

Agenda

Meeting: 09/03/2008 Regular Meeting
 Category: 0. Meeting Location
 Agenda Type: Information
 Public Access: Yes

Agenda Item Content

AGENDA

**Coast Community College District
 1370 Adams Avenue, Costa Mesa, CA 92626
 Regular Meeting of the Board of Trustees**

Date: September 3, 2008 5:00 p.m. Closed Session 6:30 p.m. Regular Meeting

1. Procedural Matters
 - 1.01 Procedural Matters
 - 1.02 Adopt Agenda
 - 1.03 Closed Session
 - 1.04 Public Comment (Open Session)
 - 1.05 Acceptance of Retirements
2. General Information and Reports
 - 2.01 Reports
3. Consent Calendar
 - 3.01 Curriculum
 - 3.02 TRAVEL AUTHORIZATIONS - BOARD & STAFF
 - 3.02.01 Authorization for Student Trips - Orange Coast College
 - 3.03 GENERAL ITEMS
 - 3.03.01 Authorization for Special Projects - Coastline Community College
 - 3.03.02 Authorization for Special Projects - Golden West College
 - 3.03.03 Authorization for Special Projects - Orange Coast College
 - 3.03.04 Authorization to Enter Standard Telecourse Agreements - Coastline Community College
 - 3.03.05 Approval of Clinical Contracts - Golden West College
 - 3.03.06 Approval of Clinical Contracts - Orange Coast College
 - 3.03.07 Authorization for Purchase of Institutional Memberships - Coastline Community College
 - 3.03.08 Authorization for Purchase of Institutional Memberships - Golden West College
 - 3.03.09 Authorization for Purchase of Institutional Memberships - District
 - 3.03.10 Community Activities - Orange Coast College
 - 3.03.11 Sailing Program - Orange Coast College
 - 3.04 PERSONNEL ITEMS
 - 3.05 ADDITIONAL PERSONNEL ITEMS
 - 3.05.01 Authorization for Independent Contractors - Coastline Community College

- 3.05.02 Authorization for Independent Contractors - Golden West College
- 3.05.03 Authorization for Independent Contractors - Orange Coast College
- 3.05.04 Authorization for Off-Campus Assignments - Coastline Community College
- 3.06 FINANCIAL APPROVALS
 - 3.06.01 Approval of Purchase Orders
 - 3.06.02 Ratification/Approval of Checks
 - 3.06.03 Check List for General Obligation Bond Fund
 - 3.06.04 Authorization for Special Payment - Orange Coast College
- 4. Action Items
 - 4.01 Authorization to Enter Agreements - Coastline Community College
 - 4.02 Authorization to Enter Agreements - Golden West College
 - 4.03 Authorization to Enter Agreements - Orange Coast College
 - 4.04 Buildings and Grounds
 - 4.05 General Items of Business - Coastline Community College
 - 4.06 General Items of Business - District
 - 4.07 Policy Implementation
- 5. Continuation of General Information and Reports
 - 5.01 Reports Continued
 - 5.02 Review of Proposed Changes to Usage Fees and/or Equipment Policy 04-2-11
 - 5.03 Additional Informative Discussion Topics
 - 5.04 Review of Buildings and Grounds Reports
 - 5.05 Receive Initial Proposal from Coast Federation of Educators to Reopen Negotiations
- 6. Adjournment
 - Adjournment

1.01 Procedural Matters

Meeting: 09/03/2008 Regular Meeting
Category: 1. Procedural Matters
Agenda Type: Information
Public Access: Yes

Agenda Item Content**Procedural Matters**

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Public Comment (Closed Session)

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. 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.

5. Adopt Agenda
6. Approval of Minutes
 - a. Regular meeting of June 18, 2008
7. 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:

- a. CONFERENCE WITH REAL PROPERTY NEGOTIATORS (pursuant to Section 54956.8)

Property: 1527-1533 Monrovia Avenue, Newport Beach, CA

Agency Negotiators: Ding-Jo Currie, Ph.D., President, Coastline College
Patrick Strader, District Land Development Consultant
Toliver Morris, WM Commercial Real Estate

Negotiating Parties: Eric C. Smyth
Michael A. Hefner, VOIT Commercial Brokerage

Under Negotiation: Price and Terms

b. CONFERENCE WITH REAL PROPERTY NEGOTIATORS (pursant to Section 54956.8)

Properties: 1505 and 1515 Monrovia Avenue, Newport Beach, CA

Agency Negotiators: Ding-Jo Currie, Ph.D., President, Coastline College
Patrick Strader, District Land Development Consultant
Toliver Morris, WM Commercial Real Estate

Negotiating Parties: Kirstin Emershaw, Monrovia Avenue, LLC

Under Negotiation: Price and Terms

8. Reconvene Regular Meeting

Additional Administrative Content

Created on today at 11:01 AM by Jodi Rodriguez. Last update on 08/28/2008 by Jodi Rodriguez.

Agenda Item

1.02 Adopt Agenda

Meeting: 09/03/2008 Regular Meeting
Category: 1. Procedural Matters
Agenda Type: Information
Public Access: Yes

Agenda Item Content

Adopt Agenda as Amended

Additional Administrative Content

Created on Today at 11:01 AM by Jodi Rodriguez. Last update on 08/28/2008 by Jodi Rodriguez.

1.03 Closed Session

Meeting: 09/03/2008 Regular Meeting
Category: 1. Procedural Matters
Agenda Type: Information
Public Access: Yes

Agenda Item Content:

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:

a. CONFERENCE WITH REAL PROPERTY NEGOTIATORS (pursuant to Section 54956.8)

Property: 1527-1533 Monrovia Avenue, Newport Beach, CA

Agency Negotiators: Ding-Jo Currie, Ph.D., President, Coastline College
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Toliver Morris, WM Commercial Real Estate

Negotiating Parties: Eric C. Smyth
Michael A. Hefner, VOIT Commercial Brokerage

Under Negotiation: Price and Terms

b. CONFERENCE WITH REAL PROPERTY NEGOTIATORS (pursuant to Section 54956.8)

Properties: 1505 and 1515 Monrovia Avenue, Newport Beach, CA

Agency Negotiators: Ding-Jo Currie, Ph.D., President, Coastline College
Patrick Strader, District Land Development Consultant
Toliver Morris, WM Commercial Real Estate

Negotiating Parties: Kirstin Emershaw, Monrovia Avenue, LLC

Under Negotiation: Price and Terms

Additional Administrative Content:

1.04 Public Comment (Open Session)

Meeting: 09/03/2008 Regular Meeting

Category: 1. Procedural Matters

Agenda Type: Information

Public Access: Yes

Agenda Item Content:

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.

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. 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.

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.

Additional Administrative Content:

Created on: 09/03/2008 by: Jodi Rodriguez Last updated on: 09/03/2008 by: Jodi Rodriguez

1.05 Acceptance of Retirements

Meeting: 09/03/2008 Regular Meeting
 Category: 1. Procedural Matters
 Agenda Type: Information
 Public Access: Yes

Agenda Item Content

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

Faculty

Chardonnay, Carole, OCC, Instructor, Music, retirement effective date 08/22/08.

Carole Chardonnay, a music professor who pioneered online classes at Orange Coast College, is retiring after 35 years. For 20 years, Chardonnay directed mainstage opera productions with OCC's Five Penny Opera company. She drew from her experiences as a singer of recital, oratoria and opera. Her goal was to provide a working environment for talented singers. She earned her master's degree in music at University of Southern California and a bachelor's degree at San Diego State University. She also studied at Los Angeles State University, the Music Academy of the West, and The Academia Musicale di Chigiana in Siena, Italy. A world traveler, Chardonnay credited her musical innovations to the creative approaches to opera that she observed abroad. She also served as conductor of OCC's Master Chorale during her tenure at Coast.

Additional Administrative Content

Created on 09/03/2008 by J. P. Hernandez

2.01 Reports

Meeting: 09/03/2008 Regular Meeting
Category: 2. General Information and Reports
Agenda Type: Information
Public Access: Yes

Agenda Item Content

1. Report from the Chancellor
2. Report from the Officers of Student Government Organizations
3. Reports from the Academic Senate Presidents

Additional Administrative Content

Created on Tuesday, 10/11/07 by Jodi Rodriguez. Last update on 09/28/2008 by Jodi Rodriguez.



3.01 Curriculum

Meeting: 09/03/2008 Regular Meeting

Category: 3. Consent Calendar

Agenda Type: Information

Public Access: Yes

Agenda Item Location

None

Agenda Item Description

Created on Tuesday, 09/03/2008 by Paige Sanner. Last update on 09/25/2008 by Paige Sanner.

3.02 TRAVEL AUTHORIZATIONS - BOARD & STAFF

Meeting: 09/03/2008 Regular Meeting
Category: 3. Consent Calendar
Agenda Type: Information
Public Access: Yes

Agenda Item Content



travel090308.pdf

Additional Administrative Content

Created on Tuesday, 9/3/2008 10:51 AM by J. B. W. (J. B. W.)

1.Travel Authorization

a.Authorization for Attendance at Meetings and/or Conferences

(1)Meetings for the Board of Trustees

WALTER G HOWALD, Board Member (CCCC), to attend the California Community College Trustees Board Meeting, September 19 - 20, 2008, Sacramento, CA, without loss of salary, with no reimbursement authorized from District funds, including travel by Air Coach, to be paid from sponsoring agency.

CONRAD J MORENO, Board Member (CCCC), to attend the Green California Community College Summit, October 8 - 9, 2008, Pasadena, CA, without loss of salary, with no reimbursement authorized from District funds, including a registration fee of \$195, to be paid from District Conference Funds.

(2)Meetings for Faculty and Staff

DANIEL S ADELMANN, COUNSELOR (OCC), to attend the 2008 American Association for Respiratory Care International Convention, December 13 - 16, 2008, Anaheim, CA, without loss of salary, with reimbursement for allowable expenses of \$775, including a registration fee of \$375, to be paid from Academic Senate PDI funds.

KIMBERLY R ALLEN, Admin Dir Fisci Affr (CCCC), to attend the Association of Chief Business Officials Training Institute, November 12 - 14, 2008, Sacramento, CA, without loss of salary, with reimbursement for allowable expenses of \$800, including travel by Air Coach, to be paid from Mgmt Conference funds.

LYDIA M ARBIZO, Outreach Pgm Spec (OCC), to attend the Region VIII Annual Cooperative Agencies Resources for Education Conference, November 14, 2008, Buena Park, CA, without loss of salary, with reimbursement for allowable expenses of \$100, including a registration fee of \$75, to be paid from EOPS funds.

DOUGLAS R BENOIT, Dean (OCC), to attend the Solar Power Conference & Expo 2008, October 13 - 16, 2008, San Diego, CA, without loss of salary, with reimbursement for allowable expenses of \$2,200, including a registration fee of \$495, to be paid from Industry Driven Reg Collaboration Grant funds.

TED A BOEHLER, Dean (CCC), to attend the Council on Military Education in South Carolina, November 5-7, 2008, North Charleston, SC, without loss of salary, with no reimbursement authorized from District funds, including a registration fee of \$85, travel by Air Coach, to be paid from ISD/Innovations & Learning Technology funds.

JOHNS W BRYAN, President (GWC), to attend the Assoc of CA Community College Administrators Board Meetings, September 7-9, 2008, Sacramento, CA, without loss of salary, with reimbursement for allowable expenses of \$700, including travel by Air Coach, to be paid from College conference funds.

MARTA R CABRAL, Counselor (OCC), to attend the Region VIII Annual Cooperative Agencies Resources for Education Conference, November 14, 2008, Buena Park, CA, without loss of salary, with reimbursement for allowable expenses of \$100, including a registration fee of \$75, to be paid from CARE funds.

ROBYN K CHAPMAN, Staff Aide (CCC), to attend the California Governor and First Lady's Conference on Women, October 22, 2008, Long Beach, CA, without loss of salary, with reimbursement for allowable expenses of \$155, including a registration fee of \$125, to be paid from Foundation funds.

KRISTIN L CLARK, Administrative Dean (OCC), to attend the 2008 California Community College Banner Users Group Conference, October 6 - 8, 2008, Costa Mesa, CA, without loss of salary, with reimbursement for allowable expenses of \$450, including a registration fee of \$225, to be paid from A & R Ancillary funds.

PAULA L COKER, Foundation Office Assistant (CCC), to attend the Volunteer Leaders Summit, September 26, 2008, Orange, CA, without loss of salary, with no reimbursement authorized from District funds, to be paid from sponsoring agency.

PAULA L COKER, Foundation Office Assistant (CCC), to attend the California Governor and First Lady's Conference on Women, October 22, 2008, Long Beach, CA, without loss of salary, with reimbursement for allowable expenses of \$155, including a registration fee of \$125, to be paid from Foundation funds

LOUISE B COMER, Dir Of Fiscal Svcs (GWC), to attend the Association of Chief Business Officials Institute, November 12-14, 2008, Sacramento, CA, without loss of salary, with reimbursement for allowable expenses of \$733, including travel by Air Coach, rental car and insurance, to be paid from Auxiliary funds.

LOUISE B COMER, Dir Of Fiscal Svcs (GWC), to attend the Association of Chief Business Officials Institute, April 1-3, 2009, Sacramento, CA, without loss of salary, with reimbursement for allowable expenses of \$733, including travel by Air Coach, rental car and insurance, to be paid from Auxiliary funds.

LOUISE B COMER, Dir Of Fiscal Svcs (GWC), to attend the Association of Chief Business Officials Institute, February 11-13, 2009, Sacramento, CA, without loss of salary, with reimbursement for allowable expenses of \$733, including travel by Air Coach, rental car and insurance, to be paid from Auxiliary funds.

KAREN P CONLISK, Mil/Cont Ed Stf Aide (CCC), to attend the Council of College and Military Educators 2009 Symposium, January 23-31, 2009, Honolulu, HI, without loss of salary, with reimbursement for allowable expenses of \$4,000, including travel by Air Coach, rental car and insurance, to be paid from Contract Education Auxiliary funds. Purpose of trip: To asst with set-up, registration and exhibit. Travel includes one vacation day.

DING-JO H CURRIE, President (CCC), to attend the American Association of Community Colleges Executive Committee Meeting, September 14-15, 2008, Washington, DC, without loss of salary, with reimbursement for allowable expenses of \$1,100, including travel by Air Coach, to be paid from CDMA, College Support funds.

PATTI A DESSERO, Mgr Mil Prm Inst Ser (CCC), to attend the Fort Lewis Education Fair and Navy College Office Director Visits, September 6-14, 2008, Fort Lewis, Everett, WA, 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. Purpose of Trip: To advise and recruit students at education fair and visit Navy College Directors in the Pacific Northwest.

SHIRLEY A DONNELLY, Admin Dir Stdt Serv (GWC), to attend the CA Comm Colleges Banner Group Conference, October 6-8, 2008, Costa Mesa, CA, without loss of salary, with reimbursement for allowable expenses of \$300, including a registration fee of \$225, to be paid from Conference funds.

WANDA N DOTY, Dst Acct Pay/Bgt Mgr (CCCD), to attend the 2008 California Community College Banner Users' Group (3CBG) Conference, October 6 - 8, 2008, Costa Mesa, CA, without loss of salary, with reimbursement for allowable expenses of \$285, including a registration fee of \$225, to be paid from General funds.

STEPHANIE L DUMONT, Counselor (GWC), to attend the UC Counselor Conference, September 18, 2008, Riverside, CA, without loss of salary, with reimbursement for allowable expenses of \$125, including a registration fee of \$60, to be paid from IPD funds.

DANIEL J FARRELL, Instructor (OCC), to attend the American Association for Respiratory Care Convention, December 13 - 16, 2008, Anaheim, CA, without loss of salary, with reimbursement for allowable expenses of \$675, including a registration fee of \$375, to be paid from Academic Senate PDI.

JOSEPH D FILSON, Counselor (GWC), to attend the UC Counselor Conference, September 18, 2008, Riverside, CA, without loss of salary, with reimbursement for allowable expenses of \$125, including a registration fee of \$60, to be paid from IPD funds.

JOSEPH D FILSON, Counselor (GWC), to attend the CSU Counselor Conference, September 25, 2008, Pasadena, CA, without loss of salary, with reimbursement for allowable expenses of \$120, including a registration fee of \$65, to be paid from IPD funds.

EFREN J GALVAN, Dir Adm Rec & Enroll (OCC), to attend the 2008 California Community College Banner Users Conference, October 6 - 8, 2008, Costa Mesa, CA, without loss of salary, with reimbursement for allowable expenses of \$450, including a registration fee of \$225, to be paid from A & R Ancillary funds.

SOPHIE A GAUTHIER, Hourly Instructor (OCC), to attend the World Languages Department Annual Conference, September 5 - 6, 2008, Carlsbad, CA, without loss of salary, with reimbursement for allowable expenses of \$190, to be paid from CCA Conference funds.

ANNA M GREENWALD, Staff Assistant (GWC), to attend the Camp Pendleton/Hire Patriots Job Fair, October 23, 2008, Carlsbad, CA, without loss of salary, with reimbursement for allowable expenses of \$70, to be paid from General funds.

JOYCELYN M GROOT, Dir Cont Dev & Oper (CCC), to attend the Council of College and Military Educators 2009 Symposium, January 23-30, 2009, Honolulu, HI, without loss of salary, with reimbursement for allowable expenses of \$4,000, including a registration fee of \$450, travel by Air Coach, rental car and insurance, to be paid from Contract Education Auxiliary funds.

RAINE L HAMBLBY, Educ & Grant Serv Coordinator (CCCD), to attend the California Community College Association for Occupationa Education Fall 2008 Conference & Executive Board Meeting, October 20 - 24, 2008, San Diego, CA, without loss of salary, with reimbursement for allowable expenses of \$1,800, including a registration fee of \$320, to be paid from VTEA 1C Grant funds. To obtain resources and statewide updates/information from the State Chancellor's Office regarding Career Technical & Economic Development funding and regulations. Also to attend the CCCAOE Executive Board Meeting.

RAINE L HAMBLBY, Educ & Grant Serv Coordinator (CCCD), to attend the 2008 Career Technical Education (CTE) Pathways Initiative Grantee Forum, October 2-3, 2008, Anaheim, CA, without loss of salary, with reimbursement for allowable expenses of \$100, to be paid from CTE Community Collaborative Grant. Attendance is required for all Project Directors of the SB70/SB1133 CTE Community Collaborative grants. To learn about data collection, evaluations, and Chancellor's Office expectations.

APRIL N HAMPTON, Hrly/Temp Clerical (OCC), to attend the Event Planning Seminar, September 11, 2008, Anaheim, CA, without loss of salary, with reimbursement for allowable expenses of \$250, including a registration fee of \$199, to be paid from Dean's Discretionary fund.

VICKIE S HAY, Calwks Staff Asst Sr (OCC), to attend the Training & Orientation for New Program Directors/Coordinators, September 7 - 8, 2008, Sacramento, CA, without loss of salary, with reimbursement for allowable expenses of \$500, including travel by Air Coach, to be paid from TANF/CALWORKS funds.

LORRAINE A HENRY, Instructor (OCC), to attend the Latest and Greatest California Society of Radiation Technology, September 12 - 13, 2008, Sacramento, CA, without loss of salary, with reimbursement for allowable expenses of \$545, including a registration fee of \$100, travel by Air Coach, to be paid from Academic Senate PDI funds.

ERIC Z HOBBS, Mm/Dev Specialist Sr (OCC), to attend the California Community Colleges Banner Group, October 6 - 8, 2008, Costa Mesa, CA, without loss of salary, with reimbursement for allowable expenses of \$375, including a registration fee of \$225, to be paid from Web Site Services funds.

GEOFF W HURST, Sys Analyst Special (OCC), to attend the 2008 California Community College Banner Users Group Conference, October 6 - 8, 2008, Costa Mesa, CA, without loss of salary, with reimbursement for allowable expenses of \$450, including a registration fee of \$225, to be paid from A & R Ancillary funds.

WILLIAM F KERWIN, Risk Serv Manager (CCCD), to attend the 2008 California Association of Joint Powers Authority Fall Conference, September 16-19, 2008, South Lake Tahoe, CA, without loss of salary, with reimbursement for allowable expenses of \$1,100, including travel by Air Coach, rental car and insurance, to be paid from Risk Services Management Conference funds to be reimbursed by Statewide Association of Community Colleges, Keenan and Associates.

MARIAM KHOSRAVANI, Exec Dir Cc Foundatn (CCC), to attend the California Governor and First Lady's Conference on Women, October 22, 2008, Long Beach, CA, without loss of salary, with reimbursement for allowable expenses of \$150, including a registration fee of \$125, to be paid from Foundation funds.

RICHARD B KUDLIK, Dir Of Intrnl Ad Svc (CCCD), to attend the Community College Facility Coalition Annual Conference, November 4 - 6, 2008, Sacramento, CA, without loss of salary, with reimbursement for allowable expenses of \$1,000, including a registration fee of \$250, travel by Air Coach, to be paid from Internal Audit Mgmt Conference funds.

RICHARD B KUDLIK, Dir Of Intrnl Ad Svc (CCCD), to attend the Association of Chief Business Officials Training Institute, November 12 - 14, 2008, Sacramento, CA, CA, without loss of salary, with reimbursement for allowable expenses of \$800, including travel by Air Coach, to be paid from Internal Audit Mgmt Conference funds.

JENNIFER K LABOUNTY, EOPS/CARE SPECIALIST (OCC), to attend the Region VIII Annual Cooperative Agencies Resources for Education Conference, November 14, 2008, Buena Park, CA, without loss of salary, with reimbursement for allowable expenses of \$100, including a registration fee of \$75, to be paid from CARE funds.

ANDREA R LANE, Hrly/Temp Clerical (GWC), to attend the CSU Community College Counselor Conference, September 25, 2008, Pasadena, CA, without loss of salary, with reimbursement for allowable expenses of \$120, including a registration fee of \$65, to be paid from IPD funds.

ANDREA R LANE, Hrly/Temp Clerical (GWC), to attend the UC Counselor Conference, September 17, 2008, Los Angeles, CA, without loss of salary, with reimbursement for allowable expenses of \$115, including a registration fee of \$60, to be paid from IPD funds.

SHAWN A MANN, Mgr Mil Prg Outreach (CCC), to attend the Conference on Information Technology, October 19-23, 2008, Salt Lake City, UT, without loss of salary, with reimbursement for allowable expenses of \$1,900, including a registration fee of \$650, travel by Air Coach, rental car and insurance, to be paid from Contract Education Auxiliary funds.

MARY E MARTINEZ, Hrly/Temp Clerical (OCC), to attend the West Regional Careers in Student Affairs Day, October 10, 2008, Irvine, CA, without loss of salary, with reimbursement for allowable expenses of \$60, including a registration fee of \$35, to be paid from ASOCC funds.

MARY E MARTINEZ, Hrly/Temp Clerical (OCC), to attend the California Community College Student Affairs Association Student Leadership Conference, October 17 - 19, 2008, San Diego, CA, without loss of salary, with reimbursement for allowable expenses of \$1,000, including a registration fee of \$210, to be paid from ASOCC funds.

LOIS M MILLER, Vice President (GWC), to attend the Ca Comm Colleges Chief Instructional Officers Conference, October 29 - November 1, 2008, San Francisco, CA, without loss of salary, with reimbursement for allowable expenses of \$1,000, including a registration fee of \$305, travel by Air Coach, to be paid from CDMA funds.

KIMBERLY M MORITA, Hrly/Temp Clerical (GWC), to attend the Camp Pendleton/Hire Patriots Job Fair, October 23, 2008, Carlsbad, CA, without loss of salary, with reimbursement for allowable expenses of \$70, to be paid from General funds.

KATHRYN L MUELLER, Dean (OCC), to attend the National Association of Student Personnel Administrators Regional Conference, November 5 - 8, 2008, Long Beach, CA, without loss of salary, with reimbursement for allowable expenses of \$500, including a registration fee of \$265, to be paid from ASOCC Dean's Discretionary funds.

KATHRYN L MUELLER, Dean (OCC), to attend the National Association of Student Personnel Administration Student Affairs Law & Policy Conference 2008, December 6 - 9, 2008, Las Vegas, NV, without loss of salary, with reimbursement for allowable expenses of \$700, including a registration fee of \$525, travel by Air Coach, to be paid from ASOCC VP Ancillary Discretionary funds.

KATHRYN L MUELLER, Dean (OCC), to attend the Western Regional Careers in Student Affairs Day, October 10, 2008, Irvine, CA, without loss of salary, with reimbursement for allowable expenses of \$60, including a registration fee of \$35, to be paid from Dean's Discretionary funds.

MARY I O'CONNOR, Prog Mgr Rhorc (GWC), to attend the CA Community College Association for Occupational Education Fall 2008 Conference, October 22-24, 2008, San Diego, CA, without loss of salary, with reimbursement for allowable expenses of \$950, including a registration fee of \$295, to be paid from RHORC grant funds.

MARY I O'CONNOR, Prog Mgr Rhorc (GWC), to attend the Annual Magic in Teaching & Clinical Simulation Conference, November 12-14, 2008, San Francisco, CA, without loss of salary, with reimbursement for allowable expenses of \$1,050, including a registration fee of \$330, travel by Air Coach, to be paid from RHORC grant funds.

MARY I O'CONNOR, Prog Mgr Rhorc (GWC), to attend the Preceptor Instructor Workshop, October 27-29, 2008, Rancho Mirage, CA, without loss of salary, with reimbursement for allowable expenses of \$400, to be paid from RHORC grant funds.

MARY I O'CONNOR, Prog Mgr Rhorc (GWC), to attend the Preceptor Instructor Workshop, November 5-7, 2008, Victorville, CA, without loss of salary, with reimbursement for allowable expenses of \$400, to be paid from RHORC Grant funds.

MARY I O'CONNOR, Prog Mgr Rhorc (GWC), to attend the Regional Health Occupations Resource Center Director Meeting, September 17-19, 2008, Sacramento, CA, without loss of salary, with no reimbursement authorized from District funds, to be paid from sponsoring agency.

GLEN A PROFETA, Dir Web Services (OCC), to attend the 3CBG User Conference, October 6 - 8, 2008, Costa Mesa, CA, without loss of salary, with reimbursement for allowable expenses of \$375, including a registration fee of \$225, to be paid from Web Site Services funds.

ADRIANA L RODRIGUEZ, Hry/Temp Service (GWC), to attend the Solar Power Conference & Expo 2008, October 13 - 16, 2008, San Diego, CA, without loss of salary, with reimbursement for allowable expenses of \$2,200, including a registration fee of \$495, to be paid from Industry Driven Reg Collaborative Grant funds.

STEPHANI A ROGERS, Mil/Cont Ed Tech Int (CCC), to attend the Military Education Fair - Pennsylvania National Guard, September 12-15, 2008, Philadelphia, PA, without loss of salary, with reimbursement for allowable expenses of \$2,000, including a registration fee of \$300, travel by Air Coach, rental car and insurance, to be paid from Contract Education Auxiliary funds. Includes one day of vacation.

LUGENE M ROSEN, Hourly Instructor (OCC), to attend the North East Popular/American Culture Association, October 30 - November 2, 2008, Dartmouth, MA, without loss of salary, with reimbursement for allowable expenses of \$800, including a registration fee of \$110, travel by Air Coach, rental car and insurance, to be paid from Professional Development funds.

HELEN M ROTHGEB, Dir Of Fiscal Svcs (OCC), to attend the California Community College Banner User Group 3CBG Conference, October 6 - 8, 2008, Costa Mesa, CA, without loss of salary, with reimbursement for allowable expenses of \$250, including a registration fee of \$225, to be paid from Ancillary Account funds.

EVA W SHAFFER-BROWN, Student Activtes Ast (OCC), to attend the Event Planning Seminar, September 11, 2008, Anaheim, CA, without loss of salary, with reimbursement for allowable expenses of \$250, including a registration fee of \$199, to be paid from Dean's Discretionary fund.

THOMAS J SNYDER, Dean Plan Dev Govt (CCC), to attend the Association of Community College Trustees National Legislative Summit, February 8-11, 2009, Washington, DC, without loss of salary, with reimbursement for allowable expenses of \$2,400, including a registration fee of \$895, travel by Air Coach, to be paid from SAC Advocacy funds.

STEPHEN Y TAMANAHA, Director (OCC), to attend the Region VIII Annual Cooperative Agencies Resources for Education Conference, November 14, 2008, Buena Park, CA, without loss of salary, with reimbursement for allowable expenses of \$75, including a registration fee of \$75, to be paid from EOPS funds.

DANIELA A THOMPSON, Dir, Campus Budgt & Fin Ops (OCC), to attend the California Community College Banner Users Group Conference, October 6 - 8, 2008, Costa Mesa, CA, without loss of salary, with reimbursement for allowable expenses of \$300, including a registration fee of \$225, to be paid from Ancillary Account funds.

JULIE TRAN, Staff Aide (OCC), to attend the Region VIII Annual Cooperative Agencies Resources for Education Conference, November 14, 2008, Buena Park, CA, without loss of salary, with reimbursement for allowable expenses of \$100, including a registration fee of \$75, to be paid from EOPS funds.

YVONNE VALENZUELA, Counselor (GWC), to attend the Puente Counselor Conference, Oakland, CA, October 22-24, 2008, without loss of salary, with reimbursement for allowable expenses of \$900 including travel by personal car in lieu of equivalent airfare, to be paid from Puente funds.

THERESA A VASQUEZ, Secretary Senior (OCC), to attend the Managing Multiple Priorities, Projects, and Deadlines, September 9, 2008, Anaheim, CA, without loss of salary, with reimbursement for allowable expenses of \$150, including a registration fee of \$79, to be paid from Dean's Discretionary fund.

STEPHEN H WEBSTER, Research Sys Analyst (CCCD), to attend the California Community Colleges Banner Group, October 6-8, 2008, Costa Mesa, CA, without loss of salary, with reimbursement for allowable expenses of \$250, including a registration fee of \$225, to be paid from Classified Conference funds.

JAMES K WEST, Registration Supv (OCC), to attend the 2008 California Community College Banner User Conference, October 6 - 8, 2008, Costa Mesa, CA, without loss of salary, with reimbursement for allowable expenses of \$450, including a registration fee of \$225, to be paid from A & R Ancillary funds.

3.02.01 Authorization for Student Trips - Orange Coast College

Meeting: 09/03/2008 Regular Meeting
Category: 3. Consent Calendar
Agenda Type: Action (Consent)
Public Access: Yes

Orange Coast College Speech Team to participate in the following trips during fiscal year 2008-2009. Courtney Anderson, Ben Lohman, Sherana Polk, Shawn O'Rourke, and Lucas Ochoa, Instructors in Speech, will accompany the students. Food expenses at team functions to be paid by ASOCC funds.

Sept. 5-7, 2008 PSCFA Coaches Conference Palm Springs, CA
Sept. 13, 2008 PSCFA Seminar OCC Campus
Sept. 26-27, 2008 PSCFA Warm-Up Torrance, CA
Oct. 11-12, 2008 Reel and Hokett Invitationals Walnut, CA
Oct. 17-19, 2008 California Double-Up Invitationals Azusa, CA
Oct. 25-26, 2008 Lancer Invitational Pasadena, CA
Oct. 25-26, 2008 Hotel Expenses Pasadena, CA
Nov. 14-16, 2008 Palomar/Griffin Swing Grossmont, CA
Nov. 11, 2008 Public Performance OCC Campus
Nov. 14, 2008 Intramural Competition OCC Campus
Dec. 5-7, 2008 PSCFA Fall Champs Long Beach, CA
Dec. 14, 2008 Holiday Party Costa Mesa, CA
Jan. 17-18, 2009 Sun God Invitational San Diego, CA
Feb. 5, 2009 Southwestern Hotel San Diego, CA
Feb. 6, 2009 Southwestern Invitational San Diego, CA
Feb. 18, 2009 Public Performance OCC Campus
Feb. 13-14, 2009 Tabor-Venitsky Swing Cerritos, CA
Feb. 20-22, 2009 PSCFA Spring Championships Los Angeles, CA
Feb. 19-21, 2009 PSCFA Hotel Expenses Los Angeles, CA
Mar. 6-8, 2009 AFA District Qualifier Long Beach, CA
Mar. 17-22, 2009 CCCFA State Championships Woodland Hills, CA
Mar. 17-22, 2009 CCCFA Hotel Expenses Woodland Hills, CA
Mar. 17-22, 2009 CCCFA State Student Food Woodland Hills, CA
Mar. 17, 2009 Public Performance OCC Campus
April 2-12, 2009 Phi Rho Phi (PRP) Portland, OR
April 2-12, 2009 PRP Nat'l Student Money Portland, OR
April 2-12, 2009 PRP Airline Tickets Portland, OR
April 2-12, 2009 PRP Transportation Portland, OR
April 2-12, 2009 PRP Hotel Expenses Portland, OR
April 23-26, 2009 Interstate Oratory Tournament Madison, WI
April 23-26, 2009 Interstate Hotel Madison, WI
April 23-26, 2009 Interstate Airline Tickets Madison, WI
April 23-26, 2009 Interstate Transportation Madison, WI
April 23-26, 2009 Interstate Student Food Madison, WI
April 25-26, 2009 PSCFA Cool-Off Palomar, CA
April 25-26, 2009 PSCFA Hotel Expenses Palomar, CA
May 8, 2009 Intramural Competition OCC Campus

May 4-5, 2009 Am. Readers Theater Assn. Walnut, CA
May 24, 2009 Speech Banquet Costa Mesa, CA

Instructors to be paid appropriate salary rates, as applicable; transportation will be furnished by the District. A list of student participants will be on file in the President's Office prior to departure.

Orange Coast College Extended Opportunity Programs and Services and Cooperative Agencies Resources for Education (EOPS & CARE) to host 20 EOPS/CARE students to attend the Region VIII Annual CARE Conference on November 14, 2008, in Buena Park, CA. Expenses NTE \$1,500 to be paid from EOPS/CARE funds. Transportation by District.

Additional Administrative Control

Created on Monday at 10:00 AM by Lorraine Minion. Last update: 06/08/2018 by Jean Rochmeur

3.03.01 Authorization for Special Projects - Coastline Community College

Meeting: 09/03/2008 Regular Meeting

Category: 3. Consent Calendar

Agenda Type: Action (Consent)

Public Access: Yes

Project/Activity: Guest Lecturers

Date: November 18, 2008

Department: Art Gallery

Purpose: Discuss artwork on exhibit

Cost/purpose/funding source: NTE \$100/lecturer; Ancillary funds

Project/Activity: Open House and Potluck Dinner

Date: October 13, 2008

Department: Special Programs and Services for the Disabled

Purpose: Open house event for students and their families

Cost/purpose/funding source: NTE \$250; Foundation funds

Project/Activity: Gerontology Networking Event

Date: October 8, 2008

Department: Gerontology

Purpose: To provide networking opportunities for students

Cost/purpose/funding source: NTE \$200; Foundation funds

Project/Activity: Informational Meeting

Date: September 10, 2008

Department: Early College High School

Purpose: Informational meeting for Principals and College Liaisons regarding the Early College High School Program.

Cost/purpose/funding source: NTE \$255; CCC Foundation and Foundation for California Community Colleges funds

3.03.02 Authorization for Special Projects - Golden West College

Meeting: 09/03/2008 Regular Meeting
Category: 3. Consent Calendar
Agenda Type: Action (Consent)
Public Access: Yes

Project/Activity: Academic Senate Meetings and Events
Date: 2008-09 academic year
Department: Academic Senate
Purpose: Senate meetings and events throughout the year
Cost/purpose/funding source: \$2,000 for food, supplies, and printing; Senate funds

Project/Activity: CARE Workshops
Date: 2008-09 academic year
Department: CARE program
Purpose: Workshops and lunches for CARE students
Cost/purpose/funding source: \$6,000 for food and supplies; EOPS funds

Project/Activity: EOPS/CARE Staff and Advisory Meetings and Retreats
Date: 2008-09 academic year
Department: EOPS/CARE program
Purpose: To discuss department goals and objectives
Cost/purpose/funding source: \$3,000 for food and supplies; EOPS/CARE funds

Project/Activity: Welcome Back BBQ/Concert
Date: September 3, 2008
Department: ASGWC
Purpose: Welcome back event for students and staff
Cost/purpose/funding source: \$1,200 for food and entertainment; ASGWC funds

Project/Activity: 9/11 Memorial Event
Date: September 11, 2008
Department: ASGWC
Purpose: Memorial in honor of this national tragedy
Cost/purpose/funding source: \$500 for supplies; ASGWC funds

Project/Activity: Peace, Mind, & Body Club International Week of Peace/Concert
Date: September 15-21, 2008
Department: ASGWC
Purpose: Film festival, panels discussions, concert
Cost/purpose/funding source: \$1,000 for supplies; ASGWC & Club funds
Revision to previous Board action of 7/16/08 to change the dates only

Project/Activity: Student Activities Open House, Day & Night
Date: September 18, 2008
Department: ASGWC
Purpose: Students to tour Student Activities and Intercultural Center Program areas

Cost/purpose/funding source: \$700 for food and opportunity drawing; ASGWC funds

Project/Activity: Constitution and Citizenship Day

Date: September 25, 2008

Department: ASGWC

Purpose: Recognition of the U.S. Constitution and understanding rights of citizenship

Cost/purpose/funding source: \$400 for food, speaker, film; ASGWC funds

Project/Activity: Club Rush

Date: October 8, 2008

Department: ASGWC

Purpose: Clubs, departments, and program booths to share information with students

Cost/purpose/funding source: \$2,000 for food/outside vendor displays; ASGWC funds

Project/Activity: Transfer Day Fairs

Date: October 16, 2008 and April 30, 2009

Department: Transfer Center

Purpose: University representatives on campus to provide information

Cost/purpose/funding source: \$2,000 for food, supplies, printing; Transfer Center funds

Project/Activity: Red Ribbon Week

Date: October 20, 2008

Department: ASGWC

Purpose: Anti-drug and alcohol awareness

Cost/purpose/funding source: \$500 for food, supplies, MADD car display; ASGWC funds

Project/Activity: Camp Pendleton & Hire Patriots Job Fair

Date: October 23, 2008

Department: Outreach

Purpose: Outreach/recruitment at a military job fair

Cost/purpose/funding source: \$600 booth fee; Outreach funds

Project/Activity: Fall 2008 Campus Job Fair

Date: November 5, 2008

Department: Employment Services

Purpose: To invite community employers to advertise jobs for students

Cost/purpose/funding source: \$1,000 for food and printing; Employment Services Foundation funds

Project/Activity: Human Trafficking Presentation

Date: November 13, 2008

Department: Intercultural Center

Purpose: Discussion of slave trafficking in India and other nations. Hand-made items made by crime victims will be sold

Cost/purpose/funding source: \$200 for speaker; ASGWC funds

Project/Activity: Interpreter Workshop

Date: November 15, 2008

Department: ACE

Purpose: To recruit and inform interpreters of certification

Cost/purpose/funding source: \$300 for food; department funds

Project/Activity: Re-Entry/CalWORKs Student Success Recognition Luncheons

Date: December, 2008 and May, 2009

Department: Re-Entry

Purpose: Recognizing CalWORKs students

Cost/purpose/funding source: \$1,600 for food, supplies, printing; TANF grant funds

Project/Activity: High School Preview Day

Date: March 4, 2009

Department: Counseling

Purpose: Local area high school seniors to visit GWC for college information

Cost/purpose/funding source: \$16,000 for food, supplies, printing; Counseling, Outreach, Financial Aid, and Students Activities funds

Project/Activity: EOPS 2008-09 Year-End Banquet

Date: May, 2009

Department: EOPS

Purpose: Awards banquet for graduating EOPS students

Cost/purpose/funding source: \$4,000 for food and supplies; EOPS/CARE funds

Additional Administrative Center:

Chapters of Local Administrative Center (EOPS) associated with the following:

Agenda Item

3.03:03 Authorization for Special Projects - Orange Coast College

Meeting: 09/03/2008 Regular Meeting

Category: 3. Consent Calendar

Agenda Type: Action (Consent)

Public Access: Yes

Agenda Item

Project/Activity: Kiwanis Club Key Club events

Date: 2008-2009 Fiscal Year

Department: Student Key Club

Purpose: Host high school and college students and adult leaders

Cost/Purpose/Funding Source: No Expense to the College

Project/Activity: Kiwanis Club Key Club Regional Training

Date: October 4, 2008

Department: Student Key Club

Purpose: Host approximately 700 high school and college students and adult leaders

Cost/Purpose/Funding Source: No Expense to the College

Project/Activity: Football Game Tailgate Party

Date: September 20, 2009

Department: Physical Education & Athletics

Purpose: Invite alumni, students, faculty, and staff of CCCD and local community members

Cost/Purpose/Funding Source: Expenses NTE \$1,500 from Foundation funds

Project/Activity: Cheerleader, Band, and Football Player Reunion

Date: September 13, 2008

Department: Foundation

Purpose: Invite alumni, students, faculty, and staff of CCCD and local community members

Cost/Purpose/Funding Source: Expenses NTE \$1,500 from Foundation funds

Project/Activity: Athletic Alumni Hall of Fame

Date: October 4, 2008

Department: Foundation

Purpose: Invite alumni, students, faculty, and staff of CCCD and local community members

Cost/Purpose/Funding Source: Expenses NTE \$5,000 from Foundation funds

Project/Activity: 60th Birthday Party

Date: September 10, 2008

Department: Foundation

Purpose: Invite alumni, students, faculty, and staff of CCCD and local community members

Cost/Purpose/Funding Source: Expenses NTE \$7,500 from Foundation funds

Project/Activity: "Relay for Life" Hosted by the American Cancer Society

Date: May 30, 2009

Department: Student Health Services

Purpose: Fundraiser to include 300 to 500 participants from the community; OCC students and staff may participate by sending a team.

Cost/Purpose/Funding Source: No cost to the College or District

Project/Activity: Meetings and Events

Date: 2008-2009 Academic Year

Department: Library and Media Services Division

Purpose: Meetings and events throughout the year

Cost/Purpose/Funding Source: Expenses to be determined by number of participants to be paid from ancillary, general, or Foundation funds

Project/Activity: California Real Estate Inspection Association (CREIA) Orange County Workshop

Date: September 13, 2008

Department: Technology Division/Construction Department

Purpose: Workshop on the home inspection industry; OCC faculty may attend for free

Cost/Purpose/Funding Source: Food provided by CREIA

Project/Activity: Expenses Related to Operation of a Travel Agency

Date: Beginning 2008-2009 Academic Year

Department: Hospitality Travel & Tourism Programs

Purpose: Pay for expenses related to operation of a travel agency which may include application fees, registration of seller fees, surety bond, travel related membership fees, office equipment, hourly personnel, and related expenses.

Cost/Purpose/Funding Source: All proceeds will remain in a co-curricular account and used for expenses related to the operation.

Project/Activity: 60th Anniversary Gala

Date: 2008-2009 Fiscal Year

Department: Foundation

Purpose: Invite alumni, students faculty, and staff of CCCD and local community members

Cost/Purpose/Funding Source: Expenses NTE \$70,000 from sponsors, attendee fees and Foundation funds.

Project/Activity: Implementation of the California Early Childhood Mentor Program

Date: August 1, 2008 through July 31, 2010

Department: Career Education

Cost/Purpose/Funding Source: OCC to receive a total of \$1,584 during this period

Created on 09/03/08 by [redacted]

Created on 09/03/08 by [redacted]

3.03.04 Authorization to Enter Standard Telecourse Agreements - Coastline Community College

Meeting: 09/03/2008 Regular Meeting

Category: 3. Consent Calendar

Agenda Type: Information

Public Access: Yes

Agenda Item Section

ASTRONOMY: OBSERVATIONS & THEORIES

Oklahoma City Community College (OK)

CHILD DEVELOPMENT: STEPPING STONES

College of San Mateo (CA)

CULTURAL ANTHROPOLOGY: OUR DIVERSE WORLD

Mesalands Community College (NM)

WHYY, Inc. for CollegeAnywhere Consortium (PA)

IN ITALIANO

College of San Mateo (CA)

TRANSITIONS THROUGHOUT THE LIFE SPAN

Dallas County Community College District (TX)

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.

Additional Administrative Section

Created by: [illegible] Date: [illegible] Page: [illegible]

3.03.05 Approval of Clinical Contracts - Golden West College

Meeting: 09/03/2008 Regular Meeting

Category: 3. Consent Calendar

Agenda Type: Information

Public Access: Yes

Agenda Item Content

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. (Non-standard agreements are attached to each Trustee's Agenda.)

RENEWAL

Alzheimer's Family Services

Standard Affiliation Agreement

Additional Administrative Content

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3.03.06 Approval of Clinical Contracts - Orange Coast College

Meeting: 09/03/2008 Regular Meeting

Category: 3. Consent Calendar

Agenda Type: Action (Consent)

Public Access: Yes

Agenda Item Content

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. (Non-standard agreements are attached to each Trustee's Agenda.)

NEW

Pomona Valley Hospital Medical Center Standard Clinical Affiliation Agreement
Pomona, CA

AMENDMENT

Saddleback Memorial Medical Center Non-Standard Clinical Affiliation Agreement
Laguna Hills, CA (See Saddleback Memorial Attachment 2)

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 (The District provides only Worker's Compensation insurance for field experience agreements). 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.



Saddleback Memoria Center.pdf

Additional Administrative Information

Created on 09/03/2008 11:11 AM by [redacted]

3.03.07 Authorization for Purchase of Institutional Memberships - Coastline Community College

Meeting: 09/03/2008 Regular Meeting

Category: 3: Consent Calendar

Agenda Type: Information

Public Access: Yes

Agenda Item Content

RENEWAL

University & College Designers Association(UCDA) – September 1, 2008 – August 31, 2009 - \$175

UCDA offers a broad range of professional growth opportunities and support services related to college graphic design and printing. Membership to be paid from College funds.

Additional Administrative Content

Approved by the Board of Trustees on 09/03/2008 by Resolution 2008-07

Agenda Item

3.03.08 Authorization for Purchase of Institutional Memberships - Golden West College

Meeting: 09/03/2008 Regular Meeting

Category: 3. Consent Calendar

Agenda Type: Action (Consent)

Public Access: Yes

Agenda Item 3.03.08

RENEWAL

South Coast Higher Education Council -- July 1, 2008 -- June 30, 2009 - \$50

Membership allows the sharing of articulation information and a communication channel among the segments of higher education.

Additional Comments and/or Action

Created on 09/03/2008 by 11/07/2008 10:05:45 AM. Last modified on 09/03/2008 by 11/07/2008 10:05:45 AM.

3.03.09 Authorization for Purchase of Institutional Memberships - District

Meeting: 09/03/2008 Regular Meeting
Category: 3. Consent Calendar
Agenda Type: Action (Consent)
Public Access: Yes

Agenda Item 3.03.09

NEW

Community College League of California (CCLC) Board Docs – July 1, 2008 – June 30, 2009 - \$9,000.00

Membership includes the opportunity to utilize BoardDocs at a pre-negotiated price. BoardDocs has been developed for school boards, local governments, and private and public boards to help alleviate the enormous task of assembling, printing, distributing and revising agenda items and policies.

Additional Administrative Content

Approved by Board of Trustees 09/03/08

3.03.10 Community Activities - Orange Coast College

Meeting: 09/03/2008 Regular Meeting
Category: 3. Consent Calendar
Agenda Type: Action (Consent)
Public Access: Yes

Agenda Item Content

The following not-for-credit classes will be advertised and offered by the Community Education Office during the period of September 4, 2008 – June 30, 2009. Payment to the presenter will be based on a negotiated fixed rate (F) or percentage of income based on course enrollment (P).

PROFESSIONAL EXPERTS

HEALTHY CUISINE FOR KIDS, 24 hours of instruction. Presenter: Yvonne Ortega. Classes will be held at Orange Coast College. Instructor to be paid \$62.167 per hour instructional rate. (F)

REVISION TO PREVIOUS BOARD ACTION:

DISASTER PREPAREDNESS/HEALTH & SAFETY IN THE PRESCHOOL CLASSROOM, 18 hours of instruction. Presenter: Melinda Sprague. Classes will be held at Orange County Head Start. Instructor to be paid \$62.167 per hour instructional rate. (F) (Prior Board approval 10/3/07)

Agenda Item Content**Agenda Item Content**

3.03.11 Sailing Program - Orange Coast College

Meeting: 09/03/2008 Regular Meeting
Category: 3. Consent Calendar
Agenda Type: Action (Consent)
Public Access: Yes

SCHOOL OF SAILING AND SEAMANSHIP - Orange Coast College

The following non-credit classes will be offered by the Marine Programs Office during the period of September 17 – June 30, 2009. 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.

REVISIONS TO PREVIOUS BOARD ACTION

PROFESSIONAL EXPERT

LIDO 14 CLASSES

AT-RISK CHILDREN'S BOATING SAFETY PROGRAM, No fee to participants. Funded by a grant from State of California, Department of Boating and Waterways. 20 hours.

BEGINNING SAILING, Fee \$139, 20 hours.

INTERMEDIATE LIDO, Fee \$145, 18 hours

PARENT AND CHILD SAILING LESSONS, Fee: \$55, 8 hours

PRIVATE LESSONS LIDO, Fee \$180, 3 hours

SCA CHECK-OUT, Fee \$100, 2 hours

AFTER SCHOOL SAILING, Fee: \$150; 17.5 hours

ADD PRESENTER: Charles Ullman, Alexander Boullon (prior approval July 16, 2008)

SAILING CENTER STUDENT TRIPS: SEE NEXT PAGE



SAILING PROGRAM STUDENT TRIPS.pdf

Motion:

SAILING PROGRAM STUDENT TRIPS

Fall 2008/Winter 2009 OC Women's Crew Events and Overnight Athletic Trips

Head Coach: Laura Behr
Asst Coast: Jenna Dubois
Volunteer Asst. Coach: Joelle Simmons

<u>DATE</u>	<u>EVENT</u>	<u>WHERE</u>
Sept 12th	Pizza -Q/BBQ	Balboa Pier
Sept 17th	Parents Meeting	NAC Boathouse/Campus
Oct 5-7th	WIRA Coaches meeting	Las Vegas
Oct 11th	Ergathon	OCC Campus
Oct 18th	UCSB Scrimmage	UC Santa Barbara
Oct 26th	Row For the Cure	San Diego
Nov 2nd	Newport Autumn Rowing Festival.	NAC/Newport Beach
Nov 9th	Fall classic	San Diego
Dec 6th	Coast Sprints	Newport Beach
Dec 6th	Parents Learn To Row	Boathouse

2009

Jan 16-18th	Garage Sale	Long Beach
Jan 24th	USD Scrimmage	San Diego

Fall 2008/Winter 2009 OC Men's Crew Events and Overnight Athletic Trips:

Head Coach: Larry Moor
Asst Coast: Pat Gleason

<u>DATE</u>	<u>EVENT</u>	<u>LOCATION</u>
August 25, 2008	Practice begins	
October 4 & 5, 2008	WIRA Coaches Meeting	Las Vegas
October 29, 2008	Parents night	NAC
October 23, 2008	Erg-A-Thon	OCC Campus
November 2, 2008	Newport Autumn Rowing Festival	NAC/Newport Beach
November 14 & 15, 2008	Practice with Cal	Cal, Berkeley
December 6, 2008	Newport Sprints	Newport Beach
January 5 – 25, 2009	Practice	Newport Aquatic Center

1945-1946

Meeting: 09/03/2008 Regular Meeting
Category: 3. Consent Calendar
Agenda Type: Information
Public Access: Yes

Agenda Item 6



Personnel.doc.pdf

Additional Administrative Content

Created on Friday, 11/10/2016 by CDC-DEP. Last updated on 08/25/2016 by CDC-DEP.

3.04 PERSONNEL ITEMS**1. 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 Instructional Misc. Teaching Rate, MTH = Part Time Misc. Teaching Rate, IUM = Full Time Instructional Unit Assistant, IUH = Part Time Instructional Unit Assistant, EXM = Full Time Extra Pay, EXH = Part Time Extra Pay, UNT = Part Time Unit Regular, PDM = Full Time Per Diem, PDH = Part Time Per Diem, INM = Full Time Intersession, Part Time Intersession, SMM = Full Time Summer, SMH Part Time Summer, ACS = Academic Senate.

COASTLINE COLLEGE**CREDITS FOR COLLEGE**

<u>NAME</u>	<u>START DT</u>	<u>END DT</u>	<u>PAY TYP</u>	<u>PAY RATE</u>
Kobata, Sarah	08/25/2008	06/30/2009	PDH	\$33.92

EXAM AND REVIEW

<u>NAME</u>	<u>START DT</u>	<u>END DT</u>	<u>PAY TYP</u>	<u>PAY RATE</u>
Warwick, Randal	08/25/2008	12/14/2008	EXM	\$70.00

ACADEMIC SENATE – VICE PRESIDENT

<u>NAME</u>	<u>START DT</u>	<u>END DT</u>	<u>PAY TYP</u>	<u>PAY RATE</u>
Lee, Lisa	08/25/2008	12/14/2008	ACS	\$437.10

ABI PROGRAM

<u>NAME</u>	<u>START DT</u>	<u>END DT</u>	<u>PAY TYP</u>	<u>PAY RATE</u>
Crowley, Erin	08/15/2008	12/31/2008	EXH	\$33.92
Fitzgeorge, Brenda	08/25/2008	12/19/2008	EXH	\$271.

SPECIAL ASSIGNMENT

<u>NAME</u>	<u>START DT</u>	<u>END DT</u>	<u>PAY TYP</u>	<u>PAY RATE</u>
Jaber, Jihad	06/01/2008	08/25/2008	EXH	\$33.92

Course preparation for media content for language courses. NTE 7 hours.

Warner, Michael	08/25/2008	12/14/2008	EXM	\$41.95
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To manage all aspects of the Orange County Cisco Networking Regional Consortium including membership and fees, equipment, software, training activities and workshops, and to serve as liaison between the corporation, college and member institutions. NTE 22 hours.

ACADEMIC SENATE

<u>NAME</u>	<u>START DT</u>	<u>END DT</u>	<u>PAY TYP</u>	<u>PAY RATE</u>	<u>HOURS</u>
Chapman, Cheryl	08/25/2008	05/31/2009	ACS	\$27.50	54
Covert, Robert	08/25/2008	05/31/2009	ACS	\$27.50	54
Lembke, Phyllis	08/25/2008	05/31/2009	ACS	\$27.50	54
McClure, Helen	08/25/2008	05/31/2009	ACS	\$27.50	54
Oelstrom, Jeanne	08/25/2008	05/31/2009	ACS	\$27.50	54
Palmer, Catherine	08/25/2008	05/31/2009	ACS	\$27.50	54
Phelps, Stacey	08/25/2008	05/31/2009	ACS	\$27.50	54
Schilling, James	08/25/2008	05/31/2009	ACS	\$27.50	54
Strauss-Thacker, E.	08/25/2008	05/31/2009	ACS	\$27.50	54

HOLISTIC GRADING

<u>NAME</u>	<u>START DT</u>	<u>END DT</u>	<u>PAY TYP</u>	<u>PAY RATE</u>
Bingham, Adeline	08/25/2008	05/31/2009	EXH	\$25.00
Carpenter, Linda	08/25/2008	05/31/2009	EXH	\$25.00
Fry, Marilyn	08/25/2008	05/31/2009	EXH	\$25.00
Gressier, Pamela	08/25/2008	05/31/2009	EXH	\$25.00
Kabaji, Noha	08/25/2008	05/31/2009	EXH	\$25.00
Leighton, Kenneth	08/25/2008	05/31/2009	EXH	\$25.00
Nichols, Kristen	08/25/2008	05/31/2009	EXH	\$25.00
Ozbiro, Katherine	08/25/2008	05/31/2009	EXH	\$25.00
Palmer, Catherine	08/25/2008	05/31/2009	EXH	\$25.00
Parham, Martha	08/25/2008	05/31/2009	EXH	\$25.00
Rogoff, Meri	08/25/2008	05/31/2009	EXH	\$25.00
Sims, Pamela	08/25/2008	05/31/2009	EXH	\$25.00
Strauss-Thacker, E.	08/25/2008	05/31/2009	EXH	\$25.00
Windsor, Adrian	08/25/2008	05/31/2009	EXH	\$25.00

INSTRUCTIONAL UNIT ASSISTANT

<u>NAME</u>	<u>START DT</u>	<u>END DT</u>	<u>PAY TYP</u>	<u>PAY RATE</u>
Boehler, Connie	08/25/2008	12/14/2008	IUH	\$582.00
Feldon, Fred	08/25/2008	12/14/2008	IUM	\$874.20
Jones, Nancy	08/25/2008	12/14/2008	IUM	\$874.20
Lovig, Margaret	08/25/2008	12/14/2008	IUM	\$1,165.60
Marcus, Ted	08/25/2008	12/14/2008	IUM	\$291.40
Miller, Rosemary	08/25/2008	12/14/2008	IUH	\$874.20
Ryan, Celeste	08/25/2008	12/14/2008	IUM	\$874.20
Sagen, Arthur	08/25/2008	12/14/2008	IUH	\$874.20
Secord, Debra	08/25/2008	12/14/2008	IUM	\$1,165.60
Warner, Michael	08/25/2008	12/14/2008	IUM	\$291.40
Warwick, Randall	08/25/2008	12/14/2008	IUM	\$874.20
Wild, Michelle	08/25/2008	12/14/2008	IUM	\$874.20

PART TIME COUNSELING

<u>NAME</u>	<u>START DT</u>	<u>END DT</u>	<u>PAY TYP</u>	<u>PAY RATE</u>	<u>HOURS</u>
Estrada, Maria	08/25/2008	06/30/2009	UNT	\$66.94	447
Hernandez, Marcela	08/25/2008	06/30/2009	UNT	\$66.94	890
Klein, Sandra	07/01/2008	12/31/2008	UNT	\$79.94	100
Kobata, Sarah	08/25/2008	06/30/2009	UNT	\$71.00	378
Leung, Helen	07/01/2008	06/30/2009	UNT	\$62.16	440
Nguyen, Lien	08/25/2008	06/30/2009	UNT	\$62.16	308
Washington, Warren	08/25/2008	06/30/2009	UNT	\$66.94	160
Mims, Brian	08/25/2008	06/30/2009	UNT	\$66.94	308

ACADEMIC COUNSELING FOR STUDENTS

<u>NAME</u>	<u>START DT</u>	<u>END DT</u>	<u>PAY TYP</u>	<u>PAY RATE</u>	<u>HOURS</u>
Chen, Donna	07/01/2008	06/30/2009	UNT	\$79.94	185
Do, Ahn	07/01/2008	06/30/2009	UNT	\$79.94	370
McClure, Helen	07/01/2008	06/30/2009	UNT	\$79.94	370
Powell, Rita	07/01/2008	06/30/2009	UNT	\$79.94	481
Yaron, Sharon C	09/01/2008	06/30/2009	UNT	\$79.94	85

The following CCC Administrators, Full Time and Part Time Instructors providing instructional opportunities for Navy Onshore, GoArmy Ed Ta, E-ArmyU, PDA, Coast Guard Afloat and NCPACE for Military Contract Education during Fall semester.

Administrator

Boehler, Ted

Full Time Instructors

Feldon, Fred
Johnson, Daniel
Lee, Lisa
Leighton, Kenneth
Marcus, Ted
Secord, Debra
Shelley, Karen
Warner, Michael
Warwick, Randall

Part Time Instructors

Barnes, Ralph
Basford, Sean
Behr, George
Boehler, Connie
Candelaria, Patricia
Carlucci, Michael
Cherian, Jennifer
Cooper, David
Cratty, William
Curtis, Michael
Dewitt, Stanley
Diaz-Brown, William
Dietrich, Phillip
Doyle, John
Eber, Lori
Forbes, Junko
Freeman, William
Go, Mariann
Godfrey, Donald
Gordon, Kimberly
Hart, John
Henry, Charles
Hogan, Mikel
Kabaji, Noha
Mann, Claire
Menzing, Todd
Najera, Michael
Nguyen, Kelly
Ondracek, Theodore
Phillips, John
Quast, Gerald
Richter, Otto
Rogoff, Meri
Ruhle, James
Sampson, Kevin
Schindelbeck, Judy

Talmage, Dorrie
 Terry, Ladd
 Wahba, Remon
 Walling, Diane
 Wegter, Rachel
 Whitson, Stephen
 Windsor, Adrian
 Wrobel, Alfred

GOLDEN WEST COLLEGE

THEATER PROGRAM

<u>NAME</u>	<u>START DT</u>	<u>END DT</u>	<u>PAY TYP</u>	<u>PAY RATE</u>
<u>Amen, Tom</u>	08/25/2008	12/14/2008	PDM	\$41.95

To process the publicity of the Theater Program. NTE 18 hours.

GRANT

<u>NAME</u>	<u>START DT</u>	<u>END DT</u>	<u>PAY TYP</u>	<u>PAY RATE</u>
<u>Hills-Williams, J.</u>	08/25/2008	12/14/2008	PDM	\$41.95

Acting as project director for the 06-120 Grant. NTE 8 hours per week.

CALWORKS

<u>NAME</u>	<u>START DT</u>	<u>END DT</u>	<u>PAY TYP</u>	<u>PAY RATE</u>
<u>Lane, Andrea</u>	08/25/2008	12/14/2008	PDH	\$28.85

To coordinate process for CalWORKs students to meet State and County hourly requirements.
 NTE 6 hours per week.

SPECIAL ASSIGNMENT

<u>NAME</u>	<u>START DT</u>	<u>END DT</u>	<u>PAY TYP</u>	<u>PAY RATE</u>
<u>Carr, Gregg</u>	08/25/2008	12/14/2008	OVR	\$70.00

Overload hours as Tutoring Center Coordinator.

<u>Lazarus, Robert</u>	08/25/2008	12/14/2008	PDM	\$41.95
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To coordinate instructional content, video tape production and editing of Legal Updates and Police Officer's Standards and Training (P.O.S.T.) Case Law. Funded by New Media Auxiliary.
 NTE 8 hours per week.

ALTERNATIVE METHODS PROJECTS

<u>NAME</u>	<u>START DT</u>	<u>END DT</u>	<u>PAY TYP</u>	<u>PAY RATE</u>
<u>Broyles, Zhenghong</u>	08/25/2008	12/14/2008	OVR	\$70.00

Will complete one online teaching course in order to obtain a certification of online teaching.
 NTE 27 hours.

<u>Davis-Wolfe, Julie</u>	08/25/2008	12/14/2008	OVR	\$70.00
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Will develop three instructional, closed-captioned, audio and visual videos on the following library resources: Library Catalog, EBS-COHost and Net Library. NTE18 hours.

<u>Madrigal, Stella</u>	08/25/2008	12/14/2008	OVR	\$70.00
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Will complete@ONE Introduction to Blackboard Course/Workshop. NTE 18 hours.

ACADEMIC COUNSELING FOR GWC STUDENTS

<u>NAME</u>	<u>START DT</u>	<u>END DT</u>	<u>TYPE</u>	<u>PAY RATE</u>	<u>HR/WEEK</u>
Dickerson, Karen	08/25/2008	12/14/2008	OVR	\$70.00	2
Dumont, Stephanie	08/25/2008	12/14/2008	OVR	\$70.00	7
Hinton, Karen	08/25/2008	12/14/2008	OVR	\$70.00	4
Nguyen, Jimmy	08/25/2008	12/14/2008	OVR	\$70.00	4
Nguyen, Tri Dinh	08/25/2008	12/14/2008	OVR	\$70.00	7

Personnel Items

York, Linda 08/25/2008 12/14/2008 OVR \$70.00 4

ACADEMIC COUNSELING FOR GWC ACE STUDENTS

NAME	START DT	END DT	TYPE	PAY RATE	HR/WEEK
Botello, Rebecca	08/25/2008	12/14/2008	UNT	\$72.39	15
Fipps, Patricia	08/25/2008	12/14/2008	OVR	\$70.00	6

ACADEMIC COUNSELING FOR GWC CALWORKS STUDENTS

NAME	START DT	END DT	TYPE	PAY RATE	HR/WEEK
Allen, Timothy	08/25/2008	12/14/2008	UNT	\$60.55	10
Dickerson, Karen	08/25/2008	12/14/2008	OVR	\$70.00	5
Lane, Andrea	08/25/2008	12/14/2008	UNT	\$64.16	4
Ngo, Michelle	08/25/2008	12/14/2008	UNT	\$68.16	4
Nguyen, Jimmy	08/25/2008	12/14/2008	OVR	\$70.00	2
York, Linda	08/25/2008	12/14/2008	OVR	\$70.00	3

ACADEMIC COUNSELING FOR GWC EOPS STUDENTS

NAME	START DT	END DT	TYPE	PAY RATE	HR/WEEK
Bush, Hoai-Huong	08/25/2008	12/14/2008	OVR	\$70.00	4
Marchbank, Earnest	08/25/2008	12/14/2008	OVR	\$70.00	6
Ngo, Michelle	08/25/2008	12/14/2008	UNT	\$68.16	12
Nguyen, Steve	08/25/2008	12/14/2008	UNT	\$72.39	6
Sambrano, Michelle	08/25/2008	12/14/2008	OVR	\$70.00	4

LIBRARIAN FOR GWC LIBRARY

NAME	START DT	END DT	TYPE	PAY RATE	HR/WEEK
Davis-Wolfe, Julie	08/25/2008	12/14/2008	OVR	\$70.00	4
Garcia, Gonzalo	08/25/2008	12/14/2008	OVR	\$70.00	4
Head, Anne	08/25/2008	12/14/2008	UNT	\$72.39	10
Hernandez, Lia	08/25/2008	12/14/2008	UNT	\$64.16	4
Krause, Alana	08/25/2008	12/14/2008	UNT	\$56.22	3
Oberlin, Masumi	08/25/2008	12/14/2008	UNT	\$72.39	4
Peacock, Joyce	08/25/2008	12/14/2008	UNT	\$56.22	6
Ross, Roxana	08/25/2008	12/14/2008	OVR	\$70.00	4
Wilson, Mary	08/25/2008	12/14/2008	UNT	\$56.22	4

ASSESSMENT CENTER

Reader/Evaluator for Assessment Center writing samples and portfolios

NAME	START DT	END DT	TYPE	PAY RATE	HR/WEEK
Armendaris, Francesca	08/25/2008	12/14/2008	PDH	\$28.85	12
Barrett, David	08/25/2008	12/14/2008	PDM	\$41.95	12
Barua, Dibakar	08/25/2008	12/14/2008	PDM	\$41.95	12
Cosand, Keisha	08/25/2008	12/14/2008	PDM	\$41.95	12
Dees, Van	08/25/2008	12/14/2008	PDM	\$41.95	12
Galessi, Cecelia	08/25/2008	12/14/2008	PDM	\$41.95	12
Harris, Ryane	08/25/2008	12/14/2008	PDM	\$41.95	12
Hodjera, Eva	08/25/2008	12/14/2008	PDH	\$28.85	12
Lavarini, Theresa	08/25/2008	12/14/2008	PDM	\$41.95	12
Lundquist, John	08/25/2008	12/14/2008	PDM	\$41.95	12
McGrath, Marie	08/25/2008	12/14/2008	PDM	\$41.95	12
Tarango, Abraham	08/25/2008	12/14/2008	PDM	\$41.95	12
Ullrich, Richard	08/25/2008	12/14/2008	PDM	\$41.95	12
Viel, Marie	08/25/2008	12/14/2008	PDH	\$28.85	12
Witchurch, Charles	08/25/2008	12/14/2008	PDM	\$41.95	12

ORANGE COAST COLLEGE**COORDINATION**

<u>NAME</u>	<u>START DT</u>	<u>END DT</u>	<u>PAY TYP</u>	<u>PAY RATE</u>
Smith, Spencer	08/25/2008	12/14/2008	PDH	33.92

Coordination of recruit to dance partnership program between NMUSD/OCC. NTE 13 hours.

PART TIME COUNSELING

<u>NAME</u>	<u>START DT</u>	<u>END DT</u>	<u>TYPE</u>	<u>PAY RATE</u>	<u>TOTAL HRS</u>
Lam, MyMy	08/25/2008	12/14/2008	UNT	\$62.16	128

INSTRUCTIONAL UNIT ASSISTANT

<u>NAME</u>	<u>START DT</u>	<u>END DT</u>	<u>PAY TYP</u>	<u>PAY RATE</u>
Adelmann, Daniel	08/25/2008	12/14/2008	IUM	\$2,914.00
Allied Heath/Scheduler.				
Barnard, Donna	08/25/2008	12/14/2008	IUM	\$2,914.00
English.				
Behr, Laura	08/25/2008	12/14/2008	IUM	\$2,914.00
Contest Supervisor/Conference Representative.				
Bender, Edward	08/25/2008	12/14/2008	IUM	\$1,457.00
Geology.				
Campbell, Laurie	08/25/2008	12/14/2008	IUM	\$2,914.00
FCS.				
Carroll, Kathy	08/25/2008	12/14/2008	IUM	\$4,371.00
Speech Communication.				
Clark, Gregory	08/25/2008	12/14/2008	IUM	\$1,821.25
Business.				
Cox, Steven	08/25/2008	12/14/2008	IUM	\$3,744.49
Digital Media Arts/Scheduler.				
Dale, John	08/25/2008	12/14/2008	IUM	\$2,914.00
Library.				
Elliott, Kelli	08/25/2008	12/14/2008	IUM	\$3,642.50
Biology, Marine Science and Ornamental Horticulture Scheduler.				
Faridi, Abbas	08/25/2008	12/14/2008	IUM	\$1,821.25
Physics and Astronomy.				
Foster, Rodney	08/25/2008	12/14/2008	IUM	\$4,851.81
APT/Aviation Maintenance. Technology/Machine.				
Flowers, Carol	08/25/2008	12/14/2008	IUM	\$3,278.25
Accounting.				
Gilissen, Blade	08/25/2008	12/14/2008	IUM	\$3,744.49
Photography/Scheduler.				
Golson, Daniel	08/25/2008	12/14/2008	IUM	\$3,744.49
Theater Arts/Scheduler.				
Hanlon, Anna	08/25/2008	12/14/2008	IUM	\$4,371.00
Curriculum/SLO/Program Review Evaluations.				
Hayward, Valerie	08/25/2008	12/14/2008	IUM	\$1,457.00
Math and Engineering, Part Time Faculty Evaluator.				
Keesler, Kathleen	08/25/2008	12/14/2008	IUM	\$2,914.00
ESL.				
Kelly, Dennis	08/25/2008	12/14/2008	IUM	\$1,457.00
Marine Science.				
Kings, Rose Ann	08/25/2008	12/14/2008	IUM	\$4,851.81
Architecture and Drafting.				
Knox, John	08/25/2008	12/14/2008	IUM	\$4,371.00

Personnel Items

Assistant Athletic Director.				
<u>Kuchek, Wendy</u>	08/25/2008	12/14/2008	IUM	\$4,371.00
Math/Engineering.				
<u>Kunzler-Yett, Betil</u>	08/25/2008	12/14/2008	IUM	\$2,003.37
Anthropology.				
<u>Kuo, Daniel</u>	08/25/2008	12/14/2008	IUM	\$1,821.25
Economics.				
<u>Lazarus, Robert</u>	08/25/2008	12/14/2008	IUM	\$3,744.49
Film and Video Broadcasting/Scheduler.				
<u>Maran, Janice</u>	08/25/2008	12/14/2008	IUM	\$4,371.00
Physical Education/Scheduler.				
<u>Marcina, Vesna</u>	08/25/2008	12/14/2008	IUM	\$2,003.37
Political Science/American Studies.				
<u>Mason, Douglas</u>	08/25/2008	12/14/2008	IUM	\$3,096.12
History/Humanities.				
<u>MCComb, Helen</u>	08/25/2008	12/14/2008	IUM	\$8,742.00
Division Scheduler.				
<u>Melrose, Charlene</u>	08/25/2008	12/14/2008	IUM	\$3,460.37
Psychology.				
<u>Morgan, Carleton</u>	08/25/2008	12/14/2008	IUM	\$1,457.00
Library.				
<u>Morgan, Dennis</u>	08/25/2008	12/14/2008	IUM	\$1,457.00
Business.				
<u>Murphy, Timothy</u>	08/25/2008	12/14/2008	IUM	\$3,278.25
CS/CIS.				
<u>Myers, Kevin</u>	08/25/2008	12/14/2008	IUM	\$3,744.49
Art/Scheduler.				
<u>Naesse, Irene</u>	08/25/2008	12/14/2008	IUM	\$910.62
Geography.				
<u>Parker, Kenneth</u>	08/25/2008	12/14/2008	IUM	\$2,914.00
English.				
<u>Peters, Timothy</u>	08/25/2008	12/14/2008	IUM	\$4,851.81
Technology Center/Construction/HVAC/Electronics.				
<u>Pettus, Candace</u>	08/25/2008	12/14/2008	IUM	\$3,096.81
Sociology, Gender Ethnic Studies.				
<u>Ring, David</u>	08/25/2008	12/14/2008	IUM	\$3,096.12
Sociology, Philosophy and Religious Studies.				
<u>Saichek, William</u>	08/25/2008	12/14/2008	IUM	\$6,556.50
Business Division Scheduler.				
<u>Schneiderman, Robert</u>	08/25/2008	12/14/2008	IUM	\$2,914.00
Counseling.				
<u>Soto, Ricardo</u>	08/25/2008	12/14/2008	IUM	\$3,744.49
Music/Scheduler.				
<u>Tarlos, Theresa</u>	08/25/2008	12/14/2008	IUM	\$910.62
Geography.				

LIBRARIAN FOR OCC LIBRARY

<u>NAME</u>	<u>START DT</u>	<u>END DT</u>	<u>TYPE</u>	<u>PAY RATE</u>	<u>TOTAL HRS</u>
Cassidy, Lori	09/01/2008	12/14/2008	LOV	\$66.03	22

COACHING STIPEND

<u>NAME</u>	<u>START DT</u>	<u>END DT</u>	<u>PAY TYP</u>	<u>PAY RATE</u>
Cutenese, Charles	11/01/2008	11/30/2008	PDM	\$4,344.00

Coaching women's volleyball. One lump sum payment.

Personnel Items

<u>Hayes, Laird</u>	11/01/2008	11/30/2008	PDM	\$4,344.00
Coaching men's soccer. One lump sum payment.				
<u>Iacopetti, Anthony</u>	11/01/2008	11/30/2008	PDM	\$4,344.00
Coaching women's water polo. One lump sum payment.				
<u>Knox, John</u>	11/01/2008	11/30/2008	PDM	\$4,344.00
Head cross country coaching. One lump sum payment.				
<u>Ochoa, Marco</u>	11/01/2008	11/30/2008	PDM	\$4,344.00
Head cross country coaching. One lump sum payment.				
<u>Smith, Carl</u>	11/01/2008	11/30/2008	PDM	\$4,344.00
Head football coaching. One lump sum payment.				

The following Administrators, to teach for the period **08/25/08 to 12/14/08** 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:

GWC

<u>Name</u>	<u>Hours per week</u>
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Larson, Douglas	3.00
Tamanaha, Stephen	2.25

Overload assignments for the following GWC Administrator/faculty instructing students at the police academy, during the period **08/25/08 to 12/14/08**, to be a maximum of \$70.00/hr, based on 1/1000th of their 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 54 hours for Summer semester.

Administrator

Lowenberg, Ronald

Faculty

Bach, Michael
Quiros, Victor
Watkins, Derrick

Overload assignments for the following evening counselors, 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 **08/25/08 to 12/14/08** 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>
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Jenkins, Nancy	3.37
Nguyen, Ailene	2.25
Winterbourne, Susan	3.37

GWC

<u>Name</u>	<u>Hours per week</u>
Bush, Hoai-Huong	2.25
Dickerson, Karen	2.25
Nguyen, Jimmy	2.25
Sambrano, Michelle	2.25
Terry, Russell	6.75

OCC

<u>Name</u>	<u>Hours per week</u>
Adelmann, Daniel	7.42
Arfsten, Patricia	3.00
Bagatourian, Linda	2.00
Barnes, Carol	3.00
Duong, Nghia	6.00
Figuerola, Benjamin	3.00
Guillen, Alex	5.00
Guillen, Denia	3.37
Katsuki, Anna	3.00
Marron, Elias	
11/01/08-11/30/08	27.00
Pham, Hue	6.00
Schneiderman, Robert	4.50
Traver, Maria	2.00
Wickremesinghe, Manoj	4.00

Overload assignments for the following Librarians, 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 **08/25/08 to 12/14/08** 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>
Cassens, Treisa	2.25
Davis-Wolfe, Julie	2.25
Garcia, Gonzalo	2.25

OCC

<u>Name</u>	<u>Hours per week</u>
Dale, John	16.50
Morgan, Carleton	22.00
Oviatt, Vinta	22.00

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

Personnel Items

08/25/08 to 12/14/08 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>
Arlington, Patricia	4.20
Bauman, Jane	1.87
Berggren, Gayle	2.25
Fry, Marilyn	3.37
Jones, Nancy	2.10
Lovig, Margaret	4.32
Marcus, Ted	5.90
Montague, Judy	1.12
Preciado, Anita	1.12
Shelley, Karen	4.00
Taylor, Margaret	1.60
Warner, Michael	4.22
Warwick, Randall	6.75
Yeh, Ning	
09/01/08-09/06/08	33.00

GWC

<u>Name</u>	<u>Hours per week</u>
Almy, James	5.25
Amen, Tom	5.39
Babb, Susan	6.75
Baird, Larry	3.93
Baker, Frank	5.25
Bales, Bruce	2.70
Barrett, David	4.11
Best, Amanda	8.03
Blackburn, Brian	0.56
Bouzar, Pete	7.87
Bowlby, Margot	
10/20/08-12/14/08	12.37
Brodie, Nannette	3.82
Broyles, Zhengong	6.87
Call, Gail	1.50
Carle, Spencer	1.66
Carrie, Charles	4.12
Chambliss, Tasha	2.47
Chen, Dennis	0.75
Ching, Berlynn	5.31
Chovan, Maria	6.75
Davis, Nadine	6.62
Dees, Van	3.37
Duart, Raul	0.66
Egan, Catherine	6.75

Personnel Items

Engle, Martha	5.62
Farris, James	9.00
Florane, Mihelle	4.24
Gilbson, Ronald	6.75
Gilpin, Bernard	6.75
Goldstick, Deborah	4.81
Green, Katherine	3.00
Greenfield, James	2.25
Grimes, Carol	1.12
Grint, Jayne	0.75
Hamilton, Christopher	3.37
Harelson, Karen	6.44
Harris, Rynne	1.12
Hoang, Antony	6.75
Ibranossian, Agatha	6.75
Kelly, Daria	7.87
Khakbazan, Maryam	2.25
Lamantia, Mary	6.75
Lavarini, Theresa	5.06
Levold, John	3.37
Lindsay, Donald	9.00
Lloyd, Douglas	6.18
Lopez-Rodriguez, Americo	3.37
Marino, David	8.64
Mikelson, Louis	5.25
Miller, Stephen	4.50
Moore, Sasha	1.12
Mucciario, Paula	6.75
Palmer, Theodore	2.25
Pascoe, Kimberly	3.37
Pierce, Lowell	3.37
Pizano, Veronica	0.67
Plaster, Nikki	1.12
Quan, Hah	2.25
Quiros, Victor	0.42
Remjsburg-Shiroishi, Elizabeth	1.12
Reyna, Edward	6.67
Reynolds, Harvey	6.75
Scardina, Thomas	5.06
Shaughnessy, Michael	0.33
Smith, Elizabeth	0.83
Smith, Jane	6.00
Speakman, Teresa	6.75
Stein, Konrad	9.00
Sudweeks, Sandra	0.86
Sykes, Elizabeth	5.82
Taylor, Scott	1.68
Tayyar, Paul	1.12
Thorne, Clyde	3.37
08/25/08-10/19/08	6.75
Tortolano, James	0.33
Vail, Travis	5.25
Valenzuela, Yvonne	6.75
Villarreal, Roberto	0.75

Personnel Items

Vlachos, Dino	3.37
Walker, David	6.37
Wilkinson, Ronald	5.62
Wood, Rose	1.68

OCC

<u>Name</u>	<u>Hours per week</u>
Adan, Amina	1.68
Alabi, Jessica	1.68
Amaral, Christina	4.49
Arnold, Herrick	1.68
Bachmann, Robin	3.37
Banoczi, Walter	4.50
Barber, Eilliam	6.74
Barnes, Carol	2.25
Barvarz, Pamian	6.74
Beard Daniwl	6.07
Beau, Leslie	6.74
Belcher, Mary	0.56
Bise, Robert	6.75
Bosich, Jill	4.12
Cabral, Marta	3.00
Campbell, Laurie	0.56
Cherian, Jennifer	1.68
Clark, Gregory	7.31
Coaty, Patrick	6.74
Cooper, Barbara	7.11
Drew, Rendell	6.74
Ernsberger, Gabriela	0.19
Farrell, Daniel	5.64
Flowers, Carol	5.06
Funez-Gonzalez, Juani	5.06
Gilbert, Stephen	4.30
Gonzales, Jarren	3.37
Gordon, Lee	5.06
Hassapis, Phylcia	6.81
Hearlson, Kenneth	6.74
Henry, Lorraine	3.37
Isaac, Darryl	7.27
Karasuda, Shin	1.12
Katz, Eleanor	5.05
Kelly, Marilyn	3.37
Kirch, Stacy	3.37
Kunzler-Yett, Betil	6.75
Kuo, Daniel	1.68
Maher, Deborah	6.75
Malaty, Martha	2.25
Marcina, Vesna	1.68
Mason, Douglas	6.75
McClanahan, Ann	1.49
McComb, Helen	5.05
Melrose, Charlene	6.75

Personnel Items

Morgan, Arabian	7.31
Morgan, Dennis	5.06
Murphy, Timothy	0.37
Myers, Joy	1.12
Naesse, Irene	3.37
Neil, Jeanne	2.25
Perez Stable Cox, Olga	6.75
Pettus, Candice	6.75
Pham, Lien	6.75
Reber-Bonhall, Cynthia	0.14
Sachs, Loren	0.37
Saichek, William	1.87
Scane, Danielle	3.37
Schneiderman, Robert	9.00
Scott, Michael	3.37
Shajie, Vida	3.37
Shine, Brenda	6.74
Simpson, Melissa	5.47
Smith, Kevin	6.75
Smith, Susan	1.68
Smolin, James	3.37
Sugden, James	7.31
Tarlos, Theresa	6.75
Timmins, Terry	3.37
Watson, Maryann	
08/25/08-10/19/08	2.25
10/20/08-12/14/08	4.50
Wynne, Ann	5.05
Zellerbach, Charles	1.68

2. Acceptance of Resignations and/or Approval of Layoffs and Terminations

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

Faculty

Schwartz, Stacey H., CCC, Instructor, Special Education, resignation effective 05/27/07.

Classified

Rangel, Paz G., GWC, Cosmetology Business Facilitator, Classified Unit, resignation effective 08/08/08. Unused vacation to be paid in lump sum.

3. Authorization for Leaves of Absence

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

Faculty

Obstfeld, Raymond L., OCC, Instructor, English, 100% LOA/wop for the period 08/25/08 to 12/14/08.

4. 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 \$51.063 for Summer and \$43.459/hr for Fall based on the part-time faculty daily miscellaneous teaching rate for services rendered **during SUMMER & FALL semesters, 2008.**

SUMMER 2008

Coastline College

Davis, Penny

Golden West College

Bornemann, Chung
Cordiero, Judy
Follin, Stella
Frey, Paul
Lepley, Judith
Myers, Darya
Wilkinson, Ronald

Orange Coast College

Dowling, Lisa

FALL 2008

Coastline College

Barrett, Debra
Cole, Maureen
Crowley, Erin
Fitzgeorge, Brenda
Henson, Jennifer
Kosbab, Tina
Pasino, James
Shepard, Sue

Golden West College

Brownlee, Diane
Head, Anne
Hernandez, Lia
Krause, Alana
Oberlin, Masumi
Peacock, Joyce
Wilson, Mary

5. Authorization for Contract Amendments Based Upon Horizontal Salary Moves

The following faculty members have completed requirements for horizontal salary moves in accordance with Board policies and procedures. It is recommended that revised appointments reflecting their new placement be authorized for the 2008-09 school year:

<u>Name</u>	<u>Campus</u>	<u>From Col/Step</u>	<u>To Col/Step</u>
Rogers, Marcia	OCC	IV 14	V 15

6. 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:

<u>NAME</u>	<u>LOC</u>	<u>TITLE</u>	<u>START DT</u>	<u>PLCMT</u>
Treadwell, Gary	GWC	Instructor, Automotive Technology	01/30/09	A-I-01

Revisions to Previous Board

Faculty – Tenure Track

<u>NAME</u>	<u>LOC</u>	<u>TITLE</u>	<u>START DT</u>	<u>PLCMT</u>
Avilla, Leilani	GWC	Instructor, Adapted PE	08/25/08	A-III-05
Christie, Joan	GWC	Instructor, Cosmetology	08/11/08	Q2-V-07
Cordio, Judy	GWC	Temp Instructor, Cosmetology	08/11/08	Q2-I-07
Rangel, Paz Graciela	GWC	Temp Instructor, Cosmetology	08/11/08	Q2-IV-07

PART-TIME FACULTY ASSIGNMENTS - 2008

Golden West College

For the period **07/01/08-07/18/08**

<u>Name</u>	<u>Wkly/Hrs</u>
Gardner, Patricia	4.000
Jimmons, Charlotte	7.000

Orange Coast College

For the period **06/23/08-08/03/08**

<u>Name</u>	<u>Wkly/Hrs</u>
Taba, Khalil	3.380

Fall assignments during the period **08/25/08-12/14/08** for CCC, GWC and OCC unless otherwise noted; LHE = Lecture Hour Equivalency.

Coastline College

<u>Name</u>	<u>LHE/week</u>
De Witt, Stanley D.	3.000
Devirgilio, Desiree M.	5.499
Eggert, Stephen F.	3.000
Gance, Leia	3.000
Gandall, Beverly	9.000
Gill, Tina K.	6.000
Gordon, Kimberly H.	3.000
Hart, John L.	3.000
Jaber, Jihad A.	3.000
Khambatta, Zubin	1.375
Khan, Mahbubur R.	6.000
Kobata, Sarah A.	3.000
Kozis, Nicholas P.	3.750
Lam, Jenny	5.000
Maniaci, Vera	5.000
Mann, Claire J.	3.000
Mattar, Mary Anne Y.	4.500
Mclucas, Karen L.	3.750
Mcnamara, John E.	6.000
Miller, Rosemary F.	9.000
Mora, Flory T.	5.332
Morehouse, Karen B.	3.000
Naasz, Harlow W.	3.000
Nguyen, David C.	9.000
Nguyen, Diem T.	4.000
Nguyen, Kelly K.	4.000
Nichols, Kristen J.	6.000
Oelstrom, Jeanne A.	3.000
Offenhauser, Tyler D.	3.000
Ondracek, Theodore	3.000
Ostrowski, Kenneth R.	3.250
Ozbirn, Katherine M.	9.000
Palmer, Catherine T.	9.000
Patterson, Teresa V.	1.332
Petropoulos, Mary E.	3.000
Pourreza, Atousa	9.000
Quast, Gerald A.	6.000
Richter, Otto G.	3.000
Rogers, Steven B.	3.750
Rogoff, Meri I.	6.000
Ruhle, James L.	3.000
Ryan, Diane A.	5.331

Personnel Items

Sak, Kathleen M.	6.000
Sallee, Mark C.	3.000
Tonelli, Barbaraleigh	3.000

Golden West College

<u>Name</u>	<u>LHE/week</u>
Anzai, Rosemary S.	3.000
Egalon, Claudio O.	7.500
Galbraith, Milton J.	6.000
Lamoreaux, Mark E.	9.000
Langlois, Kristina N.	3.000
Le, Thien B.	1.125
Leipper, Bryan H.	3.250
Leipzig, G V.	8.250
Long, James R.	6.000
Lopez, Arthur E.	4.750
Lujan, George J.	3.000
Manlowe, Melinda A.	9.000
Manzullo, Michael J.	8.000
Mathias, Richard C.	3.000
Mc Cauley, Linda D.	6.250
McGovern, Donna M.	4.500
Mcpherson, Deborah	9.000
Menzing, Todd E.	3.000
Migan, Michael J.	3.000
Monroe, Jennifer L.	5.000
Moorhead, Christina L.	6.000
Najm, Tariq E.	3.000
Neely, Joshua S.	5.250
Nemeth, Angelika M.	4.833
Nguyen, Frank	8.000
Nguyen, Hang M.	7.834
Obuljen, Karen K.	3.000
Pacheco, Pamela P.	9.000
Pawson, John E.	6.500
Pearce, Dianne L.	4.000
Polentz, Robert E.	5.000
Rami, Kiran H.	5.500
Reck, Richard A.	9.000
Revilla, Candace L.	8.500
Taylor, Christopher M.	1.250

Orange Coast College

<u>Name</u>	<u>LHE/week</u>
Avila, Carmen V.	5.000
Bell, John O.	9.000

Personnel Items

Bezaire, David M.	5.250
Buckles, Patricia K.	3.750
Das, Adriana	5.000
Engstrom, Vanessa J.	3.000
Fujiwara, Miles K.	3.000
Goh, Allen	5.000
Golbuff, Kimberly S.	4.250
Grech, Elida M.	5.250
Green, Ulrike M.	3.000
Hamber, Franca	4.000
Hamilton, Julie A.	3.000
Hidle, Jade T.	8.000
Hodges, Ronald L.	4.000
Houssels, Miriam E.	5.000
Kraynak, Shana M.	4.000
Lam, My M.	1.000
Lampe, Holly A.	3.500
Lee, Adam G.	4.062
Lloyd, Giselle M.	5.000
Mariahazy, Laszlo	5.250
McNally, Christopher	8.250
Merlo, Adrienne S.	5.000
Monge, Michael J.	6.000
Nigrelli, Christina	4.500
ORourke, Shawn P.	6.000
Ochoa, Lucas F.	6.000
Pehlivan, Sezer	4.500
Perez, Roger	4.000
Rho, Gina	4.000
Robertson, Darrin	2.750
Schweitzer, Dahlia	4.000
Silva, Joel A.	2.200
Smith, Spencer	3.500
Thrasher, Elizabeth J.	4.000
Waldfogel, Donna M.	3.000
Wolf, Scott L.	2.750

The following GWC Part-time Police Academy Instructors to be paid hourly rates based on the Administration of Justice "C" salary schedule. Assignments are for the 2008-09 school year for the period **08/27/08-06/30/09**, not to exceed 498 hours:

Harrington, Jr., Odell
McKerren, Daniel

7. Appointment of Classified Staff to Advertised Positions

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

Classified Promotions, New Hires and Rehires

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Start Dt</u>	<u>PLCMT</u>	<u>Vacancy #</u>
Nguyen, Tijai	OCC	Staff Assistant	09/08/08	E-52-04	O-007-09
Kirkwood, Cathy	OCC	Accounting/Fiscal Specialist	09/08/08	E-52-01	O-005-08

Classified – Temporary

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Start Dt</u>	<u>PLCMT</u>	<u>Vacancy #</u>
Blankson, Araba	CCC	Military/Contract Education Technician Intermediate*	09/09/08	E-45-02	C-012-09

*This position may be extended, modified or eliminated based on changes from the funding source.

8. Reclassifications, Classification Reductions, and Reorganizational Reassignments, Classified Staff

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

Gonzalez, Shanon J., CCC, Reassignment, Title Change only, from Research Assistant III to Research Analyst Senior, due to Classification Study, full time, 12 mo position, effective 08/21/08; E-65-05

9. 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:

Revisions to Previous Board ActionClassified Contract

<u>Name</u>	<u>LOC</u>	<u>From</u>	<u>To</u>	<u>Action</u>	<u>PLCMT</u>
Phan, Phuong B.	OCC	Receptionist	Matriculation Office Assistant	Extend end date from 8/19/08 to 11/19/08	E-42-05

10. Authorization for Changes in Salary Schedules

It is recommended that authorization be given for the following changes in the District salary schedules:

<u>Classification</u>	<u>Range</u>	<u>Change</u>
Senior Director, College Information Technology	G-30	Add to schedule effective 09/04/08

11. 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.

<u>Name</u>	<u>LOC</u>	<u>Start Date</u>	<u>End Date</u>	<u>Funding Source</u>	<u>Days to Work</u>
Castillo, Rosa	OCC	09/10/08	06/30/09	124010-259704	M,T,W,TH,F
Doty, Scott	CCC	09/04/08	06/30/09	124002-856201	M,T,W,TH,F
	CCC	09/04/08	06/30/09	124007-856101	M,T,W,TH,F
Phoenix, Sharon	CCC	09/04/08	06/30/09	124002-856201	M,T,W,TH,F
	CCC	09/04/08	06/30/09	124007-856101	M,T,W,TH,F
Vasquez, Theresa	OCC	07/01/08	07/27/08	110001-240001	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>
Henderson, Amy	OCC	09/04/08	06/30/09	124005-256101	T,TH
Lincoln, Patrick	OCC	09/04/08	06/30/09	812001-262702	M,T,W,TH,F
	OCC	09/04/08	06/30/09	110001-262701	M,T,W,TH,F
	OCC	09/04/08	06/30/09	120176-251008	M,T,W,TH,F
Trip, Erin	OCC	08/18/08	09/09/08	110001-260000	M,T,W,TH,F

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>
Renault, Dameion	OCC	09/17/08	06/30/09	110001-269001	M,T,W,TH,F

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 Date</u>	<u>End Date</u>	<u>Funding Source</u>	<u>Days to Work</u>
Akana, Aaron	OCC	EXTEND	09/09/08	110060-240100	M,T,W,TH,F
Henri, John	OCC	09/04/08	06/30/09	110001-210501	M,W,F
Houck, Margaret	OCC	09/04/08	06/30/09	110001-210501	M,W,F

					Personnel Items
Nguyen, Thao	GWC	09/04/08	06/30/09	110001-311305	M,T,W,TH,F
Strang, Vincent	OCC	09/04/08	06/30/09	110001-212100	M,W,F
Whitney, Marisa	GWC	09/08/08	06/30/09	110001-347151	M,T,W,TH,F

Hourly/Temporary Substitutes, pursuant to Section 7.2(A) of the Agreement between the Coast Community College District and the Coast Federation of Classified Employees, to take the place of a bargaining unit employee who is ill or on leave of absence for the time frame noted below.

Name	LOC	Start Date	End Date	Funding Source	Days to Work
Dawes, Arthur	CCC	08/25/08	06/30/09	110001-880601	M,T,W,TH,F
Hulsey, Lori	GWC	07/21/08	12/19/08	110001-381101	M,T,W,TH,F
Salazar, Paul	CCC	06/27/08	08/31/08	120010-850101	M,T,W,TH,F
Yoshi, Michi	CCC	07/11/08	09/30/08	120010-850101	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.

Coastline College

Wang, Cong

Golden West College

Alquitran, John
 Burkard, Jeanine
 Dang, Anh
 Dang, Phuong
 Fakhary, Mina
 Fakhary, Shenouda
 Farquhar, Donald
 Nguyen, Hai
 Nguyen, James
 Nguyen, Lan
 Nguyen, Tram

Orange Coast College

Barcenas, Ivan
 Chapman, Chanel
 Compton, Andrew
 Garcia, Dennis
 Grandmont, Chantale
 Kuraishi, Arisa
 Lawson, Sherie
 Lim, Yee
 Nguyen, Charles
 Nguyen, Jason
 Nguyen, Luan
 Pham, Trang
 Pham, Tung

Tran, Khang
Tran, San
Vazquez, Uriel
Vu, Giang
Wang, Shuyang

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

LaMothe-Urban, Mechelle

D. Clinical Advisors/Summer (Professional Experts)

Blansfield, Sherry, OCC
Candelario, Tony, OCC
Feldman, Lynn, OCC
Gibbs, Timothy, OCC
Greer, Jonathan, OCC
Houlihan, Kathy, OCC
Johnsen, Doris, OCC
Knoll, Margaret, OCC
Lee, Robin, OCC
Lipiz, Delfos, OCC
Marsh, Edmond, OCC
Rodriguez, Samuel, OCC
Scott, Nicholas, OCC
Spicer, Doug, OCC
Taylor, Michael, OCC
Zager, Christina, OCC

12. Authorization for Professional Experts

Professional Experts over \$10,000.00

Akana, Aaron, OCC, to create a plan for Online Course Renovation, consult with faculty to create "game plans" for course enhancement, help faculty implement their ideas, meet with Special Services to develop guidelines for online learning accessibility, begin implementation of guidelines, create hard DVD backups, and develop the structure and workflow for online course assistance, for the period 09/10/08 to 03/10/09, compensation to be \$27,500.00.

Ono, Jo Ann, GWC, to provide coordination of Police Academy activities, for the period 07/01/08 to 12/31/08, compensation to be \$21,840.00.

Reynolds, Alec, GWC, to assist with the social services program at GWC Health Center, for the period 08/26/08 to 05/31/09, compensation to be \$10,500.00.

Agenda Item 3

3.05.01 Authorization for Independent Contractors - Coastline Community College
Meeting: 09/03/2008 Regular Meeting
Category: 3. Consent Calendar
Agenda Type: Action (Consent)
Public Access: Yes

The following are to serve as independent contractors pursuant to the District's standard independent contractor agreement.

OVER \$10,000

Isbell, Jeffrey C. to create animations for the Chemistry telecourse programs, September 4, 2008 - June 30, 2009, for a fee NTE \$21,000 to be paid by funds received in support of this project.

Cox, Steve to program MPI course for Psychology, September 4, 2008 — June 30, 2009, for a fee NTE \$17,000 to be paid from funds received in support of this project.

Cox, Steve to migrate existing courses into Moodle, September 4, 2008 — June 30, 2009, for a fee NTE \$15,000 to be paid from funds received in support of this project.

Oskorus, David to provide planning, development, programming and formatting to convert CD-ROM courses to Moodle, June 18, 2008 — June 30, 2009, for a fee NTE \$30,000 to be paid by ISD Ancillary funds. (Revision is to increase NTE fee. Prior Board Approval: 6/18/08)

UNDER \$10,000

Radosevich, John Stephen to serve as a guest lecturer for "The Memory Game", November 18, 2008, at the Coastline Art Gallery in Huntington Beach for a fee NTE \$100 to be paid from ancillary funds.

Zweig, Maureen to revise current student guides and test banks to correspond with Psychology and Child Development textbook revisions, 52 lessons at \$100/lesson, September 4, 2008 — June 30, 2009, for a fee NTE \$5,200 to be paid from ISD Publications funds.

Thomas, Stephanie L. to provide audio voice-over for the Open Learning Language Initiative (OLLI), September 4, 2008 — June 30, 2009, for a fee NTE \$1000 to be paid from grant funds received from the William and Flora Hewlett Foundation.

3.05.02 Authorization for Independent Contractors - Golden West College

Meeting: 09/03/2008 Regular Meeting
Category: 3. Consent Calendar
Agenda Type: Action (Consent)
Public Access: Yes

Agenda Item

The following are to serve as independent contractors pursuant to the District's standard independent contractor agreement.

OVER \$10,000

Deck, Michele L. to serve as a guest speaker for RHORC Creative Teaching Strategies, September 4, 2008 – January 22, 2009, to be paid \$13,500 from RHORC program Trust funds.

Kain, Bette to serve as a Major Gift Fund developer for the GWC Foundation, September 4, 2008 - June 30, 2009, to be paid \$20,000 from Foundation and College Discretionary funds.

UNDER \$10,000

Dennis, Darryl to serve as a photographer for the GWC Foundation nursing capital campaign, September 4, 2008, to be paid \$250 from Foundation funds.

Shea, Steve to serve as a photographer for the GWC studio dance concerts, September 1, 2008 – May 30, 2009, to be paid \$500 from Dance Trust funds.

November Learning, Inc. (Alan November) to serve as a guest speaker for the 13th annual Health Occupations Educator Institute, April 20, 2009, to be paid \$7,500 from Regional Health Occupations Resource Center (RHORC) program Trust funds.

Agenda Item

Agenda Item

Agenda Item

3.05.03 Authorization for Independent Contractors - Orange Coast College
Meeting: 09/03/2008 Regular Meeting
Category: 3. Consent Calendar
Agenda Type: Action (Consent)
Public Access: Yes

Agenda Item Content

The following are to serve as independent contractors pursuant to the District's standard independent contractor agreement.

City Lights Design Alliance (Keenan E. Smith) to provide design services for the proposed expansion of the Orange Coast College School of Sailing and Seamanship until June 30, 2009. Design fees, travel, and accommodation expenses NTE \$15,000 to be paid from Foundation funds.

Danziger, Lesley to serve as a presenter for a Faculty Academy Workshop in October, 2008, to be paid \$200 from Staff Development funds.

Davis-Diassy, Bayette to serve as master teacher of a class in African dance on November 20, 2008, to be paid \$200 from ASOCC funds.

Murdy, Daniel to provide studio musician services at Orange Coast College's 60th Anniversary Birthday Party on September 10, 2008, to be paid an amount NTE \$200.00 from Foundation funds.

Synodinos, Dimitrios to serve as conference facilitator for the ASOCC Leadership Conference held in fall, 2008, at the Kellogg West Conference Center in Pomona, CA, to be paid \$3,000 from ASOCC funds.

21st Century Skydivers to provide skydiving services at Orange Coast College's 60th Anniversary Birthday Party on September 10, 2008, to be paid an amount NTE \$3,200 from Foundation funds.

Agenda Item Content

Created by: [illegible] on 09/03/2008 at 10:00 AM

Agenda Item

3.05.04 Authorization for Off-Campus Assignments - Coastline Community College

Meeting: 09/03/2008 Regular Meeting

Category: 3. Consent Calendar

Agenda Type: Action

Public Access: Yes

Agenda Item Content

Cheryl Stewart, Academic Senate President, to serve on the statewide Academic Senate Local Senates Committee for the 2008-09 academic year, without loss of salary, with the understanding that authorization will be requested to attend meetings as they are set.

Additional Administrative Comment

Created on Tuesday, 9/3/2008 1:14 PM by Laura Swanson. Last updated on 9/3/2008 1:14 PM by Laura Swanson.

3.06.01 Approval of Purchase Orders

Meeting: 09/03/2008 Regular Meeting
Category: 3. Consent Calendar
Agenda Type: Action (Consent)
Public Access: Yes

Attachments

PurchaseOrderDIST.pdf

Additional Administrative Content**Action Agenda Details**

Motion:

Created on Today at 1:44 PM by C. S. D. P. Inc. Last update on 08/29/2008 by C. S. D. P. Inc.

PO NUM	NAME OF VENDOR	SITE	OBJECT CODE	AMOUNT
P0313469	TB Penick & Sons Inc GWC LRC #420356 Category B-Concrete/Piles (GOB) Bid #1953 Board Date: 07/16/08	GWC-GB	6254	6,537,632.00
P0313468	T & Y Construction GWC LRC #420356 MDF Room Renovation (GOB) Bid #1952 Board Date: 07/16/08	GWC-GB	6250	895,000.00
P0313470	SMC Construction Co GWC LRC #420356 Category A - Demo/Underground Util. (GOB) Bid #1953 Board Date: 07/16/08	GWC-GB	6254	870,000.00
P0313339	Cambridge West Partnership LLC Planning & implementation services for OCC, GWC, CCC-Board Date: 07/16/08	DIS	5899	118,060.00
P0313397	Cambridge West Partnership LLC IC to serve as interim Assoc Vice Chancellor of Ed Svcs.	DIS	5112	75,600.00
P0313302	Jobelephant.com Inc Open PO for Recruitment Advertising	DIS	5850	75,000.00
P0313324	Newport-Mesa Unified Sch Dist Open PO for Middle College High School expenses. Board Date: 07/16/08	OCC	5899	69,159.00
P0313342	Dell Higher Education Desktop computers for classroom and faculty	OCC	6412	58,347.23
P0313392	Pasco Scientific OCC Lewis Center for Applied Science lab equipment (GOB)	OCC-GB	6411	53,613.12
P0313252	Formaspace Technical Furniture Workstations for Architectural Dept class.	OCC	6411	51,129.83
P0313277	UCMI Inc DSA Inspection for OCC Lewis Center for Applied Sciences (GOB)	OCC-GB	6205	45,000.00
P0313276	B & P Services Inc Furnish & install 2 new air conditioning units at OCC (GOB)	OCC-GB	6401	35,920.00
P0313345	OC Auditor-Controller Open PO for county fees	GWC	5899	35,000.00
P0313382	Int'l Academic Services IC for oversight and guidance of OCC International Center.	OCC	5112	29,700.00
P0313306	Making Connections Open PO for 16 QT Newsletters	OCC	5899	25,000.00
P0313337	UCMI Inc OCC Health Science Bldg Constructability Review Proposal Dated 07/15/08	OCC-GB	6269	25,000.00

Purchase Orders

P0313346	Phoenix Group Info Systems Open PO for processing parking citations	GWC	5899	23,000.00
P0313413	Trane U.S. Inc SMA for HVAC equipment.	OCC	5638	20,208.00
P0313255	Klein Educational Systems Inc Software & maint. for Digital media classes.	CCC	5699	20,149.25
P0313254	Pro Photo Connection Photographic equip. for photography classes.	OCC	6401	20,056.59
P0313442	Business Office Solutions Check disbursement operational expenses	OCC	5749	20,000.00
P0313391	VWR International Inc Microscopes for the Lewis Center- Quote # VBQ-3000131 (GOB)	OCC-GB	6411	19,255.11
P0313412	Dyntek Services Inc Software and tech support for computer servers	GWC	5699	19,196.00
P0313394	Henry Schein Inc Digital X-ray system for Dental program	OCC	6401	18,419.86
P0313310	Technicolor Electronics Distribution Svcs Inc Cages/cabinets for college network servers & equip.	CCC	5899	15,300.00
P0313449	Corporate Business Interiors Inc Watson Hall Financial Aid office furniture.	OCC	4312	14,253.87
P0313325	Apple Computer Inc Desktop computers for classroom and faculty	OCC	6412	12,983.51
P0313262	Main Electric Supply Co Open PO for campus exterior lighting replacement lights	OCC	4312	11,900.00
P0313258	Pro Line Gym Floors Open PO for maint. on gym and fitness complex floors	OCC	5650	10,600.00
P0313300	Hoover Printing & Lithography Open Po for career brochures printing	OCC	4321	10,000.00
P0313376	ACS Affiliated Computer Services	OCC	5899	9,500.00
P0313432	Community College League of Calif	DIS	5899	9,000.00
P0313323	Cash Register Sales	OCC	6401	8,753.70
P0313393	ASC Scientific	OCC-GB	4312	8,082.49
P0313478	Great Western Sanitary Supply	GWC	4312	8,000.00
P0313307	Digital Networks Group Inc	OCC-GB	5899	7,768.80
P0313439	Western Graphics Plus	OCC	7601	7,164.24
P0313291	Service Master Commercial Advantage	CCC	5899	6,000.00
P0313383	Crown Fence Co	OCC	5682	6,000.00
P0313390	SCW Contracting Corp	OCC-GB	6254	6,000.00
P0313399	OCC Food Services	OCC	4312	6,000.00
P0313270	Making Connections	OCC	5899	5,000.00
P0313301	Education 4 Work	OCC	5899	5,000.00
P0313368	Belshire Environmental Services Inc	DIS	5510	5,000.00

Purchase Orders

P0313380	Treesmith Enterprises Inc	OCC	5665	5,000.00
P0313433	Chipman Moving & Storage	OCC	5510	5,000.00
P0313477	Footage Bank	CCC	5748	5,000.00
P0313275	Exclusive Construction	OCC-GB	6250	4,750.00
P0313484	Texon II	GWC	4312	4,703.29
P0313396	Right Building Services Inc	DIS	5510	4,600.00
P0313308	Digital Networks Group Inc	OCC-GB	5899	4,420.59
P0313398	R & L Medical Co	OCC	4677	4,360.00
P0313282	Cool Promotions	GWC	4312	4,315.39
P0313360	CW Dixon Associates Inc	CCC	5112	4,200.00
P0313362	Sectorpoint Inc	GWC	5112	4,117.06
P0313378	OCC Food Services	OCC	4312	4,000.00
P0313423	Cintas First Aid & Safety	CCC	4312	4,000.00
P0313274	Embee Technologies	OCC-GB	4315	3,799.40
P0313351	Marianna Inc	GWC	4312	3,561.22
P0313256	Stater Brothers	OCC	4313	3,500.00
P0313294	Business Office Solutions	CCC	5899	3,500.00
P0313372	CPP Inc	OCC	4312	3,458.78
P0313455	Sasco	OCC-GB	6250	3,290.00
P0313296	Ware Group	OCC	5699	3,232.50
P0313283	Riddell/All American Sports	GWC	4312	3,209.71
P0313430	Office Depot	CCC	4312	3,142.79
P0313437	Follett Higher Education Group Inc #1094	OCC	7601	3,000.00
P0313456	Coast Construction	OCC-GB	6250	2,877.69
P0313411	Workplace Resource	OCC-GB	4312	2,866.42
P0313333	Allied Refrigeration	OCC	4312	2,773.09
P0313330	Home Depot	OCC	4312	2,750.00
P0313250	Thomson West	CCC	4312	2,700.00
P0313292	VWR International Inc	GWC	4312	2,632.77
P0313305	Benner Metals Corp	OCC	4312	2,600.00
P0313298	C2 Reprographics	DIS	4321	2,500.00
P0313315	Smart & Final	OCC	4312	2,500.00
P0313338	Allscape	OCC-GB	6128	2,500.00
P0313395	OCE'	OCC	5638	2,352.00
P0313341	Adair Office Furniture	OCC	4312	2,282.38
P0313297	Grainger	OCC	5665	2,238.62
P0313487	Storefront Door Repair	GWC	6250	2,187.00
P0313364	Tang, Yong	CCC	5112	2,150.00
P0313259	SARS Software Products Inc	CCC	5699	2,000.00
P0313355	Alamitos Auto Parts Inc - Napa	GWC	4312	2,000.00
P0313375	Xap Corp	OCC	5699	2,000.00
P0313377	Island Color Inc	OCC	4312	2,000.00
P0313385	Office Depot	OCC	4312	2,000.00
P0313414	Sehi Computer Products Inc	CCC	4312	2,000.00
P0313467	GWC Bookstore	GWC	4312	2,000.00
P0313408	HB Magazine	GWC	5850	1,920.00

Purchase Orders

P0313465	Finishmaster Inc	GWC	4312	1,915.33
P0313321	Computerized Assess & Placement Progs	CCC	5699	1,800.00
P0313358	Maly's	GWC	4312	1,624.34
P0313251	Tangram	OCC	4312	1,611.82
P0313373	Datamax O'Neil Printer Supplies	GWC	4312	1,500.00
P0313428	Red-E-Rentals	CCC	5682	1,500.00
P0313461	Fry's Electronics	CCC	4315	1,500.00
P0313474	USA Mobility Wireless Inc	DIS	5682	1,500.00
P0313489	Grainger	OCC-GB	4312	1,483.72
P0313322	Maly's	GWC	4312	1,370.59
P0313421	CI Business Equipment Inc	DIS	5638	1,295.00
P0313359	Maly's	GWC	4312	1,277.81
P0313356	Cal-Olympic Safety	GWC	4312	1,262.88
P0313416	Xerox Corp	OCC	5638	1,255.00
P0313267	CDWG	CCC	4315	1,234.82
P0313482	JW Pepper & Son Inc	GWC	4312	1,200.00
P0313447	R & S Floor Covering	DIS	6250	1,180.00
P0313473	Research in Motion Corp	DIS	5638	1,151.85
P0313381	Western Exterminator Co	OCC	5899	1,134.00
P0313260	Xerox Corp	OCC	5638	1,100.00
P0313485	Laundry Loops Inc	GWC	4312	1,084.45
P0313299	MDI	OCC	4312	1,076.25
P0313488	Bob's Shade & Linoleum	GWC	5899	1,071.80
P0313464	Finishmaster Inc	GWC	4312	1,070.54
P0313332	Allied Refrigeration	OCC	4312	1,000.00
P0313363	Kittrell, Jack	CCC	5112	1,000.00
P0313374	Follett Higher Education Group Inc #1094	OCC	4312	1,000.00
P0313384	Office Depot	CCC	4312	1,000.00
P0313386	Office Depot	GWC	4312	1,000.00
P0313403	Office Depot	GWC	4312	1,000.00
P0313407	HB Digital Arts	GWC	5899	1,000.00
P0313410	Ricoh Business Systems Inc	GWC	4321	1,000.00
P0313415	Office Depot	OCC	4312	1,000.00
P0313448	Office Depot	GWC	4312	1,000.00
P0313450	Office Depot	DIS	4312	1,000.00
P0313486	Amico Scientific Corp	OCC	4312	1,000.00
P0313326	Sears Commercial One	OCC-GB	4312	994.67
P0313293	Hardy Diagnostics	GWC	4312	982.70
P0313444	Los Angeles Times	OCC	5850	945.00
P0313289	South Coast Fire Protection Co	CCC	5655	900.00
P0313460	Burmax Co Inc	GWC	4312	856.12
P0313422	Reliable Elevator of OC	CCC	5638	840.00
P0313320	Office Depot	CCC	4312	817.54
P0313265	Sehi Computer Products Inc	CCC	4315	811.44
P0313389	Main Electric Supply Co	OCC-GB	6250	804.40
P0313257	American Red Cross	OCC	4312	800.00

Purchase Orders

P0313369	Carmeuse Industrial Sand	OCC	4312	800.00
P0313420	Office Depot	CCC	4312	800.00
P0313466	D & D Security Resources Inc	CCC	4312	769.01
P0313483	JW Pepper & Son Inc	GWC	4312	750.00
P0313312	Sehi Computer Products Inc	OCC	4312	741.64
P0313303	Sigma-Aldrich Inc	OCC	4312	720.85
P0313379	Pivot Point International Inc	OCC	4312	720.29
P0313401	Toshiba Business Solutions	OCC	5638	719.11
P0313463	GWC Bookstore	GWC	4312	695.00
P0313472	Aardvark Clay Supply	OCC	4312	694.52
P0313263	Island Color Inc	OCC	4312	686.55
P0313457	Cygnus Business Media Inc	CCC	5850	672.00
P0313388	Main Electric Supply Co	OCC-GB	6250	669.67
P0313402	Dell Higher Education	OCC	4315	639.62
P0313475	Provantage Corp	DIS	4312	628.30
P0313441	US Foodservice	OCC	4312	621.00
P0313261	Corporate Express	OCC-GB	4312	603.68
P0313317	Office Depot	OCC	4312	600.00
P0313354	Harbor Freight Tools	GWC	4312	600.00
P0313361	Anderson, Betty	CCC	5112	600.00
P0313409	GWC Bookstore	GWC	4312	600.00
P0313458	Island Florals	GWC	4312	600.00
P0313404	Sehi Computer Products Inc	DIS	4312	580.13
P0313331	Allied Refrigeration	OCC	4312	569.78
P0313266	Xerox Corp	CCC	6411	535.51
P0313438	Henry Schein Inc	OCC	4312	515.78
P0313272	Northwood High School Football	OCC	5850	500.00
P0313288	South Coast Fire Protection Co	CCC	5655	500.00
P0313290	South Coast Fire Protection Co	CCC	5655	500.00
P0313335	Estancia Athletics	OCC	5850	500.00
P0313366	Austin Hardwoods	OCC	4312	500.00
P0313400	Follett Higher Education Group Inc #1094	OCC	4312	500.00
P0313417	Office Depot	OCC	4312	500.00
P0313419	Office Depot	OCC	4312	500.00
P0313313	Dell Higher Education	OCC	4312	488.20
P0313271	Westminster High School	OCC	5850	450.00
P0313350	Marianna Inc	GWC	4312	449.71
P0313445	Times Community News %Los Angeles Times	OCC	5850	425.00
P0313365	OCLC Inc	OCC	5110	421.72
P0313269	FVHS Football Boosters	OCC	5850	400.00
P0313314	Xerox Corp	DIS	4310	400.00
P0313480	McLogan's Supply Co Inc	GWC	4312	400.00
P0313387	Office Depot	DIS	4312	383.16
P0313405	GWC Bookstore	GWC	4312	350.00
P0313311	Dell Higher Education	OCC	4315	342.03
P0313316	Charnstrom	DIS	4312	338.34

Purchase Orders

P0313343	Paton Group	OCC	5699	337.86
P0313340	Electronic Midi Services	GWC-GB	6269	330.00
P0313406	GWC Bookstore	GWC	4312	325.00
P0313268	CCCCIO	OCC	5320	300.00
P0313279	Office Depot	CCC	4312	300.00
P0313295	Follett Higher Education Group Inc #1094	OCC	4312	300.00
P0313334	Garden Grove HS Football Boosters	OCC	5850	300.00
P0313349	Marianna Inc	GWC	4312	290.15
P0313424	Security Signal Devices	CCC	5899	279.30
P0313426	OC Register	CCC	5306	275.60
P0313347	USA Mobility Wireless Inc	GWC	5899	275.00
P0313304	Benner Metals Corp	OCC	4312	269.38
P0313284	OC Forum	CCC	5320	250.00
P0313471	Follett Higher Education Group Inc #1094	OCC	4312	250.00
P0313281	Fountain Valley Chamber of Commerce	CCC	5320	240.00
P0313370	Wilco Supply	OCC	4312	223.04
P0313443	New Readers Press	OCC	5306	220.50
P0313357	Abrasive Warehouse & Equipment	GWC	4312	218.16
P0313435	Mouser Electronics	OCC	4312	213.87
P0313336	Dunsmore, Margaret	OCC	5899	203.49
P0313273	Valley HS Falcon Football	OCC	5850	200.00
P0313327	Southern 30	DIS	5320	200.00
P0313352	Marianna Inc	GWC	4312	185.89
P0313367	MSC Industrial Supply	OCC	4312	181.07
P0313459	Burmax Co Inc	GWC	4312	180.91
P0313348	GWC Bookstore	GWC	4312	173.00
P0313309	Sehi Computer Products Inc	GWC	4315	163.69
P0313278	Anderson Stationers	OCC-GB	4312	163.24
P0313427	EMC/Paradigm Publishing	CCC	4285	148.70
P0313280	Westminster Chamber of Commerce	CCC	5320	130.00
P0313287	S & S Worldwide	CCC	4312	126.61
P0313329	Gaylord Bros Inc	OCC	4312	124.26
P0313434	Marlin P Jones Inc	OCC	4312	102.55
P0313285	Garden Grove Chamber Commerce	CCC	5320	100.00
P0313353	Everlasting Gardens Inc	GWC	4312	100.00
P0313462	GWC Bookstore	GWC	4312	100.00
P0313479	Art Supply Warehouse	GWC	4312	100.00
P0313481	GWC Bookstore	GWC	4312	100.00
P0313286	Oriental Trading Co Inc	CCC	4312	88.02
P0313264	Sehi Computer Products Inc	OCC	4312	82.57
P0313328	Chronicle of Higher Education	DIS	5306	82.50
P0313418	Office Depot	CCC	4312	72.69
P0313371	Demco Inc	OCC	4312	65.14
P0313440	Bio-Serv	OCC	4312	62.50
P0313318	Office Depot	GWC	4315	57.02
P0313319	Office Depot	CCC	4312	50.08

Purchase Orders

P0313436	Hardy Diagnostics	OCC	4312	47.07
P0313490	CDWG	DIS	4312	42.02
P0313429	CCC Bookstore	CCC	4312	34.48
	Total			<u>\$9,565,341.33</u>

Object Code Legend

3000-3999 Staff Benefits
 4200-4299 Books, Replacement of
 4300-4799 Supplies/Printing
 5100-5199 Consultants/Lecturers
 5200-5299 Conferences/Travel
 5300-5399 Dues/Memberships/Subscriptions
 5400-5499 Insurance
 5500-5599 Utilities/Services/Contracts
 5600-5601 Film Rental
 5630-5673 Repairs/Equipment and Facilities
 5682-5699 Lease/Rentals
 5700-5899 Other Expense of Operations
 6100-6299 Site/Site Improvements/Building
 6300-6399 Books, New Acquisitions
 6400-6499 Equipment, New/Replacement

3.06.02 Ratification/Approval of Checks

Meeting: 09/03/2008 Regular Meeting
 Category: 3. Consent Calendar
 Agenda Type: Action (Consent)
 Public Access: Yes

Agenda Item Content



CheckApproval.pdf

Agenda Item Description

Created on 09/03/2008 by Joe Rodriguez

NUMBER	NAME OF VENDOR	Check Approval AMOUNT
0118200	CCCD Student Refunds Student refunds	255,728.32
0118183	Medco Health Solutions Inc Medical prescription claims	207,234.66
0118239	OCC Associated Students OCC Banner Clearing ASOCC College Service Fees	190,196.00
0117865	Coast Community College Dist. FY 08/09 District wide employee medical claims	176,226.51
0118289	Coast Community College Dist. FY 08/09 District wide employee medical claims	149,460.67
0118096	Coast Community College Dist. FY 08/09 District wide employee medical claims	145,344.67
0117992	Coast Community College Dist. FY 08/09 District wide employee medical claims	125,104.61
0118252	Southern Calif Edison Co Electricity District wide	92,967.24
0118340	Official Payments Corp Credit Card ASP Services	80,248.33
0117997	Reliastar Life Insurance Co Life Insurance Premiums	79,784.79
0117841	Southern Calif Edison Co Electricity District wide	74,101.03
0117996	Reliastar Life Insurance Co Reinsurance premiums	70,515.08
0117786	City of Fountain Valley Annual lease for Tech Center- CCC	64,185.00
0118181	Cambridge West Partnership LLC CampusWide Bldg/Facilities Program Implementation	53,000.00
0117856	Vicenti Lloyd & Stutzman District Wide audit fees	48,600.00
0117986	Corporate Business Interiors Inc Dist Admin bldg furniture	44,232.61
0117998	Reliastar Life Insurance Co Long term disability premiums	38,305.79
0118000	Coast Community College Dist. Revolving account loan covering salary advances	30,000.00
0117999	Vision Service Plan VSP Administrative Fees	27,191.30
0118099	AT&T Phone service District wide	26,503.26
0117993	Delta Health Systems	24,570.00
0117849	Thyssenkrupp Elevator	22,424.11
0117974	Southern Calif Edison Co	21,978.02
0118082	Waxie Sanitary Supply	19,190.35
0118063	Special Pay Retirement Plan	17,933.62

		Check Approval
0118098	Accrediting Commission-CJC	16,623.00
0117990	Blue Cross	15,887.28
0117927	Southern Counties Oil	15,515.72
0118022	City of Huntington Beach	15,320.23
0117843	SVM, LP	15,000.00
0118182	Exclusive Construction	14,900.00
0117943	Coast Construction	14,034.00
0117980	Xerox Corp	13,863.09
0117937	Xerox Corp	13,475.53
0118292	AppDev Products LLC	13,442.80
0117944	Exclusive Construction	12,900.00
0117931	Sun Environmental Engineering Services, Inc	12,100.00
0117952	Denise Cusano Instructional Design Inc	12,000.00
0117928	Special Pay Retirement Plan	11,969.65
0117907	Mesa Consolidated Water Dist	11,836.60
0117988	Dept of General Services	11,579.87
0117985	Cibola Systems	11,456.43
0118031	EMI Network	11,400.00
0118326	Island Color Inc	10,912.92
0118330	Knorr Systems Inc	10,589.21
0118240	OCC Food Services	10,000.00
0118266	United States Postal Service	10,000.00
0118267	United States Postal Service	10,000.00
0118268	United States Postal Service	10,000.00
0117788	Coast Construction	9,755.00
0118020	CCCD Student Refunds	9,691.50
0118339	Office Depot	9,676.19
0118285	Coast Construction	9,305.00
0117994	First Colony Life Insurance Co	8,196.95
0118356	Southern Counties Oil	7,914.73
0118062	Southern Calif Edison Co	7,688.62
0118247	Rutan & Tucker	7,467.94
0117785	CCCD Student Refunds	7,429.00
0117945	Genie Scientific Inc	7,361.81
0118160	The Gas Company	7,218.62
0117839	South Coast Bobcat Inc	7,104.13
0118284	Cibola Systems	7,038.68
0118071	Union Bank of California	6,741.89
0118258	The Gas Company	6,539.52
0118236	OC Auditor-Controller	6,455.00
0118064	Sports Facilities Group Inc	6,400.00
0118150	Respondus Inc	6,077.00
0117929	Starpointe Ventures	6,000.00
0118338	OCC Ancillary#1000-247500-8070	6,000.00
0117981	Xerox Corp	5,968.58
0117941	Allsteel Inc	5,837.56
0118139	Ocean View School District	5,768.85

		Check Approval
0118085	Kenneth Yglesias	5,000.00
0118269	United States Postal Service	5,000.00
0118270	United States Postal Service	5,000.00
0118168	Verizon California	4,804.96
0118212	Fisher Scientific	4,801.16
0117858	Xerox Corp	4,633.34
0117790	Dell Higher Education	4,509.22
0117971	Wendy Rakochy	4,500.00
0117955	Gerke Consulting & Development LLC	4,400.00
0118153	School Services of Calif Inc	4,200.00
0118287	The Gunlocke Co	4,198.78
0117837	Sirana Software	4,100.00
0118001	A-1 Fence	4,043.00
0117991	Care Resources Inc	3,981.00
0118224	Int'l Education Service	3,885.00
0118313	CR & R	3,826.86
0118118	Gale Group	3,764.23
0118053	Office Depot	3,717.29
0118043	InfoSend	3,713.09
0117868	Vision Service Plan	3,655.60
0117851	Union Bank of California	3,583.16
0118065	StreetWise Networks LLC	3,480.00
0117958	Image Printing Solutions	3,469.55
0117910	Nexxtworks	3,417.05
0118308	College Board	3,410.00
0118251	Smith Pipe & Supply Inc	3,324.73
0117885	BJ Bindery Inc	3,311.16
0117899	Hasler Financial Services LLC	3,229.68
0117978	Vital Link Orange County	3,150.00
0118309	Collegesource Inc	3,015.00
0118134	Neo Networking Inc	3,000.00
0118175	Xerox Corp	2,851.14
0118307	Coastal Press Inc	2,799.35
0118113	DataPipe Inc	2,750.00
0118228	Knorr Systems Inc	2,669.58
0118259	The Gas Company	2,659.89
0117973	Slater Ave II Limited Partnership	2,659.80
0118142	Performance Envelope	2,635.57
0117892	Community College League of Calif	2,500.00
0117949	ATI/Assessment Technology Institute	2,500.00
0118103	Baker & Taylor	2,403.33
0118061	Smith Pipe & Supply Inc	2,392.05
0118276	Yosemite Water	2,372.52
0118169	Verizon Wireless	2,368.17
0118305	Chronicle of Higher Education	2,275.00
0117901	Hoover Printing & Lithography	2,257.39
0118049	Montgomery Hardware Co	2,195.50

		Check Approval
0118341	Pacific Blue Micro	2,169.00
0118084	Xerox Corp	2,151.43
0117987	Crown Fence Co	2,105.00
0118076	Verizon Wireless	2,087.45
0118361	Time Warner Cable	2,070.00
0118069	Time Warner Cable	2,050.00
0118196	CCCD - SEOG	2,050.00
0118056	Pak West Paper and Packaging	2,013.18
0117882	Stephanie Bartlow	2,000.00
0118174	Susan Wilcox	2,000.00
0118077	Verizon Wireless	1,976.25
0117889	Chevron USA Inc	1,921.93
0117863	B & P Services Inc	1,900.00
0117821	Power Engineering Service	1,850.00
0117800	Jupiterimages Corp	1,848.00
0117813	OC Treasurer- Tax Collector	1,828.10
0118122	Hardy Diagnostics	1,796.53
0118206	Center for Leadership Studies	1,769.35
0117859	Xerox Corp	1,763.20
0117934	truWest Inc	1,741.83
0117947	Keenan & Associates	1,737.05
0118230	Minitex	1,728.00
0118176	Xerox Corp	1,699.51
0117852	United Direct Marketing Inc	1,695.28
0118057	Professional Plumbing Inc	1,680.00
0117916	Ortega Digital Inc	1,600.00
0118306	City of Fountain Valley	1,558.32
0118232	Mary Mortlock	1,545.00
0118238	OCC Ancillary 1000-247500-5120	1,543.00
0118021	Chem Pro Laboratory Inc	1,539.40
0117893	Daniels Tire Service	1,514.65
0117977	Virtual Freelance Network	1,500.00
0118112	Naomi Collins	1,500.00
0118158	Ilse Taborga	1,500.00
0118288	Treecare Arborists	1,500.00
0118162	The Gas Company	1,484.46
0117902	Harry Hughes	1,449.95
0117816	Office Depot	1,421.16
0118328	Key Equipment Finance	1,412.93
0117933	Sy Nielson Service Inc	1,320.00
0118106	Cambrian Homecare	1,320.00
0117791	District Weekly	1,248.00
0118231	Model Glass & Mirror	1,222.00
0118222	HSBC Business Solutions	1,212.91
0117891	Coastline Equipment	1,205.52
0117861	Dept of Social Services	1,200.00
0117946	MS Rouse Company	1,175.00

		Check Approval
0117869	3M Co	1,171.00
0117866	Unum Ltc	1,156.60
0118187	The Estate of Jack Whitesell	1,150.00
0117903	Irvine Pipe & Supply	1,117.73
0117921	Sehi Computer Products Inc	1,117.39
0117894	Dell Higher Education	1,096.39
0118140	OCLC Inc	1,078.26
0118017	Bob's Shade & Linoleum	1,066.74
0118003	Aguinaga Green Inc	1,049.17
0118147	Professional Plumbing Inc	1,048.92
0117875	Amtech Elevator Services	1,037.50
0117795	Iris Gonzalez-Rojas	1,000.00
0118115	Betty Disney	1,000.00
0118159	The Bank of New York Mellon	1,000.00
0117845	The Gas Company	996.78
0117854	Univ of Texas at Austin	995.00
0117799	Iron Mountain Off-Site Data Protection	977.09
0117961	Micro Center	944.58
0117887	CCC Bookstore	936.89
0117784	Caston Office Solutions	920.75
0118324	Iron Mountain Off-Site Data Protection	915.31
0118193	Beach Blvd Storage	882.00
0117810	New Readers Press	878.85
0118210	Eberhard Equipment	862.00
0118110	Chem Pro Laboratory Inc	850.85
0118145	Postmaster	850.00
0118233	Musician's Friend	849.90
0118215	Gary Heimann Productions	840.00
0118184	Medco Health Solutions Inc	835.74
0117775	Adorno, Yoss, Alvarado & Smith	832.50
0117888	CDWG	829.47
0117774	Aardvark Clay Supply	812.44
0117848	Thomson West	809.24
0117794	Jill Golden	806.74
0118334	Vesna Marcina	800.00
0117979	VWR International Inc	783.63
0117951	Corporate Express	772.98
0118102	Cheryl Babler	772.56
0118044	Island Color Inc	740.69
0118114	Dell Higher Education	736.88
0117828	Riverside County Culinary Academy	704.58
0117823	Jack Price	700.00
0117824	Professional Tutors of Amer Inc	700.00
0118014	Bee Busters Inc	700.00
0118188	ACBO	700.00
0118189	ACBO	700.00
0117836	Sigma-Aldrich Inc	699.65

		Check Approval
0118264	Unisource Worldwide Inc	695.93
0118126	Image Printing Solutions	668.05
0118216	Golf Ventures West	660.11
0118124	Home Depot	650.85
0118141	Office Depot	644.50
0117801	Knorr Systems Inc	622.58
0118042	Impact Signs	618.40
0118301	Calif Commercial Lighting	618.06
0117789	Daniels Tire Service	610.48
0117935	UPS Protection	605.25
0118030	El Modena Vanguards Football Boosters	600.00
0118265	United Parcel Service	600.00
0117780	AT&T	599.68
0118009	AT&T	598.10
0118066	Christian Teeter	598.00
0117876	Aqua-Clear Water Treatment Specialists Inc	595.00
0117818	PALEOMAP Project	590.07
0118320	Great Western Sanitary Supply	588.57
0117811	Nextel Communications	587.55
0117815	OC Wholesale Flowers	560.03
0118165	Kathie Tran	555.48
0118336	Mutual Liquid Gas & Equipment	555.30
0118303	Matthew Carlton	555.00
0117817	Oxygen Service Co	543.40
0117779	AT&T	534.18
0118321	Home Depot	524.02
0117950	Coastal Press Inc	520.43
0118296	AT&T	517.78
0118040	Home Depot	516.06
0117819	Par West Turf Services	507.18
0117871	ACT Inc	504.08
0117812	Melinda Nish	500.00
0117834	Seegerstrom Jaguar Football	500.00
0117908	Mile Square Golf Course	500.00
0117964	Oracle Corp	500.00
0118005	Art Supply Warehouse	500.00
0118027	Costa Mesa HS Football	500.00
0118275	Waxie Sanitary Supply	498.02
0117798	Ipswitch Inc	495.00
0117778	AT&T	488.46
0118272	VWR International Inc	479.68
0118192	AmericasPrinter.com	477.33
0118274	Water Tech Ag Supply	474.44
0117957	Home Depot	474.05
0118036	Fry's Electronics	472.93
0117782	Camel Financial Inc	469.63
0117787	City of Westminster	461.70

		Check Approval
0118081	Verizon Wireless	460.04
0118310	Corporate Express	446.80
0117853	United Rentals	443.96
0117995	First Health	440.00
0118370	Tobin-Welch Co	439.62
0118026	Corporate Express	436.86
0117842	Spectrum Chemicals & Laboratory Products	434.26
0118214	Gale Group	434.02
0118245	Quality Aire	430.82
0118201	CCCEOPSA	425.00
0118202	CCCEOPSA	425.00
0118203	CCCEOPSA	425.00
0118204	CCCEOPSA	425.00
0118205	CCCEOPSA	425.00
0118068	Tiffany & Company	423.80
0118359	The Shredders	422.00
0118297	AT&T	421.34
0118146	Premier Office Services Co	416.44
0118327	Kelly Paper	408.58
0117796	Howard Nassiri LLP	406.08
0118131	Mamiya, Lisa Beck	401.00
0118032	Estancia HS Football Boosters	400.00
0118152	Richard J Green Productions	400.00
0118343	Pool Supply of Orange Co Inc	396.32
0118075	Verizon Wireless	395.21
0118019	Carmen's Uniforms Inc	394.10
0118246	Rhino Electric Supply	383.94
0117773	AA Equipment	381.33
0118353	Shred Confidential Inc	378.00
0118218	Hardy Diagnostics	375.76
0118221	Home Depot	375.54
0118130	Margaret Lovig	375.00
0118257	State Board of Equalization	373.00
0117777	Andtech Corporation	371.85
0117850	Turf Star Inc	371.27
0118250	Siemens Water Technologies Corp	369.60
0117814	OC Treasurer- Tax Collector	366.69
0117918	Rightway	354.94
0117847	Thomas Scientific	349.57
0118234	Napa Auto Parts	346.29
0117864	Dept of General Services	346.16
0118254	Springdale Ace Hardware	340.30
0118304	Carolina Biological Supply	340.06
0118217	Grainger	339.72
0117873	Alan's Lawnmower & Garden Ctr Inc	337.86
0118219	HB Chamber of Commerce	334.00
0117913	OC Wholesale Flowers	330.25

		Check Approval
0117776	Amer Press Service	323.25
0118332	Laguna Framing Co	317.86
0117832	Scantron Corp	312.13
0118116	Federal Express Corp	310.17
0118300	Bishop Company	308.19
0118078	Verizon Wireless	304.24
0118121	Raine Hambly	302.00
0118109	CCCCIO	300.00
0118172	Waxie Sanitary Supply	299.75
0118048	Key Scientific Products	298.83
0117923	Shred Confidential Inc	295.31
0117970	Quality Aire	295.04
0118095	CCCD Workers Comp Trust Fund	294.36
0118006	AT&T	291.59
0118008	AT&T	291.59
0118360	Thomson West	290.73
0118171	VWR International Inc	290.06
0118331	Konica Minolta Business Solutions USA Inc	284.30
0118249	Safety 1st Pest Control Inc	283.50
0117809	Nathan, Ruth	283.00
0118225	Johnstone Supply	279.30
0117963	OC Register	275.44
0118097	Access Media Group Inc	275.00
0118173	Weekly Reader Corp	274.40
0118037	Golf Ventures West	271.51
0117919	Armando Ruiz	271.00
0118108	CCC Petty Cash	265.16
0118144	Pool Supply of Orange Co Inc	264.65
0118029	Dunn Edwards	263.26
0118033	Fisher Scientific	262.03
0118010	AT&T	260.91
0118318	Fisher Scientific	260.19
0117860	Ben Choate	250.00
0117884	Benefit Publishers Inc	250.00
0118227	Judy Kennedy	250.00
0117820	Martha Parham	245.00
0118128	Le, Daphne	243.52
0117822	Preferred Property Maintenance	242.50
0118157	Cheryl Stewart	241.06
0118018	CAPED	240.00
0117975	Spectrum Chemicals & Laboratory Products	239.47
0118312	CPR Savers & First Aid Supply LLC	237.00
0118263	Thomson West	231.04
0118273	Wards Natural Science	229.12
0117827	Rhino Electric Supply	226.47
0118197	CCCD Foundation	225.00
0118198	CCCD Foundation	225.00

Check Approval

0118199	CCCD Foundation	225.00
0118255	ST Action Pro Inc	223.90
0118342	Pep Boys	218.75
0117806	McLaughlin, Thelma	216.55
0117900	William Heffelman	216.45
0117922	Shell Oil	215.01
0118262	Thomas Scientific	214.65
0118151	Rhino Electric Supply	209.61
0117833	Security Signal Devices	209.25
0117932	Swiontek, Noreen G.	205.69
0117906	Main Electric Supply Co	205.13
0117960	Kelly Paper	203.87
0118241	PCI Educational Publishing	203.65
0118013	Banc of America Leasing	202.88
0117831	Saddleback HS Football Booster Club	200.00
0117840	South Coast Fire Protection Co	200.00
0118163	Theodore Robins Ford	200.00
0118060	Shinoda Design Center Inc	196.91
0118105	Bernan Associates	195.60
0118149	Victor Quiros	194.48
0118209	Corine Doughty	194.37
0118092	Donna Ashbaugh	192.80
0118093	Stanley Ashbaugh	192.80
0118253	Spicers Paper Inc	190.57
0118007	AT&T	184.33
0118094	CCCD Workers Comp Trust Fund	183.30
0118067	The Gas Company	182.16
0117874	Amer Proficiency Institute	180.00
0118256	Stanbridge College	180.00
0118054	Office Equipment Finance Services	178.99
0117972	Rhino Electric Supply	178.80
0117914	Office Depot	177.77
0118357	Sports Health	177.33
0117879	AT&T	174.01
0118261	The Shredders	172.00
0118229	Mariah Electronics Technologies Inc	170.43
0118290	Newport Urgent Care	167.00
0118294	AT&T	163.99
0118047	Kelly Paper	163.50
0118351	Saddleback Golf Cars	162.93
0118136	OC Wholesale Flowers	162.44
0118311	Costco	160.58
0118293	AT&T	159.66
0118111	Clark Security Products	158.82
0117976	Suburban Water Systems	156.70
0118035	FRS Environmental	156.20
0117965	Orange Coast Auto Repair	155.20

		Check Approval
0118104	Bee Busters Inc	150.00
0118358	Storage Place	150.00
0118074	Verizon California	145.00
0117829	Robert Skeels & Co	144.46
0118291	A Daigger Co	143.74
0117909	Newport Exterminating	142.00
0118185	Memorial Prompt Care Medical Group	141.00
0118190	Airgas West Inc	139.88
0117898	Halcyon Press	136.00
0117897	Federal Express Corp	133.86
0117956	Grainger	132.80
0118271	USA Mobility Wireless Inc	132.10
0117982	Xerox Corp	132.09
0118156	Southern Calif Edison Co	131.91
0117881	AT&T	128.62
0118125	Hub Auto Supply	128.33
0118191	Alan's Lawnmower & Garden Ctr Inc	128.24
0118195	CCC Bookstore	127.87
0117962	Newport Exterminating	127.50
0117895	Eberhard Equipment	127.02
0117948	4CSD	125.00
0118024	Coastal Press Inc	123.91
0117797	Howard, Robert B	123.16
0118002	Acoustical Material Services	122.70
0118154	Signs Etc	122.30
0118016	BJ Bindery Inc	120.68
0117783	Matthew Carlton	120.00
0118120	GWC Student Health Center	120.00
0118302	Calif Pro Sports	119.47
0117920	Scientific Device Laboratory	117.48
0118138	OCC Petty Cash	116.94
0118364	Jocelyn Wang	116.24
0118058	Rhino Electric Supply	110.65
0118208	Corporate Express	110.64
0118055	Pacific Video Products Inc	110.00
0118073	USA Mobility Wireless Inc	109.78
0118235	Mary O'Connor	108.81
0118186	Memorial Prompt Care Medical Group	108.00
0118325	Iron Mountain Records Mgmt	106.68
0117904	Sandra Klein	105.87
0118072	United Rentals	104.52
0118137	OCC Food Services	104.30
0118070	Turf Star Inc	101.19
0118052	OCC Food Services	100.98
0118298	Baker & Taylor	100.47
0117886	Calscience Environmental Laboratories	100.00
0118143	Hai Pham	99.45

		Check Approval
0117924	Siemens Water Technologies Corp	99.00
0118323	Hub Auto Supply	97.80
0117872	Airgas West Inc	97.12
0117959	JW Pepper & Son Inc	96.40
0117877	Cristina Arellano	95.27
0118079	Verizon Wireless	95.01
0117917	POD Network	95.00
0118133	Lois Miller	94.52
0118349	Public Economics Inc	90.00
0117938	Xerox Corp	89.92
0117953	Dunn Edwards	88.57
0118051	OC Wholesale Flowers	88.09
0118322	Anthony Hou	87.73
0118316	Eversoft	85.12
0118207	Chronicle of Higher Education	82.50
0118244	PSI Group Inc	81.32
0118050	MWB Business Systems	80.31
0118038	Grainger	80.18
0118223	Hub Auto Supply	77.57
0118170	Vu, Marilyn	75.99
0118080	Verizon Wireless	75.15
0117781	Bob's Shade & Linoleum	75.00
0117870	Accurate Termite Control	75.00
0117989	GA Nicoll & Associates Inc	75.00
0118248	Safety & Fire Equipment Co Inc	75.00
0118046	Thomas Juno	74.06
0117966	Physicians Sales & Service	73.01
0118119	Great Western Sanitary Supply	72.40
0117925	Signs Etc	69.22
0118226	Kelly Paper	68.86
0118045	JD Lock & Key	68.29
0118039	Hewlett Packard	67.87
0117835	Sehi Computer Products Inc	66.88
0118354	Siemens Water Technologies Corp	66.00
0118011	AT&T	64.76
0117883	Battery Systems	64.60
0117805	Martinez-Miller, Isela	64.00
0118365	Xerox Corp	62.86
0117857	Waxie Sanitary Supply	62.85
0117830	Saddleback Golf Cars	62.78
0118337	Kim Thi Nguyen	61.15
0117855	Verizon California	61.08
0117936	Wards Natural Science	60.72
0117912	OC Business Journal	58.00
0118148	Prudential Overall Supply Co	56.05
0118329	Rose Anne Kings	55.91
0118123	Connie Haw	55.74

		Check Approval
0118319	Golf Ventures West	55.29
0118350	Rhino Electric Supply	54.85
0117804	Marinus Scientific	54.31
0118315	Corine Doughty	53.85
0118100	AT&T	53.68
0118295	AT&T	52.91
0118025	Coronado Graphics Repair	52.32
0117844	Taverna, Julie	52.00
0118107	Carolina Biological Supply	51.24
0118211	Federal Express Corp	50.43
0117838	Smog & Gas of Costa Mesa	50.00
0118194	Calscience Environmental Laboratories	50.00
0118355	Smog & Gas of Costa Mesa	50.00
0118213	Fry's Electronics	49.97
0117878	AT&T	48.16
0118335	Linda Mellor	47.62
0118345	Prudential Overall Supply Co	47.60
0118286	TBP/Architecture	47.23
0118166	Verdin, Maria	47.00
0118362	Martha Tran-Nguyen	46.64
0117967	Prudential Overall Supply Co	46.60
0118242	Prudential Overall Supply Co	46.60
0117926	Thomas Snyder	44.16
0117942	C2 Reprographics	42.11
0117905	Lab Safety Supply	41.33
0118333	Library Store Inc	40.17
0117793	Educause	40.00
0117896	Educause	40.00
0118015	Bernan Associates	40.00
0118034	Flinn Scientific Inc	38.75
0117890	Chronicle of Higher Education	35.00
0117846	The Gas Company	34.38
0118167	Verizon California	34.15
0117807	Murdie, Cathy	32.00
0118314	Dept of Justice	32.00
0117867	Vision Service Plan	31.45
0117803	Maligaso, Francia	30.00
0118132	Medenilla, Leonor	30.00
0118117	Fisher Scientific	29.75
0118352	Seal's Health Care	28.50
0118083	Alan Williams	28.28
0117954	Federal Express Corp	27.39
0118237	OCC Ancillary #1000-24750-6580	26.20
0118164	Thomas Scientific	25.02
0117826	Prudential Overall Supply Co	21.30
0118346	Prudential Overall Supply Co	21.15
0118101	AT&T	20.95

		Check Approval
0118041	Marie Hulett	19.31
0118317	Federal Express Corp	18.88
0117802	Karl Lyn	18.69
0118127	Kelly Paper	18.30
0117792	Diverse Issues in Higher Education	18.00
0117968	Prudential Overall Supply Co	16.93
0118135	Kristen Nichols	16.75
0118155	Susana Soqui-Lopez	16.75
0117911	Peter Nguyen	16.00
0118004	Cristina Arellano	16.00
0117880	AT&T	15.52
0118012	AT&T	15.52
0118220	Nancy Hill	15.00
0117825	Prudential Overall Supply Co	14.80
0118344	Prudential Overall Supply Co	14.80
0117969	Prudential Overall Supply Co	14.30
0118243	Prudential Overall Supply Co	14.30
0118299	Bernan Associates	13.50
0118347	Prudential Overall Supply Co	13.12
0118348	Prudential Overall Supply Co	13.12
0117930	State Board of Equalization	12.64
0118059	Seal's Health Care	12.50
0118028	Crown Ace Hardware	10.76
0117808	Jacob Musser	10.00
0117915	Cindy Onusz	10.00
0118129	Arthur Lopez	10.00
0118363	Bao Vinh	10.00
0118260	The Gas Company	9.91
0118023	Clark Security Products	9.10
0118161	The Gas Company	1.70

Total

\$ 2,918,432.78

3.06.03 Check List for General Obligation Bond Fund

Meeting: 09/03/2008 Regular Meeting
 Category: 3. Consent Calendar
 Agenda Type: Action (Consent)
 Public Access: Yes

Agenda Item Center



CheckApprovalBond.pdf

Additional Administrative Content

Created on: Today at 11:14 AM by CCCD Budget. Last update on: 09/03/2008 by Jodi Rodriguez

NUMBER	NAME OF VENDOR	AMOUNT	PROJECT
0118367	DJM Construction Co Inc	854,810.27	420340
	GWC Health science building Bid #1925		
0118091	SMC Construction Co	479,332.56	420206
	OCC Science facilities upgrade Lewis Center Bid #1922		
0118368	Moss Co	128,658.31	420253
	Campus signage Bid #1930		
0118366	CEM Lab	46,750.00	420206
	Testing/Inspection for Lewis Center		
0117862	LPA Inc	46,010.93	420207
	Architect for OCC Consumer Health & Lab Science		
0118282	TBP/Architecture	16,602.35	420233
0118177	AM Associates	9,500.00	420997
0118281	SunGard Higher Education Inc	8,950.09	420912
0118280	Keystone Engineering Solutions Inc	7,788.50	420211
0118180	Perkins & Will	7,580.00	420340
0118090	P2S Engineering	6,720.00	420318
0118178	Amtek Construction	6,036.00	420250
0117983	C2 Reprographics	4,958.27	420356
0118089	MTGL	4,786.00	420340
0118086	Division of State Architect	4,482.00	420249
0118369	Pacific Blue Micro	2,400.00	420206
0117984	Cibola Systems	2,255.87	420101
0118279	Keenan & Associates	1,776.00	420211
0118087	Division of State Architect	1,763.96	420249
0117939	C2 Reprographics	1,278.21	420356
0117940	CEM Lab	1,164.00	420206
0118179	Honeywell Int'l Inc	1,115.03	420206
0118283	Times Community News %Los Angeles Times	975.00	420356
0118088	Division of State Architect	774.00	420248
0118278	Honeywell Int'l Inc	308.22	420206
0118277	C2 Reprographics	203.02	420207

Total**\$ 1,646,978.59****Bond Project Legend**

420101	District Relocatable Replacement
420201	OCC Upgrd Auditorium Music Complex
420206	OCC Upgrd Lewis Ctr Applied Sci
420207	OCC Bldg CHS and Lab Sciences
420211	OCC New Learning Cntr Ph1
420216	OCC Upgrade Social Sci Bldg
420218	OCC Upgrade Large Lecture Halls

420221	OCC Repl Seawall Ramps Sailing Ct
420222	OCC Urgrd Womens Locker Rm ADA
420226	OCC Urgrd Soccer Field
420228	OCC Urgrd Baseball Field
420229	OCC Urgrd Stadium Site
420230	OCC Urgrd Dance Floors
420232	OCC Urgrd Fitness Center
420233	OCC Urgrd Softball Field
420236	OCC Upgrd Info Tech Ph1
420241	OCC East West Campus Utility Upgr
420242	OCC Upgrd Electrical Houses
420243	OCC Upgrd Utility Infrastructure
420246	OCC Upgrd Stu Svcs Gallery and Cafe
420247	OCC Upgrd Stu Svcs Watson Hall
420248	OCC Special Student Svs
420249	OCC Student Center
420250	OCC Upgrd Parking Lots
420253	OCC Campuswide Signage
420256	OCC Faculty House Ph2
420261	OCC Dance Floor B Art Ctr
420262	OCC Upgrd Lit and Lang Media Tech
420263	OCC Upgrd Film Video Strg Art Ctr
420264	OCC Upgrd Home Economics Bldg
420265	OCC Upgrd Student Center Bldg
420266	OCC ECE Lab Classroom Addition
420267	OCC Sculpture Storage Art Ctr
420268	OCC Chemistry Bldg Study Areas
420270	OCC Upgrd Visual Perf Arts Clrms
420271	OCC Upgrd Ext Light Tech Skill Ctr
420272	OCC Upgrd Ext Lighting Tech Bldg
420273	OCC Upgrd Computing Center
420274	OCC Upgrd Lit and Lang Bldg
420277	OCC Upgd Music Classrooms
420278	OCC Upgd Chemistry Classrooms
420283	OCC Campuswide Landscape Project
420285	OCC New Student Center Bldg
420288	OCC Campuswide Exterior Lighting
420290	OCC New Interdisciplinary Bldg
420296	OCC Web Camera
420297	OCC Temp Modular Bldgs
420299	OCC Misc Planning
420301	GWC Renovate Student Center
420306	GWC Upgrd Eroding Concrete Ph1
420311	GWC Upgrd Info Technology Ph1

420316	GWC Upgrd Utilities Campuswide Ph1
420318	GWC Relocation Main Distr Facility
420326	GWC Rpl Instruc Technology Equip
420331	GWC Upgrd Swimming Pool
420333	GWC Track Resurface and Rpr
420340	GWC Health Sci Expand Nursing Fac
420346	GWC Upgrd Intl Student Facility
420347	GWC Upgrd Student Services Facility
420348	GWC Upgrd Classrooms Ph1
420349	GWC Library Stu Success Ctr
420356	GWC Learning Resource Ctr Ph1
420356	GWC Learning Resource Ctr Ph1
420361	GWC Rpr Cosmetology Facility Ph1
420365	GWC Upgrd Energy Efficiency
420399	GWC Admin Facil Planning Gen
420801	CCC New Westminster Learning Ctr
420811	CCC Upgrd Security Safety Systems
420812	CCC Upgrd HVAC Systems
420826	CCC Upgrd Mech Coltrls Lighting
420891	CCC South District Learning Center
420892	CCC Instructional Systems Devl
420893	CCC Technology Center
420894	CCC Land Development
420901	Dist Repayment of COP and Debt
420906	Dist DW Transp Maint Faciltiy
420911	Dist Upgrd Info System Software
420912	Dist Upgrd Info Systems Implement
420913	Dist Upgrd Info Systems Hardware
420996	Dist DW Admin Accounts
420997	Dist Facilities Planning Bond Proj
420999	Dist General Reserves

3.06.04 Authorization for Special Payment - Orange Coast College

Meeting: 09/03/2008 Regular Meeting
Category: 3. Consent Calendar
Agenda Type: Action (Consent)
Public Access: Yes

Agenda Item Consent

Payment to Richard Maradian, Accrediting Commission for Community & Junior Colleges, to conduct a program review workshop on September 24, 2008, on the OCC campus to be paid airfare and miscellaneous NTE \$500 from President's ancillary funds.

Payment of \$1,070 to the California Department of Public Health-Radiologic Health Branch, Sacramento, CA for the 2008-2009 annual institutional fee required for accreditation of the Radiologic Technology program.

Additional Administrative Consent

Created on Tuesday, 09/03/2008 by Lynne M. Wilson. Last update on 09/03/2008 by Lynne M. Wilson.



4.01 Authorization to Enter Agreements - Coastline Community College

Meeting: 09/03/2008 Regular Meeting
Category: 4. Action Items
Agenda Type: Action
Public Access: Yes

Agenda Item Details

1. Authorization to Approve a Memorandum of Agreement between Commander, Navy Region Southwest and Coast Community College District (Coastline Community College) to Acquire and Operate a National Test Center for College-Level Examination Program® (CLEP® eCBT) and Internet-based DSST® Testing Programs at Naval Base Point Loma

After review by the College President, the Vice Chancellor of Administrative Services and Risk Services, it is recommended by the Chancellor that authorization be given to approve the MOA between Commander, Navy Region Southwest and Coast Community College District (Coastline Community College) to provide the guidelines to operate a "restricted" national test center for CLEP® eCBT and Internet-based DSST® testing programs to military and civilian personnel at Naval Base Point Loma. The term of the MOA will extend from the date signed by both parties and shall remain in effect for a period of five years. It is further recommended that the Chancellor or Vice Chancellor of Administrative Services be authorized to sign this MOA. (See Navy Region Southwest-Point Loma MOA Agreement #3)

Fiscal Impact: Expenses NTE \$15,000; A standard test administration fee of \$20 per test shall be paid for each test administered.

2. Authorization to Approve a Distribution Agreement with Destination Education, Inc. and the Coast Community College District (Coastline Community College, Coast Learning Systems) to Distribute Coast Learning Systems Video Programs by DVD throughout the United States

After review by the College President, District Risk Services, and District legal counsel, Rutan and Tucker, and the Vice Chancellor of Administrative Services, it is recommended by the Chancellor that authorization be given to approve the Agreement between Destination Education, Inc. and Coast Community College District (Coastline Community College, Coast Learning Systems) whereby Coast Community College District grants Destination Education, Inc. rights to distribute Coast Learning Systems video programs by DVD throughout the United States with a payment process based on Destination Education, Inc. sales. The term of this Agreement shall be from September 4, 2008 to June 30, 2011. It is further recommended that the Chancellor or Vice Chancellor of Administrative Services be authorized to sign this Agreement. (See Destination Education Distribution Agreement #4)

Fiscal Impact: Projected revenue unknown, dependent upon sales.

3. Authorization to Approve an Amended Agreement between Coast Community College District (Coastline Community College) and Worth Publishers to Publish the Third Edition of the Telecourse Study Guide for Child Development: Stepping Stones

After review by the College President, District Risk Services, and the Vice Chancellor of Administrative Services, it is recommended by the Chancellor that authorization be given to amend the Agreement between Coast Community College District (Coastline Community College) and Worth Publishers dated April 18, 2001 to publish the Third Edition of the Telecourse Study Guide presently entitled Telecourse Student Guide Child Development: Stepping Stones to Accompany The Developing Person through Childhood and Adolescence under the same terms and conditions applicable to the Telecourse Study Guide under the Agreement. (See Worth Publishers Agreement #5. Prior Board Approval: 4-18-01)

Fiscal Impact: Coastline to receive \$4,000 grant from Publisher



Navy Region Southwest-Point Loma MOA.pdf Destination Education Distribution Agreement.pdf Worth Publishers.pdf

Additional Administrative Comment:

Additional Administrative Comment:

4.02 Authorization to Enter Agreements - Golden West College

Meeting: 09/03/2008 Regular Meeting

Category: 4. Action Items

Agenda Type: Information

Public Access: Yes

Agenda Item Description

None

Agenda Item Description

Created on today at 11:04 AM by [redacted]

4.03 Authorization to Enter Agreements - Orange Coast College

Meeting: 09/03/2008 Regular Meeting
Category: 4. Action Items
Agenda Type: Action
Public Access: Yes

1. Authorization to Enter Into a Non-Standard Agreement between the Coast Community College District (Orange Coast College) and @ONE for Services Related to the @ONE Workshop Institute for the Purpose of Offering Instruction in Hands-On Technology workshops

After review by the College President and the Vice Chancellor of Administrative Services, it is recommended by the Chancellor that authorization be given to enter into a non-standard agreement between the Coast Community College District (Orange Coast College) and @ONE for the purpose of offering a series of in-service, hands-on technology workshops to be held at Orange Coast College from January 13 through January 16, 2009. (See @ONE Attachment #6)

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

Fiscal Impact: Orange Coast College Computing Services will pay 4-5 student instructional assistants NTE \$2,200 to aid the institute and @ONE will reimburse the host site for the cost.

2. Authorization to Enter Into a Non-Standard Agreement between the Coast Community College District (Orange Coast College) and Smarthinking, Inc. for the purpose of offering an online tutoring program to OCC students

After review by the College President and the Vice Chancellor of Administrative Services, it is recommended by the Chancellor that authorization be given to enter into a non-standard agreement between the Coast Community College District (Orange Coast College) and Smarthinking, Inc. for the purpose of offering an online tutoring program to OCC students. (See Smarthinking Attachment #7)

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

Fiscal Impact: The full cost of the contract will be paid through Title III Grant funds, as outline in the Title III grant.



Smarthinking Contract.pdf AtOne Workshop Agreement.pdf

Motion:

4.04 Buildings and Grounds

Meeting: 09/03/2008 Regular Meeting

Category: 4. Action Items

Agenda Type: Action

Public Access: Yes



B and G 9-3.pdf

1. Authorization for Addendum No. 2 to Perkins + Will; Golden West College Health Science Building

After review by the Golden West College Vice President of Administrative Services, Director of Facilities and Planning and the Vice Chancellor of Administrative Services, it is recommended by the Chancellor that authorization be given to accept Addendum No. 2 for additional architectural services for the Golden West College Health Science Building.

The scope of services is to include the following tasks:

- | | | |
|----|---|----------|
| 1. | Calculations for demountable partitions
The College requested demountable partitions. | \$ 3,910 |
| 2. | Additional service (Meetings/Extension of contract)
The project schedule was extended requiring additional weekly construction meetings. | \$17,492 |
| 3. | Reimbursable expenses | \$ 1,800 |

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

Fiscal Impact: \$23,202 (Measure C – General Obligation Bond)
Master Plan Approved Project
GWC Health Science Building

2. Authorization for Addendum No. 1 to URS Corporation; Golden West College Learning Resource Center

After review by the Golden West College Vice President of Administrative Services, Director of Facilities and Planning and the Vice Chancellor of Administrative Services, it is recommended by the Chancellor that authorization be given to accept Addendum No. 1 for additional construction management services for the Golden West College Learning Resource Center.

The scope of services is to include the following:

- | | | |
|----|---|-------------|
| 1. | Standard Construction Management to Multi Prime | \$1,196,490 |
|----|---|-------------|

After the first construction bid was unsuccessful due to disqualification of the four low bidders, the College determined the best way to get this project back on schedule was to bid it in phases as a multiple prime construction project. URS will now pick up the general conditions, field office, construction superintendent, project engineering and additional paperwork necessary for a multiple prime construction project.

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

Fiscal Impact: \$1,196,490 (General Obligation Bond Fund/Measure C)
Master Plan Approved Project
GWC Learning Resource Center

3. Authorization to Employ P2S Engineering; Orange Coast College Administration and Student Services Phase II

After review by the Orange Coast College Vice President of Administrative Services, Director of Facilities and Planning and the Vice Chancellor of Administrative Services, it is recommended by the Chancellor that authorization be given to employ P2S Engineering for engineering services for the Orange Coast College Administration and Student Services Phase II.

The scope of service is to include the following tasks:

1. Controls design for Administration and Student Services \$10,600

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

Fiscal Impact: \$10,600 (Measure C – General Obligation Bond)
Master Plan Approved Project
OCC Upgrade Student Services
OCC Student Center

4. Authorization to File Notice of Completion

It is recommended that authorization be given to file a Notice of Completion on the following projects in compliance with Public Contract Code 7107 allowing for substantial completion by the public agency, or its agent (architect) of the work of improvement. Upon acceptance by the Chancellor or Vice Chancellor of Administrative Services, a Notice of Completion will be filed with the County of Orange Clerk Recorder's Office. Thirty-five (35) days after filing of the Notice of Completion and public notification to all subcontractors, the District is authorized to pay fees due, accepting all work and/or materials as satisfactorily completed by the contractors. In the event of a dispute between the District and the Contractor, the District may withhold from the retention an amount not to exceed 150 percent of the disputed amount.

Bid No. 1922; OCC Lewis Center for Applied Science Renovation

Contractor: Chegini Enterprises Inc. dba SMC Construction Company

5. Authorization to Employ C.W. Driver; Orange Coast College New Consumer Health & Lab Science Building (ABC Building)

C.W. Driver is a pre-qualified Construction Management Service firm for General Obligation Bond Construction Projects, Phase I (July, 2006 through June, 2009).

After review by the OCC Vice President of Administrative Services, Director of Facilities and Planning and the Vice Chancellor of Administrative Services, it is recommended by the Chancellor that authorization be given to employ C.W. Driver for construction management services for the Orange Coast College New Consumer Health & Lab Science Building (ABC Building).

The scope of service is to include the following tasks:

- | | | |
|----|--|-------------|
| 1. | Preconstruction Services (3.5 Months) | \$ 62,953 |
| | Construction Management Services (18 Months) | \$1,592,843 |
| 2. | Reimbursable Expenses | \$ 10,000 |

Design Phase/Preconstruction Phases

- Constructability Review
- Value Engineering
- Deductive Alternates
- Budgeting
- Scheduling
- Bidding
- Change Order Mitigation
- Subcontract Award

Construction Phase Services

- Insurance/Bonds
- Safety Program
- Quality Control Program
- Scheduling
- Cost Control
- Change Order & RFI Management
- Application for Payment
- Project Close Out
- Final Payments

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

Fiscal Impact: \$1,665,796 (General Obligation Bond Fund)
Master Plan Approved Project
OCC New Consumer Health & Lab Science Building (ABC Building)

4.05 General Items of Business - Coastline Community College

Meeting: 09/03/2008 Regular Meeting

Category: 4. Action Items

Agenda Type: Action (Consent)

Public Access: Yes

1. Authorization for Coastline Community College to Conduct a Short-Term Study Abroad Program in Norway during Summer 2009

After review by the Dean of Instruction, it is recommended by the Coastline Community College President that authorization be given to enter into a standard travel contractor agreement to conduct a program in Norway during Summer 2009. Regina Hurley and Kara Mahotka-Patterson, part-time instructors, to serve as faculty. All logistical arrangements will be handled by a service provider that will be submitted for approval at a later date. (Revision is to correct program location. Prior Board Approval: 8/20/08)

Fiscal Impact: No cost to the District. No replacement costs for faculty assigned to program. All payments by trip participants for travel services shall be made to the travel contractor. Travel contractor shall account to Coast Community College District for the total cost of the trip.

4.06 General Items of Business - District

Meeting: 09/03/2008 Regular Meeting
Category: 4. Action Items
Agenda Type: Information
Public Access: Yes

1. Authorization to Increase the Risk Services Property/Liability Trust Account Balance With Keenan and Associates (District's Third Party Claims Administrator) for Purposes of Prompt Property and Liability Claims Settlement

After review by District Risk Services and the Vice Chancellor of Administrative Services, it is recommended that authorization be given to increase the amount in the Coast Community College District's third party administrator's property and liability claims settlement trust account for prompt payment of claims and settlements related to the District's property and liability claims, and to prevent unnecessary delay in causing litigation. Risk Services will reimburse the trust account as needed according to the check transaction registers of funds spent by Keenan and Associates.

Fiscal Impact: Increase the existing trust account balance from \$10,000.00 to \$35,000.00 (net \$25,000.00 increase).

Motion:

4.07 Policy Implementation

Meeting: 09/03/2008 Regular Meeting
Category: 4. Action Items
Agenda Type: Action
Public Access: Yes

Agenda Item Content

1. Adopt the Revised Conflict of Interest Code, Policy 040-11-1

The Board had an opportunity to review the proposed changes to Policy 040-11-1 at the August 20, 2008 Regular Meeting. It is recommended by the Chancellor that the Board adopt the amendments to Appendix A, Designated Positions, in compliance with the Coast Community College District Conflict of Interest Code.



Conflict of Interest Policy 09-03-08.pdf

Additional Agenda Item Content

Agenda Item Content

BUSINESS OPERATIONS
(Conflict of Interest Code)

040-11-1

Revised 03/07/01
Revised 02/20/02
Revised 11/20/02
Revised 3/1/2006
Last Revised XX/XX/XX

CONFLICT OF INTEREST CODE

The Board of Trustees has adopted the following Conflict of Interest Code in accordance with the Political Reform Act of 1974 as amended. Each even-numbered year prior to July 1, the Board of Trustees shall review the Conflict of Interest Code. If changes are made to the Code, the Board shall submit the amended Conflict of Interest Code to the Orange County Board of Supervisors. If no changes are made, the Board shall so certify to the Board of Supervisors no later than October 1 of the same year. All Designated Employees shall file annual statements of economic interests no later than April 30 of each year.

Political Reform Act of 1974 as amended
Fair Political Practices Commission

**CONFLICT OF INTEREST CODE FOR THE
COAST COMMUNITY COLLEGE DISTRICT**

The Political Reform Act (Government code Section 81000, et seq.) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. Sec. 18730) which contains the terms of a standard conflict of interest code, which can be incorporated by reference in an agency's code. After public notice and hearing it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This regulation and the attached Appendix designating officials and employees and establishing disclosure categories, shall constitute the conflict of interest code of the Coast Community College District.

Designated employees shall file statements of economic interests with their agency. Upon receipt of the statements of the Board of Trustees, the agency shall make and retain copies and forward the originals of these statements to the County of Orange, Clerk of the Board of Supervisors. Statements for all other designated employees will be retained by the agency.

BUSINESS OPERATIONS
(Conflict of Interest Code)

040-11-1
Cont'd

APPENDIX A

DESIGNATED POSITIONS
Revised March 1, 2006

Persons occupying the following positions are Designated Employees and must report the financial interests defined below:

POSITION	TYPE OF FINANCIAL INTEREST* WHICH MUST BE DISCLOSED
Chancellor	1. Architectural Firms
Board Members (includes Student Trustee)	2. Audio-Visual Equipment Suppliers and Manufacturers
**Consultants	3. Cleaning and Maintenance Materials
Vice Chancellor, Administrative Services	4. Computer Equipment Manufacturers and Suppliers
Associate Vice Chancellor, Education and External Affairs Educational Services	5. Computer Software Manufacturers and Suppliers
Vice Chancellor, Human Resources	6. Computer-related Consultancy Firms
President (CCC, GWC, OCC)	7. Construction Contractors and Subcontractors
	8. Construction Materials Suppliers and Subcontractors
	9. Consultancy Firms
	10. Consultants Related to Health Services
	11. Educational Equipment Manufacturers and Suppliers
	12. Food Manufactures
	13. Food Suppliers
	14. Gardening Tools and Equipment Manufacturers and Suppliers
	15. Hardware Suppliers and Manufactures
	16. Instructional Materials Suppliers and Manufacturers
	17. Insurance and Annuity Companies
	18. Library Book Manufacturers and Suppliers
	19. Library Equipment Manufacturers and Suppliers

** Consultants shall disclose pursuant to the broadest disclosure category in the Code subject to the following limitation: The Chancellor or his designee may determine in writing that a particular consultant, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements in this Section. Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The Chancellor's or his designee's determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code.

*The term "financial interest" means income from, investments in, and/or employment positions with the types of firms listed as specified by law.

BUSINESS OPERATIONS
(Conflict of Interest Code)

040-11-1
Cont'd

POSITION

**TYPE OF FINANCIAL INTEREST*
WHICH MUST BE DISCLOSED**

20. Library Research Materials Manufactures and Suppliers
21. **Lending Firms**
22. Motor Vehicle Lubrication and Fuel Suppliers
23. Motor Vehicle Parts Suppliers and Manufacturers
24. Motor Vehicle Tire Suppliers and Manufactures
25. Office Machine Manufacturers and Suppliers
26. Real Property Interest
27. School Picture Suppliers
28. School Ring Manufacturers and Suppliers
29. School and Office Furniture Manufacturers and Suppliers
30. Testing Materials Manufacturers and Suppliers
31. Textbook Manufacturers and Suppliers
32. Travel Agencies
33. Vending Machine Operations
34. Yearbook Manufacturers and Suppliers

*The term "financial interest" means income from, investments in, and/or employment positions with the types of firms listed as specified by law.

BUSINESS OPERATIONS
(Conflict of Interest Code)

040-11-1
Cont'd

POSITION	TYPE OF FINANCIAL INTEREST* WHICH MUST BE DISCLOSED
Administrative Director, Fiscal Affairs	1. Architectural Firms
Director of Purchasing	2. Audio-Visual Equipment Suppliers and Manufacturers
Director, Financial Aid (CCC, GWC, OCC)	3. Cleaning and Maintenance Material
Physical Facilities Coordinator Director, Facilities & Planning	4. Computer Equipment Manufactures and Suppliers
Supervisor, Application Development (DIS)	5. Computer Software Manufacturers and Suppliers
Supervisor, Computer Operations (DIS)	6. Computer-related Consultancy Firms
Supervisor, Telecommunications/Information Services Support (DIS) Manager, Applications Development and Information Systems	7. Construction Contractors and Subcontractors
Manager, Technical Support and Operations	8. Construction Materials Suppliers and Manufacturers
Buyer I	9. Consultancy Firms
Buyer II	10. Consultants Related to Health Services
Director of Internal Audit Services	11. Food Manufacturers
Transportation and Facilities Coordinator (DIST) District Environmental Health and Safety and Transportation Manager	12. Food Suppliers
	13. Gardening Tools and Equipment Manufacturers and Suppliers
	14. Hardware Suppliers and Manufacturers
	15. Instructional Materials Suppliers and Manufacturers
	16. Insurance and Annuity Companies
	17. Lending Firms
	18. Motor Vehicle Lubrication and Fuel Suppliers
	19. Motor Vehicle Parts Suppliers and Manufacturers
	20. Motor Vehicle Tire Suppliers and Manufacturers
	21. Office Machine Manufacturers and Suppliers
	22. Real Property Interests
	23. School and Office Furniture Manufacturers and Suppliers
	24. School Picture Suppliers
	25. School Ring Manufacturers
	26. Travel Agencies
	27. Vending Machine Operations
	28. Yearbook Manufacturers and Suppliers

*The term "financial interest" means income from, investments in, and/or employment positions with the types of firms listed as specified by law.

BUSINESS OPERATIONS
(Conflict of Interest Code)

040-11-1
Cont'd

POSITION	TYPE OF FINANCIAL INTEREST* WHICH MUST BE DISCLOSED
Administrative Dean, Instruction Systems Development (CCC)	1. Computer Equipment Manufacturers and Suppliers
Dean, Career and Technical Education (OCC)	2. Computer Software Manufacturers and Suppliers
Dean, Technology and Vocation Education (GWC)	3. Consultancy Firms
Dean, Learning Resources (CCC, GWC, OCC)	4. Consultants Related to Health Services
Administrative Director, Human Resources	5. Educational Equipment Manufacturers and Suppliers
Director, Contract Education and Operations (CCC)	6. Instructional Materials Suppliers and Manufacturers
Vice President, Instruction (CCC, GWC, OCC)	7. Library Book Manufacturers and Suppliers
Vice President, Student Services (CCC, GWC, OCC)	8. Library Equipment Manufacturers and Suppliers
	9. Library Research Materials Manufacturers And Suppliers
	10. Real Property Interests
	11. Testing Materials Manufacturers and Suppliers
	12. Textbook Manufacturers and Suppliers

*The term "financial interest" means income from, investments in, and/or employment positions with the types of firms listed as specified by law.

BUSINESS OPERATIONS
(Conflict of Interest Code)

040-11-1
Cont'd

POSITION	TYPE OF FINANCIAL INTEREST* WHICH MUST BE DISCLOSED
Director, College Foundation (CCC, GWC OCC)	1. Audio-Visual Equipment Suppliers and Manufacturers
Director of Maintenance & Operations (GWC, OCC, CCC)	2. Computer Equipment Manufacturers And Suppliers
District Director, Marketing and Public Relations Public Affairs, Marketing & Government Relations	3. Computer Software Manufacturers and Suppliers
Vice President, Administrative Services (CCC, GWC, OCC)	4. Consultancy Firms
Vice President, Student Services (CCC, GWC, OCC)	5. Consultants Related to Health Services
Director of College Bookstore (CCC), (GWC)	6. Construction Contractors
Cafeteria Manager (OCC)	7. Food Manufacturers
Director, College Support Services (OCC)	8. Food Suppliers
Director, Community Services (GWC)	9. Instructional Materials Suppliers And Manufacturers
Director, Fiscal Services (CCC, GWC, OCC)	10. Insurance and Annuity Companies
Director of Student Auxiliary Services (OCC)	11. Lending Firms
Director of Student Auxiliary Services/Snack Bar Manager (OCC)	12. Material Suppliers
General Manager/Instructional Food Services	13. Medical Suppliers
	14. Office Machine Manufacturers and Suppliers
	15. School Picture Suppliers
	16. School Ring Manufacturers
	17. School and Office Furniture Manufacturers and Suppliers
	18. Vending Machine Operations

*The term "financial interest" means income from, investments in, and/or employment positions with the types of firms listed as specified by law.

5.01 Reports Continued

Meeting: 09/03/2008 Regular Meeting
 Category: 5. Continuation of General Information and Reports
 Agenda Type: Information
 Public Access: Yes

Agenda Item Content

1. Report from the Employee Representative Groups
2. Reports from the Presidents
3. Reports from the Board of Trustees
4. Opportunity for the Board to Review the Board Directives Log - (See Attachment)
5. Consideration of Association of Community College Trustees (ACCT) and California Community Colleges League (CCLC) Meetings and Conferences

October 29 - Nov. 1, 2008	New York City	ACCT Annual Congress
November 3-4, 2008	Sacramento	Board of Governors Meeting
November 20-22, 2008	Hilton Anaheim	CCLC Annual Convention
January 12-13, 2009	Sacramento	Board of Governors Meeting
January 23-24, 2009	Sheraton Sacramento	CCLC Effective Trustee Workshop
January 25-26, 2009	Sheraton Sacramento	CCLC Legislative Conference
February 7-11, 2009	Washington DC	ACCT Legislative Summit
March 2-3, 2009	Sacramento	Board of Governors Meeting
May 1-3, 2009	Double Tree Sonoma	CCLC Annual Trustee Conference
May 4-5, 2009	Lake Tahoe CCD	Board of Governors Meeting
July 13-14, 2009	Sacramento	Board of Governors Meeting
September 14-15, 2009	Sacramento	Board of Governors Meeting
October 6-10, 2009	San Francisco, TBD	ACCT Annual Congress
November 2-3, 2009	City College San Francisco	Board of Governors Meeting

6. Review of Board Meeting Dates

September 17, 2008	Third Wednesday	(Regular Meeting)
October 1, 2008	First Wednesday	(Regular Meeting)
October 15, 2008	Third Wednesday	(Regular Meeting)
November 5, 2008	First Wednesday	(Workshop Meeting)
November 19, 2008	Third Wednesday	(Regular Meeting)
December 10, 2008	Second Wednesday	(Regular/Organizational Meeting)

Tentative 2009 Dates for Review

January 21, 2009	Third Wednesday	(Regular Meeting)
February 4, 2009	First Wednesday	(Regular Meeting)
February 18, 2009	Third Wednesday	(Regular Meeting)
March 4, 2009	First Wednesday	(Regular Meeting)
March 18, 2009	Third Wednesday	(Workshop Meeting)
April 1, 2009	First Wednesday	(Regular Meeting)
April 15, 2009	Third Wednesday	(Service Awards Meeting)
May 6, 2009	First Wednesday	(Regular Meeting)
May 20, 2009	Third Wednesday	(Regular Meeting)
June 17, 2009	Third Wednesday	(Regular Meeting)
July 15, 2009	Third Wednesday	(Regular Meeting)
August 5, 2009	First Wednesday	(Regular Meeting)
August 19, 2009	Third Wednesday	(Regular Meeting)
September 2, 2009	First Wednesday	(Regular Meeting)
September 16, 2009	Third Wednesday	(Regular Meeting)
October 7, 2009	First Wednesday	(Regular Meeting)
October 21, 2009	Third Wednesday	(Workshop Meeting)
November 4, 2009	First Wednesday	(Regular Meeting)
November 18, 2009	Third Wednesday	(Regular Meeting)
December 9, 2009*	Second Wednesday	(Regular/Organizational Meeting)

*Tentative

Additional Administrative Content

Created on: 10/21/2008 11:15 AM by: Jodi A. Poirier. Last updated: 09/21/2008 by: Jodi Poirier

Agenda Item

5.02 Review of Proposed Changes to Usage Fees and/or Equipment Policy 04-2-11

Meeting: 09/03/2008 Regular Meeting
Category: 5. Continuation of General Information and Reports
Agenda Type: Discussion
Public Access: Yes

Agenda Item Content

1. Review of Proposed Changes to Usage Fees and/or Equipment Policy 04-2-11



FacilityRates Rvsd090308.pdf

Additional Administrative Content

Action Agenda Details

Motion:

Created on yesterday at 11:01 AM by Richard Vellie. Last updated on 09/25/08 by Christian Weaver.

BUSINESS OPERATIONS

(Real Property, Facilities, and Equipment)

040_2_1.1
 Approved 09/18/85
 Revised 09/07/89
 Revised 04/05/94
 Revised 09/11/96
 Revised 06/25/97
 Revised 07/20/05
 Revised XX/XX/XX

Usage Fees for Facilities and/or Equipment**COASTLINE--GOLDEN WEST--ORANGE COAST--DISTRICT**

All facility requests are processed through the individual campuses. User fees listed below are in addition to staffing fees (\$40.00 per staff per hour). Rates listed are all per hour. All equipment and personnel requests are coordinated through the following offices: Coastline Administrative Services; Golden West Administrative Services and Community Services; Orange Coast Maintenance & Operations and Bursar's Office, **District Administrative Services.**

CLASSROOMS

	<u>NON-PROFIT</u>	<u>COMMERCIAL</u>
up to 50	\$25.00	\$35.00
up to 100	35.00	45.00
up to 150	40.00	50.00
up to 210	50.00	65.00
up to 400	130.00	175.00
Lab Classroom	40.00	50.00
Computer Center/Lab	80.00	105.00

PARKING LOTS (4 hour minimum)

Per space	2.00	4.00
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GYMNASIUM & RELATED

NON-PROFIT COMMERCIAL

Additional deposit required for damages or unusual clean-up. Amount to be determined by campus personnel. Full or partial refund will be returned following inspection of facility after event has occurred.

Small Gym Floor	\$100.00	\$155.00
Large/Main Gym Floor	150.00	235.00
Dance Room	50.00	90.00
Strength/Fitness Lab	75.00	140.00
Foyer Area	35.00	45.00
Weight Room	75.00	140.00
Locker Room (per room)	45.00	80.00
Aerobics Room	45.00	80.00
Cardio Lab	45.00	80.00
Biddle Field	45.00	80.00

BUSINESS OPERATIONS

Real Property, Facilities, and Equipment)

040-2-1.1

cont'd

ATHLETIC FIELDS

	<u>NON-PROFIT</u>	<u>COMMERCIAL</u>
Track	\$75.00	\$140.00
Soccer	75.00	140.00
Practice Soccer	45.00	80.00
Softball Fields	115.00	165.00
Utility Fields	\$45.00	\$80.00
Baseball Field	115.00	165.00
Par Course	115.00	165.00
Practice Football	45.00	80.00

TENNIS/OUTDOOR COURTS

	<u>NON-PROFIT</u>	<u>COMMERCIAL</u>
Tennis (per court)	\$15.00	\$20.00
Volleyball/Basketball	35.00	45.00
Handball (GWC only, per court)	15.00	20.00

POOL

Renter provided certified lifeguard – required.

Locker rooms additional charge.

	<u>NON-PROFIT</u>	<u>COMMERCIAL</u>
Pool	\$80.00	\$115.00

OTHER FEES – ATHLETICS

Other fees not included in basic usage fee: One rate for Non-Profit and Commercial

1. Microphone	\$10.00/hr
2. P.A./Stereo	40.00/hr
3. Scoreboard	40.0000/hr
4. Event Markers	40.00/hr

LEBAR STADIUM (4 hour minimum)*(No services)*

	<u>NON-PROFIT</u>	<u>COMMERCIAL</u>
School games	\$ 400.00	
CIF Playoffs	600.00	
Non-profit Use	750.00	
Commercial Use		\$1,500.00
Football Practice	275.00	

Locker Rooms, Utility Fields, Strength Lab, Handball 101 (classroom), and Training Room additional fees.
Staffing at \$40.00 per person per hour. Lighting \$250.00.

LEBAR STADIUM - PARTIAL DAY USE RATES

(One rate for both Non-Profit and Commercial)

Stadium and Field House

1. Use of Stadium and Field House where wear and tear would occur to the facility: (i.e. football, soccer or rugby practice, etc.)

- a. First hour: \$400
- b. Each additional hour: \$180 (not to exceed 3 hours)
- c. Labor costs not included. Staffing at \$40.00 per person per hour.

BUSINESS OPERATIONS

040-2-1.1

Real Property, Facilities, and Equipment)

cont'd

2. Use of Stadium and Field House where no wear and tear would occur to the facility: (i.e. team pictures, commercial shoots, etc.)

- a. First hour: \$180
- b. Each additional hour \$60 (not to exceed 3 hours)
- c. Labor costs not included. Staffing at \$40.00 per person per hour

OCC HORTICULTURE GARDENS

Garden

<u>NON-PROFIT</u>	<u>COMMERCIAL</u>
\$90.00	\$120.00

OCC QUAD

Quad

<u>NON-PROFIT</u>	<u>COMMERCIAL</u>
\$90.00	\$120.00

OCC STUDENT CENTER

Conference rooms

Lounge

Main cafeteria floor area

Captain's Table

<u>NON-PROFIT</u>	<u>COMMERCIAL</u>
\$15.00	\$20.00
90.00	120.00
135.00	190.00
90.00	120.00

GWC COLLEGE CENTER*Cafeteria (4 hour min)*

Meetings and Seminars

Dances

College Center Patio

<u>NON-PROFIT</u>	<u>COMMERCIAL</u>
\$115.00	\$165.00
150.00	235.00
35.00	45.00

GWC COMMUNITY CENTER

Room 102 (Dining Room)

With Kitchen Fee

<u>NON-PROFIT</u>	<u>COMMERCIAL</u>
\$35.00	\$75.00
15.00	20.00

OCC DRAMA LAB

Lab

<u>NON-PROFIT</u>	<u>COMMERCIAL</u>
\$165.00	\$235.00

OCC ART GALLERY

Main Gallery

Children's Gallery

<u>NON-PROFIT</u>	<u>COMMERCIAL</u>
\$100.00	\$165.00
50.00	75.00

OCC ART CENTER

Foyer

<u>NON-PROFIT</u>	<u>COMMERCIAL</u>
\$115.00	\$165.00

OCC FACULTY HOUSE

Lounge

<u>NON-PROFIT</u>	<u>COMMERCIAL</u>
\$35.00	\$75.00

GWC QUAD

Quad

<u>NON-PROFIT</u>	<u>COMMERCIAL</u>
\$90.00	\$120.00

GWC AMPHITHEATER

Theater

<u>NON-PROFIT</u>	<u>COMMERCIAL</u>
\$145.00	\$250.00

BUSINESS OPERATIONS

Real Property, Facilities, and Equipment)

040-2-1.1

cont'd

GWC THEATER (4 hour minimum)NON-PROFIT COMMERCIAL

Arrangements must be made a minimum of six (6) weeks in advance of the event to execute a contract determining the technical assistance and equipment needed.

Performance	\$200.00	\$300.00
Rehearsal	145.00	250.00

Basic usage fees include:

1. Main floor (340 seats)
2. Front and side stages
3. (1) Technical Coordinator (required)
4. (1) House Manager (required-performance only)
5. (30) lights - flat lighting plot
6. (2) dressing rooms - mens/ladies
7. (1) cashier's booth
8. (1) microphone on stand or podium
9. (1) tape deck and use of Theater sound system

Other fees not included in basic usage fee: One rate for Non-Profit and Commercial

1. Technical coordinator (overtime)	\$45.00/hr
2. Fly crew person	35.00/hr
3. Lighting instruments	10.00/instrument
4. Wireless microphone system	450.00/day
5. Sound technician	40.00/hr
6. Lighting technician	40.00/hr
7. Stage technician	35.00/hr
8. Spot light technician	30.00/hr
9. Cashier	25.00/hr
10. Spot light	100.00/4 hrs
11. Stage Manager (required-to be provided by renter)	
12. Ushers (4 required-to be provided by renter)	

GWC STAGE WESTNON-PROFIT COMMERCIAL

Arrangements must be made a minimum of six (6) weeks in advance of the event to execute a contract determining the technical assistance and equipment needed.

Performance	\$100.00	\$145.00
Rehearsal	75.00	80.00

Basic usage fees include:

1. Full use of facility
2. 4-hour use of house
3. (1) technician

Other fees not included in basic usage fee:

1. Additional staff
2. Custodial (hourly basic)

BUSINESS OPERATIONS

Real Property, Facilities, and Equipment)

040-2-1.1

cont'd

GWC RECORDING STUDIO

In no case will the Recording Studio be used without employing GWC Studio Engineers. The Recording Studio will be available only to in-district and non-profit groups.

Usage fee for in-district use and other schools in the community, including Studio Engineer's fee:
Studios A and B \$80.00/hr

Usage fees for non-profit groups only (not available for commercial use):
Studio A \$100.00/hr
Studio Engineer 50.00/hr

Studio B 75.00/hr
Studio Engineer 50.00/hr

ROBERT B. MOORE THEATRE/OCC (4 hour minimum)NON-PROFITCOMMERCIAL

Arrangement must be made a minimum of six (6) weeks in advance of the event to execute a contract determining the technical assistance and equipment needed.

BASIC LECTURE \$150.00 \$225.00

1. Mid stage, apron
2. House (916 seats)
3. One technician
4. Six (6) lighting instruments
5. One (1) dressing room (if available)
6. Ticket booth
7. Two (2) microphones, stands, cables, tape or CD playback
8. House sound system (Board, EQ, speakers, amps)

BASIC MUSIC - SMALL BAND \$250.00 \$350.00

1. Mid stage
2. House (916 seats)
3. Two (2) technicians
4. Sixty-two (62) lighting instruments
5. Two (2) dressing rooms (if available)
6. Ticket booth
7. Sixteen (16) microphones, stands and cable, tape or CD playback
8. House sound system (Board, EQ, speakers, amps, etc.)

BASIC MUSIC ORCHESTRA \$300.00 \$450.00

1. Full stage
2. House (916 seats)
3. Two (2) technicians
4. Sixty (60) lighting instruments
5. Orchestra shell
6. Chairs, stands, platforms
7. Two (2) dressing rooms (if available)
8. Ticket booth

BUSINESS OPERATIONS

Real Property, Facilities, and Equipment)

040-2-1.1

cont'd

BASIC DANCE CONCERT/VARIETY SHOW	\$300.00	\$450.00
1. House (916 seats)		
2. One hundred twenty-eight (128) lighting instruments		
3. Two (2) technicians		
4. Two (2) dressings rooms (if available)		
5. Ticket booth		
6. Six (6) microphones, stand and cables, tape or CD playback		
7. House sound system (Board, EQ, speakers, amps, etc.)		

Other fees not included in basic usage fee: One rate for Non-Profit and Commercial

1. Staff technician (overtime)	\$45.00/hr
2. One hour manager (overtime)	35.00/hr
3. Lighting instruments	10.00/instrument
4. Wireless microphone system	60.00 per channel
5. Spot light	100.00/4 hrs

EQUIPMENT RENTAL CHARGES - PER DAY
CCC-GWC-CCC

Overhead	\$10.00
96" x 96" Tripod Screen	5.00
Caramate	15.00
Lecternette	15.00
Microphone/Cable	10.00
Date Projector	75.00
25" Color TV/VHS/Cart	40.00
Stereo Cassette Player	10.00
PA System/Portable Speak Mic	50.00
LCD Projector	100.00
Pianos (Requires tuning each way [one for stage and one for rental] paid by user)	
Upright	150.00 or current cost of tuning
Grand	200.00 or current cost of tuning

Extra Charges - Prevailing hourly rates (minimum \$40.00 per person per hour) including fringe benefits will be assigned.

1. Projectionist
2. AV technician
3. Lifeguards
4. Locker room attendant
5. Special security
6. Scoreboard operations
7. Extra custodial
8. Security
9. Stage hands - special set-ups
10. Food service workers
11. Any other school employees required to work

BUSINESS OPERATIONS
Real Property, Facilities, and Equipment)

040-2-1.1
cont'd

BOATHOUSE RENTAL FEES/OCC

		<u>NON-PROFIT</u>	<u>COMMERCIAL</u>
Entire facility	Full Day	\$2,000.00	\$5,000.00
	Half Day	1,500.00	2,000.00
Ground level areas including 100 linear feet of dock space (excluding lower bays)	Full Day	\$600.00	\$1,000.00
	Half Day	400.00	750.00
Upstairs bayview classroom (maximum (50) persons) day/eves.	Full Day	\$250.00	\$500.00
	Half Day	150.00	350.00
Upstairs bayview classroom (maximum (125) persons) day/eves.	Full Day	\$450.00	\$650.00
	Half Day	300.00	450.00
Conference Room-Water view (12 people)	Full Day	\$200.00	\$400.00
	Half Day	125.00	250.00
Kitchen usage half or full day		\$50.00	\$75.00

NOTE:

Half day is four hours or less; anytime between 7 a.m. and 5 p.m.
Full day is more than four hours; anytime between 7 a.m. and 5 p.m.
Evening is anytime between 6 p.m. and 11 p.m.
Weekend and weekday rates are the same.

DISTRICT CONFERENCE/BOARD ROOMS (4 hour minimum)

	<u>NON-PROFIT</u>	<u>COMMERCIAL</u>
Room A (A120-02) – Seats 14	\$120.00	\$150.00
Room D (B230-06) – Seats 8	100.00	125.00
Room E (B220-01) – Seats 14	120.00	150.00
Room F (B200-01) – Seats 16	140.00	175.00
Room G (B210-06) – Seats 8	100.00	125.00
Room H (B200-07)* – Seats 20	160.00	200.00
Room I (C310-07) – Seats 20	140.00	175.00
Board Room* – Seats 180**	600.00	750.00

All conference rooms and Board room are available only during District business hours between 8:00 a.m. and 5:00 p.m. Rooms are not available on weekends or District holidays.

* Projector and screen available for use in these rooms. Additional staffing charges will apply.

** Arrangement must be made a minimum of ten (10) business days in advance of the event to execute a contract determining the technical assistance needed.

BUSINESS OPERATIONS

(Real Property, Facilities, and Equipment)

040 2 1.2
Approved 09/03/86
Revised 07/20/05

RESTRICTED USE OF DISTRICT SERVICES, FACILITIES, OR EQUIPMENT BY DISTRICT EMPLOYEES

No employee of the Coast Community College District shall use any shop or laboratory facility or equipment of the District (excluding recreational facilities) on personal projects or for personal benefit unless such use has been approved by the administration in charge as making a contribution to the educational program, or unless the employee is enrolled in the program as a student. Employees shall pay the established rate, if any, for services offered by any instructional program the same as would students or members of the community. Any work or services performed for any employee shall be done only when consistent with the current instructional objectives of the particular program and if the performance of that same work or service is available to students or members of the community.

ORANGE COAST COLLEGE AND GOLDENWEST COLLEGE PHYSICAL EDUCATION

Facility Usage by District Employees

During Staffed Hours:

All employees are welcome to use physical education facilities to work out during staffed hours with the permission of the supervising instructor.

During Non-staffed Hours:

OCC/GWC physical education staff with key access to department facilities may use such facilities and supervise the use by other OCC/GWC staff members with the approval of the Physical Education and Athletics Dean. Non-staff individuals may **not** use such facilities without the written approval of the Dean.

5.03 Additional Informative Discussion Topics

Meeting: 09/03/2008 Regular Meeting
 Category: 5. Continuation of General Information and Reports
 Agenda Type: Information
 Public Access: Yes

Agenda Item Content**1. Opportunity for Trustees to Review the Coast Federation of Classified Employees (CFCE) Professional Development Report**

After review by the Vice Chancellor of Human Resources, Trustees shall have the opportunity to review the CFCE Professional Development Report for FY 2007-08. The report is attached for Trustee review (please see Attachment #8).



07-08ProfDevAnnualRptSum.pdf

2. Opportunity for Trustees to Review a Proposed Policy on Land Development

At the request of Trustee Patterson, Trustees shall have the opportunity to discuss a proposed policy on Land Development that has been drafted by Trustee Jim Moreno. A copy of the proposed policy is attached, in addition to the current Coast Community College District policy, sample policies from other Districts and the Community College League. (please see Attachment #9).



Trustee Moreno Land Development Item.PDF

Additional Administrative Content**Action/Agenda Item**

Motion:

On file on yesterday at 11:00 AM by Bob Rodriguez. Last updated on 09/03/2008 by Bob Rodriguez.

5.04 Review of Buildings and Grounds Reports

Meeting: 09/03/2008 Regular Meeting
 Category: 5. Continuation of General Information and Reports
 Agenda Type: Information
 Public Access: Yes

Agenda Item Content**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 to March 2004
 Working Drawings: April to December 2006
 DSA Approval: December 2007
 Bid Process: January to February 2008
 Construction Start: March 2008
 Funding Source: Measure C General Obligation Bond
 Project Status: The remodel construction work (Phase II) is underway

Orange Coast College Center for Applied Science Renovation

Architect: LPA Architecture (Construction Manager: Seville Group)
 Est. Construction: July 2007 to August 2008
 Notice to Proceed: July 9 2007
 Funding Source: Measure C General Obligation Bond
Status: College has taken beneficial occupancy of the building but the contractor will be completing punch list items until the end of September 2008.

Orange Coast College New Consumer Health & Science Lab Building

Architect: LPA Architecture
 Final Project Proposal Phase: May 2005
 Programming/Working Drawings: July 2007 to March 2008
 DSA Approval: April to August 2008
 Funding Source: Measure C General Obligation Bond and State Capital Outlay Funds
Status: The architect is awaiting comments on the submitted plans for this project. The project should receive from DSA and the State Chancellor's Office by late September. The bid opening for this project will be in November with construction beginning in late December 2008.

Orange Coast College Softball Field & Relocation of Field Events

Architect: tBP Architecture
 DSA Approval: September 2008
 Funding Source: Measure C General Obligation Bond

Status: The Softball Field Project will be located at the site of the current field events field. As part of this project, the field events will be relocated to the center of the track. The plans for the Softball Field are currently at DSA for approval.

Orange Coast College Interdisciplinary Building

Architect: LPA Architecture

DSA Approval: May to November 2008

Funding Source: Measure C General Obligation Bond

Status: The architect is awaiting comments on the submitted plans for this project. The project should receive from DSA approval in November 2008.

Golden West College Learning Resource Center

Architect: Steinberg Group (Construction Manager: URS)

DSA Approval: March 2008

Bid Process: Rebid in phases

Funding Source: Measure C General Obligation Bond

Status: Construction has begun on Phase I of this project. The bid opening for Phase II contractors will be held on September 4, 2008.

Golden West College Health Science Building

Architect: Perkins & Will (Construction Manager: Gafcon)

Est. Construction: July 2007 to July 2008

Notice to Proceed: July 9, 2007

Funding Source: Measure C General Obligation Bond

Status: College has taken beneficial occupancy of the building but the contractor will be completing punch list items until the end of September 2008.

Golden West College Energy Project

ESCO Company: Southland Industries

Construction: January 2007

Est. Completion: 2009

Funding Source: Measure C General Obligation Bond

Status: The central plant is up and running and providing chilled water to ten buildings. Currently the contractor is renovating the HVAC units and chill water piping to Group 5 buildings with two more groups of buildings to be completed.

District Administration Building

Arhitect: 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: Phase II construction work will be completed by September 12, 2008. Phase II parking will provide an additional seventy parking spaces.

5.05 Receive Initial Proposal from Coast Federation of Educators to Reopen Negotiations

Meeting: 09/03/2008 Regular Meeting
 Category: 5. Continuation of General Information and Reports
 Agenda Type: Information
 Public Access: Yes

Agenda Item Content

1. Receive Initial Proposal from the Coast Federation of Educators (CFE) to Reopen Negotiations between the Coast Federation of Educators and the Coast Community College District.

In compliance with the Educational Employment Relations Act, the Coast Federation of Educators 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 Article VI, Academic Freedom & Responsibility and Article XI, Hours of Service, for the 2008 – 2009 school year.

2. Receive Initial Proposal from the Coast Community College District (CCCD) to Reopen Negotiations between the Coast Federation of Educators and the Coast Community College District.

In compliance with the Educational Employment Relations Act, the Coast Community College District presents its proposal to reopen negotiations with the Coast Federation of Educators. Pursuant to section 3527 of the Government Code and in compliance with the current collective bargaining agreement between the parties the District hereby exercises its rights to reopen on Article XII, Working Conditions and Duties, and Article VII, Personnel Files, for the 2008 – 2009 school year.

Additional Administrative Content

Created by: [Name], Title: [Title], Category: [Category], Subcategory: [Subcategory], Last updated on: [Date] by [Name]

Agenda Item

Adjournment

Meeting: 09/03/2008 Regular Meeting
Category: 6, Adjournment
Agenda Type: Information
Public Access: Yes

Agenda Item Content

Additional Administrative Content

Created on 07/21/2008 at 04:18 PM by K. Brown. Last updated on 09/02/2008 by Leigh Noble.

**COAST COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES' DIRECTIVES LOG**
Prepared by the Manager of Board Operations

	Meeting Date	Agenda Section/Page Number/Issue	Requested via Action by the Board of Trustees	Responsible District Party	Directive	Meeting Due Date	Status I = In Progress X = Complete P = Pending	Comments
1	10/17/07	12. Board Trustees' Self Evaluation	Mary Hornbuckle	Chancellor Yglesias & Christian Teeter	Work with the Chancellor to plan a Board Retreat, held away from the formal setting of the District Board Room, to outline goals and work on developing a climate of mutual trust.	Date with Dr. Weary is in planning for Board & Chancellor		
	2/26/08	6A. Examination of the Goals and Situation of the District	Mary Hornbuckle		Planning to occur for additional retreat session with Board, Chancellor, College Presidents, Vice Chancellors, Academic Senate Presidents and Union Presidents			
	2/26/08	6B. Roles that the Board of Trustees and Chancellor Can, Do and Should Play in Serving the District Most Effectively	Jim Moreno; 2 nd Mary Hornbuckle	Chancellor	Present District Agenda for review and prioritization by Trustees; Trustees will prioritize and add assignments to the Board of Trustees' Directives Log.	November 5, 2008		
							I	
2	8/15/07	2. Update on Project Voyager	Walt Howald	Academic Senate Presidents & College Presidents Vice Chancellor of Admin. Svs.	Report back to the Board on the how the new Banner Software is working after its implementation. Report on Banner's efficiency.	October 1, 2008		
							P	
3	1/16/08	12. Discussion of District General legal Counsel	Jim Moreno; 2 nd by Mary Hornbuckle	Jerry Patterson/Walt Howald	Committee to discuss and report back to the Board	April 2, 2008		
							P	

Meeting Date	Agenda Section/Page Number/Issue	Requested via Action by the Board of Trustees	Responsible District Party	Directive	Meeting Due Date	Status I = In Progress X = Complete P = Pending	Comments
2/20/08	Reports from Employee Representative Groups (Barbara Price)	Jerry Patterson; 2 nd by Mary Hornbuckle	Vice Chancellor Admin. Svs.	<p>Prepare status report for the Board on these issues:</p> <p>Life Insurance/Disability/Fitness Program benefits for part time faculty</p> <p>Provide timeline and narrative of discussions with CCA.</p> <p>Report to include administration of these benefits and who would be eligible.</p>	<p>March 5, 2008</p> <p>Report due March 31, 2008 for Trustees to discuss on April 2, 2008</p> <p>June 18, 2008</p> <p>September 17, 2008</p>	I	
2/20/08	Policy Implementation	Jerry Patterson; 2 nd Walt Howald	Vice Chancellor HR refers to Attorney D. Larsen	Adopt the policy and procedures relating to Acceptable Use of Computer and Electronic Resource Systems (Policy #050-1-6.2), refer OCC faculty member Mr. Perkins' list of concerns to legal counsel for consideration, and report to the Board in six months.	September 3, 2008	P	
3/5/08	10. Opportunity for Board to Review the Board Directives Log	Jerry Patterson; 2 nd Jim Moreno	Vice Chancellor HR	Review of Classified hiring policy	December 2008	P	
3/5/08	10. Opportunity for Board to Review the Board Directives Log	Jerry Patterson; 2 nd Jim Moreno	Vice Chancellor HR	Review of Faculty hiring policy	January 2009	P	
3/5/08	10. Opportunity for Board to Review the Board Directives Log	Jerry Patterson; 2 nd Jim Moreno	Vice Chancellor HR	Review of Management hiring policy	February 2009	P	
3/5/08	10. Opportunity for Board to Review the Board Directives Log	Jerry Patterson; 2 nd Walt Howald	Staff	Revisit Participatory Governance Policies and Procedures	November 2008	P	

	Meeting Date	Agenda Section/Page Number/Issue	Requested via Action by the Board of Trustees	Responsible District Party	Directive	Meeting Due Date	Status I = In Progress X = Complete P = Pending	Comments
0	5/7/08	11. Opportunity to Conduct Annual Policy Review of Student Representative, Board of Trustees	Jerry Patterson; 2 nd Walt Howald	Chancellor	Refer this Policy (#Policy 010-2-14, <i>Student Representative, Board of Trustee.</i>) to the Chancellor, the District Student Council and each college Student Government for their comments and brought back for Board review in October 2008.	October 2008	P	
1	5/7/08	12. Opportunity for Board of Trustees' Review and Discussion of Student Representative Selection Process	Armando Ruiz; 2 nd Paul Bunch	Staff	Forward this policy (Policy 010-2-14.1, <i>Student Representative Selection Process</i>) to the 2008-2009 District Student Council and college Student Governments for review.	October 2008	P	
2	5/7/08	Consent Calendar	Jerry Patterson; 2 nd Armando Ruiz	Chancellor & Manager, Board Operations/Asst. to Chancellor	Staff to identify the criteria for determining whether items would be placed in the Action section or the Consent Calendar of the Agenda and report back to the Board.	January 2009	P	
	6/18/08	General Information and Reports		Vice Chancellor HR	Request for Report on hires and diversity of the 3 colleges	September 3, 2008	P	
4	7/16/08	8. Opportunity for Board of Trustees' Discussion of GWC Academic Senate Resolution Advocating for Participatory Governance	Walt Howald; 2 nd Jim Moreno	Associate Vice Chancellor Ed. Svs.	Work with Vice Presidents and Academic Senates at three colleges to coordinate curriculum and make recommendations for coordinating grants among the three colleges and the district	September 3, 2008	P	

Meeting Date	Agenda Section/Page Number/Issue	Requested via Action by the Board of Trustees	Responsible District Party	Directive	Meeting Due Date	Status I = In Progress X = Complete P=Pending	Comments
8/6/08	2.01 Reports from Academic Senate Presidents	Jerry Patterson; 2 nd Walt Howald	Staff	Develop Board Policy relating to Academic Senate Presidents, including reporting structure, defined organizational chart, definition of committee planning structure, and definition of Board of Trustee responsibilities in relation to the Academic Senate	November 5, 2008		
8/6/08	5.01 Reports	Walt Howald; 2 nd Jerry Patterson	College Presidents & Associate Vice Chancellor Ed. Svs.	Progress report on Accreditation status from the District and each of the three colleges	Status Report due November 19; Final report due January 21, 2009		
8/6/08	5.01 Reports	Jerry Patterson; 2 nd Walt Howald	Associate Vice Chancellor Ed. Svs.	Request that items regarding Accreditation be sent to Board Members immediately in the future and create a Reading File in the Board Office.	Ongoing		

FIRST AMENDMENT TO EDUCATIONAL AFFILIATION AGREEMENT

This First Amendment to the Educational Affiliation Agreement dated January 1, 2007 ("Agreement") by and between Saddleback Memorial Medical Center, a California non-profit public benefit corporation ("Facility") and Coast Community College District, a public educational form agency ("School") is effective as of the first (1st) day of August, 2008.

WHEREAS, Facility and School desire to amend and modify the Agreement as set forth below in order that the Agreement, as amended and modified, is acceptable to both parties for execution;

THEREFORE, in consideration of the promises and of the mutual covenants herein, the parties agree that the Agreement shall be and is hereby amended and modified as follows:

1. The parties wish to include Saddleback Memorial Medical Center, Laguna Hills campus ("SMMC-LH") as an additional Facility. SMMC as used herein shall collectively refer to both Saddleback Memorial Medical Center, San Clemente campus and Saddleback Memorial Medical Center, Laguna Hills campus.
2. In all other respects the Agreement shall remain as stated in the Agreement.
3. If the terms of the Agreement in any way conflict with or are otherwise inconsistent with the terms of this Amendment, this Amendment shall govern and control.

IN WITNESS WHEREOF, the parties hereto have executed this First Amendment to the Education Affiliation Agreement as stated below.

FACILITY

Saddleback Memorial Medical Center

By: _____
LaDonna Butler
Executive V.P./ Chief Operating Officer

Date: _____

Approved as to form:

By: Robert E. Siemer, Esq.

Title: General Counsel, MHS

Date: July 30, 2008

[SCHOOL SIGNATURES ON NEXT PAGE]

SCHOOL:
Orange Coast College

By: 
Kevin Ballinger, Dean
Consumer & Health Sciences

By: _____
Richard Pagel, Vice President
Administrative Services

Date: 8/6/08

Date: _____

SCHOOL:
Coast Community College District

By: _____

Title: _____

Date: _____

COMMANDER, NAVY REGION SOUTHWEST
937 NO. HARBOR DR
SAN DIEGO, CA 92312-0058

COASTLINE COMMUNITY COLLEGE
11460 WARNER AVENUE
FOUNTAIN VALLEY, CA 92708-2597

CNRSW
N00242-080605-PO8

MEMORANDUM OF AGREEMENT
BETWEEN
COMMANDER, NAVY REGION SOUTHWEST
AND
COAST COMMUNITY COLLEGE DISTRICT (COASTLINE COMMUNITY COLLEGE)

Sub: CLEP ECBT AND iBT DSST TESTING SERVICES

Ref: (a) DoD Directive 1322.8
(b) DoD Instruction 1322.25
(c) College Board Contract N00189-07-D-Z047
(d) Prometric Contract N00140-07-D-0001

1. General

a. Purpose. The purpose of this Memorandum of Agreement (MOA) is to provide guidelines for acquiring CLEP eCBT and iBT DSST testing services on military installations from a National Test Center (NTC) college and/or university based on references (a) through (d).

b. Participants. Signature parties to this agreement are Commander, Navy Region Southwest (CNRSW) for Naval Base Point Loma (NBPL), San Diego, California and Coast Community College District (Coastline Community College), the Academic Institution (AI) operating as a National Test Center (NTC) for College-Level Examination Program® (CLEP® eCBT) and Internet-based DSST® testing programs.

c. Background. For the CLEP eCBT testing program, a NTC operates under a Technology-Based Testing Center Management and Administration Agreement (hereinafter referred to as "Test Center Agreement") between Educational Testing Service (ETS), who is an authorized vendor of the College Entrance Examination Board (hereinafter called the College Board). For the iBT DSST

testing program, a NTC operates under a Letter of Agreement with Prometric, who holds the trademark for the DSST® examinations.

2. Scope

a. Definitions

(1) "Academic Institution" (AI) refers to Coastline Community College, a regionally accredited college as required by The College Board and Prometric.

(2) The College-Level Examination Program (CLEP) computer-based testing program referred to as "CLEP eCBT" is comprised of 35 computer-based tests. The College Board holds all ownership and proprietary rights, including, but not limited to, copyright, trade secret, trademark, service mark, and patent rights in the test items. ETS holds all ownership and proprietary rights, including but not limited to, copyright, trade secret, trademark, service mark, and patent rights in the ETS eCBT application System, the Test Center Handbook, and any other software, manuals, documentation, secure test administration or operational procedures.

(3) The Internet-based DSST® testing program is comprised of 36 test titles (excluding the "Principles of Public Speaking" test) delivered through an Internet-Based delivery system. Prometric holds all ownership and propriety rights, including, but not limited to copyright, trade secret, trademark, service mark, and patent rights to the test items.

(4) "Test Fee" refers to current commercial off-the-shelf CLEP eCBT and iBT DSST test fees established by The College Board and Prometric, respectively.

(5) "Administration Fee" refers to a standard fee paid by DANTES under contract with The College Board and with Prometric for administration of CLEP eCBT and iBT DSST tests, respectively by a NTC operating under an MOA on a military installation, to eligible DANTES-funded military and DANTES-funded civilian examinees.

(6) "Service Fee" refers to a fee charged by the AI as consideration for providing CLEP eCBT and iBT DSST services to unfunded civilian examinees (those who pay their own fees). The AI may require each unfunded civilian examinee registering to take a CLEP eCBT or iBT DSST test to pay a nonrefundable Service

Fee to be collected separately, as recommended by the College Board and Prometric. The AI, in lieu of any honorarium payments from the College Board or Prometric, will retain this Service Fee.

(7) "Restricted Test Center" refers to a NTC operating under an MOA with a military installation to provide CLEP eCBT and iBT DSST testing services to the following categories of examinees:

(a) Military personnel (active and/or reserve).

(b) DANTES-funded eligible civilian employees and spouses of participating Reserve Component and Coast Guard personnel if testing at a Reserve Component or Coast Guard installation.

(c) DANTES-funded Department of Defense Acquisition civilian employees.

(d) Adult family members of military and DoD employees.

(e) Other civilians enrolled in the on-based voluntary Education program.

(f) In the overseas environment, those others authorized under the Status of Forces Agreement.

Except for examinees in categories (a), (b) and (c), all others are tested on a space-available basis according to Service policies.

b. The AI will:

(1) Be a member of Servicemembers Opportunity Colleges (SOC) with an established policy for acceptance of CLEP and DSST examinations. The AI credit-by-examination policy needs to identify minimum passing score requirements for individual CLEP and DSST exams with corresponding course requirements.

(2) Operate the National Test Center under a "Test Center Agreement" with ETS and a Letter of Agreement with Prometric.

(3) Comply with all terms and conditions of the "Test Center Agreement" and "CLEP Addendum" between the AI and ETS for

the administration of CLEP eCBT examinations and with the Letter of Agreement and *DSST Internet Based Test Administration Guide* with Prometric for the administration of the iBT DSSTs.

(4) Provide required resources for administering CLEP eCBT and iBT DSSTs examinations as described in the "Test Center Agreement" and the *DSST Internet Based Test Administration Guide*, respectively, to include computer equipment, commercial Internet service, technical support, and test administrator support.

(5) Meet all operating guidelines and requirements as specified in the *CLEP Test Center Handbook* and *DSST Internet Based Test Administration Guide*, all of which shall be controlling over any terms of this MOA.

(6) Provide CLEP eCBT and iBT DSST testing services to DANTES-funded military and civilian examinees and, on a space-available basis, to all other examinees.

(7) Accept a standard test administration fee of \$20 per test paid by DANTES to The College Board and Prometric for eligible DANTES-funded military and civilian examinees. The College Board and Prometric will issue checks to the AI for the total number of administered CLEP eCBT and iBT DSST tests, respectively, to eligible DANTES-funded examinees. For unfunded civilian testing, the AI may elect to charge a service fee to compensate the AI for its efforts to provide and maintain a test center. This non-refundable advance service fee should not exceed \$20 per test from each prospective civilian examinee.

(8) Provide the on-base Navy College Office with a copy of all DANTES-funded CLEP eCBT test results for military personnel and a consolidated daily attendance/testing report for scheduled test dates. The AI also agrees to provide a copy of CLEP eCBT test results to all examinees upon completion of exam, with the exception of the English Composition with Essay examination.

(9) Provide the on-base Navy College Office with a copy of all DANTES-funded iBT DSST test results for military personnel.

(10) Notify the Navy College Office Direct (NCOD) and DANTES Test Control Officer, ETS, and The College Board within 24 hours of any test compromise or security breach involving the CLEP eCBT program. For the iBT DSST program, the AI agrees to

notify the NCOD and DANTES Test Control Officer, and Prometric within 24 hours of any test compromise or security breach.

c. The Navy College Officer Director (NCOD), the manager for the Navy's Voluntary Education Programs on NBPL, will, on behalf of CNRSW and CO, NBPL:

(1) Provide a conducive environment for testing as described in the *DANTES Examination Program Handbook*, Part I, to include adequate electrical power and space to house and secure the AI's computer equipment.

(2) Provide repairs, as permitted by base funding and approved by CO, NBPL, to maintain the space housing the CLEP eCBT and iBT DSST testing facility. All telecommunication requirements will be at the arrangement and expense of the AI. The NCOD should confirm with the installation Information Technology personnel that this arrangement poses no security risk to the military infrastructure.

(3) Ensure that the Navy College Office staff provides counseling services to support CLEP eCBT and iBT DSST testing and refer examinees to the AI for testing.

(4) Cooperate with the AI to monitor and if necessary, address issues if a "no-show" rate should become excessive.

(5) Assist in publicizing the AI CLEP eCBT and iBT DSST testing program/schedule using all available local media/information sources in accordance with existing regulations and Navy Guidelines.

(6) Monitor the AI's performance to ensure the AI meets the MOA requirements.

(7) Based on notification by the AI of a potential test compromise involving DANTES-funded military or civilian examinees, the NCOD will notify DANTES immediately as specified in the *DANTES Examination Program Handbook*.

(8) Before DANTES-funded CLEP eCBT and iBT DSST testing is authorized to commence under the MOA, the NCOD, provide DANTES Code 20A with an electronic copy of the executed MOA between the AI and CNRSW.

(9) Before DANTES-funded CLEP eCBT and iBT DSST testing is authorized to commence under the MOA, ensure that the DANTES TCO has returned all CLEP paper-based examinations and all DSST paper-based examinations (except for the "Principles of Public Speaking") to Prometric and has provided DANTES Code 20A with a copy of the DANTES Document Receipt Form(s) which accompanied the returned tests to Prometric. These tests must be returned using either FEDEX or UPS.

d. DANTES will:

(1) Provide funding for the CLEP eCBT and iBT DSST test fees for eligible military and civilian examinees and for the CLEP eCBT and iBT DSST administration fees under the terms of the contracts between DANTES and The College Board and Prometric, respectively.

(2) Capture CLEP eCBT and iBT DSST test results for all DANTES-funded CLEP eCBT and iBT DSST administrations through the DANTES Score Reporting System (SRS), and will report these test results for military personnel to their respective Service transcript and counseling systems.

(3) Provide guidance and assistance with implementing the on-base National Test Center initiative and provide managerial oversight for assessing the effectiveness of this initiative.

(4) Coordinate the investigation of any and all test compromise involving DANTES-funded military or civilian examinees and work with all parties (military, AI, College Board, ETS and Prometric) to ensure timely resolution.

e. Changes. Changes may be made to this agreement by mutual written consent of both parties and will be recorded and published as addenda to this agreement.

f. Termination

(1) This MOA may be terminated by mutual consent of both parties. This MOA will remain in effect until superseded or terminated. Either party may terminate this MOA upon 30 days prior written notification to the other party. The NCOD will notify DANTES and provide a copy of a termination notice to DANTES Code 20A.

(2) In the event of any unauthorized disclosure of CLEP or DSST secure testing materials, or any other breach by the AI of ETS's or Prometric test security procedures, the CNRSW or CO NBSD retain the right to immediately terminate this MOA.

g. Expiration. This MOA will expire after 5 years, at which time it may be renegotiated and reissued.

IN WITNESS WHEREOF, the parties hereunto have executed this MOA as of the day and year written below. This MOA shall become effective upon signature of both parties.

C. M. Brahmhatt
Vice Chancellor,
Administrative Services
Coast Community College
District (Coastline
Community College)

L. R. Hering
Rear Admiral, U.S. Navy
Commander,
Navy Region Southwest

Date: _____

Date: _____



DISTRIBUTION AGREEMENT

Between

COAST COMMUNITY COLLEGE DISTRICT

Coastline Community College/Coast Learning Systems



&



This **AGREEMENT** is entered into this _____ between the *Coast Community College District* (**COPYRIGHT HOLDER/PRODUCER**) a California public educational agency located at 1370 Adams Avenue, Costa Mesa, California 92626 and *Destination Education, Inc.* with an address at 1638 Harwood Street, Lincoln, NE 68502 ("**DISTRIBUTOR**").

DISTRIBUTION AGREEMENT
COAST COMMUNITY COLLEGE DISTRICT/COAST LEARNING SYSTEMS & DESTINATION EDUCATION, INC.

WHEREAS, COPYRIGHT HOLDER/PRODUCER possesses the distribution rights to audio-visual recordings of certain videocassettes and DVDs listed on the attached Schedule A (the "**PROGRAMS**"), and

WHEREAS, COPYRIGHT HOLDER/PRODUCER desires to grant to DISTRIBUTOR and DISTRIBUTOR desires to be granted distribution rights to the Programs, as more fully set forth herein,

NOW THEREFORE, in consideration of the premises and the mutual covenants herein set forth, the sufficiency of which is hereby acknowledged, the parties hereto hereby agree as follows:

1. GRANT OF DISTRIBUTION RIGHTS

- a. COPYRIGHT HOLDER/PRODUCER hereby grants DISTRIBUTOR the limited non-exclusive rights to resell and otherwise distribute the Programs listed on Schedule A - J to educational institutions in the United States of America only.
- b. The rights granted to DISTRIBUTOR include the right to distribute the Programs for single-institution live or closed-circuit performance and for single-institution distribution via an electronic, password-protected network, but not for other broadcast, satellite, or Internet transmission.
- c. DISTRIBUTOR does not have the right to make and/or distribute, or to allow the end-user to make, a closed-captioned version of any of the videocassette or DVD Program(s).
- d. Additional Programs may be added under the terms of this Agreement via an approved COPYRIGHT HOLDER/PRODUCER and DISTRIBUTOR written addendum.

2. TERM

The rights granted to DISTRIBUTOR under this Agreement shall commence from the date of signature and will remain in effect as agreed. **AGREEMENT EXPIRES: June 30, 2011.**

A new agreement must be negotiated six (6) months prior to Agreement expiration date. Or, either party must provide written notice of termination to the other party effective on the Agreement expiration date. During the last six (6) months of the Agreement, DISTRIBUTOR will be able to purchase Programs as needed to fulfill orders from promotions printed prior to termination unless DISTRIBUTOR has failed to uphold the contract terms as provided herein.

Upon termination by either party during the term of the Agreement, DISTRIBUTOR will cease including Programs in all new promotional materials and shall cease selling all said Programs immediately. The COPYRIGHT HOLDER/PRODUCER reserves the right to cancel this Agreement with a thirty (30) day notice at anytime. DISTRIBUTOR will be able to purchase Programs as needed to fulfill orders from promotions printed prior to termination unless DISTRIBUTOR has failed to uphold the contract terms as provided herein.

Without prejudice to any accrued rights and liabilities between the parties, either party may terminate this Agreement immediately by written notice sent via "traceable means" (via UPS, FedEx, DHL, or certified US Mail with a confirmed receipt to the address for a party set forth above or such other address as a party shall designate in writing) to the other if that other shall commit any substantial breach of this Agreement and shall have failed to remedy the same within thirty (30) days of the service of a notice specifying the breach and requiring its remedy.

DISTRIBUTION AGREEMENT
COAST COMMUNITY COLLEGE DISTRICT/COAST LEARNING SYSTEMS & DESTINATION EDUCATION, INC.

3. PRICING, DELIVERY & PAYMENTS

- a. COPYRIGHT HOLDER/PRODUCER will grant DISTRIBUTOR a 35% discount from COPYRIGHT HOLDER/PRODUCER published list price on DVD products listed in the Schedules.
- b. DISTRIBUTOR reserves the right to set its own list prices for the Individual DVD Programs and Complete DVD Series.
- c. In the event of a change in COPYRIGHT HOLDER/PRODUCER published list price, Producer will provide notice in writing, sent via traceable means (see Paragraph 2 above), at least thirty (30) days before the price change will take effect. If the published list price decreases, DISTRIBUTOR will have the right to purchase at the discount off the newly published list price.
- d. COPYRIGHT HOLDER/PRODUCER shall ship products within seven (7) business days of receipt of DISTRIBUTOR's written order. COPYRIGHT HOLDER/PRODUCER will ship via UPS and charges will be billed directly to DISTRIBUTOR's shipper account. Each June 1st, COPYRIGHT HOLDER/PRODUCER shall provide a list of holidays observed by the Coast Community College District in order to allow DISTRIBUTOR to plan orders accordingly. Holidays observed by the COPYRIGHT HOLDER/PRODUCER shall not be counted as business days.
- e. DISTRIBUTOR will remit payments in United States currency to COPYRIGHT HOLDER/PRODUCER within 30 days of receipt of an invoice for all products received. Should DISTRIBUTOR fail to make required payments within 45 days of receipt of an invoice, COPYRIGHT HOLDER/PRODUCER will have the right to suspend the purchasing/distribution rights of the DISTRIBUTOR until payment is received.
- f. In the event that any Program becomes unavailable COPYRIGHT HOLDER/PRODUCER shall provide DISTRIBUTOR ninety (90) days advance notice in writing and the opportunity for DISTRIBUTOR to place a final order as long as the order does not create a legal liability for the COPYRIGHT HOLDER/PRODUCER.

4. DAMAGED/ DEFECTIVE GOODS & RETURNS

- a. COPYRIGHT HOLDER/PRODUCER will expeditiously replace any Programs received that are found to be defective or damaged. DISTRIBUTOR will return all defective or damaged Programs, if requested by COPYRIGHT HOLDER/PRODUCER. Return shipping will be paid by COPYRIGHT HOLDER/PRODUCER.
- b. COPYRIGHT HOLDER/PRODUCER will only accept returns on Programs that are removed from its inventory due to retirement, content revision, or under legal necessity.
- c. DISTRIBUTOR understands that no other returns of purchased Programs will be accepted.

DISTRIBUTION AGREEMENT
COAST COMMUNITY COLLEGE DISTRICT/COAST LEARNING SYSTEMS & DESTINATION EDUCATION, INC.

5. WARRANTIES

- a. COPYRIGHT HOLDER/PRODUCER warrants that it possesses the necessary rights to the Programs to enter into this Agreement and to grant distribution rights to DISTRIBUTOR and carry out the terms hereof. COPYRIGHT HOLDER/PRODUCER further warrants that the Programs, and DISTRIBUTOR's distribution of them hereunder, do not, and will not, infringe any statutory or common-law copyright or other intellectual property right of any third party and will be fit for their intended use, merchantable, and of industry-standard quality. COPYRIGHT HOLDER/PRODUCER will indemnify and hold DISTRIBUTOR harmless from and against any and all claims, losses, damages, costs, and expense (including reasonable attorney's fees) arising out of any material breach of any representation or warranty made by COPYRIGHT HOLDER/PRODUCER hereunder.
- b. DISTRIBUTOR represents and warrants that it has the full right, power, legal capacity, and authority to enter into this Agreement and carry out the terms hereof. DISTRIBUTOR will indemnify and hold Producer harmless from and against any and all claims, losses, damages, costs, and expense (including reasonable attorney's fees) arising out of any material breach of this Agreement or any representation or warranty made by DISTRIBUTOR hereunder.
- c. IN NO EVENT, EXCEPT WITH RESEPECT TO EACH PARTY'S INDEMNIFICATION AND CONFIDENTIALITY OBLIGATIONS, SHALL EITHER PARTY BE LIABLE TO THE OTHER FOR LOST PROFITS OR ANY OTHER INDIRECT, SPECIAL, INCIDENTAL OR CONSEQUENTIAL DAMAGES ARISING OUT OF OR IN ANY WAY CONNECTED WITH THIS AGREEMENT.

6. SUCCESSORS AND ASSIGNS

COPYRIGHT HOLDER/PRODUCER and DISTRIBUTOR agree that this entire Agreement and/or any portion of this Agreement may NOT be assigned to another party.

7. ENTIRE AGREEMENT

This Agreement, including all schedules hereto, constitutes the entire agreement between DISTRIBUTOR and COPYRIGHT HOLDER/PRODUCER and may not be altered or amended except in writing, signed by each of the parties. There are no representations, covenants or warranties other than those expressly stated herein. No waiver, modification or any of the terms hereof shall be valid unless in writing signed by both parties. This Agreement shall control over any contrary terms a party seeks to impose by inclusion on a purchase order or similar document.

8. COMPLY WITH ALL LAWS

In performance of this Agreement DISTRIBUTOR shall comply with all applicable state, federal and local laws, ordinances, codes, rules, regulations, and standards and shall hold and maintain all necessary licenses and permits.

DISTRIBUTION AGREEMENT
COAST COMMUNITY COLLEGE DISTRICT/COAST LEARNING SYSTEMS & DESTINATION EDUCATION, INC.

9. LIMITATION OF LIABILITY

Notwithstanding anything to the contrary, to the extent allowed by law, neither party shall be liable for any special, indirect, exemplary, punitive, consequential, or incidental damages (including without limitation, lost revenues, anticipated revenues or profits relating to the same) arising from any claim relating directly or indirectly to this Agreement whether a claim for such damages is based on warranty, contract, tort (including without limitation negligence or strict liability) even if the parties are advised of the likelihood or possibility of same.

10. RELATIONSHIP BETWEEN THE PARTIES

This Agreement does not create any agency, partnership, joint venture or franchise relationship between the parties and neither DISTRIBUTOR nor its employees shall be deemed to be a legal representative, agent or employee of COPYRIGHT HOLDER/PRODUCER. Neither party has the right or authority to and shall not assume or create any obligations of any nature on behalf of the other party, or bind the other party in any respect.

11. GOVERNING LAW

This Agreement is to be governed by and interpreted in accordance with the laws of the State of California. If any action is brought arising out of this agreement, including but not limited to any claim for breach of the same, interpretation of the same, cancellation or specific performance, said action shall be brought in the appropriate court in Orange County, California.

Signature Pages
Schedules "A" – "K"
Attached

DISTRIBUTION AGREEMENT
COAST COMMUNITY COLLEGE DISTRICT/COAST LEARNING SYSTEMS & DESTINATION EDUCATION, INC.

IN WITNESS WHEREOF, each of the undersigned parties has caused this Agreement to be executed by its duly authorized officer:

DESTINATION EDUCATION, INC.

By: _____
Stephen C. Lenzen
President and co-founder
Destination Education, Inc.

Dated:

COAST COMMUNITY COLLEGE DISTRICT

By: _____
C.M. Brahmhatt, Vice Chancellor of Administrations

Dated:

For DISTRICT: Vice Chancellor, Office of
Administrative Services
Coast Community College District
1370 Adams Avenue
Costa Mesa, CA 92626

With a copy to: Director of Marketing
Coast Learning Systems
Coastline Community College
11460 Warner Avenue
Fountain Valley, CA 92708

APPROVED AS TO LEGAL REQUIREMENTS

Milford W. Dahl, Jr., Counsel
Coast Community College District

Date: _____

DISTRIBUTION AGREEMENT
COAST COMMUNITY COLLEGE DISTRICT/COAST LEARNING SYSTEMS & DESTINATION EDUCATION, INC.

Schedule A

INDIVIDUAL PROGRAM DVD TITLES BY COURSE	PRODUCER LIST PRICE	COST TO DISTRIBUTOR
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GENERAL ANTHROPOLOGY: THE FOUR FIELDS

\$750.00 / Series
\$99.00 / Single Title

\$487.50 / Series
\$64.35 / Single Title

1. Essence of Anthropology
2. Biology & Evolution
3. Living Primates
4. Living Primates, II
5. Methods of Paleoanthropology
6. Macroevolution and the Early Primates
7. The First Biped
8. A New Hominin
9. Premodern Humans
10. Homo sapiens and the Upper Paleolithic
11. Neolithic Transition
11. Grouping by Gender, Age, Common Interest & Class
12. Modern Human Diversity
13. Characteristics of Culture
14. Language & Communication
15. Social Identity, Personality & Gender
16. Patters of Subsistance
17. Economic Systems
18. Sex & Marriage
19. Family & Household
20. Kinship & Descent
21. Grouping by Gender, Age, Common Interest & Class
22. Politics, Power & Violence
23. Spirituality, Religion & the Supernatural
24. The Arts
25. Process of Change
26. Global Challenges, Local Responses & the Role of
27. Applied Anthropology

DISTRIBUTION AGREEMENT
COAST COMMUNITY COLLEGE DISTRICT/COAST LEARNING SYSTEMS & DESTINATION EDUCATION, INC.

Schedule B

INDIVIDUAL PROGRAM DVD TITLES BY COURSE	PRODUCER LIST PRICE	COST TO DISTRIBUTOR
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ASTRONOMY: OBSERVATIONS & THEORIES

\$750.00 / Series
\$99.00 / Single Title

\$487.50 / Series
\$64.35 / Single Title

1. The Study of the Universe
2. Observing the Sky
3. Celestial Cycles
5. Astronomical Tools
6. The Science of Starlight
7. The Sun- Our Star
8. The Family of Stars
9. Stellar Births
10. Stellar Deaths
11. Stellar Remnants
12. Our Galaxy: The Milky Way
13. Galaxies
14. Active Galaxies
15. Cosmology
16. Solar Systems
17. The Terrestrial Planets
18. The Jovian Worlds
19. Solar System Debris
20. The Search for Life Beyond

DISTRIBUTION AGREEMENT
COAST COMMUNITY COLLEGE DISTRICT/COAST LEARNING SYSTEMS & DESTINATION EDUCATION, INC.
Schedule C

INDIVIDUAL PROGRAM DVD TITLES BY COURSE	PRODUCER LIST PRICE	COST TO DISTRIBUTOR
<i>CHILD DEVELOPMENT: STEPPING STONES</i>	\$750.00 / Series	\$487.50 / Series
1. The Developing Person Introduction: Theories of Development	\$99.00 / Single Title	\$64.35 / Single Title
2. A Scientific Approach Developmental Study as a Science		
3. Nature and Nurture: The Dance of Life The Beginnings: Heredity and Environment		
4. The Wondrous Journey The Beginnings: Prenatal Development and Birth		
5. Delicate Group The Beginnings: Special Topic		
6. Grow, Baby, Grow The First Two Years: Biosocial Development		
7. The Little Scientist The First Two Years: Cognitive Development		
8. Getting to Know You The First Two Years: Psychosocial Development		
9. Off to a Good Start The First Two Years: Summary		
10. Fatherhood The First Two Years: Special Topic		
12. Playing and Growing The Play Years: Biosocial Development		
13. Playing and Learning The Play Years: Cognitive Development		
14. Playing and Socializing The Play Years: Psychosocial Development		
15. Developing Through Play The Play Years: Summary		
16. Hazards Along the Way The Play Years: Special Topic		
17. The Golden Years of Childhood The School Years: Biosocial Development		
18. The Age of Reason School Years: Cognitive Development		
19. A Society of Children The School Years: Psychosocial Development		
20. On the Road of Accomplishment The School Years: Summary		
21. School Days The School Years: Special Topic		
21. Explosions Adolescence: Biosocial Development		
22. What If? Adolescence: Cognitive Development		
23. Who Am I? Adolescence: Psychosocial Development		
24. The Home Stretch Adolescence: Summary		
25. Crashing Hard Into Adulthood Adolescence: Special Topic		
26. Different Paths Closing: Developmental Psychopathologies		

DISTRIBUTION AGREEMENT
COAST COMMUNITY COLLEGE DISTRICT/COAST LEARNING SYSTEMS & DESTINATION EDUCATION, INC.

Schedule D

INDIVIDUAL PROGRAM DVD TITLES BY COURSE	PRODUCER LIST PRICE	COST TO DISTRIBUTOR
<i>CONCEPTS IN MARKETING</i>	\$750.00 / Series	\$487.50 / Series
	\$99.00 / Single Title	\$64.35 / Single Title
1. Introduction to Marketing		
2. Marketing Strategy		
3. Environmental Scanning		
4. Ethics and Social Responsibility		
5. Consumer Behavior		
6. The Organizational Buying Process		
7. Global Marketing		
8. Marketing Research		
9. Segmenting & Targeting Markets		
10. New Product & Service Development		
11. Managing Products & Services		
12. Pricing Products & Services		
13. Marketing Channels & Supply Chain		
14. Retailing & Wholesaling		
15. Integrated Marketing Communications		
16. Advertising, Sales Promotion & Public Relations		
17. Personal Selling & Sales Management		
18. Interactive & Multichannel Marketing		

DISTRIBUTION AGREEMENT
COAST COMMUNITY COLLEGE DISTRICT/COAST LEARNING SYSTEMS & DESTINATION EDUCATION, INC.

Schedule D

INDIVIDUAL PROGRAM DVD TITLES BY COURSE	PRODUCER LIST PRICE	COST TO DISTRIBUTOR
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CULTURAL ANTHROPOLOGY: OUR DIVERSE WORLD

\$750.00 / Series
\$99.00 / Single Title

\$487.50 / Series
\$64.35 / Single Title

1. Essence of Anthropology
1. Characteristics of Culture
3. Beginnings of Human Culture
4. Language & Communication
5. Social Identity, Personality & Gender
6. Patters of Subsistence
7. Economic Systems
8. Sex & Marriage
9. Family & Household
10. Kinship & Descent
11. Grouping by Gender, Age, Common Interest & Class
12. Politics, Power & Violence
13. Spirituality, Religion & the Supernatural
14. The Arts
15. Process of Change
16. Global Challenges, Local Responses & the Role of
17. Applied Anthropology

DISTRIBUTION AGREEMENT
COAST COMMUNITY COLLEGE DISTRICT/COAST LEARNING SYSTEMS & DESTINATION EDUCATION, INC.

Schedule E

INDIVIDUAL PROGRAM DVD TITLES BY COURSE	PRODUCER LIST PRICE	COST TO DISTRIBUTOR
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CYCLES OF LIFE: EXPLORING BIOLOGY

\$750.00 / Series
\$99.00 / Single Title

\$487.50 / Series
\$64.35 / Single Title

1. The Unity and Diversity of Life
2. Chemical Foundations of Life
3. Secrets of the Cell
4. The Power of Metabolism
5. Energy In- Energy Out
6. Generations: Mitosis and Meiosis
7. Patterns of Inheritance
8. DNA: Blueprint of Life
9. Proteins: Building Blocks of Life
10. Microevolution
11. Macroevolution
12. Viruses, Bacteria, and Protistans
13. Fungi, Plants, and Animals
14. Plant Reproduction
16. Animal Structure
17. Circulation: A River of Life
18. Immunity
19. Respiration
20. Digestion and Fluid Balance
21. The Neural Connection
22. Endocrine Control: Systems in Balance
23. Animal Reproduction and Development
24. Populations and Communities
25. Ecosystems and the Biosphere
26. The Human Factor

DISTRIBUTION AGREEMENT
COAST COMMUNITY COLLEGE DISTRICT/COAST LEARNING SYSTEMS & DESTINATION EDUCATION, INC.

Schedule F

INDIVIDUAL PROGRAM DVD TITLES BY COURSE	PRODUCER LIST PRICE	COST TO DISTRIBUTOR
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DOLLARS & SENSE: PERSONAL FINANCE FOR THE 21ST CENTURY

\$750.00 / Series	\$487.50 / Series
\$99.00 / Single Title	\$64.35 / Single Title

1. Your Personal Financial Plan
2. Basic Economic Principles
3. Personal Career Strategies
4. Money Management Strategies
5. Planning Your Tax Strategy
6. Banking Services of Financial Institutions
7. Introduction to Consumer Credit
8. Choosing Sources of Consumer Credit
9. Credit Problems
10. Legal Aspects of Protecting Your Health
11. Consumer Purchasing Strategies
12. Transportation Costs
13. The Finances of Housing
14. Personal Risk and Insurance
15. Home, Auto and Business Insurance
16. Health and Disability Insurance
17. Life Insurance
18. Fundamentals of Investing
19. Investing in Stock
20. Investing in Bonds
21. Investing in Mutual Funds
22. Real Estate and Other Investment Alternatives
23. Retirement Planning
24. Estate Planning
25. Deception in the Marketplace
26. Evaluating Your Commitment to Your Financial

DISTRIBUTION AGREEMENT
COAST COMMUNITY COLLEGE DISTRICT/COAST LEARNING SYSTEMS & DESTINATION EDUCATION, INC.

Schedule G

INDIVIDUAL PROGRAM DVD TITLES BY COURSE	PRODUCER LIST PRICE	COST TO DISTRIBUTOR
<i>MASTERING THE COLLEGE EXPERIENCE</i>	\$750.00 / Series	\$487.50 / Series
	\$99.00 / Single Title	\$64.35 / Single Title
1. Welcome to College		
2. The First Step		
3. Ideas are Tools		
4. Finding the Time		
5. Looking Ahead		
6. You've Got a Great Memory		
7. Muscle Reading		
8. Reading Challenges		
9. Taking Notes		
10. Challenges Worth Noting		
11. Preparing for the Test		
12. This is Not a Test		
13. Embracing Diversity		
14. Thinking Creatively		
15. Thinking Critically		
16. Math and Science: a 3-D Solution		
17. Research: Solving a Mystery		
18. Writing Well- The First Draft		
19. Writing Well- The Final Presentation		
20. Communication		
21. Relationships		
22. Money and Finance		
23. Take Care of Your Machine		
24. Preventing Life Crashes		
25. Charting Your Course		
26. Mastering Your Life		

DISTRIBUTION AGREEMENT
COAST COMMUNITY COLLEGE DISTRICT/COAST LEARNING SYSTEMS & DESTINATION EDUCATION, INC.

Schedule H

INDIVIDUAL PROGRAM DVD TITLES BY COURSE	PRODUCER LIST PRICE	COST TO DISTRIBUTOR
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PHYSICAL ANTHROPOLOGY: THE EVOLVING HUMAN

\$750.00 / Series
\$99.00 / Single Title

\$487.50 / Series
\$64.35 / Single Title

1. The Anthropological Perspective
2. Development of Evolutionary Theory
3. Biological Basis of Life
4. Heredity & Evolution
5. Macroeolution: Vertebrate & Mammalian Evolution
6. Overview of Primates
7. Primate Behavior
8. Methods of Paleoanthropology
9. The First Biped
10. A New Hominin
11. Premodern Humans
12. Origin & Dispersal of Modern Humans
13. Modern Human Biology: Patterns of Variation
14. Modern Human Biology: Patterns of Adaptation
15. Legacies of Human Evolutionary History
16. Applied Anthropology

DISTRIBUTION AGREEMENT
COAST COMMUNITY COLLEGE DISTRICT/COAST LEARNING SYSTEMS & DESTINATION EDUCATION, INC.

Schedule I

INDIVIDUAL PROGRAM DVD TITLES BY COURSE	PRODUCER LIST PRICE	COST TO DISTRIBUTOR
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PSYCHOLOGY: THE HUMAN EXPERIENCE

\$750.00 / Series
\$99.00 / Single Title

\$487.50 / Series
\$64.35 / Single Title

1. Why Study Human Behavior?
2. Research Methods in Psychology
3. The Nervous System
4. The Neuron and Neural Transmission
5. Sensation and Perception
6. Consciousness
7. Learning Classical and Operant Conditioning
8. Learning Observational and Cognitive Approaches
9. Memory
10. Language and Cognition
11. Intelligence and Creativity
12. Motivation
13. Emotion
14. Infant and Child Development
15. Adolescent and Adult Development
16. Gender and Sexuality
17. Personality Theories
18. Personality Traits and Assessment
19. Social Cognition
20. Attitudes
21. Group Influence
22. Stress, Health, and Coping
23. Understanding Psychological Disorders, Part One
24. Understanding Psychological Disorders, Part Two
25. Therapies
26. Making Psychology Part of Your Life

DISTRIBUTION AGREEMENT
COAST COMMUNITY COLLEGE DISTRICT/COAST LEARNING SYSTEMS & DESTINATION EDUCATION, INC.

Schedule J

INDIVIDUAL PROGRAM DVD TITLES BY COURSE	PRODUCER LIST PRICE	COST TO DISTRIBUTOR
<i>TRANSITIONS THROUGHOUT THE LIFE SPAN</i>		
1. The Developing Person Introduction: Theories of Development	\$750.00 / Series \$99.00 / Single Title	\$487.50 / Series \$64.35 / Single Title
2. A Scientific Approach Developmental Study as a Science		
3. Nature and Nurture: The Dance of Life The Beginnings: Heredity and Environment		
4. The Wondrous Journey The Beginnings: Prenatal Development and Birth		
5. Grow, Baby, Grow The First Two Years: Biosocial Development		
6. The Little Scientists The First Two Years: Cognitive Development		
7. Getting to Know You The First Two Years: Psychosocial Development		
8. Playing and Growing The Play Years: Biosocial Development		
9. Playing and Learning The Play Years: Cognitive Development		
10. Playing and Socializing The Play Years: Psychosocial Development		
11. The Golden Years of Childhood The School Years: Biosocial Development		
12. The Age of Reason The School Years: Cognitive Development		
13. A Society of Children The School Years: Psychosocial Development		
14. Explosions Adolescence: Biosocial Development		
15. What If? Adolescence: Cognitive Development		
16. Who Am I? Adolescence: Psychosocial Development		
17. Choices Early Adulthood: Biosocial Development		
18. Decisions, Decisions Early Adulthood: Cognitive Development		
19. Love and Work Early Adulthood: Psychosocial Development		
20. Thriving in Midlife Middle Adulthood: Biosocial Development		
21. Use it or Lose it Middle Adulthood: Cognitive Development		
22. Making Lemonade Middle Adulthood: Psychosocial Development		
23. Accepting the Challenge Late Adulthood: Biosocial Development		
24. Making Memories Late Adulthood: Cognitive Development		
25. Staying in the Game Late Adulthood: Psychosocial Development		
26. Living and Dying Epilogue: Death and Dying		

DISTRIBUTION AGREEMENT
COAST COMMUNITY COLLEGE DISTRICT/COAST LEARNING SYSTEMS & DESTINATION EDUCATION, INC.

SCHEDULES A, B, C, D, E, F, G, H, I, and J are ACCEPTED AND AGREED:

Stephen C. Lenzen
President and co-founder
Destination Education, Inc.

Date

PROVIDED BY:

Lynn M. Dahnke
Director of Marketing, Coast Learning Systems
For the Coast Community College District

Date

DISTRIBUTION AGREEMENT
COAST COMMUNITY COLLEGE DISTRICT/COAST LEARNING SYSTEMS & DESTINATION EDUCATION, INC.

Schedule K

Information provided by COPYRIGHT HOLDER/PRODUCER:

Are your titles available with Closed Captioning for the hearing impaired?

XX Yes (all) No (none) For certain titles (please include listing)

Are your VHS programs available in DVD format?

XX Yes (all) No (none) Varies, please inquire

DISTRIBUTOR may use images and previews (no longer than 2 minutes) taken from COPYRIGHT HOLDER/PRODUCER's products to better promote Programs in DISTRIBUTOR's printed brochures and on their website. The reproductions will be used for the promotion of the videos from which they were taken. *If requested by COPYRIGHT HOLDER/PRODUCER, a copy of all such promotional pieces will be received 120 days of creation, and the said pieces will be delivered to COPYRIGHT HOLDER/PRODUCER on DVD.*

May we separate images from your products for this purpose?

xx Yes No Varies, please inquire

Person to contact when ordering products: Marketing Department, Coast Learning Systems

Phone: 714-241-6109 Fax: 714-241-6286 E-mail:CoastLearning@coastline.edu

Preferred method for receiving orders:

☒ **Fax** (Customized order form to be created and approved by both parties.)

Copyright Holder/Producer's Federal Tax ID number: 95-6002272

Please sign below to confirm this information.

Signature
Lynn M. Dahnke, Director of Marketing, Coast Learning Systems
For the Coast Community College District

Date



AMENDMENT made this _____, 2008 to an Agreement dated April 18, 2001 (the "Agreement"), between Coast Community College District, 11460 Warner Avenue, Fountain Valley, California 92708-2597 ("Coast"), and Worth Publishers 41 Madison Avenue, 36th Floor; New York, NY 10010, (the "Publisher"), with respect to a telecourse entitled *Child Development: Stepping Stones* ("Project Telecourse").

WHEREAS, pursuant to the Agreement between Coast and Publisher, Coast has granted Publisher the right to publish and sell a student guide ("Telecourse Student Guide") to accompany the Project Telecourse and Publisher has agreed to pay certain royalties thereon:

WHEREAS, Publisher wishes to publish the Third Edition of the Telecourse Student Guide, presently entitled *Telecourse Student Guide Child Development: Stepping Stones* to accompany *The Developing Person through Childhood and Adolescence* the Publisher and Coast wish to have Coast prepare the necessary revisions for the Third Edition under the same terms and conditions applicable to the Telecourse Student Guide under the Agreement which will correspond to the Eighth Edition of the text, presently entitled, *The Developing Person through Childhood and Adolescence*, by Kathleen Stassen Berger.

WHEREAS, in accordance with Paragraph 2 of the Agreement, the Publisher has requested and Coast has agreed to prepare a third edition of the work, it is hereby agreed as follows:

1. Coast hereby grants Publisher the right to print, publish, and sell the Third Edition under the same terms and conditions applicable to the Second Edition Telecourse Student Guide pursuant to the Agreement.
2. Coast shall deliver to Publisher on or before November 6, 2008 camera-ready mechanicals for the Third Edition, satisfactory to Publisher in content, accuracy, and form, and suitable for a book of approximately 400 pages in length, provided the Publisher delivers all final page proofs to Coast by August 22, 2008.
3. Publisher shall pay Coast the sum of \$4,000.00 as a grant for revision to accommodate the new edition of "The Developing Person through the Childhood and Adolescence" by Kathleen Stassen Berger, payable as follows:
 - (a) \$2,000.00 upon Coast's written request after execution of this Amendment; and
 - (b) \$2,000.00 upon Coast's written request after Publisher's acceptance of the complete and satisfactory camera-ready mechanicals.

EXCEPT TO THE EXTENT OF THE FOREGOING, all of the terms and conditions of the Agreement are hereby ratified and confirmed.

IN WITNESS WHEREOF, the parties hereto have signed this Amendment to be effective as of the date first written above.

AGREED:

Coast Community College District:

Worth Publishers

By _____
C.M. Brahmhatt, Vice Chancellor
of Administrative Services

President and Publisher

With Notification to:

Executive Dean,
Instructional Systems Development
11460 Warner Avenue
Fountain Valley, CA 92708-2597

Acquisitions Editor

Vice Chancellor, Administrative Services
Coast Community College District
1170 Adams Avenue
Costa Mesa, CA 92626

APPROVED _____ AS TO FORM

Milford W. Dahl, Jr.
Rutan & Tucker, LLP

CCCD Legal Counsel Approval

Memorandum of Understanding

The following is an agreement between Coast Community College District (Orange Coast College), (hereafter referred to as "Host Site") and the @ONE Project at Evergreen Valley College and for services related to the @ONE Winter Institute, a series of in-service, hands-on technology workshops, to be held at Orange Coast College from January 13, through January 16, 2009.

Facilities and Services Provided by Host Site

1. A meal space that can accommodate 150 people, and six computer labs will be reserved for four days from 8:00 am to 4:00 pm on January 13-16, 2009. The labs will also be available the afternoon before the workshop from 1pm-3pm (January 12, 2009).
 - a. Each computer lab will be capable of accommodating a minimum of 20 students with their own computer. Each computer will contain software to be specified by @ONE.
2. All rooms will be clean and all components on each computer will be in working order.
3. Staff from the host site will set up labs to @ONE specifications and return labs to their original condition after the event, free of charge.
4. The host site will charge no fee for the use of the facilities.
5. Two technical staff will be made available during the event times, free of charge.
6. Technical staff will be made available the day prior to the beginning of the Institute (January 12, 2009) to provide assistance with computer set up for the event, and to provide access to each of the classrooms for instructors to prepare.
7. The host site will pay 4-5 student instructional assistants (160 hours x \$13.60 = \$2,132.90 (not to exceed \$2,200.00) to aid the institute and @ONE will reimburse the host site for their employment.

Services Provided by @ONE

1. @ONE will handle all logistical elements for the event including securing and paying instructors, marketing, registration, materials, catering, signage, and daily support.
2. @ONE will offer 15 scholarships for the host site to distribute.
3. Host site will appear in all print and internet literature about the event as a "partner."

Orange Coast College – Bob Dees, President

Date

Bill Doherty, Director @ONE


Date

Coast Community College District
C.M. Brahmbhatt Date
Vice Chancellor, Administrative Services



ONLINE TUTORING SERVICES AGREEMENT

This **ONLINE TUTORING SERVICES AGREEMENT** (the "Master Agreement" or "Agreement") is entered between **SMARTHINKING, INC.**, a Delaware corporation located at 1900 L St., NW Suite 301, Washington, DC 20036 ("SMARTHINKING") and **Coast Community College District (Orange Coast College)** ("CLIENT") (each a "Party", and collectively the "Parties").

I. BILLING INFORMATION CLIENT Coast Community College District (Orange Coast College) Attn: Dr. Melissa Berta Title III Project Director Professor of Mathematics Address: 2701 Fairview Road Costa Mesa, CA 92628 Phone: (714) 432-5685 Fax: e-mail: mberta@occ.cccd.edu SMARTHINKING Rep: Bruce Wilcox e-mail: bwilcox@smarthinking.com	II. TERM: A. Master Agreement Date: July 10, 2008 B. Agreement continues until July 31, 2012 or until written notice of termination is made by either Party at the conclusion of an existing "Statement of Work(s)" as described below. SMARTHINKING FIN: 52-2180596 <i>Prices guaranteed for 30 days from date of contract initiation.</i>
III. SERVICES: A. SMARTHINKING Tutoring Services. At the request of Client, SMARTHINKING shall provide to a person enrolled as a student in Client's institution ("Student") one-to-one online tutoring services ("SMARTHINKING tutoring services"). SMARTHINKING Services shall consist of live and asynchronous tutoring services provided via SMARTHINKING's Web site, currently located at www.SMARTHINKING.com ("SMARTHINKING.com"). See Appendix A for a description of tutoring services. B. SMARTHINKING Professional Services and Platform Licensing. At request of Client, SMARTHINKING shall provide to Client professional services ("SMARTHINKING professional services") to support Client's implementation and operation of SMARTHINKING tutoring services at its Institution. At request of Client, SMARTHINKING shall provide Client with a platform license to operate its tutors using the SMARTHINKING platform and hosting. See Appendix B for a description of professional services and platform licensing. C. Exclusions. SMARTHINKING shall not be responsible for obtaining or providing any communications hardware necessary to access or use the SMARTHINKING Services, including, but not limited to, Internet service, telephones, access lines, modems and computer equipment. D. Access. SMARTHINKING shall provide Client with usernames and passwords to provide to students that will allow them to access the services provided by SMARTHINKING. SMARTHINKING will track and report on the use of such usernames and passwords.	
IV. SCOPE and SERVICE FEE: A. Scope. SMARTHINKING shall provide Client with the services, as set forth in Appendixes A and B, as described in an initial Statement of Work (SOW) (Exhibit C), and any subsequent Statement (s) of Work that are signed by the Parties and are incorporated into and made part of this Online Tutoring Services Agreement. All SOWs shall be dated and contain a term or end date. B. Service Fee. In consideration of the SMARTHINKING Services described in a SOW, Client shall pay SMARTHINKING all fees within thirty (30) days of the Date the SOW is signed by Client. The provisioning of SMARTHINKING Services is contingent upon full payment.	
SMARTHINKING:  _____ <i>Signature</i> Burck Smith, CEO & Co-Founder _____ <i>Printed Name and Title</i>	CLIENT: _____ <i>Signature</i> C.M. Brahmbhatt, _____ Vice-Chancellor, Administrative Services _____ Coast Community College District _____ <i>Printed Name and Title</i> _____ <i>Date Signed by Client</i>

V. GENERAL

1. TERM AND TERMINATION.

1.1 Term. This Master Agreement shall become effective upon the Effective Date and shall remain in effect until July 31, 2012 or until written notice of termination is made by either Party at the conclusion of an existing Statement of Work(s).

1.2 Termination. Either Party may, at its option, terminate this Agreement if a material default is not corrected within forty-five (45) days after receipt of a written notice of the default.

1.3 Suspension. Without limiting any other rights hereunder, SMARTHINKING reserves the right to immediately suspend its services hereunder if (i) the Client course creates a reasonable risk of liability for infringement of intellectual property, defamation, invasion of privacy or similar complaints, (ii) a Student's actions are reasonably considered harmful, abusive, hateful, obscene, or threatening, (iii) Client distributes user names or passwords in contravention of this Agreement.

1.4 Effects of Termination. Upon termination or expiration of this Agreement, the rights and licenses granted herein shall immediately terminate. In the event of termination or expiration of this Agreement, any term or provision of this Agreement, or portion thereof, that by its nature survives the termination or expiration of this Agreement shall survive and continue in effect and shall inure to the benefit of and be binding upon the Parties and their legal representatives, successors, and assigns.

2. ACCESS CONTROL.

2.1 Distribution. Client is responsible for distributing usernames and passwords to its Students, each of which is solely responsible for maintaining their confidentiality. SMARTHINKING shall provide ability for Client to create usernames and passwords for student accounts. Client shall notify SMARTHINKING immediately of any unauthorized use of any account or password.

2.2 Access to Archives. Upon expiration of this Agreement for any reason, or the end of a term of an SOW, Client's students shall retain access to their archived tutoring sessions for up to sixty (60) days and Client shall retain access to archived reports for up to ninety (90) days. During the term of this Agreement, Client's students and Client shall have access to archived tutoring sessions and reports for up to one (1) year.

3. PAYMENT.

3.1 Late Fee. Client shall pay SMARTHINKING a surcharge of one percent (1%) per month or the maximum rate allowed by law, whichever is less, on any fees not paid when due under this Agreement.

3.2 Taxes. If applicable, each Party shall be exclusively liable and bear total responsibility for the payment of any and all taxes due in connection with the sale of products or services under this Agreement. All payments due under this Agreement or any Exhibits shall be made without any deduction or withholding, unless such deduction or withholding is required by any applicable law of any relevant governmental revenue authority then in effect. If Client is required to deduct or withhold, Client will promptly notify SMARTHINKING of the requirement, pay the required amount to the relevant governmental authority, provide SMARTHINKING with an official receipt or certified copy or other documentation acceptable to SMARTHINKING evidencing payment, and pay to SMARTHINKING, in addition to the payment to which SMARTHINKING is otherwise entitled under this Agreement or any Exhibits, such additional amount as is necessary to ensure that the net amount actually received by SMARTHINKING equals the full amount SMARTHINKING would have received had no such deduction or withholding been required.

4. MARKETING and SURVEYS.

4.1 As may be permitted by the schools' Rules and Regulations, client shall make available to its Students and faculty implementation materials provided by SMARTHINKING from time to time. Client grants SMARTHINKING during the Term a right to use Client's name in factual statements about Client's status as a client in product brochures and similar materials, financial reports, and prospectuses.

4.2 Client grants SMARTHINKING the right to conduct performance surveys regarding SMARTHINKING services and software of Client students and other users of SMARTHINKING.com. Client shall have access to all survey results submitted by its Students.

5. USE OF SMARTHINKING.COM.

5.1 Terms of Use. Student access to SMARTHINKING.com and the SMARTHINKING Services is governed by the restrictions, rules, or conditions outlined in the Terms of Use and Privacy Policy Statement upon initial log-in to SMARTHINKING.com, and as may be updated and published from time to time by SMARTHINKING.

6. INTELLECTUAL PROPERTY.

6.1 Client Course. No title to or ownership of any portion of the Client's course, or to any proprietary or intellectual property rights related therein, is transferred by virtue of this Agreement. The Client's course shall remain the Client's sole and exclusive property. Client warrants and represents that its course does not infringe any intellectual property or other proprietary rights, including, by way of example and not limitation, any patent, trademark, trade secret, copyright, moral rights or any similar right.

6.2 SMARTHINKING. No title to or ownership of any portion of SMARTHINKING.com or the SMARTHINKING Services is transferred by virtue of this Agreement and SMARTHINKING.com and the SMARTHINKING Services shall remain SMARTHINKING's sole and exclusive property. SMARTHINKING reserves all of its intellectual property and proprietary rights to any information, data or materials generated or gathered as part of the provisioning of SMARTHINKING Services. SMARTHINKING warrants and represents that its materials available on SMARTHINKING.com and the SMARTHINKING services do not infringe any intellectual property or other proprietary rights, including, by way of example and not limited any patent, trademark, trade secret, copyright, moral right or any similar right.

7. **DISCLAIMER OF WARRANTIES.** SMARTHINKING SERVICES AND SMARTHINKING.COM ARE PROVIDED ON AN "AS IS" OR "AS AVAILABLE" BASIS WITHOUT WARRANTY OF ANY KIND, WHETHER EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, THE IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, AND NON-INFRINGEMENT. SMARTHINKING MAKES NO WARRANTY THAT SMARTHINKING SERVICES AND SMARTHINKING.COM WILL MEET CLIENT OR STUDENT REQUIREMENTS, OR THAT SMARTHINKING SERVICES OR SMARTHINKING.COM WILL BE UNINTERRUPTED, TIMELY, SECURE, OR ERROR FREE; NOR DOES SMARTHINKING MAKE ANY WARRANTY AS TO THE RESULTS THAT MAY BE OBTAINED FROM THE USE OF SMARTHINKING SERVICES OR SMARTHINKING.COM OR AS TO THE ACCURACY OR RELIABILITY OF ANY INFORMATION OBTAINED THROUGH SMARTHINKING.COM OR SMARTHINKING SERVICES. NO ADVICE OR INFORMATION, WHETHER ORAL OR WRITTEN, OBTAINED FROM SMARTHINKING SHALL CREATE ANY WARRANTY NOT EXPRESSLY MADE IN THIS AGREEMENT.

8. **LIMITATION OF LIABILITY.** TO THE FULLEST EXTENT PERMISSIBLE UNDER APPLICABLE LAW, IN NO EVENT SHALL SMARTHINKING BE LIABLE TO CLIENT, STUDENTS OR ANY THIRD PARTY FOR ANY INCIDENTAL OR CONSEQUENTIAL DAMAGES (INCLUDING, WITHOUT LIMITATION, INDIRECT, SPECIAL, PUNITIVE, OR EXEMPLARY DAMAGES) ARISING OUT OF THE USE OF OR INABILITY TO USE SMARTHINKING.COM OR ANY OF THE SMARTHINKING SERVICES, OR FOR ANY CLAIM BY ANY OTHER PARTY, EVEN IF SMARTHINKING HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

9. **GENERAL PROVISIONS.**

9.1 **Severability.** Should any term or provision of this Agreement be finally determined by a court of competent jurisdiction to be void, invalid, unenforceable or contrary to law or equity, the offending term or provision shall be modified and limited (or if strictly necessary, deleted) only to the extent required to conform to the requirements of law and the remainder of this Agreement (or, as the case may be, the application of such provisions to other circumstances) shall not be affected thereby but rather shall be enforced to the greatest extent permitted by law.

9.2 **Relationship of Parties.** Nothing contained in this Agreement shall create any partnership or joint venture between the parties. This Agreement is not for the benefit of any third party not a signatory hereto and shall not be deemed to give any right or remedy to any such party whether referred to herein or not.

9.3 **Notices.** All notices, requests, and other communications hereunder shall be in writing delivered by any of the following: personal delivery; first class certified or registered mail; return receipt requested; U.S. Express mail, or an express overnight service (such as Federal Express), addressed to the respective parties at the addresses set forth in this Agreement or to such other person or address as a party hereto shall designate to the other party hereto from time to time in writing forwarded in like manner. Any notice, request, consent, demand or communication given in accordance with the provisions of this paragraph shall be deemed to have been given and effective when actually received. Copies of all such notices should be sent to Coast Community College District Risk Services Office, 1370 Adams Avenue, Costa Mesa, CA, 92626.

4 **Assignment.** Client may not assign this Agreement without the prior written consent of SMARTHINKING, which consent shall not be unreasonably delayed or withheld. SMARTHINKING may assign this agreement upon sale of the company or its assets, however, upon such occurrence, SMARTHINKING will give Client notice of such sale and assignment of this agreement, and Client, in its sole discretion, will have 30 days to cancel this agreement. Such cancellation must be by written notice. SMARTHINKING may not assign this Agreement for any other reason except as identified herein without the prior written consent of Client, which consent shall not be unreasonably delayed or withheld.

9.5 **Jurisdiction.** This Agreement shall be governed by the laws of the State of California. The venue of any action brought hereunder shall reside in the County of Orange.

9.6 **Entire Agreement.** This Agreement sets forth all of the promises, agreements, conditions and understandings between the parties respecting the subject matter hereof and supercedes all prior and contemporaneous negotiations, conversations, discussions, correspondence, memoranda, and agreements between the parties concerning the subject matter of this Agreement.

Appendix A: Tutoring Services

A.1 **Tutoring Subject Areas.** SMARTHINKING's Tutoring Services currently consists of online tutoring in the following areas on drop-in, pre-scheduled, and/or asynchronous bases (see www.smarthinking.com for detailed listing of topics covered for each area):

Mathematics (Basic Math - Calculus II)	Writing (for all courses, including ESOL) through Online Writing Lab
Statistics	Live Writing Help
Accounting	Career Writing Support
Economics	Biology
Introductory Finance	Introductory Human Anatomy & Physiology
Spanish	Chemistry
Physics	Organic Chemistry

E-structors (SMARTHINKING's tutors) are currently available in the above Tutoring Subject Areas. Tutoring Subject Areas are subject to change by SMARTHINKING. Client will be provided 60-day notice via email prior to any change. The hours e-structors are available are as determined by SMARTHINKING from time to time. E-structors hours are posted on the Smarthinking.com Website. Students also may submit essays to the writing lab for critique or asynchronous questions via the SMARTHINKING whiteboard. Responses will typically be provided to the Student within 24 hours.

A.2 **PURCHASE OF BLOCKS OF TUTORING HOURS.** Blocks of hours may be purchased by client at the then current rates published by SMARTHINKING.

A.3 **Deduction of Purchased Tutoring Hours.** As Client's students use the service, time is deducted from Client's master account based on the services used. Client can monitor student usage from their administrative account, and student accounts can be limited by time and/or subject area. Hours purchased must be used during a SOW term. Time is deducted from Client's account according to the following:

Service Used	Charge to Client Account
Real Time Interaction with e-structor	Metered to the minute plus 5 minutes per session for processing and archiving
Submission to Online Writing Lab	35 minutes or 65 minutes
Pre-scheduled Session with e-structor	30 minute minimum increments plus 5 minutes per session for processing and archiving.
Submission of Asynchronous Questions	20 minutes

The time deduction table is subject to change by SMARTHINKING. Client will be provided 60-day notice via email prior to any change.

A.4 **Customized, Institution Access Agreement or other Pilot Pricing Plans** as agreed to between SMARTHINKING and Client.

A.5 **Inclusions in Tutoring Fees.**

- Access to SMARTHINKING-trained and monitored tutors and services.
- Account management by an assigned customer service representative and marketing assistance (template posters and handouts).
- Hosting of all technology.
- Customer service and technical support for students and faculty by toll-free phone and e-mail.
- Unlimited access to SMARTHINKING study resources.
- Ability for Client to create unique usernames and passwords for student accounts.
- Log-in box on client's Web site.
- Free 30-day preview accounts for faculty members. (These accounts are for faculty use only and cannot be used as student accounts).
- Usage Reporting. It is Client's responsibility to designate and control who is to receive administrative access to reports in accordance with Client's regulations on the handling of student data.

Appendix B: Professional Services and Platform Licensing Available from SMARTHINKING.

Costs for these services will be set in accord with SMARTHINKING's then current pricing

B.1 Set-up Support for SMARTHINKING Online Tutoring Services – (Required for All Clients):

- (a) Private labeling of student's home page with client logo and color selection.
- (b) Student account creation with client designated subjects and services
- (c) Client administrative account creation with implementation assistance.
- (d) Annual Service Fee: Beginning Year two.

B.2 Onsite Training

- (a) SMARTHINKING's implementation staff will work with Client to develop an agenda that reflects current needs and may include sessions focused on introducing SMARTHINKING to faculty, staff, and/or students, and discussing strategies for using these services to supplement instruction.
- (b) Multiple sessions may be conducted during a single day for each day of onsite training purchased.
- (c) Training materials will be provided for up to twenty participants.
- (d) Training via web and telephone may also be provided.

Appendix C to ONLINE TUTORING SERVICES AGREEMENT

STATEMENT OF WORK (SOW)

(Statement of Work Dated 07/10/08)

This Statement of Work ("SOW") is made under, and governed by the Online Tutoring Services Agreement for SMARTHINKING, entered into between **Orange Coast College** (Client) and Smarthinking, Inc., Master Agreement Dated July 10, 2008. Pricing offered in this SOW is valid until September 15, 2008.

A. Term of SOW:

Start Date: September 18, 2008
End Date: August 31, 2009

All Tutoring Services and Professional Services must be used during the term of this SOW. Unused hours expire at the termination date of this SOW. If Client agrees to pay the annual fee with the purchase of additional hours for the year immediately following the term of this SOW, then SMARTHINKING will roll-over all unused hours of tutoring services.

B. The following list of purchases and deliverables are agreed to by the Parties:

Tutoring Services

- 1000 # of Hours @ \$30.00 per hour
- Total Fee for Tutoring Services: \$30,000.00

Additional Services/Fees

- Set-up & Training \$3000

TOTAL FEES DUE SMARTHINKING PURSUANT TO THIS SOW: \$33,000.00

Client shall pay SMARTHINKING all fees within thirty(30) days of the Date this SOW is signed by Client.

BILLING INFORMATION

CLIENT: _____ Phone: _____
Attn: _____ Fax: _____
Address: _____ email: _____
☐ I would like to receive my invoices via email.

CLIENT SIGNATURE

Signature

C.M. Brahmbhatt,
Vice-Chancellor, Administrative Services
Coast Community College District

Printed Name and Title

Date Signed by Client

Telephone

Smarthinking, Inc.

Burck Smith

Signature

Burck Smith, CEO & Co-Founder

Printed Name and Title
1900 L St. NW, Suite 301
Washington, DC 20036
Telephone 202-543-5034
Fax 206-260-8525

SMARTHINKING Rep: Bruce Wilcox
e-mail: bwilcox@smarthinking.com

Explanation of The Contract Approval Process 2008-2009

1. a) **Proposed Contract**
Prepare 3 originals include signature and date lines for:
 - 1) **Agency**
 - 2) **Vice Chancellor, Administrative Services**
Coast Community College District
1370 Adams Ave., Costa Mesa, CA 92626
 - 3) **Orange Coast College President**
2701 Fairview Road, P.O. Box 5005
Costa Mesa, CA 92628-5005
 - b) **Contract Information Sheet**
Complete this brief summary
 - c) **Board Item**
Board Date, name of Originator
Signature and date lines for the President & Vice Presidents
Brief summary of contract, fiscal impact
 - d) **Contract Signature sheet**
Complete the first 2 information lines.
This sheet to be signed by OCC President and VP *before* Risk Services reviews.
After approval (a,b,c,d) go to the Presidents office
Include a copy of recommended changes made by Risk Services
Include 24 copies for board members if this is a nonstandard agreement
(3-hole punched, stapled, and printed double-sided)
2. **Nonstandard Agreements - Risk Services** will review the contract. If it needs changes Risk Services will advise. After you make the recommended changes, you may need to update your board item as well. A copy of Risk Services recommendations needs to be included with your submittal.

Please allow Risk Services 30 days to review

RETURN ALL OF THE FOLLOWING TO THE PRESIDENTS OFFICE TO BE ADDED TO THE BOARD AGENDA

- a) **3 original** copies of the proposed contract
 - b) Contract Information Sheet
 - c) Contract Signature Sheet
 - d) Copy of the Board Item
 - e) Copy of Risk Services required changes if any
 - f) **24 copies of the contract, printed two sided, stapled and 3 hole-punched**
(if required by Risk Services or Presidents office)
3. If the contract is fully executed the day after Board approval, District Risk Services will keep 1 original signed contract and return 2 original signed contracts to the Vice President of Administration. They will then be returned to the originator. If the contract is not signed by the agency all three copies will be returned to the originator to complete the signature process. **The originator bears the responsibility to provide signed contracts to the other agency, risk services, and the originator's file.**



Annual Report
Coast Community College District
Classified Professional Development Program
FY 07/01/07-06/30/08

Summary of Programs That Have Been Approved and Are Underway.

Professional Development is defined as learning activity leading toward an opportunity for advancement as a District Classified Employee i.e., Classified Staff or Classified Manager. It is not personal enrichment, training for advancement outside the classified unit, and is not to be used for current job enhancement or for departmental expenses.

For the fiscal year ending 06/30/08 the Classified Professional Development Program has approved seventy-five (75) applications submitted by thirty-five (35) employees for the following programs:

Option I: Expense Reimbursement Program

This option reimburses expense for tuition, books and fees incurred when taking classes at an accredited institution. Twenty-six (26) employees submitted a total of sixty-five (65) applications, which have been processed and approved for this option. All, except three applicants have received reimbursements. The pending three have yet to complete their coursework and submit receipts for reimbursement.

Upon completion of the class(es), the applicant must demonstrate a final grade of C or better to qualify for reimbursement. Original receipts must be submitted with the application, along with any other receipts for allowable fees.

The total annual eligibility per applicant is not to exceed five thousand dollars (\$5,000) for each fiscal year.

Option II: Salary Differential Program

This option provides a salary differential based on the receipt of a certificate or degree. Employees are not reimbursed for their academic expenses but are rewarded by receiving a salary increase by the percentages outlined below. Employees are paid by the number of units for each degree or professional certificate/exam. The applicant must demonstrate that certification is equivalent to the rigor of the Credit Class-Based Certificates. Differentials are cumulative, but restricted to one in each listed category.

Certificate I (18-24 units) – 1.00% of employees salary

Certificate II (25 + units) – 1.50% of employees salary

Professional Certificate/Exam – 1.50% of employees

- Applicant must demonstrate that the certification is equivalent to the rigor of the Credit Class-Based Certificates under the Classified Employees Professional Development Programs guidelines

AA Degree or AS Degree – 2.50% of employee's salary

BA Degree or BS Degree – 2.50% of employee's salary

MA Degree or MS Degree – 2.50% of employee's salary

Ph.D. or Eddy. – 2.50% of employee's salary

Each applicant shall not exceed \$5,000.00 within the each fiscal year.

There was one (1) application approved during the 06-07 fiscal year but may not have been reported last year. There was also one (1) applicant who completed her degree and was processed for salary differential during this fiscal year.

Option III: Released Time Program

This option provides replacement cost for one college-level class per school term. Supervisor's approval is required for all requests. If approval is denied, a valid reason must be given to the employee.

Each applicant shall not exceed five thousand (\$5,000) within the each fiscal year.

One employee submitted an application that was approved; however, the Program did not received any request for reimbursement paid to either applicant or applicant's department for time released.

Professional Conferences Program

Employees are encouraged to participate in various professional workshops and conferences that will expand their knowledge and which will lead to professional advancement within the classified unit. All requests requiring released time must have supervisor's approval. If approval is denied, a valid reason must be given to the employee by the supervisor.

Six (6) employees submitted six (6) applications that were approved.

Conference reimbursements are limited to five hundred dollars (\$500) per fiscal year.

Vocational/Technical Education Program

This program allows employees in a specialized program wanting to pursue technical coursework. This option requires a memo signed by a supervisor in the affected area stating that the requested course or modules are the best or only ones offered in the particular type of education required for that area of expertise. This option must be taken on the employee's own time.

Each applicant shall not exceed \$5,000.00 within the each fiscal year.

There were no applicants for this option during this fiscal year.

The following financial report shows the total dollar amounts for the applications approved and processed for the fiscal year ending 06/30/0.:

(See attached financial report)

Classified Professional Development Program
Utilization of Funds
ANNUAL REPORT
07/01/07-06/30/08

Option I:	Employee	Approval Date	Funds used per District unit			
			OCC	GWC	CCC	DIST
Tuition, Books, and Fees	Avalos, Mary	06-07		1,454.41		
	Brahmbhatt, Niharika	06-07	219.38			
	Carrizo, Michael	06-07	1,371.00			
	Cervantes, Al	06-07	767.63			
	Cervantes, Rachel	06-07			163.42	
	Hill, Elaine	06-07			651.00	
	Mai, Maria	06-07			1,522.69	
	Robertson, Darrin	06-07	1,482.00			
	Scaplen, Patricia	06-07		466.62		
	Spoja, Caroline	06-07			2,366.00	
	Spoja, Caroline (05-07)	06-07			7,291.69	
	Tran, Julie	06-07	1,836.00			
	Williams, Darlena	06-07	190.43			
	Winder, Claire	06-07		200.37		
	Area, Sheryl	07-08	5,000.00			
	Avalos, Mary	07-08		1,224.97		
	Chapman, Robyn	07-08			3,109.57	
	Carrizo, Michael	07-08	4,113.00			
	Cervantes, Al	07-08	3,317.59			
	Chapman, Robyn	07-08			199.99	
	Denunno, Maria	07-08	300.00			
	Guevara, Martha	07-08	278.49			
	Hill, Elaine	07-08			2,234.00	
	Lara, Melissa	07-08		1,566.97		
	Lowe, Joanna	07-08	589.29			
	Mai, Maria	07-08			4,609.67	
	Marten, Connie	07-08		1,329.00		
	Montgomery, Cyndee	07-08	4,999.92			
	Nash, Jeanette	07-08			588.93	
	Rogers, Stephani	07-08			2,688.00	
	Ross, Floria	07-08	3,304.84			
	Spoja, Carol	07-08			2,547.28	
	Shepard, James	07-08	1,329.23			
	Tran, Julie	07-08	5,000.00			

Wheeler, Amy	07-08			1,688.76
Winder, Claire	07-08	239.75		
Total Used Funds Per College*		\$34,098.80	\$6,482.09	\$27,972.24 \$1,688.76

* Totals reflect actual amount of reimbursements paid

Pending Reimbursements:

Lara, Melissa	07-08	1,300.00	
Ross, Floria	07-08	1,400.38	
Scaplen, Patricia	07-08	250.00	
Total Pending per College:		\$1,400.38	\$1,550.00

* Amounts reflect approved MAXIMUM reimbursement

Option II:	Employee	Approval Date	Funds used per District unit			
			OCC	GWC	CCC	DIST
Salary Differential	Arbizo, Lydia*	04-05	2.50%			
	Montooth, Carisa	06-07	2.50%			

* Completed degree in 07-08 fiscal year. Processed paperwork for differential.

Option III:	Employee	Approval Date	Funds used per District unit			
			OCC	GWC	CCC	DIST
Release Time	Jordan, Damien*			2,500.00		

* Approved but funds were not claimed by applicant/department

Conferences:	Employee	Approval Date	Funds used per District unit			
			OCC	GWC	CCC	DIST
	Busser, Liza	07-08		255.00		
	Blackman, Darin	07-08	500.00			
	Ferrero, Nathalie*	07-08	500.00			
	Merriam, Jo Ann	07-08				500.00
	Montooth, Carisa	07-08	500.00			
	Ross, Floria	07-08	357.00			
Total Funds Used per College:			\$1,857.00	\$255.00	\$0.00	\$500.00

* Pending Reimbursement

TOTALS:

06-07 End Balance	\$52,878.00
07-08 Funds	\$55,000.00
Option I Totals	-\$70,241.89
Pending Reimbursements	-\$2,950.38
Conferences Totals	-\$2,612.00
07-08 End Balance	\$32,073.73



MEMORANDUM

August 28, 2008

To: Trustee Armando R. Ruiz, Board President
Kenneth D. Yglesias, Ed.D., Chancellor

CC: Trustee Mary L. Hornbuckle, Board Vice President
Trustee Walter G. Howald
Trustee Jim Moreno

From: Trustee Jerry Patterson *Jerry*

Re: Land Development Item for White Pages Discussion on September 3, 2008

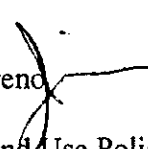
I am placing an item on the Agenda for the September 3 meeting concerning Land Development issues. This past May, Trustee Moreno distributed a proposed Board Policy on Land Development to Trustees. A copy of Trustee Moreno's item is attached.

As there is a closed session item on the September 3 Agenda related to Land Development, I feel that it is appropriate for the Board to discuss its current Land Development policy. If you have any questions, please call me at 1-714-325-6834. Thank you.

Attachment

May 9, 2008

TO: President Armando Ruiz
Trustee Walt Howald

FROM: Trustee Jim Moreno 

SUBJECT: Draft CCCD Land Use Policy

Dear Colleagues,

As a follow up to my discussion at the May 7, 2008 Board meeting regarding land development, I am providing the committee a rough draft policy for review and careful consideration.

Having worked with Trustee Hornbuckle on other policy development I understand the need for input from various sources. I certainly hope this proposed draft policy has "enough meat on the bones" to assist your committee, the Board, and the District by providing a structured framework for land development activities.

Background: As the issue of Costco was coming to our Board I took the liberty of reviewing our current policy and began to draft something we could consider for use in the future of the District. This was done before your committee was established. I hope this language is helpful in your very important work on this committee.

In drafting this policy, I reviewed policy language from the Community College League of California, Foothill DeAnza Community College District, and North Orange County Community College District. These reference documents are also attached for your reference.

Respectfully submitted, and if you have any questions regarding this rough/rough draft please call me.

Attachments

Cc: Honorable Board of Trustees
Ken Yglesias, Chancellor
C.M. Brahmbhatt, Vice Chancellor

DRAFT

INTRODUCTION (Board of Trustees)

10-
Approved XX/XX/XX

BOARD OF TRUSTEES' LAND DEVELOPMENT COMMITTEE

PURPOSE

The Board of Trustees' Land Development Committee (The Committee) is established under the authority of the Board of Trustees and reports directly to the Board. The primary purpose of this Fiduciary Committee is to assist the Board of Trustees in fulfilling its responsibility for appropriately managing and maintaining the land resources of the Coast Community College District. The Committee serves as a forum for discussing any and all issues relating to the disposition, management and administration of District land resources. The Committee convenes to discuss policy, land use proposals, public facilities and other District land development issues as they may arise.

GOALS AND OBJECTIVES

While assisting the Board of Trustees with land development issues, the Committee also provides an open avenue of communication between the Board of Trustees and the District's Executive Management. The Committee has the following goals and objectives:

- Development of a process for identifying major land development and construction projects, establishing priorities, preparing budgets, obtaining local and state approvals that meet Education Code and other legal requirements, and incorporating long-term land development needs into a long term financial plan.
- Establishment of a reporting mechanism to the Board of Trustees and Board of Trustees' Audit Committee on the status of capital projects.
- Increased awareness of current District land development opportunities.
- Recommending programs and projects that fit the individual campus's land use and master plans.
- Balancing of community needs vis-à-vis District/Campus land development concerns.

DRAFT

- Coordination of land development programs with District planning initiatives.
- Assessment of future District land development needs.
- Act as a clearing house for external proposals that may come to the District with reports and recommendations to the full Board of Trustees.

COMPOSITION OF THE LAND DEVELOPMENT COMMITTEE

The Committee was established by a vote of the Coast Community College District Board of Trustees. The Committee shall consist of two Members, a Chair and Vice-Chair, who serve alternating terms of service, each with equal voting rights. Initially, one Member of the Committee will serve starting May 2008 with the term ending in May 2010. The term for the second Member of the Committee shall begin in May 2008 and end in May 2011. Thereafter, each Member of the Committee shall serve a two year term of service on an alternating District Area basis. All Members of the Land Development Committee shall possess or obtain a basic understanding of Education Code provisions related to community college land use and shall have a requisite interest in land development issues facing the District.

The Committee shall have access to at least one expert in real estate development issues, an outside party, with no voting rights, who will provide advisory and consulting duties. The real estate development expert shall be an individual with sufficient land development experience and interest to provide guidance and assistance to the Committee. The Committee is also able to obtain legal counsel on an "as needed basis."

RESPONSIBILITIES

The Committee is established with significant fiduciary responsibilities while providing oversight and recommendations to the Board of Trustees on land development issues. This to include research and analysis on land development opportunities, understanding of financial implications, positive and negative, of any proposed land development opportunity, and to understand and address community needs in concerns associated with each specific land development proposal. The Committee is delegated the authority to act as the Board of Trustees' negotiator regarding all property management matters that are necessary for the benefit of the District. Committee recommendations will first be placed on the information pages (White Pages) for review and discussion by the full Board. With consent from the Board the item(s) will move to the action pages. No transaction regarding the lease, sale, use or exchange of real property by the District shall be enforceable until acted on by the full Board of Trustees itself.

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This Committee has the following responsibilities:

- Recommends to the Board of Trustees proposed plans for approval of any land development opportunity.
- In tandem with the Vice Chancellor of Administrative Services, initiates the procurement process for any land development project. Makes the final recommendation to the Board of a selected bidder from the land development procurement process to the Board of Trustees.
- Monitors the status of current land development projects and reports to the Board of Trustees as appropriate.
- The Committee, in tandem with the Vice Chancellor of Administrative Services shall establish such procedures as may be necessary to assure compliance with all applicable laws relating to the sale, lease, use or exchange of real property by the District.
- The Committee, in tandem with the Vice Chancellor of Administrative Services, shall be responsible for supervising the identification, acquisitions of real property, including appraisals and valuations of real property and improvements; securing title insurance policies; dedications or conveyance of easements; vacation of streets and alleys, street lighting and other special assessments; and the condemnation of real property.

ETHICAL CONDUCT

Members of the Committee are expected to conduct business in the most ethical way possible and to adhere to the Code of Ethics adopted by the Board of Trustees on September 5, 2007.

MEETINGS

The Committee shall meet no less than on a quarterly basis.

REPORTING

The Committee will report to the Board of Trustees as appropriate.

BUSINESS OPERATIONS
(Real Property, Facilities, and Equipment)

*Current CCCD
Policy*

040-2-13
Approved 11/18/87

LAND UTILIZATION/JOINT USE DEVELOPMENT

The Board of Trustees endorses the concept of joint use development of surplus parcels of property owned by the Coast Community College District. In considering an enabling resolution for such development of any parcel, the resolution shall also specify the intended usage of any proceeds derived bearing in mind the needs of the District and its campuses and facilities.

**Control of Major Construction Project Costs and
Approval of Construction Change Orders**

3213

The Board believes it is of utmost importance to the financial welfare of the District to control the costs of new construction and major renovation. Major construction projects shall be defined as those with budgets in excess of one million dollars. To that end the Board directs the Chancellor to meet the following objectives:

1. Develop a process for identifying major construction needs and projects, establishing priorities, preparing budgets (with appropriate contingencies), obtaining local and state approvals that meet Education Code and other legal requirements, and incorporating long-term construction needs into a long-term financial plan.
2. Establish a district-wide Executive Bond Leadership Team to monitor major construction projects based on timeline, budgetary, change order and scope considerations in order to prevent project cost overruns beyond budgeted contingencies.
3. Establish a cost control process within the District's Financial Reports System (FRS) to provide for accurate recording of each project's expenses from initiation to completion and to produce timely reports for the monitoring of expenses regardless of the size of the project.
4. Provide for knowledgeable construction management expertise in order to ensure the quality of technical background and day-to-day management of the project.
5. Authorize the Executive Director of Facilities, Operations and Construction Management to process change orders that do not exceed five percent of the construction contract or \$50,000, subject to subsequent ratification by the Board. Change orders in excess of this amount must have prior Board approval.
6. Establish a reporting mechanism to the Board, Audit and Finance Committee and Citizen's Bond Oversight Committee on the status of capital projects.
7. Develop and maintain implementation procedures to meet these objectives.

See Administrative Procedure 3213

Approved 1/23/63
Amended 10/13/75; 4/20/92; 8/16/99; 8/27/07

North Orange County Community College District

BOARD POLICY

Chapter 6

Business and Fiscal Affairs

BP 6500 Property Management

Reference:

Education Code Section 81300, et seq.

- 1.0 The Vice Chancellor, Finance & Facilities is delegated the authority to act as the Board's negotiator regarding all property management matters that are necessary for the benefit of the District. No transaction regarding the lease, sale, use or exchange of real property by the District shall be enforceable until acted on by the Board itself, excluding facility use as described in BP 6700.
- 2.0 The Vice Chancellor, Finance & Facilities shall establish such procedures as may be necessary to assure compliance with all applicable laws relating to the sale, lease, use or exchange of real property by the District.

Date of Adoption: February 12, 2002

AP 6500 Property Management

Reference:

Education Code Section 70902; 81300 et seq.

Note: This procedure is suggested as good practice. The delegation of authority can be incorporated into AP 6100 - Delegation, at local option. Districts should insert local practices regarding property management.

The *(designate position)* shall be responsible for supervising acquisitions of real property, including appraisals and valuations of real property and improvements; securing title insurance policies; dedications or conveyance of easements; vacation of streets and alleys, street lighting and other special assessments; and the condemnation of real property.

