflect these changes.

SHORT-TERM OBJECTIVES-2013-2014												
<i>Goal One: CDS will launch EduPlay by serving 60 children during non-traditional hours for 85 days during program implementation period</i>												
	Dec	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sep	Oct	Nov
CDS Director Become Project Manager		✓										
Revise EduPlay's Staffing Pattern							✓					
Hire Project Staff	✓											
Provide EduPlay Care	✓				✓			✓	✓			
Implement Curriculum								✓	✓			
Implement Marketing Strategies						✓	✓	✓	✓	✓	✓	✓
Develop Planning Committee						✓						
Initiate Community Partnership for Referrals						✓						
Scholarship/Sliding Fee Scale Plan					✓							
Implement Scholarship/Sliding Fee Scale							✓					
Distribute Parent Survey		✓				✓			✓			✓

Long-Term Goals

The long-term goals and objectives address the plan to build EduPlay into a signature program that not only meets an apparent community need but provides a revenue source that contributes to the sustainability of CDS' core services.

LONG-TERM OBJECTIVES-2013-2014				
Goal One: CDS will establish a self-supporting and income generating program				
	Year Two	Year Three	Year Four	Year Five
Develop and Sustain Brand Recognition through Consistent Community Marketing	✓	✓	✓	✓
Establish and Maintain Community Based Referral System with Local Resource and Referral Agencies	✓	✓	✓	✓
Increase Services by Expanding to Additional CDS Center(s)		✓		✓
Develop and Evaluate Annual Revenue Projections	✓	✓	✓	✓
Reconfigure and Implement Revised EduPlay Staffing Pattern (mgmt and teaching teams)	✓			
Goal Two: CDS will seek out collaborative partners to support EduPlay's long range vision of sustainability				
Pursue Partnerships with Children's Home Society and Orange County Dept. of Education	✓	✓	✓	
Identify Additional Potential Community Partners	✓		✓	
Secure Partnership Agreement(s)	✓	✓	✓	✓
Implement Scholarship/Sliding Fee Scale	✓			

Once EduPlay is fully established it is projected that there will be a revenue surplus of approximately **40** percent. This surplus will be used primarily to create and sustain a scholarship/sliding fee scale component of the EduPlay project to benefit existing and community families who may need a little support in order to participate and to increase the student worker population as quality support. The surplus funds will also be used to replenish a reserve fund that will be used to offset quality enhancement needs identified within the CDS program.

Needs of Currently Enrolled Families

Currently enrolled CDS parents' have expressed need for expanded services. The two full-day centers, Santiago Canyon College and Santa Ana College's traditional operational hours are **7:30am -4:00 pm**. Through parent surveys and focus groups families have identified the need for longer hours of care. The majority of need expressed was for week day early evening care and having the centers open during school breaks.

The price point was discussed and families believed it to be reasonable. The non-traditional care will be offered at the same price point for both current and new families. This price point was tested during the summer and winter breaks and the families who took advantage of the EduPlay proved this assumption correct. Additional price point testing will be undertaken over the next several months as part of the marketing strategies. **Appendix A** depicts the EduPlay fee schedules.

Partnerships and Referral Opportunities

There are two referral partnership opportunities that CDS will pursue as a means to recruit community families. Both agencies provide services to Orange County residents with young children regardless economic level. The assumption is that once the partnerships are developed, families fitting our target segment will be referred to us by the following two agencies are:

- Children's Home Society (CHS). This program provides a central coordinating link for child care and development services within Orange County. Through this program, CHS offers a wide range of services to parents of all economic levels including referrals to licensed child care based on location, operating hours and price. This partnership will benefit Eduplay by listing the project as a non-traditional hours service provider.
- Help Me Grow (HMG) is another community resource program that can strengthen referral efforts to build clientele for EduPlay. HMG serves all Orange County families with young children ages **0-5 years** of age regardless of income level. The HMG Care Coordinators are located at **2-1-1** Orange County and provide intake, triage, referral and connection to developmental and child care services.

Impact to Families Served

Approximately 75 percent of the current families served by CDS are low-moderate income. The direct benefit for these families will be the opportunity to participate in EduPlay through the use of the scholarship/sliding fee scale. The plan for this component of EduPlay will be described in detail in **Appendix B**. The additional benefit from EduPlay revenue will also allow for lower adult/child ratios and more individualized care and support by restoring the employment of student workers. Having the support of the student workers is a three-fold win for CDS.

- 1) It is aligned with the College District's mission "to provide quality educational programs and services that address the needs of our diverse students and communities by assessing the educational needs of the communities served by RSCCD and will adjust instructional programs, offerings, and support services and will allocate resources as needed to optimize the alignment of students' needs with services and fiscal resources.
- 2) By supporting student workers, it keeps these students in school while they are gaining work experience and earning a wage. These students have the opportunity to "test out" a future career choice while CDS has an opportunity to train and "test out" future teaching staff
- 3) Most importantly the student worker adds significant value to the classrooms by providing one on one and small group care. This additional revenue that is generated from EduPlay will have an immediate stabilizing impact on the program as a whole and will benefit all families and children served.

EduPlay Sites

EduPlay will be offered at two of the CDS centers; Santiago Canyon College and Santa Ana College during the implementation period. Both centers currently close at **4:00 pm** Monday-Friday and offer extended care from **4:00-6:00 pm**. In addition to the additional two hours of care that are offered each weekday. The centers are available for use Monday-Friday after **6:00 pm**, weekends and during school breaks (winter, spring and summer). The EduPlay service was launched during the summer break of 2013. CDS will be adding the use of two additional centers over the next three to five years. CDS is reconsidering evening care and will desire to ensure sustainability once each center is operational.

EduPlay Resources

There is no adaptation or accommodation needed for EduPlay to use existing centers during late afternoons/early evenings, breaks or weekends. This will be a turnkey process since all classrooms are already set up for the targeted age group.

CDS will continue to use existing staff (program interns and student workers) for EduPlay. It allows the project to utilize staff that are already qualified and trained. The staff will not have sporadic employment due to the short duration of the program breaks and the children will be familiar with the staff. In addition to using current staff, EduPlay will have access to all indoor and outdoor equipment and will only need to replenish disposable goods such as paints, glue, paper, play dough and similar materials as needed. Once the curriculum is completed and ready for implementation, all additional durable and disposable goods will be identified and purchased.

Curriculum Development

A key factor in the EduPlay curriculum development will be to utilize the rich emergent curriculum that already exists and imbed a unique recreational component. This innovative component will be child initiated and age appropriate and will be tested for child satisfaction as part of the development process. This will be accomplished through the use of teacher observation and mini in-class focus groups geared toward the children **2 to 5** years old that will take place during the summer EduPlay offering.

Scholarship or Sliding Fee Scale Model

The detailed plan for the scholarship/sliding fee scale matrix is attached as **Appendix B**. The matrix includes the specific strategies, whose responsible, and the timeline for completion.

Management Plan

Ultimately, the Executive Director, Child Development Services has responsibility and oversight of the EduPlay project and has now taken the lead to move implementation forward. At present she is using the Center Directors at both Santa Ana and Santiago Canyon Colleges as the onsite program management staff when EduPlay is in session. The Executive Director has also enlisted the support of a marketing consultant to guide the marketing plan and an implementation consulting to guide the next steps to full implementation. Over the next 6-8 months the short-term goals will be accomplished and evaluated for viability. The will be developed that will strengthen EduPlay and support the transition to a fully functioning income generating enterprise. The organizational chart at present is shown below:

Operation Plan

The implementation budget will be monitored by the RSCCD Business and Operations Fiscal team conforms to a stringent system of checks and balances to ensure fiduciary integrity with all budgets, purchasing, and expenditures as approved by the Board of Trustees. The EduPlay management team will review monthly expense reports and modify as necessary to ensure accuracy. **Appendix C** describes the operations practice that will be implemented.

EduPlay Branding

Based on the family focus groups, the CDS college centers are perceived as being “only for college faculty and students.” The implication is that the centers are exclusive rather than “low income.” At this point, both CDS and EduPlay in particular must aggressively work toward community branding that builds positive momentum to project’s the overall marketability.

Marketing Implementation

The Marketing Consultant will take the lead to effectively promote EduPlay and the major marketing strategies are divided into short-term and long-term marketing.

1. **Short-Term Marketing**—The development of the core positioning message must be established and will be an integral part of the program’s success. In order to reach our target market, we will have a strong initial launch in the fall of 2013 using:

- Customized Direct Mailings
- Quarterly Open House Events
- Promotional Specials
- Upgraded CDS Webpage that Includes EduPlay
- Child Care Referral Partnerships (HMG and CHS)

2. **Long-Term Marketing**—EduPlay must regularly be promoted itself through varied media in order to gain name recognition and reach the targeted market segment. The primary means for this long-term strategy is through:

- The use of Social Media Venues.
- Advertisements in Community Newspapers, and Workplaces.
- Website exposure with easy online registration.
- Strong viral marketing (word of mouth).

Parent Survey Process

Providing superior customer service and establishing a high rate of client return are important success factors for EdUPlay. The program's effectiveness will be measured by customer satisfaction with the primary methods of distribution being Survey Monkey. This method will provide ease of completion and unfettered responses based on anonymity. The electronic survey will be conducted at least 4 times per year. The revised program application now asked for parental email information to make it easier to contact families for information and survey purposes. Additionally, first time clients will be given a self-addressed stamped postcard

The primary questions to ask are:

1. Are we meeting the family's needs?
2. Are we meeting the children's needs?
3. Are the families satisfied with the service they receive?
4. Are we delivering quality services?
5. Are we meeting the program goals?
6. Are the families satisfied enough to refer family and friends?

Parent Survey Process

The website marketing strategies will also be evaluated by reviewing the monthly SEO report. This report identifies increases in the number of visitors, the bounce rate, visits by city, and landing pages. This information will help us to determine if our website, blog and social media is effective in reaching potential families.

Financial and Sustainability Planning

The grant funds will be used to implement EduPlay by supporting key staff positions and contractors, program materials, marketing materials and activities and initial monies to implement the scholarship/sliding fee scale. The fee schedules for EduPlay are displayed in Appendix A and the grant budget is shown below:

EduPlay implementation Budget (Revised) 2013-2014 (18 months)		
Category	Budgeted Amount	Comments
Management Salary and Benefits	41,040.00	The cost reflects the EduPlay Coordinator's expense (30%) January 2013-December 2013.
Consultants (marketing and implementation)	12,300.00	Implementation Consultant hired in March 2014 and marketing Consultant hired April 2014
Instructional Supplies and Materials	3,000.00	Supplies and materials to support the curriculum modifications
Non Instructional Supplies and Materials	3,000.00	Operational materials such as program printing, office supplies, diapers, etc
Food and Food Supplies	3,000.00	Funds to offset the food service costs for snacks and food handling supplies
Marketing Costs	12,000.00	Flyers, mailers, circulars, etc
Scholarship/ Sliding Fee	24,000.00	Implementation begins June 2014
Indirect Costs (2%)	1,960.00	RSCCD Support Services Percentage
TOTAL		\$100,000.00

Sustainability

The EdUPlay model is designed as a self-sustaining program that is intended in the long-term to contribute to the financial stability of CDS by generating excess revenue. The final report will share the implementation process including changes, recommendations and the outcomes of assumptions. **Appendix D** is the 3 year budget that will include the grant funds, the sliding scale and projected revenue surplus by year.

ⁱ <http://rscdd.edu/Discover-RSCCD>

ⁱⁱ <http://www.naeyc.org/academy/interested/whyaccreditation>

ⁱⁱⁱ <http://www.naeyc.org/files/naeyc/file/policy/state/NAEYCpubpolReport.pdf>

^{iv} 2003 California Child Care Resource and Referral Portfolio Data

^v Shallenbeck, Cornell University, 2005

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

To: Board of Trustees	Date: April 28, 2014
Re: RSCCD Functions/Mapping of Responsibilities Document	
Action: Information	

BACKGROUND

The District converted its organizational structure from a single college/multi-campus district to a multi-college district on July 1, 1997. As part of that restructuring, a document delineating the functional responsibilities of the district and the colleges was developed.

ANALYSIS

The Functions/Mapping of Responsibilities document requires periodic review and revision to ensure that it reflects current structure and practice. The Planning and Organizational Effectiveness Committee recently completed a review of the document and presented that updated document to the District Council on April 21, 2014. The District Council approved the revised document and recommends its adoption.

RECOMMENDATION

This document is presented to the Board as an information item.

Fiscal Impact: None	Board Date: April 28, 2014
Prepared by: John Didion, Exec. Vice Chancellor, Human Res. & Educational Services	
Submitted by: John Didion, Exec. Vice Chancellor, Human Res. & Educational Services	
Recommended by: Raúl Rodriguez, Ph.D., Chancellor	



RSCCD Functions/Mapping of Responsibilities April 28, 2014

This is NOT a comprehensive document of functions/mapping of responsibilities for the Rancho Santiago Community College District. It encompasses only those functions that require a clear distinction between the District and the colleges. Functions that exist solely at the District or at the colleges are not included.

Area 1: Instructional Programs			
Function	District	Santa Ana College	Santiago Canyon College
Program/course development	<ul style="list-style-type: none"> Board of Trustees has final approval of all new program/course curriculums. The District provides supporting research necessary to develop new programs such as labor market analysis and demographics of the community. Contract education may be developed and offered by the District if the colleges decline the opportunity. 	<ul style="list-style-type: none"> Program/course development is the primary focus and responsibility of the college and faculty therein. All new, revised, and deleted programs/courses must follow the college curriculum approval process via the College Curriculum and Instruction Council, which reports to the Academic Senate. The Academic Senate submits an annual letter for Board of Trustees approval every spring. New vocational programs also go through a regional approval process. 	<ul style="list-style-type: none"> Program/course development is the primary focus and responsibility of the college and faculty therein. All new, revised, and deleted programs/courses must follow the college curriculum approval process via the College Curriculum and Instruction Council, which reports to the Academic Senate. The Academic Senate submits an annual letter for Board of Trustees approval every spring. New vocational programs also go through a regional approval process.
Course scheduling	<ul style="list-style-type: none"> The District, in consultation with the colleges, negotiates the instructional calendar with the faculty association. 	<ul style="list-style-type: none"> The college is responsible for developing a schedule of classes that reflect the needs of most students. It is the responsibility of the college CIO, vice presidents, division deans, department chairs, with guidance from the Enrollment Management Committee, to develop a schedule of classes that meets the FTES goals of the college/district in a productive and efficient manner. 	<ul style="list-style-type: none"> The college is responsible for developing a schedule of classes that reflect the needs of most students. It is the responsibility of the college CIO, vice presidents, division deans, department chairs, with guidance from the Enrollment Management Committee, to develop a schedule of classes that meets the FTES goals of the college/district in a productive and efficient manner.
Program review	<ul style="list-style-type: none"> The district research department provides data and guidance that is necessary for program review. 	<ul style="list-style-type: none"> The college, primarily through the Institutional Effectiveness and Assessment Committee and Academic Senate, develops the program review model. The program review model and the review model process are reviewed on a cyclical basis for effectiveness. Each program is reviewed annually with capstone review quadrennially. The results of program review lead to appropriate changes within the program to improve student learning outcomes and achievement. These results inform resource allocation. 	<ul style="list-style-type: none"> The college, primarily through the Educational Master Planning Committee, with guidance from the Office of Institutional Effectiveness and Outcome Assessment and oversight by Academic Senate, develops the program review model and facilitates the program review process. The program review model and the review model process are reviewed on a cyclical basis for effectiveness. Each program is reviewed every three years. The results of program review lead to appropriate changes within the program to improve student learning outcomes and achievement. These results inform resource allocation.

RSCCD Functions/Mapping of Responsibilities

Area 2: Student Services			
Function	District	Santa Ana College	Santiago Canyon College
Admissions	<ul style="list-style-type: none"> Contribute enrollment information for the comprehensive enrollment management reports. 	<ul style="list-style-type: none"> Contribute enrollment information for the comprehensive enrollment management reports ensuring compliance with relevant sections of the Education Code and Title 5. Ensure application and student enrollment data is complete, correct, determine residency, and enforce CAP status, MIS Data Element accuracy. Oversee implementation of state and local academic policies as related to enrollment services processing and infrastructure monitoring. 	<ul style="list-style-type: none"> Provide oversight for enrollment data used in-state reporting: MIS and 320. Maintains accuracy of data for MIS reporting. Maintain auditable applications, registration, attendance and apportionment files for the annual audit review. Ensure compliance with relevant sections of the Education Code and Title 5 Review and suggest updates to Board Policies and Administrative Regulations.
Records	<ul style="list-style-type: none"> The Risk Management Department reviews legal sufficiency of subpoenas and judicial orders for student records. 	<ul style="list-style-type: none"> Manage all student records, evaluations of transcripts, petitions and waivers, including imaging and storage. Oversee and/or process grade changes, Admissions and Grade petitions, probation and dismissals. Manage and maintain faculty records, rosters, attendance and grade reporting which includes imaging and storage. Oversee the academic standing process and loss of enrollment priority per the Student Success & Support Act. Review record retention policies on an annual basis and archive student records accordingly. Evaluate academic records and issue diplomas, degrees and certificates of completion Prepare graduation reports for Board approval. Evaluate/certify student eligibility for athletes and veterans. Process subpoenas and judicial court orders for copies of students' academic records. 	<ul style="list-style-type: none"> Provides the management, evaluation, scanning, imaging, and achieving student academic records. Manage evaluations of all "in-house" and incoming transcripts from other institutions for course enrollment, financial aid, graduation, and transfer purposes. Maintain auditable admissions, attendance, and transcript files. Oversee the academic standing process and loss of enrollment priority per the Student Success & Support Act. Review record retention policies on an annual basis and archive student records accordingly. Evaluate academic records and issue diplomas, degrees and certificates of completion. Prepare graduation reports for Board approval. Evaluate/certify student eligibility for athletes and veterans. Process subpoenas and judicial court orders for copies of students' academic records.
Outreach	<ul style="list-style-type: none"> Public Affairs/Publications coordinates marketing activities and media outreach 	<ul style="list-style-type: none"> Support collaboration and recruitment between local high schools and college. Collaborate with Admissions, Counseling, and Testing to provide matriculation services prior to the fall semester. 	<ul style="list-style-type: none"> Support collaboration and recruitment between local high schools and college. Collaborate with Admissions, Counseling, and Testing to provide matriculation services prior to the fall semester.
International Students	<ul style="list-style-type: none"> Public Affairs/Publications supports marketing activities and media outreach 	<ul style="list-style-type: none"> Maintain the infrastructure for an international student program. Annually update the International Student Business Plan. 	<ul style="list-style-type: none"> Maintain the infrastructure for an international student program. Annually update the International Student Business Plan.

Area 2: Student Services

Function	District	Santa Ana College	Santiago Canyon College
		<ul style="list-style-type: none"> • Provide orientation, insurance and program services for International students. 	<ul style="list-style-type: none"> • Provide orientation, insurance and program services for International students.
Financial Aid	<ul style="list-style-type: none"> • Accounting completes a portion of the FISAP and MIS reports, manages program accounts, mails disbursements, performs monthly reconciliation with IFAS, invoices and recovers overpayments and over-awards to students, balances monthly expenditures with Student Placement, manages the Perkins portfolio and handles fraud and forgery issues. • ITS generates checks for disbursements, runs numerous financial aid reports, and provides technical support in creating new required types of reports and interfaces with the mainframe on Datatel and PowerFaid. 	<ul style="list-style-type: none"> • Process financial aid applications and corrections, perform needed analysis to derive an EFC. • Perform verifications and analyze tax returns. • Implement state and federal assistance programs. • Complete FISAP and submit to Department of Education. • Process all BOGWs. • Conduct workshops and exit counseling for student loans. • Process FFELP loans through lenders and guarantee agencies, prepare loan checks for disbursement and reconcile at appropriate intervals. • Calculate and process Title IV refunds and over-award repayments. • Use professional judgment for special circumstances and dependency overrides. • Retrieve FAFSA applicants from Central Processor, notify students with required documents and transmit corrections to electronic ISIR records. • Manage the Web Grant system for Cal Grants B and C. • Create Disbursement Schedule, Award Policy, Student Budget, SAP policy and maintain the Policy and Procedure Manual. • Manage the program funds associated with the awarding of financial aid. Complete the FISAP, COD, MIS reports and reconciles all funds. Coordinate the enrollment file, SSCR, Clearing House and GPA verification transmittal with ITS. • Maintain financial aid records associated with program reviews and audits (MIS, enrollment and graduation). • Prepare and submit periodic reports to public agencies. • Monitor and comply with federal and state financial aid regulations and Title IV regulations. 	<ul style="list-style-type: none"> • Process Financial Aid applications and corrections, perform needed analysis to derive an EFC. • Perform verifications and analyze tax returns. • Implement state and federal assistance programs. • Complete FISAP and submit to the Department of Education. • Process all BOGWs. • Conduct workshops and exit counseling for student loans. • Process FFELP loans through lenders and guarantee agencies, prepare loan checks for disbursement and reconcile at appropriate intervals. • Calculate and process Title IV refunds and over-award repayments. • Use professional judgment for special circumstances and dependency overrides. • Retrieve FAFSA applicants from the Central Processor, notify students with required documents and transmit corrections to electronic ISIR records. • Manage the Web Grant system for Cal Grants B and C. • Create Disbursement Schedule, Award Policy, Student Budget, SAP policy and maintain the Policy and Procedure Manual. • Manage the program funds associated with the awarding of financial aid. Complete the FISAP, COD, MIS reports and reconciles all funds. Coordinate the enrollment file, SSCR, Clearing House and GPA verification transmittal with ITS. • Maintain financial aid records associated with program reviews and audits (MIS, enrollment and graduation). • Prepare and submit periodic reports to public agencies. • Monitor and comply with federal and state financial aid regulations and Title IV regulations.
Health Services	<ul style="list-style-type: none"> • Human Resources monitors TB testing requirements for faculty, staff and volunteers. • Risk Management reviews student, visitor and staff injury reports. 	<ul style="list-style-type: none"> • Provide ambulatory care services to students. • Partner with the Orange County Health Care Agency to ensure appropriate notification to OCHCA Epidemiology for on campus TB exposures including staff testing, student notification and quarantine. 	<ul style="list-style-type: none"> • Provide ambulatory care services to students. • Partner with the Orange County Health Care Agency to ensure appropriate notification to OCHCA Epidemiology for on campus TB exposures including staff testing, student notification and quarantine.

Area 2: Student Services

Function	District	Santa Ana College	Santiago Canyon College
	<ul style="list-style-type: none"> Risk Management refers employees who are included in the district’s Bloodborne Pathogens Program and who elect to receive the Hepatitis-B vaccine to the Health Center to receive their shots. Risk Management pays for the cost of the vaccine. 	<ul style="list-style-type: none"> Provide assessment of student, visitor and staff injuries, submit incident reports and document injury report. Refer injuries as appropriate to workers’ compensation providers or Student Insurance Comply with CA State mandated reporting of disease and conditions listed on Confidential Morbidity Report Co-sponsor campus-wide health events, e.g., blood drives 	<ul style="list-style-type: none"> Provide assessment of student, visitor and staff injuries, submit incident reports and document injury report. Refer injuries as appropriate to workers’ compensation providers or Student Insurance Comply with CA State mandated reporting of disease and conditions listed on Confidential Morbidity Report Co-sponsor campus-wide health events, e.g., blood drives.
Community Services	<ul style="list-style-type: none"> Provide information on economic development programs to community services for inclusion in program materials. 	<ul style="list-style-type: none"> Provide a fee-based, self-supporting, not-for-credit program of educational and recreational class offerings designed to complement the college's credit and non-credit course offerings curriculums. Maintain coordination between sister college programs. Develop plan for on-going assessment of community needs at both colleges service area. 	<ul style="list-style-type: none"> Provide a fee-based, self-supporting, not-for-credit program of educational and recreational class offerings designed to complement the college's credit and non-credit course offerings curriculums. Maintain coordination between sister college programs. Develop plan for on-going assessment of community needs at both colleges service area.
Student Life and Leadership	<ul style="list-style-type: none"> Provide opportunities for student input on participatory governance committees. Provide an advisory vote for a student on Board of Trustees. Receive regular reports from the colleges’ ASG presidents at Board of Trustees meetings. 	<ul style="list-style-type: none"> Collaborate with campus community to implement leadership programs focusing on intellectual, social and leadership development. Provide advisory role to student clubs and organizations through the Inter-Club council. Promote district wide efforts to encourage voter registration. 	<ul style="list-style-type: none"> Collaborate with campus community to implement leadership programs focusing on intellectual, social and leadership development. Provide advisory role to student clubs and organizations through the Inter-Club council. Promote district wide efforts to encourage voter registration.

Area 3: Human Resources

Function	District	Santa Ana College	Santiago Canyon College
Human Resources	<ul style="list-style-type: none"> • Manage employee recruitment activities and oversee selection processes. • Review minimum qualifications/equivalency determinations for all assignments. • Train EEO Monitors, monitor screening committee membership, applicant pool diversity, orient screening committee, review screening criteria and interview questions. • Conduct prescreening testing. • Make employment offers and determine salary placement • Process applicant for employment. • Conduct new employee orientations. • Investigate complaints of illegal discrimination and sexual harassment • Manage Unemployment Insurance claims • Maintain official personnel files and records • Monitor all employee assignments for compliance with relevant contractual provisions, statutes and regulations • Manage assignment, classification, compensation, leaves, reasonable accommodations requests, transfer, layoff, discipline and separation. • Submit personnel actions to Board of Trustees for approval. 	<ul style="list-style-type: none"> • Submit personnel requisition to initiate hiring. • Formulate selection committee using hiring procedures. • Establish selection criteria/interview questions. • Conduct paper screening, interviews, and reference checks. • Recommend finalist. • Select candidate. • Submit status change to human resources to hire. 	<ul style="list-style-type: none"> • Submit personnel requisition to initiate hiring. • Formulate selection committee using hiring procedures. • Establish selection criteria/interview questions. • Conduct paper screening, interviews, and reference checks. • Recommend finalists. • Select candidate. • Submit status change to human resources to hire.
Employer-Employee Relations	<ul style="list-style-type: none"> • Conduct negotiations on successor agreements or re-openers with individual unions. • Develop and sunshine bargaining proposals • Administer union contracts • Advise and support managers on issues related to employee evaluation, grievances and discipline. 	<ul style="list-style-type: none"> • Administer union contracts in accordance with the agreements. • Facilitate intra-college communication, especially on single college or single site issues. • Provide information about staff recognitions and achievements. 	<ul style="list-style-type: none"> • Administer union contracts in accordance with the agreements. • Facilitate intra-college communication, especially on single college or single site issues. • Provide information about staff recognitions and achievements.

Area 3: Human Resources

Function	District	Santa Ana College	Santiago Canyon College
Risk Management	<ul style="list-style-type: none"> • Administer property/liability, workers' compensation, student insurance and other insurance programs. • Administer claims filed against the District. • Investigate and adjust-complaints regarding regulatory issues such as Title IX and Section 504 • Provide certificates of insurance for district functions and contractual requirements. • Coordinate response to subpoenas for records. • Monitor incident reports to insure district safety issues are addressed and corrected if needed. • Monitor driving records of any employee and/or student who drives on behalf of the District. • Review insurance requirements, hold harmless and indemnification requirements of vendors and third parties • Administer the District's AED program • Conduct ergonomic evaluations of employee workstations • Provide guidelines and/or training programs to ensure compliance with Environmental Health and Occupational Safety, Hazardous Materials Management, Hazardous Waste Management, Laboratory Safety, and other regulatory requirements • Support safety and emergency preparedness activities at the colleges 		
Benefits	<ul style="list-style-type: none"> • Maintain documentation on employee and retiree benefits. • Oversee annual Open-Enrollment process. • Conduct benefit orientation meetings. • Provide educational programs on retirement, health and welfare. • Serve as liaison between employees, broker, and insurance carrier regarding insurance related issues. • Coordinate Joint Benefits Committee meetings. • Manage COBRA notices. • Support campuses in times of crisis with EAP services. 		

Area 4: Fiscal & Administrative Services

Function	District	Santa Ana College	Santiago Canyon College
Bookstores	<ul style="list-style-type: none"> Initiate capital projects and building improvements to enhance and expand existing facilities in response to the expanding needs of the District. 	<ul style="list-style-type: none"> Provide educational tools to serve students and staff including textbooks, course supplies and office supplies. Initiate and coordinate with faculty the acquisition of textbooks, supplies and material required for instruction. Conduct year-round buy back of used books. Purchase supplies and emblematic clothing and soft goods to meet the needs of students and the college community. Order announcements and graduation attire. Maintain bookstore accounts receivable records for special programs (EOPS, Department of Rehabilitation, Scholarships, Veterans and Associated Student Government). Operate and maintain convenience store and vending machines. 	<ul style="list-style-type: none"> Provide educational tools to serve the students and staff including textbooks, course supplies and office supplies. Initiate and coordinate with faculty the acquisition of textbooks, supplies and material required for instruction. Conduct year-round buy back of used books. Purchase supplies and emblematic clothing and soft goods to meet the needs of students and the college community. Order announcements and graduation attire. Maintain bookstore accounts receivable records for special programs (EOPS, Department of Rehabilitation, Scholarships, Veterans and Associated Student Government). Operate and maintain convenience store and vending machines.
Food Services	<ul style="list-style-type: none"> Provide contract management of campus dining and catering services, vending services (beverage and snack), and general support services to the District Office, colleges, sites, centers and child development centers. 	<ul style="list-style-type: none"> Provide food service to meet needs of students, faculty/staff including catering for district/college sponsored events, and special services to accommodate community and student sponsored events. Receive suggestions and complaints from students and staff. 	<ul style="list-style-type: none"> Receive suggestions and complaints from students and staff.
Cashier's Offices	<ul style="list-style-type: none"> Maintain internal controls and fraud prevention systems for cashiering locations. 	<ul style="list-style-type: none"> Collect enrollment fees and process refunds for registration, parking, health, IDs, materials and non-resident tuition. Maintain student accounts as they relate to student registration and enrollment. Process photo IDs and collect fees. Process billing for student tuition and scholarships (Veterans, Active Military, Department of Rehabilitation, Journalism, EOPS, Employment Development Department, PSI Business Seminars, Fire Academy, Criminal Justice Academy). Setup and maintain deferred tuition payments and audit billing for non-resident tuition and fees. Disburse gas cards and bus passes for special projects. Direct phone and counter support for inquiries related to registration, administrative holds and billings. Collect funds for returned checks for all Auxiliary Funds. Apply financial aid awards to student accounts and process remaining balances as a credit balance. 	<ul style="list-style-type: none"> Collect enrollment fees and process refunds for registration, parking, health, IDs, material fees, non-resident tuition. Maintain student accounts as they relate to student registration and enrollment. Process photo IDs and collect fees. Process billing for student tuition and scholarships (Veterans, Active Military, Department of Rehabilitation, Journalism, EOPS, Employment Development Department, PSI Business Seminars and Apprenticeship programs). Setup and maintain deferred tuition payments and audit billing for non-resident tuition and fees. Disburse gas cards and bus passes for special projects. Direct phone and counter support for inquiries related to registration, administrative holds and billings. Collect funds for returned checks for all Auxiliary Funds. Apply financial aid awards to student accounts and process remaining balances as a credit balance.

Area 4: Fiscal & Administrative Services

Function	District	Santa Ana College	Santiago Canyon College
<p>Student Business Office</p>	<ul style="list-style-type: none"> • Ensure compliance with accounting and documentation standards to control receipt and disbursement of funds. • Confers and meets with associated student government, faculty and administration in the development of budgets under the auspices of Auxiliary Services and provides financial guidance relevant to expenditures and budget administration. • Confers and coordinates with VP's of Administrative Services at each college, the Assistant Vice Chancellor of Fiscal Services and the independent external auditors. 	<ul style="list-style-type: none"> • Serve as Accounts Payable department for Auxiliary Funds. • Process payments of all invoices, purchase orders and reimbursements and verify proper documentation. • Collect and process deposits for all funds, issue receipts and classify accounts for input in Datatel Accounting system. • Reconcile bank accounts for all Auxiliary Funds. • Manage Golden State Scholarships and 529 College Savings Plans • Disburse Financial Aid hold checks and reissue special program checks including AmeriCorps, Golden State Scholarship and Chaffey grant checks. • Sell staff parking permits, gate and elevator cards. • Collect non-registration fees: lab breakage, library fines, testing, Continuing Education Division fees, custodial supplies, lost keys, ELA and Planetarium income. • Collect, reconcile and monitor daily parking dispenser and parking citation revenue. • Coordinate with District Safety regarding the maintenance and servicing of parking meter dispensers, ordering of supplies and procurement of new equipment and upgrades. • Sell discounted movie theatres, amusement parks and other entertainment tickets and reconcile invoices. • Maintain and update the secure RSCCD employee intranet online ticket store. • Disburse change funds for college events and fundraisers. • Maintain and file monthly/quarterly sales and use tax. • Process payments for International Student Program. • Distribute and interpret financial statements to departments. • Perform accounting functions for a variety of assigned accounts and monitors expenditures. • Oversee and manage remote surveillance systems for retail and cash operations. 	<ul style="list-style-type: none"> • Serve as Accounts Payable department for Auxiliary Funds. • Process payments of all invoices, purchase orders and reimbursements and verify proper documentation. • Collect and process deposits for all funds, issue receipts and classify accounts for input in Datatel Accounting system. • Reconcile bank accounts for all Auxiliary Funds. • Manage Golden State Scholarships and 529 College Savings Plans • Disburse Financial Aid hold checks and reissue special program checks including AmeriCorps, Golden State Scholarship and Chaffey grant checks. • Sell staff parking permits, gate and elevator cards. • Collect non-registration fees: lab breakage, library fines, testing, Continuing Education Division fees, custodial supplies, lost keys, ELA and Planetarium income. • Collect, reconcile and monitor daily parking dispenser and parking citation revenue. • Coordinate with District Safety regarding the maintenance and servicing of parking meter dispensers, ordering of supplies and procurement of new equipment and upgrades. • Sell discounted movie theaters, amusement parks and other entertainment tickets and reconcile invoices. • Maintain and update the secure RSCCD employee intranet online ticket store. • Disburse change funds for college events and fundraisers. • Maintain and file monthly/quarterly sales and use tax. • Process payments for International Student Program. • Distribute and interpret financial statements to departments . • Perform accounting functions for a variety of assigned accounts and monitors expenditures. • Oversee and manage remote surveillance systems for retail and cash operations.

Area 4: Fiscal & Administrative Services

Function	District	Santa Ana College	Santiago Canyon College
Contracts	<ul style="list-style-type: none"> • Use the Contracts Review Checklist for District contracts to ensure appropriate terms and conditions are included. • Determine the need for legal advice on contract issues. Serve as liaison between the District and outside legal counsel on contractual issues. • Maintain appropriate case files and records for contracts. 	<ul style="list-style-type: none"> • Use the Contracts Review Checklist for college contracts to ensure appropriate terms and conditions are included. • Assess the product/ service provided to determine if it is in compliance with the requirements specified in the contract. • Maintain at the college appropriate case files and records for contracts from the colleges. 	<ul style="list-style-type: none"> • Use the Contracts Review Checklist for college contracts to ensure appropriate terms and conditions are included. • Assess the product or service provided to determine if it is in compliance with the requirements specified in the contract. • Maintain at the college appropriate case files and records for contracts from the colleges.
Foundations	<ul style="list-style-type: none"> • Conduct programs and activities that support the District’s economic development programs. 	<ul style="list-style-type: none"> • Provide comprehensive program of educational philanthropy and provide staff support to board of directors. • Implement fundraising activities to generate revenues for specific college needs including: scholarships, capital campaigns, college endowments, annual giving opportunities, special events, planned gifts, corporate contributions, outreach to special targeted groups, and development of community centered fund-raising opportunities. • Monitor the foundation’s investment portfolio, gift receipting and tracking process, donor recognition programs, and compliance with state and federal audit regulations. 	<ul style="list-style-type: none"> • Provide comprehensive program of educational philanthropy and provide staff support to board of directors. • Implement fundraising activities to generate specific college needs including: scholarships, capital campaigns, college endowments, annual giving opportunities, special events, planned gifts, corporate contributions, outreach to special targeted groups, and development of community centered fund-raising opportunities. • Monitor the foundation’s investment portfolio, gift receipting and tracking process, donor recognition programs, and compliance with state and federal audit regulations.
Facilities Planning and District Support Services	<ul style="list-style-type: none"> • Develop and submit the District’s Five Year Construction Plan pursuant to State Education Code. • Oversee and coordinate the planning of capital outlay projects. • Define need, develop scope of work and provide a budget for all state-funded Scheduled Maintenance and Hazardous Materials projects as well as locally-funded Facility Modification projects. • Coordinate the screening and hiring for architects, engineers, space planners, and environmental consultants. • Provide technical assistance and support for the planning and development of all facility projects. • Keep abreast and up-to-date on major facility planning issues and provide input regarding the development of facilities to meet long term needs and modern educational delivery systems. • Liaison in the planning and development of facilities with 	<ul style="list-style-type: none"> • Serve as district liaison on college committees dealing with facility planning and development. • Facilitate input, revisions, and updates of the college’s Facility Master Plan. • Provide technical expertise to faculty, staff and administration in the planning of facilities to meet the educational needs of the community. • Develop college facilities master plan based on the requirements specified in the educational master plan. • The Administrative Services Department serves as the liaison between college divisions and departments and the district staff in the development and implementation of major facilities projects. • Review the facilities inventory and submits changes to the district staff. • Maintain, manage and continue to upgrade the building automation systems as funding and technology becomes 	<ul style="list-style-type: none"> • Serve as district liaison on college committees dealing with facility planning and development. • Facilitate input, revisions, and updates of the college’s Facility Master Plan. • Provide technical expertise to faculty, staff, and administration in the planning of facilities to meet the educational needs of the community. • Develop college facilities master plan based on the requirements specified in the educational master plan. • The Administrative Services Department serves as the liaison between college divisions and departments and the district staff in the development and implementation of major facilities projects. • Review the facilities inventory and submits changes to the district staff. • Maintain, manage and continue to upgrade the building automation systems as funding and technology becomes available. Systems shall be designed and installed to

Area 4: Fiscal & Administrative Services

Function	District	Santa Ana College	Santiago Canyon College
	<p>planning, construction, regulatory compliance, and environmental review agencies.</p> <ul style="list-style-type: none"> • Develop and update architectural standards for facility development. • Negotiate and review property and facilities leases. • Develop bid specifications, bid awards, construction, and implementation of major construction and renovation.. • Do long-range planning to maximize efficient use of facilities for all district sites. • Maintain all documentation relating to facilities(blueprints; bid and construction documents; transition to an automation system of CADD drawings; and setting standards for work performed). • Apply and maintain all operational permits required by state, local or national regulations. • Develop and update building and construction specifications, and monitor facility standards for new construction and remodel projects. • Provide technical assistance on matters that relate to building maintenance, grounds or custodial service. 	<p>available. Systems shall be designed and installed to provide support while maximizing efficient use of energy.</p>	<p>provide support while maximizing efficient use of energy.</p>
Facilities and Grounds Maintenance	<ul style="list-style-type: none"> • Coordinate facility operation for the District Office including custodial services, grounds, building maintenance, and miscellaneous service contract providers. 	<ul style="list-style-type: none"> • Conduct on-going and direct responsibility for maintenance and operation of facilities. • Issue all building, furniture, and equipment keys and maintaining an inventory of all keys distributed. • Repair and maintain college landscaping in addition to athletic fields. This includes all plants, trees, irrigation systems, parking lots, walkways and roadways within the college. 	<ul style="list-style-type: none"> • Conduct on-going and direct responsibility for maintenance and operation of facilities. • Issue all building, furniture, and equipment keys and maintaining an inventory of all keys distributed. • Repair and maintain college landscaping in addition to athletic fields. This includes all plants, trees, irrigation systems, parking lots, walkways and roadways within the college.
Budget	<ul style="list-style-type: none"> • Formulate annual budget assumptions for review and discussion at Fiscal Resources Committee (FRC) and recommendations are taken to the Chancellor for approval by the Board of Trustees. • Establish the revenue budgets and regular personnel expenditure budgets. Provide campuses with their remaining ongoing and one-time carryover allocations. • Prepare and coordinate information for the FRC. 	<ul style="list-style-type: none"> • From appropriated revenues in the Budget Allocation Model, allocate college budget to departments, disciplines and programs. • Produce monthly financial report comparing actual expenditures to budget and for the management of its total allocated budget. • Consolidate and submit annual college budget request to the District. 	<ul style="list-style-type: none"> • From appropriated revenues in the Budget Allocation Model, allocate college budget to departments, disciplines and programs. • Produce monthly financial report comparing actual expenditures to budget and for the management of its total allocated budget. • Consolidate and submit annual college budget request to the District.

Area 4: Fiscal & Administrative Services

Function	District	Santa Ana College	Santiago Canyon College
	<ul style="list-style-type: none"> • Coordinate budget preparation and augmentations with the Resource Development for categorical programs/ grants. • Coordinate budget preparation and funds availability with Facilities for the bonds and capital outlay budgets. • Monitor and revise the budget, as needed. • Prepare the Tentative and Adopted Budget books and present them to the Board of Trustees. • Produce monthly revenue and expenditure projections. • Produce monthly financial budget comparison reports. • Prepare forecasts and cost estimations for collective bargaining purposes. • Monitor and provide backfill for classified vacancies. • Comply with external reporting requirements. 	<ul style="list-style-type: none"> • Monitor and revise the budget as needed. • Initiate any requirements for new accounts or changes in allocations to accounts that do not affect the overall college budget. 	<ul style="list-style-type: none"> • Monitor and revise the budget as needed. • Initiate any requirements for new accounts or changes in allocations to accounts that do not affect the overall college budget.
Fiscal Services	<ul style="list-style-type: none"> • Act as a resource to campus and district personnel for any fiscal issues. • Prepare quarterly financial and investment reports for Board of Trustees. • Monitor cash balances to assure liquidity and diversify funds for better market yield when appropriate. • Prepare monthly cash flow statements for General Fund. • Ensure all financial reports are completed accurately and filed timely. • Monitor arbitrage calculations for bond proceeds. • Provide for bi-annual actuarial studies on workers' compensation, property and liability, and retiree benefits obligations. • Prepare and submit annual continuing disclosure documents for bond issuances. • Prepare monthly bond expenditures reports. • Prepare and coordinate information for the Bond Oversight Committee. • Ensure all district accounts and funds undergo annual independent audit. Follow-up and resolve audit issues. • Present the audit reports to the Board Fiscal & Audit Review Committee. • Monitor federal, state, and local law changes and revise practices and procedures as necessary for compliance. 	<ul style="list-style-type: none"> • Responsible for informing the District when a service or product has been received from a vendor and that it meets requirements. This contributes to the timeliness of payment to the vendor. • Accountable for the timeliness of expenditures so that products and services are received the same fiscal year they are booked. 	<ul style="list-style-type: none"> • Responsible for informing the District when a service or product has been received from a vendor and that it meets requirements. This contributes to the timeliness of payment to the vendor. • Accountable for the timeliness of expenditures so that products and services are received the same fiscal year they are booked

Area 4: Fiscal & Administrative Services

Function	District	Santa Ana College	Santiago Canyon College
	<ul style="list-style-type: none"> • Prepare financial reports and forecasts as requested. 		
Accounting	<ul style="list-style-type: none"> • Interact with program directors, government agencies and external auditors on compliance and audit issues. • Prepare internal reports for Board of Trustees & users. • Prepare financial reports for submission to the State and Orange County Department of Education. • Prepare Comprehensive Annual Financial Report as required by and in accordance with the Governmental Accounting Standards Board and generally accepted accounting principles. • Perform reconciliation procedures for district activities with the Orange County Department of Education and all district bank accounts. • Maintain Chart of Accounts, general ledger, subsidiary ledgers and special journals. • Receive and allocate district revenues from local, state and federal sources. • Process budgets, verify and monitor expenditures to ensure compliance with all regulations. • Prepare categorical program financial reports. • Provide capital asset summary and support schedules based on established capitalization and depreciation policies in conformity with generally accepted accounting principles. • Disburse financial aid payments and maintain ledgers. • Provide support, bookkeeping services and financial reporting to the District Foundation. 	<ul style="list-style-type: none"> • Maintain student financial aid records. • Responsible for ensuring product or service rendered by an outside party is received and in working order before authorizing payment. 	<ul style="list-style-type: none"> • Maintain student financial aid records. • Responsible for ensuring product or service rendered by an outside party is received and in working order before authorizing payment.
Payroll	<ul style="list-style-type: none"> • Collect, prepare and process timely and accurate payroll, payroll taxes and retirement information for all district employees, including retroactive payments, contract changes, and corrections. • Analyze Human Resources, Risk Management and other source documents to ensure proper payments, taxation and withholdings. • Process and maintain records of employee voluntary deductions and remittances. 	<ul style="list-style-type: none"> • Prepare time sheets for all hourly staff, including student assistants, utilized by the college and submit them to district Payroll for processing. • Submit completed paper and electronic absence forms to payroll for processing. 	<ul style="list-style-type: none"> • Prepare time sheets for all hourly staff, including student assistants, utilized by the college and submit them to district Payroll for processing. • Submit completed paper and electronic absence forms to payroll for processing.

Area 4: Fiscal & Administrative Services

Function	District	Santa Ana College	Santiago Canyon College
	<ul style="list-style-type: none"> • Balance and process accruals and usage of all leave types (sick, vacation, etc.) verifying compliance with education code requirements and union agreements. • Assure payroll compliance with federal and state regulations and district policies and procedures. • Audit, reconcile and file annual, quarterly, and monthly reports to federal and state agencies including, W-2 forms, W-2C forms, 1099 forms, 941 forms, DE43 forms, etc. • Process and reconcile employee insurance benefit payments for full-time employees, domestic partners, retirees and COBRA. • Oversee third party administration of 403B & 457 plans. • Assist departments to calculate budget for new positions. • Keep updated with changes in accounting, tax and retirement law regulations. • Prepare/update the Payroll and Desk Procedures Manuals. • Prepare and provide necessary schedules, documentation and files to internal/external auditors. 		
<p>Electronic Financial System Management</p>	<ul style="list-style-type: none"> • Assess current processes, procedures and reporting needs including process mapping. • Record level security classes for various roles and assign employees to appropriate roles. • Determine approvers for all departments and assign users to appropriate departments and approvers. • Update chart of accounts, including account components, subcomponents and account strings. • Work with ITS to add new users into the system with appropriate security classes. • Work with ITS to develop reports to accommodate end-users and external reporting requirements. • Determine customization, third party software and other needs in addition to the standard Datatel system. • Test system including various scenarios, module to module and live simulation testing. Identify and resolve problems that arise. • Train end-users in the new financial system, including purchase requisition, general ledger/budget, approvals and 	<ul style="list-style-type: none"> • Provide input for reporting and training needs. 	<ul style="list-style-type: none"> • Provide input for reporting and training needs.

Area 4: Fiscal & Administrative Services

Function	District	Santa Ana College	Santiago Canyon College
	introduction and navigation training.		
Accounts Payable	<ul style="list-style-type: none"> • Process for payment the general obligations in accordance with state and federal laws, education code, district policies/ procedures and audit practices. • Ensure the accuracy, completeness and appropriateness of payments made to outside vendors and to staff for expense reimbursements. • Process payments to students for grants, tuition refunds, stipends and other reimbursements. • Disseminate and interpret district, state and federal regulations related to accounts payable functions. • Maintain relationships with vendors through timely and accurate payment and respond to inquiries. • Monitor timing of payments to take discounts, maintain satisfactory credit ratings and avoid or minimize interest expense and penalties. • Establish and maintain vendor records and archiving of files in accordance with county, local and state requirements and IRS regulations. • Prepare and provide necessary schedules, documentation and files to internal/external auditors. • Maintain effective relationships with the OC Department of Education personnel and departments. • Coordinate accounts payable activities with the Purchasing, warehouse and receiving departments. • Prepare, remit, reconcile and file reports to federal and state agencies (1042, 1042-S and DE542). • Prepare and file miscellaneous income tax forms. • Perform Taxpayer Identification Number (TIN) matching of 1099 payee information against IRS records to avoid B-Notices, decrease backup withholding & penalty, and reduce errors. 	<ul style="list-style-type: none"> • Notifies district accounting that the product or service has satisfactorily been received and that payment for that product or service can be made. 	<ul style="list-style-type: none"> • Notifies district Accounting that the product or service has satisfactorily been received and that payment for that product or service can be made.

Area 4: Fiscal & Administrative Services

Function	District	Santa Ana College	Santiago Canyon College
Enrollment Management	<ul style="list-style-type: none"> • Prepare and obtain certification for the apportionment attendance reports (CCFS-320) and the apprenticeship attendance reports (CCFS-323) by Fiscal Services. • Develop analysis, historical performance trends, and projections compared to the annual targets as requested by the campuses. • Oversee the adequacy of record retention to support the audit trail. • Prepare documents and reports as required or requested by State agencies or district personnel working in collaboration with campus personnel. 	<ul style="list-style-type: none"> • Identify needed revisions to the college projections and collaborate on the suggested changes. • Provide guidance relative to new and revised education code sections and regulations; assure adequacy of record retention. • Coordinate the college portions of streamlining reporting and reducing the labor content; collaborate on system conversion related to attendance. • Assure that the methods of collecting attendance and reporting comply with the education code, regulations, advisories and related publications. 	<ul style="list-style-type: none"> • Identify needed revisions to the college projections and collaborate on the suggested changes. • Provide guidance relative to new and revised education code sections and regulations; assure adequacy of record retention. • Coordinate the college portions of streamlining reporting and reducing the labor content; collaborate on system conversion related to attendance. • Assure that the methods of collecting attendance and reporting comply with the education code, regulations, advisories and related publications.
ITS - Academic Support	<ul style="list-style-type: none"> • Provide site-licensed operating system and business application software supported by Application systems • Provide technical expertise of hardware/software specifications and approve purchases to ensure they meet district standards • Provide desktop, mobile device, wireless connectivity support for campus students and employees. • Develop system and maintain inventory of hardware and software • Provide low level technical assistance to employees • Coordinate and communicate college needs with Networking, Application Development, and Web Development. • Support technical needs of classroom instruction 	<ul style="list-style-type: none"> • Provide training for faculty on using equipment and software • Purchase/upgrade instructional software and equipment for faculty • Fund technical training(s) for district technician(s) on unique instructional software/hardware • Provide technical assistance to faculty, staff, and students on an as-needed basis • Work with Media Systems department to support classrooms and online instruction. • Procure and maintain academic servers. • Purchase miscellaneous IT supplies, such as toner cartridges for hardware. 	<ul style="list-style-type: none"> • Provide training for faculty on using equipment and software • Purchase/upgrade instructional software and equipment for faculty • Responsible for funding technical training(s) for district technician(s) on unique instructional software/hardware • Provide technical assistance to faculty, staff, and students on an as-needed basis • Work with Media Systems department to support classrooms and online instruction. • Procure and maintain academic servers • Purchase miscellaneous IT supplies, such as toner cartridges for hardware.
ITS - Application Systems	<ul style="list-style-type: none"> • Maintain the Ellucian Enterprise Resource System • Support Ellucian third party vendor applications • Apply/maintain Ellucian and third party updates • Ensure data availability, quality and consistency by provide for ease of access and analysis • Develop ERP and third party enhancements and customizations for usability, planning and budgeting • Develop and maintain web services for students and faculty via the Ellucian product, WebAdvisor • Comply with mandated MIS and Federal reporting. • Migrating system applications hosted in older servers to 	<ul style="list-style-type: none"> • Review/update college/department specific parameters for reporting. • Supply assistance for web services, such as Blackboard. 	<ul style="list-style-type: none"> • Review/update college/department specific parameters for reporting. • Supply assistance for web services, such as Blackboard.

Area 4: Fiscal & Administrative Services

Function	District	Santa Ana College	Santiago Canyon College
	<p>newer servers with more current versions of operating systems and database engines</p> <ul style="list-style-type: none"> Support Black Board Course Management Systems 		
ITS - Network Administration	<ul style="list-style-type: none"> Procure and maintain virtual and physical servers for academic and administrative needs. Design, implement and maintain the Wide Area Network including physical infrastructure and core network equipment Design, implement and maintain the Local Area Network including the physical infrastructure and building network equipment. Design, implement and maintain Wireless Network. Develop mechanisms to manage network growth and internet bandwidth usage Develop mechanisms for safe and reliable network, e.g. firewalls, antivirus, intrusion systems Responsible for backups of enterprise and departmental systems Design, implement, and maintain the Voice Over Internet Protocol (VOIP) phone system Responsible for the email services, and products related to email such as spam prevention. Provide secure remote access to our network. Design, implement, and maintain Video Surveillance System. 	<ul style="list-style-type: none"> College Help Desk receives all college related technology problems. Academic Support reassigns or works with the ITS network team to resolve the issue. Identify network issues and collaborate with network administration for resolutions. (Examples are network switches, infrastructure cable, wireless access, Blackboard, bandwidth, and phone matters) Identify technology expansion requirements with college staff. Relate needs to the ITS network administration to determine solutions. Maintain communication with district ITS staff to meet the needs of the colleges related to new buildings, staffing issues and vendor support. 	<ul style="list-style-type: none"> College Help Desk receives all college related technology problems. Academic Support reassigns or works with the ITS network team to resolve the issue. Identify network issues and collaborate with network administration for resolutions. (Examples are network switches, infrastructure cable, wireless access, Blackboard, bandwidth, and phone matters) Identify technology expansion requirements with college staff. Relate needs to the ITS network administration to determine solutions. Maintain communication with district ITS staff to meet the needs of the colleges related to new buildings, staffing issues and vendor support.
Website	<ul style="list-style-type: none"> Provide evolving user-friendly websites that promote District, Colleges and Continuing Education Centers. Facilitate District and College services online for the community, staff, and media. Web content management responsibilities for the district web site are a collaborative effort of Public Affairs/Publications, ITS and the content publishers Public Affairs/Publications collaborates with ITS on any recommended functional or design changes of the district and college websites. 	<ul style="list-style-type: none"> Maintain content through a collaborative effort of the college web committees and educational and service departments. Provide content for the areas college staff maintain and update. Provide support in designing new web pages. Assist in expanding District Economic Development commitments to the State via web services for the entrepreneurial community. 	<ul style="list-style-type: none"> Maintain content through a collaborative effort of the college web committees and educational and service departments. Provide content for the areas college staff maintain and update. Provide support in designing new web pages. Assist in expanding District Economic Development commitments to the State via web services for the entrepreneurial community.

Area 4: Fiscal & Administrative Services

Function	District	Santa Ana College	Santiago Canyon College
Intranet	<ul style="list-style-type: none"> • In collaboration with Public Affairs/Publications, create a vibrant employee Intranet with updated and relevant information, news and initiatives that allows for two-way communication as appropriate • Provide an online presence for administration, faculty and staff to access to district policies, handbooks, reports, forms and directories. 	<ul style="list-style-type: none"> • Contribute to and maintain content of employee intranet. 	<ul style="list-style-type: none"> • Contribute to and maintain content of employee intranet.
Internal Auditing	<ul style="list-style-type: none"> • Evaluate the adequacy of the internal control structures of the District. • Assess compliance with written policies/procedures. • Investigate reported occurrences of waste and fraud, and recommend controls to prevent or detect them. • Conduct audits, reviews and examinations of District activities and transactions. • Assist in internal investigations by documenting, compiling, analyzing and maintaining evidence. • Review systems established to ensure compliance with policies, plans, procedures, laws and regulations which could have a significant impact on operations. • Review the means of safeguarding assets and, as appropriate, verify the existence of such assets. • Review and appraise the efficiency with which resources are employed. • Review operations or programs to ascertain whether results are consistent with established objectives. 	<ul style="list-style-type: none"> • Review and evaluate current operations to ensure compliance with board policy and administrative regulations. • Implement corrective action recommended by audit. 	<ul style="list-style-type: none"> • Review and evaluate current operations to ensure compliance with board policy and administrative regulations. • Implement all corrective action recommended by audit.
Purchasing	<ul style="list-style-type: none"> • Execute procurement of merchandise and services, in accordance with the appropriate government regulations and board policy. • Manage competitive quotation and bid process. • Prepare, evaluate, analyze and recommend awards of bids for maintenance service contracts. • Maintain contractor insurance & bonding certificates. • Maintain database and control of maintenance and service contracts, independent contractors, leases and rental of property and facilities. • Execute service contracts, and manage services for 	<ul style="list-style-type: none"> • Prepare purchase requisitions identifying the specific product or service required and forwards to district Purchasing to prepare purchase orders. 	<ul style="list-style-type: none"> • Prepare purchase requisitions identifying the specific product or service required and forwards them district Purchasing to prepare purchase orders.

Area 4: Fiscal & Administrative Services

Function	District	Santa Ana College	Santiago Canyon College
	<p>maintenance agreements which are centralized.</p> <ul style="list-style-type: none"> • Provide training for online requisitioning system and maintain training manuals. • Prepare annual contract renewals, obtain new pricing, update database and distribute renewal list to departments for budget purposes. • Maintain database of qualified contractors; includes checking the status of contractor’s licenses. • Monitors our participation with State of California in travel program, i.e. air travel, car rental, fuel etc. • Maintains office supplies online ordering system, i.e. product review reports, active/inactive users, custom core list, etc. 		
Warehouse & Inventory Control	<ul style="list-style-type: none"> • Ensure shipments of received supplies and equipment are correct, undamaged and delivered to departments. • Make arrangements for the return of items to vendors. • Follow-up on non-delivery or late delivery of orders. • Deliver surplus property from storage to requestor. • Maintain moveable equipment inventory (fixed assets), upgrades of equipment, deletions and transfer of equipment. • Prepare inventory reports and reconcile inventory additions against the general ledger. • Tag all inventorial equipment, federally funded items. • Coordinate public auction of surplus property and arrange for disposal of remaining items. • Maintain records and coordinate the delivery and return of record to Schick Storage facility. • Witness the secure destruction of district records that have reached the end of their retention period. 	<ul style="list-style-type: none"> • Maintain a nominal amount of furniture and equipment which is intended for re-use at the college. • Identify surplus furniture and equipment to be sent to the district Warehouse. • Coordinate with District warehouse to address furniture or equipment needs. • Complete a Furniture and Equipment transfer Request form whenever furniture or equipment is moved from one location to another or sent to surplus. 	<ul style="list-style-type: none"> • Maintain a nominal amount of furniture and equipment which is intended for re-use at the college. • Identify surplus furniture and equipment to be sent to the district Warehouse. • Coordinate with District warehouse to address furniture or equipment needs. • Complete a Furniture and Equipment transfer Request form whenever furniture or equipment is moved from one location to another or sent to surplus.
Mail Services	<ul style="list-style-type: none"> • Provide mail services to all sites. • Prepare mail for delivery to post office. • Sort incoming mail/packages and distribute to departments. • Send and receive fax correspondence. • Maintain department and faculty mailboxes. 	<ul style="list-style-type: none"> • Each college and continuing education center maintains a mailroom for U.S. mail, outside and intra-district deliveries. • Each college and continuing education center prepares mail and packages for pick up by the district mail service, delivery companies and the U.S. Postal Service. 	<ul style="list-style-type: none"> • Each college and continuing education center maintains a mailroom for U.S. mail, outside and intra-district deliveries. • Each college and continuing education center prepares mail and packages for pick up by the district mail service, delivery companies and the U.S. Postal Service.

Area 4: Fiscal & Administrative Services

Function	District	Santa Ana College	Santiago Canyon College
Safety & Security	<ul style="list-style-type: none"> • Monitor scheduling of District Safety Officers to ensure adequate and appropriate security coverage exists at all sites and for special events • Advise and lead efforts to install security surveillance systems in strategic locations within district property. • Coordinate response to serious incidents/emergencies • Respond to changes in the environment at and around our facilities by recommending policy changes relating to safety and security • Facilitate, coordinate and conduct training activities for district safety staff • Review and update department policies/procedures • Provide training support for all district safety officers. • Maintain accurate crime statistics and ensure they are reported to the District and college communities and to the federal Department of Education • Advise district and site administrators on safety and security concerns, and provide updated information regarding significant incidents • Provide technical expertise to staff and faculty for possible solutions to safety and security problems • Perform payroll and purchasing recordkeeping functions for district safety and security department • Support and advise College Safety Committees and College Emergency Preparedness committees • Liaison with local law enforcement agencies to ensure cooperation and coordination. 	<ul style="list-style-type: none"> • Monitor crime reports and direct patrol activities. • Conduct crime prevention and awareness programs (alert bulletins, awareness presentations to staff and students, safety posters, and email reminders). • Work with Administrative Services and Maintenance and Operations to identify and correct safety hazards. • Monitor fire and life safety alarm systems, and intrusion alarms systems to ensure proper functioning and to ensure timely response to activated alarms. • Respond to criminal incidents and other emergencies rapidly and appropriately. • Maintain accurate documents of incidents and daily activities. • Maintain effective Lost and Found Property procedures. • Work closely with other departments in handling student disciplinary problems. • Patrol campuses to deter crime and be available to provide assistance, information and security services. • Enforce parking regulations and direct traffic on campus. • Provide security coverage for special events. • Work with college Administrative Services to prepare and maintain an emergency preparedness plan at site. • Conduct emergency drills • Participate in Threat Assessment Team’s efforts to identify potentially violent individuals 	<ul style="list-style-type: none"> • Monitor crime reports and direct patrol activities. • Conduct crime prevention and awareness programs (alert bulletins, awareness presentations to staff and students, safety posters, and email reminders). • Work with Administrative Services and Maintenance and Operations to identify and correct safety hazards. • Monitor fire and life safety alarm systems, and intrusion alarms systems to ensure proper functioning and to ensure timely response to activated alarms. • Respond to criminal incidents and other emergencies rapidly and appropriately. • Maintain accurate documents of incidents and daily activities. • Maintain effective Lost and Found Property procedures. • Work closely with other departments in handling student disciplinary problems. • Patrol campuses to deter crime and be available to provide assistance, information and security services. • Enforce parking regulations and direct traffic on campus. • Provide security coverage for special events. • Work with college Administrative Services to prepare and maintain an emergency preparedness plan at site. • Conduct emergency drills. • Participate in Threat Assessment Team’s efforts to identify potentially violent individuals
College Advancement	<ul style="list-style-type: none"> • Board of Trustees is apprised of all college advancement activities 	<ul style="list-style-type: none"> • Responsible for overall development and implementation of a philanthropic master plan to generate community goodwill and financial support for the college. • Develop and monitor college fundraising activities in close collaboration with college foundation. 	<ul style="list-style-type: none"> • Responsible for the overall development and maintenance of programs that generate community goodwill and financial support for the college. • Develop and monitor college fundraising activities in close collaboration with college foundation.

Area 4: Fiscal & Administrative Services

Function	District	Santa Ana College	Santiago Canyon College
		<ul style="list-style-type: none"> • Direct alumni activities and serve as community liaison. • Develop and oversee student-centered programs and events that generate revenue for college and student needs • Solicit and disburse funds for scholarships and other program. 	<ul style="list-style-type: none"> • Direct alumni activities and serve as community liaison. • Develop and oversee student-centered programs and events that generate revenue for college and student needs • Solicit and disburse funds for scholarships and other program.
Transportation	<ul style="list-style-type: none"> • Review driving records and maintain vehicle inventory for insurance purposes. 	<ul style="list-style-type: none"> • Responsible for maintaining vehicles assigned to the college. This would include passenger vehicles, trucks, vans, and all utility carts. Administrative Services is also responsible for the assignment of owned or leased vehicles as well as arranging for all rental vehicles including those used for athletic teams and class field trips. 	<ul style="list-style-type: none"> • Responsible for maintaining vehicles assigned to the college. This would include passenger vehicles, trucks, vans, and all utility carts. Administrative Services is also responsible for the assignment of owned or leased vehicles as well as arranging for all rental vehicles including those used for athletic teams and class field trips.
Facilities Usage	<ul style="list-style-type: none"> • Board of Trustees establishes policies related to facilities use. 	<ul style="list-style-type: none"> • Handle all requests from external groups who request usage of college facilities. 	<ul style="list-style-type: none"> • Handle all requests from external groups who request usage of college facilities.

Area 5: Educational Services

Function	District	Santa Ana College	Santiago Canyon College
Policies	<ul style="list-style-type: none"> • Manage the revision and development of new board policies and administrative regulations with appropriate staff. • Provide liaison with CCLC policy subscription service 	<ul style="list-style-type: none"> • Provide advice and input relative to new and revised Board Policies and Administrative Regulations, as requested. • Identify needed revisions, as appropriate. • Ensure faculty and staff awareness of Board Policies and Administrative Regulations. • Ensure compliance with Board Policies and Administrative Regulations. 	<ul style="list-style-type: none"> • Provide advice and input relative to new and revised Board Policies and Administrative Regulations, as requested. • Identify needed revisions, as appropriate. • Ensure faculty and staff awareness of Board Policies and Administrative Regulations. • Ensure compliance with Board Policies and Administrative Regulations.
Planning	<ul style="list-style-type: none"> • Maintain and update RSCCD Planning Design Manual, Comprehensive Master Plan, and Strategic Plan • Manage annual assessment and revision of District planning processes to ensure continuous quality improvement • Provide external and internal environmental scanning information for planning. • Provide planning assistance to colleges, as requested. 	<ul style="list-style-type: none"> • Collaborate in the development, implementation, evaluation and refinement of the RSCCD’s mission, goals and comprehensive plans. • Utilizing RSCCD goals, develop, implement, evaluate and refine the college mission, comprehensive plans, and resulting institutional goals, which serve as the basis for resource allocation. • Establish and monitor institution-set standards of achievement and ensure outcomes assessment and student achievement data drive the planning and resource allocation process. • Facilitate institution-wide dialogue about outcomes assessment data student achievement data through long, near and short-term planning. • Provide feedback to the Chancellor and Board of Trustees regarding progress towards RSCCD and college goals. 	<ul style="list-style-type: none"> • Collaborate in the development, implementation, evaluation and refinement of the RSCCD’s mission, goals and comprehensive plans. • Utilizing RSCCD goals, develop, implement, evaluate and refine the college mission, comprehensive plans, and resulting institutional goals, which serve as the basis for resource allocation. • Establish and monitor institution-set standards of achievement and ensure outcomes assessment and student achievement data drive the planning and resource allocation process. • Facilitate institution-wide dialogue about outcomes assessment data student achievement data through long, near and short-term planning. • Provide feedback to the Chancellor and Board of Trustees regarding progress towards RSCCD and college goals.
Resource Development/Grants	<ul style="list-style-type: none"> • Provide research, coordination, writing and editorial support for planning and development of proposals. • Submit grant proposals to funding agencies. • Develop line-item expenditure budgets. • Take budgets, grant-related contracts, and subcontract agreements to docket. • Provide timely grant-related information to relevant departments and individuals. • Provide ongoing grant management assistance to grant-funded project staff. 	<ul style="list-style-type: none"> • Define college approval process for seeking grant funding. • Obtain college council’s approval to submit grant proposals. • Plan and develop grant proposals. • Implement and manage grant-funded projects and budgets. • Complete forms, including status change forms, budget change forms, transfer of expenditure forms, purchase requisitions, load sheets, and payroll sheets. • Complete non-financial progress, compliance, and final reports for funding agency. • Ensure compliance of project activities with funding agency. • Cooperate with Resource Development and Accounting to ensure proper execution of grant project. 	<ul style="list-style-type: none"> • Define college approval process for seeking grant funding. • Obtain college council’s approval to submit grant proposals. • Plan and develop grant proposals. • Implement and manage grant-funded projects and budgets. • Complete forms, including status change forms, budget change forms, transfer of expenditure forms, purchase requisitions, load sheets, and payroll sheets. • Complete non-financial progress, compliance, and final reports for funding agency. • Ensure compliance of project activities with funding agency. • Cooperate with Resource Development and Accounting to ensure proper execution of grant project.

Area 5: Educational Services

Function	District	Santa Ana College	Santiago Canyon College
Economic and Workforce Development	<ul style="list-style-type: none"> • Provide customized training, testing and assessment services for business and industry on a fee basis. • Maintain close liaison with district credit and non-credit sites as well as with community colleges statewide. • Develop and enhance training programs designed to serve local workforce needs. • Strategic planning and system building for workforce development. • Serve as a resource for district and statewide community college system for training needs. • Deliver economic development services by contract. • Provide no-cost business consulting and low-cost training for existing small businesses and future entrepreneurs. • Conduct job market studies for potential, new and ongoing vocational programs. • Manage district VTEA contract. 	<ul style="list-style-type: none"> • Coordinate career education and workforce development programs and services. • Represent college on different workforce committees. • Develop and implement strategies for achieving college goals and objectives related to career/occupational education. • Provide leadership for marketing and outreach to high schools, special populations and community. • Collaborate with college to plan, develop and implement programs and partnerships with business and industry. • Plan, develop and maintain compliance with appropriate regulations and policies related to workforce development. • Research and prepare special reports related to career education and workforce development programs. • Provide leadership and supervision for articulation program with K-12/ROP. • Develop instructional contracts with business and industry. • Work with Technical Advisory Committees to review and revise existing programs to meet industry needs. • Seek out new training opportunities to meet industry needs. • Market and promote opportunities for job training to community, high schools and special populations. 	<ul style="list-style-type: none"> • Coordinate career education and workforce development programs and services. • Represent college on different workforce committees. • Develop and implement strategies for achieving college goals and objectives related to career/occupational education. • Provide leadership for marketing and outreach to high schools, special populations and community. • Collaborate with college to plan, develop and implement programs and partnerships with business and industry. • Plan, develop and maintain compliance with appropriate regulations and policies related to workforce development. • Research and prepare regular and special reports related to career education and workforce development programs. • Provide leadership and supervision for articulation program with K-12/ROP. • Develop instructional contracts with business and industry. • Work with Technical Advisory Committees to review and revise existing programs to meet industry needs. • Seek out new training opportunities to meet industry needs. • Market and promote opportunities for job training to community, high schools and special populations.
Research	<ul style="list-style-type: none"> • Conduct and coordinate institutional research for colleges and district. • Complete some government mandated reporting (such as IPEDS, SRTK). • Coordinate, monitor and report performance measures. • Design, conduct, and publish “regular” statistical studies (such as enrollment trends, graduates and persistence reports) to assist in RSCCD’s policy and program planning and development. • Design, conduct, and publish “special” studies to meet departmental, institutional, community, and state/federally-mandated requirements. • Coordinate, assist, guide, and/or support faculty, staff and other individuals conducting research activities. • Coordinate data requests from external agencies. • Validate assessment test course placement. 	<ul style="list-style-type: none"> • Identify and request research, as needed. • Provide input for the annual research agenda and prioritize research needs of the college. • Conduct routine research to support college program needs, such as program monitoring. • Assist in data gathering for research, as needed. • Review report drafts, disseminate research findings, and use research results appropriately in planning and decision making. • Use “research protocol” to mediate permission to conduct research for non-college-specific purposes. • Develop, implement, manage, evaluate and improve cycles and processes for the collection, reporting, and analysis of outcomes assessment data at the institutional, program, service area and course levels. • Actively disseminate research to support college-level 	<ul style="list-style-type: none"> • Identify and request research, as needed. • Provide input for the annual research agenda and prioritize research needs of the college. • Conduct routine research to support college program needs, such as program monitoring. • Assist in data gathering for research, as needed. • Review report drafts, disseminate research findings, and use research results appropriately in planning and decision making. • Use “research protocol” to mediate permission to conduct research for non-college-specific purposes. • Develop, implement, manage, evaluate and improve cycles and processes for the collection, reporting, and analysis of outcomes assessment data at the institutional, program, service area and course levels. • Actively disseminate research to support college-level

Area 5: Educational Services

Function	District	Santa Ana College	Santiago Canyon College
	<ul style="list-style-type: none"> Respond to research needs in support of departmental activities and grant proposals. Administer surveys to students, staff and community. Develop and maintain outside data sources 	<p align="center">strategic planning centered on student learning and success.</p>	<p align="center">strategic planning centered on student learning and success.</p>
Child Development Services & Centers	<ul style="list-style-type: none"> Provide oversight for operation of CDC's at all sites. Monitor regulations for operation of centers. Monitor enrollments in relation to contract awards for state, federal and local funding. Maintain all records and reporting requirements – personnel, financial, grant, state and federal. Facilitate outreach/marketing plan for all centers. Collaborate with other divisions/departments. Supervise all child development staff at all centers. 	<ul style="list-style-type: none"> Refer students for service at the centers. Coordinate services for special classes of students such as CalWORKS. Facilitate integration between Centers and the Human Development Instructional Departments. Provide maintenance for physical environment. 	<ul style="list-style-type: none"> Refer students for service at the centers. Coordinate services for special classes of students such as CalWORKS. Facilitate integration between Centers and the Human Development Instructional Departments. Provide maintenance for physical environment.
Digital Media Center (DMC)	<ul style="list-style-type: none"> Incubate digital media companies that demonstrate potential for high growth and creation of jobs. Conduct needs assessments and provides services to help businesses achieve their goals. Augment and enhance services through relationships and partnerships with other service providers Monitor businesses to ensure agreed upon milestones are met and resources are used prudently. Work with incubator companies and affiliate clients to establish their operations in the surrounding area. Coordinate facilities maintenance and operations. Schedule and coordinate facilities maintenance and operations services. Oversee DMC advisory group assisting in advocating the program and identifying candidates for incubation. 	<ul style="list-style-type: none"> Promote the economic development/job creation mission of the DMC by developing and participating in collaborative, integrated programs within the DMC, that prepare students for employment. Promote and supervise college instructional programs that foster digital media in the region. Provide academic and student support services for students attending instructional programs at the DMC. Participate in the collaborative environment among faculty, staff, students, businesses and clients of the DMC. Purchase and maintain instructional equipment. Schedule and reserve instructional conference rooms, classrooms, and TV/video studio spaces. 	

Area 6: Governance

Function	District	Santa Ana College	Santiago Canyon College
Board of Trustees	<ul style="list-style-type: none"> • Delegate authority to the Chancellor for district. • Oversight of District as a whole with regards to accreditation. • Maintain self-evaluation policy and follow through. • Establish structure and create policies related to governance. 	<ul style="list-style-type: none"> • Assure the implementation of all Board Policies and Administrative Regulations related to college functions and support their updating as appropriate to changes in policy and practice. • Actively participate in Board of Trustees meetings and in other topical Board development presentations and workshops. 	<ul style="list-style-type: none"> • Assure the implementation of all Board Policies and Administrative Regulations related to college functions and support their updating as appropriate to changes in policy and practice. • Actively participate in Board of Trustees meetings and in other topical Board development presentations and workshops.
Academic Senates	<ul style="list-style-type: none"> • Provide input directly to the Board on professional and academic matters. 	<ul style="list-style-type: none"> • Academic Senate Presidents attend all Board meetings. • Serve on college and district governance committees. • Recommend to the Board annual approval of curriculum to include new, revised and/or deleted programs and courses. • Maintain a relationship directly with the Board of Trustees per AB1725. 	<ul style="list-style-type: none"> • Academic Senate Presidents attend all Board meetings. • Serve as on college and district governance committees. • Recommend to the Board annual approval of curriculum to include new, revised and/or deleted programs and courses. • Maintain a relationship directly with the Board of Trustees per AB1725.
ASB/ASG	<ul style="list-style-type: none"> • Provide input to the Chancellor and Board of Trustees on student matters as they pertain to governance. 	<ul style="list-style-type: none"> • Provide input to the Chancellor and Board of Trustees on student matters as they pertain to governance. • Coordinate programs and events for a diverse student body focusing on social, intellectual and emotional development. • Provide advisory assistance to student clubs via the ASB/ASG Inter-Club Council (ICC). • Coordinate student body elections and Senator elections. • Work with ASB/ASG President to select Executive Cabinet. • Provide an environment where students can make recommendations to improve their college experience. • Coordinate interview process for Student Trustee selection. • Edit ASB/ASG publications to ensure appropriateness of language and content. • Oversees the allocated budget. • Empower students to be proactive in their concerns/causes. • Develop student leadership opportunities. • Ensure adherence to high ethical standards. • Provide resources for club advisors to effectively oversee the campus organizations. • Participate in committees through participatory governance. 	<ul style="list-style-type: none"> • Provide input to the Chancellor and Board of Trustees on student matters as they pertain to governance. • Coordinate programs and events for a diverse student body focusing on social, intellectual and emotional development. • Provide advisory assistance to student clubs via the ASB/ASG Inter-Club Council (ICC). • Coordinate student body elections and Senator elections. • Work with ASB/ASG President to select Executive Cabinet. • Provide an environment where students can make recommendations to improve their college experience. • Coordinate interview process for Student Trustee selection. • Edit ASB/ASG publications to ensure appropriateness of language and content. • Oversee the allocated budget. • Empower students to be proactive in their concerns/causes. • Develop student leadership opportunities. • Ensure adherence to high ethical standards. • Provide resources for club advisors to effectively oversee the campus organizations. • Participate in committees through participatory governance.

Area 7: Public Affairs & Publications

Function	District	Santa Ana College	Santiago Canyon College
Community Relations	<ul style="list-style-type: none"> • Share responsibility for community relations with the colleges. • Manage district-wide community relations responsibilities for the Chancellor • Assist the college presidents with communications strategies and participation community groups. 	<ul style="list-style-type: none"> • Facilitate communications with neighbors and neighborhood associations, seeking their counsel. • Represent the college to the community, providing timely information on matters of interest and significance. • Support president with communication strategies and participation with neighborhood home associations and other community groups, gathering insights into current issues affecting the colleges and their operations. 	<ul style="list-style-type: none"> • Facilitate communications with neighbors and neighborhood associations, seeking their counsel. • Represent the college to the community and providing timely information on matters of interest and significance. • Support president with communication strategies and participation with neighborhood home associations and other community groups, gathering insights into current issues affecting the colleges and their operations.
Governmental Relations	<ul style="list-style-type: none"> • The Chancellor represents district/colleges and their issues to elected and appoint representatives at all levels of government. • In consultation with Board of Trustees, the Chancellor develops state and federal public policy agendas. • The Chancellor initiates strategic activities, supervises and directs contracted political consultants, and participates in legislative committees of county and state Chambers of Commerce, the OC Legislative Task Force, and the OC Business Council. 	<ul style="list-style-type: none"> • Provide information about the impact of specific legislation on students, programs, and services to support the District’s advocacy efforts. • Accompany Board of Trustees and/or Chancellor at legislative visits and advocacy trips to Sacramento and Washington, D.C. • Share information, gleaned from key meetings and industry associations, about current and pending legislation to support the construction of public policy agendas. 	<ul style="list-style-type: none"> • Provide information about the impact of specific legislation on students, programs, and services to support the District’s advocacy efforts. • Accompany Board of Trustees and/or Chancellor at legislative visits and advocacy trips to Sacramento and Washington, D.C. • Share information, gleaned from key meetings and industry associations, about current and pending legislation to support the construction of public policy agendas.
Marketing	<ul style="list-style-type: none"> • Collaborate with district and college departments on marketing strategies and provide professional assistance as needed. • Develop appropriate messages and mediums and coordinates collateral production and advertisement placements. 	<ul style="list-style-type: none"> • Manage requests for marketing assistance originating with college-located managers. • Identify marketing needs in consultation with departmental managers, determine if budget is available at the college or district level; collaborate with District Public Affairs/Publications to develop appropriate messages and determine appropriate media, partner with Graphic Communications for graphic design; and team with District Public Affairs/Publications on advertisement/marketing placements and implementation. 	<ul style="list-style-type: none"> • Manage requests for marketing assistance originating with college-located managers. • Identify marketing needs in consultation with departmental managers, determine if budget is available at the college or district level; collaborate with District Public Affairs/Publications to develop appropriate messages and determine appropriate media, partner with Graphic Communications for graphic design; and team with District Public Affairs/Publications on advertisement/marketing placements and implementation.

Area 7: Public Affairs & Publications

Function	District	Santa Ana College	Santiago Canyon College
Media Relations	<ul style="list-style-type: none"> • Recommend and implement strategies, tactics and channels for the release of newsworthy information. • Provide advice and support to the colleges regarding media relations issues. • Create media pitches that maximize positive exposure for the district, colleges and programs. • Serve as media spokespersons for the District. • Prepare staff for media interviews. 	<ul style="list-style-type: none"> • Collaborate with Public Affairs/Publications to determine appropriate strategies and channels to release newsworthy information and to position the college in the most favorable light. • Partner with Public Affairs/Publications on the distribution of news releases and initiation of media pitches for college programs, services, and events. • Partner with Public Affairs/Publications to prepare college president and other college personnel for media interviews. • Solicit story ideas from the college community and share with Public Affairs/Publications. • Collaborate with Public Affairs/Publications on stories and issues that involve the college. • Collaborate with Public Affairs/Publications on possible media strategies for college-related stories. • The Sports Information Coordinators manage the media relations for intercollegiate athletic teams, college golf tournaments, Hall of Fame events, and all athletic-related events and recognitions. 	<ul style="list-style-type: none"> • Collaborate with Public Affairs/Publications to determine appropriate strategies and channels to release newsworthy information and to position the college in the most favorable light. • Partner with Public Affairs/Publications on the distribution of news releases and initiation of media pitches for college programs, services, and events. • Partner with Public Affairs/Publications to prepare college president and other college personnel for media interviews. • Solicit story ideas from the college community and share with Public Affairs/Publications. • Collaborate with Public Affairs/Publications on stories and issues that involve the college. • Collaborate with Public Affairs/Publications on possible media strategies for college-related stories.
Publications/Graphic Communication/ Electronic Media	<ul style="list-style-type: none"> • Provide centralized reprographic services for administrative operations, public relations & marketing. • Manage bids for outside printing services. • Develop and maintain Graphics Standards and the visual brand for the district and the colleges. • Provide graphic design services for all district and college graphic materials. • Manage district/colleges' web, intranet and social media content, ensuring consistent branding and messaging • Assist content publishers in creating new functionality for their respective departments' web pages. • Collaborate with ITS on any recommended functional or design changes of the district and colleges' websites. • Interface with college Sports Information Coordinator and dean and provide advice on key projects as needed. • Assist the Chancellor and Presidents with internal communications effort 	<ul style="list-style-type: none"> • Provide reprographic for academic, administrative operations for smaller volume black & white jobs requiring minimal finishing work. • College copy centers provide attended and self-service quick copy service. Printing or copy services requiring large quantities or special features (e.g., binding, special paper, etc.) are forwarded to district Publications. • College copy centers serve as a distribution point for district publications jobs. • Collaborate with Public Affairs/Publications on sharing social media content, ensuring consistent branding and messaging. • Collaborate with Graphic Communications on production of all graphic materials to ensure consistent graphic standards. • The Sports Information Coordinator manages the website and social media for intercollegiate athletic teams, college golf tournaments, Hall of Fame events, and all athletic-related events and recognitions. 	<ul style="list-style-type: none"> • Provide reprographic for academic, administrative operations for smaller volume black & white jobs requiring minimal finishing work. • College copy centers provide attended and self-service quick copy service. Printing or copy services requiring large quantities or special features (e.g., binding, special paper, etc.) are forwarded to district Publications. • College copy centers serve as a distribution point for district publications jobs. • Collaborate with Public Affairs/Publications on sharing social media content, ensuring consistent branding and messaging. • Collaborate with Graphic Communications on production of all graphic materials to ensure consistent graphic standards.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

HUMAN RESOURCES DOCKET
MANAGEMENT/ACADEMIC

April 28, 2014

MANAGEMENT

New Job Descriptions/Attachments #1-2

Internal Audit Manager
Fiscal Services
District Office
Classified Supervisor
Grade Level G

Maintenance Supervisor
Administrative Services
Santa Ana College
Classified Supervisor
Grade Level O

FACULTY

Leaves of Absence

MacBride-Hart, Christy
Professor, Mathematics
Science, Mathematics, &
Health Sciences Division
Santa Ana College
Effective: August 18, 2014 – December 13, 2014
Reason: Banked Leave (15 LHE)

Nichols, Bruce
Professor, Computer Information
Systems/Computer Science
Business Division
Santa Ana College
Effective: August 18, 2014 – December 13, 2014
Reason: Banked Leave (15 LHE)

Stipends

Foley, Denise
Associate Professor, Biology
Mathematics & Sciences Division
Santiago Canyon College
Effective: April 14, 2014
Amount: \$100
Reason: Staff Development
(Project #1678)

Coffman, Jodi
Professor, Kinesiology/Head Coach, Exercise
Science/Fitness, & Health & Athletics
Kinesiology, Health & Athletics Division
Santa Ana College
Effective: February 10, 2014
Amount: \$750.00
Reason: Curriculum Planning &
Development
(Project #2074)

FACULTY (CONT'D)

Stipends (cont'd)

Gardea, Jaquelyn
Psychology Intern
Student Services Division
Santa Ana College
Effective: April 11, 2014
Amount: \$400.00
Reason: YESS/TAFY Program Retreat
(Project #2099)

Jacobs, Alana
Psychology Intern
Student Services Division
Santa Ana College
Effective: April 11, 2014
Amount: \$400.00
Reason: YESS/TAFY Program Retreat
(Project #2099)

Luna, Laura
Psychology Intern
Student Services Division
Santa Ana College
Effective: April 11, 2014
Amount: \$400.00
Reason: YESS/TAFY Program Retreat
(Project #2099)

Part-time Hourly New Hires/Rehires

Constantine, Paul A
Physician, Health Center
Student Health & Wellness Services
Student Services Division
Santiago Canyon College
Effective: April 17, 2014
Hourly Rate: \$70.00

Funderburk, Greg
Instructor, Fire Science
Human Services & Technology Division
Santa Ana College
Effective: April 28, 2014
Hourly Lecture/Lab Rates: I-4 \$56.31/\$47.86

Hernandez, Mark A
Instructor, Fire Technology/Wellness
Human Services & Technology Division
Santa Ana College
Effective: April 28, 2014
Hourly Lecture/Lab Rates: I-3 \$53.63/\$45.58

Hie, Michael
Instructor, GBE/Marketing/Management
Business Division
Santa Ana College
Effective: August 18, 2014
Hourly Lecture Rate: II-3 \$56.31

Kugler, Brooke
Instructor, Fire Technology/Wellness
Human Services & Technology Division
Santa Ana College
Effective: April 28, 2014
Hourly Lecture/Lab Rate: II-3 \$56.31/\$47.86

FACULTY (CONT'D)

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

Little, Lisa M
Instructor, Anthropology
Arts, Humanities & Social Sciences Division
Santiago Canyon College

Effective: August 18, 2014
Hourly Lecture Rate: III-3 \$59.12

Strom, Jerrold K
Instructor, Fire Technology/Wellness
Human Services & Technology Division
Santa Ana College

Effective: April 28, 2014
Hourly Lecture/Lab Rates: I-4 \$56.31/\$47.86

Non-paid Instructors of Record

Velazquez, Robert L
Instructor, Apprenticeship/MWD
Business & Career Technical Education Division
Santiago Canyon College

Effective: April 28, 2014

MAINTENANCE SUPERVISOR

CLASS SUMMARY

Under general direction, supervise, inspect, schedule and evaluate the work of the skilled maintenance and grounds personnel; perform related duties and responsibilities as required.

REPRESENTATIVE DUTIES

Coordinates, schedules supervises and inspects the work performed by personnel in the proper and safe use of materials and equipment. Individual will work hand in hand with the Facilities Manager to coordinate repairs, scheduled maintenance and all other facilities related projects.

Service Requests: monitors the volume, type and status of requests daily; submits a weekly summary of activity; follows up on second requests, customer/staff concerns regarding process or quality of work, and requests that have exceeded standard completion times or announced schedules; reviews cumulative service request data to assess demand level, workload distribution, and trends; prioritize work requests to identify critical need and schedule work. Will also track overall service request expenses and parts inventory.

Preventive Maintenance: Responsible for the execution of periodic inspections of the interior and exterior of all facilities, areas of plantings and lawns, roads, walkways parking lots, signs and exterior lighting; prepares reports documenting findings to be submitted to the Facilities Manager, executes appropriate follow-up in conjunction with the Facilities Manager and inspects completed work; prepares an annual calendar of preventive and programmed maintenance activities; consults with appropriate individuals, agencies and vendors as necessary.

Grounds: Assign, direct and support the groundskeepers in the care of maintenance of the grounds; see that work is done in accordance with established schedules and instructions; assures that the various duties of pruning, planting and minor equipment maintenance are accomplished through productive effort and efficient use of resources.

Capital Improvement Projects: Provide input on technical specifications and construction schedules; will be primary or back up contact person on projects as assigned; attends meetings and assumes responsibilities of the Facilities manager in his/her absence.

Administrative & Budget: Participates in regular supervisory team meetings to provide brief updates of projects, procedural changes and operational concerns as well as leading group training, planning and problem solving activities; submit a quarterly report that summarizes maintenance activity, identifies issues and opportunities and planned activities; track, control and organize inventory for department; provides reports and recommendations to the Facilities Manager including: itemize and allocation recommendations for the repair and maintenance

MAINTENANCE SUPERVISOR cont'd

account; review monthly report on the repair and maintenance account and submit detailed projection of expenses for the remainder of the fiscal year; submit item and funding recommendations for the annual and long-range Preventative Maintenance plan.

ORGANIZATIONAL RELATIONSHIPS

This position reports to the designated administrator or manager.

DESIRABLE QUALIFICATIONS GUIDE

Training and Experience

Three years of supervisory experience in a skilled trade and eight years of experience as a journeyman in one of the skilled trades (electrical, plumbing or HVAC).

Knowledge and Abilities

Knowledge of:

Division of State Architect (DSA) requirements and compliance related to public education building repair and construction; tools, equipment, materials, supplies and other maintenance related items; preventative maintenance methods and procedures; effective construction safety practices; construction repair and installation.

Ability to:

Make working sketches, read plans, blueprints and diagrams; work in a safe manner; follow written and oral instructions; utilize tools of the trade skillfully; diagnose problems; estimate time and materials for varying jobs and work orders; prepare simple records; provide leadership and direction to subordinate employees

License: Valid California Motor Vehicle Operator's License.

Physical Requirements: Regularly perform light and heavy manual work involving lifting and climbing.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
SANTA ANA, CALIFORNIA

CLASS SPECIFICATION
APRIL 2014

INTERNAL AUDIT MANAGER

CLASS SUMMARY

Under general direction, plans, coordinates, and directs the conduct of complex internal operational, compliance, financial and performance audits at locations throughout the district; assists and supports in the development and control of the district's comprehensive internal audit program to provide more efficient and effective use of educational funds through sound fiscal management and the reporting of financial operations; examines and evaluates the adequacy and effectiveness of the district's system of internal control.

REPRESENTATIVE DUTIES

Establish and maintain an internal audit plan and related audit programs for the evaluation of district internal controls; initiate and perform audits of various areas such as fixed assets, financial aid, categorical funding, foundations and auxiliary operations; develop methods and procedures to implement policies and regulations to ensure that the financial activities of the district are in compliance with State and Federal regulations; interpret laws, rules, regulations and policies related to auditing and special investigation functions of the district; audit the integrity of the business, financial and security systems; verify accuracy of enrollment and attendance data by examination of supporting records at the colleges; evaluate and develop manuals for internal control such as cash handling procedures; analyze programs and services and make appropriate management recommendations to strengthen the reliability and integrity of financial information and increase efficiencies; establish and maintain effective working relationships with administrators and staff of the district and other public and private organizations; provide leadership and technical assistance to staff and others.

Review audit findings with appropriate personnel and assist in training staff in the establishment of improved internal controls and adherence to proper measures; perform follow-up procedures to evaluate effectiveness of corrective actions; conduct systematic audits and perform special audits and investigations as directed by management, then prepare detailed audit reports and discuss recommendations if applicable; prepare periodic activity reports on status of audits; assist external independent auditors with their annual audit of the district's financial statements; conduct unannounced audits in areas where cash and other assets require specific safeguards and appropriate internal controls; and perform related duties as assigned.

ORGANIZATIONAL RELATIONSHIPS

This position reports to a designated administrator and serves in a supervisory capacity over assigned employees.

INTERNAL AUDIT MANAGER (continued)

QUALIFICATIONS GUIDE

Training and Experience

REQUIRED

Bachelors degree from a recognized four-year college or university with a major in accounting, business administration, economics, finance, public administration, or a closely related field. A valid license to practice as a Certified Public Accountant in California is required. Four years of progressively responsible experience as an auditor with an internal audit department or with a commercial auditing firm with direct experience in planning, organizing and independently performing audit tasks for financial audits, performance or operational audits and internal control reviews. Two years of the required experience must have been in a recent administrative or supervisory position over an auditing program.

DESIRABLE

A master's degree in business administration or a related field is desirable. Experience in community college accounting or governmental auditing is also desirable.

Knowledge and Abilities

Knowledge of: principles, theories and practices of auditing and accounting; current trends and developments in auditing and accounting; laws, rules, regulations, policies, practices and procedures pertinent to fund accounting, accounting policies, principles and practices of business and public administration; capabilities of computer applications and hardware in the management of accounting systems.

Ability to: plan and organize a comprehensive internal auditing program; conduct investigations into potential cases of fraud or theft; apply accounting and auditing principles and procedures in performing work; analyze data and draw sound conclusions; prepare clear, complete and concise reports; analyze situations accurately and adopt an effective course of action; interpret and administer district accounting policies and procedures; understand and carry out both oral and written instructions independently with confidentiality and discretion; use a personal computer to prepare reports, correspondence and analyze spreadsheets; communicate effectively and tactfully in oral and written form; establish and maintain cooperative work relationships with those contacted in the course of work.

Skills: communicates effectively with employees and management, especially in those matters associated with the management and safeguarding of assets.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

**HUMAN RESOURCES DOCKET
CLASSIFIED
APRIL 28, 2014**

CLASSIFIED

New Appointment

Luna, Miguel
Transfer Center Specialist (CL14-0494)
Counseling/ SCC
Effective: April 28, 2014
Grade 11, Step 1 \$43,178.94

Vancheswaran, Asha
Applications Specialist III (CL14-0503)
ITS/ District
Effective: May 12, 2014
Grade 19, Step 3 \$74,664.34

Longevity Increments

Arredondo, Abel
Student Program Specialist/ Student
Affairs/ SAC
Effective: June 1, 2014
Grade 10, Step 6 + 5%L \$55,408.61

Banderas, Justin
Library Tech/ SCC
Effective: April 1, 2014
Grade 9, Step 6 + 2PG(1000) + 2.5%L
\$52,819.71

Casares, Diana
Student Services Coordinator/ Student
Life/ SCC
Effective: May 1, 2014
Grade 15, Step 5 + 5PG(2500) + 5%L
\$70,474.18

Cervantes, Eduardo
High School & Comm. Outreach
Specialist/ Student Services/ SCC
Effective: May 1, 2014
Grade 13, Step 4 + 5PG(1250) + 5%L
\$59,414.68

Davalos, Antonio
Custodian/ Admin. Services/ SCC
Effective: May 1, 2014
Grade 4, Step 6 + 7.5%GY + 2.5%L
\$46,046.33

DeMaria, Steven
District Safety Officer/ District
Effective: June 1, 2014
Grade 9, Step 6 + 5%SW + 5%L
\$55,611.39

Longevity Increments cont'd

Garbis, Tiffany Support Services Assistant/ Academic Affairs/ SCC	Effective: May 1, 2014 Grade 11, Step 4 + 6PG(1500) + 2.5%L \$52,758.66
Lohman, Suzanne Student Services Coordinator/ Counseling/ SAC	Effective: April 1, 2014 Grade 15, Step 6 + 6PG (2000) + 5%L \$73,357.19
Lozada, Claudia Administrative Clerk/ Child Dev. Services/ SAC	Effective: April 1, 2014 Grade 10, Step 6 + 2.5%Bil + 5%L \$56,727.86
Lugo, Laurene Administrative Secretary/ Child Dev. Services/ District	Effective: May 1, 2014 Grade 12, Step 6 + 2.5%Bil + 7.5%L \$63,862.78
Martin, Sheryl Executive Secretary/ Continuing Educ./ SCC	Effective: June 1, 2014 Grade 14, step 6 + 5%L \$67,621.49
Martinez, Michael Financial Aid Analyst/ Financial Aid/ SAC	Effective: June 1, 2014 Grade 11, Step 6 + 2.5%Bil + 2.5%L \$57,093.42
Ojeda, Claudia Administrative Clerk/ School of Continuing Education/SAC	Effective: May 1, 2014 Grade 10, Step 6 + 2.5%L \$54,089.35
Orozco, Christina Sr. Clerk/ School of Continuing Education/SAC	Effective: April 1, 2014 Grade 8, Step 6 + 2.5% Bil + 5%L \$52,154.34
Padilla, Beatrice Auxiliary Services Specialist/ School of Continuing Education/SAC	Effective: May 1, 2014 Grade 10, Step 6 + 5%L \$55,408.61
Rodriguez, Maria Admissions & Records Spec. II/ Admissions/SCC	Effective: April 1, 2014 Grade 8, Step 6 + 7PG (3500) + 2.5%L \$53,228.54

Longevity Increments cont'd

Selby, Nadine Admissions & Records Spec III/ Admissions/ SCC	Effective: May 1, 2014 Grade 10, Step 6 + 6PG(3000) + 5%L \$58,408.61
Ta, Jason Information Systems Specialist/ Student Services/ SCC	Effective: June 1, 2014 Grade 11, Step 6 + 2.5%Bil + 6PG(3000) + 7.5%L \$63,660.73
Thomas, Elizabeth Financial Aid Analyst/ Financial Aid/ SCC	Effective: April 1, 2014 Grade 12, Step 6 + 1PG (500) + 5%L \$61,459.92
Tlaseca, Steven Sr. Clerk/ School of Continuing Education/SAC	Effective: May 1, 2014 Grade 8, Step 6 + 2.5%Bil + 6PG(3000) + 5%L \$55,154.32
Tuon, Sophanareth Sr. Custodian Utility Worker/ Admin. Services/ SAC	Effective: June 1, 2014 Grade 7, Step 6 + 5%L \$48,942.96
Wood Rogers, Leslie Science Lab Coordinator/ Science & Math/ SAC	Effective: April 1, 2014 Grade 13, Step 6 + 7.5%L \$65,674.33

Change in Position

Clarke, Roger District Safety Officer Change Location	Effective: 04/07/14 From: SAC To: SCC/OEC Grade 9, Step 6 + 7.5% L + 5%SW \$56,875.29
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Professional Growth Increment

Steward, Christie Admissions & Records Spec I/ SAC	Effective: May 1, 2014 Grade 6, Step 6 + 10% L + 5 PG (2300) @ 50% FTE \$26,951.55
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**Santa Ana College
STUDENT ASSISTANT LIST**

Nguyen, Tin Thanh Effective: 03/24/14-06/30/14

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

Alvarado, Ronnie Effective: 04/21/14 – 06/30/14
Hernandez-Flores, Nancy Effective: 04/21/14 – 06/30/14
Vazquez, Ivan Effective: 03/20/14 – 06/30/14

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Human Resources and Educational Services

To:	Board of Trustees	Date: April 28, 2014
Re:	Presentation of Rancho Santiago Community College District Initial Bargaining Proposal to the Continuing Education Faculty Association (CEFA).	
Action:	Receipt of Initial Bargaining Proposal and Scheduling of Public Hearing	

BACKGROUND

Pursuant to Government Code Section 3547(a) the Rancho Santiago Community College District's initial bargaining proposal to the Continuing Education Faculty Association (CEFA) is presented for information and public review. The Government Code also requires that the Board of Trustees conduct a public hearing on this proposal at its next regularly scheduled meeting.

ANALYSIS

Contract negotiations cannot begin until after the Board of Trustees conducts a public hearing and formally adopts its bargaining proposal.

RECOMMENDATION

It is recommended that the Board of Trustees receive and file the district's initial bargaining proposal to the Continuing Education Faculty Association (CEFA) and schedule a public hearing for May 12, 2014.

Fiscal Impact: None	Board Date: April 28, 2014
Item Prepared by: John Didion, Exec. Vice Chancellor, Human Res. & Educational Services	
Item Submitted by: John Didion, Exec. Vice Chancellor, Human Res. & Educational Services	
Item Recommended by: Raúl Rodríguez, Ph.D., Chancellor	

**INITIAL BARGAINING PROPOSAL OF THE
RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
BARGAINING PROPOSAL TO THE
CONTINUING EDUCATION FACULTY ASSOCIATION (CEFA)
April 28, 2014**

Article 11 – Wages and Hours

Maintain current salary schedule.

Revise hours of assignment limits to ensure compliance with IRS guidelines pertaining to part-time employment.

Article 12 – Assignments

Revise assignment and vesting language to ensure compliance with IRS guidelines pertaining to part-time employment.