

---

# AGENDA

---

**Coast Community College District  
Regular Meeting of the Board of Trustees  
Date: March 5, 2008 6:30 p.m.  
Board Room - 1370 Adams Avenue  
Costa Mesa, CA 92626**

## **Procedural Matters**

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
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. Persons wishing to make comments are allowed five minutes per item. A "Request to Address the Board of Trustees" card needs to be completed and filed with the Manager of Board Operations prior to speaking.*

*Please note that 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.*

*The Board requests that the public speak on matters which are on this agenda at the time that the item is considered by the Board.*

5. Adopt Agenda
6. Board of Trustees' Resolution Honoring Dr. Joyce Bishop
7. Approval of Minutes

Regular Meeting of: January 16, 2008  
Special Meeting of: January 29, 2008  
Special Meeting of: February 26, 2008

8. Acceptance of Retirements

An opportunity for the Board of Trustees to express appreciation and accept the retirements of employees with 10 or more years of service to the District.

---

*Board of Trustees:  
Mary Hornbuckle, Walter Howald, Jim Moreno, Jerry Patterson, Armando Ruiz,  
and Student Trustee Paul Brunch  
Chancellor: Kenneth D. Yglesias*

## **General Information And Reports**

1. Review of Board Meeting Dates
2. Reports from the Officers of Student Government Organizations
3. Reports from the Academic Senate Presidents
4. Reports from Employee Representative Groups
5. Reports from the Presidents
6. Report from the Chancellor
7. Reports from the Board of Trustees
8. Review of Buildings and Grounds Reports
9. Consideration of Proposals, Recommendations, Resolutions, and Actions by the California Community Colleges Board of Governors
10. Opportunity to Review the Board Directives Log
11. Opportunity for the Board to Review the Quarterly Financial Status Report
12. Review Progress Report of the Orange Coast College ASOCC Financial Information
13. Review Proposed College/s Accreditation Progress Reports Prior to Submission to the Commission Office.
14. Receive Initial Proposal from the Coast Community College Association/California Teachers Association-National Educators Association (Coast CCA/CTA-NEA) to Reopen Negotiations Between the Coast CCA/CTA-NEA and the Coast Community College District
15. Receive Initial Proposal from Coast Community College District to Not Reopen Any Articles During the Negotiations Process Between the District and Coast Community College Association/California Teachers Association-National Educators Association (Coast CCA/CTA-NEA)
16. Review of Proposed Policy Changes to the Retention and Destruction of Records Policy (040-7-1)

## **Consent Calendar**

*All items listed under the consent calendar are considered to be routine, and action will be taken by the Board of Trustees in one motion. There will be no discussion of the items prior to the vote unless it is requested by a member of the Board that specific items be discussed or removed, in which case that item will be considered immediately following the consent calendar.*

### **1. Travel Authorization**

- a. Authorization for Attendance at Meetings and/or Conferences - Board and Staff Members
- b. Authorization for Student Trips

**2. General Items**

- a. Authorization for Special Projects
- b. Authorization to Apply for Funded Programs and/or Projects
- c. Authorization for Disposal of Surplus Materials and/or Equipment
- d. Authorization to Enter into Standard Agreements for Distribution of Telecourses - Coastline Community College
- e. Approval of Clinical Contracts
- f. Authorization for Purchase of Institutional Memberships

**3. Personnel Items**

- a. Authorization for Special Assignments
- b. Acceptance of Resignations and/or Approval of Layoffs and Terminations
- c. Authorization for Leaves of Absence
- d. Appointment of Substitutes, Academic Staff
- e. Appointment of Academic Staff
- f. Appointment of Classified Staff to Advertised Positions
- g. Authorization for Reclassification, Classification Reductions, and Reorganizational Reassignments, Classified Staff
- h. Authorization for Temporary Out of Class and Special Assignments, Classified Staff
- i. Authorization for Schedule Changes, Classified Staff
- j. Authorization for Additional Assignments, Change in Bargaining Unit, Classified Staff
- k. Appointment of Special Category, Hourly Staff
- l. Authorization for Professional Experts
- m. Authorization for Independent Contractors

- n. Authorization for Staff Development
- o. Authorization for Professional Development

**4. Curriculum Approvals**

- a. Approval of New Courses
- b. Approval of New Programs/Options
- c. Approval of Course Revisions
- d. Approval of Course Retirements
- e. Approval of Program/Option Retirement
- f. Approval of Program/Option Suspensions
- g. Approval of General Education/Graduation Requirements

**5. Special Programs and Activities**

- a. Sailing Program - Orange Coast College

**6. Financial Approvals**

- a. Approval of Purchase Orders
- b. Ratification/Approval of Checks
- c. Check List for General Obligation Bond Fund
- d. Bond Project Legend
- e. Authorization for Special Payments

**Action Items**

**Agreements**

1. Authorization to Approve an Agreement with Off-Campus Employers and Coast Community College District (Coastline Community College), Orange County One-Stop Center for Off-Campus Employers Participation in the CalWORKs Work-Study Program
2. Authorization to Approve a New Nonstandard Agreement Between the Coast Community College District (Golden West College) and Blackboard for Maintenance of Online Courses
3. Authorization to Approve a Renewal Standard Agreement Between the Coast Community College District (Golden West College) and Streaming Media Hosting for Online Instructional Materials and Presentations

4. Authorization to Approve a New Nonstandard Agreement Between the Coast Community College District (Golden West College) and Respondus, Inc., a Software Application That Enhances the Assessment Capabilities of the GWC Course Management System
5. Authorization to Enter Into an Agreement Between HealthFax, Inc. and the Coast Community College District for Osteoporosis Screenings.
6. Authorization to Enter Into an Agreement with Emerald Data Solutions for BoardDocs Agenda Management Services Applications

#### **Buildings and Grounds Items Over \$10,000 and Change Order Items**

1. Authorization to Contract with Digital Networks Group Inc. to Provide an Integrated Audio, Video and Sound Solution and Services for District Administration Building, Utilizing the Department of General Services, (CMAS) California Multiple Award Schedule Contracts 3-04-58-0215A, 3-06-70-207
2. Authorization to Enter Into a Lease Agreement with Mobile Modular Management; Coastline Community College Early College High School

#### **General Items of Business**

1. Recommendation for Rejection of Amended Claim for Damages Against Coast Community College District Alleging Breach of Oral Contract and Promissory Estoppel to Include Fraud, Negligent Misrepresentation, Negligence and Negligent Inducement
2. Authorization to Purchase Office and Instructional Furniture for Orange Coast College, Lewis Center for Applied Science Building, Using the (CMAS) California Multiple Award Schedule and the U.S. Communities Volume Contracts

#### **Recess To Closed Session**

*Conducted in Accordance with applicable sections of California law. Closed Sessions are not open to the public.*

The following item(s) will be discussed in Closed Session:

1. Public Employee Discipline/Dismissal/Release (pursuant to Section 54957)

#### **Reconvene Regular Meeting**

Report of Action in Closed Session

#### **Adjournment**

---

***Upcoming Meetings:***  
***March 19, 2008 (Budget Workshop Meeting)***  
***April 2, 2008 (Regular Meeting)***  
***April 16, 2008 (Service Awards Meeting)***

**COAST COMMUNITY COLLEGE DISTRICT**

---

**Request to Address the Board of Trustees**

Date \_\_\_\_\_ Name \_\_\_\_\_  
(please print legibly)

Agenda Item No. \_\_\_\_\_ Subject \_\_\_\_\_

NOTE: Persons requesting to speak on a particular agenda item will be given that opportunity as that agenda item is considered by the Board.

Non-agenda Subject \_\_\_\_\_

NOTE: Non-agenda items must be addressed during the public comment period at the beginning of the meeting. A "Request to Address the Board of Trustees" card needs to be completed and filed with the Manager of Board Operations prior to speaking.

Each speaker will be allowed five minutes per item. Speaking order will be prioritized on a first-come first-served basis.

SPEAKER NO. \_\_\_\_\_

*It is the intention of the Coast 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 beyond what is normally provided, the Coast Community College District will attempt to accommodate you in every reasonable manner. Please contact the Manager of Board Operations at, (714) 438-4848, at least 48 hours prior to the meeting to inform us of your particular needs so that appropriate accommodations may be made.*

## **Procedural Matters**

1. **Call to Order**
  
2. **Pledge of Allegiance**
  
3. **Roll Call**
  
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. Persons wishing to make comments are allowed five minutes per item. A "Request to Address the Board of Trustees" card needs to be completed and filed with the Manager of Board Operations prior to speaking.*

*Please note that 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.*

*The Board requests that the public speak on matters which are on this agenda at the time that the item is considered by the Board.*

5. **Adopt Agenda**
  
6. **Board of Trustees' Resolution Honoring Dr. Joyce Bishop**

### **BOARD OF TRUSTEES' RESOLUTION HONORING DR. JOYCE BISHOP**

WHEREAS Dr. Joyce Bishop has served with distinction as a tenured faculty member of Golden West College since 1987 and received "Teacher of the Year" honors in the year 2000; and

WHEREAS Dr. Joyce Bishop has received "favorite teacher" designations by the students and Honor Society of Golden West College; and

WHEREAS Dr. Joyce Bishop has worked to establish Learning Communities and Workplace Learning at Golden West College, has developed workshops and trained faculty in cooperative learning, active learning, multiple intelligences, workplace relevancy, learning styles, authentic assessment, team building, and the development of learning communities; and

WHEREAS the Academic Senate of the California Community Colleges awards, annually, the Hayward Award for outstanding community college faculty with exemplary performance in professional activities and active participation on a college campus, in honor of former State Chancellor Gerald C. Hayward; and

WHEREAS four recipients, each from different areas of California, are selected and honored annually at the March Board of Governors' meeting; and

WHEREAS the Academic Senate of the California Community Colleges has awarded the 2008 Hayward award, Region D, to Dr. Joyce Bishop, for her distinguished teaching record, service to students, scholarship, and commitment to professional activities;

NOW, THEREFORE BE IT RESOLVED, that the Coast Community College District Board of Trustees, on this Fifth Day of March, Two Thousand and Five, hereby recognize Dr. Joyce Bishop for receiving the Hayward Award and for her many outstanding contributions to Golden West College, its students, and the community she serves.

## **7. Approval of Minutes**

- a. Regular Meeting of: January 16, 2008
- b. Special Meeting of: January 29, 2008
- c. Special Meeting of: February 26, 2008

## **8. Acceptance of Retirements**

An opportunity for the Board of Trustees to express appreciation and accept the retirements of employees with 10 or more years of service to the District.

It is recommended that the following retirements of employees with 10 or more years of service to the District be accepted:

### Faculty

Owings, Margaret, OCC, Instructor, Fine Arts, retirement effective 02/22/08.

Margaret Inez Owings has been a professor of art at Orange Coast College since 1986. During her 22-year career at Coast, Margaret taught classes in art history, freehand drawing, life drawing, beginning and advanced sculpture, life sculpture and foundry. She holds an MFA degree from California State University at Long Beach and earned her Bachelor's degree at Scripps College. Margaret is also an artist. She is especially interested in the environment and wildlife. A veteran traveler, Margaret has traveled extensively throughout the world including Europe, Mexico, Peru and Bolivia. She traveled twice on safari to Kenya and Tanzania. She also lived in Munich, Germany, for three years. When she is in Southern California, Margaret enjoys visiting the Los Angeles and San Diego zoos and the San Diego Wild Animal Park, where she draws and paints the animals. At home, Margaret enjoys another sort of animal life – her two Abyssinian cats.

Classified

Klein, Ronald K., CCC, Staff Aide, Classified Unit, retirement effective 04/11/08. Unused vacation to be paid in lump sum.

Ron Klein has worked over 30 years for the Coast Community College District, providing exceptional student services at Golden West College, Orange Coast College, and Coastline College. Most recently, he has been an important part of the One Stop Center where he has been assisting students and community members with their career related issues, helping them achieve their goals and making a difference in their lives and those of their families.

At Orange Coast College, he worked for the Cooperative Work Experience program and was active in recruiting students for the EOPS program. He partnered in the establishment of the first Career Center at Coastline College and has spent many years providing career services, including career assessment and exploration and interviewing techniques. He has presented countless workshops and taught many Counseling 100 courses, providing expert guidance through the maze of the career and job search process. He has been an active participant in education fairs for local high schools, colleges, and business organizations, representing all three colleges and recruiting innumerable students. At Coastline, he was also a Program Specialist for the ABI program and assisted disabled students. He served as Coastline Classified Council Co-Facilitator and was an active member of numerous committees, including the Classified Professional Growth Committee and Scholarship Committee.

During retirement, Ron plans on taking enrichment courses to continue his lifelong learning and is interested in participating in Emeritus activities. He is connected to the south coast Repertory Theater where he will continue his contributions. Importantly, he is looking forward to spending more time with his six-year old granddaughter, Dallas, who is now in kindergarten.

Ron has been an integral part of our college community, contributing his expertise and passion, always focusing on what is best for students and working as a team player. He serves as a positive role model for student service professionals. His knowledge and skills, coupled with his caring, encouragement, and sense of humor, will be greatly missed. We wish him happiness and success in his retirement.

## **General Information and Reports**

### **1. Review of Board Meeting Dates**

Attention is called to the following Board meeting dates:

March 19, 2008	Third Wednesday	(Special Meeting, Board Office/Room Tour @ 5pm)
March 19, 2008	Third Wednesday	(Budget Workshop)
April 2, 2008	First Wednesday	(Regular Meeting)
April 16, 2008	Third Wednesday	(Service Awards Meeting)
May 7, 2008	First Wednesday	(Regular Meeting)
May 21, 2008	Third Wednesday	(Regular Meeting)
June 18, 2008	Third Wednesday	(Regular Meeting)
July 16, 2008	Third Wednesday	(Regular Meeting)
August 6, 2008	First Wednesday	(Regular Meeting)
August 20, 2008	Third Wednesday	(Regular Meeting)
September 3, 2008	First Wednesday	(Regular Meeting/Budget)
September 17, 2008	Third Wednesday	(Regular Meeting)
October 1, 2008	First Wednesday	(Regular Meeting)
October 15, 2008	Third Wednesday	(Workshop Meeting)
November 5, 2008	First Wednesday	(Regular Meeting)
November 19, 2008	Third Wednesday	(Regular Meeting)
December 10, 2008*	Second Wednesday	(Regular/Organizational Meeting)

\*tentative

Note: all Board Meetings are at 6:30 p.m. unless otherwise noted

### **2. Reports from the Officers of Student Government Organizations**

This is an opportunity for the officers of student government organizations to present reports to the Board.

### **3. Reports from the Academic Senate Presidents**

This is an opportunity for the Academic Senate presidents to present reports to the Board.

### **4. Reports from Employee Representative Groups**

This is an opportunity for members of employee representative groups to present reports to the Board.

### **5. Reports from the Presidents**

This is an opportunity for the presidents to present reports to the Board.

6. **Report from the Chancellor**

This is an opportunity for the Chancellor to present reports to the Board.

7. **Reports from the Board of Trustees**

This is an opportunity for Board Members to make special comments or report on attendance at meetings and/or conferences.

8. **Review of Buildings and Grounds Reports**

**Orange Coast College Sailing Center Upgrade (Addition of Women's Locker Room in Boathouse)**

Architects: City Lights Design/BFA

Programming Phase: February-March 2004

Working Drawings: April-December 2006

DSA Approval: December 2007

Bid Process: January 2008-February 2008

Construction Start: March 2008

Funding Source: Measure C General Obligation Bond

**Project Status: Coastal Commission final approval is expected by the first of March. The contractor for the soil remediation work (Phase I) is ready to start as soon as the final approved is received. The remodel construction work (Phase II) bid in late February and will be forwarded to the April 2<sup>nd</sup> Board meeting.**

**Orange Coast College Center for Applied Science Renovation**

Architect: LPA Architecture (Construction Manager: Seville Group)

Est. Construction: July 2007 – August 2008

Notice to Proceed: July 9, 2007

Funding Source: Measure C General Obligation Bond

**Status: On-going interior rough work includes underground lab electrical and plumbing pipe work and mechanical installation of HVAC ducts. Interior stud wall framing is complete for new walls and door frames. Exterior underground storm drain, new domestic water and fire line is 90% complete. Other major activities to begin soon include re-roof the building and underground high voltage distribution scope.**

**Orange Coast College New Consumer Health & Science Lab Building**

Architect: LPA Architecture

Final Project Proposal Phase: May 2005

Programming/Working Drawings: July 2007-December 2007

DSA Approval: January 2008-April 2008

Funding Source: Measure C General Obligation Bond and State Capital Outlay Funds

Status: The State Chancellor's Office has approved the funding for the Working Drawings for this project.

### **Orange Coast College East West Utility Project**

Architect: tBP Architecture (Construction Manager: C.W. Driver)

Est. Construction: December 2007 – July 2009

**Status: Work continues in multiple areas of the campus including gym area, west campus and south campus. Substation building structures are completed. The main electrical gear has been installed. On-going coordination efforts with Southern California Edison and school is now installing the main gear to connect to the Edison lines. Project is on schedule and on budget.**

### **Golden West College Learning Resource Center**

Architect: Steinberg Group (Construction Manager: URS)

Programming Phase: Completed

Schematic Design Phase: Completed

Construction Documents: February 2007

**DSA Approval: February 2008**

**Bid Process: February-March 2008**

Funding Source: Measure C General Obligation Bond

**Status: The architect is working on back check comments and hopes to have final DSA approval in February 2008. The bid for this project will go out in March 2008.**

### **Golden West College Health Science Building**

Architect: Perkins & Will (Construction Manager: Gafcon)

Est. Construction: July 2007 – July 2008

Notice to Proceed: July 9, 2007

Funding Source: Measure C General Obligation Bond

**Status: Floor/Roof decks are installed and steel welding and bolting is in progress.**

**Rough mechanical, electrical and plumbing is being installed on the floor decks and the second level slab reinforcement is being installed.**

### **Golden West College Energy Project**

ESCO Company: Southland Industries

Construction: January 2007

Est. Completion: 2009

Funding Source: Measure C General Obligation Bond

**Status: The GWC energy upgrade project consists of three parts: Part 1-Central Plant: The central plant is complete with the exception of some punch list items. The plant is currently supplying heating and chilled water to six campus buildings. Part 2-Trenching/Pipe Installation: Trenching and underground piping is complete. Roof top piping is continuing as part of each building group. Part 3-Building Mechanical Upgrades: The demolition of Group 3 buildings is at 90% and the piping and installation of new units is proceeding.**

### **District Administration Building**

Architect: Bundy Finkel Architects (Construction Manager: C.W. Driver)

Bid Awarded: March 2007 (Multiple Prime Contracts)

Funding Source: Measure C General Obligation Bond and District Funds

**Status: Section "C" (Board Room/Offices): The t-bar ceilings are being installed.**

**Fabric acoustical panels in Board Room are being installed. Millwork is complete in Section "C". Section "A" (Human Resources, Lobby and DIS): The interior drywall**

**installation is on-going. Curtain wall (glass front) installation is complete except at the upper windows waiting on soffit work to be completed. Section “B” (Chancellor and Administrative Services): The walls have been painted. Exterior Building: The installation of exterior doors is scheduled to be complete in March. As part of the project, Edison must cut the power to the existing District site for up to a four hour period while they connect the new electrical utility line to the new building. The construction team is awaiting notification from Edison of exact date but it should take place in March.**

**9. Consideration of Proposals, Recommendations, Resolutions, and Actions by the California Community Colleges Board of Governors**

The following meetings have been scheduled by the Board of Governors:

May 5-6, 2008

Sacramento

**10. Opportunity to Review the Board Directives Log**

At this time, Trustees shall have the opportunity to review and comment on the Board Directives Log. (Copy attached to each Trustee’s Agenda. See Attachment 1)

**11. Opportunity for the Board to Review the Quarterly Financial Status Report**

AB2910 (enacted 3/16/88) requires that the District file a Quarterly Financial Status Report (Form CCFS-311Q) with the State Chancellor’s office each quarter. Attached to each trustee’s agenda is the Second Quarter Financial Status Report ending December 31, 2007. The report contains the CCFS-311Q State Chancellor’s Report, a General Fund Financial Status Report and Fund Balance Report for all funds.

**Fiscal Impact:** None

**12. Review Progress Report of the Orange Coast College ASOCC Financial Information**

A copy of the status report is attached to each Trustee’s Agenda. See attachment 2

**13. Review Proposed College/s Accreditation Progress Reports Prior to Submission to the Commission Office**

These Progress Reports are due to the Commission Office on March 15, 2008

The Progress Report is a report requested by the Commission (WASC) that requires the college/s to provide information regarding issues identified in the accreditation report of findings and recommendations. The report should contain:

1. Cover Sheet Include the name and address of the institution, the date of submission, and a notation that this is a Progress Report.
2. Table of Contents
3. Statement of Report Preparation The statement, signed by the Chief Executive Officer of the institution, describes the process of report preparation and identifies those who were involved in its preparation, review, and approval.
4. Response to the Request of the Commission in the Action Letter Each recommendation identified by the commission in its action letter should be identified and discussed. The report should describe the progress made on each recommendation, analyze the results achieved to date, provide evidence of the results, and indicate what additional plans the institution has developed.

A copy of each college's Progress Report is attached. (See Attachment 3, 4, 5)

**14. Receive Initial Proposal from the Coast Community College Association/California Teachers Association-National Educators Association (Coast CCA/CTA-NEA) to Reopen Negotiations Between the Coast CCA/CTA-NEA and the Coast Community College District**

The Coast Community College Association/California teachers Association-National Educators Association (Coast CCA/CTA-NEA) and the Coast Community College District agree to extend the current collective bargaining agreement between the District and the Union through June 30, 2010, with two reopeners in the 2007-2008 and 2008-2009 school years. In the 2009–2010 school year the entire contract will be reopened.

In compliance with the Educational Employment Relations Act, the Coast Community College Association/California Teachers Association-National Education Association (Coast CCA/CTA-NEA) presents its proposal to reopen negotiations with the Coast Community College District. Pursuant to section 3527 of the Government Code and in compliance with the current collective bargaining agreement between the parties, the Union hereby exercises its rights to reopen on the following articles for 2008–09 school year.

**ARTICLE IV – ASSOCIATION RIGHTS**

**Section 8. Miscellaneous Compensation**

The Union proposes the language in Section 8 be amended to read as follows:

“The Association shall be granted ~~one~~ two hundred ~~(100)~~ (200) hours per semester at the prevailing miscellaneous instruction rate to perform official representational duties.”

**ARTICLE XIV – PROFESSIONAL DEVELOPMENT**

The Union proposes that the language in this article be amended to read as follows:

(a) The District shall create a Professional Development Fund *in the District budget* for Unit Members of ~~\$11,000.00~~ \$15,000 per semester. ~~The fund will be allocated to the Colleges based on the number of Unit Members employed during the preceding semester.~~ Unit Members may apply for a stipend, subject to the limitations of overall funding, of up to \$100,

**Item 14 continued, Receive Initial Proposal from the Coast Community College Association/California Teachers Association-National Educators Association (Coast CCA/CTA-NEA) to Reopen Negotiations Between the Coast CCA/CTA-NEA and the Coast Community College District**

*at the usual non-instructional rate* to attend a District/College sponsored workshop of two hours or more, or ~~up to~~ \$700 for registration and *reasonable* approved expenses *for travel and lodging* for a non-District sponsored conference. Approved attendance at such professional development activities will include compensation for any class time missed because of such conference/workshop attendance.

(b) Applications for Professional Development will be considered on a first come first-served basis with a limit of two applications per person/per semester. *With the appropriate Dean's approval*, ~~They~~ applications will be made through the *Association* to the Office of the Vice-President of Instruction of the *Unit Member's* College. The Office of the Vice-President of Instruction *for each College* shall disseminate information to all Unit Members of scheduled workshops and conferences and the deadline for such application. *A brief report will be required of attendees at non-District sponsored conferences/workshops.*

(c) At the end of each academic year, the ~~Vice President of Instruction~~ *District travel office* shall forward to the Association a copy of the year-end Professional Development Fund expenditures. The report will contain a detailed listing of Unit Members receiving funds and include beginning and ending account balances. *Any ending balances shall be carried over to the next school year.*

**15. Receive Initial Proposal from Coast Community College District to Not Reopen Any Articles During the Negotiations Process Between the District and Coast Community College Association/California Teachers Association-National Educators Association (Coast CCA/CTA-NEA)**

In compliance with the Educational Employment Relations Act, the Coast Community College District will exercise its option to not reopen any articles of the collective bargaining agreement during negotiations with the Coast CCA/CTA-NEA at this time; however, the District reserves its right to do so at a later time.

**16. Review of Proposed Policy Changes to the Retention and Destruction of Records Policy (040-7-1)**

**BUSINESS OPERATIONS**  
(Records)

040-7-1  
Adopted 08/13/86  
Revised 02/20/2008

**RETENTION AND DESTRUCTION OF RECORDS**

Records of the Coast Community College District shall be retained and destroyed, as appropriate, in accordance with Section 59020 through 59029 of Title 5 of the California Administrative Code and other applicable provisions of State and Federal law.

**A. NON-RECORDS**

For purposes of this policy the following documents are not records and may be destroyed at any time:

1. Mimeographed, otherwise duplicated, or carbon copies, except the original or one copy. (A person receiving a duplicated copy need not retain it.)
2. An individual memorandum, other than one related to personnel matters, or other than a student record, between one employee and another employee of the District.
3. Advertisements and other sales material received.
4. Textbooks, maps used for instruction, and other instructional materials, including library books, pamphlets and magazines.

#### **B. CLASSIFICATION OF RECORDS**

Every record of the Coast Community College District shall be classified as either Class 1 (permanent), Class 2 (optional), or Class3 (disposable), as those terms are defined and used in Sections 59023, 59024 and 59025 of Title 5 of the California Administrative Code.

Records of a continuing nature; i.e., active and useful for administrative, legal, fiscal, or other purposes over a period of years; shall not be classified until such usefulness has ceased.

#### **C. RETENTION OF RECORDS**

The retention period of Class 3 documents shall be as set out in Section 59026 of Title 5 of the California Administrative Code. With respect to college records the president or their designee, and with respect to District the Vice Chancellor or their designee, shall:

1. Personally supervise the classification of records;
2. Mark each file or other container as to classification and the school year in which the records originated. If the records are classified as Class 3 - Disposable, the officer or designee shall also mark the school year in which such records are to be destroyed.
3. Supervise the destruction or electronic conversion of records.
4. All records designated for retention under Class 1, 2 or 3 may be converted to electronic or digital form to reduce paper volume, required storage space, and to preserve the integrity of district records.

#### **D. DESTRUCTION OF RECORDS**

Prior to the destruction of any records the college president or Vice Chancellor or designees, as appropriate, shall submit to the Board a list of records recommended for destruction, and shall certify that no records are included in the list in conflict with this policy or Title 5. Upon receipt of such classification the Board shall take such action as is appropriate under Section 59028 of Title 5 of the California Administrative Code.

Title 5 of the California Administrative Code  
Sections 59020 - 5902

# 1. Travel Authorization

## a. Authorization for Attendance at Meetings and/or Conferences – Board and Staff Members

It is recommended that authorization be given for members of the Board and/or Faculty/Staff to attend the following meetings and/or conferences:

### (1) Meetings for the Board of Trustees

WALTER G HOWALD, Board Member (CCCD), to attend a Meeting with the State Chancellor, Oversight Committee, March 9 - 12, 2008, Sacramento, CA, without loss of salary, with reimbursement for actual expenses, including travel by Air Coach, to be paid from District Conference Funds.

WALTER G HOWALD, Board Member (CCCD), to attend the Community College League Meeting with the Board of Governors, March 2 - 4, 2008, Sacramento, CA, without loss of salary, with reimbursement for actual expenses, including travel by Air Coach, to be paid from District Conference Funds. Due to the timing of this meeting, it is respectfully requested that this trip be approved retroactively.

### (2) Meetings for Faculty and Staff

COURTNEY A ANDERSON, Instructor (OCC), to attend the Phi Rho Pi National Conference & Tournament, April 9-20, 2008, Chicago, IL, without loss of salary, with reimbursement for allowable expenses of \$400, to be paid from Academic Senate PDI funds.

PATRICIA G ARLINGTON, Instr/Coord (CCC), to attend the American Association of Community Colleges 2008 Convention, April 3-14, 2008, Philadelphia, PA, without loss of salary, with reimbursement for allowable expenses of \$2,300, including a registration fee of \$698, travel by Air Coach, to be paid from College Support funds. Travel includes 4 vacation days.

TODD J AUBIN, Hrly/Temp Inst/Resrc (OCC), to attend the The International Center for Supplemental Instruction Supervisor Workshop, March 15 - 18, 2008, Kansas City, MO, without loss of salary, with reimbursement for allowable expenses of \$1,600, including a registration fee of \$585, travel by Air Coach, to be paid from Title III Grant funds.

WILLIAM B BARBER, Instructor (OCC), to attend the American Culinary Federation, Western Regional, April 17-22, 2008, Salt Lake City, UT, without loss of salary, with reimbursement for allowable expenses of \$16,000, including a registration fee of \$325, travel by Air Coach, rental car and insurance, to be paid from ASOCC Competition Account, Culinary Arts Club Account, Culinary Ancillary Account funds.

SUSAN R BERMAN, Librarian (GWC), to attend the American Library Association 2008 Annual Conference, June 28 - July 1, 2008, Anaheim, CA, without loss of salary, with reimbursement for allowable expenses of \$600, including a registration fee of \$245, to be paid from IPD funds.

MELISSA R BERTA, Instructor (OCC), to attend the The International Center for Supplemental Instruction Supervisor Workshop, March 15-18, 2008, Kansas City, MO, without loss of salary, with reimbursement for allowable expenses of \$1,600, including a registration fee of \$585, travel by Air Coach, to be paid from Title III Grant funds.

MELISSA R BERTA, Instructor (OCC), to attend the Blackboard/Arizona State University Site Visit, March 9-10, 2008, Tempe, AZ, without loss of salary, with reimbursement for allowable expenses of \$500, including travel by Air Coach, to be paid from Ancillary Account funds.

**Item 1 continued, Travel Authorization**

ROBIN A BOYLE, Mil/Cont Ed Tech Int (CCC), to attend the Coast Guard Visits: San Francisco, Alameda and Petaluma, March 11-16, 2008, San Francisco, Alameda and Petaluma, CA, without loss of salary, with reimbursement for allowable expenses of \$1,500, including travel by Air Coach, rental car and insurance, to be paid from Contract Education Auxiliary funds.

WARREN S CARTER, Instructor (GWC), to attend the Broadcast Educators National Broadcasting Association Conference, Las Vegas, NV, April 15-20, 2008, without loss of salary, with reimbursement for allowable expenses of \$1,200 including a \$165 registration fee and travel by personal car in lieu of equivalent airfare to be paid from IPD funds.

TREISA S CASSENS, Librarian (GWC), to attend the American Library Association 2008 Annual Conference, June 28 - July 2, 2008, Anaheim, CA, without loss of salary, with reimbursement for allowable expenses of \$600, including a registration fee of \$245, to be paid from IPD funds.

FELICIA J COCO, Instructor (OCC), to attend the Phi Rho Pi National Conference & Tournament, April 9-20, 2008, Chicago, IL, without loss of salary, with reimbursement for allowable expenses of \$400, to be paid from Academic Senate PDI funds.

JOSEPH H CONRY, Dir Of Computr Svcs (CCC), to attend the California Community Colleges Chief Information Systems Officers Association Conference: Navigating the Seas of Change, March 16-19, 2008, Monterey, CA, without loss of salary, with reimbursement for allowable expenses of \$1,200, including a registration fee of \$415, to be paid from Telecommunications & Technology Infrastructure Program funds. Reimbursement of mileage on personal auto, in lieu of airfare, not to exceed coach airfare equivalency.

DING-JO H CURRIE, President (CCC), to attend the American Association of Community Colleges 2008 Convention and Board of Directors Meetings, April 2-8, 2008, Philadelphia, PA, without loss of salary, with reimbursement for allowable expenses of \$600, including travel by Air Coach, to be paid from College Support funds.

JULIE A DAVIS-WOLFE, Librarian (GWC), to attend the American Library Association 2008 Annual Conference, Anaheim, CA, June 26 and July 2, 2008, without loss of salary, with reimbursement for allowable expenses of \$400 including a 245 registration feet to be paid from IPD funds. Reimbursement differs from other attendees due to shorter attendance dates.

JULIE A DAVIS-WOLFE, Librarian (GWC), to attend the California Academic and Research Libraries Conference, April 4, 2008, Irvine, CA, without loss of salary, with reimbursement for allowable expenses of \$400, including a registration fee of \$375, to be paid from IPD funds.

KAREN R DICKERSON, Counselor (GWC), to attend the CCC Student Services Annual Conference, Los Angeles, CA, April 9-11, 2008, without loss of salary, with reimbursement for allowable expenses of \$525 including a \$275 registration fee and lodging due to early morning meetings to be paid from IPD funds. Expenses differ from other attendees due to different registration fees and lodging.

BETTY L DISNEY, Dean (CCC), to attend the Redefining the Role of Creativity in Education, Business and Society, March 19, 2008, Irvine, CA, without loss of salary, with reimbursement for allowable expenses of \$75, including a registration fee of \$75, to be paid from Professional Development funds.

SHIRLEY A DONNELLY, Admin Dir Stdt Serv (GWC), to attend the CA Association of Community College Registrars Annual Conference, April 27-30, 2008, Lake Tahoe, CA, without loss of salary, with reimbursement for allowable expenses of \$1,700, including a registration fee of \$195, travel by Air Coach, rental car and insurance, to be paid from CDMA funds, Conference funds.

**Item 1 continued, Travel Authorization**

CORINE L DOUGHTY, Director, Career Services (OCC), to attend the California Community College Association for Occupational Educators, March 10-14, 2008, Sacramento, CA, without loss of salary, with reimbursement for allowable expenses of \$1,220, including a registration fee of \$320, travel by Air Coach, to be paid from VTEA Career Education funds.

STEPHANIE L DUMONT, Counselor (GWC), to attend the CCC Student Services Annual Conference, Los Angeles, CA, April 8-11, 2008, without loss of salary, with reimbursement for allowable expenses of \$500 including a \$350 registration fee and lodging due to early morning meetings to be paid from IPD funds. Expenses differ from other attendees due to different registration fees and lodging.

DARRELL D EBERT, Instructor (GWC), to attend the Bayou City Art Festival, March 28-31, 2008, Houston, TX, without loss of salary, with reimbursement for allowable expenses of \$800, including travel by Air Coach, to be paid from IPD funds.

KAREN S FELTS, Instructor (OCC), to attend the Coretext 14th Annual Conference - Who Are We? Timeless Questions, April 3 - 6, 2008, Plymouth, MA, without loss of salary, with reimbursement for allowable expenses of \$800, including a registration fee of \$260, travel by Air Coach, to be paid from Academic Senate PDI.

SABINE FERRARA, Adm/Records Tech 2 (OCC), to attend the California Association of Community College Registration, March 14, 2008, Lakewood, CA, without loss of salary, with reimbursement for allowable expenses of \$100, including a registration fee of \$45, to be paid from A & R Ancillary funds.

STEPHEN Y FULLMER, Hrly/Temp Tech (OCC), to attend the University of Oregon - Oregon State University Football Practice - Spring Game, April 24-27, 2008, Eugene, OR, without loss of salary, with reimbursement for allowable expenses of \$500, including rental car and insurance, to be paid from OCC Football Ancillary Account funds.

CAROL J GRIMES, Instructor (GWC), to attend the 20th Biennial Conference on Chemical Education, July 26-31, 2008, Bloomington, IN, without loss of salary, with reimbursement for allowable expenses of \$1,100, including a registration fee of \$250, travel by Air Coach, to be paid from IPD AFT funds, VP IPD Funds.

SCOTT R HAYS, Hourly Instructor (OCC), to attend the TechEd 2008: 13th Annual Technology Education Expo, April 13-15, 2008, Ontario, CA, without loss of salary, with reimbursement for allowable expenses of \$800, including a registration fee of \$285, to be paid from Professional Development funds (Adjunct) to reimburse for lodging due to late night and early morning meetings.

IRENE J HEAVERN, Instructor (OCC), to attend the Northern California College Reading Association Annual Conference, March 6-8, 2008, Monterey, CA, without loss of salary, with reimbursement for allowable expenses of \$850, including a registration fee of \$51, to be paid from Title III Grant funds.

DARRYL ISAAC, Instructor (OCC), to attend the Vocational Education Leadership Conference, March 6-9, 2008, San Jose, CA, without loss of salary, with no reimbursement authorized from District funds, to be paid by sponsoring organization.

GARTH W JOHNSON, Temp Instructor (GWC), to attend the National Conference on Education for the Ceramic Arts, March 19-22, 2008, Pittsburgh, PA, without loss of salary, with reimbursement for allowable expenses of \$700, including a registration fee of \$260, travel by Air Coach, to be paid from IPD funds.

DANNY C JONES, Administrative Dean (CCC), to attend the William and Flora Hewlett Foundation Open Education Resource Meeting, March 11-13, 2008, Pittsburgh, PA, without loss of salary, with reimbursement for allowable expenses of \$1,200, including travel by Air Coach, to be paid from Open Learning Language Initiative/Hewlett Grant funds.

**Item 1 continued, Travel Authorization**

NANCY S JONES, Instructor (CCC), to attend the Career Pathways Steering Committee Meeting, July 7, 2008, Sacramento, CA, without loss of salary, with no reimbursement authorized from District funds, to be paid from sponsoring agency.

RITA M JONES, Counselor (OCC), to attend the Innovation, Education and Changing the Workplace, March 19, 2008, Irvine, CA, without loss of salary, with reimbursement for allowable expenses of \$100, including a registration fee of \$75, to be paid from Work Based Learning Grant funds.

RITA M JONES, Counselor (OCC), to attend the Making Powerful Connections, April 10-11, 2008, San Francisco, CA, without loss of salary, with reimbursement for allowable expenses of \$700, including travel by Air Coach, to be paid from Career Development State Advisory Committee Grant funds.

RITA M JONES, Counselor (OCC), to attend the Tools for Reaching Generation Y, April 29, 2008, Compton, CA, without loss of salary, with reimbursement for allowable expenses of \$100, to be paid from Career Development State Advisory Committee Grant funds.

RITA M JONES, Counselor (OCC), to attend the Powerful Connections, April 2, 2008, Riverside, CA, without loss of salary, with reimbursement for allowable expenses of \$50, to be paid from Career Development State Advisory Committee Grant funds.

RITA M JONES, Counselor (OCC), to attend the Regional Workshop for Counselors, April 3, 2008, San Diego, CA, without loss of salary, with reimbursement for allowable expenses of \$100, to be paid from Career Development State Advisory Committee Grant funds.

JACQUELINE A KAMPHUIS, Instructor (OCC), to attend the The International Center for Supplemental Instruction Supervisor Workshop, March 15 - 18, 2008, Kansas City, MO, without loss of salary, with reimbursement for allowable expenses of \$1,600, including a registration fee of \$585, travel by Air Coach, to be paid from Title III Grant funds.

JOSEPH KAHO, Hourly Instructor (OCC), to attend the University of Oregon - Oregon State University Football Practice - Spring Game, April 24-27, 2008, Eugene, OR, without loss of salary, with reimbursement for allowable expenses of \$500, including rental car and insurance, to be paid from OCC Football Ancillary Account funds.

MARY K KEEGAN, Instructor (GWC), to attend the Phase I Interactive Imagery, May 16-18, 2008, Burlingame, CA, without loss of salary, with reimbursement for allowable expenses of \$800, including a registration fee of \$575, travel by Air Coach, to be paid from IPD funds.

JANELL M KEOUGH, Mil/Cont Ed App Coord (CCC), to attend the Microsoft Heroes Happen Here: 2008 Launch Events, April 8, 2008, Anaheim, CA, without loss of salary, with reimbursement for allowable expenses of \$100, to be paid from Contract Education Auxiliary funds.

W G KNOWLES, Informatn Sys Tch Sr (OCC), to attend the Blackboard Incorporated - Blackboard World Commerce 2008, March 9-10, 2008, Tempe, AZ, without loss of salary, with reimbursement for allowable expenses of \$500, including travel by Air Coach, to be paid from Ancillary Account funds.

BENJAMIN J LOHMAN, Instructor (OCC), to attend the Phi Rho Pi National Conference & Tournament, April 9-20, 2008, Chicago, IL, without loss of salary, with reimbursement for allowable expenses of \$400, to be paid from Academic Senate PDI funds.

KATHLEEN L MCLAUGHLIN, Hourly Instructor (OCC), to attend the Society for Photographic Education, March 12-16, 2008, Denver, CO, without loss of salary, with reimbursement for allowable expenses of \$620, including travel by Air Coach, to be paid from CCA/CTA Union funds.

**Item 1 continued, Travel Authorization**

GAIL A MEINHOLD, Hourly Instructor (OCC), to attend the Dietetic Educators of Practitioners Annual Meeting, March 16-18, 2008, Pacific Grove, CA, without loss of salary, with reimbursement for allowable expenses of \$800, including a registration fee of \$150, to be paid from Professional Development funds (PT Faculty).

MATTHEW J MITCHELL, Hourly Instructor (OCC), to attend the University of Oregon - Oregon State University Spring Football Practice - Spring Game, April 24-27, 2008, Eugene, OR, without loss of salary, with reimbursement for allowable expenses of \$500, including rental car and insurance, to be paid from OCC Football Ancillary Account funds.

HILLARY D MUSHKIN, Instructor (OCC), to attend the International Symposium on Electronic Art 2008, July 23 - August 2, 2008, Singapore without loss of salary, with reimbursement for allowable expenses of \$400, including a registration fee of \$350, travel by Air Coach, to be paid from Academic Senate PDI funds.

ROBERT D NASH, Dir, Inst Desgn & Fac Support (CCC), to attend the Technology in Education Conference and Exposition (TechEd 2008), April 13-16, 2008, Ontario, CA, without loss of salary, with reimbursement for allowable expenses of \$450, to be paid from ISD Staff Training Conference funds.

SCOTT V ORLOFF, Hourly Instructor (OCC), to attend the University of Oregon - Oregon State University - Spring Football Practice - Spring Game, April 24-27, 2008, Eugene, OR, without loss of salary, with reimbursement for allowable expenses of \$500, including rental car and insurance, to be paid from OCC Football Ancillary Account funds.

JENNIFER ORTBERG, Dir Adm & Records (GWC), to attend the CA Association of Community College Registrars Annual Conference, April 27-30, 2008, Lake Tahoe, CA, without loss of salary, with reimbursement for allowable expenses of \$1,000, including a registration fee of \$195, travel by Air Coach, to be paid from CDMA funds.

MONTE E PEREZ, Vice President (GWC), to attend the CCC Student Services Annual Conference, Los Angeles, CA, April 9-11, 2008, without loss of salary, with reimbursement for allowable expenses of \$400 including a \$325 registration fee to be paid from college conference funds. Expenses differ from other attendees due to different registration fees and no lodging.

MONTE E PEREZ, Vice President (GWC), to attend the CCC Chief Instruction Officers/Student Services Officers Joint Conference, March 26-27, 2008, San Diego, CA, without loss of salary, with reimbursement for allowable expenses of \$1,000, including a registration fee of \$610, to be paid from Conference funds.

STEPHANIE E. PHONSIRI, Staff Aide, International Center (OCC), to attend the Blackboard/Arizona State University Site Visit, March 9-10, 2008, Tempe, AZ, without loss of salary, with reimbursement for allowable expenses of \$500, including travel by Air Coach, to be paid from Ancillary Account funds.

DEBRA G RASKIN, Inst Assoc-Ph Sc/Mth (OCC), to attend the The International Center for Supplemental Instruction Supervisor Workshop, March 15-18, 2008, Kansas City, MO, without loss of salary, with reimbursement for allowable expenses of \$1,600, including a registration fee of \$585, travel by Air Coach, to be paid from Title III Grant funds.

KAREN D ROBINSON, Hourly Instructor (OCC), to attend the Childhood Exposure to Violence & Implications for Brain Development, March 12, 2008, Westminster, CA, without loss of salary, with reimbursement for allowable expenses of \$45, including a registration fee of \$45, to be paid from VPI Conference CCA funds.

**Item 1 continued, Travel Authorization**

VINCENT P RODRIGUEZ, Dean, Distance Learning (CCC), to attend the American Association of Community Colleges 2008 Convention, April 4-8, 2008, Philadelphia, PA, without loss of salary, with reimbursement for allowable expenses of \$2,300, including a registration fee of \$698, travel by Air Coach, to be paid from Distance Learning Conference fFunds.

HELEN M ROTHGEB, Dir Of Fiscal Svcs (OCC), to attend the Blackboard Pre-Conference, March 9-10, 2008, Tempe, AZ, without loss of salary, with reimbursement for allowable expenses of \$500, including travel by Air Coach, to be paid from Ancillary Account funds.

THOMAS J SNYDER, Dean Plan Dev Govt (CCC), to attend the American Association of Community Colleges Annual Convention, April 4-8, 2008, Philadelphia, PA, without loss of salary, with reimbursement for allowable expenses of \$2,127, including a registration fee of \$603, travel by Air Coach, to be paid from College Support funds.

TERESA J SPEAKMAN, Instructor (GWC), to attend the 20th Biennial Conference on Chemical Education, July 26-31, 2008, Bloomington, IN, without loss of salary, with reimbursement for allowable expenses of \$1,100, including a registration fee of \$250, travel by Air Coach, to be paid from IPD AFT funds, VP IPD funds.

FREDERICK A STEADRY, Instructor (OCC), to attend the 45th Society for Photographic Education National Conference - Agents of Change: Art & Advocacy, March 13-16, 2008, Denver, CO, without loss of salary, with reimbursement for allowable expenses of \$1,490, including a registration fee of \$220, travel by Air Coach, to be paid from Academic Senate PDI, Photography Foundation funds.

KERRY M STEWERT, Cont Ed Ap Prgr Asst (CCC), to attend the Microsoft Heroes Happen Here: 2008 Launch Events, April 8, 2008, Anaheim, CA, without loss of salary, with reimbursement for allowable expenses of \$100, to be paid from Contract Education Auxiliary funds.

RINI S SUKAESIH, Matriculation Evaluator (OCC), to attend the California Association of Community College Registrars and Admissions Officers, March 14, 2008, Lakewood, CA, without loss of salary, with reimbursement for allowable expenses of \$100, including a registration fee of \$45, to be paid from A & R Ancillary funds.

LAUREEN J SWANCUTT, Exec Asst To Pres (CCC), to attend the American Association of Community Colleges 2008 Convention, April 4-8, 2008, Philadelphia, PA, without loss of salary, with reimbursement for allowable expenses of \$2,300, including a registration fee of \$698, travel by Air Coach, to be paid from College Support funds.

MICHAEL R TAYLOR, Instructor (OCC), to attend the California Community College Football Coaches Spring Meeting - Hall of Fame, March 6 - 9, 2008, Visalia, CA, without loss of salary, with reimbursement for allowable expenses of \$600, to be paid from OCC Football Ancillary Account funds.

MICHAEL R TAYLOR, Instructor (OCC), to attend the University of Oregon, Oregon State University Spring Football Practice - Spring Game, April 24-27, 2008, Eugene, OR, without loss of salary, with reimbursement for allowable expenses of \$500, including rental car and insurance, to be paid from OCC Football Ancillary Account funds.

DAVID L THOMPSON, Dir., eLearning Research & Dev (CCC), to attend the Technology in Education Conference and Exposition (TechEd 2008), April 13-16, 2008, Ontario, CA, without loss of salary, with reimbursement for allowable expenses of \$450, to be paid from Learning Technology and Innovations funds.

THERESA A VASQUEZ, Hrly/Temp Clerical (OCC), to attend the Mistake-Free Grammar and Proofreading, March 19, 2008, Costa Mesa, CA, without loss of salary, with reimbursement for allowable expenses of \$125, including a registration fee of \$99, to be paid from Foundation Account funds.

**Item 1 continued, Travel Authorization**

SANDRA M WHITESIDE, Informatn Sys Tch Sr (OCC), to attend the Blackboard/Arizona State University Site Visit, March 9-10, 2008, Tempe, AZ, without loss of salary, with reimbursement for allowable expenses of \$500, including travel by Air Coach, to be paid from Ancillary Account funds.

KENNETH D YGLESIAS, Chancellor (CCCD), to attend the American Association of Community Colleges 88th Annual Convention, April 4 - 8, 2008, Philadelphia, PA, without loss of salary, with reimbursement for actual expenses, including a registration fee of \$597, travel by Air Coach, to be paid from Management Conference Funds - Administrative Services. The reason for this revision is to substitute Kenneth Yglesias in place of Chandulal Brahmhatt as the attendee and to revise funding source.

TRACY C YOUNG, Int Audit Asst Sr (CCCD), to attend the Community College Internal Auditors, April 30 - May 2, 2008, Sacramento, CA, without loss of salary, with reimbursement for allowable expenses of \$800, including a registration fee of \$85, travel by Air Coach, to be paid from Internal Audit CFCE Conference Funds.

**b. Authorization for Student Trips**

It is recommended that authorization be given for the following student trips:

Candace Leuthold, Instructor/Biology/Early College High School, (CCC) to accompany approximately 40 students (Ticket Number RY308-010) to the Upper Newport Back Bay in Costa Mesa on March 10, 2008. Students will use District transportation. Guest participants may attend and will be required to sign the CCCD Voluntary Activities Participation Form. The waiver forms and attendance list will be on file in the Dean of Instruction's office at the Costa Mesa Center prior to departure.

Candace Leuthold, Instructor/Biology/Early College High School (CCC) to accompany approximately 40 students (Ticket Number RY308-010) to the Upper Newport Back Bay in Costa Mesa on March 11, 2008. Students will use District transportation. Guest participants may attend and will be required to sign the CCCD Voluntary Activities Participation Form. The waiver forms and attendance list will be on file in the Dean of Instruction's office at the Costa Mesa Center prior to departure.

Diana Jason, Instructor/Parent Education (CCC) to accompany approximately 45 students (Ticket Numbers 92204, 92086) to the Environmental Nature Center in Newport Beach on March 13, 2008. Students will use District transportation. Guest participants may attend and will be required to sign the CCCD Voluntary Activities Participation Form. The waiver forms and attendance list will be on file in the Dean of Instruction's office at the Costa Mesa Center prior to departure.

Diana Jason, Instructor/Parent Education (CCC) to accompany approximately 30 students (Ticket Numbers 92206, 91895) to Golden View Elementary School in Huntington Beach on April 2, 2008. Students will use private vehicles. Guest participants may attend and will be required to sign the CCCD Voluntary Activities Participation Form. The waiver forms and attendance list will be on file in the Dean of Instruction's office at the Costa Mesa Center prior to departure.

Marvette Anderson, Instructor/Art (CCC) to accompany approximately 45 students (Ticket Numbers 92080, 91143, 91132) to the UCLA Hammer Museum of Art in Los Angeles on April 4, 2008. Students will use District transportation. Guest participants may attend and will be required to sign the CCCD Voluntary Activities Participation Form. The waiver forms and attendance list will be on file in the Dean of Instruction's office at the Costa Mesa Center prior to departure.

Lynn Torrini, Instructor/Art (CCC) to accompany approximately 40-50 students (Ticket Numbers 92802, 82603, 92805, 92606, 91423, 92016, 92017) to the Los Angeles County Art Museum in Los Angeles on April 12, 2008. Students will use District transportation. Guest participants may attend and will be required to sign the CCCD Voluntary Activities Participation Form. The waiver forms and attendance list will be on file in the Dean of Instruction's office at the Costa Mesa Center prior to departure.

Diana Jason, Instructor/Parent Education (CCC) to accompany approximately 30 students (Ticket Numbers 92206, 91895) to Tanaka Farms in Irvine on April 30, 2008. Students will use private vehicles. Guest participants may attend and will be required to sign the CCCD Voluntary Activities Participation Form. The waiver forms and attendance list will be on file in the Dean of Instruction's office at the Costa Mesa Center prior to departure.

Diana Jason, Instructor/Parent Education (CCC) to accompany approximately 30 students (Ticket Numbers 92204, 92086) to Tanaka Farms in Irvine on May 8, 2008. Students will use private vehicles. Guest participants may attend and will be required to sign the CCCD Voluntary Activities Participation Form. The waiver forms and attendance list will be on file in the Dean of Instruction's office at the Costa Mesa Center prior to departure.

Diane Ryan, Instructor/Emeritus Social Sciences (CCC) to accompany approximately 25 students (Ticket Number 91848) to the San Juan Capistrano Mission in San Juan Capistrano on March 18, 2008. Students will use District transportation. Guest participants may attend and will be required to sign the CCCD Voluntary Activities Participation Form. The waiver forms and attendance list will be on file in the Dean of Instruction's office at the Costa Mesa Center prior to departure.

Diane Ryan, Instructor/Emeritus Social Sciences (CCC) to accompany approximately 25 students (Ticket Number 91027) to the Old Santa Ana Courthouse and the Howe-Waffle House in Santa Ana on March 20, 2008. Students will use District transportation. Guest participants may attend and will be required to sign the CCCD Voluntary Activities Participation Form. The waiver forms and attendance list will be on file in the Dean of Instruction's office at the Costa Mesa Center prior to departure.

Ann Holliday, Student Advisory Council Advisor, (CCC) to accompany approximately 3 students to attend the National Student Advocacy & Leadership Conference, March 6-11, 2008, at the Holiday Inn on the Hill, Washington, D.C. Expenses NTE \$13,000 to be paid from SAC funds. A list of students will be on file in the President's office prior to the trip.

Faculty Advisor, (CCC) to accompany approximately 3 students to attend Student Leadership Conference on March 8, 2008, at California State University, Fullerton. Students to use personal transportation. Expenses NTE \$80 to be paid from SAC funds. A list of students will be on file in the President's office prior to the trip.

Jeanette Ellis, Instructor/Parent Education (CCC) to accompany approximately 50 students (Ticket Numbers 99205, 99204, 99207) to the Huntington Beach Helicopter Maintenance Hanger in Huntington Beach on March 19, 20, 21, 2008. Students will use private vehicles. Guest participants may attend and will be required to sign the CCCD Voluntary Activities Participation Form. The waiver forms and attendance list will be on file in the Dean of Instruction's office at the Costa Mesa Center prior to departure.

Vida Greer-Martin (GWC) Student Activities Office, and five students to attend an African American Male Summit, March 19, 2008, Westminster, CA, with reimbursement for allowable expenses NTE \$200 including a \$20 registration fee to be paid from ASGWC funds. Travel by personal cars. A list of all participants will be on file in the Student Activities Office prior to departure.

Valerie Venegas (GWC) Director, Student Activities, and 20 students to attend the Cal State Fullerton Leadership Conference, March 8, 2008, Fullerton, CA, with reimbursement for allowable expenses NTE \$500 including a \$25 registration fee to be paid from ASGWC funds. Travel by personal cars, carpooling, and/or District transportation. A list of all participants will be on file in the Student Activities Office prior to departure.

**Item 1 continued, Travel Authorization**

Chuck Whitchurch (GWC) Honors Program Advisor, and 30 students to attend a South Coast Repertory production of Culture Clash in America, March 20, 2008, Costa Mesa, CA, with reimbursement for allowable expenses NTE \$390 including a \$13 per person ticket charge to be paid from Honors Program funds. Travel by personal cars. A list of all participants will be on file in the Division Dean's Office prior to departure.

Chuck Whitchurch, Stephanie Dumont, and Elizabeth Remsburg (GWC) Honors Program Advisors, and 15 students to attend the Honors Transfer Council of CA 2008 Research Conference, March 1, 2008, UC Irvine, CA, with reimbursement for allowable expenses NTE \$375 including a \$25 registration fee to be paid from Honors Program funds. Travel by personal cars and carpooling. A list of all participants will be on file in the Division Dean's Office prior to departure.

Orange Coast College Associated Students/Student Government to attend the 2007 University Leadership Conference to be held at Cal State University Fullerton on March 8, 2008. Expenses NTE \$800 to be paid from ASOCC funds. An advisor will be present at the conference.

Orange Coast College Circle K International to attend DCON 2008: Circle K Olympics—Champions of Service! in Santa Clara, CA March 28-30, 2008. Expenses NTE \$1,400 to be paid by Circle K funds, students, and the Kiwanis Club of Costa Mesa. Students will provide their own transportation. Jeff Dimsdale will serve as advisor and will be present at all times.

Orange Coast College Culinary Arts Program Hot Food Team of seven students and two instructors to attend the American Culinary Federation's Western Regional Convention in Salt Lake City, UT April 17-22, 2008. The team will attend the convention and compete in the Junior Hot Food Competition for the Western Region as the California state champions. Expenses to include airfare, transportation, registration, meals, and other appropriate expenses NTE \$16,500.00 to be paid from Culinary Arts Club funds. Additional funds needed will be raised through donations from industry and fundraising efforts by the team. Additional students may attend, and their names will be forwarded to the President's Office.

Orange Coast College Beta Mu Alpha chapter of Phi Theta Kappa, International Honor Society of the Two-Year College, to send two students selected for recognition and scholarships by the PTK/US-Today All-California Academic Team to Sacramento, CA on March 26-27, 2008. Students will tour the capitol and attend an awards luncheon and ceremony. An OCC staff advisor will be present at all times. Airfare, hotel, local transportation, meals, and other allowable expenses for students NTE \$2,000 to be paid from Phi Theta Kappa ASOCC funds.

Orange Coast College Architecture Club to visit Hoover Dam, London Bridge, Grand Canyon, Taliesin West, Arizona State University, and the University of Arizona March 24-27, 2008. Transportation provided by District vans. The only trip expense will be the price of fuel for the transportation. All other expenses paid by students. An advisor will be present at all times. A list of exact locations and names of students will be on file in the Dean of Students office prior to the event.

Orange Coast College students to participate in an Around Santa Catalina Whalewatch Cruise on the *M/V Catalina Flyer* to Davey's Locker Sport Fishing, Newport Beach, CA on March 16, 2008. Transportation by personal vehicle. Dennis Kelly and Karen Baker, OCC Instructors of Marine Science, will be present. A list of participants will be on file in the President's Office prior to the event.

Orange Coast College spring 2008 overnight athletic trip: Dates from February, 2008, through May, 2008, add Kevin Snapp to the list of assistant coaches who will accompany the OCC Baseball Team on trips. Revision to Previous Board Action to add an additional assistant coach. Previous Board approval 1/16/08.

## 2. General Items

### a. Authorization for Special Projects

It is recommended that authorization be given for the following special projects as outlined below:

#### Coastline Community College

Coastline Community College Academic Senate to host an Academic Senate for California Community Colleges Area D Meeting on Saturday, April 5, 2008, from 10 a.m. to 3 p.m., at the Garden Grove Center in Garden Grove. Expenses NTE \$650, to be paid from College Support Discretionary Funds.

Coastline Community College, in cooperation with the Refugee Forum of Orange County, to co-sponsor a Refugee Day event on May 3, 2008 from 10:00 a.m. to 1:00 p.m. at the Le-Jao Center, for approximately 300 members and guests from the community.

The Refugee Forum of Orange County is a membership organization composed of representatives from agencies and groups, which work with refugees in our community. The purpose of the Refugee Forum of Orange County is to assist in the successful resettlement of refugees in Orange County, and to enable them to obtain the resources necessary to become self-supporting and contributing members of society. Through coordination, planning, advocacy and outreach, the Refugee Forum works to assure the most efficient use of available resources to accomplish the purpose of the organization. There will be no charge to the participants and no expense to the College or District.

Coastline Community College, in coordination with the Orange County League of Latin American Citizens (LULAC) Foundation and the LULAC Garden Grove Council, to co-sponsor the Second Annual Latino Youth Leadership Academy Conference on Friday, April 25, 2008, 8:00 a.m. – 3:00 p.m. at the Garden Grove Center in Garden Grove. There is no charge to participants and expenses NTE \$5,000 to be paid from MPI Project-Enrollment Growth Funding.

#### Golden West College

Golden West College to recognize Women's Heritage Month during March 2008. Cost NTE \$800 for food, printing, supplies, and speakers to be paid from college funds.

Golden West College to hold a Re-Entry/CalWORKs Student Success Recognition Luncheon, during May, 2008. Cost NTE \$1,000 for food, supplies, and printing to be paid from TANF grant funds.

Golden West College to hold a Re-Entry/CalWORKs Student Success Recognition Luncheon, December 6, 2007. Cost NTE \$1,000 for food, supplies, and printing to be paid from TANF grant funds. (retroactive due to lost original paperwork)

Golden West College Peace, Mind, and Body Club to hold a Picnic for Peace, March 12, 2008, in the Student Center Patio to raise money to help the homeless. Cost NTE \$500 for food, supplies, and entertainment to be paid from club funds.

Golden West College to hold a Chicano/Latino College Day, April 25, 2008, a recruitment event for local high school students. Cost NTE \$11,700 for food, printing, supplies, and speakers to be paid from Outreach funds.

#### Orange Coast College

Orange Coast College Internship Academy to host a three day "Big Mouse on Campus" Disney event on March 11-13, 2008. Each day will feature presentations on resume, interviewing, and recruitment opportunities which will prepare students for the upcoming job fair April 9, 2008. Disney will host a faculty luncheon on March 12, 2008, in the Career Center using OCC's Culinary Arts program. There will be no cost to the college.

**Item 2 continued, General Items**

Orange Coast College Technology Department to co-sponsor a Federal Aviation Administration seminar on March 25, 2008, in the OCC Forum. Mark Zombeck, Professor of Aviation Maintenance Technology, will be in charge of the event. There will be no cost to the college.

Orange Coast College Art Department to host a Costa Mesa High School student and faculty art exhibition from March 6, 2008, through April 20, 2008. The exhibition will include an opening reception for students, faculty, and their families on March 12, 2008. There will be no cost to the college.

Orange Coast College Outreach and Recruitment program to host a dinner on the OCC campus for Newport Mesa Unified School District students and families on March 6, 2008, to discuss the program and demonstrate the positive effects. Expenses NTE \$500 to be paid from Outreach funds.

Orange Coast College International Business Club to hold a Green Business Days Event April 1-3, 2008, on the OCC campus. Expenses NTE \$8,500 to be paid from club and ASOCC funds. An advisor will be present at all times.

Orange Coast College Physical Education and Athletics Division to co-sponsor the Baseball Factory summer baseball workouts on the OCC baseball field June 29, June 30, and July 1, 2008. There will be no fee to participate in these events and no cost to the college. John Altobelli, head OCC baseball coach, and assistant baseball coaches Dave Bowman and Kevin Snapp will be in charge of the events.

Orange Coast College Technology Division to host various functions and meetings for the 2007-2008 academic year. Total expenses NTE \$1,000 to be paid from ancillary, general funds, ASOCC, and Foundation funds to include refreshments, supplies, equipment, substitutes, and meeting room

Orange Coast College Engineering Technology Robotics and Automation Program to host a variety of workshops, trade shows, community outreach events, tournaments, summer camps, and conferences for extended education throughout the 2008-2009 fiscal year. All expenses to be paid by co-sponsors to include professional societies, technical societies, OCC Engineering Club, and Orange County Department of Education. A list of committee names, participating schools, college faculty, and event dates are on file in the Technology Division.

Orange Coast College Physical Education and Athletics Division to co-sponsor Calvary Chapel High School baseball practices and games on the OCC baseball field March 14, 18, and 21; April 12 and 25; and May 7, 2008. There will be no fee to participate in these events and no cost to the college. John Altobelli, head OCC baseball coach, and assistant baseball coaches Dave Bowman and Kevin Snapp will be in charge of the events.

Orange Coast College Community Relations Office to host the 25<sup>th</sup> Annual OCC High School Senior Day on March 18, 2008. Approximately 5,000 high school seniors are expected to attend. Senior Day expenses to also cover a pizza party for the division or department that wins "Best Booth" award and a lunch for 40 high school counselors and chaperones. Expenses NTE \$35,000 to be paid from ASOCC and District funds. Revision to Previous Board Action to add an additional event. Previous Board approval 9/19/07.

**b. Authorization to Apply for Funded Programs and/or Projects**

It is recommended that authorization be given to apply for the following funded programs and/or projects and to participate, if funded, as outlined below. It is further recommended that the Chancellor or Vice Chancellor of Administrative Services be authorized to sign any related documents as appropriate.

1. Orange Coast College has been awarded the California Department of Education, Child Development Division grant titled "**Harry & Grace Steele Children's Center Instructional Materials Grant.**" The Children's Center has been receiving funds to subsidize childcare for low-income student-parents since 1978. OCC provides comprehensive child development services that include: quality childcare

for student-parents enrolled at OCC, a food and nutrition program, parent enrichment and resource/referral services. The school-age program serves school age children after school during the traditional academic year and 6-12 year old children in a day camp environment throughout the summer.

**Fiscal Impact:** The Orange Coast College Children’s Center receives grant funds for purchase of Instructional Material through the California State Department of Education, Child Development. This grant is a supplement to the General Child Care Grant. The amount for fiscal year 2007-2008 is \$1,375. There are no matching funds.

The following resolution was adopted in order for the agreement to be accepted by the State:

**RESOLUTION**

**WHEREAS**, the Board of Trustees of the Coast Community College District has read the proposed agreement entitled Certification of Application for Fiscal Year 2007-2008, Child Development Division, Child Development Program and the Coast Community College District (Orange Coast College), and said Board of Trustees acknowledges the benefits and responsibilities to be shared by both parties to said agreement,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees does hereby authorize Kenneth D. Yglesias, Chancellor; Kim Allen, Administrative Director of Fiscal Affairs, or Chandulal M. Brahmhatt, Vice Chancellor of Administrative Services, of the Coast Community College District on behalf of the organization to sign and execute said agreement and all amendments thereto, except to increase the financial liability of said organization.

Orange Coast College has been awarded the California Department of Education, Child Development Division grant titled “**Harry & Grace Steele Children’s Center Facilities Renovation and Repair Grant.**” The Children’s Center has been receiving funds to subsidize childcare for low-income student-parents since 1978. OCC provides comprehensive child development services that include: quality childcare for student-parents enrolled at OCC, a food and nutrition program, parent enrichment and resource/referral services. The facilities renovation and repair grants purpose is to purchase or replace equipment necessary for the health and safety of the students in accordance with the Child Care and Development fund program requirements.

**Fiscal Impact:** The Orange Coast College Children’s Center received the Facilities Renovation and Repair Grant administered through the California State Department of Education, Child Development Division to purchase or replace equipment necessary for the health and safety of the students in accordance with the Child Care and Development fund program requirements. This grant is a supplement to the General Child Care Grant. The amount for fiscal year 2007-2008 is \$19,865.

The following resolution was adopted in order for the agreement to be accepted by the State:

**RESOLUTION**

**WHEREAS**, the Board of Trustees of the Coast Community College District has read the proposed agreement entitled Certification of Application for Fiscal Year 2007-2008, Child Development Division, Child Development Program and the Coast Community College District (Orange Coast College), and said Board of Trustees acknowledges the benefits and responsibilities to be shared by both parties to said agreement,

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees does hereby authorize Kenneth D. Yglesias, Chancellor; Kim Allen, Administrative Director of Fiscal Affairs, or Chandulal M. Brahmhatt, Vice Chancellor of Administrative Services, of the Coast Community College District on behalf of the organization to sign and execute said agreement and all amendments thereto, except to increase the financial liability of said organization.

2. Orange Coast College has re-applied for the California Department of Education, Child Development Division for a 2008-2009 grant titled **“Harry & Grace Steele Children’s Center General Child Care Center Grant”**. The Children’s Center has been receiving funds to subsidize childcare for low-income student-parents since 1978. Orange Coast College provides comprehensive child development services that include: quality childcare for student-parents enrolled at Orange Coast College, a food and nutrition program, parent enrichment and resource/referral services.

**Fiscal Impact:** If funded, Orange Coast College will receive \$380,000 between July 1, 2008, to and including June 30, 2009. This grant will allow Orange Coast College to serve approximately 50 full-time equivalent children of low-income families while the students’ parents attend classes and work. No matching funds required.

**c. Authorization for Disposal of Surplus Materials and/or Equipment**

It is recommended that authorization be given for the disposal of the following surplus materials and/or equipment which are no longer of value to the using departments; disposal to be made by John Eriksen, Director of Purchasing, in such a way as to conform to the law and District policy and to bring the best possible return to the District.

COASTLINE COMMUNITY COLLEGE

ITEM	ASSET NO. (TAG NO.)	IDENTIFICATION		CONDITION OF EQUIPMENT
		MODEL NO.	SERIAL NO.	F=FAIR P=POOR I=IRREPARABLE
TABLE	---	---	---	P
FILE CABINET (11)	---	---	---	F
FILE CABINET	---	---	---	P
FILE CABINET (16)	---	---	---	P
FILE CABINET (10)	---	---	---	P
TABLE (4)	---	---	---	P
FILE CABINET (2)	---	---	---	P
DESK (3)	---	---	---	P
SATELLITE DISH	---	---	---	F
BOOK SHELVES (2)	---	---	---	I
DESKS (4)	---	---	---	P
DESKS (2)	---	---	---	P
DESK TOP	---	---	---	P
TV (3)	---	---	---	I
MONITOR	---	---	---	I
STOOL (21)	---	---	---	P
STOOL (5)	---	---	---	I

Item 2 continued, General Items

CHAIRS (9)	---	---	---	P
PODIUM (10)	---	---	---	I
TYPEWRITER (3)	---	---	---	I
FILE CABINET (40)	---	---	---	P
TABLES (14)	---	---	---	I
BOOK SHELVES (6)	---	---	---	I

ORANGE COAST COLLEGE

ITEM	ASSET NO. (TAG NO.)	IDENTIFICATION		CONDITION OF EQUIPMENT
		MODEL NO.	SERIAL NO.	F=FAIR P=POOR I=IRREPARABLE
PRINTER	9053434	7700	3902X003	P
FOOT REST	---	---	---	P
COMPUTER	9032222	ACT	40094	I
COMPUTER	9032241	ACT	40082	I
COMPUTER	9032234	ACT	40080	I
COMPUTER	9032244	ACT	40071	I
COMPUTER	9032235	ACT	40075	I
COMPUTER	9032225	ACT	40093	I
COMPUTER	9032218	ACT	40095	I
COMPUTER	9032238	ACT	90078	I
COMPUTER	9032239	ACT	40077	I
COMPUTER	9032219	ACT	40085	I
COMPUTER	9032233	ACT	40091	I
COMPUTER	9032230	ACT	40088	I
COMPUTER	9032217	ACT	40072	I
COMPUTER	9032229	ACT	40084	I
COMPUTER	9032242	ACT	40089	I
COMPUTER	9032228	ACT	40074	I
COMPUTER	9032231	ACT	40073	I
COMPUTER	9032216	ACT	40096	I
COMPUTER	9032227	ACT	40079	I
COMPUTER	9032237	ACT	40076	I
COMPUTER	9032243	ACT	40100	I
COMPUTER	9032220	ACT	40097	I
COMPUTER	9032245	ACT	40090	I
COMPUTER	9032236	ACT	40083	I
COMPUTER	9032221	ACT	40087	I
COMPUTER	9032226	ACT	40086	I
COMPUTER	9032240	ACT	40098	I

Item 2 continued, General Items

COMPUTER	9032232	ACT	40092	I
COMPUTER	9032224	ACT	40099	I
MONITOR	9032249	770T	HDD3J8002335	P
MONITOR	9032262	770T	HDD3J8002328	P
MONITOR	9032271	770T	HDD3J8002337	P
MONITOR	9032050	770T	HDD3J7002460	P
MONITOR	9040385	770T	HDD3J7004701	P
MONITOR	9040417	770T	HDD3JA006381	P
MONITOR	9014496	DX1595	M13344080182	P
MONITOR	9032287	XJ500T	HD80J8002608	P
COMPUTER	9048163	MMP	9LLYB01	I
COMPUTER	9045293	MMP	51B9C01	I
MONITOR	9032256	770T	HDD3J8002511	P
MONITOR	9032275	770T	HDD3JA003143	P
MONITOR	9032259	770T	HDD3JA003147	P
MONITOR	9032263	770T	HDD3JA003142	P
MONITOR	9032269	770T	HDD3J8002331	P
MONITOR	9032261	770T	HDD3J8002340	P
MONITOR	9032257	770T	HDD3JA003171	P
MONITOR	9032049	770T	HDD3J7002722	P
MONITOR	9032268	770T	HDD3J8002339	P
MONITOR	9032255	770T	HDD3JA003158	P
MONITOR	9032267	770T	HDD3JA003150	P
MONITOR	9032274	770T	HDD3JA003069	P
MONITOR	9032248	770T	HDD3J8002318	P
MONITOR	9032163	770T	HDD3J7002906	P
MONITOR	9032286	XJ500T	HD80J8002928	P
MONITOR	9032251	770T	HDD3J8002334	P
MONITOR	9032270	770T	HDD3J8002333	P
MONITOR	9032253	770T	HDD3J8002338	P
MONITOR	9032258	770T	HDD3JA003151	P
MONITOR	9032254	770T	HDD3JA003141	P
PRINTER	9055148	8400	71901	P
COMPUTER	9033300	ACT	41328	I
COMPUTER	9048039	MMP	BF82C01	I
COMPUTER	9048289	MMP	2N92C01	I
COMPUTER	9045295	MMP	C0B9C01	I
COMPUTER	9045129	MMP	J859C01	I
COMPUTER	9045247	MMP	BFQ1C01	I
COMPUTER	9048193	MMP	1659C01	I
COMPUTER	9048141	MMP	1LLYB01	I
COMPUTER	9045187	MMP	CCP9C01	I

Item 2 continued, General Items

MONITOR	9046417	M781P	Mx0597VU-47801-11B-H153	P
MONITOR	9045050	M781P	Mx0597VU-47801-11F-HOAU	P
MONITOR	9045238	M781P	Mx0597VU-47801-11B-H16D	P
MONITOR	9045192	M781P	Mx0597VU-47801-11A-H002	P
MONITOR	9048252	M781P	Mx0597VU-47801-11H-A3Y6	P
MONITOR	9045166	M781P	Mx0597VU-47801-11B-H13C	P
MONITOR	9048134	M781P	Mx0597VU-47801-11B-HOKA	P
COMPUTER	9048171	MMP	B3G4C01	I
COMPUTER	9048145	MMP	2KLYB01	I
COMPUTER	9045319	MMP	HBP9C01	I
SOUND MIXER	9018210	MX-16	12790	P
SOUND MIXER	9045786	SSM-1000	307G53	P
SOUND MIXER	9045784	BK-1232	88040135	P
MONITOR	9045036	M781P	MX-0957VU-47801-11B-H0VR	I
MONITOR	9046570	M781P	MX-0957VU-47801-0114-H3VD	I
COMPUTER	9048119	MMP	C859C01	I
COMPUTER	9048137	MMP	JJLYB01	I
COMPUTER	9048325	MMP	D3G4C01	I
COMPUTER	9045353	MMP	FDV1C01	I
MONITOR	9045114	M781P	MX-0957VU-47801-H18H	I
COMPUTER	9053102	DHM	B7RPB11	I
MONITOR	9053110	M782	MX-08G157-47605-22K-BEXI	I
PRINTER	9035474	P1202	FK8-008628	I
MONITOR	9024697	DX700T	MH81HA002752	I
MONITOR	9024685	DX700T	MH52H4001818	I
MONITOR	9024688	DX700T	MH81HA002075	I
MONITOR	9024682	DX700T	MH81HA002736	I
MONITOR	9024686	DX700T	MH52H4001823	I
MONITOR	9024705	DX700T	MH81HA002077	I
PRINTER	9031073	C6410A	SSG8BD1X09Q	I
PRINTER	9033738	C6429A	MY0AA1C0SY	I
MULTIMEDIA PROJECTOR	9025536	LC-SVGA870U	G9501542	I
COMPUTER	9053181	---	43169	I

Item 2 continued, General Items

PRINTER	9054213	XIMG	1KBX621	I
TELEVISION	OCAC-26662	XM-2710	615451	I
PRINTER	9032297	C4254A	USQL022793	I
IMAC	9025702	M4984	XA934ENAGVK	I
MONITOR	9045054	M781P	MX-0957VU-47801-11F-H0AR	I
MONITOR	9017978	P15	FS6656671	I
COMPUTER	9071661	---	---	I
COMPUTER	9017532	---	---	I
MONITOR	9022800	S15	FS7423180	I
MONITOR	9032426	VP150	E894453993	I
MONITOR	9032432	VP150	E894453482	I
MONITOR	9023949	VP150	E890420122	I
PRINTER	---	J120	420090432102	I
CART	---	---	---	I
TELEVISION	9028630	CT-2580VY	AN72750214	I
VCR PLAYER	9028631	AG-1210	F6HH00165	I
CART	---	---	---	I
TELEVISION	9019312	CT-2580VY	AN90610133	I
VCR PLAYER	9019313	AG-1230	L8KN00529	I
CART	---	---	---	I
TELEVISION	2005433	XM-2710	615460	I
VCR PLAYER	9021869	SVO-1450	29293	I
LETTER FOLDER	02536	Execufold	80800554	I
REFRIGERATOR	---	---	---	P
STAND UP SIGN	---	---	---	I
LETTERS FOR SIGN	---	---	---	I
TYPEWRITER	---	---	---	I

**d. Authorization to Enter into Standard Agreements for Distribution of Telecourses – Coastline Community College**

After review by the Vice Chancellor of Administrative Services, it is recommended by the Chancellor that authorization be given to enter into the following standard agreements for the lease of telecourses for the terms and conditions listed in the attached agreements (copies of the telecourse agreements are on file in the Board Office.):

CONVERSEMOS

Community College of Rhode Island (RI)

DOLLARS & SENSE: PERSONAL FINANCE FOR 21<sup>ST</sup> CENTURY

Oregon Community College Distance Learning (OR)

FACES OF CULTURE - REVISED

Pima Community College (AZ)

State Board for Community & Technical Colleges (WA)

MEDIA WAVES: AN INTRODUCTION TO MASS COMMUNICATION

State Board for Community & Technical Colleges (WA)

TRANSITIONS THROUGHOUT THE LIFE SPAN

Community College of Rhode Island (RI)

Northeast Community College (NE)

UNIVERSE: THE INFINITE FRONTIER

State Board for Community & Technical Colleges (WA)

**Fiscal Impact:** No direct cost to the District. Projected revenue unknown, depending on utilization of the telecourses by the lessees and number of students enrolled in the courses.

e. Approval of Clinical Contracts

After review by legal counsel, Rutan & Tucker, the College President, and the Vice Chancellor of Administrative Services, it is recommended by the Chancellor that authorization be given to enter into clinical contracts with the following institutions in connection with the various Allied Health programs which are a part of the Coast Community College District curriculum. (Only copies of non-standard agreements are on file in the Board Office.)

**ORANGE COAST COLLEGE**

NEW

Dr. Lawrence Ota, DDS,  
Dr. Aleen Jitsumyo, DDS, and  
Dr. Howard Polk, DDS  
Fountain Valley, CA

Standard Clinical Affiliation Agreement

Dr. Bianca Chu, DDS,  
Agreement  
Huntington Beach, CA

Standard Clinical Affiliation

Dr. Subodh Swaroop, DDS,  
Huntington Beach, CA

Standard Clinical Affiliation Agreement

**Fiscal Impact:** Students are required to obtain personal liability insurance during enrollment in an Allied Health program. The District shall provide professional liability insurance and Worker's Compensation insurance for each student participating in approved clinical rotations (For field experience agreements, the District provides only Worker's Compensation insurance). These District provided insurance coverages are in effect while the student is on-site at facility. The District realizes savings by utilizing off-campus clinical and field experience training facilities.

It is further recommended that the Chancellor or Vice Chancellor of Administrative Services be authorized to sign such agreements.

**Fiscal Impact:** The District shall provide professional liability insurance and Worker's Compensation insurance for each student participating in clinical rotation. (For field experience agreements, the District provides only Worker's Compensation insurance.) These coverages are in effect while the student is on-site at facility. However, District saves money by utilizing off-campus clinical and field experience training facilities.

**f. Authorization for Purchase of Institutional Memberships**

It is recommended that authorization be given for the following renewals of institutional memberships:

Coastline Community College

California Association on Postsecondary Education and Disability (CAPED) – October 1, 2007 – September 30, 2008 - \$240

Membership allows training and support for the department and campus regarding the newest strategies for educating college students with disabilities. Membership to be paid from AB77 funds.

Golden West College

Broadcast Educators Association – January 2008 – January, 2009 - \$120

Membership provides information for instructors of broadcast education about TV curriculum development, the annual conference, and a related subscription.

Society of American Florists – January 1, 2008 – December 31, 2008 - \$40

Membership provides opportunities and information for floral program students.

**3. Personnel Items**

**a. Authorization for Special Assignments**

It is recommended that authorization be given for the following special assignments grouped by operation cost center. Board approved, contractual special pay rates listed below by pay type as follows: LOV = Librarian Overload, OVR = Overload, MTM = Full Time Certificated Instructional Misc. Teaching Rate, MTA = Part Time Misc. Teaching Rate, IUM = Full Time Certificated Instructional Unit Assistant, IUA = Part Time Certificated Instructional Unit Assistant, EXM = Full Time Certificated Extra Pay, EXA = Part Time Certificated Extra Pay, UNT = Part Time Certificated Unit Regular, PDM = Full Time Certificated Per Diem, PDA = Part Time Certificated Per Diem, INT = Intersession, SUM = Summer, ACS = Academic Senate.

**Coastline College:**

**SPECIAL ASSIGNMENT**

<u>NAME</u>	<u>START DT</u>	<u>END DT</u>	<u>PAY TYP</u>	<u>PAY RATE</u>
<u>Cole, Maureen</u>	01/28/2008	05/25/2008	EXA	\$33.92
Helping with a special event at Fairview.				
<u>Kobata, Sarah</u>	03/01/2008	06/30/2008	UNT	\$66.94
Part-time Counselor monitoring and counseling the Virtual College High School students on the web. NTE 36 hours.				

**INSTRUCTIONAL UNIT ASSISTANT**

<u>NAME</u>	<u>START DT</u>	<u>END DT</u>	<u>PAY TYP</u>	<u>PAY RATE</u>
<u>Lovig, Margaret</u>	01/28/2008	05/25/2008	IUA	\$1,165.60
Instructional Unit Assistant for Paralegal Studies/Dispute Resolution.				

**WORKSHOPS**

<u>NAME</u>	<u>START DT</u>	<u>END DT</u>	<u>PAY TYP</u>	<u>PAY RATE</u>
<u>Nguyen, Ailene</u>	01/28/2008	05/25/2008	EXM	\$80.44

Full-time Counselor creating workshops for conducting orientation and counseling with students. NTE 21 hours.

**TELECOURSE**

<u>NAME</u>	<u>START DT</u>	<u>END DT</u>	<u>PAY TYP</u>	<u>PAY RATE</u>
<u>Wang, Jinling</u>	03/05/2008	06/30/2008	EXA	\$33.92

Serving as local advisor for new Anatomy and Physiology telecourse. NTE 30 hours.

	03/05/2008	06/30/2008	EXA	\$33.92
--	------------	------------	-----	---------

Providing additional content for new Anatomy and Physiology telecourse. NTE 80 hours.

**GLOBEL CITIZENSHIP**

<u>NAME</u>	<u>START DT</u>	<u>END DT</u>	<u>PAY TYP</u>	<u>PAY RATE</u>
<u>Borcman, Kelvin</u>	02/01/2008	06/30/2008	EXA	\$33.92

Creating a Global Citizenship (Part 2) learning object with SLOs.

<u>Johnson, Daniel</u>	02/01/2008	06/30/2008	EXM	\$41.95
------------------------	------------	------------	-----	---------

Creating a Global Citizenship (Part 2) learning object with SLOs.

**YOGA**

<u>NAME</u>	<u>START DT</u>	<u>END DT</u>	<u>PAY TYP</u>	<u>PAY RATE</u>
<u>Hazard, Sue</u>	03/31/2008	05/19/2008	EXA	\$33.92

To act as Yoga Leader for the Wellness Program. NTE 16 hours.

**Golden West College:****INDIVIDUALIZED STUDY**

<u>NAME</u>	<u>START DT</u>	<u>END DT</u>	<u>PAY TYP</u>	<u>PAY RATE</u>
<u>Egan, Catherine</u>	02/18/2008	04/04/2008	EXM	\$33.56

Individualized Study for Biology 100.

**INTERSESSION**

<u>NAME</u>	<u>START DT</u>	<u>END DT</u>	<u>PAY TYP</u>	<u>PAY RATE</u>
<u>Nielsen, Donovan</u>	01/02/2008	01/25/2008	INT	\$70.00

Computer Science 130. NTE 27 hours per week.

<u>Valenzuela, Yvonne</u>	01/02/2008	01/27/2008	INT	\$70.00
---------------------------	------------	------------	-----	---------

Counseling 104. NTE 13 hours per week.

**COACHING**

<u>NAME</u>	<u>START DT</u>	<u>END DT</u>	<u>PAY TYP</u>	<u>PAY RATE</u>
<u>Brazney, Suzanne</u>	03/24/2008	03/29/2008	EXA	\$33.92

To coach Softball. NTE 4 hours per day.

<u>D'Alessandro, Michael</u>		03/24/2008	03/29/2008	EXA	\$33.92
------------------------------	--	------------	------------	-----	---------

To coach Men's Volleyball. NTE 4 hours per day.

<u>Johnson, Daniel</u>	03/24/2008	03/29/2008	EXA	\$33.92
------------------------	------------	------------	-----	---------

To coach Men's Swimming. NTE 4 hours per day.

<u>McLaughlin, Richard</u>	03/24/2008	03/29/2008	EXM	\$41.95
----------------------------	------------	------------	-----	---------

To coach Men's Volleyball. NTE 4 hours per day.

<u>Pierce, Lowell</u>	03/24/2008	03/29/2008	EXM	\$41.95
-----------------------	------------	------------	-----	---------

To coach Track. NTE 4 hours per day.

<u>Simpson, Matthew</u>	03/24/2008	03/29/2008	EXA	\$33.95
-------------------------	------------	------------	-----	---------

To coach Track. NTE 4 hours per day.

<u>Taylor, Scott</u>	03/24/2008	03/29/2008	EXM	\$41.95
----------------------	------------	------------	-----	---------

To coach Women's Swimming. NTE 4 hours per day.

**Item 3 continued, Personnel Items**

Villarreal, Roberto 03/24/2008 03/29/2008 EXM \$41.95  
 To coach Baseball. NTE 4 hours per day.

**Orange Coast College:**

**WORKSHOP**

<u>NAME</u>	<u>START DT</u>	<u>END DT</u>	<u>PAY TYP</u>	<u>PAY RATE</u>
<u>Pankhurst, Paul</u>	01/02/2008	01/31/2008	EXA	\$33.92

Attended a self paced math workshop.

**DANCE CONCERT**

<u>NAME</u>	<u>START DT</u>	<u>END DT</u>	<u>PAY TYP</u>	<u>PAY RATE</u>
<u>Menaker, Shana</u>	04/01/2008	04/24/2008	EXA	\$33.92

To create and choreograph student dance concert.

**HOURLY COUNSELING**

<u>NAME</u>	<u>START DT</u>	<u>END DT</u>	<u>TYPE</u>	<u>PAY RATE</u>	<u>NTE WK/HRS</u>
<u>McCarthy, Mary Ann</u>	01/28/2008	05/25/2008	UNT	\$79.944	18

The following Administrators, to teach for the period **01/28/08 to 05/25/08** for CCC, GWC and OCC, payment to be \$70.00/hr (based on Col. IV, Step 6 placement on the CFE/AFT Local 1911 Faculty Unit Contract). This employment is subject to the general instructional needs of the college and/or the specific division. Assignments are not to exceed hours per week indicated below:

**CCC**

<u>Name</u>	<u>Hours per week</u>
Lovig, Margaret	1.12
03/31/08-05/25/08	3.20
04/18/08-05/17/08	6.75

Overload assignments for the following evening counselors, payment to be a maximum of \$70.000/hr based on 1/1000th of their placement on the CFE/AFT Local 1911 Faculty Unit Contract, for the period **03/05/08 to 06/30/08** for CCC, GWC and OCC assignments. Multiple statements indicate two or more separate assignments. LGF indicates Large Group Factor. This employment is subject to the general instructional needs of the college and/or the specific division. Assignments are not to exceed hours stated, per week:

**CCC**

<u>Name</u>	<u>Hours per week</u>
Wickremesinghe, Manoj	3.30

Overload assignments for the following instructors, payment to be a maximum of \$70.00/hr based on 1/1000th of their placement on the CFE/AFT Local 1911 Faculty Unit Contract, for the period **01/28/08 to 05/25/08** for CCC, GWC and OCC assignments. Multiple statements indicate two or more separate assignments. LGF indicates Large Group Factor. This employment is subject to the general instructional needs of the college and/or the specific division. Assignments are not to exceed hours stated, per week:

**GWC**

<u>Name</u>	<u>Hours per week</u>
Bales, Bruce	0.56
Carter, Henrietta	0.56
Cohen, Herbert	9.00
Cucurny, Marius	3.37
Farris, James	1.68
Hersh, Thomas	7.87
Kramer, Bryan	5.62
Lehmann, DeAnna	2.81
Pascoe, Kimberly	3.00
Walker, David	6.37
Watkins, Derrick	6.75

In accordance with the Memorandum of Understanding between the Coast Community College District and the Coast Federation of Education (CFE) AFT Local 1911, it is recommended that the Board ratify the enrollment growth incentive pay for faculty members exceeding baseline course enrollments for the period **08/27/07 to 12/16/07**. The payments are indicated as follows:

**CCC**

<u>Name</u>	<u>Amount</u>
Aprile, Judy	\$350.00
Baker, Lynne	\$186.66
Berggren, Gayle	\$350.00
Borcoman, Kelvin	\$700.00
Brown, Debra	\$350.00
Carlson, Beverly	\$700.00
Covert, Robert	\$175.00
Davis, Loretta	\$700.00
Do, Anhvy	\$350.00
Doyle, John	\$787.50
Ellis, Jeanette	\$700.00
Erohina, Tatiana	\$350.00
Frenkel, Nina	\$350.00
Fry, Marilyn	\$700.00
Fuller, David	\$250.00
Giancarlo, Jennifer	\$350.00
Hart, John	\$350.00
Jarmin, Margie	\$300.00
Johnson, Jeffrey	\$262.50
Jones, Julie	\$175.00
Keefer, Sherry	\$700.00
Kelsey, David	\$87.50
Kempe, Gladys	\$350.00
Lascoe, Marion	\$700.00
Lee, Lisa	\$350.00
Leighton, Kenneth	\$350.00
Lovig, Margaret	\$100.00
Mattar, Mary Anne	\$700.00
Mendoza, Jaime	\$350.00
Menzing, Todd	\$350.00
Miller, Rosemary	\$513.34

**Item 3 continued, Personnel Items**

Mohr, Cheryl	\$50.00
Morehouse, Karen	\$700.00
Nichols, Kristen	\$1,050.00
Ostrowski, Kenneth	\$350.00
Ozborn, Katherine	\$700.00
Pastel, Fay	\$350.00
Richter, Otto	\$350.00
Roeun, Malinni	\$350.00
Roseth, Renee	\$350.00
Ryan, Diane	\$350.00
Sabha, Fayuz	\$350.00
Schindelbeck, Judy	\$700.00
Secord, Debra	\$350.00
Seyster, Barry	\$175.00
Shelley, Karen	\$350.00
Shibata, Sharon	\$350.00
Snetsinger, Peter	\$350.00
Spickard, Kathleen	\$700.00
Talmage, Dorriet	\$700.00
Taylor, Margaret	\$700.00
Tran, Dung	\$700.00
Vayo, Sunshine	\$350.00
Waller, Ellis	\$350.00
Warwick, Randall	\$962.50
Wen, Zhong	\$1,400.00

**GWC**

<u>Name</u>	<u>Amount</u>
Amen, Tom	\$2,100.00
Anderson, Joan	\$700.00
Anderson, Terry B.	\$700.00
Anderson, Terry P.	\$350.00
Avilla, Leilani	\$1,050.00
Babb, Susan	\$350.00
Baker, Frank	\$2,800.00
Becker, Craig	\$1,050.00
Bennett, Jaima	\$700.00
Berry, Debra	\$1,050.00
Birnie, Deborah	\$350.00
Bishop, Joyce	\$350.00
Booker, Anya	\$350.00
Botello, Rebeca	\$700.00
Bouzar, Pete	\$1,400.00
Bowers, Elizabeth	\$700.00
Bowlby, Margot	\$700.00
Boyer, Nancy	\$700.00
Bradshaw, Donald	\$700.00
Call, Gail	\$350.00
Carmel, Diana	\$700.00
Carnet, Diana	\$700.00
Carney, Christopher	\$350.00
Carr, Gregg	\$350.00
Carrie, Charles	\$350.00
Carter, Henrietta	\$350.00

**Item 3 continued, Personnel Items**

Carter, Mari	\$700.00
Cast, Steven	\$700.00
Chambers, Thomas	\$350.00
Chovan, Maria	\$350.00
Clemens, Harvey	\$700.00
Corey, Deborah	\$350.00
Cosand, Keisha	\$350.00
Drover, Christopher	\$350.00
Duarte, Raul	\$700.00
Egan, Catherine	\$700.00
Elliott, Diana	\$350.00
Farris, James	\$700.00
Follin, Stella	\$350.00
Garcia, Gonzalo	\$700.00
Gibson, Ronald	\$350.00
Gilpin, Bernard	\$700.00
Glumace, Sean	\$700.00
Greenfield, James	\$350.00
Gutierrez, Josue	\$350.00
Hamilton, Christopher	\$350.00
Harris, Mari	\$350.00
Hausey, Collette	\$350.00
Hawk, Jennifer	\$350.00
Heneks, Kasara	\$350.00
Hernandez, Cecilio	\$700.00
Hinton, Karen	\$700.00
Hoang, Antony	\$1,050.00
Holland, Karen	\$350.00
Hunter, Ella	\$350.00
Ismail, Adel	\$350.00
Isonio, Steven	\$700.00
Jackson, Mickey	\$350.00
Jasser, Mais	\$350.00
Jasser, Nina	\$350.00
Johnson, Douglas	\$700.00
Kabaji, Noha I.	\$350.00
Kaliski, Lucy	\$1,050.00
Karpenski, Joseph	\$700.00
Kelly, Daria	\$350.00
Klaus, Raymond	\$350.00
Klein, Melinda	\$350.00
Kohls, Annette	\$350.00
Kramer, Bryan	\$350.00
Krogfoss, William	\$350.00
Kubis, Jon-Michael	\$350.00
LaMantia, Mary	\$350.00
Lamoreaux, Mark	\$350.00
Larson, Douglas	\$700.00
Lavarini, Theresa	\$350.00
Lervold, John	\$350.00
Lindsay, Donald	\$481.00
Lundquist, John	\$1,400.00
Manzullo, Michael	\$700.00
Marino, David	\$350.00
Mathias, Richard	\$350.00
Matthews, Robin	\$700.00

**Item 3 continued, Personnel Items**

McGovern, Donna	\$350.00
McGrath, Marie	\$700.00
McPherson, Deborah	\$700.00
Miele, Richard	\$350.00
Mikelson, Louis	\$1,050.00
Miller, Stephen	\$350.00
Mucciario, Paula	\$1,050.00
Neely, Joshua	\$700.00
Nguyen, Antoine	\$350.00
Nguyen, Divya	\$350.00
Nielsen, Donovan	\$700.00
O'Donnell, Ruth	\$1,400.00
Olson, Tarin	\$2,800.00
Ontiveros, Manuel	\$350.00
Orme, Denise	\$350.00
Pacheco, Pamela	\$700.00
Palmer, Theodore	\$350.00
Pascoe, Kimberly	\$350.00
Pawson, John	\$350.00
Pearce, Dianne	\$700.00
Quan, Hah	\$1,400.00
Quiros, Victor	\$350.00
Rasmussen, Myrna	\$350.00
Reck, James	\$350.00
Reck, Richard	\$2,100.00
Revilla, Candace	\$700.00
Reynolds, Harvey	\$350.00
Savard, Hale	\$350.00
Scardian, Thomas	\$350.00
Seebold, Patricia	\$700.00
Seilo, John	\$350.00
Shaughnessy, Michael	\$350.00
Shihabi, Azzam	\$350.00
Sillings, Donald	\$700.00
Smith, Elizabeth	\$350.00
Stein, Konrad	\$2,800.00
Sucweeks, Sandra	\$3,150.00
Swendson, Paul	\$700.00
Tarango, Abraham	\$350.00
Taylor, Scott	\$350.00
Tayyar, Paul	\$2,100.00
Thorson, Brian	\$700.00
Ullrich, Richard	\$1,050.00
Vail, Travis	\$350.00
Walker, David	\$350.00
Watkins, Derrick	\$350.00
Watkins, Margaret	\$350.00
Wegter, Rachel	\$1,400.00
Wilkinson, Ronald	\$1,050.00
Williams, Lawrence	\$700.00
Wimmer, Ronda	\$3,369.00
Woo, May-Ying	\$1,050.00
Zugates, Michael	\$350.00
Zuidervaart, Genevieve	\$350.00

Item 3 continued, Personnel Items

OCC

<u>Name</u>	<u>Amount</u>
Adelmann, Daniel	\$140.00
Altobdelli, John	\$350.00
Amaral, Christina	\$1,050.00
Anderson, Courtney	\$350.00
Anderson, Dennis	\$350.00
Anglin, Marie	\$700.00
Appel, Matthew	\$1,050.00
Arismendi-Pardi, Eduardo	\$1,050.00
Aubin, Todd	\$1,050.00
Avetisian, Sonia	\$1,400.00
Avina, Teresa	\$350.00
Ayad, Nada	\$350.00
Bahti, Cynthia	\$350.00
Baker, Karen	\$350.00
Baltes, Christine	\$700.00
Barber, Jennifer	\$350.00
Barber, William	\$1,050.00
Barton, Laurie	\$350.00
Barvarz, Parnian	\$2,800.00
Bayes, Chauncey	\$700.00
Beau, Leslie	\$350.00
Beazell, Arlene	\$1,050.00
Becker, Lauren	\$350.00
Bednarski, Christina	\$350.00
Belcher, Mary	\$1,050.00
Bellah, Geoffrey	\$700.00
Bender, Edward	\$2,100.00
Berekian, Beverly	\$700.00
Berenson, Virginia	\$350.00
Bettnder, Timothy	\$700.00
Bialecki, Michael	\$700.00
Bianchi, Erin	\$700.00
Bishop, Gregory	\$700.00
Blasius, Mary	\$350.00
Bourouis-Benyassine, Aisha	\$1,050.00
Bowman, Tamara	\$350.00
Boyer, Derek	\$350.00
Breece, William	\$1,400.00
Bright, Daniel	\$350.00
Brown, Jeffery	\$700.00
Bullard, Barbara	\$1,400.00
Butler, Dennis	\$1,050.00
Callum, Oceana	\$1,050.00
Campbell, Laurie	\$350.00
Carroll, Kathy	\$3,150.00
Cassens, Michael	\$700.00
Cavanagh, Robert	\$700.00
Chaiyakal, Jennifer	\$350.00
Chan, Robert	\$1,050.00
Chardonay, Carole	\$1,400.00
Chatham, Lynne	\$350.00
Clark, Gregory	\$1,400.00

**Item 3 continued, Personnel Items**

Clough, Brian	\$350.00
Coco, Felicia	\$700.00
Coleman, Catherine	\$350.00
Combs, Michelle	\$350.00
Conner, Gregory	\$1,050.00
Contos, Aristi	\$350.00
Cooley, Timothy	\$700.00
Cooper, Barbara	\$588.00
Cortez, Jose	\$350.00
Costas, Jose	\$700.00
Couch, Anna	\$700.00
Cox, Steven	\$1,750.00
Crachiolo, Sarah	\$350.00
Cuellar, Eric	\$350.00
Daniel, Chancelor	\$350.00
Daniel, Sharon	\$700.00
Davidson, Matthew	\$350.00
De Benedetto, Maria	\$700.00
De Jong-Pombo, Teresa	\$1,050.00
Dickens, Donna	\$350.00
Douglas, Leslie	\$700.00
Dowling, Lisa	\$350.00
Doyle, Maria	\$350.00
Drum, Stephen	\$700.00
Earick, Dianne	\$700.00
Elliott, Kelli	\$700.00
Ellison, Monti	\$700.00
England, Elli	\$350.00
Evans, Christopher	\$1,050.00
Evans, Ray	\$546.00
Farrell, Daniel	\$1,400.00
Felts, Karen	\$350.00
Figueroa, Benjamin	\$350.00
Fimea, James	\$700.00
Fletcher, Jonathan	\$350.00
Flowers, Carol	\$700.00
Frechen, Richard	\$700.00
Fricker, Norman	\$350.00
Fruehan, Annette	\$350.00
Fueger, Mary Ann	\$700.00
Funez-Gonzalez, Juani	\$350.00
Gaytan, Donovan	\$350.00
Gibbs, Tim	\$350.00
Glenn, Richard	\$700.00
Go, Jane	\$700.00
Goldmann, Tamar	\$350.00
Gonzales, Shirley	\$350.00
Gordon, Lee	\$700.00
Gorsuch, Eric	\$350.00
Gressier, Pamela	\$1,400.00
Grossman, Marianne	\$700.00
Guerra, Arnold	\$700.00
Haghighat, Shayma	\$350.00
Hamber, Franca	\$700.00
Hamilton, Kieko	\$350.00
Hampton, Steven	\$350.00

**Item 3 continued, Personnel Items**

Hanlon, Anna	\$700.00
Harlow, Richard	\$350.00
Haven, Michael	\$1,050.00
Hays, Scott	\$1,050.00
Hearlson, Kenneth	\$350.00
Henderson, Nancy	\$350.00
Hoff, Rachel	\$1,050.00
Hoffman, Glynis	\$350.00
Hoffman, Jack	\$1,400.00
Hollander, Gena	\$1,400.00
Hong, Nghia	\$350.00
Hopkins, Dustin	\$350.00
Horn, Elsa	\$350.00
Hostetler, Sheila	\$350.00
Hough, Daniel	\$350.00
Huang, Eleanor	\$966.00
Hunter, Amelie	\$350.00
Ibranossian, Agatha	\$350.00
Isaac, Darryl	\$700.00
Ito, Manami	\$700.00
Jana, Denis	\$350.00
Janas, Diana	\$700.00
Jennings, Donald	\$1,400.00
Jensen, Karen	\$1,400.00
Jones, Kristin	\$700.00
Jupiter, Cheryl	\$350.00
Kagawa, Akemi	\$350.00
Kahan, Teri	\$350.00
Kahn, Kathy	\$350.00
Kane, Clifford	\$350.00
Keegan, Diane	\$350.00
Keesler, Kathleen	\$700.00
Keith, Arlete	\$700.00
Kelly, Dennis	\$350.00
Kelly, Marilyn	\$700.00
Kennedy, Marilyn	\$350.00
Ketchem, Christopher	\$350.00
Khakbazan, Maryam	\$350.00
Khamneian, Hadeh	\$700.00
Khiznhyank, Aleksandra	\$962.50
Khwaja, Ziauddin	\$700.00
Kings, Rose Anne	\$1,400.00
Klammer, Karen	\$700.00
Klemek, Julia	\$350.00
Knox, Elizabeth	\$350.00
Kodama, Fredra	\$350.00
Koinws, Andrew	\$2,100.00
Koul, Cynthia	\$350.00
Kraft, Richard	\$350.00
Krogh, Ronald	\$87.50
Kryder, Nancy	\$700.00
Kubiak, Renee	\$1,400.00
Kunzler-Yett, Betil	\$700.00
Kuznetsov, Kira	\$700.00
La Mer, Emma	\$1,400.00
Langlois, Kristina	\$350.00

**Item 3 continued, Personnel Items**

Lara, Richard	\$1,400.00
Larnard, Michael	\$350.00
Larson, Maryann	\$1,400.00
Lattanzio, Stephen	\$700.00
Laux, John	\$700.00
Law, Jerry	\$700.00
Lawell, Cheri	\$700.00
Lazarus, Robert	\$1,050.00
Ledbetter, Jaclyn	\$350.00
Lee, Nachiko	\$700.00
Lerman, Maria Del Pilar	\$350.00
Lewis, Brian	\$700.00
Lewshenia, Bryan	\$350.00
Livingston, Tab	\$700.00
Lopez, Alicia	\$350.00
Maher, Deborah	\$1,050.00
Mangan, Michael	\$350.00
Maran, Janice	\$1,400.00
Marron, Elias	\$700.00
Mason, Douglas	\$700.00
Maurer, Ernest	\$700.00
Mayor, Jeffrey	\$700.00
McCall, Leslie	\$700.00
McClure, William	\$1,750.00
McComb, Helen	\$350.00
McKay, David	\$787.50
Measures, Jonathan	\$1,050.00
Megas, Euthia	\$350.00
Meinhold, Gail	\$350.00
Melrose, Charlene	\$2,100.00
Meola, Frank	\$1,050.00
Millian, Janet	\$700.00
Mitchell, Daniel	\$350.00
Moncrief, Marshall	\$350.00
Moore, Arthur	\$1,400.00
Moore, Carrie	\$350.00
Moore, Larry	\$700.00
Morgan, Arabian	1,050.00
Morgan, Dennis	\$1,400.00
Mucciario, Thomas	\$350.00
Muir, Robert	\$350.00
Murdy, David	\$1,400.00
Myers, Kevin	\$700.00
Nacif, Evelyn	\$350.00
Naesse, Irene	\$350.00
Navidad, Apolinario	\$350.00
Needham, Samar	\$700.00
Nemeth, Angelika	\$700.00
Newell, Patricia	\$350.00
Nguyen, Huy	\$700.00
Nguyen, Ky	\$350.00
Nguyen, Son	\$262.50
Norling, Marcella	\$1,400.00
Norris, Thomas	\$700.00
Noser, Gerald	\$350.00
Nowroozi, Nakisa	\$350.00

**Item 3 continued, Personnel Items**

Obstfeld, Loretta	\$1,750.00
Obstfeld, Raymond	\$1,050.00
Ochoa, Marco	\$1,400.00
O'Connor, Robin	\$1,050.00
Olds, Michael	\$350.00
Park, Carol	\$1,050.00
Parker, Kenneth	\$700.00
Parker, Peter	\$2,100.00
Payne-Wiens, Elena	\$350.00
Perez Stable Cox, Olga	\$1,400.00
Peters, Jennifer	\$1,400.00
Pham, Lan	\$700.00
Pile, Randal	\$1,400.00
Piper, Heather	\$350.00
Plisco, David	\$350.00
Plum, Caryn	\$350.00
Poole, John	\$700.00
Poshek, Joseph	\$1,050.00
Price, Jack	\$350.00
Prothero, James	\$350.00
Rabii, Narges	\$700.00
Raileanu, Lia	\$1,750.00
Rangno, Erik	\$1,400.00
Rawles, Dennis	\$700.00
Raya, Robert	\$2,800.00
Razavi-Arjmand, Shahriar	\$350.00
Reagan, Evette	\$1,050.00
Reed, Charlene	\$1,050.00
Rehm, Gunter	\$700.00
Reinmann, Christine	\$700.00
Richards, Heather	\$700.00
Ridnor, Rachel	\$1,400.00
Riggins, Lawrence	\$350.00
Ring, David	\$350.00
Rodriguez, David	\$175.00
Rodriguez, Hipolito	\$350.00
Rosen, Lugene	\$700.00
Rowe, Horace	\$700.00
Saichek, William	\$700.00
Sam, Thinh	\$1,750.00
Sapra, Lisa	\$350.00
Scane, Danieller	\$350.00
Scarfone, Patricia	\$700.00
Schendel, Kelly	\$1,050.00
Schneiderman, Robert	\$1,050.00
Schonder, Annette	\$1,400.00
Scott, Jane	\$700.00
Scott, Michael	\$350.00
Seirsen, Christopher	\$350.00
Shepard, David	\$1,750.00
Shine, Brenda	\$700.00
Simpson, Melissa	\$2,800.00
Sliff, Robert	\$700.00
Smith, Dean	\$700.00
Smith, Susan	\$350.00
Smolin, James	\$350.00

**Item 3 continued, Personnel Items**

Soto, Ricardo	\$350.00
Sparkuhl, Patrick	\$350.00
Stanich, Sandra	\$350.00
Steadry, Frederick	\$350.00
Steinfeld, Thomas	\$2,275.00
Sugden, James	\$700.00
Suh, Daniel	\$350.00
Suozzo, Joanne	\$350.00
Swanson, Eugene	\$350.00
Sweeney, Elizabeth	\$350.00
Sweesy-Barger, Millie	\$1,050.00
Taba, Khalil	\$700.00
Taylor, Michael	\$700.00
Thomas, Richard	\$1,400.00
Timmins, Terry	\$1,400.00
Tress, Marguerite	\$700.00
Valley, Stephen	\$700.00
Visco, Lisa	\$700.00
Voicu, Mariana	\$350.00
Volmer, Kimberly	\$700.00
Walker, Donald	\$350.00
Wall, Theodore	\$1,050.00
Waterhouse, Anna	\$1,400.00
Watson, Don	\$350.00
Watson, Maryann	\$350.00
Weatherford, Leigh	\$350.00
Wells, Stephanie	\$350.00
Wendell, Robert	\$700.00
Westerman, Donna	\$700.00
Wheaton, Dana	\$2,100.00
Whitridge, Roger	\$2,100.00
Wills, Jody	\$350.00
Wilson, Audrey	\$700.00
Wilson, Eric	\$350.00
Wilson, Michael	\$350.00
Winston, Rachel	\$350.00
Wyman, Leah	\$350.00
Zaidi, Masood	\$350.00
Zellerbach, Charles	\$1,050.00

**b. Acceptance of Resignation and/or Approval of Layoffs and Terminations**

It is recommended that the following resignations be accepted and/or layoffs and terminations be authorized:

Classified Management

Delgadillo, Librado, CCC, Program Assistant Manager, resignation effective 02/28/08.

Classified

Davitian, Anna, OCC, Immigration Technician, resignation effective 2/11/08.

**c. Authorization for Leaves of Absence**

It is recommended that authorization be given for the following leaves of absence:

Classified

Ramos, Richard D., OCC, Admissions and Records Technician II, Classified unit, 100% LOA/wop, for the period 01/14/08 to 04/11/08, for personal reasons.

**d. Appointment of Substitutes, Academic Staff**

It is recommended that the following individuals be appointed as substitutes, as defined by California Ed Code 87480, appointments not to exceed 20 working days, and subject to Board policies governing such appointments, to be paid \$51.06/hr based on the part-time faculty daily miscellaneous teaching rate for services rendered **during SPRING semesters, 2007-08.**

Coastline College

- Beaver, Dorothy
- Davis, Loretta
- Gettinger, Amy
- Gustaveson, Valerie
- Jones, Julie
- Walker, Lynn

Orange Coast College

- Barrett, Charles
- Bishop, Dennis
- Horan, Elizabeth
- Sobczak, Bruce

**e. Appointment of Academic Staff**

In accordance with Board policies and procedures, the following academic staff are recommended for appointment for service during the period shown below. Employment and payment for services will follow upon notification that all required documents have been completed and filed. Assignments are only for the time period specified or the hours per week as stated (multiple statements indicate two or more separate assignments). Salary placement may be revised upon presentation of evidence of additional education and/or experience:

**PART-TIME FACULTY ASSIGNMENTS - 2008**

Spring assignments during the period **01/28/08-05/25/08** for CCC, GWC and OCC unless otherwise noted; LHE = Lecture Hour Equivalency.

Coastline College

<u>Name</u>	<u>LHE/week</u>
Cao, Thomas	5.000
Chang, Yu-An	3.000
Covert, Robert	1.500
Crawfis, Robert	1.000

**Item 3 continued, Personnel Items**

Gettinger, Amy	4.000
Hart, John	0.666
Igoudin, Alex	1.000
Lowther, Gene	3.000
Mann, Claire	3.000
Marks, Karen	3.000
McIntosh, Peggy	2.833
Shiring, Richard	4.000
Smith, Ronald	3.750
Troy, Jeffrey	2.000

Golden West College

<u>Name</u>	<u>LHE/week</u>
Bogart, Dennis	2.250
Evanshine, Sharon	3.000
Gustafson, Michele	3.000
Haig, Jeffrey	3.000
Rives, Nick	5.000

Orange Coast College

<u>Name</u>	<u>LHE/week</u>
Armstrong, Robin	4.000
Beale, Michael	8.000
Erickson, Alesia	4.500
Hardinge, Tara	3.000
Pankhurst, Paul	8.625
Upton, John	3.000

**f. Appointment of Classified Staff to Advertised Positions**

In accordance with Board policies and procedures, the following Classified Staff are recommended to appointment to advertised positions; these include promotions, new hires, and rehires:

Sta Ana, Christine, OCC, EEO Recruitment Coordinator, Classified Unit, full time, 12 mo position, promotion effective 02/19/08; E-54-03 (O-023-08)

**g. Authorization for Reclassification, Classification Reductions, and Reorganizational Reassignments, Classified Staff**

It is recommended that authorization be given for the following changes for Classified Staff:

George, Patrick, OCC, Administrative reassignment, from Instructional Associate-Technology, E-48-05, to Information Systems Tech 1, 10 mo position, .500 time, E-52-05, effective 03/01/08.\*

\* Includes 5% shift diff.

**h. Authorization for Temporary Out of Class and Special Assignments, Classified Staff**

It is recommended that authorization be given for the following changes for Classified Staff working temporarily Out of Class:

Higgins, William, DIST, from Mechanic to Mechanic Lead, Classified Unit, full time, 12 mo position, effective 01/02/08 to 03/31/08; E-55-05.

Revisions to Previous Board Action

Carey, Michael, OCC, from Staff Assistant Senior to Environmental Sustainability Coordinator, Classified Unit, full time, 12 mo position, to extend end date from 01/31/08 to 04/30/08; E-65-01. (Previous Board action 11/07/07)

**i. Authorization for Schedule Changes, Classified Staff**

It is recommended that authorization be given for the following temporary or permanent schedule changes in Classified Staff:

Akiona, Amy, OCC, Course Assistant II, Classified Unit, temporary schedule increase from .500 time to .750 time, 10 mo position, effective 01/28/08 to 05/31/08; E-46-05.

Anderson, Jaqueline, OCC, Course Assistant II, Classified Unit, temporary schedule increase from .750 time to full time, 10 mo position, effective 01/28/08 to 05/31/08; E-46-05.

Bernard, Becky, OCC, Secretary, Classified Unit, .625 time, 10 mo position, temporary hours over contract, on call, as needed, effective 02/25/08 to 03/21/08; E-42-05.

Lee, Mary Ann, OCC, Course Assistant II, Classified Unit, temporary schedule increase from .500 time to .750 time, 10 mo position, effective 01/28/08 to 05/31/08; E-46-05.

**j. Authorization for Additional Assignments, Change in Bargaining Unit, Classified Staff**

It is recommended that authorization be given for the following changes for Classified Staff:

Ramos, Richard D., OCC, Admissions and Records Technician II, Classified Unit, full time, 12 mo position, additional Hourly/Temporary/Professional Non-Faculty assignment, on call, as needed, effective 01/14/08 to 04/11/08; H-07-01.

**k. Appointment of Special Category, Hourly Staff**

A. 160 Day Employees

It is recommended that authorization be given for the following hourly personnel appointments in the performance of noncertificated duties which directly support administrative, classified, or student services and special projects, or are fulfilling noncertificated substitute services for classified employees temporarily absent, no assignment to exceed 160 working days pursuant to provisions of AB500 and the Agreement between the Coast Community College District and the Coast Federation of Classified Employees. (Please note: Budget numbers 100+ are General Fund; all others are Categorical Funds.) EXTEND is noted when an already approved assignment has an extended end date.

Hourly/Temporary/Clerical/Secretarial, to provide clerical support including handling correspondence, maintaining files, answering phones, preparing reports and responding to public inquiries in one or more of the following campus and/or division offices: Instruction, Student Services or Campus Operations for the time frame noted below.

**Item 3 continued, Personnel Items**

<u>Name</u>	<u>LOC</u>	<u>Start Date</u>	<u>End Date</u>	<u>Funding Source</u>	<u>Days to Work</u>
Douangmala, Pooh	CCC	03/06/08	06/30/08	818030-847515	M,T,W,TH,F
Memarian, Maria	CCC	03/06/08	06/30/08	124002-856201	M,T,W,TH,F
	CCC	03/06/08	06/30/08	124007-856101	M,T,W,TH,F
Needham, Carol	CCC	03/06/08	06/30/08	110001-885203	M,T,W,TH,F
Nguyen, Kevin	OCC	01/17/08	06/30/08	110001-249700	W,TH,F
Nguyen, Lien	CCC	03/06/08	06/30/08	124067-858701	M,T,W,TH,F
Reategui, Karina	CCC	03/06/08	06/30/08	124002-856201	M,T,W,TH,F
	CCC	03/06/08	06/30/08	124007-856101	M,T,W,TH,F
Tran, Mason	CCC	03/06/08	06/30/08	110001-871021	M,T,W,TH,F
Ulat, Alvi	CCC	03/06/08	06/30/08	124007-856101	M,T,W,TH,F

Hourly/Temporary/Instructional/Research Assistant, to provide instructional support services to faculty and instructional divisions by assisting with pre-class preparations, maintaining various school records, scoring tests, tutoring, and coordinating instructional materials or equipment in one or more of the following campus and/or division offices: Instruction, Student Services, or Campus Operations for the time frame noted below.

<u>Name</u>	<u>LOC</u>	<u>Start Date</u>	<u>End Date</u>	<u>Funding Source</u>	<u>Days to Work</u>
Atallah, Joe	OCC	03/06/08	06/30/08	120176-251008	M,T,W,TH,F
Caro, Mary	OCC	03/06/08	06/30/08	124005-256300	W,TH,F
Gray, Daniel	GWC	01/10/08	06/30/08	110001-324503	M,T,W,TH,F
Johnson, Doug	OCC	03/06/08	06/30/08	120176-251008	M,T,W,TH,F
Sakata, Maria	OCC	03/06/08	06/30/08	124035-249306	M,T,W,TH,F
Villa, Christopher	GWC	03/06/08	06/27/08	813001-304506	T,TH

Hourly/Temporary/Service/Maintenance, to perform a variety of semi-skilled maintenance, janitorial and repair work on campus buildings, equipment and facilities in one or more of the following campus and/or division offices: Instruction, Student Services, or Campus Operations for the time frame noted below.

<u>Name</u>	<u>LOC</u>	<u>Start Date</u>	<u>End Date</u>	<u>Funding Source</u>	<u>Days to Work</u>
Altobelli, Keri	OCC	02/21/08	06/30/08	812035-286305	M,T,W,TH,F
	OCC	02/21/08	06/30/08	812035-212801	M,T,W,TH,F
	OCC	02/21/08	06/30/08	110001-212001	M,T,W,TH,F

**Item 3 continued, Personnel Items**

Hourly/Temporary/Technical/Paraprofessional, to provide specialized and/or skilled technical support in such areas as classroom interpretation, computer operations, on-line editing, proctoring or special program research in one or more of the following campus and/or division offices: Instruction, Student Services, or Campus Operations for the time frame noted below.

<u>Name</u>	<u>LOC</u>	<u>Start</u> <u>Date</u>	<u>End</u> <u>Date</u>	<u>Funding</u> <u>Source</u>	<u>Days to</u> <u>Work</u>
Ranger, Jennifer	OCC	03/06/08	06/30/08	127001- 261302	M,T,W,TH,F

**B. Student Employees**

It is recommended that authorization be given for the following hourly employment of either full time students enrolled in 12 or more units per semester, or part time students enrolled in less than 12 units per semester in any college work-study program, or in a work experience education program, with duties performed not to result in the displacement of any classified personnel, or impair existing services.

Golden West College

Bakhit, Kristen  
Freiborg, Nichole  
Hong, Quoc  
Nguyen, Robert  
Nguyen, Vinh  
Ratzlaff, Lauren  
Tjoa, Rex  
Vieira, Emilio

Orange Coast College

Alexander, Sharleena  
Barney, Erin  
Bizzell, Emily  
Carroll, Elise  
Coopman, James  
Garcia, Hector  
Gautschi, Lauren  
Guerin, Andrew  
Kim, Soojin  
Lamas, Maria  
Le, Diana  
Le, Thanh-Loan  
Nguyen, Duy  
Nguyen, Mai  
Rathburn, Katherine  
Shoop, Stacey  
Theophilus, Adam

**C. Substitutes**

It is recommended that authorization be given for the following hourly Substitutes, on call, as needed to perform noncertificated substitute services for classified employees temporarily absent from departments which have state mandated coverage requirements, or which perform services directly related to the safety and maintenance of the campuses.

Orange Coast College

Villegas, Amanda

**I. Authorization for Professional Experts**

Professional Experts over \$10,000.00

Gould III, Harry Edward, CCC, to serve as Offline Editor for the new Anthropology telecourses, for the period 03/10/08 to 06/09/08, compensation to be \$12,600.00.

Guanlao, Douglas A., CCC, to serve as 3D artist and comic book artist for the Chengo/OLLI project for Instructional Systems Development Department, for the period 03/06/08 to 06/30/08, compensation to be \$12,000.00.

Joy, Karen, CCC, to work on various design and modification projects for Planning, Development and Government Relations Department, for the period 02/10/08 to 05/09/08, compensation to be \$12,000.00.

Klein, Sandra P., CCC, to provide neuropsychological services to ABI program, for the period 01/01/08 to 06/30/08, compensation to be \$26,208.00.

Other Professional Experts

Kochanski, Jennifer, CCC, to create various graphics related projects throughout ISD Marketing Department, for the period 03/06/08 to 06/30/08, compensation to be \$1,200.00.

Leighton, John F., CCC, to research material to be included in grant proposals, for the period 02/10/08 to 05/09/08, compensation to be \$10,000.00.

Woods, David M., CCC, to work on various grant related projects, and to research, edit, and write grant proposals, for the period 02/10/08 to 05/09/08, compensation to be \$5,000.00.

**m. Authorization for Independent Contractors**

Independent Contractors Over \$10,000

District

AM Associates (James L. McIlwain), OCC, to serve as an independent contractor, pursuant to the District's standard independent contractor agreement, for Construction Program Management for the District during the period of April 1, 2008 through June 30, 2008, for a rate of \$62.50 an hour, not to exceed \$25,000 to be paid from the General Obligation Bond Funds.

Coastline Community College

Pixel Abuse, (CCC) to serve as an independent contractor, pursuant to the District's standard independent contractor agreement, to create visuals for various projects throughout the Instructional Systems Development Department, March 5, 2008 - June 30, 2008, for a fee NTE \$10,000 to be paid from ISD Ancillary funds.

Koppett, Kat, (CCC) to serve as an independent contractor, pursuant to the District's standard independent contractor agreement, to write scripts for the Open Learning Language Initiative (OLLI), November 8, 2007 – June 30, 2008, for a fee NTE \$47,500 to be paid from grant funds received from the William and Flora Hewlett Foundation. (Revision is to increase dollar amount. Prior Board Date 11/07/07)

Golden West College

Digital Quality Media, Inc. (GWC) to serve as an independent contractor for Golden West College, pursuant to the District's standard independent contractor agreement, for film output and DVD duplication of monthly P.O.S.T. "Case Law Today," March 5- June 30, 2008, to be paid \$15,000 from New Media Center Auxiliary funds.

Digital Quality Media, Inc. (GWC) to serve as an independent contractor for Golden West College, pursuant to the District's standard independent contractor agreement, for film output and DVD duplication of monthly P.O.S.T. "Case Law Today," July 1, 2008 – June 30, 2009, to be paid \$36,000 from New Media Center Auxiliary funds.

Other Independent Contractors

Coastline Community College

Wilcox, Susan, (CCC) to serve as an independent contractor, pursuant to the District's standard independent contractor agreement, to write the script for the Open Learning Language Initiative promotional video, March 6, 2008 – June 30, 2008, for a fee NTE \$1500 to be paid from the William and Flora Hewlett Foundation Grant.

Golden West College

Bielitz, Michael (GWC) to serve as an independent contractor for Golden West College, pursuant to the District's standard independent contractor agreement, as assistant to the director of the theater production, "The Treasure of the Sierra Madre," March 6-14, 2008, to be paid \$150 from Theater auxiliary funds.

Orange Coast College

Beachwood Construction (OCC), to serve as an independent contractor pursuant to the District's standard independent contractor agreement, to refurbish and repair playground equipment for the OCC Early Childhood Lab School. Cost NTE \$10,000 to be paid from Site Improvement funds.

de Tate, Myra (OCC), to serve as an independent contractor pursuant to the District's standard independent contractor agreement to serve as guest speaker for the OCC Dance Department on April 2, 2008, to be paid \$100 from ASOCC funds.

Drew, John DBA Drew & Associates (OCC), to serve as an independent contractor pursuant to the District's standard independent contractor agreement to serve as a grant writer between March 6, 2008, and April 4, 2008, to prepare and submit an Industry Driven Regional Collaborative grant for expanding the Orange Coast College construction program in the area of solar power to be paid \$3,060 plus expenses NTE \$150. Funding will be provided by an account identified by the Chancellor.

Emerling, Thomas (OCC), to serve as an independent contractor pursuant to the District's standard independent contractor agreement to supply fabrication racks to hold crew shells and oars for the temporary relocation of the crew base to be paid \$2,000 from Foundation funds.

Lin-Kirk, Haven (OCC), to serve as an independent contractor pursuant to the District's standard independent contractor agreement to serve as guest speaker for an OCC Art 145 Exhibition Design Class on March 10, 2008, to be paid \$100 from Associated Study Body funds.

Tuff Shed (OCC), to serve as an independent contractor pursuant to the District's standard independent contractor agreement to install a storage shed for the OCC Early Childhood Lab School to be paid \$3,600 from Site Improvement funds.

**n. Authorization for Staff Development**

Golden West College

Golden West College Staff Development to fund food expenses for GWC staff attending a Health Center Symposium in Newport Beach, February 29, 2008. Cost NTE \$48 from IPD and TTIP funds.

Golden West College Staff Development to sponsor an on-campus Institutional Effectiveness Committee Symposium, March 20, 2008 to develop an assessment plan. Cost NTE \$184 for food and supplies to be paid from IPD and TTIP funds.

Golden West College Staff Development to sponsor an on-campus Library/Learning Resources Symposium, March 31, 2008 to develop faculty assignment descriptions and a 3-year plan. Cost NTE \$1,080 for food, supplies, and substitutes to be paid from IPD and TTIP funds.

Golden West College Staff Development to sponsor an on-campus Nursing Department Symposium, April 14, 2008, for program development strategic planning. Cost NTE \$558 for food and supplies to be paid from IPD and TTIP funds.

Orange Coast College

Mancina, Vesna, Professor of Political Science, to participate in the Fulbright-Hays Group project in South Africa and Lesotho from June 21-July 30, 2008. Expenses to include airfare, lodging, study materials, and miscellaneous expenses NTE \$850 to be paid from Staff Development funds, \$1,000 to be paid from PDI Alternative Methods, \$650 to be paid from Social and Behavioral Sciences Contract Education ancillary funding, totaling \$2,500.

Orange Coast College Counseling and Special Programs Division to host an all-day workshop at the UCI Duck Club in Irvine, CA on April 18, 2008. Expenses NTE \$1,000 to include instructor's pay at the non-instructional rate, food, supplies, and materials to be paid from Staff Development funds. Breakfast at the Duck Club to be paid by participants.

Orange Coast College to sponsor several faculty, staff, emeritus, and guests to attend An Edu-CAJUN-al evening with Chef John Folse at Village Green Foods, Irvine, CA. Expenses NTE \$200 to be paid from Staff Development Visiting Scholar funds.

**EDUCATIONAL DEVELOPMENT:**

Moser, Melissa M., Director of Financial Aid (OCC), to pursue doctoral studies at Walden University from March 3, 2008, through May 25, 2008. Reimbursement for tuition and books NTE \$1,000 to be paid from Management Professional Development funds.

**o. Authorization for Professional Development**

**OPTION I - TUITION, BOOKS, AND FEES:**

<u>Name</u>	<u>Course/Seminar</u>	<u>Date</u>	<u>Amount</u>
Denunno, Maria Acct. Assistant OCC	ACCT A101-Financial Acct. OCC	01/28-05/21/08	\$300.00
Guevarra, Martha Typist Clerk Senior OCC	BUS A100-Intro to Business ECON A185-Microeconomics OCC	01/30-05/29/08	\$450.00

**Item 3 continued, Personnel Items**

Scaplen, Patricia Health Center Asst GWC	SOC 100-Intr.o to Sociology GWC	03/31-5/25/08	\$250.00
Winder, Claire HR Specialist	BCC 197- E-commerce CCC	01/28-5/28/08	\$300.00
Marten, Connie Instructional Asst. GWC	EDUI 6701-Intro to Online Teaching & Learning EDUI 6702-Teaching Models for Online Instr. CSUEB	01/07-2/07/08  02/18-03/23/08	\$2500.00

## 4. Curriculum Approvals

### a. Approval of New Courses

The College Curriculum Committee, with concurrence of the College President and the Chancellor, recommends that the following courses be approved for inclusion in the curriculum:

#### Coastline Community College

##### Effective Spring 2008

Latin C285 – Intermediate Latin SP 08 4.0 units

Semester length; 72 semester lecture hours; prerequisite: Latin C280 or equivalent; fee: none; grading method: student option. This course is a continuation of Latin 280 and is designed to further develop the student's ability to comprehend and translate Latin literary works. Reading, writing and translation skills are increasingly stressed with authentic reading materials from the classics. Students will continue to learn Latin vocabulary and will be translating longer passages that are not adapted. The poetry and prose will cover love, war, politics, ancient religion, culture, philosophy and society.

##### Effective Fall 2008

Accounting C113 – Intermediate Accounting II F 08 3.0 units

Semester length; 54 semester lecture hours; advisory: Accounting C101, C102, and C110; fee: none; grading method: student option. Foundation acquired in Accounting 101 will be further developed through more detailed principles. Topics covered include acquisition and disposition of property, plant, and equipment; depreciation; impairments and depletion; intangible assets; current liabilities and contingencies; long-term liabilities; stockholders equity; dilutive securities; earnings per share; and investments. This is the second semester of a three semester sequence that will explore topics in intermediate accounting.

Accounting C114 – Intermediate Accounting III F 08 3.0 units

Semester length; 54 semester lecture hours; advisory: Accounting C101, C102, C110, and C111; fee: none; grading method: student option. Foundation acquired in Accounting 101 will be further developed through more detailed principles. Topics covered are revenue recognition, accounting for income taxes, accounting for pensions and postretirement benefits, accounting for leases, accounting changes and error analysis, statement of cash flows and full disclosure in financial reporting. This is the third semester of a three semester sequence that will explore topics in intermediate accounting.

Art C110 – Color and Design: Two Dimensional F 08 3.0 units

Semester length; 54 semester lecture hours; prerequisite: none; fee: none; grading method: student option. In this course students will develop and apply design skills using the visual elements and principles of two-dimensional design. They will use the creative process as both viewers and designers, solve visual problems, and create authentic designs using black and white and color media. Students will also study design in historical, social, and multi-cultural contexts. For general education and Art/Design majors. This course may be taken two times.

Building Inspection Technology C250 – Introduction to Building Codes Technology F 08 3.0 units

Semester length; 54 semester lecture hours; prerequisite: none; fee: none; grading method: student option. Introduction to Building Codes Technology provides an introduction to the building code professional and the building code environment. The student will learn about the history of codes and about what codes and standards are and how they are developed, along with receiving an introduction to field inspections, plan reading, department administrations, zoning ordinances, and information on the industry and types of positions that work in a building department.

Building Inspection Technology C290 – Building Permit Technician and Counter Operations F 08 3.0 units

Semester length; 54 semester lecture hours; advisory: Building Inspection Technology C250 and C300AB; fee: none; grading method: student option. Introduction to Building Codes Technology. This course covers topics of particular interest to the permit technician or to the student preparing for a career as a building permit technician. This comprehensive course, along with the Building Permit Technician Certificate, will help students prepare for the national certification examination by covering topics of special interest to the permit technician, including building code, zoning codes, legal aspects, and building standards. Although this course is primarily focused on topics of specific interest to the Permit Technician, it is also a recommended course for those interested in learning more about the permit process, applicable permit building codes, zoning administration, and legal aspects therein.

Business C101 – Project Management Professional F 08 3.0 units

Semester length; 54 semester lecture hours; prerequisite: none; fee: \$2.00; grading method: student option. This class is designed to give students a solid foundation in the concepts, tools, and techniques of formal project management. Although introductory in nature, this course covers the five key process groups and 38 core competencies associated with effective and efficient project management practice. The concepts and methods learned are immediately usable in the workplace, leading to a greater retention of newly acquired skills, measurable project improvements, and the achievement of desired project results. The class focuses on key concepts in each of the process and knowledge areas of project management. This course also prepares the student to pass the Project Management Professional (PMP) certification.

Business C130 – E-Business: Strategic Thinking and Management F 08 3.0 units

Semester length; 54 semester lecture hours; prerequisite: none; fee: none; grading method: student option. This is a comprehensive introduction to e-business. The course centers on four key areas of strategic planning: technology, management, marketing, and finance. The course focuses on what students need to know about developing, managing, and maintaining a successful e-business, rather than the technical logistics of setting up a site. This course is ideal for the student that is interested in an e-business course or principles of marketing and management course. The case studies and examples illustrated in the course show how theory is successfully translated into real-life business scenarios, spotlighting companies including eBay, Google, and Amazon.

Business C170 – Small Business Finance F 08 3.0 units

Semester length; 54 semester lecture hours; prerequisite: none; fee: none; grading method: student option. Upon successful completion of this course, the student should be able to identify and evaluate the various sources available for funding a small business; demonstrate an understanding of financial terminology; read, prepare and analyze a financial statement; and write a loan proposal. In addition, the student should be able to explain the importance of working capital and cash management. The student should also be able to identify financing needs, establish credit policies, and prepare sales forecasts.

**Item 4 continued, Curriculum Approval**

This course is required for a vocational certificate and associate of applied science degree in business entrepreneurship.

Business C180 – Small Business Plan F 08 2.0 units

Semester length; 36 semester lecture hours; prerequisite: none; fee: none; grading method: student option. Upon successful completion of this course, the student will be able to evaluate a business concept and write a sound business plan. In the process of doing so, students will be able to assess the strengths and weaknesses of a business concept, collect and organize market research data into a marketing plan, and prepare the financial projects for their business concept. In addition, students will be able to identify and evaluate various resources available for funding small businesses. The course is required for the business plan certificate, the vocational certificate in business entrepreneurship, and the associate of applied science degree in business entrepreneurship.

Business Computing C103 – Cascading Style Sheets F 08 3.0 units

Semester length; 54 semester lecture hours; advisory: Business Computing C171 and Digital Graphic Applications C166; fee: none; grading method: student option. Cascading style sheets are the preferred way to set the “look and feel” of your Web sites. In this class, you will learn to use CSS for layout, positioning, styling lists, tables, and headings, and many others functions.

Computer Services Technology C105 – Digital Home Technology Integration + F 08 3.0 units

Semester length; 54 semester lecture hours and 18 non-lecture hours; advisory: Computer Services Technology C102, C116, and C128; fee: \$3.00; grading method: student option. This course provides students with the knowledge and skills that are required to configure, integrate, maintain, troubleshoot, and comprehend the basic design concepts of electronic and digital home systems.

Computer Services Technology C112 – Introduction to Virtualization F 08 1.0 units

Semester length; 18 semester lecture hours and 9 non-lecture hours; advisory: Computer Services Technology C116, C117, and C128; fee: \$4.00; grading method: student option. Virtualization allows a business or student to expand the utilization of a computer system. For business it means consolidating server sprawl, optimizing technology assets, developing business continuity solutions, increasing IT productivity, and saving money. For computer technology students it means running multiple computer operating systems (Microsoft, Linux, & Novell) simultaneously on the same computer. This course may be taken four times.

Computer Services Technology C113 – Survey of Virtual Software F 08 2.0 units

Semester length; 36 semester lecture hours and 18 non-lecture hours; advisory: Computer Services Technology C116, C117, and C128; fee: \$4.00; grading method: student option. This class is a hands-on survey of several of the Virtualization Software products available. It includes VMWare Server, Microsoft Virtual PC, and SUSE Xen Works as well as several of other products. Virtualization Software allows businesses to achieve the maximize use of their computer system potential and better plan for business continuity. Students will find that they can have multiple operating system environments for each class. This course may be taken four times.

Computer Services Technology C174 – Managing/Maintaining a Microsoft Windows 2008 Server F 08 3.0 units

Semester length; 54 semester lecture hours and 18 non-lecture hours; prerequisite: none; fee: \$3.00; grading method: student option. This course provides students with the knowledge and skills that are required to manage accounts and resources, maintain server resources, monitor server performance, and safeguard data in a Microsoft Windows Server environment.

Computer Services Technology C176 – Designing Security for Microsoft Servers F 08 1.5 units

Semester length; 27 semester lecture hours and 9 non-lecture hours; advisory: Computer Services Technology C165; fee: \$3.00; grading method: student option. This course provides the knowledge and skills to design and implement Network Security on a Microsoft network, including assembling the design team, modeling threats, and analyzing security risks in order to meet business requirements for securing computers in a networked environment. Microsoft exam 70-298.

Digital Graphic Applications C120 – Introduction to InDesign F 08 3.0 units

Semester length; 54 semester lecture hours and 18 non-lecture hours; prerequisite: none; fee: none; grading method: student option. This project-based course will introduce the basic tools and techniques to explore the graphic and type capabilities of Adobe InDesign. Learn how to import and edit text; create and manipulate styles, tables, and graphics; and use effects and blend modes to create multi-page documents, such as letterhead, tri-fold brochures, flyers and booklets for print and the web. No art background required.

Digital Graphic Applications C121 – Introduction to Adobe Premiere F 08 3.0 units

Semester length; 54 semester lecture hours and 18 non-lecture hours; prerequisite: none; fee: none; grading method: student option. This project-based course will introduce the basic tools and techniques to explore the capabilities of Adobe Premier in storytelling using video. Learn how to import and edit video and audio, create and apply transitions, effects, and animations to create movies that can be exported in various formats. No art background required.

Digital Graphic Applications C122 – Introduction to After Effects F 08 3.0 units

Semester length; 54 semester lecture hours; advisory: English C100; fee: none; grading method: student option. This project-based course will introduce fundamental techniques used to integrate text, graphics, sound, video, and 2D/CG animation into video projects. Learn the skills used to create compelling digital effects and motion graphics to enhance storytelling and bring a new dimension to the finished video.

English C150 – American Literature to the Civil War F 08 3.0 units

Semester length; 54 semester lecture hours and 18 non-lecture hours; prerequisite: none; fee: none; grading method: student option. This course is designed to expose students to the legends, poetry, short stories, and essays of early American writers beginning with Native Americans, through Colonialism to the Civil War. Students will examine the philosophical, cultural, religious, and historic elements related to these texts. Attention will be paid to literary devices and styles evident in individual works and the commentary made by these works on moral and social issues. Writers include Mary Rowlandson, Benjamin Franklin, Phillis Wheatley, William Apess, Frederick Douglass, Harriet Beecher Stowe, Edgar Allen Poe, Louisa May Alcott, Washington Irving, Henry David Thoreau, Nathaniel Hawthorne, Herman Melville, and many others will be included. Three hours. Transfer Credit: CSU.

English C155 – American Literature 1865 to Present F 08 3.0 units

Semester length; 54 semester lecture hours; advisory: English C100; fee: none; grading method: student option. This course is designed to expose students to the poetry, short stories, essays, and novels of American writers after the Civil War to the present. Students will examine the philosophical, cultural, religious, and historic elements related to these texts. Attention will be paid to literary devices and styles evident in individual works and the commentary made by these works on moral and social issues. The course includes major writers such as Walt Whitman, Emily Dickinson, Mark Twain, F. Scott Fitzgerald, Langston Hughes, Robert Frost, Ernest Hemingway, William Faulkner, T.S. Elliott, Toni Morrison, Alice Walker, and many others. Three hours. Transfer Credit: CSU.

English C290 – British Literature to 1800 F 08 3.0 units

Semester length; 54 semester lecture hours; advisory: English C100; fee: none; grading method: student option. Analysis and interpretation of British Literature from the Middle Ages through the Restoration period in the eighteenth century. The course includes the literary characteristics of the major forms during this time period. Writers from this period may include Chaucer, Mallory, Elizabeth I, William Shakespeare, John Donne, Andrew Marvell, John Milton, Jonathan Swift, Samuel Johnson, and others. Three hours. Transfer Credit: CSU.

English C295 – British Literature after 1800 F 08 3.0 units

Semester length; 54 semester lecture hours; advisory: English C100; fee: none; grading method: student option. Analysis and interpretation of British Literature from the Romantic Period through the twentieth century. The course includes the literary characteristics of the major forms during this time period. Writers from this period may include William Blake, Robert Burns, Mary Wollstonecraft, William

Wordsworth, Samuel Taylor Coleridge, John Keats, Robert Browning, Christina Rossetti, Matthew Arnold, Oscar Wilde, Joseph Conrad, Salman Rushdie, and many others. Three hours. Transfer Credit: CSU.

History C125 – Modern Iraqi History and Culture F 08 3.0 units

Semester length; 54 semester lecture hours; prerequisite: none; fee: none; grading method: student option. Introductory course on the modern history of the Iraqi experience. This course will examine Iraqi culture, the impact of foreign intervention on Iraq, and twentieth century historical developments. Topics will include the British Occupation, Sykes-Picot Treaty, World War II, Baathist politics, and conflict with the United States. The challenges of regional Middle Eastern politics, petroleum, and religious life will be studied, and connections to the present situation will be debated and analyzed.

Physical Education C126A – Relaxation Movements 1 F 08 0.5-1.5 units

Semester length; 4.5-13.5 semester lecture hours and 13.5-40.5 non-lecture hours; prerequisite: none; fee: none; grading method: student option. The students will participate in a variety of techniques from various Eastern healing traditions which can include Hatha Yoga, Qigong, Taiji (Tai Chi) that are designed to improve quality of life on all levels-physical, emotional and spiritual. Breathing, concentration/meditation, self-massage, gentle flowing movement, strengthening poses and relaxation techniques will be presented. The first segment of a two-part course and may be taken four times.

Physical Education C126B – Relaxation Movements 2 F 08 0.5-1.5 units

Semester length; 4.5-13.5 semester lecture hours and 13.5-40.5 non-lecture hours; prerequisite: none; fee: none; grading method: student option. The students will participate in a variety of techniques from various Eastern healing traditions which can include Hatha Yoga, Qigong, Taiji (Tai Chi) that are designed to improve quality of life on all levels-physical, emotional and spiritual. Breathing, concentration/meditation, self-massage, gentle flowing movement, strengthening poses and relaxation techniques will be presented. The second segment of a two-part course and may be taken four times.

Physical Education 169A – Self-Defense Arts Part 1 F 08 0.5-1.5 units

Semester length; 4.5-13.5 semester lecture hours and 13.5-40.5 non-lecture hours; prerequisite: none; fee: none; grading method: student option. The first segment of a two-part course. The student will participate in and sample a variety of techniques from various Martial Arts, which can include Aikido, Judo, Karate and Hawaiian Lua, that are designed to increase self-awareness, confidence, and assertiveness when faced with a physical confrontation. The Laws of Self-Defense will also be covered in the course. This course may be taken four times.

Physical Education 169B – Self-Defense Arts Part 2 F 08 0.5-1.5 units

Semester length; 4.5-13.5 semester lecture hours and 13.5-40.5 non-lecture hours; prerequisite: none; fee: none; grading method: student option. The student will participate in and sample a variety of techniques from various Martial Arts, which can include Aikido, Judo, Jujitsu, Karate, and Hawaiian Lua, that are designed to increase self-awareness, confidence, and assertiveness when faced with a physical confrontation. The Laws of Self-Defense will also be covered in the course. This course may be taken four times.

Process Technology C281 – Work Based Learning F 08 1.0 units

Semester length; 90 semester non-lecture hours; prerequisite: Be employed or volunteer in the field of Process Technology 5 hours per 1 unit of Work Based Learning; co-requisite: Be enrolled in a total of 7 units including Work Based Learning; fee: none; grading method: student option. To enhance each Work Based Learning experience participant's opportunity for success in the field of Process Technology by bridging the gap between educational theory and on-the-job practices through individualized performance objectives related to the student's career or occupational goal in Process Technology.

Process Technology C282 – Work Based Learning F 08 2.0 units

Semester length; 180 semester non-lecture hours; prerequisite: Be employed or volunteer in the field of Process Technology 5 hours per 1 unit of Work Based Learning; co-requisite: Be enrolled in a total of 7 units including Work Based Learning; fee: none; grading method: student option. To enhance each Work

Based Learning experience participant's opportunity for success in the field of Process Technology by bridging the gap between educational theory and on-the-job practices through individualized performance objectives related to the student's career or occupational goal in Process Technology.

Process Technology C283 – Work Based Learning F 08 3.0 units

Semester length; 270 semester non-lecture hours; prerequisite: Be employed or volunteer in the field of Process Technology 5 hours per 1 unit of Work Based Learning; co-requisite: Be enrolled in a total of 7 units including Work Based Learning; fee: none; grading method: student option. To enhance each Work Based Learning experience participant's opportunity for success in the field of Process Technology by bridging the gap between educational theory and on-the-job practices through individualized performance objectives related to the student's career or occupational goal in Process Technology.

Process Technology C284 – Work Based Learning F 08 4.0 units

Semester length; 360 semester non-lecture hours; prerequisite: Be employed or volunteer in the field of Process Technology 5 hours per 1 unit of Work Based Learning; co-requisite: Be enrolled in a total of 7 units including Work Based Learning; fee: none; grading method: student option. To enhance each Work Based Learning experience participant's opportunity for success in the field of Process Technology by bridging the gap between educational theory and on-the-job practices through individualized performance objectives related to the student's career or occupational goal in Process Technology.

Sociology C130 – Globalization and Social Change F 08 3.0 units

Semester length; 54 semester lecture hours; prerequisite: none; fee: none; grading method: student option. This course evaluates the social, cultural, economic, political, and environmental changes brought about by globalization. The course will deal with issues such as outsourcing, immigration, economic development, and terrorism. The arguments and theories for and against globalization will be studied in depth and supplemented with empirical examples. Students will learn to understand how globalization is impacting their country, community, and ultimately themselves.

**Effective Summer 2008**

Criminal Justice C110 – Criminal Investigation Su 08 3.0 units

Semester length; 54 semester lecture hours; prerequisite: none; fee: none; grading method: student option. This course examines fundamental principles and procedures employed to effectively investigate criminal cases. Students explore traditional methods used to manage crime scenes, preserve evidence and write reports. Students also recognize how to effectively develop sources of information, as well as obtain information from witnesses and suspects. Emphasis is placed on the investigation of specific crimes and the role of the investigator as a liaison in the criminal trial.

Criminal Justice C128 – Criminal Procedure Su 08 3.0 units

Semester length; 54 semester lecture hours; prerequisite: none; fee: none; grading method: student option. This course explores some of the basic protections the U.S. Constitution affords citizens against government intrusion when individuals are suspected of criminal conduct. It allows students to analyze legal and practical problems related to search and seizure, arrest, and interrogation law from the perspective of both law enforcement and the community member. Emphasis is placed on court decisions involving specific amendments to the Bill of Rights, as well as the Due Process Clause of the Fourteenth Amendment. Topics include important legal concepts such as the exclusionary rule, stop and frisk, probable cause, and Miranda warnings.

Criminal Justice C148 – Multi-cultural Studies in Criminal Justice Su 08 3.0 units

Semester length; 54 semester lecture hours; prerequisite: none; fee: none; grading method: student option. This course examines current issues and social problems relating to the administration of justice in a culturally diverse society. It focuses on the cross-cultural contact that criminal justice professionals have with citizens, victims, suspects, and coworkers from diverse backgrounds. The course emphasizes law enforcement's role and responsibility in understanding cultural differences and respect toward those of different backgrounds. Topics include prejudice in law enforcement, hate crimes, jury bias, racial profiling, disparate treatment in prisons, and terrorism/homeland security considerations.

**Golden West College**

**Effective Fall 2008**

Business G155 – Customer Service for the 21<sup>st</sup> Century F08 3.0

Semester length; 54 semester lecture hours; prerequisite: none; fee: none; grading method: student option. This course covers the skills, strategies, and techniques required in the 21st century for developing, improving, and delivering quality customer service to attract new customers, retain existing customers, and increase overall profitability within an organization. Same as Management G155.

Criminal Justice G115 – Organized Crime and Terrorism F08 3.0

Semester length; 54 semester lecture hours; prerequisite: none; fee: none; grading method: graded. This course analyzes the cultural and historical bases of organized crime and terrorism. Described are the social and theoretical background of the phenomena, the roles of culture and religion, and examples of organized criminal and terrorist activities. Options in dealing with organized crime and terrorism are reviewed.

Management G155 – Customer Service for the 21<sup>st</sup> Century F08 3.0

Semester length; 54 semester lecture hours; prerequisite: none; fee: none; grading method: student option. This course covers the skills, strategies, and techniques required in the 21st century for developing, improving, and delivering quality customer service to attract new customers, retain existing customers, and increase overall profitability within an organization. Same as Business G155.

**b. Approval of New Programs/Options**

**Coastline Community College**

**Effective Fall 2008**

**Business Plan  
Certificate of Specialization**

No descriptive paragraph.

<b>REQUIRED COURSES</b>		<b>Units</b>
Small Business Plans	BUS C180	2.0
Small Business Operation/Management	BUS C222	<u>3.0</u>
<b>Total Units</b>		<b>5.0</b>

**Geographic Information Systems  
Certificate of Specialization**

Geographic Information Systems (GIS) this 11 credit unit certificate is designed for those who need immediate skills to initially enter the geospatial/geographic information systems workplace (GIS) or for those who are already in the field and need to enhance their skills. This certificate will give you background in mapping and spatial analysis capabilities of the ArcView software program.

<b>REQUIRED COURSES</b>		<b>Units</b>
Introduction to GIS	BC C160	3.0
Intermediate GIS	BC C166	3.0
GIS Cartography/Base Map Development	BC C167	3.0
GIS Internship (Co-Work Experience)	BC C282	<u>2.0</u>
<b>Total Units</b>		<b>11.0</b>

**Home Business  
Certificate of Specialization**

The home based business certificate is a three-course sequence that was created to provide basic, intermediate and advanced educational opportunities designed to help you choose and successfully launch a home-based business.

The courses will give the current and future home based entrepreneur and overview of home based business and the spectrum of opportunities that successful home-based entrepreneurs are pursuing. With an ever-increasing number of adults today self-employed, many are running their own home based business or are planning to start one.

<b>REQUIRED COURSES</b>		Units
Small Business Finance	BUS C170	3.0
Small Business Operation/Management	BUS C222	3.0
Program Electives (to be selected from courses below)		<u>3.0</u>
<b>Total Units</b>		<b>9.0</b>

<b>PROGRAM ELECTIVES</b>		
Introduction to Business	BUS C100	3.0
Legal Environment of Business	BUS C110	3.0
Personal Financial Planning	BUS C120	3.0
E-Business	BUS C130	3.0
Introduction to Marketing	BUS C150	3.0

**Process Technician  
Certificate of Achievement/Associate Degree**

The Process Technology Program is designed to provide students with skills necessary to succeed in the chemical and refining industries. Duties of a process technician include maintaining a safe environment, controlling, monitoring and troubleshooting equipment, analyzing, evaluating and communicating about data and training others while continuing his/her own life-long learning process.

The Process Technology program is committed to serving the community and industry in partnership with a quality, industry-driven curriculum. The program will develop and supply a technically prepared workforce in the Operator profession for the petrochemical industry. In addition to developing technical knowledge regarding plant operations, Process Technology students will develop strong communication and team building skills throughout the program.

Process Technology offers 60 units that prepare students with the skills necessary for employment as a Process Operator. To be eligible for an Associate in Arts degree in Process Technology, students must have 1-completed the prescribed courses listed with an overall grade point average of 2.0 or better, 2-passed each class listed in the prescribed course of study with a grade of “C” or better, 3-met any individually prescribed behavior or remediation-related requirements.

Students who do not already possess an associate in arts or bachelor degree from a regionally accredited college or university **must** complete an A.A. degree (60 units) as specified below. Process Technician studies course work taken at other institutions, if approved by the Process Technician studies department, can be applied in partial fulfillment of these requirements. Upon completion of this program, students will be awarded an associate in arts degree and a certificate of achievement in Process Technician.

<b>REQUIRED COURSES</b>		Units
Introduction to Process Control	PTEC C110	3.0
Safety, Health & Environment	PTEC C111	3.0
Quality Management	PTEC C112	1.5

**Item 4 continued, Curriculum Approval**

Process Control I: Equipment	PTEC C113	3.0
Process Control II: Systems	PTEC C114	3.0
Process Control III: Operations	PTEC C115	3.0
Instrumentation I	PTEC C116	3.0
Instrumentation II	PTEC C117	3.0
Intro to Information Systems	CIS C100	<u>3.0</u>
<b>Total Units</b>		<b>25.5</b>

**Web Design  
Certificate of Achievement**

Completion of the Digital Media Foundation Certificate will prepare students for entry-level employment in print, graphic design, multimedia, animation/gaming, web design, and/or other related occupations. Students will establish a strong foundation in both the technical and artistic aspects of the digital industry

The program will emphasize the production process, creativity, problem solving, design skills, project management, and teamwork. Three specialty areas have been established to meet the diverse needs of Southern California residents and workers: Print Design, Web Design, and Digital Video.

<b>REQUIRED COURSES</b>		Units
Photoshop II	DGA C116B	3.0
Illustrator II	DGA C118B	3.0
Cascading Style Sheets	BC C101	3.0
Web Accessibility	BC C194	3.0
Required Core Courses (see below)		<u>18.0</u>
<b>Total Units</b>		<b>30.0</b>

**REQUIRED CORE COURSES**

Adobe Photoshop I	DGA C116A	3.0
Introduction to Illustrator	DGA C118A	3.0
Dreamweaver Basics	DGA C166A	3.0
Flash Basics	DGA C166C	3.0
Web Design/XHTML	BC C171	3.0
Color Design	ART C110	3.0

**Windows Vista  
Certificate of Specialization**

<b>REQUIRED COURSES</b>		Units
Network +/Introduction to Networking	CST C128	3.0
Installing and Configuring Microsoft Vista OS	CST C161	3.0
Configuring Windows Vista Mobile Computing and Applications	CST C177	1.5
Deploying and Maintaining Windows Vista Client 2007 Office Desktop	CST C178	<u>3.0</u>
<b>Total Units</b>		<b>10.5</b>

**c. Approval of Course Revisions**

The College Curriculum Committee, with concurrence of the College President and the Chancellor, recommends the following courses be approved for inclusion in the curriculum:

## Coastline Community College

**Effective Fall 2008**

	FROM	TO
<u>Art C228 – Watercolor 1</u>		
Repeatability:	Two times	Four times
<u>Art C229 – Watercolor 2</u>		
Repeatability:	Two times	Four times
<u>Business Computing C115 – Customer Service/Soft Skills</u>		
Repeatability:	Two times	none
<u>Business Computing C124 – Using Adobe Acrobat</u>		
Course Units:	1.5	3.0
Total Course Hours:	27 lecture/9 non-lecture	54 lecture
<u>Computer Services Technology C117 – A+ Essentials Software</u>		
Repeatability:	Two times	none
<u>Computer Services Technology C173 – Microsoft Exchange Server - Configuration</u>		
Repeatability:	none	Four times
<u>Computer Services Technology C177 – Configuring Windows Vista Mobile Computing and Applications</u>		
Repeatability:	Two times	none
<u>Computer Services Technology C178 – Deploying and Maintaining Windows Vista Client 2007 Office</u>		
Repeatability:	Two times	none
<u>Computer Services Technology C195 – Fundamentals of Linux</u>		
Course Units:	3.0	1.5
Total Course Hours:	54 lecture/18 non-lecture	27 lecture/9 non-lecture
Repeatability:	none	Four times
<u>Digital Graphics Applications C111 – Animation II</u>		
Repeatability:	Two times	none
<u>Physical Education C118A – Introduction to Yoga 1</u>		
Course ID:	PE 118AD	PE 118A
Course Units:	.5-1.0	.5-1.5
Total Course Hours:	4.5-9 lecture/ 13.5-27 non-lecture	4.5-13.5 lecture/ 13.5-40.5 non-lecture
<u>Physical Education C118B – Introduction to Yoga 2</u>		
Course ID:	PE 118AD	PE 118B
Course Units:	.5-1.0	.5-1.5
Total Course Hours:	4.5-9 lecture/ 13.5-27 non-lecture	4.5-13.5 lecture/ 13.5-40.5 non-lecture
<u>Physical Education C119A – Hatha Yoga 1</u>		
Course ID:	PE 119AD	PE 119A
Course Units:	.5-1.0	.5-1.5
Total Course Hours:	4.5-9 lecture/ 13.5-27 non-lecture	4.5-13.5 lecture/ 13.5-40.5 non-lecture

**Item 4 continued, Curriculum Approval**

Physical Education C119B – Hatha Yoga 2

Course ID:	PE 119AD	PE 119B
Course Units:	.5-1.0	.5-1.5
Total Course Hours:	4.5-9 lecture/ 13.5-27 non-lecture	4.5-13.5 lecture/ 13.5-40.5 non-lecture

Physical Education C121A – Power Yoga 1

Course ID:	PE 121AD	PE 121A
Course Units:	.5-1.0	.5-1.5
Total Course Hours:	4.5-9 lecture/ 13.5-27 non-lecture	4.5-13.5 lecture/ 13.5-40.5 non-lecture

Physical Education C121B – Power Yoga 2

Course ID:	PE 121AD	PE 121B
Course Units:	.5-1.0	.5-1.5
Total Course Hours:	4.5-9 lecture/ 13.5-27 non-lecture	4.5-13.5 lecture/ 13.5-40.5 non-lecture

**Summer 2008**

Computer Information Systems C100 – Introduction to Information Systems

Repeatability:	Two times	none
----------------	-----------	------

Computer Information Systems C110 – Introduction to Programming with Visual Basic.Net

Repeatability:	Two times	none
----------------	-----------	------

Computer Services Technology C116 – A+ Essentials Hardware

Repeatability:	none	Two times
----------------	------	-----------

Computer Services Technology C172 – Windows SQL Server 2005

Course ID:	CST 172-2	CST C172
Repeatability:	none	Four times

**d. Approval of Course Retirements**

**Coastline Community College**

**Effective Summer 2008**

Art 119 – Applied Sketching Techniques

**e. Approval of Program/Option Retirements**

**Coastline Community College**

**Effective Fall 2008**

CST Computer Networking Microsoft (MCSE)/Certificate of Achievement  
CST Computer Networking Microsoft (MCTS) Vista Desktop/Certificate of Specialization  
CST Computer Networking Microsoft (MCTS) Vista Operating System/Certificate of Specialization  
Executive Assistant/Certificate of Specialization

**f. Approval of Program/Option Suspensions**

**Coastline Community College**

**Effective Fall 2008**

Individualized Certificate Program/Certificate of Specialization  
Informatics/Certificate of Achievement  
Real Estate Appraisal/Certificate of Specialization  
Web Design Assistant/Certificate of Specialization

**g. Approval of General Education/Graduation Requirements**

The College Curriculum Committee, with concurrence of the College President and the Chancellor, recommends the following revisions to non-compliant degrees to include or identify 18 or more semester units (27 or more quarter units) in a major or area of emphasis be approved:

**Coastline Community College**

**Effective Summer 2008**

**Proposed Majors:**

Art – 18 units

Required Courses:

Art 110 (or Art 110A & Art 110B) – Color and Design: Two Dimensional (3)  
Art 120 (or Art 120A & Art 120 B) – Drawing (3)  
Art 121AB – Life Drawing 1 (3)  
Art 122 (or Art 122A & Art 122B) – Painting (3)  
Art 100 – History and Appreciation of Art 1 (3)

OR

Art 101 – History and Appreciation of Art 2 (3)  
Art 111A and Art 111B – Three-Dimensional Form (3)

OR

Art 150A and Art 150B – Ceramics 1 & 2 (3)

Business Administration – at least 18 units

Required Courses:

Accounting 101 – Financial Accounting (4)  
Economics 180 – Principals of Economics (MACRO) (3)  
Economics 185 – Principals of Economics (MICRO) (3)

Choose at least 8 units from the following:

Accounting 102 – Managerial Accounting (4)  
Business 110 – Legal Environment of Business (3)  
Business Computing 100AB – Introduction to Computers (3)  
Computer 100 – Introduction to Business Information Systems (3)  
Computer 111 – Introduction to Information Systems and Programming (4)  
Math 140 – Survey of Calculus (4)  
Math 150 – Finite Mathematics (4)  
Math 160 – Introduction to Statistics (4)  
Math 180 – Calculus with Analytic Geometry 1 (5)  
Math 185 – Calculus with Analytic Geometry 2 (5)

**Item 4 continued, Curriculum Approval**

Economics – 18 to 20 units

Required Courses:

- Economics 180 – Principals of Economics (MACRO) (3)
- Economics 185 – Principals of Economics (MICRO) (3)

Complete one of the following courses:

- Math 140 – Survey of Calculus (4)
- Math 180 – Calculus with Analytic Geometry 1 (5)

Complete two of the following courses:

- Accounting 101 – Financial Accounting (4)
- Accounting 102 – Managerial Accounting (4)
- Math 160 – Introduction to Statistics (4)
- Math 185 – Calculus with Analytic Geometry 2 (5)

English – at least 18 units

Required Courses:

- English 100 – Freshman Composition (3)
- English C150 – American Literature to the Civil War (3)
- English C155 – American Literature 1865 to Present (3)
- English C290 – British Literature to 1800 (3)
- English C295 – British Literature after 1800 (3)

Choose one or more of the following literature courses:

- English 140 – Introduction to Literature (3)
- English 143 – Children's Literature (3)
- English 144 – The International Short Story (3)
- English 145 – American Literature: The Short Story (3)
- English 164 – Theater History and Appreciation (3)
- English 173 – Women's Literature (3)
- English 180 – Shakespeare (3)

French – 18 units

Required Courses:

- French 180 (or French 180A and French 180B) – Elementary French 1 (5)
- French 185 (or French 185A and French 185B) – Elementary French 2 (5)
- French 280 (or French 280A and French 280B) – Intermediate French 1 (4)
- French 285 – Intermediate French 2 (4)

Math – 20 units

Required Courses:

- Math 180 – Calculus with Analytic Geometry 1 (5)
- Math 185 – Calculus with Analytic Geometry 2 (5)
- Math 280 – Calculus with Analytic Geometry 3 (5)
- Math 285 – Linear Algebra and Differential Equations (5)

Psychology – at least 18 units

Required Courses:

- Psychology 100 – Introduction to Psychology (3)
- Psychology 280 – Introduction to Research Methods in Psychology (4)
- Math 160 – Introduction to Statistics (4)

Choose at least 9 units from the following:

- Psychology 115 – Child Growth and Development (3)
- Psychology 118 – Transitions through the Life Span (3)
- Psychology 120 – Abnormal Psychology (3)

**Item 4 continued, Curriculum Approval**

- Psychology 130 – Health Psychology (3)
- Psychology 148 – Principles of Human Sexual Behavior 1 (3)
- Psychology 149 – Principles of Human Sexual Behavior 2 (3)
- Psychology 170 – Psychology of Aging (3)
- Psychology 250 – Brain and Behavior (Psychobiology) (3)

Spanish – 18 units

Required Courses:

- Spanish 180 (or Spanish 180A and Spanish 180B) – Elementary Spanish 1 (5)
- Spanish 185 (or Spanish 185A and Spanish 185B) – Elementary Spanish 2 (5)
- Spanish 280 (or Spanish 280A and Spanish 280B) – Intermediate Spanish 1 (4)
- Spanish 285 – Intermediate Spanish 2 (4)

Certificate of Achievement in CSU GE BREADTH

**Group A – Communication in the English Language and Critical Thinking**

Must complete **9 units** with a minimum of one course in A1, A2 and A3 (grade of “C” or better).

*A1 – Oral Communication*

Speech 100 or 103 or 110

*A2 – Written Communication*

English 100

*A3 – Critical Thinking English*

102 or Philosophy 115 or 117

**Group B – Physical Universe and Its Life Forms**

Must complete **9 units** with a minimum of one course each in B1, B2, and B4. (One of the science courses must be a laboratory course.)

*B1 – Physical Science*

Astronomy 100

Chemistry 100, 105, 110, 130, 180, 185

Ecology 105

Geology 100, 110, 130, 140

Physics 110, 120, 125

*B2 – Life Science*

Biology 100, 105, 110, 120, 170, 175

Ecology 100, 105

Marine Science 100, 105

*B3 – Laboratory Activity*

Astronomy 100L

Biology 101, 170, 175

Chemistry 110, 130, 180L, 185L

Geology 141

Marine Science 100L\*, 105

Physics 120, 125

**Item 4 continued, Curriculum Approval**

*B4 – Mathematical/Quantitative Reasoning Concepts (grade of “C” or better)*

Math 100, 103, 106, 115, 120, 140, 150, 160, 170, 180, 185, 225, 226, 280, 285

\*Must be taken with Marine Science 100

**Group C – Arts, Literature, Philosophy and Foreign Language**

Must complete **9 units** with a minimum of 3 units in C1 and 3 units in C2.

*C1 – Arts*

Art 100, 101, 102, 103, 104, 106, 109, 110AB, 111A, 111B, 120, 120A, 120B, 122, 128, 135AB, 136AB, 137, 150A, 150B, 214AB, 222AB, 260AB, 265AB

English 164

Music 100, 102, 103, 151, 152

*C2 – Humanities*

English 140, 143, 144, 145, 164, 180

Foreign Language (any foreign language)\* 180, 180A, 180B, 185, 203, 204, 260, 260A, 260B, 265, 265A, 265B, 280, 280A, 280B, 285

French 144

History 155, 160, 165

Humanities 100, 110, 130

Philosophy 100, 112, 113, 120

Religious Studies 105, 106, 110, 140, 140A, 140B, 180

Sign Language 111AB

**Group D – Social, Political, and Economic Institutions and Behavior; Historical Background**

Must complete **9 units** with courses in at least two areas.

*D1 – Anthropology and Archeology*

Anthropology 100, 120, 150

*D2 – Economics*

Economics 100, 180, 185

*D3 – Ethnic Studies*

History 122, 124, 128, 130, 155

*D4 – Gender Studies*

History 120

*D5 – Geography*

Geography 100, 150, 180, 185

*D6 – History*

History 115, 160, 165, 170, 175, 180, 185

Religious Studies 140, 140A, 140B

*D7 – Interdisciplinary Social or Behavioral Science*

Communications 100

History 108

*D8 – Political Science, Government and Legal Institutions*

Political Science 100, 110, 120, 130, 140

*D9 – Psychology*

Psychology 100, 115, 118, 148, 170, 250, 280

*D0 – Sociology and Criminology*

Sociology 100, 110, 120

**Group E – Lifelong Understanding and Self-Development**

Must complete **3 units**.

Counseling 100, 105, 120

English, 102, 108

Food and Nutrition 170, 175

Gerontology 120, 140

Health Education 100, 175

Psychology 115, 118, 152AB, 153AB, 154AB, 155AB, 159, 160

Sociology 120

And a maximum of one unit from the following activity courses:

Dance 101AD, 102AD, 105AD, 106AD, 107AD, 108AD, 110AD, 111AD, 113AD, 114AD, 116AD; 120AD, 124AD, 125AD, 126AD, 130AD, 133AD, 140AD, 141AD, 150AB, 155AB, 160AD, 165AD

Physical Education 101AD, 102AD, 103AD, 105AD, 107AD, 108AD, 109AD, 115AD, 116AD, 118AD, 119AD, 120AD, 121AD, 123, 125AD, 136AB, 137AB, 138, 140AB, 141AB, 147AB, 148AB, 150AD, 152AD, 153AD, 164AD, 170AD, 171AD, 172AB, 173AB, 174AD

Certificate of Achievement in IGETC

**AREA 1 – English Communication**

UC – Two courses, one from Group A and one from Group B. Minimum of 6 units.

CSU – Three courses, one from Group A, one from Group B and one from Group C. Minimum of 9 units.

*Group A: English Composition*

English 100

*Group B: Critical Thinking*

English 102

*Group C: Oral Communication*

Speech 103, 110

(required for CSU)

**AREA 2 – Mathematical Concepts & Quantitative Reasoning**

One course. Minimum of 3 units.

Math 115, 140\*, 150, 160, 170, 180\*, 185, 225, 226, 280, 285

**AREA 3 – Arts & Humanities**

Three courses, with at least one course from Group A and one course from Group B. Minimum of 9 units.

**Item 4 continued, Curriculum Approval**

*Group A: Arts*

Art 100, 101, 102, 103, 104, 109  
English 164  
Music 100

*Group B: Humanities*

Chinese 185\*, 280, 285  
English 140, 144, 145  
French 185\*, 285  
History 108, 120, 122, 124, 128, 130, 155, 160, 165, 170\*\*, 175\*\*, 180, 185  
Humanities 100, 110, 130  
Italian 185\*  
Philosophy 100, 112, 113, 120  
Religious Studies 110, 180  
Spanish 185\*, 265\*, 280\*, 285\*  
Vietnamese 185\*, 280\*, 285

**AREA 4 – Social & Behavioral Sciences**

Three courses from at least two disciplines.  
Minimum of 9 units.

Anthropology 100, 120  
Ecology 100\*  
Economics 100\*, 180, 185  
Geography 100, 185  
History 115  
Political Science 100\*\*, 110, 130, 140  
Psychology 100, 118, 120, 148, 170\*, 280  
Sociology 100

**AREA 5 – Physical & Biological Sciences**

Two courses, with one from Group A and one from Group B.  
Minimum of 7 to 9 units. One of the courses must include a lab (indicated by + sign)

*Group A: Physical Science*

Astronomy 100, 100L\*  
Chemistry 110\*+, 130\*+, 180, 180L+, 185, 185L+  
Ecology 105  
Geography 180  
Geology 100\*, 110, 130, 140, 141+  
Physics 110\*, 120\*, 125\*

*Group B: Biological Sciences*

Biology 100, 101\*, 105\*, 170\*, 175\*  
Marine Science 100, 105

\*Indicates that transfer credit may be limited. See your counselor.

\*\*If this course is used for the UC or CSU American institutions requirement, it cannot be used to satisfy the arts and humanities or social and behavioral sciences requirement.

Effective Summer 2008

**Proposed Areas of Emphasis:**

ARTS AND HUMANITIES

*Select at least 18 units from the following courses:*

Art 100, 101, 102, 103, 104, 106, 109, 110AB, 111A, 111B, 120, 120A, 120B, 122, 128, 135AB, 136AB, 137, 150A, 150B, 214AB, 222AB, 260AB, 265AB

Music 100, 102, 103, 151, 152

English 140, 143, 144, 145, 164, 180

Foreign Language (any foreign language)  
144, 180, 180A, 180B, 185, 203, 204, 260, 260A, 260B, 265, 265A, 265B, 280, 280A, 280B, 285

History 155, 160, 165

Humanities 100, 110, 130

Philosophy 100, 112, 113, 120

Religious Studies 105, 106, 110, 140, 140A, 140B, 180

Sign Language 111AB

COMMUNICATIONS

*Select at least 18 units from the following courses:*

Communications 100

English 100, 102, 133, 135, 136

Philosophy 115, 117

Sign Language 111AB

Speech 100, 110

Theater Arts 100, 106, 109

SCIENCE AND MATH

*Select at least 18 units from the following courses:*

Astronomy 100, 100L

Biology 100, 101, 105, 110, 120, 170, 175

Chemistry 100, 105, 110, 130, 180, 180L, 185, 185L

Ecology 100, 105

Geology 100, 110, 130, 140, 141

Marine Science 100, 100L, 105

Math 100, 103, 106, 115, 120, 140, 150, 160, 170, 180, 185, 225, 226, 280, 285

Physics 110, 120, 125

## SOCIAL AND BEHAVIORAL SCIENCES

*Select at least 18 units from the following courses:*

Anthropology 100, 120, 150

Communications 100

Economics 100, 180, 185

Geography 100, 150, 180, 185

History 108,115,120,122, 124, 128, 130, 155, 160, 165, 170, 175, 180, 185

Political Science 100, 110, 120, 130, 140

Psychology 100, 115, 118, 118, 148, 170, 250, 280

Religious Studies 140, 140A, 140B

Sociology 100, 110, 120

## 5. Special Programs And Activities

### a. Sailing Program - Orange Coast College

The following non-credit classes will be offered by the Marine Programs Office during the period of March 6, 2008 – December 31, 2008. The presenters will be paid at a fixed rate or percentage of income based on actual enrollment. Instructor fees will be charged against individual ticket budget numbers and paid from Sailing Center funds. (P)=percentage and (F) =flat rate.

#### NEW BOARD ITEMS

The Orange Coast College School of Sailing and Seamanship has been awarded a grant from the State of California, Department of Boating and Waterways. The purpose of this grant is to provide scholarships for youth-at-risk in boating safety instructional programs and purchase of vessels for use in learn to sail and boating safety programs. Agreement is effective February 1, 2008 through January 31, 2023. Equipment must be purchased and invoices submitted by September 30, 2008. Scholarship courses must be conducted and invoiced by March 31, 2009. (A copy of the agreement is attached to each Trustee's Agenda. See Attachment 11)

**Fiscal Impact:** Grant agreement 07-201-227 will provide \$40,000 (\$28,000 for equipment purchase and \$12,000 for scholarships) for the fiscal year 2008-2009 and there are no matching requirements and no ongoing fiscal commitments.

PROFESSIONAL EXPERT

SAILING ABOARD PYEWACKET

Pyewacket Sailing Team to include training sessions and participation in the following sailing regattas:  
 Ensenada Race, April 25-26  
 NHYC Opening Day Race, May 3  
 No fee for eligible students; some meals to be provided at no cost to students.

Presenters: Keith Kilpatrick, Bob Schuster, Richard Crowe, Sheri Crowe, Scott Culver, Brian Michael Kfoury, Marcus MacKenzie, Vito J. Macchia, Robert Profeta , Bruce W. Tice, Robert White, Hogan Beatie, Richard Brent, Erik Klopfenstein, Robert Dalrymple (F)

Revision to Previous Board Action:

It is recommended that authorization be given for the following student trip:  
 March 16, 2008                      Long Beach Scrimmage                      Long Beach  
 (Revision to change date of trip. Previous Board approval 11/19/07.)

**6. Financial Approvals**

**a. Approval of Purchase Orders**

It is recommended that the following purchase orders be approved (refer to last page of "Object Code" Legend):

PO NUM	NAME OF VENDOR	SITE	OBJECT CODE	AMOUNT
P0310237	Hayward Baker Inc OCC Upgrade Sailing Center ADA & Women's Locker Room #420222. Bid No. 1943. Board Approval: 1/16/08	OCC-GB	6120	777,100.00
P0310201	Allsteel Inc Dist Admin Furniture (Capital Outlay Fund) Board approval: 2/6/08	DIS	6411	685,337.93
P0310064	Division of State Architect OCC New Consumer Health & Lab Science Building #420207 GOB fund	OCC-GB	6204	172,000.00
P0310203	Corporate Business Interiors Inc Dist Admin Bldg Furniture (Capital Outlay Fund) Board Date: 2/6/08	DIS	6411	153,303.23
P0310199	Allsteel Inc Dist Admin Bldg Furniture (Capital Funds) Board Approval: 2/6/08	DIS	4312	106,105.05
P0310204	Hewlett Packard District Server Relocation Services (GOB Fund) Bid #1945 Board Date: 2/20/08	DIS-GB	6429	103,220.00

Item 6 continued, Financial Approvals

P0310107	Sun Trust Leasing Corp Dist Admin Bldg Energy Conservation Lease Payment Capital Outlay Fund Board Date 8/1/07	DIS	6120	93,595.02
P0310238	Cibola Systems Software/Installation/Documentation. Replacement of District Temporary Structures	DIS	6429	70,386.75
P0310200	Corporate Business Interiors Inc Dist Admin Bldg Furniture (Capital Fund) Board approval: 2/6/08	DIS	4312	61,249.14
P0310083	Star Microwave Service Corp Refurbish and License Fees on 4 Harris Microwave Communication Links Radios	DIS	5899	38,517.64
P0310124	Commvault Systems Inc SMA for District-wide Back-up Software	DIS	5638	33,702.24
P0310066	Nexxtworks Dist Admin Bldg Phone Equip. (Capital Outlay)	DIS	6412	33,185.42
P0310160	ATI/Assessment Technology Institute RN-CARP Assessment forms.	GWC	4312	28,325.00
P0310070	Digital Networks Group Inc A/V Equipment RB Moore Theatre (GOB Fund)	OCC-GB	6402	18,165.80
P0310196	Tuff Shed Fitness Center Storage Unit	OCC	6411	15,605.00
P0310202	Pacific Blue Micro Network Switches for Dist Bldg move (District Capital Outlay)	DIS	6429	15,281.11
P0310108	Accuvant Service maintenance agreement for IT routers	DIS	5638	15,123.47
P0310075	Digital Networks Group Inc Chem Lab A/V Upgrades	OCC	6412	14,923.06
P0310217	Exclusive Construction Restrooms Maintenance Repairs (Capital Outlay)	OCC	6250	14,300.00
P0310014	Viasinc Viasinc GDS Training Software	OCC	5699	12,308.50
P0310020	Education Systems Software and licenses for airline and travel dept.	OCC	5699	10,155.46
P0310193	Dillahunt Digital Media DVD duplication services.	OCC	4321	10,000.00
P0310039	Turning Technologies LLC	GWC	4315	9,952.03
P0310212	Exclusive Construction	OCC	5650	9,750.00
P0310235	Miller Environmental Inc	OCC-GB	6120	9,500.00
P0310145	InfoSend	DIS	4312	6,885.23
P0310069	Dell Higher Education	OCC-GB	6412	6,882.83
P0310029	Inskeep, Hervey	OCC	5112	6,250.00
P0310028	Brault, Gayle	OCC	5112	6,000.00
P0310150	Cosmopro	GWC	6411	5,605.51
P0310147	Action Mailing Inc	DIS	4312	5,411.20
P0310081	Sasco	OCC-GB	6120	5,301.13
P0310093	Battery Systems	OCC	4312	5,000.00
P0310091	Walters Wholesale Electric Co	OCC	4312	4,857.00

**Item 6 continued, Financial Approvals**

P0310106	Provantage	DIS	6412	4,705.94
P0310080	Sasco	OCC-GB	6120	4,697.61
P0310213	Embee Technologies	OCC-GB	6250	4,431.11
P0310110	Gateway Companies Inc	CCC	6412	4,288.58
P0310158	Medical Resources	GWC	6411	4,283.06
P0310234	Western Graphics Plus	OCC	4312	4,169.85
P0310139	Parallax Inc	OCC	4312	4,128.46
P0310006	Walters Wholesale Electric Co	OCC	4312	4,000.00
P0310010	Oceanside Photo & Telescope	OCC	4312	4,000.00
P0310126	Dell Higher Education	DIS	6411	3,907.45
P0310216	Exclusive Construction	OCC-GB	6120	3,850.00
P0310209	Dell Higher Education	OCC	4315	3,794.96
P0310130	Smarthomes	OCC	4312	3,700.00
P0310071	ACOM Solutions	DIS	6412	3,646.26
P0310068	Blue Sky Outfitters	GWC	4312	3,609.02
P0310104	Accent Reconstruction II	GWC	5650	3,500.00
P0310225	Prescott Hotel	OCC	5899	3,484.00
P0310008	Harrington Industrial Plastics	OCC	4312	3,475.46
P0310195	Aztec Technology Corp	OCC	6411	3,329.48
P0310103	SMS Systems Maintenance Services Inc	DIS	5638	3,300.00
P0310180	Fisher Scientific	OCC	6411	3,038.68
P0310040	ALD Security Innovations	CCC	5899	3,000.00
P0310114	Sehi Computer Products Inc	CCC	4315	2,839.52
P0310023	Education Systems	OCC	4312	2,812.20
P0310102	Printronic	DIS	5638	2,720.00
P0310222	SARS Software Products Inc	OCC	5638	2,700.00
P0310182	Universal Placement Program	OCC	5850	2,699.00
P0310021	Education Systems	OCC	4312	2,692.75
P0310181	AACC	OCC	5850	2,400.00
P0310236	Guida Surveying Inc	OCC-GB	6129	2,380.00
P0310251	Automatic Sync Technologies LLC	CCC	5899	2,320.73
P0310037	ARTstor Inc	GWC	5699	2,262.75
P0310034	SPSS Inc	OCC	5699	2,250.23
P0309994	Dell Higher Education	OCC	6412	2,221.24
P0310085	Eureka Calif Career Info Sys	OCC	5699	2,177.02
P0310067	Anixter	DIS	6412	2,153.32
P0310240	Office Depot	GWC	4312	2,149.55
P0310219	Montgomery Hardware Co	OCC-GB	5650	2,100.00
P0310173	Office Depot	OCC	4312	2,039.96
P0310032	Office Depot	GWC	4312	2,003.85
P0310100	Goodson Manufacturing Co	GWC	4312	2,001.03
P0310089	Graphic Edge	OCC	5899	2,000.00
P0310090	Interact Communications	DIS	5850	2,000.00
P0310096	Medical Resources	GWC	4312	2,000.00
P0310022	Wards Natural Science	OCC	4312	1,962.94
P0309999	Office Depot	OCC	4312	1,871.52
P0310244	Dell Higher Education	CCC	6412	1,857.99
P0310062	Sehi Computer Products Inc	CCC	6412	1,852.20
P0310076	Digital Networks Group Inc	OCC	6411	1,735.50

**Item 6 continued, Financial Approvals**

P0310178	Griffon Testing Products	OCC	6411	1,724.00
P0310198	InfoSend	DIS	4312	1,712.69
P0310098	Sherwin-Williams Co	GWC	4312	1,621.44
P0309997	Clearvision Networks	OCC	4312	1,618.55
P0310227	OCC Food Services	OCC	4312	1,600.00
P0310024	Education Systems	OCC	4312	1,578.56
P0310208	Tangram	OCC	4312	1,575.47
P0310210	Dell Higher Education	OCC	4315	1,514.43
P0310099	Goodson Manufacturing Co	GWC	6411	1,454.61
P309859	Wholesale Hunter Fulfillment Ctr	GWC	4312	1,453.00
P0310007	Roseburrough Tool	OCC	4312	1,375.00
P0310086	Vital Link Orange County	OCC	4312	1,366.11
P0310133	Airgas West Inc	OCC	6411	1,349.90
P0310005	Sculpture House Inc	OCC	4312	1,335.00
P0310016	Nystrom/Div of Herff Jones Inc	OCC	4312	1,295.25
P0310167	Carpe Diem Architectural Modeling	GWC	4312	1,287.15
P0310074	Sasco	OCC-GB	6412	1,240.00
P0310105	Amsterdam Printing & Litho	GWC	4312	1,182.71
P0310165	Finishmaster Inc	GWC	4312	1,152.79
P0310220	Wards Natural Science	OCC	4312	1,119.69
P0310184	CTI-Valueline	OCC	4312	1,101.96
P0310109	Harland Technology Services	CCC	5638	1,097.97
P0310063	GEOVision Geophysical Services	OCC-GB	6127	1,050.00
P0310152	Goodson Manufacturing Co	GWC	4312	1,027.05
P0310087	Vital Link Orange County	OCC	4312	1,024.65
P0310097	Sherwin-Williams Co	GWC	4312	1,023.63
P0310162	JK Electronics	GWC	4677	1,002.08
P0310088	Western Graphics Plus	OCC	4321	1,000.00
P0310142	Galls/Long Beach Uniform Co	OCC	4312	1,000.00
P0310046	Western Graphics Plus	GWC	4312	965.88
P0310214	A-1 Fence	OCC-GB	6120	954.00
P0310038	Concept Media	GWC	4312	915.00
P0310027	Clean Fun Promotional Marketing LLC	DIS	5899	884.63
P0310245	Sehi Computer Products Inc	GWC	4315	835.95
P0310233	Saddleback Golf Cars	OCC	4677	814.59
P0310163	Cummins Cal Pacific	GWC	4312	807.05
P0310243	Office Depot	GWC	4312	804.29
P0310115	Bridges Transitions Co	GWC	5699	800.00
P0310166	Western Graphics Plus	GWC	4312	787.29
P0310056	Abilitations	CCC	4312	756.98
P0310149	Office Depot	OCC	4312	750.00
P0310060	4 Imprint	CCC	5850	746.96
P0310190	AlerG Inc	DIS	6411	732.60
P0310187	Fisher Scientific	OCC	4312	722.33
P0310192	McMaster-Carr	OCC	4312	704.32
P0310197	Hoover Printing & Lithography	OCC	4321	700.38
P0310218	Professional Plumbing Inc	OCC	6250	697.65
P0310186	Wards Natural Science	OCC	4312	694.09
P0310248	Sehi Computer Products Inc	OCC	4312	693.66

**Item 6 continued, Financial Approvals**

P0310059	4 Imprint	CCC	5850	676.68
P0310030	Crestline Products	GWC	4312	651.40
P0310221	Wards Natural Science	OCC	4312	646.89
P0310058	4 Imprint	CCC	5850	613.20
P0310191	Hearlihy	OCC	4312	604.77
P0310049	4 Imprint	CCC	5850	604.54
P0310164	4 Imprint	CCC	7601	601.00
P0310077	Office Depot	OCC	4312	584.79
P0310025	Zlaket's Market	DIS	5206	572.61
P0310249	Sehi Computer Products Inc	GWC	4315	569.36
P0310185	School Savers	OCC	4312	567.44
P0310188	Arthur J Kirsch & Associates	OCC	5899	565.69
P0310189	Triarch Inc	OCC	4312	556.84
P0310239	Office Depot	GWC	4312	550.35
P0310179	Benner Metals Corp	OCC	4312	531.85
P0310001	Office Depot	GWC	4312	527.06
P0310153	Crestline Products	GWC	4312	518.18
P0310013	Viasinc	OCC	4312	516.07
P0310051	4 Imprint	CCC	5850	514.36
P0310171	Office Depot	OCC	4312	513.91
P0310183	Wards Natural Science	OCC	4312	512.20
P0310250	Sehi Computer Products Inc	CCC	4312	504.27
P0310151	4 Imprint	CCC	5850	502.73
P0310065	Dell Higher Education	OCC	4315	501.13
P0310176	Nikon Inc	OCC	5657	500.00
P0310128	Office Depot	CCC	4312	493.74
P0310127	Office Depot	GWC	4312	491.99
P0310017	Films for Humanities & Science	OCC	4312	484.60
P0310156	TechPubs Communications	CCC	5850	484.00
P0309995	Dell Higher Education	OCC	4315	477.07
P0310226	Wards Natural Science	OCC	4312	472.69
P0310211	Computerland of Silicon Valley	OCC	5699	471.02
P0310215	Sehi Computer Products Inc	OCC-GB	4315	468.89
P0310231	Emergency Medical Products Inc	OCC	4312	450.97
P0310043	GWC Bookstore	GWC	4312	448.00
P0310019	Travel Store	OCC	4312	440.33
P0310155	Aardvark Clay Supply	CCC	4312	437.00
P0310082	Professional Plumbing Inc	OCC-GB	6250	434.00
P0310018	Travel Store	OCC	4312	414.60
P0310230	Western Graphics Plus	OCC	4312	412.13
P0310113	Sehi Computer Products Inc	CCC	4312	404.77
P0310036	Cross & Oberlie	GWC	4321	400.00
P0310048	Demco Inc	GWC	4312	394.96
P0310101	ETR Associates	GWC	5850	384.46
P0310129	Tangram	OCC	4312	378.30
P0310035	Associated Business Products	GWC	4315	377.13
P0310206	Academic Superstore	OCC	5699	371.58
P0310144	Foster Manufacturing Co	OCC	4312	370.58
P0310079	Office Depot	OCC	4312	369.53

**Item 6 continued, Financial Approvals**

P0310131	Mouse Graphics	OCC	5899	360.00
P0310053	West Music	CCC	4312	358.79
P0310194	Best Buy Inc	OCC	4312	355.56
P0310111	Ablenet Inc	CCC	4315	353.25
P0310140	Pitney Bowes	DIS	4312	345.37
P0310170	Office Depot	CCC	4312	324.90
P0309998	Office Depot	OCC	4312	318.07
P0310174	Office Depot	OCC	4312	316.17
P0310026	GWC Student Health Center	DIS	4312	315.00
P0310072	AAWCC	DIS	5320	300.00
P0310120	Garden Grove Chamber Commerce	CCC	5850	300.00
P0310241	Office Depot	CCC	4312	295.59
P0310169	Carpe Diem Architectural Modeling	GWC	4312	291.50
P0310092	Hardy Diagnostics	OCC	4312	284.46
P0310136	Henry Schein Inc	OCC	4312	259.59
P0310232	Meridian Education Corp	OCC	4312	253.66
P0310154	Discount School Supply	CCC	4312	250.00
P0310002	Office Depot	GWC	4312	249.38
P0310050	4 Imprint	CCC	5850	243.69
P0310052	CAPED	CCC	5320	240.00
P0310229	Henry Schein Inc	OCC	4312	239.16
P0310084	Norms Refrigeration & Ice Equip	OCC	5657	238.43
P0310157	Baker & Taylor	GWC	6301	229.91
P0310012	Thomson West	DIS	4285	228.43
P0310224	OCLC Inc	OCC	5110	226.34
P0310223	Creative Works Office	OCC	4312	225.00
P0310143	Alpha Card Systems	OCC	4312	223.35
P0310033	Office Depot	GWC	4312	221.34
P0310172	Office Depot	OCC	4312	216.03
P0310205	Apple Computer Inc	OCC	4312	215.45
P0310117	Infogrip Inc	CCC	4315	213.26
P0310045	GWC Bookstore	GWC	4312	200.00
P0310119	CACCRAO	CCC	5320	200.00
P0310134	Henry Schein Inc	OCC	4312	196.57
P0310246	Sehi Computer Products Inc	CCC	4401	195.72
P0310003	Sigma-Aldrich Co	OCC	4312	175.85
P0310146	Office Depot	DIS	4312	175.18
P0310011	Corporate Pages	OCC	5899	174.90
P0310137	Henry Schein Inc	OCC	4312	174.07
P0310168	Carpe Diem Architectural Modeling	GWC	4312	166.47
P0310095	Baker & Taylor	GWC	6301	162.74
P0310125	Gateway Companies Inc	DIS	4312	162.69
P0310078	Office Depot	OCC	4315	160.55
P0310047	Gaylord Bros Inc	GWC	4312	159.75
P0310041	Finney Company	GWC	5306	151.63
P0310175	Office Depot	GWC	4312	146.69
P0310122	Nasco Modesto	CCC	4312	143.44
P0310207	Sehi Computer Products Inc	GWC	4315	140.69
P0310121	Lakeshore Learning Materials	CCC	4312	136.64

**Item 6 continued, Financial Approvals**

P0310000	Office Depot	OCC	4312	136.40
P0310161	All-Pack Co Inc	GWC	4312	124.45
P0310242	Office Depot	DIS	4312	110.26
P0309996	Sehi Computer Products Inc	DIS	4312	109.78
P0310228	Western Graphics Plus	OCC	4312	107.61
P0310015	Education Systems	OCC	5699	106.67
P0310094	LT Enterprises	GWC	4315	102.92
P0310118	Nat'l Institute of Business Mgmt	CCC	5306	96.00
P0310138	Seal's Health Care	OCC	4312	90.75
P0310031	Office Depot	GWC	4312	82.56
P0310116	Higher Education Publications	CCC	4285	75.00
P0310247	Apple Computer Inc	OCC	4312	74.35
P0310177	TP Orthodontics	OCC	4312	71.66
P0310123	Gateway Companies Inc	DIS	6411	69.90
P0310148	Henry Schein Inc	OCC	4312	69.74
P0310044	Bannerland	CCC	5850	61.96
P0310112	Sehi Computer Products Inc	CCC	4312	59.99
P0310009	Bulbman Inc	OCC	4312	58.34
P0310004	James Publishing Inc	OCC	4285	57.80
P0310057	Oriental Trading Co Inc	CCC	4312	51.74
P0310054	Constructive Playthings	CCC	4312	50.50
P0310055	Discount School Supply	CCC	4312	39.09
P0310073	Day-Timers Inc	DIS	4312	4.84
	Total			<u>\$2,799,146.54</u>

**OBJECT CODE LEGEND**

3000 - 3999	STAFF BENEFITS	5600 - 5601	FILM RENTAL
4200 - 4200	BOOKS, REPLACEMENT OF	5630 - 5673	REPAIRS/EQUIPMENT AND FACILITIES
4300 - 4799	SUPPLIES/PRINTING	5682 - 5699	LEASES/RENTALS
5100 - 5199	CONSULTANTS/LECTURERS	5700 - 5899	OTHER EXPENSE OF OPERATIONS
5200 - 5299	CONFERENCES/TRAVEL	6100 - 6299	SITE/SITE IMPROVEMENTS/BUILDING
5300 - 5399	DUES/MEMBERSHIP/SUBSCRIPTIONS	6300 - 6399	BOOKS, NEW ACQUISITIONS
5400 - 5499	INSURANCE	6400 - 6499	EQUIPMENT, NEW/REPLACEMENT
5500 - 5599	UTILITIES/SERVICES/CONTRACTS		

**b. Ratification/Approval of Checks**

It is recommended that the following checks for previously approved purchase orders be ratified/ approved for payment:

<b>NUMBER</b>	<b>NAME OF VENDOR</b>	<b>AMOUNT</b>
0108917	OCC Associated Students	298,320.00
	OCC Banner Clearing ASOCC College Service fees	
0109503	Coast Community College Dist.	229,879.15

**Item 6 continued, Financial Approvals**

	Medical claims/benefits for employees	
0109162	Sun Trust Leasing Corp	216,722.15
	Multi-year lease Dell computers, servers & Cisco network equip. district wide.	
0109021	Coast Community College Dist.	177,168.56
	Medical claims/benefits for employees	
0109220	Reliastar Life Insurance Co	78,378.30
	Insurance premiums for self-funded health ins plan	
0109374	Professional Plumbing Inc	45,840.38
	OCC Scheduled Maintenance Project	
0109064	Digital Networks Group Inc	45,563.36
	OCC upgrade Learning Resouce Center	
0108960	Dell Higher Education	41,994.67
	OCC computer upgrades	
0109185	Evisions Inc	41,400.00
	Dist Server software & annual support	
0109206	OC Dept of Education	38,626.15
	Dist wide Contract for Payroll Time & Attendance System	
0109221	Reliastar Life Insurance Co	38,305.79
	Insurance premiums for self-funded health ins plan	
0109146	ROI Networks Inc	38,076.59
	Dist Voice Mail System Equipment repair	
0109223	Vision Service Plan	34,224.34
	Vision claims/benefits for employees	
0109353	SunGard Higher Education Inc	32,852.61
0109152	SIGMAnet Inc	21,050.53
0109211	Pro Photo Connection	17,621.30
0109036	McDowell Floor Covering	15,280.00
0108939	SVM, LP	15,000.00
0109379	Andtech Corporation	14,750.00
0109013	Xerox Corp	14,189.92
0108955	Xerox Corp	13,020.31
0109292	Hoffman Video Systems	12,619.49
0109280	Guardian Power Protection Services Inc	11,930.42
0108915	OC Treasurer- Tax Collector	11,220.43
0108871	Baker & Taylor	10,995.03
0109346	Rutan & Tucker	10,820.94
0108859	Airgas West Inc	10,709.33
0109414	Cox Media	10,618.64
0108933	Slater Ave II Limited Partnership	10,429.40
0109025	John Breihan	10,340.80
0109000	OCC Food Services	10,163.79
0109371	Exclusive Construction	9,500.00
0109492	Waxie Sanitary Supply	9,382.85
0108994	Keenan & Associates	8,951.00
0108964	Professional Plumbing Inc	8,435.00
0109219	First Colony Life Insurance Co	8,321.08

**Item 6 continued, Financial Approvals**

0109171 'Jeffrey R Boxer for Mr Kia Shafe's Benefit'	8,000.00
0109260 Constellation New Energy Inc	7,926.46
0109020 Handi-Hut Inc	7,715.00
0109181 Constellation New Energy Inc	7,219.42
0108870 B & B Services	7,138.44
0109425 GWC Fee Refund	7,068.31
0109321 Moss & Associates Inc	6,864.49
0108990 Grounds for Play	6,772.75
0109213 Southern Counties Oil	6,541.13
0109184 Education 4 Work	6,500.00
0109436 Laplink Software Inc	6,500.00
0109358 Vital Link Orange County	6,250.00
0108937 Starpointe Ventures	6,000.00
0108945 Union Bank of California	5,896.07
0108954 Xerox Corp	5,858.71
0109356 Union Bank of California	5,848.91
0109075 Baker & Taylor	5,800.30
0108932 Sir Speedy Printing	5,749.20
0109038 Ocean View School District	5,555.91
0109156 Southern Calif Edison Co	5,492.49
0109458 Smith Pipe & Supply Inc	5,380.38
0109297 Harry Hughes	5,059.80
0109255 City of Huntington Beach	4,934.53
0109250 CCC Bookstore	4,855.22
0108961 Digital Networks Group Inc	4,718.78
0108943 Titlewave Video Subtitling Service	4,695.00
0109481 Verizon California	4,685.71
0108970 Apple Computer Inc	4,667.48
0109179 CCCD Student Refunds	4,539.00
0109288 Hewlett Packard	4,525.22
0108883 CCCD E.O.P.S. Account	4,500.00
0109212 Wendy Rakochoy	4,500.00
0109313 Meyers Allison LLP	4,455.71
0108920 Office Depot	4,189.50
0109014 Xerox Corp	4,043.67
0109104 Hartley & Assoc	4,000.00
0109131 North Orange County ROP	4,000.00
0109216 Care Resources Inc	3,875.00
0109065 Yamada Enterprises	3,776.16
0109085 Chem Pro Laboratory Inc	3,742.25
0108966 Vision Service Plan	3,653.75
0109133 Office Depot	3,595.83
0109091 Kathy Craven	3,500.00
0109472 Tremco Inc	3,425.00
0108916 OCC Ancillary 1000-247500-5120	3,403.00
0109097 Fisher Scientific	3,362.98
0108935 Southern Calif Edison Co	3,353.55

**Item 6 continued, Financial Approvals**

0108911 Nashco Enterprises Ltd	3,299.25
0109163 Systems Technology Associates Inc	3,271.00
0108882 CCCD - SEOG	3,200.00
0109166 World-Wide Fire Inc	3,097.12
0108887 Computerland of Silicon Valley	3,058.26
0109068 Alternative Energy Store	2,998.77
0109290 Hobart Institute of Welding Technology	2,933.00
0109143 Quick Caption	2,879.08
0109090 Computerland of Silicon Valley	2,810.96
0109265 DataPipe Inc	2,750.00
0109328 Office Depot	2,726.51
0109427 Heinaman Contract Glazing	2,700.00
0108897 Goodwill Industries of OC	2,683.75
0109045 Wavegroup Sound	2,650.00
0109217 CCCD Workers Comp Trust Fund	2,563.21
0108856 Aardvark Clay Supply	2,516.29
0109066 2 Crystals Inc	2,513.50
0109111 John A Hignite	2,500.00
0109326 OCC Fee Refund	2,461.76
0109443 Main Electric Supply Co	2,414.59
0108979 Business Office Solutions	2,321.59
0109209 Office Depot	2,302.03
0109040 Sehi Computer Products Inc	2,265.43
0109140 Pride Sash	2,256.20
0108962 Grainger	2,228.58
0109215 City of Costa Mesa	2,181.36
0108912 NetSupport Inc	2,131.92
0109483 Verizon Wireless	2,031.69
0108874 Brodart Co	2,001.66
0109118 Long Beach-OC Chapter AACN	2,000.00
0109076 Best Buy Inc	1,878.65
0109029 Computerized Assess & Placement Progs/CAPP Assoc	1,865.34
0108922 Pivot Point International Inc	1,828.97
0109429 Home Depot	1,825.55
0108861 Amtech Elevator Services	1,800.00
0109123 Mesa Consolidated Water Dist	1,796.05
0109447 Nextel Communications	1,775.35
0109125 Mobile Modular Management Corp	1,722.92
0109418 Excel Door & Gate Co Inc	1,635.48
0109424 Grainger	1,592.91
0108857 Academic Superstore	1,587.03
0109120 Maintex	1,577.46
0108929 Sasco	1,571.00
0109067 ACS Affiliated Computer Services	1,564.66
0109191 GlaxoSmithKline	1,543.29
0108893 Ewing Irrigation Products	1,509.29
0109309 Maintex	1,502.92

**Item 6 continued, Financial Approvals**

0108940 TechRoom Inc	1,500.00
0109349 Sehi Computer Products Inc	1,476.57
0108886 Community College League of Calif	1,458.33
0109079 Calif Commerical Lighting	1,454.63
0108949 Vietnamese Community of OC	1,424.33
0109074 B & P Services Inc	1,413.54
0109151 Sehi Computer Products Inc	1,361.71
0109124 Mittler Bros Machine & Tool Co	1,359.87
0109453 Saddleback Materials Co Inc	1,307.65
0109355 Tremco Inc	1,293.75
0108991 GWC Food Services	1,293.01
0108985 Dell Higher Education	1,275.78
0108942 The Gas Company	1,227.84
0109484 Verizon Wireless	1,215.00
0108983 CCC	1,209.00
0108924 Prado Olympic Shooting Park	1,200.00
0109023 ATI/Assessment Technology Institute	1,200.00
0109274 Geomatrix Consultants	1,200.00
0109103 Hardy Diagnostics	1,185.06
0109157 Specialty Equipment Co	1,158.88
0109310 Markertek Video Supply	1,129.83
0108905 Joint Review Comm/Cardiovasc	1,122.39
0109030 Constellation New Energy Inc	1,114.11
0109083 CCCD Student Refunds	1,100.00
0109034 Elaine Hill	1,072.00
0109006 Spicers Paper Inc	1,070.60
0108972 Assn of Classroom Teacher Tstr	1,067.47
0108950 VWR International Inc	1,065.50
0109005 Sign Concepts	1,050.35
0109154 Skulls Unlimited	1,038.95
0109109 Int'l Security Products	1,032.59
0108986 Dept of Industrial Relations	1,015.00
0108877 Calif Tool Welding Supply	1,005.84
0108898 Grossmont College	1,000.00
0108928 Santa Monica College	1,000.00
0109003 Saddleback College Foundation	1,000.00
0109100 General Compressor	996.18
0109332 Pete's Road Service Inc	994.00
0109026 Carolina Biological Supply	985.26
0109327 OCC Food Services	979.51
0109471 Trane U.S. Inc	978.01
0108926 Psychological Assessment Resou	967.68
0109450 Pocket Nurse	960.47
0109271 Fritz Instruments	960.00
0109293 Home Depot	918.04
0108938 SunGard Higher Education Inc	900.00
0109126 Sacha Moore	900.00

**Item 6 continued, Financial Approvals**

0108873	Brand Athletics	896.29
0109190	Gateway Companies Inc	888.74
0109469	Titlewave Video Subtitling Service	860.00
0108896	Glassical Designs Inc	854.23
0109391	AT&T	842.89
0109412	Chevron USA Inc	831.43
0109028	Coaches Choice	827.52
0108866	Arnold Publications	800.00
0109113	Joint Review Comm/Dms	800.00
0109463	SunGard Higher Education Inc	800.00
0109464	SunGard Higher Education Inc	800.00
0109465	SunGard Higher Education Inc	800.00
0109466	SunGard Higher Education Inc	800.00
0109361	Waxie Sanitary Supply	790.79
0109325	OCC Ancillary#1000-247500-8070	780.00
0109478	US Foodservice	773.48
0109495	World-Wide Fire Inc	772.48
0109169	CCCD Workers Comp Trust Fund	768.79
0108858	ACOM Solutions	765.00
0109402	CCC Fee Refund	763.50
0108997	Michael Likens	762.50
0109096	Factory Express	755.95
0109434	Island Color Inc	754.25
0108946	United Direct Marketing Inc	750.00
0109258	Community College League of Calif	750.00
0109044	VWR International Inc	737.28
0109135	Pennysaver	736.58
0109208	OCC Phi Theta Kappa	727.00
0108931	Sehi Computer Products Inc	709.51
0109430	Honeywell Int'l Inc	697.50
0108927	Rand McNally	694.50
0109069	Anixter	659.44
0109128	Mutual Liquid Gas & Equipment	656.72
0108936	Southern Counties Lubricants LLC	648.06
0108902	HW Wilson Company	645.56
0109336	Pixel Abuse	640.00
0109012	Verizon Wireless	635.01
0109448	OCC Petty Cash	616.98
0108963	Office Furniture Outlet	610.94
0108868	AT&T	600.28
0109001	Prado Olympic Shooting Park	600.00
0109233	AT&T	598.40
0108864	Aqua-Clear Water Treatment Specialists Inc	595.00
0108907	Kawashima Photography	592.63
0109230	Anixter	590.71
0109122	Lillian Matthews	587.38
0109437	League for Innovation	575.00

**Item 6 continued, Financial Approvals**

0109438 League for Innovation	575.00
0109439 League for Innovation	575.00
0109440 League for Innovation	575.00
0109441 League for Innovation	575.00
0109048 Xerox Corp	572.73
0108881 Caston Office Solutions	572.43
0108974 AT&T	568.79
0109149 School Outfitters.com	567.59
0108906 JW Pepper & Son Inc	555.26
0109224 AACC	555.00
0109225 AACC	555.00
0109226 AACC	555.00
0108992 Herff Jones - Diploma Division	546.07
0108869 AT&T	534.72
0109415 Dell Higher Education	533.01
0109357 Verizon Wireless	524.65
0108941 The Gas Company	513.38
0109077 Biopac Systems Inc	510.10
0109454 Lloyd Saposnek	499.60
0109186 Ewing Irrigation Products	498.13
0109273 Gale Group	497.48
0109147 Safety-Kleen Systems Inc	488.96
0108867 AT&T	488.95
0109134 Martha Parham	481.66
0109426 HB Magazine	480.00
0109231 AT&T	478.27
0109362 Western Farm Service	454.16
0109264 Datamax O'Neil Printer Supplies	449.57
0109423 Go With Jo Travel	447.30
0109377 ACCCA	445.00
0109299 James Jackson Productions Inc	434.72
0109477 Unisource Worldwide Inc	427.10
0109130 Melinda Nish	425.48
0109121 Marianna Inc	424.88
0109008 Verizon Wireless	417.11
0109247 Calif Design Printing & Marketing	416.99
0109449 Physicians Sales & Service	406.15
0109417 Evergreen Environmental	396.50
0109378 ACCCA	395.00
0109277 Graybar Electric	386.73
0109178 CCC Bookstore	386.28
0108919 OCLC Inc	385.04
0109350 Signs Etc	377.13
0109046 Susan Wilcox	375.00
0109173 Albert, Janet	373.62
0109142 Public Broadcasting Service	366.92
0109160 Statue.com.Inc	366.08

**Item 6 continued, Financial Approvals**

0109110 Irvine Chamber of Commerce	360.00
0109324 OC Fire Protection	360.00
0109442 Lorman Education Services	359.00
0108862 AO Communications	357.92
0109392 Board of Governors-Calif Comm College	350.00
0108872 Balanced Body	349.45
0108998 Mole-Richardson Co	343.50
0108901 Home Depot	335.70
0109257 Cohen, Joshua	330.00
0109259 Cone, Jennifer	330.00
0109194 Home Depot	329.51
0109032 Fisher Scientific	322.81
0108878 Carl's Electronics	316.74
0108884 Berlynn Ching	301.67
0108900 Hatfield, James A	300.00
0108980 Calif Assn Dental Assisting Teachers	300.00
0109182 CW Dixon Associates Inc	300.00
0109354 Times Community News %Los Angeles Times	300.00
0109239 Bateman, Breanne	297.00
0109359 Vocational Biographies Inc	295.00
0109375 Academic Senate	295.00
0109376 Academic Senate	295.00
0109416 Digital Networks Group Inc	291.97
0109232 AT&T	291.73
0109234 AT&T	291.73
0109047 Xerox Corp	288.64
0109347 Ruvalcaba, Cassandra	286.00
0109348 Safety 1st Pest Control Inc	283.50
0108952 Wards Natural Science	281.52
0109433 Irvine Pipe & Supply	280.16
0108880 Cartridge World	280.15
0109138 Pocket Nurse	277.69
0109183 Daigger	277.16
0109033 Harland Technology Services	276.00
0109205 O'Keefe, Lori	275.00
0109300 Jamison, Alicia	275.00
0109393 Board of Governors-Calif Comm College	275.00
0109395 Board of Governors-Calif Comm College	275.00
0109396 Board of Governors-Calif Comm College	275.00
0109397 Board of Governors-Calif Comm College	275.00
0109398 Board of Governors-Calif Comm College	275.00
0109087 Cintas	270.67
0109136 Pep Boys	269.85
0109004 Sehi Computer Products Inc	269.55
0108988 Federal Express Corp	268.74
0109196 Hotopp, Pam Jean	268.57
0109278 Griffin, Amanda	264.00

**Item 6 continued, Financial Approvals**

0109291 Hock, Eva-Maria	264.00
0108930 Security Signal Devices	262.85
0109214 World-Wide Fire Inc	261.64
0108982 Carolina Biological Supply	261.22
0109389 AT&T	261.04
0108914 OC Register	258.86
0109249 Carmen's Uniforms Inc	257.28
0109081 CCC Bookstore	253.29
0109431 Horizon	252.65
0109158 Springdale Ace Hardware	252.58
0109093 Jane Duncan	252.48
0109421 Gale Group	248.74
0108865 Lydia Arbizo	246.60
0109229 Amico Scientific Corp	244.25
0109316 Minuteman Plumbing	242.50
0109227 Acosta, Krystal R	242.00
0108989 Fountain Valley Chamber of Commerce	240.00
0109202 Medical Processor Services	240.00
0109456 Ny Sayasy	225.35
0108908 Lexis Nexus Matthew Bender	223.91
0109174 Andtech Corporation	218.19
0109307 Lowe's Home Improvement	214.02
0109137 Clyde Phillips	211.50
0109201 Maligaso, Francia	211.00
0109315 Millington, Kathleen	209.00
0109473 Trinh, Vivian	209.00
0109024 Banc of America Leasing	206.65
0109043 Times Community News %Los Angeles Times	206.25
0109009 Verizon Wireless	202.27
0109102 GWC Petty Cash	199.02
0108918 OCE'	198.75
0109279 Guadarrama, Cindy	198.00
0109298 Huynh, Thu	198.00
0109306 Lopez, Mayra	198.00
0109308 Lyon, Kevin	198.00
0109335 Pinela, Natasha	198.00
0109470 TRAN, Nam	198.00
0109035 Maril Products	196.06
0108956 Xerox Corp	194.98
0108876 Calif Pro Sports	194.57
0109078 Wendy Birky	192.00
0108978 Bill's Camera	186.84
0109301 JK Electronics	185.83
0108996 Ken's Locksmithery	185.33
0109435 Kelly Equipment	182.81
0109175 Walter Banoczi	180.86
0109387 AT&T	180.10

**Item 6 continued, Financial Approvals**

0108969	Amazon.com	179.90
0109145	Robert Skeels & Co	176.23
0109261	Creager, Susan	176.00
0109323	Nelson, Tatiana	176.00
0109493	Wesolowski, Ashleigh	176.00
0108976	AT&T	175.89
0109207	OCC Alpha Gamma Sigma	175.00
0108987	ETR Associates	174.99
0108889	Corporate Express	174.81
0109071	AT&T	174.10
0108971	Art Supply Warehouse	170.02
0108977	B & H Photo-Video	165.55
0109132	OC Fire Protection	165.00
0109084	Thomas Chambers	163.43
0108894	Federal Express Corp	162.17
0108885	Chronicle Guidance Publications Inc	160.40
0109086	Chronicle Guidance Publications Inc	160.40
0109139	Steven Popovich	160.00
0109494	Whitmore, Wayne	158.46
0109022	Aircraft Spruce & Specialty Co	156.37
0109228	Amazon.com	156.24
0109037	Meixler Technologies Inc	155.40
0109161	Suburban Water Systems	154.36
0109311	McFadden, Nicole	154.00
0108981	Calif Commerical Lighting	150.85
0109364	Working Wardrobes	150.00
0109428	Henry Schein Inc	149.26
0108951	Walters Wholesale Electric Co	145.83
0109089	College & Career Press	145.00
0109262	Crockett, Theresa	143.00
0109283	Gupta, Sunita	143.00
0109461	Sotelo, Elizabeth	143.00
0109476	Turf Tire Distributors	142.23
0108921	Oriental Trading Co Inc	141.45
0109007	Thomson West	141.16
0108895	Fry's Electronics	140.06
0109482	Verizon California	139.30
0109381	AT&T	138.63
0109400	C2 Reprographics	138.11
0108925	Prudential Overall Supply Co	137.90
0109106	Home Depot	137.41
0109240	Bill's Camera	137.27
0109317	Mobile Edge	135.77
0109270	Fastenal	134.18
0109235	Avila, Chelsie	132.00
0109244	Breakfield, Margaret	132.00
0109245	Breland, Lyndsey	132.00

**Item 6 continued, Financial Approvals**

0109253 Chatwin, Danielle	132.00
0109268 Donovan, Jayne	132.00
0109272 Furtado, Jennifer	132.00
0109304 Kuehl, Roni	132.00
0109331 Partin-Stephens, Lisa	132.00
0109334 Pieper, Katie	132.00
0109342 Riessen, Heather	132.00
0109344 Roche, Jennifer	132.00
0109457 Shevetsky, Eugene	132.00
0109479 Valencia, Roxanne	132.00
0109159 Stater Brothers	131.74
0109198 Idearc Media Corp	131.00
0109155 Thomas Snyder	128.69
0109072 AT&T	128.68
0109367 Home Depot	126.52
0109372 Iron Mountain Records Mgmt	125.00
0109119 Lucci's Gourmet Food Inc	122.97
0109116 William Kerwin	122.21
0109150 Seal's Health Care	121.25
0109319 Morgan, Amy	121.00
0109127 Mouser Electronics	120.41
0109049 Xerox Corp	119.74
0109382 AT&T	119.53
0108863 Apple Computer Inc	119.00
0109101 Pedro Gutierrez	116.80
0109419 Federal Express Corp	116.36
0108944 Toshiba Business Solutions	114.01
0108968 Aardvark Clay Supply	113.14
0108910 MWB Business Systems	112.00
0109251 Chaidez, Dolmarie	111.09
0109092 Brett Doretti	111.06
0108923 Pocket Nurse	110.00
0109329 Ortiz, Kathleen	110.00
0109462 Stefano, Kathy	110.00
0109287 Hardy Diagnostics	108.63
0109295 Hub Auto Supply	107.43
0109339 Prudential Overall Supply Co	106.22
0108899 GWC Food Services	105.16
0109445 Mesa Golf Cart	102.36
0108909 Long Bow Group Inc	102.00
0109451 Prudential Overall Supply Co	101.66
0109115 Kelly Paper	100.60
0109176 Blasingame, Luz	100.00
0109254 Childs-Pace	100.00
0108934 South Coast Air Quality Mgmt District	99.09
0109172 Airport Lock & Safe	95.00
0109080 Caston Office Solutions	94.78

**Item 6 continued, Financial Approvals**

0109141 Prudential Overall Supply Co	94.73
0108891 Daniels Tire Service	94.53
0109099 Gaylord Bros Inc	94.31
0109446 Montgomery Hardware Co	91.18
0109188 Flores, Maria	90.92
0109468 Mary Thayer	90.90
0109363 Women Helping Women	90.00
0109475 Turf Star Inc	88.36
0109246 Cal-Olympic Safety	88.10
0109236 Awan, Rehana	88.00
0109248 Campos-Ramirez, Alicia	88.00
0109302 Jones, Shannon	88.00
0109337 Pompoco, Linda	88.00
0109365 World Future Society	88.00
0108879 Carolina Biological Supply	86.41
0109338 Pro Photo Connection	86.05
0109401 Caston Office Solutions	86.05
0108860 American Red Cross	85.00
0109153 Signs Etc	84.05
0109351 Southern Calif Edison Co	83.47
0109420 Fisher Scientific	83.16
0109432 Hub Auto Supply	80.09
0109192 Greusard, Christian	80.00
0109193 Hernandez, Hernan	80.00
0109360 Vu, Huong	80.00
0109082 CCC Fee Refund	78.00
0108947 Verizon California	77.29
0109237 Baker, Miranda	77.00
0109252 Chaney, Debbie	77.00
0109281 Guerrero, Christina	77.00
0109333 Pickens, Shelley	77.00
0109011 Verizon Wireless	75.09
0109394 Board of Governors-Calif Comm College	75.00
0109403 CCEOPSA Region VIII	75.00
0109404 CCEOPSA Region VIII	75.00
0109405 CCEOPSA Region VIII	75.00
0109406 CCEOPSA Region VIII	75.00
0109407 CCEOPSA Region VIII	75.00
0109408 CCEOPSA Region VIII	75.00
0109409 CCEOPSA Region VIII	75.00
0109410 CCEOPSA Region VIII	75.00
0109411 CCEOPSA Region VIII	75.00
0109452 Rhino Electric Supply	74.24
0109210 Pham, Michel	72.00
0109180 Community Lock & Safe Service	70.95
0109203 Mock, Nora	69.76
0108993 Home Depot	69.22

**Item 6 continued, Financial Approvals**

0108904 Industrial Blade & Product Co	68.95
0109238 Barber, Debbie Y	66.00
0109241 Blanchard, Donna	66.00
0109242 Bonifay, Rena	66.00
0109243 Boone, Stephanie	66.00
0109266 De La Torre, Nora	66.00
0109269 Elkurd, Abeer	66.00
0109275 Glywa, Tina	66.00
0109276 Gonzalez, Amanda	66.00
0109282 Gump, Margaret	66.00
0109284 Guyette, Gabriela	66.00
0109286 Haley, Lisa	66.00
0109289 Hoang, Anh	66.00
0109294 Hromin, Elisa	66.00
0109296 Hubbard, Cheryl J	66.00
0109303 Kieu, Thuy	66.00
0109305 Lieu, Peggy	66.00
0109314 Mignosa, Maureen	66.00
0109318 Monroy, Claudia	66.00
0109320 Morris, Stephanie	66.00
0109322 Mullin, Melissa	66.00
0109340 Ramsay, Pamela	66.00
0109343 Robinson, Sandra	66.00
0109345 Rodrigues, Miriam	66.00
0109455 Saucedo, Kelly	66.00
0109459 Smith, Beth	66.00
0109460 Smith, Mary	66.00
0109474 Tucker, Lisa	66.00
0109480 Vazquez, Norma	66.00
0109489 Walker, Dianne J	66.00
0109491 Wartin, Talin	66.00
0109094 Evergreen Environmental	65.00
0109144 Sean Rivell	65.00
0109388 AT&T	64.79
0109002 Prudential Overall Supply Co	62.96
0109263 Crown Ace Hardware	62.45
0109095 Eversoft	61.20
0109352 Sparkletts	59.67
0109010 Verizon Wireless	59.15
0109112 Johnstone Supply	58.62
0109200 Limon, Mary	56.00
0108903 Idearc Media Corp	55.25
0109041 Deborah Tetnowski	55.05
0109107 Anthony Hou	55.00
0109164 Martha Tran-Nguyen	54.71
0109187 Fernandez, Adriana	54.30
0109105 Hispanic Magazine	54.00

**Item 6 continued, Financial Approvals**

0108948 Verizon California	49.93
0108999 New Readers Press	48.60
0108973 AT&T	48.01
0108995 Kelly Paper	47.15
0109165 Wards Natural Science	45.57
0109195 Hong Kong Assn of So Cal	45.00
0109285 Haddouch, Nezha	44.00
0109167 Home Depot	43.15
0109070 Apple Computer Inc	43.05
0109380 Art Supply Warehouse	42.99
0109383 AT&T	42.34
0109148 Sargent-Welch	42.17
0108984 Community Lock & Safe Service	40.41
0109042 Thomas Scientific	39.90
0109129 Nat'l Assn/Colleges & Employers	39.90
0109199 Kinsey, Myra	36.90
0109256 Clampitt, Ian	36.00
0108875 Business Machines Consultants Inc	35.90
0109177 Dave Bunnell	34.46
0109330 Par West Turf Services	34.37
0109385 AT&T	32.69
0109490 Jocelyn Wang	32.42
0109117 Heather Larson	31.84
0109197 Hub Auto Supply	30.92
0109384 AT&T	30.60
0109422 Garden Grove Chamber Commerce	30.00
0109488 W Magazine	29.90
0109098 Ford Electronics Inc	28.50
0109486 Vital Link Orange County	25.00
0108890 Crown Ace Hardware	22.60
0109487 Vogue	21.00
0109108 Hub Auto Supply	20.42
0109189 Garcia, Laura	20.00
0109485 Vital Link Orange County	20.00
0109467 Surfer Magazine	19.97
0109088 Paula Coker	16.00
0109399 C Magazine	16.00
0108975 AT&T	15.67
0108953 Western Athletic Supply	15.64
0109073 AT&T	15.53
0109390 AT&T	15.53
0109386 AT&T	15.52
0109031 Richard Crouch	15.00
0109039 Prudential Overall Supply Co	13.81
0108967 Vision Service Plan	12.95
0109366 Grainger	12.48
0109312 Mehling, Connie	11.00

**Item 6 continued, Financial Approvals**

0109027	William Cassidy	10.00
0109267	Documentary Educational Resources	10.00
0109413	Wendy Clark	10.00
0109373	OCC Fee Refund	9.00
0109444	Marie Claire	8.00
0109502	GWC Fee Refund	8.00
0109341	Rhino Electric Supply	7.13
0109114	JW Pepper & Son Inc	3.78
0109204	Nat'l Assn/Colleges & Employers	2.32

**Total**

**\$2,128,819.83**

**c. Check List for General Obligation Bond Fund**

<b>NUMBER</b>	<b>NAME OF VENDOR</b>	<b>AMOUNT</b>	<b>PROJECT</b>
0109059	LPA Inc OCC Bldg CHS Lab Sciences	339,241.38	420207
0109018	SunGard Higher Education Inc Dist Upgrd Info Systems Implement	107,218.27	420912
0109051	Atlas-Allied Inc OCC East West Campus Utility Upgrd	47,664.00	420241
0109061	TBP/Architecture OCC New Learning Cntr Ph1	35,963.17	420211
0109497	CEM Lab District Relocatable Replacement	33,340.00	420101
0109501	Systems Technology Associates Inc Dist Upgrd Info Systems Hardware	30,000.00	420913
0109050	Alex Moving & Storage OCC Misc Planning	28,520.50	420299
0109369	TB Penick & Sons Inc OCC East West Campus Utility Upgrd	27,983.00	420241
0109056	Embee Technologies	24,867.12	420211
0109168	SunGard Higher Education Inc	22,230.00	420912
0109055	Digital Networks Group Inc	17,055.91	420236
0108959	TYR Inc	13,724.00	420316
0109054	Caston Plastering & Drywall Inc	12,321.00	420211
0109060	Smith Pipe & Supply Inc	11,813.06	420241
0109496	AM Associates	9,500.00	420997
0109057	John Deere Landscapes	7,657.80	420241
0109053	Bundy-Finkel Architects Inc	6,827.40	420101
0109368	Strata Information Group	6,021.68	420912
0109052	Atlas-Allied Inc	5,296.00	420241
0109498	Lawrence Metal Products Inc	4,669.84	420211
0109058	King Relocation Services	2,452.10	420201
0109017	Dept of General Services	1,734.70	420247
0109062	VA Consulting Inc	1,730.00	420233
0108957	B & P Services Inc	1,340.00	420331

**Item 6 continued, Financial Approvals**

0109016 CEM Lab	863.00	420101
0109063 Verve Press	850.00	420283
0108958 C2 Reprographics	552.67	420101
0109499 Mesa Consolidated Water Dist	433.14	420101
0109015 C2 Reprographics	160.78	420101
0109019 Verizon California	82.18	420340

**Total** \$802,112.70

**d. Bond Project Legend**

<b>PROJECT</b>	<b>SITE</b>	<b>DESCRIPTION</b>
11010	DIST	REPAYMENT OF COPS & OTHR DEBTS
11020	DIST	DISTRICT RELOCATABLE REPL
11030	DIST	OTHER/PLANNING
12010	OCC	MDRNZ AUDITORIUM/MUSIC COMPLEX
12020	OCC	MDRNZ CNTR FOR APPLIED SCI
12030	OCC	OCC NEW LEARNING CNTR PH# 1
12040	OCC	RPL SAILING CNTR SEAWALL & RAMPS
12050	OCC	RENOVATE/RPL HEALTH/WELLNESS FACIL
12060	OCC	UPGRD INFO TECHNOLOGY PH# 1
12070	OCC	UPGRD UTILITY INFRASTRUCTURE
12080	OCC	MDRNZ/CENTRLZ STUDENT SRVCS
13010	GWC	RENOVATE STUDENT CENTER
13020	GWC	RPR ERODING CONCRETE PH #1
13030	GWC	UPGRD INFO TECH-CAMPUSWD PH#1
13040	GWC	UPGRD HVAC SYSTM CAMPUSWD PH#1
13060	GWC	RPL INSTR TECHNOLOGY EQUIP PH#1
13070	GWC	UPGRD/RPL P E FACILITY
13070	GWC	UPGRD/RPL P E FACILITY
13080	GWC	MDRNZ MATH SCI CLSROOMS PH#1
13090	GWC	HEALTH SCI-EXPAND NURSING FACIL
13100	GWC	UPGRD/RPL RENOVATE CLSROOMS PH# 1
13110	GWC	NEW LEARNING RSRC CNTR PH# 1
13120	GWC	COSMETOLOGY FACILITY PH# 1
18010	CCC	NEW WESTMINSTER LRNG CNTR
18020	CCC	UPGRD INFO TECHNOLOGY

**e. Authorization for Special Payments**

It is recommended that authorization be given for the following special payments:

Payment of \$600 payable to the American Society of Echocardiography. This fee is for the Cardiovascular Technology Program ASE CEU membership into the Orange County Echo Society for the period starting March 1, 2008, through February 28, 2010. Fees will be paid from the CVT ancillary funds.

## Agreements

**1. Authorization to Approve an Agreement with Off-Campus Employers and Coast Community College District (Coastline Community College), Orange County One-Stop Center for Off-Campus Employers Participation in the CalWORKs Work-Study Program**

After review by the College President, District Risk Services, the Vice Chancellor of Administrative Services, it is recommended by the Chancellor, that authorization be given to approve the agreement between Off-Campus Employers and Coast Community College District (Coastline Community College), Orange County One-Stop Center, for Off-Campus Employers Participation in the CalWORKs Work-Study Program. It is further recommended that the Chancellor or Vice Chancellor of Administrative Services be authorized to sign this agreement. A copy is attached to each Trustee's Agenda. (See attachment 6)

**Fiscal Impact:** No Fiscal Impact. Funded through the CalWORKs Program

**2. Authorization to Approve a New Nonstandard Agreement Between the Coast Community College District (Golden West College) and Blackboard for Maintenance of Online Courses**

After review by the College President, the Vice Chancellor Administrative Services, and District legal counsel, Rutan and Tucker, it is recommended by the Chancellor that authorization be given to approve a new nonstandard Agreement between Blackboard and the Coast Community College District (Golden West College) for maintenance of online courses. The agreement is effective 03/06/08 – 03/05/09. A copy is attached to each Trustee's agenda. (See Attachment 7)

**Fiscal Impact:** Cost to the college will be \$10,000.

**3. Authorization to Approve a Renewal Standard Agreement Between the Coast Community College District (Golden West College) and Streaming Media Hosting for Online Instructional Materials and Presentations**

After review by the College President, the Vice Chancellor Administrative Services, and District legal counsel, Rutan and Tucker, it is recommended by the Chancellor that authorization be given to approve a renewal standard agreement between Streaming Media Hosting and the Coast Community College District (Golden West College) for online instructional materials and presentations. The agreement is effective 03/06/08 – 03/05/09.

**Fiscal Impact:** Cost to the college will be \$4,619.40.

**4. Authorization to Approve a New Nonstandard Agreement Between the Coast Community College District (Golden West College) and Respondus, Inc., a Software Application That Enhances the Assessment Capabilities of the GWC Course Management System**

After review by the College President, the Vice Chancellor Administrative Services, and District legal counsel, Rutan and Tucker, it is recommended by the Chancellor that authorization be given to approve a new nonstandard agreement between Respondus, Inc. and the Coast Community College District (Golden West College) a software application that enhances the assessment capabilities of the GWC course management system. The agreement is effective 03/06/08 – 07/31/08. A copy is attached to each Trustee’s agenda. (See attachment 8)

**Fiscal Impact:** Annual license fee prorated 5 months @ \$174.58/month NTE \$873 and a one-time registration fee of \$200 to be paid from department funds.

**5. Authorization to Enter Into an Agreement Between HealthFax, Inc. and the Coast Community College District for Osteoporosis Screenings**

After review by the Vice Chancellor of Administrative Services, it is recommended by the Chancellor that authorization be given for the Coast Community College District to enter into an agreement with HealthFax, Inc. to provide osteoporosis screenings for all benefit-eligible employees and retirees. Screenings will be administered on the following dates at the following locations:

April 7, 2008	Coastline College
April 8, 2008	District Office
April 9, 2008	Golden West College
April 10, 2008	Orange Coast College

The cost of the osteoporosis screening is \$800.00 per site. The District Wellness Committee will pay the total cost of the screenings with no cost to the employee. A copy is attached to each Trustee’s Agenda. (See attachment 9)

**Fiscal Impact:** NTE \$3,200.00 (District Wellness Funds)

**6. Authorization to Enter Into an Agreement with Emerald Data Solutions for BoardDocs Agenda Management Services Applications**

After review by the Manager of Board Operations/Assistant to the Chancellor and the Vice Chancellor of Administrative Services, it is recommended by the Chancellor that authorization be given to enter into an Agreement with Emerald Data Solutions to provide BoardDocs Agenda Management services applications to the Coast Community College District. The implementation of BoardDocs will streamline Agenda production processes, reduce paper usage District-wide, streamline management of Board of Trustees’ policies and increase operating efficiencies and productivity within the Board of Trustees’ Office operations.

It is further recommended that the Vice Chancellor of Administrative Services be authorized to sign this Agreement on behalf of the Board of Trustees. A copy of the Agreement is attached to each Trustee’s Agenda. (See attachment 10)

**Fiscal Impact:** \$12,000 per year for a three (3) year term.

## Buildings and Grounds Items Over \$10,000 and Change Order Items

**1. Authorization to Contract with Digital Networks Group Inc. to Provide an Integrated Audio, Video and Sound Solution and Services for District Administration Building, Utilizing the Department of General Services, (CMAS) California Multiple Award Schedule Contracts 3-04-58-0215A, 3-06-70-207**

Public Contract Code 20652 provides authority for the governing board of any community college district without advertising for bid, the use of other public agencies contracts for the purchase of equipment when the board has determined it to be in the best interest of the district.

Digital Networks Group has extensive experience with audio, video, sound system design, planning, project management, implementation and support within an academic setting. Digital Networks Group will assure compatibility with Coast Community College District standards, with sound and video system designs with a highly qualified project management team to provide equipment for the new District Administration Building board room and three conference rooms.

After review by the technical staff from District Information Systems, Director of Facilities & Planning and the Vice Chancellor of Administrative Services and in the best interest of the District, it is recommended that the Board of Trustees authorize the Director of Purchasing to issue a purchase orders utilizing the CMAS contract to Digital Networks Group Inc.

**Fiscal Impact:** Not to Exceed \$105,000 (District Funds)  
Master Plan Approved Project  
Replacement of District Temporary Structures  
District Administrative Office Buildings

**2. Authorization to Enter Into a Lease Agreement with Mobile Modular Management; Coastline Community College Early College High School**

District Facilities and Planning is requesting on behalf of Coastline Community College, approval to lease DSA approved relocatable buildings for the Coastline Community College Early College High School (Costa Mesa Site).

After review by the Director of Facilities and Planning and the Vice Chancellor of Administrative Services, it is recommended that a contract be awarded to Mobile Modular Management Corporation in accordance with Public Contract Code Section 20652 (Purchase Through Public Corporation without Advertising for Bid). The Board is requested to approve the lease of a modular building utilizing the Santa Ana Unified School District Piggyback Bid No. 14-05 and that the Chancellor or Vice Chancellor of Administrative Services be authorized to sign the contract documents.

1.	36 Month Lease #587123	\$22,760.75
2.	36 Month Lease #587124	\$22,760.75
3.	36 Month Lease #587125	\$22,760.75
4.	36 Month Lease #587126	\$44,660.11
5.	36 Month Lease #587127	\$20,375.52

**Fiscal Impact:** \$133,317.88(Coastline Funds/Partially Reimbursed by Newport Mesa Unified School District)

## General Items of Business

### 1. **Recommendation for Rejection of Amended Claim for Damages against Coast Community College District Alleging Breach of Oral Contract and Promissory Estoppel to Include Fraud, Negligent Misrepresentation, Negligence and Negligent Inducement**

The Coast Community College District's Risk Services office received the initial Claim for Damages letter against Coast Community College District, dated December 28, 2007, and received on January 3, 2008. The claim was rejected by the Board on January 16, 2008. The claimant, through a local law firm, sent correspondence to the District, received February 11, 2008, requesting leave to amend the original complaint to now include additional allegations of fraud, negligent misrepresentation, negligence and negligent inducement.

The District's third party administrator, Keenan & Associates, has reviewed the claim and recommends that the amended claim be rejected in order to shorten the statutory period for Claimant to file suit. The claim lacks merit and damages are undetermined. Upon rejection of this claim by the Board of Trustees, the District's Risk Services office will tender a rejection of claim letter to Claimant.

After review by the Vice Chancellor of Administrative Services, it is recommended by the Chancellor that the claim for damages in this matter be rejected.

### 2. **Authorization to Purchase Office and Instructional Furniture for Orange Coast College, Lewis Center for Applied Science Building, using the (CMAS) California Multiple Award Schedule and the U.S. Communities Volume Contracts**

Public Contract Code 20652 provides authority for the governing board of any community college district without advertising for bid, the use of other public agencies contracts for the purchase of equipment when the board has determined it to be in the best interest of the district.

The furniture being purchased from Corporate Business Interiors, Allsteel, CMAS Contract No. GS-28F-0010J and Workplace Resources, Herman Miller, U.S Communities Contract No. RQ07-87957-20A will be needed for the Lewis Building modernization project at Orange Coast College. After review by the Director Facilities & Planning and Vice Chancellor of Administrative Services, it is recommended that the Board of Trustees authorize purchase orders for the furniture using the above volume contracts.

**Fiscal Impact:** NTE \$350,000 (Measure C – General Obligation Bond Fund)  
Master Plan Approved Project  
OCC Science Facilities  
OCC Upgrade Lewis Center for Applied Science

## **Recess to Closed Session**

*Conducted in accordance with applicable section of California law. Closed Sessions are not open to the public.*

The following Item(s) will be discussed in Closed Session:

1. Public Employee Discipline/Dismissal/Release (pursuant to Section 54957)

## **Reconvene Regular Meeting**

Report of Action in Closed Session

## **Adjournment**