
AGENDA

**Coast Community College District
Regular Meeting of the Board of Trustees
Date: Wednesday, November 4, 2009
5:00 p.m. Closed Session 6:30 p.m. Regular Meeting
Board Room - 1370 Adams Avenue, Costa Mesa, CA 92626**

- 1.00 Procedural Matters
- 1.01 Call to Order
- 1.02 Roll Call
- 1.03 Public Comment (Closed Session – Items on Agenda)

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 Secretary of the Board of Trustees 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. Public Comment regarding matters not on the Agenda will be taken at a later point in the Agenda. 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 Secretary of the Board of Trustees at (714) 438-4848, as soon as possible to inform us of your particular needs so that appropriate accommodations may be made.

- 1.04 Recess to Closed Session

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

- 1.04.01 Public Employment (Pursuant to Government Code 54957(b)(1))

Public employment materials are available upon request from the Board of Trustees' Office

- 1. Faculty Special Assignments
- 2. Substitute Faculty
- 3. Full-time Faculty
- 4. Part-time Faculty
- 5. Classified Staff
 - a. Division Area Office Coordinator
- 6. Classified Temporary Assignments
- 7. Hourly Staff

8. Substitute Classified
 9. Educational Administrators
 10. Classified Managers
 11. Student Workers
 12. Clinical Advisor/Summer
- 1.04.02 Conference with Legal Counsel: Anticipated Litigation (Pursuant to sub-section "b" of Government Code Section 54956.9)
- Threatened litigation by Vicki Williams
- 1.04.03 Conference with Legal Counsel: Anticipated Litigation (Pursuant to sub-section "c" of Government Code Section 54956.9)
- Potential initiation of litigation - 1 case
- 1.04.04 Conference with Legal Counsel: Existing Litigation (Pursuant to sub-section "a" of Government Code Section 54956.9)
- Morgenstern v. Orange Coast College et al.,*
Orange County Superior Court Case No. 30-2008-00109222
- Orellana v. Coast Community College District,*
Orange County Superior Court Case No. 30-2008-00114631
- Coast Federation of Classified Employees v. Coast Community College District*
(*"Me too" Grievance*)
- Campbell v. Coast Community College District (CFCE)*
- Warwick v. Coast Community College District (CFE)*
- Faber v. Coast Community College District et al.,*
Orange County Superior Court Case No. 30-2009-00126090
- Medina v. Coast Community College District,*
Orange County Superior Court Case No. 00289630
- 1.04.05 Public Employee Discipline/Dismissal/Release (Pursuant to Section 54957)
- 1.04.06 Public Employee Performance Evaluation (Pursuant to Section 54957)
- Position: Educational Administrators
- 1.04.07 Conference with Labor Negotiator (Pursuant to Government Code 54957.6)
- Agency Negotiator: Joseph Quarles Ed.D., Vice Chancellor, Human Resources
- Employee Organizations: Coast Federation of Classified Employees (CFCE),
Coast Community College Association - California Teachers Association/
National Education Association (CCCA-CTA/NEA),
Coast Federation of Educators/American Federation of Teachers (CFE/AFT)
- Unrepresented Employees: Association of Confidential Employees (ACE)
- Unrepresented Employees: Educational Administrators
- 1.04.08 Public Employment (Pursuant to Government Code 54957(b)(1))
- Position: Chancellor, Coast Community College District

- 1.04.09 Conference with Labor Negotiator (Pursuant to Government Code 54957.6)
Unrepresented Employee: Chancellor, Coast Community College District
District Negotiator: Trustee Jim Moreno, Board President
- 1.05 Reconvene Regular Meeting at 6:30 p.m.
- 1.06 Pledge of Allegiance –Trustee Mary Hornbuckle
- 1.07 Report of Action in Closed Session (if any)
- 1.08 Public Comment (Open Session – Items on Agenda)

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- 1.09 Presentations, Ceremonial Resolutions and Public Hearings
 - 1.10 Acceptance of Retirements
 - 2.00 General Information and Reports
 - 2.01 Informative Reports
- (Oral reports shall be limited to a maximum of three minutes. If requested and provided to the Board during the oral report, a written report shall be included as part of the public record. These reports generally will cover issues such as past and upcoming activities, student enrollment, budgetary issues, student concerns, and employee concerns)*
- 2.01.01 Report from the Chancellor
 - 2.01.02 Reports from the Presidents
 - 2.01.03 Reports from the Officers of Student Government Organizations
 - 2.01.04 Reports from the Academic Senate Presidents
 - 2.01.05 Reports from Employee Representative Groups
 - 2.01.06 Reports from the Board of Trustees
 - 2.01.07 Reports from the Board Committees
 - 2.01.08 Coast Community College District Programs and Services for Veterans
 - 2.01.09 Voyager Progress Report
 - 2.02 Matters for Review, Discussion and/or Action
 - 2.02.01 Review of Board Meeting Dates

- 2.02.02 Review of Board Committees' Meeting Dates
- 2.02.03 Consideration of Meetings and Conferences of the American Association of Community Colleges (AACCC), Association of Community College Trustees (ACCT) & California Community Colleges League (CCLC)
- 2.02.04 Opportunity for the Board to Review the Board Directives Log
- 2.02.05 Opportunity for the Board to Review Policy 010-2-5, Board Meetings, Public Participation and Decorum Guidelines
- 2.03 Review of Buildings and Grounds Reports
 - Orange Coast College Child Care Afterschool Classroom
 - Orange Coast College Softball Field
 - Orange Coast College New Consumer Health & Science Lab Building
 - Orange Coast College Student Center Renovation
 - Golden West College Learning Resource Center
- 2.04 Review of Quarterly Financial Status Report
- 3.00 Consent Calendar
- 3.01 Curriculum Approval
 - 3.01.01 Approval of New Courses
 - 3.01.02 Approval of Course Revisions/Retirements/Suspensions/Reinstatements
 - 3.01.03 Approval of Program/Option/Revisions/Retirements/Suspensions/Reinstatements
- 3.02 Travel Authorizations Board and Staff
 - 3.02.01 Authorization for Student Trips – Coastline Community College
 - 3.02.02 Authorization for Student Trips – Golden West College
 - 3.02.03 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 Apply for Funded Programs
 - 3.03.05 Authorization for Disposal of Surplus
 - 3.03.06 Authorization to Enter Standard Telecourse Agreements – Coastline Community College
 - 3.03.07 Approval of Clinical Contracts – Orange Coast College
 - 3.03.08 Approval of Standard Subcontractor Agreements for Military Programs – Coastline

- 3.03.09 Approval of Student Intern Placement Agreement – Coastline Community College
- 3.03.10 Authorization for Purchase of Institutional Memberships – Coastline Community College
- 3.03.11 Authorization for Purchase of Institutional Memberships – Golden West College
- 3.03.12 Authorization for Purchase of Institutional Memberships – Orange Coast College
- 3.03.13 Authorization for Purchase of Institutional Memberships – District
- 3.03.14 Authorization for Sailing Program – Orange Coast College
- 3.03.15 Authorization for Community Activities – Orange Coast College
- 3.04 Personnel Items
 - 3.04.01 Acceptance of Resignations and/or Approval of Layoffs, Exhaustion of Benefits and Terminations
 - 3.04.02 Authorization for Leaves of Absence
 - 3.04.03 Authorization for Contract Amendments Based Upon Horizontal Salary Moves
 - 3.04.04 Authorization for Schedule Changes, Classified Staff
 - 3.04.05 Authorization for Professional Experts
 - 3.04.06 Certificated Staff Seniority Number Confirmation
- 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 Independent Contractors – District
 - 3.05.05 Authorization for Off-Campus Assignment – Orange Coast College
 - 3.05.06 Authorization for Staff Development – Golden West 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 Payments – Orange Coast College
 - 3.06.05 Authorization for Special Payments – District

- 4.00 Action Items
- 4.01 Approval of Agreements – Coastline Community College
 - 4.01.01 Approve First Amendment to Lease between Avalon Center at Garden Grove, Inc., a Delaware Corporation to Operate the Orange County One-Stop Center - North
- 4.02 Approval of Agreements – Golden West College
 - 4.02.01 Approve Agreement with Dynamic Animation Systems, Inc. for Virtual Interactive Combat Environment (V.I.C.E) Training Systems
- 4.03 Approval of Agreements – Orange Coast College
 - 4.03.01 Approve Agreement between the Regents of the University of California and the Coast Community College District for the purpose of Providing a Catamaran Launch for the OCC Women's Crew Team from November 5, 2009, through May 5, 2010
 - 4.03.02 Approve Agreement between CAIR "California Immunization Registry" and the Coast Community College District to Allow Orange Coast College and Golden West College Student Health Centers to Manage Student Immunization Records within the CAIR Network
 - 4.03.03 Approve Agreement between the Community College Library Consortium and the Coast Community College District to renew OCC Library Electronic Databases
- 4.04 Approval of Agreements – District
 - 4.04.01 Approval to Enter Into Joint Power Agreement with Orange County Department of Education
 - 4.04.02 Authorization to Enter into an Agreement between Marsh Risk and Insurance Services and the Coast Community College District
 - 4.04.03 Approval of New District Standard Mental Health Worker Field Experience Agreement for Use by the District's Colleges When Placing Mental Health Worker Students at Mental Health Facilities
 - 4.04.04 Approval of Contractors for FY 2009-2010 Pursuant to the District's Standard Annual Agreement for Contractor Services
- 4.05 Buildings and Grounds Approvals
 - 4.05.01 Approve Addendum No. 3 for Taylor Architects; Orange Coast College Child Care Center After-School Classroom
 - 4.05.02 Employ C.W. Driver; Coastline Community College Newport Beach Learning Center
- 4.06 General Items of Business – Coastline Community College
 - 4.06.01 Approve Coastline Community College Articulation and Transfer Center Plan for 2009 - 2010
- 4.07 General Items of Business – Golden West College
 - 4.07.01 Approve Golden West College Articulation and Transfer Center Plan for 2009 - 2010

- 4.08 General Items of Business – Orange Coast College
 - 4.08.01 Approve Orange Coast College Articulation and Transfer Center Plan for 2009 - 2010
- 4.09 General Items of Business – District
 - 4.09.01 Appointment to Citizens' Oversight Committee to Fill Vacant Position
- 4.10 Policy Implementation
 - 4.10.01 Adoption of Policy 050-1-22, Fraud Prevention in Financial Statements and Whistleblower Protection
- 4.11 Resolutions
 - 4.11.01 Coast Community College District Board of Trustees Resolution # 09-45 Resolution to Withdraw from Schools Excess Liability Fund Joint Powers Authority
 - 4.11.02 Coast Community College District Board of Trustees Resolution # 09-46 Student Learning Outcomes
- 4.12 Approval of Minutes
 - Regular Meeting of: September 30, 2009
 - Special Meeting of: October 12, 2009
 - Special Meeting of: October 13, 2009
 - Special Meeting of: October 14, 2009
 - Regular Meeting of: October 21, 2009
 - Special Meeting of: October 22, 2009
- 5.00 Public Comment (Items not on the Agenda)
- 6.00 Adjournment



1.00 Procedural Matters

Meeting: 11/04/2009 Regular Meeting
Category: 1. Procedural Matters
Agenda Type: Information
Public Access: Yes

Agenda Item Content

1.00 Procedural Matters

- 1.01 Call to Order
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(Pursuant to Government Code 54957 (b)(1))

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4. Part-time Faculty
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6. Classified Temporary Assignments
7. Hourly Staff
8. Substitute Classified
9. Educational Administrators
10. Classified Manager
11. Student Workers
12. Clinical Advisor/Summer

1.04.02 Conference with Legal Counsel: Anticipated Litigation
(Pursuant to sub-section "b" of Government Code Section 54956.9)

Threatened litigation by Vicki Williams

1.04.03 Conference with Legal Counsel: Anticipated Litigation
(Pursuant to sub-section "c" of Government Code Section 54956.9)

Potential initiation of litigation - 1 case

1.04.04 Conference with Legal Counsel: Existing Litigation
(Pursuant to sub-section "a" of Government Code Section 54956.9)

Morgenstern v. Orange Coast College et al.,
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- 1.04.05 **Public Employee Discipline/Dismissal/Release**
(Pursuant to Section 54957)
- 1.04.06 **Public Employee Performance Evaluation** (Pursuant to Section 54957)
Position: Educational Administrators
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Agency Negotiator: Joseph Quarles Ed.D., Vice Chancellor, Human Resources
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Unrepresented Employees: Association of Confidential Employees (ACE)
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Position: Chancellor, Coast Community College District
- 1.04.09 **Conference with Labor Negotiator** (Pursuant to Government Code 54957.6)
Unrepresented Employee: Chancellor, Coast Community College District
District Negotiator: Trustee Jim Moreno, Board President
- 1.05 **Reconvene Regular Meeting at 6:30 p.m.**
- 1.06 **Pledge of Allegiance - Trustee Mary Hornbuckle**
- 1.07 **Report of Action in Closed Session (if any)**

1.08 Public Comment (Open Session - Items on Agenda)

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1.09 Presentations, Ceremonial Resolutions and Public Hearings

Additional Administrative Content

Action/Agenda Details

Motion:

Created on 10/02/09 by 1257 P. for Joe Rodriguez. Last update on 10/07/2009 by Jodi Rodriguez

1.10 Acceptance of Retirements

Meeting: 11/04/2009 Regular Meeting
 Category: 1. Procedural Matters
 Agenda Type: Information
 Public Access: Yes

Agenda Item Content**1.10 Acceptance of Retirements**

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

Classified

Beihl, Marla, CCC, Typist Clerk, Intermediate, retirement effective 11/02/09.

Marla Beihl began her journey at the Coast District back in January of 1998 as a Typist Clerk, Intermediate working for the Dean of CTE at Coastline Community College. Marla loved to help solve student problems, enjoyed her contact with students, faculty and staff and most importantly loved to have a good party and a good laugh! She can't wait to start her retirement and spend more time with her family and friends. She will surely be missed at Coastline and we wish to extend to her both an official and personal thanks for her contributions to Coastline College throughout her career.

Mayberry, Michael, DIST, Delivery Driver, retirement effective 10/21/09.

After 30 years of working in the neighboring oil fields, Mike Mayberry came to the Coast Community College District family in 1998. As our dependable Mail Delivery Driver, Mike was always willing to expand his regular work routine in order to provide exceptional service to our District office and campuses. For the past 10 years Mike's dependability, initiative, and positive attitude have embodied the character of service-centered work for our department and our District. In his retirement, Mike will be enjoying the outdoors on his new five-acre property in Oregon. The transportation team wishes Mike the best of health and happiness in his new adventure.

Pomeroy, Jacqueline, DIST, Benefits Technician, retirement effective 12/31/09.

Jacque Pomeroy started in the Benefits Office in August 1998. She is one of the hardest working employees in the District. She hits the ground running when she arrives each morning and works continuously all day. Our retirees will miss seeing Jacque and having a chat with her when they drop off their premium payments each month. Retirement will allow Jacque and her husband, Bob, the opportunity to travel to Cabo San Lucas to visit their children and their handsome grandsons. She will be greatly missed in the Benefits Office and we wish her all the best in retirement.

Wright, Donna, OCC, Staff Aide, retirement effective 12/31/09.

Donna Wright started working for the Coast Community College clerical pool in 1983. In 1989, she became the permanent part-time athletic secretary at Orange Coast College. Her primary responsibilities were to certify academic eligibility for student-athletes, schedule all contests for the 23 teams at OCC, prepare budget requests, and process required government reports on gender equity. During her 20 years of service, she processed eligibility for approximately 10,000 student-athletes, represented OCC on the Orange Empire Conference, and served on various college committees.



2.00 General Information and Reports

Meeting: 11/04/2009 Regular Meeting
Category: 2. General Information and Reports
Agenda Type: Information
Public Access: Yes

Agenda Item Content

2.00 General Information and Reports

Additional Administrative Content

Created on 09/10/2009 at 12:57 PM by Joel Rodriguez. Last update on 10/28/2009 by Joel Rodriguez.

2.01 Informative Reports

Meeting: 11/04/2009 Regular Meeting
Category: 2. General Information and Reports
Agenda Type: Information
Public Access: Yes

Agenda Item Content**2.01 Informative Reports**

(Oral reports shall be limited to a maximum of three minutes. If requested during the oral report, a written report shall be included as part of the public record.)

- 2.01.01 Report from the Chancellor
- 2.01.02 Reports from the Presidents
Coastline Community College
Golden West College
Orange Coast College
- 2.01.03 Reports from the Officers of Student Government Organizations
Coastline Community College
Golden West College
Orange Coast College
- 2.01.04 Reports from the Academic Senate Presidents
Coastline Community College
Golden West College
Orange Coast College
- 2.01.05 Reports from Employee Representative Groups
- 2.01.06 Reports from the Board of Trustees
- 2.01.07 Reports from the Board Committees
Audit Committee
Accreditation Committee
Career Technical Education Committee
Land Development Committee
- 2.01.08 Coast Community College District Programs and Services for Veterans

2.01.09 Voyager Progress Report

(See Attachment #1)

Additional Administrative Content

Created on 09/10/2009 at 12:57 PM by Jodi Rodriguez. Last update on 10/28/2009 by Jodi Rodriguez.

2.02 Matters for Review, Discussion and/or Action

Meeting: 11/04/2009 Regular Meeting
 Category: 2. General Information and Reports
 Agenda Type: Action (Consent)
 Public Access: Yes

Agenda Item Content

2.02 Matters for Review, Discussion and/or Action

2.02.01 Review of Board Meeting Dates

<u>Date</u>	<u>Topics</u>
November 18, 2009	Regular Meeting, Internal Audit Report, Quarterly Financial Status Report
December 9, 2009	Regular/Organizational Meeting

2010 Board Meeting Dates for Review

January 20, 2010	Regular Meeting
February 3, 2010	Regular Meeting
February 17, 2010	Regular Meeting
March 3, 2010	Regular Meeting
March 17, 2010	Regular Meeting/Budget Study Session
April 7, 2010	Regular Meeting
April 21, 2010	Regular Meeting/Service Awards
May 5, 2010	Regular Meeting
May 19, 2010	Regular Meeting
June 16, 2010	Regular Meeting
July 21, 2010	Regular Meeting
August 4, 2010	Regular Meeting/Study Session
August 18, 2010	Regular Meeting
September 1, 2010	Regular Meeting
September 15, 2010	Regular Meeting
October 6, 2010	Regular Meeting
October 20, 2010	Regular Meeting/Study Session
November 3, 2010	Regular Meeting
November 17, 2010	Regular Meeting
December 8, 2010 *	Regular/Organizational Meeting
* (tentative)	

2.02.02 Review of Board Committees' Meeting Dates

Land Development Committee	November 10, 2009	Board Conference Room	10:00 a.m.
Audit Committee	November 17, 2009	Board Conference Room	3:00 p.m.
Career Technical Education	November 17, 2009	Board Conference Room	10:00 a.m.
Accreditation Committee	December 7, 2009	Board Conference Room	3:00 p.m.
Accreditation Committee	February 24, 2010	Board Conference Room	3:00 p.m.

2.02.03 Consideration of Meetings and Conferences of the American Association of Community Colleges (AACC), Association of Community College Trustees (ACCT) & California Community College League (CCLC)

November 8-10, 2009	Washington, D.C., AACC Washington Institute
November 19-21, 2009	San Francisco, CCLC Annual Convention
November 28-30, 2009	Manhattan Beach, Network for Community College Foundation
January 22-24, 2010	Sacramento, CCLC Effective Trustee Workshop
January 23, 2010	Sacramento, CCLC Board Chair Workshop
January 24-25, 2010	Sacramento, CCLC Annual Legislative Conference
January 27-30, 2010	St. Petersburg, FL AACC Workforce Development Institute
February 7-10, 2010	Washington D.C., ACCT National Legislative Summit
February 22-24, 2010	Sacramento, CCLC Effective Trustees Workshop
April 17-20, 2010	Seattle, WA AACC Convention
April 30 - May 2, 2010	Long Beach, CCLC Annual Trustee Conference
August 4-6, 2010	Washington D.C., ACCT Governance Leadership Institute for New Trustees
October 20-23, 2010	Toronto, Ontario, ACCT Leadership Congress

2.02.04 Opportunity for the Board to Review the Board Directives Log

The Board Directives Log tracks requests made by the Board of Trustees. A copy of the Board Directives Log is available for review in the Board of Trustees' Office and at Board meetings. The Board may take action pertaining to matters on the Log, by adding, deleting, or modifying items.



11-04-09 Meeting.pdf

2.02.05 Opportunity for the Board to Review Policy 010-2-5, Board Meetings, Public Participation and Decorum Guidelines

After review by the Secretary of the Board of Trustees, it is recommended by the Board Clerk that Trustees have the opportunity to review Policy 010-2-5, Board Meetings, Public Participation and Decorum Guidelines.

The policy was adopted by the Board on March 4, 2009. Subsequently, President Moreno referred the policy to the Board Clerk for amendment and to combine it with existing Board Policy 010-4.1, Decorum.

The revisions to policy 10-2-5 amend its provisions and also incorporate provisions of Policy 010-5.1, Decorum.

This policy is placed on the November 4, 2009 Agenda for review by the Board, and will be returned to the November 18, 2009 meeting for adoption.

INTRODUCTION

(Board of Trustees)

010-2-5

Revised 09/03/86

Revised 07/01/87

Revised 02/19/03

Revised 03/04/09

Last Revised XX/XX/XXXX

BOARD MEETINGS, PUBLIC PARTICIPATION AND DECORUM GUIDELINES

A. Meetings of the Board of Trustees

1. Regular Meetings

Regular Meetings of the Board of Trustees of the Coast Community College District will be set annually by Resolution and be held on the first and third Wednesday of each month, except for January, June, July, and December, which will be monthly. In the months of January, June, and July, the Regular Meetings shall be held on the third Wednesday. In December, the Board will hold one Regular/Organizational Meeting on the second Wednesday of the month, unless otherwise authorized by law. Regular meetings shall commence at 6:30 p.m. when a Closed Session is not scheduled. Regular meetings with a Closed Session will commence at 5:00 pm for the Closed Session, with the open portion of the Meeting reconvening at 6:30 p.m. The Board conducts Study Session Regular Meetings in March, August, and October. The March Study Session is devoted primarily to budget matters, and the August and October Study Sessions are open for topics which will be established by the Board. The Board also reserves the second Regular Meeting of each April to commence at 5:30 p.m. for the primary consideration of staff recognition activities; the Board also may consider a date for an Annual Retreat Meeting.

2. Special Meetings

Special meetings may be called by the President of the Board or by a written request by a majority of members, stating the business to be transacted. Special meetings also may be convened at any time with majority consent of the Board, with at least twenty-four hours notice in compliance with the provisions of the Ralph M. Brown Act. Written notice shall be given by the Secretary of the Board as provided by law. No business may be transacted in Special Meetings except as specified on the posted Agenda.

3. Emergency Meetings

When the majority of the Board determines that an emergency situation exists, it may call an emergency meeting. An "emergency" is defined as a crippling activity, work stoppage, or other activity that severely impairs public health, safety, or both. At the conclusion of any emergency meeting, the minutes of the meeting, a list of persons whom the Board notified or attempted to notify, a copy of the roll call votes, and any actions taken at the meeting shall be posted for a minimum of ten days in a public place as soon after the meeting as possible.

4. Presiding Officer

The President of the Board will preside at all meetings. In the absence of the President, the Vice President or other Board Member as designee shall preside. The Board shall use Sturgis Rules of Order to conduct meetings, unless otherwise determined by the Board. A majority of the Board shall constitute a quorum for the transaction of all business, and a majority of the membership of the Board shall be necessary to take action on any motion unless otherwise provided by law. All votes of the Board of Trustees shall be public.

5. Publication and Posting of Agendas

A topical agenda will be prepared by the Secretary of the Board of Trustees for each meeting, and will be posted on the bulletin board on the north side of the Administration of the Coast Community College District, 1370 Adams Avenue, Costa Mesa, Ca 92626 at least seventy-two hours prior to the start of each Regular Meeting, and at least twenty-four hours prior to the start of each Special Meeting, unless otherwise provided by law. All Board Meeting Agendas will be posted in compliance with applicable law, and will clearly state the date, time, and location of the meetings. All Board Meeting Agendas will also be posted on the District website, www.cccd.edu, seventy-two hours in advance of Regular Meetings, and at least twenty-four hours in advance of Special Meetings. Board Agendas shall also be distributed to any media outlet or member of the Public that has made a request in writing to receive them. Concerning emergency meetings, absent a dire emergency, telephonic notice must be provided to all media outlets that have requested Board Agendas, at least one hour before the meeting. In the case of a dire emergency, notice need only be provided at or near the time that notice is provided to the members of the Board. A dire emergency is a crippling disaster, mass destruction, terrorist act, or a threatened terrorist activity that poses peril so immediate and significant that requiring the Board to provide one-hour notice before holding an emergency meeting may endanger the public health, safety, or both, as determined by a majority of the members of the Board

The Board shall not take action on any matter other than items on the written agenda except as otherwise permitted by law. The agenda, as written and presented, will be followed unless the Board President, with the consent of the Board, determines a need to alter the order.

B. Public Participation and Decorum Guidelines at Board of Trustees' Meetings

1. Board Meetings

All Board meetings are open to the Public, except for Closed Sessions. Members of the public who wish to address the Board should complete a blue speaking request form, located immediately outside of the Board Room, and submit it to the Secretary of the Board prior to the start of the Board's Open Session. Topics related to Agenda items will be heard prior to or when the item arises on the Agenda. Speakers wishing to address the Board regarding items not on the Agenda will have the opportunity to do so prior to the adjournment of the Open Session.

A member of the Board, once recognized by the Chair, shall not be interrupted when speaking unless it be to call the member to order or as herein otherwise provided. If a member, while speaking, is called to order, the member shall cease speaking until the question of order is determined, and, if in order, he or she shall be permitted to proceed.

Speakers addressing the Board should address the Board through the Board Chair and not address

comments to staff members. Public speakers are limited to five minutes per item.

2. Large Groups and Organizations

Large groups and organizations wishing to appear before the Board are encouraged to identify one or two spokespersons that may:

- a) Introduce members in attendance in support of the group's position.
- b) Present a consolidated statement to the Board.

3. Board Chair Authority

- a) The Board Chair shall have authority to control the meeting in an orderly and civil manner. Profanity, obscenity, or other offensive language may be ruled out of order. Threats directed toward any person or property shall be ruled out of order.
- b) In the event that the meeting is willfully interrupted by the actions of one or more persons so as to render the orderly conduct of the meeting unfeasible, the Board Chair will ask the person or persons to leave the meeting room.
- c) Speakers who engage in such conduct will be denied the opportunity to address the Board for the duration of the meeting.
- d) A warning and request that the persons curtail the disruptive activity will be made by the Board Chair. If the behavior continues, the person will be asked to leave or will be removed by Security staff, based on a finding that the person is violating this Policy, and that such activity is intentional and has substantially impaired the conduct of the meeting.
- e) If, in accordance with these rules, order cannot be restored by the removal of individuals who are willfully interrupting the meeting, the Board Chair may order the meeting room cleared and may continue in session. The Board shall consider only matters appearing on the Board Meeting Agenda. Representatives of the press or other news media, except those participating in the disturbance, shall be allowed to attend any session held pursuant to this rule.

Education Code 72000, 72121, 7212.5, 72122, 72129
Government Code Section 54954.2
Government Code Section 54954.3
Government Code Section 54956
Government Code Section 54956.5

INTRODUCTION
(Board of Trustees)

010-2-5.1
Approved 02/19/03

DECORUM

~~The following will be ruled out of order by the Presiding Officer of the Board:~~

~~Profanity, obscenity, and other offensive language.~~

~~Physical violence and/or threats of physical violence directed towards any person or property.~~

~~Any person or persons who willfully disrupt or interfere with proceedings, so as to render the orderly conduct of the meeting unfeasible, may be removed from the meeting room.~~

~~Speakers who engage in disorderly or disruptive conduct may be removed from the podium and denied the opportunity to speak to the Board for the duration of the meeting.~~

~~Before removal, a warning and a request that the person(s) curtail the disruptive activity will be made by the Presiding Officer of the Board. If the behavior continues, the person(s) may be removed by the Presiding Officer, with the consent of the Board, based on a finding that the person(s) is (are) violating this policy and that such activity is substantially impairing the conduct of the meeting.~~

~~If, in accordance with these rules, order cannot be restored by the removal of individuals who are willfully interrupting the meeting, the Presiding Officer may order the meeting room cleared and may continue in session. The Board shall consider only matters appearing on the agenda. Representatives of the press or other news media, except those participating in the disturbance, shall be allowed to attend any session held pursuant to this rule.~~

Education Code Section 72121.5
Government Code Section 54954.3(b)

~~Additional Administrative Comment~~

~~Action Agenda Details~~

Motion:

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2.03 Review of Buildings and Grounds Reports

Meeting: 11/04/2009 Regular Meeting
 Category: 2. General Information and Reports
 Agenda Type: Report
 Public Access: Yes

Agenda Item Content**2.03 Review of Buildings and Grounds Reports****Orange Coast College Child Care Afterschool Classroom**

Architect: Taylor Architects
 Construction Start: December 2008/Estimated Completion: January 2010
 Funding Source: OCC Foundation

Project Status: The Board approved the "Takeover Agreement" between CCCD and Allegheny Casualty Insurance ("Surety") on October 13, 2009 which enables the surety to perform the remaining project scope in place of the prior terminated contractor. The Surety immediately mobilized to finish the project with an anticipated completion date on or before January 1, 2010.

Orange Coast College Softball Field

Architect: tBP Architecture
 Bid Process: February/April 2009
 Construction Start: Est. April 2009
 Funding Source: Measure C Obligation Bond

Project Status: This project is currently in the final completion phase. In addition to the typical completion list items, some of the concrete flatwork has been deemed "non-compliant" with the required specifications and is currently being removed and reinstalled. The contractor has been notified of the immediate necessity to complete the project before the start of the softball season. The project was scheduled for completion in September.

Orange Coast College New Consumer Health & Science Lab Building

Architect: LPA Architecture
 Construction Completion: October 2010
 Funding: Measure C General Obligation Bond and State Capital Outlay Funds

Project Status: The building skeleton is quickly taking shape. Concrete pours, steel erection, and metal decking installation are occurring on a continuous basis. This project is under construction six days per week in an effort to make up for the delayed start date resulting from Division of State Architects' clarifications.

Orange Coast College Student Center Renovation

Architect: AEPC Architecture
 DSA Approval: September 2009
 Construction Start: December 2009
 Funding: Measure C General Obligation Bond

Status: This project has been postponed from the originally anticipated December 2009 start and tentatively rescheduled to begin in June 2010. The project team is working to revise the transition "swing-space" plan and coordinate the development of bid packages/timelines for this project. It is preferred that Student Center services be fully restored by Spring 2011, which is calculated to be a short timeline for a project of this complexity. Carefully orchestrated planning and precise

project management will be critical.

Golden West College Learning Resource Center

Architect: Steinberg Group (Construction Manager: URS)

DSA Approval: March 2008

Construction Schedule: Started July 2008/Est.

Completion: August 2010

Funding Source: Measure C General Obligation Bond

Status: The project is currently tracking 81 work days behind schedule, however a recent recovery strategy meeting has yielded a number of solutions to recover some of this time. It is projected that the sum of these "project coordination" solutions will recover 44 schedule days, with a substantial completion date of July 6, 2010. As originally targeted, the new LRC will be open to students in the Fall 2010.

Additional Administrative Content

Created on 09/10/2009 at 12:57 PM by CCCDBG. Last Update on 10/28/2009 by Jodi Rodriguez

2.04 Review of Quarterly Financial Status Report

Meeting: 11/04/2009 Regular Meeting
Category: 2. General Information and Reports
Agenda Type: Information
Public Access: Yes

Agenda Item Content

2.04 Review of Quarterly Financial Status Report

AB2910 (enacted 3/16/88) requires that the District file a Quarterly Financial Status Report (Form CCFS-311Q) with the State Chancellor's Office each quarter. Attached to each Trustee's agenda is the First Quarter Financial Status Report ending September 30, 2009. The report contains the CCFS-311Q State Chancellor's Report, a General Fund Financial Status Report and Fund Balance Report for all funds. (See Attachment #3)

Fiscal Impact: No fiscal impact.

Additional Administrative Content

Action/Agenda Details

Motion:

3.00 Consent Calendar

Meeting: 11/04/2009 Regular Meeting
Category: 3. Consent Calendar
Agenda Type: Information
Public Access: Yes

Agenda Item Content

3.00 CONSENT CALENDAR

(Yellow Pages)

Items on the Consent Calendar may be adopted by a single motion of the Board of Trustees.

To have an item considered separately a request must be made prior to the adoption of the motion to approve the Consent Calendar

Additional Administrative Content

Created on 09/10/2009 at 12:57 PM by Bance/Hambly, last updated on 11/23/2009 by xxx@Redns.org

3.01 CURRICULUM APPROVAL

Meeting: 11/04/2009 Regular Meeting
Category: 3. Consent Calendar
Agenda Type: Information
Public Access: Yes

Agenda Item Content

3.01 Curriculum Approval



Curriculum Agenda.pdf

Additional Administrative Content

Created on 09/10/2009 at 12:57 PM by Raine Hamby. Last update on 10/28/2009 by Raine Hamby.

3.01 Approval of New Courses

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

Coastline Community College

Effective Fall 2009

French C177 – Elementary Conversational French; 1.0 unit

Semester length; 54 semester non-lecture hours; prerequisite: FREN C180 or FREN C180B, or equivalent; fee: none; grading method: student option. Conversational course using vocabulary and grammar of elementary French, concentrating on customs, words, and structures useful to the Anglophone who would do business with or in the francophone world, including Canada, Senegal, Cote d'Ivoire, Belgium, and Switzerland, among others.

French C193 – Readings in French; 1.0 unit

Semester length; 54 semester non-lecture hours; prerequisite: FREN C180 or FREN C180B, or equivalent; fee: none; grading method: student option. Survey course introducing readings and writings from the countries, customs, and cultures where French is or has been spoken, including in its dialectal or historical forms. Global interconnections to be emphasized among francophone civilizations and between the francophone and the Anglophone.

Effective Spring 2010

Art C174 – Narrative Painting; 3.0 units

Semester length; 54 semester lecture hours and 54 non-lecture hours; advisory: Art C224; fee: none; grading method: student option. This is a painting course in which the figure is used in a context to tell a story. Students learn to utilize the skills learned in figure painting to portray or suggest actual and metaphoric situations. The content of the painting is the focus of the students' creative explorations using personal, historic, psychological, and symbolic subject matter to express an idea. This course may be taken four times.

Computer Services Technology C111 – VMware vSphere; 3.0 units

Semester length; 54 semester lecture and 18 semester non-lecture hours; advisory: CST C112 or CST C113; fee: none; grading method: student option. Virtualization allows consolidation of several hardware servers into a single hardware server to realize significant cost savings. vSphere allows for whole server farms to be consolidated on only a few physical servers. Students will learn how to partition a physical server into several virtual machines as well as how to centralize and simplify management, including how to expand capacity, optimize performance, and track cost savings using vSphere. This course may be taken four times.

French C178 – Intermediate Conversational French; 1.0 unit

Semester length; 54 semester non-lecture hours; prerequisite: FREN C180 or FREN C180B, or equivalent; fee: none; grading method: student option. Conversational course using vocabulary and grammar of elementary French, concentrating on words and structures useful to the Anglophone who would interact with the francophone world, including Canada, Senegal, Cote d'Ivoire, Belgium, and Switzerland, among others.

French C179 – Advanced Conversational French; 1.0 unit

Semester length; 54 semester non-lecture hours; prerequisite: FREN C180 or FREN C180B, or equivalent; fee: none; grading method: student option. Conversational course using vocabulary and grammar of elementary French, concentrating on words and structures useful to the Anglophone who would interact with the francophone world, including Canada, Senegal, Cote d'Ivoire, Belgium, and Switzerland, among others.

French C194 – Reading and Writing in French Culture, Intermediate; 1.0 unit

Semester length; 54 semester non-lecture hours; prerequisite: FREN C180 or FREN C180B, or FREN C193 fee: none; grading method: student option. Survey course employing readings and writings from the countries, customs, and cultures where French is or has been spoken, including in its dialectal or historical forms. Global interconnections to be emphasized among francophone civilizations and between the francophone and the Anglophone. Students will learn and employ vocabulary and writing styles consistent with social and regional dialects

3.02 Approval of Course Revisions/Retirements/Suspensions/Reinstatements**Course Revisions:**

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

Coastline Community College

Effective Spring 2010

	FROM	TO
<u>Art C220 – Anatomy for Artists</u>		
Repeatability:	None	3 times
Course Units:	2.5	3.0
<u>Building Codes Technology C214 – Green Building Codes</u>		
Course ID:	Building Codes Technology C214	Building Codes Technology C314
<u>Building Codes Technology C283 – Work Based Learning</u>		
Semester Hours:	240 lecture	270 lecture
<u>Business C100 – Introduction to Business</u>		
Semester Hours:	54 lecture/18 non-lecture	54 lecture
<u>Computer C197 – E-Commerce (Constructing an Online Business)</u>		
Course ID:	Computer C197	Business C197
Title:	E-Commerce (Constructing an Online Business)	E-Commerce/Online Business
<u>Computer Services Technology C191 – CompTIA Linux+</u>		
Repeatability:	None	3 times
Advisory:	CST 195 and CST 128 or CST 118	CST C161 or CST C117 or CST 128
<u>Computer Services Technology C237 – Cisco ASA and Network Security</u>		
Repeatability:	None	3 times
<u>Computer Services Technology C253 – Cisco ASA, PIX and Network Security</u>		
Repeatability:	None	3 times
<u>Computer Services Technology C258 – Linux Networking and Security</u>		
Repeatability:	None	3 times
Advisory:	CST C yy118	CST C191
<u>Informatics C131 – Human Computer Interaction</u>		
Semester Hours:	45 lecture/27 non-lecture	36 lecture/18 non-lecture
Prerequisites:	Informatics 141 and 142 and 143 and 144 and 111 and Informatics and Computer Science 123 and 141 and Philosophy 115 and English 100 and Match 160 and 225 with a C or better	None
<u>Informatics C142 – Informatics Core Course II</u>		
Semester Hours:	54 lecture/108 non-lecture	36 lecture/36 non-lecture
Prerequisites:	Informatics 141 and Philosophy 115 And English 100 with a C or better	None
Advisory:	None	Informatics C141
<u>Informatics C143 – Informatics Core Course III</u>		
Semester Hours:	54 lecture/ 108 non-lecture	36 lecture/36 non-lecture

Prerequisites:	Informatics 141 and 142 and Philosophy 115 and English 100 And Math 225 with a C or better And English 100 with a C or better	None
Advisory:	None	Informatics C141 and Informatics C142
<u>Management and Supervision C281 – Work Based Learning</u>		
Semester Hours:	18 other	90 other
<u>Management and Supervision C282 – Work Based Learning</u>		
Semester Hours:	36 Other	180 other
<u>Management and Supervision C283 – Work Based Learning</u>		
Semester Hours:	54 Other	270 other
<u>Management and Supervision C284 – Work Based Learning</u>		
Semester Hours:	72 Other	360 other
<u>Music C130 – Beginning Guitar</u>		
Semester Hours:	18 lecture/18 non-lecture	18 lecture/36 non-lecture
<u>Process Technology C110 – Introduction to Process Technology</u>		
Semester Hours:	54 lecture/18 non-lecture	54 lecture
<u>Special Education C055 – Cognitive Retraining for ABI Survivors</u>		
Repeatability:	25 times	9 times
Semester Hours:	132 non-lecture	128 non-lecture
<u>Special Education C300 – Strategies for Using PDAs after Brain Injury</u>		
Repeatability:	None	7 times

Course Retirements:

The College Curriculum Committee, with concurrence of the College President and the Chancellor, recommends the following courses be retired from the curriculum:

Coastline Community College

Effective Fall 2009

Audio-Video C100 – Introduction to Becoming an Audio-Video Technician
 Business C370 – Basics of Investments
 Business C410 – Workforce Preparation: Resume and Interview Techniques
 Business C411 – Workforce Preparation: Job Search in a Changing Market
 Computer Services Technology C103 – Panduit Network Infrastructure Essentials/PAI
 Computer Services Technology C122 – Technical Documentation
 Computer Services Technology C131 – Network Needs Analysis, Design and Installation
 Computer Services Technology C134 – Network Application and Security Management
 Computer Services Technology C148 – Planning, Implementing, Managing and Maintaining a MS Windows Server 2003
 Computer Services Technology C149 – Updating Systems Engineer Skills from MS Windows 2003
 Computer Services Technology C155 – Integrating Network and NT
 Computer Services Technology C162 – Microsoft Windows NT Server
 Computer Services Technology C163 – Managing a 2000 Network Environment
 Computer Services Technology C164 – Designing Windows 2000 Network Security
 Computer Services Technology C170 – MS Internet Information Server
 Computer Services Technology C171 – Planning, Implementing, and Maintaining a Microsoft Windows Server 2003
 Computer Services Technology C175 – Designing MS 2000 Directory Services Infrastructure
 Computer Services Technology C307 – Internship-Campus CISCO
 Computer Services Technology C310 – Introduction to JAVA for Sun Microsystems
 Computer Services Technology C311 – Migrating to OO Programming with Java Tech

Electrical Maintenance C281 – Work Based Learning
 Electrical Maintenance C282 – Work Based Learning
 Electrical Maintenance C283 – Work Based Learning
 Electrical Maintenance C284 – Work Based Learning
 Electrical Maintenance C300 – Introduction to Electronics
 Electrical Maintenance C301 – Application of Basic Electronics
 Electrical Maintenance C302 – Programmable Logic Controllers
 Electrical Maintenance C303 – Electrical Equipment
 Electrical Maintenance C304 – Control System Automatic
 Electrical Maintenance C305 – Electric Motor Control
 Management and Supervision C120 – Introduction to Successful Selling
 Mathematics C001 – Mathematics Tutoring
 Mathematics C403 – Basic Math
 Psychology C159 – Preschool/Parent Education 3
 Psychology C160 – Preschool/Parent Education 4
 Real Estate C118 – Real Estate Mathematics
 Real Estate C175 – International Real Estate
 Special Education C060 – Introduction to Computers
 Special Education C061 – Introduction to Desktop Publishing
 Special Education C062 – Introduction to the Internet
 Special Education C130 – Techniques for Paraprofessionals Working with the Developmentally Delayed
 Special Education C401 – Perceptual Cognitive Skills
 Special Education C441 – Aquatic Skills 2
 Special Education C442 – Aquatic Skills 3

Course Suspensions:

The College Curriculum Committee, with concurrence of the College President and the Chancellor, recommends the following courses be suspended from the curriculum:

Effective Fall 2009

Computer Services Technology C174 – Managing and Maintaining a Microsoft Windows 2008 Server
 Digital Graphics Applications C072 – Easy Photoshop
 Digital Graphics Applications C075 – Easy Graphics
 Digital Graphics Applications C076 – Easy Elements – Working with Pictures
 Digital Graphics Applications C077 – Easy Photoshop Elements 2
 Digital Graphics Applications C078 – Easy CorelDRAW
 Digital Graphics Applications C079 – Easy Photoshop Elements 3
 Digital Graphics Applications C081 – Easy Photoshop Elements 4
 Digital Graphics Applications C096 – Easy Digital Photography and Image Editing with Adobe Photoshop Elements
 Digital Graphics Applications C112 – Introduction to Graphic Canvas
 Digital Graphics Applications C115 – Working with QuarkXpress
 Digital Graphics Applications C115B – Beyond the Basics with QuarkXpress
 Digital Graphics Applications C116-1 – Photoshop Upgrade
 Digital Graphics Applications C123 – Web Graphics
 Digital Graphics Applications C125 – Web Sites with Adobe GoLive
 Digital Graphics Applications C149 – Word Desktop Publishing
 Digital Graphics Applications C165 – Computer Photo Editing
 Digital Graphics Applications C166E – Integrating Dreamweaver, Fireworks and Flash

3.03 Approval of Program/Option/Revisions/Retirements/Suspensions/Reinstatements

New Program/Options:

The College Curriculum Committee, with concurrence of the College President and the Chancellor, recommends the following new program/options be approved for submission to the State Chancellor's Office for approval as a certificate:

Coastline Community College

Effective Fall 2010

Cognitive & Caregivers Boot Camp Certificate of Specialization

The Cognitive and Caregivers Boot Camp (CCBC) Certificate is an online program designed to provide structured courses to address cognitive, psychosocial, and transitional issues related to the effects of brain injury. This program is designed for individuals living with brain injury, caregivers, and/or professionals.

<u>REQUIRED COURSES</u>		Units
Strategies for Using PDAs after Brain Injury	SPED C300	2.0
Cognitive Strategy Building	SPED C301	3.0
A Guide to Brain Injury	SPED C302	3.0
Community Re-Integration	SPED C303	<u>3.0</u>
Total Units		11.0

Windows Server 2008 Certificate of Specialization

The Microsoft (MCTS) Certificate of Specialization for Windows Server 2008 is designed to give the students the knowledge and skills necessary to understand the functions and features of Windows Server 2008 Networking Platform. This certificate aligns itself with the Microsoft Certified Technology Specialist: Windows Server 2008 Certification.

<u>REQUIRED COURSES</u>		Units
MS Server 2008 Active Directory Configuration	CST C184	3.0
MS Server 2008 Network Infrastructure	CST C185	3.0
MS Server 2008 Network Infrastructure Configuration	CST C186	<u>3.0</u>
Total Units		9.0

Program/Option Revisions:

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

Coastline Community College

Effective Fall 2010

Electronics (Certificate of Achievement)

Degree: <u>Delete</u>	Certificate of Achievement
Degree: <u>Add</u>	Certificate of Achievement and/or AA Degree

3.02 TRAVEL AUTHORIZATIONS - BOARD & STAFF

Meeting: 11/04/2009 Regular Meeting
 Category: 3. Consent Calendar
 Agenda Type: Information
 Public Access: Yes

Agenda Item Content**3.02 Travel Authorizations - Board and Staff****(1) Meetings for the Board of Trustees**

None.

(2) Meetings for Faculty and Staff

Daniel S Adelmann, COUNSELOR (OCC), to attend the American Association for Respiratory Care International Congress, December 4 - 8, 2009, San Antonio, TX, without loss of salary, with reimbursement for allowable expenses of \$1,100, including a registration fee of \$375, travel by Air Coach, to be paid from Full Time Academic Senate PDI Funds. The reason for this revision is to change the registration amount.

John E Altobelli, Instructor (OCC), to attend the National Baseball Coaching Convention, January 7 - 10, 2010, Dallas, TX, without loss of salary, with reimbursement for allowable expenses of \$1,100, including a registration fee of \$50, travel by Air Coach, rental car and insurance, to be paid from Full Time Academic Senate PDI funds.

WILLIAM B BARBER, Instructor (OCC), to attend the California State Hot Food Competition, American Culinary Federation, November 12 - 15, 2009, Sacramento, CA, without loss of salary, with reimbursement for allowable expenses of \$4,050, including a registration fee of \$500, to be paid from ASOCC Competition Account, Ancillary Account funds, to cover costs for hotel, supplies and entry fees for himself and 8 students.

Melissa R Berta, Instructor (OCC), to attend the Kaleidoscope Leadership Institute Conference, December 2 - 6, 2009, Costa Mesa, CA, without loss of salary, with reimbursement for allowable expenses of \$1,200, including a registration fee of \$800, to be paid from Title III Categorical funds.

Robin A Boyle, Mil/Cont Ed Tech Int (CCC), to attend the Coast Guard Support Command, November 9, 2009, San Pedro, CA, without loss of salary, with reimbursement for allowable expenses of \$50, to be paid from Contract Education Auxiliary funds.

Robin A Boyle, Mil/Cont Ed Tech Int (CCC), to attend the Coast Guard Education Fair Air Station, November 30 - December 2, 2009, Miami, FL, without loss of salary, with reimbursement for allowable expenses of \$1,400, including travel by Air Coach, rental car and insurance, to be paid from Contract Ed Auxiliary funds.

Gregg M Carr, Instr/Coord (GWC), to attend the Academic Senate for California Community Colleges Fall Plenary, November 13-14, 2009, Ontario, CA, without loss of salary, with reimbursement for allowable expenses of \$425, including a registration fee of \$325, to be paid from Academic Senate Travel funds.

Treisa S Cassens, Librarian (GWC), to attend the Academic Senate for California Community Colleges

Fall Plenary, November 13, 2009, Ontario, CA, without loss of salary, with reimbursement for allowable expenses of \$250, including a registration fee of \$190, to be paid from Academic Senate Travel funds.

Julia L Clevenger, Staff Assistant (OCC), to attend the Notary Commission Renewal, November 11, 2009, Costa Mesa, CA, without loss of salary, with reimbursement for allowable expenses of \$415, including a registration fee of \$415, to be paid from Foundation funds.

Ding-Jo H Currie, Interim Chancellor (CCCD), to attend the Association of Community College Trustees Annual Congress, October 6-10, 2009, San Francisco, CA, without loss of salary, with reimbursement for allowable expenses of \$2,775, including a registration fee of \$900, travel by Air Coach, to be paid from CDMA Professional Development funds, College Support. Notification of approval for additional funding source after the prior Board Meeting, resulting in submission to the November 4 Board Agenda. The reason for this revision is to add additional funding source only; this will not increase allowable expenses.

Ding-Jo H Currie, Interim Chancellor (CCCD), to attend the 2009 NCPACE Workshop, November 2-3, 2009, San Diego, CA, without loss of salary, with reimbursement for actual expenses, to be paid from Contract Ed College Approved Projects Auxiliary funds. Request for ratification is submitted to the November 4, 2009 Board Meeting because information concerning this workshop was presented after the last regular Board Meeting.

Lynn M Dahnke, Telecrs Marketng Dir (CCC), to attend the Community College League of California Conference and Publisher Meetings, November 15-21, 2009, Burlingame and Belmont, CA, without loss of salary, with reimbursement for allowable expenses of \$1,800, to be paid from ISD Ancillary Marketing funds.

Corine L Doughty, Director, Career Services (OCC), to attend the National Human Resources Association, November 5, 2009, Irvine, CA, without loss of salary, with reimbursement for allowable expenses of \$135, including a registration fee of \$90, to be paid from Career Ed funds. The reason for this revision is to correct the budget number.

Evonne R Durand, Athletic Trainer (OCC), to attend the Far West Athletic Trainers Association District 8 Conference, June 29-July 3, 2010, Honolulu, HI, without loss of salary, with reimbursement for allowable expenses of \$700, including travel by Air Coach, to be paid from CCA Conference funds.

Darrell D Ebert, Instructor (GWC), to attend the Coconut Grove Arts Festival, February 12-16, 2010, Coconut Grove, FL, without loss of salary, with reimbursement for allowable expenses of \$1,000, including travel by Air Coach, to be paid from IPD AFT funds.

Darrell D Ebert, Instructor (GWC), to attend the The New York Arts of Pacific Asia Show, March 24-29, 2010, New York City, NY, without loss of salary, with no reimbursement authorized from District funds, to be paid from Personal funds.

Kelli J Elliott, Instructor (OCC), to attend the American Association of Collegiate Registrars and Admissions Officers Annual Strategic Enrollment Management Conference, November 7 - 8, 2009, Dallas, TX, without loss of salary, with reimbursement for allowable expenses of \$1,100, including a registration fee of \$420, travel by Air Coach, rental car and insurance, to be paid from Full Time Academic Senate PDI funds.

Fred A Feldon, Instructor (CCC), to attend the American Mathematical Association of Two-Year Colleges 35th Annual Conference, November 11-15, 2009, Las Vegas, NV, without loss of salary, with reimbursement for allowable expenses of \$1,300, including a registration fee of \$380, travel by Air Coach, to be paid from Basic Skills funds.

Joycelyn M Groot, Dean Mil/Cont Ed Pro (CCC), to attend the Council of College and Military Educators 2010 Annual Symposium and Executive Board Meetings, February 12-19, 2010, Nashville, TN, without loss of salary, with reimbursement for allowable expenses of \$3,000, including a registration fee of \$325,

travel by Air Coach, to be paid from Contract Education Auxiliary funds.

Collette J Hausey, Instructor (GWC), to attend the Academic Senate for California Community Colleges Fall Plenary, November 12-14, 2009, Ontario, CA, without loss of salary, with reimbursement for allowable expenses of \$475, including a registration fee of \$325, to be paid from Academic Senate Travel funds.

Lorraine A Henry, Instructor (OCC), to attend the California Society of Radiologic Technologists 70th Annual Conference, November 14 - 15, 2009, San Jose, CA, without loss of salary, with reimbursement for allowable expenses of \$430, including a registration fee of \$175, to be paid from Full Time Academic Senate PDI funds.

Lorraine A Henry, Instructor (OCC), to attend the Radiologic Technology Educators of California Conference, November 13, 2009, San Jose, CA, without loss of salary, with reimbursement for allowable expenses of \$555, including a registration fee of \$150, travel by Air Coach, to be paid from Full Time Academic Senate PDI funds.

Jacqueline Hils-Williams, Instructor/Coord (GWC), to attend the Associate's Degree/Bachelor's Degree Nursing Annual Directors Conference, Monterey, CA, October 6-10, 2009, without loss of salary, with reimbursement for allowable expenses of \$1,500, including a registration fee of \$200, and travel by personal car not to exceed equivalent airfare to be paid from Nursing Grant funds. The reason for this revision is to increase the registration amount.

Ann B Holliday, Instructor (CCC), to attend the Academic Senate for California Community Colleges 2009 Fall Plenary Session, November 12-14, 2009, Ontario, CA, without loss of salary, with no reimbursement authorized from District funds, to be paid from Personal funds.

Danny C Jones, Administrative Dean (CCC), to attend the American Association of Community Colleges Fall Meeting, November 10-15, 2009, Washington, DC, without loss of salary, with reimbursement for allowable expenses of \$1,700, including travel by Air Coach, rental car and insurance, to be paid from ISD Development Travel Expense funds.

Danny C Jones, Administrative Dean (CCC), to attend the Cengage Publishing Meetings, November 16, 2009, Belmont, CA, without loss of salary, with reimbursement for allowable expenses of \$350, including travel by Air Coach, to be paid from ISD Ancillary Administration funds.

Riki W Kuchek, Instructor (OCC), to attend the American Mathematical Association of Two Year Colleges, November 11 - 15, 2009, Las Vegas, NV, without loss of salary, with reimbursement for allowable expenses of \$1,100, including a registration fee of \$340, travel by Air Coach, to be paid from Full Time Academic Senate PDI funds.

Mary L Lamantia, Instructor (GWC), to attend the The American Society for Cell Biology Annual Meeting, December 5-7, 2009, San Diego, CA, without loss of salary, with reimbursement for allowable expenses of \$1,000, including a registration fee of \$195, to be paid from IPD funds.

Lisa S Lee, Instructor (CCC), to attend the American Mathematical Association of Two-Year Colleges 35th Annual Conference, November 12-14, 2009, Las Vegas, NV, without loss of salary, with reimbursement for allowable expenses of \$1,300, including a registration fee of \$380, travel by Air Coach, to be paid from Basic Skills funds.

Lisa S Lee, Instructor (CCC), to attend the California Mathematics Council Community College 37th Annual Conference, December 11-12, 2009, Monterey, CA, without loss of salary, with reimbursement for allowable expenses of \$500, including a registration fee of \$135, travel by Air Coach, to be paid from PDI Conference & Workshops funds.

Frederick J Lockwood, Instructor (CCC), to attend the Technology in Education for the Real World Annual Conference and Exposition, April 11-13, 2010, Pasadena, CA, without loss of salary, with reimbursement

for allowable expenses of \$462, including a registration fee of \$160, to be paid from VTEA funds.

Katherine R Marasigan, Student Fin Aid Spec BFAP (OCC), to attend the Federal Student Aid Conference, November 30 - December 5, 2009, Nashville, TN, without loss of salary, with reimbursement for allowable expenses of \$2,500, including travel by Air Coach, rental car and insurance, to be paid from BFAP Categorical funds.

Vesna Marcina, Instructor (OCC), to attend the Academic Senate for California Community Colleges, November 12 - 14, 2009, Ontario, CA, without loss of salary, with reimbursement for allowable expenses of \$550, including a registration fee of \$325, to be paid from Academic Senate President's Conference funds.

Erin N McAlear, Hourly Instructor (GWC), to attend the National Communication Association Convention, November 11 - 15, 2009, Chicago, IL, without loss of salary, with reimbursement for allowable expenses of \$700, including a registration fee of \$864, travel by Air Coach, to be paid from CCA/CTA Professional Development funds.

Christopher J McNally, Hourly Instructor (OCC), to attend the Radar Observer Refresher, November 16 - 19, 2009, San Diego, CA, without loss of salary, with reimbursement for allowable expenses of \$1,100, including a registration fee of \$450, to be paid from CTE Perkins Grant funds, to be reimbursed for lodging due to late night and early morning meetings.

Leland L Means, Hourly Instructor (OCC), to attend the University of Wisconsin Whitewater Foundry, November 19 - 23, 2009, Whitewater, WI, without loss of salary, with reimbursement for allowable expenses of \$700, including travel by Air Coach, rental car and insurance, to be paid from CCA/CTA Professional Development funds.

Shana Menaker, Hourly Instructor (OCC), to attend the Esalen Institute: Axe Conference, December 27, 2009 - January 1, 2010, Big Sur, CA, without loss of salary, with reimbursement for allowable expenses of \$700, to be paid from CCA/CTA Union Funds.

Kathryn L Mueller, Dean (OCC), to attend the National Association of Student Personnel Administrators 2010 National Conference, March 6 - 10, 2010, Chicago, IL, without loss of salary, with reimbursement for allowable expenses of \$2,000, including a registration fee of \$325, travel by Air Coach, to be paid from CDMA funds, ASOCC VP Ancillary Discretionary funds.

Dale M Nauta, Instructor (OCC), to attend the American Mathematics Association of Two Year Colleges Conference, November 12 - 15, 2009, Las Vegas, NV, without loss of salary, with reimbursement for allowable expenses of \$1,100, including a registration fee of \$445, travel by Air Coach, to be paid from Full Time Academic Senate PDI funds.

Diem T Nguyen, Hourly Instructor (CCC), to attend the American Mathematical Association of Two-Year Colleges 35th Annual Conference, November 12-14, 2009, Las Vegas, NV, without loss of salary, with reimbursement for allowable expenses of \$500, including a registration fee of \$290, travel by Air Coach, to be paid from PDI Conference & Workshops.

Melinda A Nish, Vice President (OCC), to attend the Community College League of California, November 18 - 21, 2009, San Francisco, CA, without loss of salary, with reimbursement for allowable expenses of \$1,800, including a registration fee of \$475, travel by Air Coach, to be paid from VPI Management Conferences funds.

Melinda A Nish, Vice President (OCC), to attend the California Community Colleges Chief Instruction Officers, January 20, 2010, Sacramento, CA, without loss of salary, with reimbursement for allowable expenses of \$700, including travel by Air Coach, to be paid from VPI Management Conferences funds.

Marcella Norling, Instructor (OCC), to attend the American Academy of Religion 2009 Annual Meeting,

November 6 - 10, 2009, Montreal, Quebec, Canada without loss of salary, with reimbursement for allowable expenses of \$1,100, including a registration fee of \$125, travel by Air Coach, to be paid from Full Time Academic Senate PDI funds.

Omid A Pourzanjani, Dean (GWC), to attend the Association of California Community College Administrators Annual Conference, February 17-19, 2010, San Francisco, CA, without loss of salary, with reimbursement for allowable expenses of \$750, including a registration fee of \$295, travel by Air Coach, to be paid from VTEA/Perkins funds.

Barbara A Price, Hourly Instructor (OCC), to attend the National Council of Teachers of Mathematics, April 21 - 24, 2010, San Diego, CA, without loss of salary, with reimbursement for allowable expenses of \$186, including a registration fee of \$186, to be paid from CCA/CTA Union funds.

Rena D Quinonez, Inst Assoc-Couns/Gdn (OCC), to attend the National Human Resources Association, November 5, 2009, Irvine, CA, without loss of salary, with reimbursement for allowable expenses of \$50, including a registration fee of \$50, to be paid from Career Ed Funds. The reason for this revision is to correct the budget number and increase the reimbursement amount.

Linda A Rhines, Hourly Instructor (OCC), to attend the American Association for Respiratory Care, December 4 - 8, 2009, San Antonio, TX, without loss of salary, with reimbursement for allowable expenses of \$1,100, including a registration fee of \$375, travel by Air Coach, to be paid from Full Time Academic Senate PDI funds. The reason for this revision is to change the registration amount.

Malinni N Roeun, Instructor (CCC), to attend the American Mathematical Association of Two-Year Colleges 35th Annual Conference, November 12-14, 2009, Las Vegas, NV, without loss of salary, with reimbursement for allowable expenses of \$1,300, including a registration fee of \$380, travel by Air Coach, to be paid from Basic Skills funds.

Helen M Rothgeb, Dir Of Fiscal Svcs (OCC), to attend the Kaleidoscope Leadership Institute, December 2 - 6, 2009, Costa Mesa, CA, without loss of salary, with reimbursement for allowable expenses of \$900, including a registration fee of \$800, to be paid from Ancillary Account funds.

Robert S Schneiderman, Counselor (OCC), to attend the Academic Senate for California Community Colleges, November 12 - 14, 2009, Ontario, CA, without loss of salary, with reimbursement for allowable expenses of \$550, including a registration fee of \$325, to be paid from Academic Senate President's Conference funds.

Mette H Segerblom, Sailing Program Cord (OCC), to attend the Augusoft Lumens 6th Annual User Summit, November 17 - 19, 2009, Savannah, GA, without loss of salary, with reimbursement for allowable expenses of \$1,370, including a registration fee of \$345, travel by Air Coach, rental car and insurance, to be paid from Sailing Center.

Kathie T Tran, Staff Asst Sr (Supv) (OCC), to attend the California Community College Student Financial Aid Administrators Association 2009 Annual Conference, December 10 - 13, 2009, San Jose, CA, without loss of salary, with reimbursement for allowable expenses of \$1,400, including a registration fee of \$270, travel by Air Coach, to be paid from BFAP Categorical funds.

Donna M Waldfogel, Admin Dir Human Res (CCCD), to attend the Train the Trainer Refresher Session, November 20, 2009, Los Angeles, CA, without loss of salary, with reimbursement for allowable expenses of \$900, including a registration fee of \$900, to be paid from Management Staff Development - Conferences funds.

Susan F Winterbourne, Counselor (CCC), to attend the The Evolution of Psychotherapy, December 9-12, 2009, Anaheim, CA, without loss of salary, with reimbursement for allowable expenses of \$500, including a registration fee of \$479, to be paid from PDI Conference & Workshops.

3.02.01 Authorization for Student Trips - Coastline Community College

Meeting: 11/04/2009 Regular Meeting
 Category: 3. Consent Calendar
 Agenda Type:
 Public Access: Yes

Agenda Item Content

3.02.01 Authorization for Student Trips - Coastline Community College

It is requested that the following student trips be approved. The list of participating students, advisors, and any waiver forms will be on file in the appropriate office prior to the trip.

Conference/Activity: State Student Senate Fall General Assembly

Location: San Francisco

Dates: November 6-8, 2009

Department: SAC

Cost/purpose/funding source: NTE \$3,000 for registration, airfare, ground transportation, lodging, meals, parking and supplies/ Annual Fall State Student General Assembly/SAC funds.

Conference/Activity: Zubies's Chicken Coop

Location: Newport Beach

Date: December 14, 2009

Department: Special Programs and Services for the Disabled

Transportation: Personal vehicles

Conference/Activity: Orange County Performing Arts Center

Location: Costa Mesa

Dates: November 6, 2009

Department: Dance

Transportation: Personal vehicles

Conference/Activity: San Diego Museum of Art

Location: San Diego

Dates: November 7, 2009

Department: Art/Emeritus

Transportation: District transportation

Conference/Activity: California State University Long Beach

Location: Long Beach

Dates: November 13, 2009

Department: Early College High School

Transportation: District transportation

Conference/Activity: Environmental Nature Center

Location: Newport Beach

Dates: November 18, 19 and 20, 2009

Department: Parent Education

Transportation: Personal vehicles

Conference/Activity: Balboa Park

Location: San Diego

Dates: November 18, 2009

Department: Emeritus/Social Studies

Transportation: District transportation

Conference/Activity: Los Angeles County Museum of Art
Location: Los Angeles
Dates: December 5, 2009
Department: Emeritus/Art
Transportation: District transportation

Conference/Activity: Irvine Regional Park
Location: Orange
Dates: December 7 and 8, 2009
Department: Parent Education
Transportation: Personal vehicles

Conference/Activity: San Diego State University
Location: San Diego
Dates: January 29, 2010
Department: Early College High School
Transportation: District transportation

Additional Administrative Comment

Created on 09/10/2009 at 12:57 PM by Elaine Swarcum. Last update on 10/23/2009 by Jbd Rodriguez.

3.02.02 Authorization for Student Trips - Golden West College

Meeting: 11/04/2009 Regular Meeting
Category: 3. Consent Calendar
Agenda Type: Action
Public Access: Yes

Agenda Item Content

**3.02.02 Authorization for Student Trips -
Golden West College**

It is requested that the following student trips be approved. The list of participating students, advisors, and any waiver forms will be on file in the appropriate office prior to the trip.

Away Conference Athletic Contests

Location: Various

Date(s): Fall 2009

Department: PE

Cost/purpose/funding source: \$10,200 for meals from ASB and auxiliary funds.

(Revision is to increase the total cost and add a source of funding. Prior Board approval: 9/2/09)

Additional Administrative Content

Created on 09/10/2009 at 12:57 PM by Christina Brown. Last updated on 10/22/2009 by Joel Rodriguez.

3.02.03 Authorization for Student Trips - Orange Coast College

Meeting: 11/04/2009 Regular Meeting
 Category: 3. Consent Calendar
 Agenda Type: Action (Consent)
 Public Access: Yes

Agenda Item Content**3.02.03 Authorization for Student Trips - Orange Coast College**

It is requested that the following student trips be approved. The list of participating students, advisors, and any waiver forms will be on file in the appropriate office prior to the trip.

Conference/Activity: California Student Sustainability Convergence

Location: Santa Cruz

Date: November 5, 2009 – November 8, 2009

Department: Sponsored by OCC Sierra Club

Cost/Purpose/Funding Source: NTE \$3000 / To unite and empower the California community of higher education to collaboratively and nonviolently transform ourselves and our institutions based on our inherent social, economic, and ecological responsibilities, \$10 preregistration- \$15, lodging, meals, supplies and other related expenses / Club funds, ASOCC funds, Foundation funds, other donations, fund raisers, scholarships.

Transportation: District/private vehicles

Conference/Activity: Film Screening – “Solar Energy”

Location: OCC Science Hall

Date: November 17, 2009

Department: Sponsored by OCC Sierra Club

Cost/Purpose/Funding Source: No cost to the college / educate Students on Solar Technology

Transportation: None

Conference/Activity: Alternative Thanksgiving Break Volunteer Trip

Location: Mojave Desert

Date: November 13, 2009 – November 29, 2009

Department: Sponsored by OCC Sierra Club

Cost/Purpose/Funding Source: NTE \$1000 / Students will participate in a service and training trip. /

Club funds, ASOCC funds, Foundation funds, other donations

Transportation: District / private vehicles

Conference/Activity: Alternative Winter Break Volunteer Trip

Location: Big Bear

Date: January 5, 2010 – January 7, 2010

Department: Sponsored by OCC Sierra Club

Cost/Purpose/Funding Source: NTE \$1000 / Students will participate in a service and training trip / from Club funds, ASOCC funds, Foundation funds, other donations.

Transportation: District / private vehicles

Conference/Activity: Circle K Fall Training Conference

Location: Sonora, California

Date: November 6-8, 2009

Department: College Life

Cost/Purpose/Funding Source: Paid by individual students and Costa Mesa Kiwanis Club; no cost to the college

Transportation: District/private vehicles

Conference/Activity: Journalism Association of Community College's Southern California Competition and Conference

Location: California State University, Fullerton, CA

Date: October 23-24, 2009

Department: Journalism/Literature and Languages

Cost/Purpose/Funding Source: NTE \$1,200 to include a \$70 fee for each students to be paid from ASOCC funds

Transportation: Students will provide their own transportation; Faculty advisor Cathy Werblin will supervise the trip

Revision to Previous Board Action to revise reimbursement information. Previous Board approval 6/17/09.

Additional Administrative Content:

Created on 09/10/2009 at 12:57 PM by Lynn Appel, Director, eAssist updated on 10/23/2009 by Jodie Rodriguez

3.03 GENERAL ITEMS

Meeting: 11/04/2009 Regular Meeting
Category: 3. Consent Calendar
Agenda Type: Information
Public Access: Yes

Agenda Item Content:

3.03 General Items

Additional Administrative Content:

Created on 09/10/2009 at 12:57 PM by Jodi Rodriguez. Last update on 10/28/2009 by Jodi Rodriguez.

3.03.01 Authorization for Special Projects - Coastline Community College

Meeting: 11/04/2009 Regular Meeting
 Category: 3. Consent Calendar
 Agenda Type: Action (Consent)
 Public Access: Yes

Agenda Item Content

3.03.01 Authorization for Special Projects - Coastline Community College

ESL Awards Ceremony and Reception

Date: May 27, 2010, 9:30 a.m. - 12:00 p.m.

Location: Le-Jao Center

Department: ESL Program

Purpose: Honor ESL students for successfully completed ESL course work

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

Latino Youth Leadership Academy Events

Date: Various Dates through 2009 - 2010

Location: Garden Grove Center

Department: Student Services

Purpose: Outreach

Cost/purpose/funding source: NTE \$5,000; College funds

Scholarship Awards Ceremony and Reception

Date: April 22, 2010

Location: Costa Mesa Neighborhood Community Center

Department: Student Services

Purpose: Honor scholarship award recipients

Cost/purpose/funding source: NTE \$2,200; College and SAC funds

Dispute Resolution Services/Orange County Mediation Conference

Date: March 19, 2010; 8:00 a.m. - 5:00 p.m.

Location: Garden Grove Center

Department: Paralegal

Purpose: Informational seminar

Cost/purpose/funding source: No cost to College or District.

Digital Media Arts Pathway Symposium

Date: November 19, 2009; 8:30 a.m. - 2:00 p.m.

Location: Garden Grove Center

Department: Career and Technical Education

Purpose: High School and Business Networking

Cost/purpose/funding source: NTE \$6,500; SB70 Grant (District)

Pathways to Higher Education Conference

Date: November 21, 2009

Location: Garden Grove Center

Department: Marketing and Public Relations

Purpose: Providing information about higher education to high school students

Cost/purpose/funding source: No cost to College or District.

College Fair and Open House

Date: December 12, 2009

Location: Garden Grove Center

Department: Marketing and Public Relations

Purpose: Providing information on college programs and services and to raise brand recognition within the local community.

Cost/purpose/funding source: NTE \$5,000; College funds

Leadership Institute Fall Workshop

Date: Two Sessions; November 13, 2009; 9:00 – 11:30 a.m. or 1:30 – 4:00 p.m.

Location: Garden Grove Center

Department: Leadership Development

Purpose: To develop and strengthen leadership qualities in faculty and staff

Cost/purpose/funding source: No cost to participants, College or District.

Additional Administrative Content

Created on 09/10/2009 at 12:57 PM by Laune Swancutt. Last update on 10/28/2009 by Laune Swancutt.

3.03.02 Authorization for Special Projects - Golden West College

Meeting: 11/04/2009 Regular Meeting
 Category: 3. Consent Calendar
 Agenda Type: Action
 Public Access: Yes

Agenda Item Content**3.03.02 Authorization for Special Projects - Golden West College****GWC School of Nursing Pinning Ceremony**

Date: December 18, 2009

Department: School of Nursing

Purpose: Nursing Students Completion/Pinning Ceremony

Cost/purpose/funding source: \$1000 for food, supplies, and decorations from Foundation Account.

Regional Simulation Workshop

Date: January 12, 2010

Department: RHORC

Purpose: Provide workshop for community college, ROP, and hospital educators in southern California with costs to be reimbursed from RHORC Initiative HUB funds.

Cost/purpose/funding source: \$4,900 to College of the Desert, Golden West College, Santa Ana College, Mt. San Antonio College, Mt. San Jacinto, Chaffey College, Long Beach City College, Cypress College, Riverside City College, Hoag Hospital, Long Beach Memorial Medical Center for providing simulation center, equipment, supplies and faculty for workshop from RHORC Trust.

14th Annual Health Occupations Educator Institute

Date: April 26-28, 2010

Department: RHORC

Purpose: Provide faculty development conference for community college, ROP, and hospital educators-open to statewide audience with costs to be reimbursed from state healthcare initiative project funds.

Cost/purpose/funding source: \$20,000 for hotel, conference room, food, printing, and supplies from RHORC Trust.

Police Academy Class 138 Graduation

Date: September 11, 2009

Department: Criminal Justice

Purpose: Police Academy graduation.

Cost/purpose/funding source: \$500 for food/refreshments, printing, plaques and flowers to be paid from ASGWC funds.

(Revision is to correct the source of funding. Prior Board approval: 5/6/09)

Additional Administrative Content

Created on 09/10/2009 at 12:57 PM by Christina Lynn. Last update on 10/28/2009 by Jean Rodriguez.

3.03.03 Authorization for Special Projects - Orange Coast College

Meeting: 11/04/2009 Regular Meeting
 Category: 3. Consent Calendar
 Agenda Type: Action (Consent)
 Public Access: Yes

Agenda Item Content**3.03.03 Authorization for Special Projects - Orange Coast College****All-Campus Holiday Gathering**

Date: December 10, 2009

Department: President's Office

Purpose: Campus holiday event to include gift basket opportunity drawing with profits to benefit the OCC Book Scholarship Program; recognition plaques; food; and other related expenses

Cost/Purpose/Funding: NTE \$2,000 to be paid from President's ancillary/Staff Development/Foundation funds

Retirement Recognition

Date: December 3, 2009

Department: President's Office

Purpose: Retirement recognition for Kye Daniels, Staff Development Coordinator

Cost/Purpose/Funding: NTE \$500 to be paid from President's ancillary funds

12th Annual Vietnamese Culture Night

Date: April 10, 2010

Department: OCC Vietnamese Student Association

Purpose: Event open to the public to promote Vietnamese culture

Cost/Purpose/Funding: NTE \$20,000; tickets will be sold to the public to cover the cost of the event; club advisors will be in attendance throughout the event

Best Architectural Graphics of 2009-2010 Show

Date: November 10, 2009

Department: Technology

Purpose: Recognize student graphics work; prize money NTE \$200 will be awarded; all Architecture students and faculty are invited.

Cost/Purpose/Funding: NTE \$200 from Architectural Technology ancillary funds.

Senior Day Barbecue Lunch and Counselor's Lunch

Date: March 23, 2010

Department: Student Services

Purpose: Senior Day lunch for visiting students and counselors

Cost/Purpose/Funding Source: NTE \$7,000 to cover food to be paid from ASOCC funds

Senior Day

Date: March 23, 2010

Department: Student Services

Purpose: Recruitment of high school students

Cost/Purpose/Funding Source: NTE \$30,000 to include cost of buses, printing and related mailing costs, tent rental, T-shirts, and miscellaneous supplies to be paid from ASOCC and District funds

Student Health Center On-Campus Events

Date: 2009-2010 Academic Year

Department: Student Health Center

Purpose: Promotion of health and wellness; events may involve off-campus visitors and speakers
Cost/Purpose/Funding Source: No cost to the college

"Unique Art & Architecture Around the World" AIDS Benefit

Date: November 20, 2009

Department: Foundation/Visual and Performing Arts

Purpose: Fundraiser for scholarships and AIDS Benefit

Cost/Purpose/Funding Source: NTE \$500 to be paid by ticket sales proceeds

Holiday Luncheon and Silent Auction

Date: December 3, 2009

Department: Spirit of Ability Club

Purpose: Open to club members and students enrolled in the Adapted Physical Education program and their family members. A club advisor will be present during the entire event.

Cost/Purpose/Funding Source: Silent Auction proceeds to fund the Spirit of Ability Scholarship and the Millie Peterson Scholarship which are both awarded to students; all costs covered by an admission fee with excess costs covered by the club.

Alcoholics Anonymous Meetings

Date: 2009-2010 Academic Year

Department: Student Health Center

Purpose: Group meetings held at the time the Student Health Center is open and staff are present

Cost/Purpose/Funding Source: No cost to District

Jet Propulsion Laboratories' 2009 Invention Challenge Regional Competition

Date: November 21, 2009

Department: Electronics Technology/Math & Science Engineering

Purpose: Co-host awards competition; OCC Engineering Club will co-host

Cost/Purpose/Funding Source: No cost to the college

Emeritus Institute Meetings and Events

Date: 2009-2010 Academic Year

Department: Presidents Office/Foundation

Purpose: Host various meetings and events for OCC retirees

Cost/Purpose/Funding Source: Total expenses dependent on number of participants to be paid from Foundation funds

Student Health Center Vision Screenings

Date: 2009-2010 Academic Year

Department: Student Health Center

Purpose: Tang, Jubilee, optometrist, to serve as a health professions volunteer in the OCC Student Health Center to provide free vision screening for students. A signed Coast Community College District Voluntary Activities Participation Form, license, and curriculum vitae are on file in the Student Health Center.

Visiting Scholar Event

Date: October 21, 2009

Department: Staff Development

Purpose: Inspiring and fostering Democratic Art through collaborative art and community

Cost/Purpose/Funding Source: NTE \$4,500 to include instructor's pay at the non-instructional rate, food, supplies, and related expenses to be paid from Staff Development District and ancillary funds

Revision to Previous Board Action to add additional source of funds. Previous Board approval 7/15/09.

The "Art of Alex Gray" Exhibition

Date: November 14 - December 18, 2009

Department: Visual & Fine Arts/Frank M. Doyle Arts Pavilion

Purpose: Reception, travel, and exhibition costs to include two VIP receptions scheduled for November 14

and November 20, 2009; travel expenses for artist Alex Grey and spouse and other related costs
Cost/Purpose/Funding Source: NTE \$7,500 from Foundation/ASOCC/Co-Curricular funds
Revision to Previous Board Action to include explanation of costs related to event. Previous Board approval 9/2/09.

Additional Administrative Content

Action Agenda Details

Motion:

Created on 09/10/2009 at 12:57 PM by Lynnette Minton. Last update on 10/28/2009 by Jodi Rodriguez.

3.03.04 Authorization to Apply for Funded Programs

Meeting: 11/04/2009 Regular Meeting
Category: 3. Consent Calendar
Agenda Type: Information
Public Access: Yes

Agenda Item Content**3.03.04 Authorization to Apply for Funded Programs**

(Funded Programs that include Resolutions are listed in the Resolution section of the Action pages)

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

Coastline Community College has applied for the United States Department of Labor – Employment and Training Administration for a project titled “**CRASHCART, Comprehensive, Responsive, and Student-oriented Health Care Training**”. This statewide project, being directed by the State Chancellor’s Office, and in partnership with major training and employer partners, as well as Golden West College, Orange Coast College, the Orange County One-Stop Centers, and Coastline Community College propose to develop a series of demonstration projects to enhance California’s training, recruiting, retention and placement capacity for five of the most employer-requested Allied Health occupations: Radiologic Technician, Medical Assistant, Respiratory Therapist, Pharmacy Technician, and Home Health Aide/Certified Nurse Assistant.

Fiscal Impact: If funded, Coastline Community College will receive \$1,885,371 over three years. Expected start date is January, 2010 with funding continuing for 36 months from start date of grant agreement.

Additional Administrative Content

Created on 09/19/2009 at 12:57 PM by Raina Hamby. Last update on 10/28/2009 by Jodi Rodriguez.

3.03.05 Authorization for Disposal of Surplus

Meeting: 11/04/2009 Regular Meeting
Category: 3. Consent Calendar
Agenda Type: Action (Consent)
Public Access: Yes

Agenda Item Content

3.03.05 Authorization for Disposal of Surplus



Surplus110409.pdf

Additional Administrative Content

Action/Agenda Details

Motion:

Created on 09/10/2009 at 12:57 PM by CCGD/ESH. Last update on 10/29/2009 by J. H. Rowland

ITEM DESCRIPTION	ASSET NO.	MODEL NO.	SERIAL NO.	CONDITION F=FAIR P=POOR I=IRREPARABLE
ORANGE COAST COLLEGE				
Copy Machine	9031706	NP6330 Canon	NHE 09709	P
Computer	9032183	ACT	27342	I
Computer	9032177	ACT	27337	I
Computer	9032189	ACT	37335	I
Computer	9031397	ACT	25899	I
Computer	9032191	ACT	27338	I
Computer	9032175	ACT	27340	I
Computer	9032161	ACT	27249	I
Computer	9032180	ACT	27331	I
Computer	9032184	ACT	27332	I
Computer	9032190	ACT	27341	I
Computer	9031431	ACT	25892	I
Computer	9032186	ACT	27329	I
Computer	9032174	ACT	27333	I
Computer	9032181	ACT	27339	I
Computer	9032187	ACT	27330	I
Computer	9032188	ACT	27328	I
Computer	9025651	ACT	27219	I
Computer	9032179	ACT	27336	I
Computer	9032178	ACT	27326	I
Computer	9032185	ACT	27327	I
Computer	9032182	ACT	27334	I
Computer	9032176	ACT	27343	I
Computer	9031398	ACT	25898	I
VCR	---	HR-S3901U	9740014	I
Monitor	9031405	XJ500T	HD8017003140	P
Monitor	9031411	XJ500T	HD8017003122	P
Computer	9031651	PPI	HSXHB	I
Monitor	9053767	1702FP	MX-08G152-47605-32B-DC5V	I
Printer	9064145	PHASER 3500	WPH036126	I
Monitor	9058415	1703FP	MX-02Y311-47605-39B-DVUT	I
Monitor	9054975	1703FP	MX-027311-47605-43A-DKT3	I
Monitor	9058368	1703FP	MX-02Y311-47605-39B-DX22	I
Monitor	9049824	1901FP	CN-05Y232-71618-42O-BBJ5	I
Monitor	9047079	LCD1810X-BK	0Z00034CA	I

Surplus

ITEM DESCRIPTION	ASSET NO.	MODEL NO.	SERIAL NO.	CONDITION F=FAIR P=POOR I=IRREPARABLE
PC Front Panel	9016088	---	---	I
VCR	9028571	XA-605	605711914	I
Cart	---	---	---	P
Monitor	9058420	1703FP	MX-02Y311-47605-39B-DX42	I
Monitor	9058425	1703FP	MX-02Y311-47605-39B-DX32	I
VCR	9022363	XA-605	609716393	I
Box Mice, Speakers, Printer Cables, Power Supply	---	---	---	I
Keyboards (21)	---	---	---	I
Audio Mixer	9030355	M267	---	I
Printer	9013479	M2008	BG4420YLIA8	I
Printer	9047036	N2125N	LE9-018991	I
Monitor	9031414	XJ500T	HD80I7003115	P
Monitor	9031429	XJ500T	HD80I7003125	P
Monitor	9031404	XJ500T	HD80I7003103	P
Monitor	9031421	XJ500T	HD80I7002407	P
Monitor	9031412	XJ500T	HD80I8008237	P
Monitor	9031428	XJ500T	HD80I7003132	P
Monitor	9031422	XJ500T	HD80I7002395	P
Monitor	9032195	S7007-01	HDD3J8002411	P
Monitor	9032200	S7007-01	HDD3J8002437	P
Monitor	9031403	XJ500T	HD80I7003111	P
Monitor	9031410	XJ500T	HD80I7003128	P
Monitor	9056326	S7T008	HDF1K3003465	P
AV Cart	---	---	---	I
Television	9039334	CT-2784VY	MC52970411	I
VCR	9021933	AG-1230	G8MC04416	I
Monitor	9031406	XJ500T	HD80I7003114	P
Monitor	9031424	XJ500T	HD80I7002987	P
Monitor	9031427	XJ500T	HD80I7003121	P
Monitor	9031426	XJ500T	HD80I7003038	P
Monitor	9035261	S7T008	HDF1K1008185	P
Monitor	9032201	S7007-01	HDD3J8002519	P
Monitor	9056327	S7T008	HDF1K1007710	P
Monitor	9056328	S7T008	HDF1K7004793	P
Monitor	9032196	S7007-01	HDD3J8002405	P
Monitor	9032206	S7007-01	HDD3J8002410	P

Surplus

ITEM DESCRIPTION	ASSET NO.	MODEL NO.	SERIAL NO.	CONDITION F=FAIR P=POOR I=IRREPARABLE
Monitor	9032192	S7007-01	HDD3J8002409	P
Monitor	9032208	S7007-01	HDD3J8002473	P
Printer	9031752	C3948A	USBC062252	I
Shelves (2)	---	---	---	P
Table	---	---	---	P
Desk	9021448	---	---	P
Swivel Topper for Book	---	---	---	P
Chairs (2)	---	---	---	P
Book Cases (2)	---	---	---	P
Video Monitor	2330	CT-1020M	KA4441023	P
Radio Charger	9035225	LAA0325	---	P
Cassette Recorder	9025189	PMD222	---	P
Monitor/VCR	9076109	T130058K	447220607	P
Shredder	9034317	PS80	---	P
Monitor	9058938	M782	MY-08G157-47603-369-B4D8	P
Monitor	9053650	M782	MX-08G157-47605-2B8-BBVF	P
File Cabinet	---	---	---	P
Computer Desk	---	---	---	P
Podium	---	---	---	P
Printer	9060289	PHASER 3450	PMY014615	I
Monitor	9022400	M4681	CY716O9X6UC	I
Monitor	9047082	CM811U	H0G000101	I
Printer	9017545	C4555A	US71N120QK	I
Scanner	9017546	C5117A	SG6C0120YH	I
Computer	9022383	M3548	XB74203TAHW	I
Mail boxes (48)	---	---	---	P
File Cabinets (3)	---	---	---	P
Bookcase	---	---	---	P

3.03.06 Authorization to Enter Standard Telecourse Agreements - Coastline Community College

Meeting: 11/04/2009 Regular Meeting
Category: 3. Consent Calendar
Agenda Type: Information
Public Access: Yes

Agenda Item Content

**3.03.06 Authorization to Enter Standard Telecourse Agreements -
Coastline Community College**

It is recommended that the Board authorize the Board President, or designee, to sign the Agreements and any related documents, indicating approval by the Board of Trustees.

ASTRONOMY: OBSERVATIONS AND THEORIES

HETA of Oklahoma (OK)

Term of Agreement: June 1, 2009 – December 31, 2009

Tennessee Board of Regents (TN)

Term of Agreement: September 1, 2009 – December 31, 2009

CHILD DEVELOPMENT: STEPPING STONES

Kansas City Kansas Community College System (KS)

Term of Agreement: October 17, 2009 – October 16, 2012

Moorpark College (CA)

Term of Agreement: September 1, 2009 – August 31, 2010

North Carolina Community College System (NC)

Term of Agreement: September 1, 2009 – December 31, 2009

CONCEPTS IN MARKETING

San Bernardino Community College District (CA)

Term of Agreement: September 1, 2009 – August 31, 2012

CYCLES OF LIFE: EXPLORING BIOLOGY

North Carolina Community College System (NC)

Term of Agreement: September 1, 2009 – December 31, 2009

FACES OF CULTURE – REVISED

Contra Costa College (CA)

Term of Agreement: September 1, 2009 – May 31, 2010

HUMANITIES THROUGH THE ARTS

Contra Costa College (CA)

Term of Agreement: January 1, 2009 – December 31, 2009

MASTERING THE COLLEGE EXPERIENCE

North Carolina Community College System (NC)

Term of Agreement: September 1, 2009 – December 31, 2009

MEDIA WAVES: AN INTRODUCTION TO MASS COMMUNICATION

Tennessee Board of Regents (TN)

Term of Agreement: September 1, 2009 – December 31, 2009

TRANSITIONS THROUGHOUT THE LIFE SPAN

Moorpark College (CA)

Term of Agreement: September 1, 2009 – August 31, 2010

North Carolina Community College System (NC)

Term of Agreement: September 1, 2009 – December 31, 2009

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.



Telecourses.pdf

Additional Administrative Content

Created on 09/10/2009 at 12:57 PM by Nick Salcedo. Last update on 10/28/2009 by Joe Rodriguez

3.03.07 Approval of Clinical Contracts - Orange Coast College

Meeting: 11/04/2009 Regular Meeting
Category: 3. Consent Calendar
Agenda Type: Action (Consent)
Public Access: Yes

Agenda Item Content

3.03.07 Approval of Clinical Contracts - Orange Coast College

NEW

Anaheim Hills Speech and Language Center Standard Affiliation Agreement
Anaheim Hills, CA
Term: November 5, 2009 to October 30, 2014
Compensation: None

Hurt Family Health Clinic, Inc. Standard Clinical Affiliation Agreement
Tustin, CA
Term: November 5, 2009 to September 30, 2014
Compensation: None

Scottish Rite Long Beach Clinic for Childhood Speech and
Language Disorders Standard Clinical Affiliation Agreement
Long Beach, CA
Term: November 5, 2009 to November 1, 2014
Compensation: None

RENEWAL

Prime Health Care Huntington Beach LLC Standard Clinical Affiliation Agreement
Huntington Beach, CA
Term: November 5, 2009 to November 30, 2014
Compensation: None

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

Additional Administrative Content

Created on 09/10/2009 at 12:57 PM by Lynneanna Whiston. Last update on 10/29/2009 by Leel Rodriguez

3.03.08 Approval of Standard Subcontractor Agreements for Military Programs - Coastline Community College

Meeting: 11/04/2009 Regular Meeting
Category: 3. Consent Calendar
Agenda Type: Information
Public Access: Yes

Agenda Item Content

3.03.08 Approval of Standard Subcontractor Agreements for Military Programs - Coastline Community College

Subcontractor Name: Vincennes University

Services: Provide services in support of the Subcontract Agreement between Central Texas College and the Coast Community College District for the Navy College Program for Afloat Education (NCPACE)

Payment Schedule/Compensation: Undergraduate courses: \$135.76/semester hour

Initial Term of Agreement: October 1, 2009 – September 30, 2010

Source of Funding: Contract Education revenue

Subcontractor Name: Saint Leo University

Services: Provide services in support of the Subcontract Agreement between Central Texas College and the Coast Community College District for the Navy College Program for Afloat Education (NCPACE)

Payment Schedule/Compensation: Undergraduate courses: \$155.39/semester hour; Graduate courses: \$350/semester hour

Initial Term of Agreement: October 1, 2009 – September 30, 2010

Source of Funding: Contract Education revenue

Subcontractor Name: ECPI College of Technology

Services: Provide services in support of the Subcontract Agreement between Central Texas College and the Coast Community College District for the Navy College Program for Afloat Education (NCPACE)

Payment Schedule/Compensation: Undergraduate courses: \$220.75/semester hour

Initial Term of Agreement: October 1, 2009 – September 30, 2010

Source of Funding: Contract Education revenue

Additional Administrative Content

3.03.09 Approval of Student Intern Placement Agreement - Coastline Community College

Meeting: 11/04/2009 Regular Meeting
Category: 3. Consent Calendar
Agenda Type: Information
Public Access: Yes

Agenda Item Content

**3.03.09 Approval of Student Intern Placement Agreement -
Coastline Community College**

Workers' Compensation insurance is provided by hosting institution. Student intern is covered under the student health insurance provision.

Intern/Institution: Rachel Anne Smith
Scope: Gain knowledge and experience related to community college counselor
Location: Counseling
Term: November 5, 2009 – June 30, 2010
Cost/Source of funds: N/A, unpaid

Additional Administrative Content

Created on yesterday at 10:25 AM by Laune Swancutt. Last updated on 10/28/2009 by Nodi Rodriguez.

3.03.10 Authorization for Purchase of Institutional Memberships - Coastline Community College

Meeting: 11/04/2009 Regular Meeting
 Category: 3. Consent Calendar
 Agenda Type: Information
 Public Access: Yes

Agenda Item Content

3.03.10 Authorization for Purchase of Institutional Memberships - Coastline Community College

Name and Acronym: Council for Higher Education Accreditation (CHEA)
 Term of Membership: July 1, 2009 — June 30, 2010
 Cost: \$501
 Purpose: National coordinating and oversight organization for accreditation.

Name and Acronym: Transfer Center Directors' Association (TCDA)
 Term of Membership: July 1, 2009 – June 30, 2010
 Cost: \$50
 Purpose: Promotes the continuing improvement of articulation in post-secondary education.

Name and Acronym: South Coast Higher Education Council (SCHEC)
 Term of Membership: July 1, 2009 – June 30, 2010
 Cost: \$50
 Purpose: Promotes continuing improvements of articulation among and between the segments of post-secondary education in California.

Name and Acronym: Southern California Intersegmental Articulation Council (SCIAC)
 Term of Membership: July 1, 2009 – June 30, 2010
 Cost: \$75
 Purpose: Allows continuing improvement of articulation among and between the segments of post-secondary education in California.

Name and Acronym: Consortium of Southern California Colleges and Universities (CSCCU)
 Term of Membership: July 1, 2009 – June 30, 2010
 Cost: \$250
 Purpose: Promotes ongoing dialogue between institutions of higher learning and leaders in business and industry.

Name and Acronym: Academic Senate for Community Colleges (ASCC)
 Term of Membership: July 1, 2009 — June 30, 2010
 Cost: \$1,121.04
 Purpose: Provides important statewide faculty participation of state policies on academic and professional matters.

Name and Acronym: Council of Chief Librarians (CCL)
 Term of Membership: July 1, 2009 – June 30, 2010
 Cost: \$150
 Purpose: Provides information relevant to library operations, professional development/education opportunities, group discounts for library resources, and vital links to other library and resource personnel.

Additional Administrative Content

3.03.11 Authorization for Purchase of Institutional Memberships - Golden West College

Meeting: 11/04/2009 Regular Meeting
 Category: 3. Consent Calendar
 Agenda Type: Action
 Public Access: Yes

Agenda Item Content

3.03.11 Authorization for Purchase of Institutional Memberships - Golden West College

RENEWAL

Name and Acronym: Academic Senate for Community Colleges (ASCC)

Term of Membership: July 1, 2009 – June 30, 2010

Cost: \$2,205.36

Purpose: Provides statewide faculty participation in the formation of state policies on academic and professional matters.

Name and Acronym: Council of Chief Librarians (CCL)

Term of Membership: August 31, 2009 – June 30, 2010

Cost: \$150

Purpose: The CCL Consortium entitles members to Consortium purchasing arrangements reducing costs for GWC Library resources, such as databases.

Name and Acronym: California Community College Water Polo Association (CCCWPA)

Term of Membership: Fall 2009

Cost: \$120

Purpose: Eligible to vote for Conference, So Cal, Nor Cal, or any other item which the organization is voting on.

Name and Acronym: California Association of Community College Registrars and Admissions Officers (CACCRAO)

Term of Membership: July 1, 2009 – June 30, 2010

Cost: \$200

Purpose: Membership provides update on legal mandates and legislation.

Name and Acronym: National League for Nursing (NLN)

Term of Membership: January 1, 2010 – December 31, 2010

Cost: \$1,500.00

Purpose: Allows access for nursing faculty and administrators to quality programs regarding continued education and leadership opportunities.

Name and Acronym: National League for Nursing Accrediting Commission, Inc. (NLNAC)

Term of Membership: January 1, 2010 – December 31, 2010

Cost: \$1,875.00

Purpose: Mandatory membership for all accredited Nursing Programs.

Name and Acronym: Honors Transfer Council of California (HTCC)

Term of Membership: July 1, 2009 – June 30, 2010

Cost: \$90.00

Purpose: Membership is helpful to maintain relationships with the UC system and participate in Honors Program activities.

3.03.12 Authorization for Purchase of Institutional Memberships - Orange Coast College

Meeting: 11/04/2009 Regular Meeting
Category: 3. Consent Calendar
Agenda Type: Action (Consent)
Public Access: Yes

Agenda Item Content

**3.03.12 Authorization for Institutional Memberships
Orange Coast College**

NEW

Name and Acronym: Transfer Center Directors Association (TCDA)
Term of Membership: July 1, 2009 – June 30, 2010
Cost: \$50.00
Purpose: Allows networking with other community colleges in California related to transfer services and programs

Name and Acronym: U.S Green Building Council-Orange County Chapter
Term of Membership: November 5, 2009-June 30, 2010
Cost: \$65.00
Purpose: Organization providing workshops on greening America; promotes personal and professional development.

RENEWAL

Name and Acronym: Council of Chief Librarians of the California Community Colleges
Term of Membership: 2009 – 2010
Cost: \$150.00
Purpose: Provides CCL Outlook; CCL Directory and Roster; special reports and publications; and eligibility to participate in the cooperative purchase program for online information resources and services.

Additional Administrative Content

Created on 09/10/2009 at 12:57 PM by Lynnette Minon - Last update on 10/23/2009 by Jodi Rodriguez

3.03.13 Authorization for Purchase of Institutional Memberships - District

Meeting: 11/04/2009 Regular Meeting
Category: 3. Consent Calendar
Agenda Type: Action (Consent)
Public Access: Yes

Agenda Item Content

3.03.13 Authorization for Purchase of Institutional Memberships - District

RENEWAL

Association of Chief Human Resources Officers/Equal Employment Officers (ACHRO/EEO) - July 1, 2009 through June 30, 2010 - \$450.00.

Membership in this organization provides the District Human Resources staff with access to statewide training and articulation in all aspects of human resource development, recruitment, and equal employment opportunity. ACHRO/EEO provides a forum for networking with other human resource professionals regarding employment related issues and a resource for improving personnel-related services to District employees.

Coastline Community College

Name and Acronym: American Association of Community Colleges (AACC)

Term of Membership: January 1 – December 31, 2010

Cost: \$10,010.00 (includes \$1,500 Nursing/Allied Health Fee and \$50 Presidents' Academy Fee in addition to base dues of \$8,460.00)

Purpose: This national organization serves as the college's link with the national movement of community colleges through various committees, services and lobbying efforts.

Golden West College

Name and Acronym: American Association of Community Colleges (AACC)

Term of Membership: January 1 – December 31, 2010

Cost: \$13,520 (includes \$1,500 Nursing/Allied Health Fee and \$50 Presidents' Academy Fee in addition to base dues of \$11,970)

Purpose: This national organization serves as the college's link with the national movement of community colleges through various committees, services and lobbying efforts.

Orange Coast College

Name and Acronym: American Association of Community Colleges (AACC)

Term of Membership: January 1 – December 31, 2010

Cost: \$16,250 (includes \$1,500 Nursing/Allied Health Fee and \$50 Presidents' Academy Fee in addition to base dues of \$14,700)

Purpose: This national organization serves as the college's link with the national movement of community colleges through various committees, services and lobbying efforts.

Additional Administrative Content

3.03.14 Authorization for Sailing Program - Orange Coast College

Meeting: 11/04/2009 Regular Meeting
 Category: 3. Consent Calendar
 Agenda Type: Action (Consent)
 Public Access: Yes

Agenda Item Content**3.03.14 Authorization for Sailing Program - Orange Coast College****INDEPENDENT CONTRACTOR**

Coastal Resources Management, Inc. for the purpose of providing assistance with eel grass mitigation and California Coastal Commission permits from November 5, 2009, to June 30, 2010. Total amount NTE \$17,000 from Sailing Center Funds per submitted rate schedule. Fees to include \$6,990 for transplant services; \$5,790 for monitoring and three surveys; \$506 for one-year management; \$2,000 for permits; and a 10% contingency. Prior to authorizing these services, the District will obtain competitive price quotes. If selected to perform these services, this contractor will send an invoice to the District based on the agreed-upon price.

SPECIAL EVENTS

Sailing Center Holiday Dinner and Boat Parade Viewing

Date: December 17, 2009

Department: Sailing Center

Purpose: Invite Sailing Center staff, spouses and guests. A light dinner and drinks will be provided. A boat ride to view the Newport Harbor Holiday Boat Parade will be offered aboard the *Wide Waters*.

Cost/Purpose/Funding Source: Expenses NTE \$1,000 from Sailing Center funds.

Additional Administrative Content

Created on 09/10/2009 at 12:57 PM by Lynnette Minton. Last update on 10/28/2009 by Jodi Rodriguez.

3.03.15 Authorization for Community Activities - Orange Coast College

Meeting: 11/04/2009 Regular Meeting
Category: 3. Consent Calendar
Agenda Type: Action (Consent)
Public Access: Yes

Agenda Item Content

3.03.15 Authorization for Community Activities - Orange Coast College

Pursuant to the District's Standard Contract Agreement, Orange County Head Start, Inc. has contracted with OCC's Community and Education Department to provide contract training to incumbent workers in the following non-apportionment generating credit classes: Disaster Preparedness EC262 and Health & Safety in the Preschool Classroom EC199. Contract Board approved August 19, 2009.

Professional Expert:

Sprague, Melinda will teach Disaster Preparedness EC262 and Health & Safety in the Preschool Classroom EC199 to provide 18 instructional teaching hours from November 5, 2009 through June 30, 2010, to be paid \$57.50 per instructional hour. Hourly rate paid by Orange County Head Start, Inc. contract; will not apply toward Lecture Hour Equivalency (LHE). Classes to be held at Orange County Head Start, Inc.

Additional Administrative Content

Action/Agenda Details

Motion:

Creation: 05/11/2009 at 09:33 AM by Lynne and Wilma. Last update: 11/04/2009 by Lynne and Wilma.

3.04 PERSONNEL ITEMS

Meeting: 11/04/2009 Regular Meeting
Category: 3. Consent Calendar
Agenda Type: Information
Public Access: Yes

Agenda Item Content

3.04 PERSONNEL ITEMS



Open.pdf

Additional Administrative Content

Action Agenda Details

Motion:

Created on 11/04/2009 at 12:57:42 PM by GC/DB/HK/ALS/tpol@ccc.edu on 11/04/2009 by Ardi Rodriguez

3.04 PERSONNEL ITEMS

3.04.01 Acceptance of Resignations and/or Approval of Layoffs, Exhaustion of Benefits and Terminations

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

Administrator

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Action</u>	<u>Effective Date</u>
Disney, Betty	CCC	Dean	Resign	12/18/09

Classified

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Action</u>	<u>Effective Date</u>
Duff, Donna	CCC	Workforce Specialist	Resign	10/08/09
Alvarez, Daniel	OCC	Athletic Equipment Assistant	Resign	10/09/09

3.04.02 Authorization for Leaves of Absence

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

Faculty

Naesse, Irene, OCC, Instructor, Geography, 100% LOA/wop under the Family and Medical Leave Act of 1993 for the period 10/28/09 to 12/20/09.

Administrative Leaves

The following requests for administrative leave, as specified, are consistent with board and District policy and procedures:

Nish, Melinda, OCC, Vice President of Instruction, June and July 2010.

Pagel, Richard, OCC, Vice President of Administrative Services, January and April 2011.

Revision to Previous Board Action

Worden, Sylvia, OCC, Director, Student Health Center, change Administrative Leave from 07/13/09-08/13/09 to January 2010.

3.04.03 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 2009-10 school year:

<u>Name</u>	<u>Campus</u>	<u>From Col/Step</u>	<u>To Col/Step</u>
Anderson, Courtney	OCC	III 03	IV 04

3.04.04 Authorization for Schedule Changes, Classified Staff

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

<u>Name</u>	<u>Loc</u>	<u>Title</u>	<u>From</u>	<u>To</u>	<u>Start Dt</u>	<u>End Dt</u>
Greenwald, Anna	GWC	Staff Assistant	Regular	Fluctuating*	09/14/09	11/13/09
Herman, Allen	OCC	Instructional Assoc-Chem	100%	85%	08/31/09	12/20/09
Parson, Jason	GWC	Programmer II	85%	100%	12/21/09	06/30/10
			50%	100%	11/05/09	06/30/10

*3% shift differential.

3.04.05 Authorization for Professional Experts

It is recommended that authorization be given for the following professional experts:

Professional Experts over \$10,000.00

Gordon, Marcia A., GWC, to coordinate the Crisis Intervention Training Grant, for the period 07/16/09 to 06/30/10, to be paid by timecard at \$10.00 per unit, 93.75 units per week, for 48 weeks, total compensation to be \$45,000.00.

Leung, Hei-Yi, CCC, to provide counseling, workshops, and teleconferencing for Early High School in China Program, for the Contract Education Department, for the period 11/05/09 to 06/30/10, to be paid by timecard at \$100.00 per unit, 3.105 units per week, for 34 weeks, total compensation to be \$10,550.00.

Weiss, Elizabeth, GWC, to increase student enrollment and student rates in CTE through high school outreach, counseling, and process improvement, for the period 09/01/09 to 06/33/10, to be paid at \$10.00 per unit, 9.0 units per week, for 39 weeks, total compensation to be \$35,100.00.

Other Professional Experts

Dewitt, Megan, CCC, to serve as High School Coordinator for the Banking for Credits College Program, for the period 11/05/09 to 06/30/10, to be paid by timecard at \$10.00 per unit, 0.193 units per week, for 31 weeks, total compensation to be \$600.00.

French, Leilani, GWC, to assist with Nursing Expansion Program, for the period 11/05/09 to 05/09/10, to be paid \$10.00 per unit, 9.6 units per week, for 25 weeks, total compensation to be \$2400.00

McCullum, Tiwan, GWC, to assist with Nursing Expansion Program, for the period 11/05/09 to 05/09/10, to be paid \$10.00 per unit, 4.8 units per week, for 25 weeks, total compensation to be \$1200.00.

Mielke, Tammy M., CCC, to serve as High School Coordinator and Newport Mesa Unified School District Coordinator for the Banking for Credits College Program, for the period 11/05/09 to 06/30/10, to be paid by timecard at \$100.00 per unit, 0.645 units per week, for 31 weeks, total compensation to be \$2,000.00.

Nash, Robert, CCC, to assist with the Design/Development of the Not-for-Credit Computer Literacy Training Course for the Contract Education Department, for the period 11/05/09 to 06/30/10, to be paid by timecard at \$10.00 per unit, 4.75 units per week, for 34 weeks, total compensation to be \$1,615.00.

Nash, Robert, CCC, to conduct Not-for-Credit Computer Literacy Training series for the Contract Education Department, for the period 11/05/09 to 06/30/10, to be paid by timecard at \$10.00 per unit, 6.911 units per week, for 34 weeks, total compensation to be \$2,350.00.

Neiman, Michelle J., CCC, to provide instructional design and technical writing/editing services for the Chevron Process Technology Program, for the Instructional Systems Development Department, for the period 11/10/09 to 02/09/10, to be paid by timecard at \$100.00 per unit, 2.499 units per week, for 8 weeks, total compensation to be \$1,999.00.

Neiman, Michelle J., CCC, to provide instructional design and technical writing/editing services for the Chevron Process Technology Program, for the Instructional Systems Development Department, for the period 11/10/09 to 02/09/10, to be paid by timecard at \$100.00 per unit, 6.962 units per week, for 8 weeks, total compensation to be \$6,962.00.

be \$5,569.00.

Ooten, Cheryl, OCC, to serve as workshop instructor for Re-Entry Center, for the period 10/20/09 to 03/20/10, to be paid by timecard at \$100.00 per unit, 0.157 units per week, for 19 weeks, total compensation to be \$300.00.

Phan, Nikki V., GWC, provide services for Nursing Program module revisions, for the period 11/05/09 to 02/26/10, to be paid \$10.00 per unit, 10.0 units per week, for 15 weeks, total compensation to be \$1500.00.

Torres, Isabel E., OCC, to serve as a math tutor for the ReEntry Center, for the period 11/05/09 to 06/30/10, to be paid by timecard at \$10.00 per unit, 4.69 units per week, for 32 weeks, total compensation to be \$1,500.00.

Tran, Thu Huyen, CCC, to convert existing courses into Moddle courses for the Instructional Systems Development Department, for the period 11/10/09 to 02/09/10, to be paid by timecard at \$10.00 per unit, 75 units per week, for 12 weeks, total compensation to be \$9,000.00.

The following CCC Professional Experts to serve as High School Coordinators for the Banking for Credits College Program, for the period 11/05/09 to 06/30/10, to be paid by timecard at \$10.00 per unit, 1.935 units per week, for 31 weeks, total compensation to be \$600.00:

Garcia, Edith A.
Miller, Diana

The following CCC Professional Experts to serve as High School Coordinators for the Banking for Credits College Program, for the period 11/05/09 to 06/30/10, to be paid by timecard at \$100.00 per unit, 0.193 units per week, for 31 weeks, total compensation to be \$600.00:

Brown, Maja F.
Cadigan, Kathleen M.
Enz, Erika
Hath, Kathryn M.
Savage, Melinda
Wong, Marilyn

The following CCC Professional Experts to serve as High School Coordinators for the Banking for Credits College Program, for the period 11/05/09 to 06/30/10, to be paid by timecard at \$100.00 per unit, 0.064 units per week, for 31 weeks, total compensation to be \$200.00:

Minardo, Ronald A.
Munster, Angela C.
Nguyen, Grace
Peck, Julie

The following OCC Professional Experts to serve as liaisons between middle school site and college and to develop/implement program plan for integrating career exploration activities into middle school as part of the SB70/SB1133 CTE Community Collaborative Middle School Career Project, for the period 11/05/09 to 06/30/10, to be paid by timecard at \$100 per unit, 0.34 units per week, for 34 weeks, total compensation to be \$1000.00:

Bentwood, Julie
Cameron, Scott
Cho, Esther
Derbish, Michael
Hardison, Terry
Hiles, Robert
Jarjoura, Rola
Linnecke, Julie
Loren Keledjian, Jamie
Miller, Jill

Nagel, Erin
Reddingius, Jodie
Rybaczyk , Laurie
Swanson, Michele
Triggs, Ray
Washington, Jacqueline
Whitaker, Amie
Whitman, Dayna

3.04.06 Certificated Staff Seniority Number Confirmation

In accordance with the established procedure for assignment and correction of seniority, as required by the California Education code, drawings have been held and numbers have been assigned. It is recommended that the following seniority numbers be confirmed.

<u>Start Date</u>	<u>Name</u>	<u>Number</u>	<u>Campus</u>
08/25/06	Goldstick, Deborah	1154.24	GWC
08/25/08	Almy, James	1165.24	GWC
07/16/09	Holland, Jon	1167.00	GWC
08/31/09	Brownell, Beverly	1169.01	GWC
	Neil, Jeanne	1169.03	OCC
	Rubenstein, Eliza	1169.02	OCC
	Ternes, Linda	1169.00	GWC

3.05 ADDITIONAL PERSONNEL ITEMS

Meeting: 11/04/2009 Regular Meeting
Category: 3. Consent Calendar
Agenda Type: Information
Public Access: Yes

Agenda Item Content

3.05 ADDITIONAL PERSONNEL ITEMS

Additional Administrative Content

Created on 09/10/2009 at 12:57 PM by CCCDHR. Last update on 10/28/2009 by Jodi Rodriguez

3.05.01 Authorization for Independent Contractors - Coastline Community College

Meeting: 11/04/2009 Regular Meeting
 Category: 3. Consent Calendar
 Agenda Type: Action (Consent)
 Public Access: Yes

Agenda Item Content

3.05.01 Authorization for Independent Contractors - Coastline Community College

The following are to serve as independent contractors pursuant to the District's standard independent contractor agreement. It is recommended that the Board President, or designee, be authorized to sign the Agreements and any related documents indicating approval by the Board of Trustees.

\$10,000 AND OVER

IC Name: Stephenson, Jon

Services: Provide instructional design, development and training for Chevron Products Company and Coastline's Process Technology Program

Payment Schedule/Compensation: Analysis, \$2,000; design, \$3,000; development, \$3,000; implementation, \$1,000; evaluation, \$1,000; NTE \$10,000

Term of Agreement: November 5, 2009 — January 31, 2010

Source of Funding: Funds received in support of this project

IC Name: Denise Cusano Instructional Design, Inc.

Services: To perform services in support of the Technology-Based Learning Initiative Grant including recruitment of subject matter experts; coordinating SME assignments; develop storyboards; coordinate reviews, testing and revisions of prototypes; develop prototypes for participant guides; project manager for grant.

Payment Schedule/Compensation: \$75/hour paid monthly; NTE \$43,785

Term of Agreement: November 5, 2009 – June 30, 2010

Source of Funding: WIA Technology-Based Learning Initiative

UNDER \$10,000

IC Name: Options Unlimited, LLC

Services: Facilitate Kaleidoscope Leadership Institute

Payment Schedule/Compensation: One-time fee upon final invoice; NTE \$6,000

Term of Agreement: November 30, 2009 – June 30, 2010

Source of Funding: Foundation funds

IC Name: Cross, Christine

Services: Writing description and key words for database repository for Personal Finance course

Payment Schedule/Compensation: 26 lessons @ \$50/lesson; NTE \$1,300

Term of Agreement: November 5, 2009 – June 30, 2010

Source of Funding: ISD ancillary funds

IC Name: Canfield Reisman, Rosemary M.

Services: Writing description and key words for database repository for Mastering the College Experience course

Payment Schedule/Compensation: 26 lessons @ \$50/lesson; NTE \$1,300

Term of Agreement: November 5, 2009 – June 30, 2010

Source of Funding: ISD ancillary funds

IC Name: Zweig, Maureen

Services: Writing description and key words for database repository for Cultural Anthropology (17 lessons), Physical Anthropology (16 lessons), General Anthropology (3 lessons), Psychology (26 lessons) and Lifespan/Child Development (36 lessons) courses

Payment Schedule/Compensation: 98 lessons @ \$50/lesson; NTE \$4,900

Term of Agreement: November 5, 2009 – June 30, 2010

Source of Funding: ISD ancillary funds

IC Name: Ridley, Gabrielle

Services: Populate test banks for Moodle courses and other data entry

Payment Schedule/Compensation: \$18 per lesson for several courses; NTE \$2,000

Term of Agreement: November 5, 2009 – June 30, 2010

Source of Funding: ISD Publications funds

IC Name: Curtner, Danielle

Services: Populate test banks for Moodle courses and other data entry

Payment Schedule/Compensation: \$18 per lesson for several courses; NTE \$2,000

Term of Agreement: November 5, 2009 – June 30, 2010

Source of Funding: ISD Publications funds

IC Name: Pina, Jo Ann

Services: Provide curriculum development and instruction for not-for-credit Customer Service Academy /Sales Course for the WIA/ARRA High-Demand Training Services Grant

Payment Schedule/Compensation: \$75/hr paid upon final invoice; plus \$25/hr for course development for 20 hours; NTE \$7,700

Term of Agreement: November 5, 2009 – June 30, 2010

Source of Funding: WIA/ARRA High-Demand Training Services Grant

IC Name: Wang, Yuan

Services: Consulting services to implement the Server Virtualization/Consolidation and Data/Exchange Archive Project. The project will consist of a hardware and software solution to consolidate 19 physical servers into an array of 4 servers, providing power savings and fault-tolerant (24/7) capabilities of Coastline business operations for 3-5 years. Services will include consultation on design, documentation, and implementation of the project.

Payment Schedule/Compensation: \$130/hr; NTE \$6,000

Term of Agreement: November 5, 2009 – June 30, 2010

Source of Funding: Ancillary funds

Additional/Amended/Removed/Original

Action/Agenda Detail

Motion:

Created on 11/04/09 by: [Name] Last updated on 11/04/09 by: [Name]

3.05.02 Authorization for Independent Contractors - Golden West College

Meeting: 11/04/2009 Regular Meeting
Category: 3. Consent Calendar
Agenda Type: Action
Public Access: Yes

Agenda Item Content

**3.05.02 Authorization for Independent Contractors -
Golden West College**

The following are to serve as independent contractors pursuant to the District's standard independent contractor agreement. It is recommended that the Board President, or designee, be authorized to sign the Agreements and any related documents indicating approval by the Board of Trustees.

\$10,000 AND OVER

IC Name: Digital Outpost, Inc.

Services: Production of Location & Studio video segments for "First Responders to Juvenile Sex Crimes" video program.

Payment Schedule/Compensation: One time payment of \$38,940 per invoice upon completion.

Term of Agreement: November 5, 2009 – January 2, 2010

Source of Funding: Grant funds provided by the O.C. Probation Dept. GWC Learning Resources and Distance Learning Division Trust account.

UNDER \$10,000

IC Name: Medical Simulation Design; Inc c/o Jane Kleinman

Services: Keynote speaker for Regional Simulation Workshop

Payment Schedule/Compensation: Onetime payment of \$500.00, to be paid at the event.

Term of Agreement: January 12, 2010

Source of Funding: RHORC Trust Account

IC Name: On Course c/o Skip Downing

Services: Provide 2 day On Course Professional Development Workshop

Payment Schedule/Compensation: \$5,800 with \$2,900 deposit due on contract signing and the remainder paid per invoice upon completion, NTE \$5,800.

Term of Agreement: April 26, 2010 – April 27, 2010

Source of Funding: RHORC Trust Account

IC Name: Rodarte, Scott

Services: Provide musical entertainment via the band "Ollin" and facilitate workshops at the Puente Motivational Transfer Conference hosted at UC Riverside.

Payment Schedule/Compensation: One time payment of \$1000

Term of Agreement: November 14, 2009

Source of Funding: Puente Program Funds

IC Name: See list of names below

Services: Performers at GWC Fall Choir Concert Orchestra
Payment Schedule/Compensation: To be paid \$200 each except where noted, NTE \$3,200, payable within 30 days of performance.
Term of Agreement: October 24, 2009
Source of Funding: ASGWC – Creative Arts funds.
(Revision is to change one of the performers. Prior Board approval: 10/13/09)

Nadejda Lesinska (+\$150 concert mistress stipend)
Sandra Kyung
Cheri Hutchison-Dierl
Chris Dierl (+ \$250.00 contracting)
Steve Charpie
Jordan Witherspoon
Larry Greenfield
Bella Issakova
Lindy Grishkoff
Stephen Green
Jane Green
Hayan Charlston
Jean-Pierre Michelou
Dan Seager

Additional Administrative Content

Action Agenda Details

Motion:

Created on 09/10/2009 at 12:57 PM by Christina Irvin. Last update on 10/29/2009 by Jodi Rodriguez.

3.05.03 Authorization for Independent Contractors - Orange Coast College

Meeting: 11/04/2009 Regular Meeting
 Category: 3. Consent Calendar
 Agenda Type: Action (Consent)
 Public Access: Yes

Agenda Item Content

3.05.03 Authorization for Independent Contractors - Orange Coast College

The following are to serve as independent contractors pursuant to the District's standard independent contractor agreement. It is recommended that the Board President, or designee, be authorized to sign the Agreements and any related documents indicating approval by the Board of Trustees.

UNDER \$10,000

IC Name: Ando, Arthur

Date: September 16-November 18, 2009

Services: Serve as guest speaker for a series of lectures for Pilates/Dance Conditioning certificate students, interested OCC students, and the community

Payment Schedule/Compensation: To be paid \$1,000 per lecture NTE \$10,000 for the series to be paid upon completion of work and submission of invoice

IC Name: Bishop, Bruce

Date: November, 2009 – June, 2010

Services: Professionally review the ASOCC Student Government Manual, Constitution, and Bylaws and conduct a training workshop regarding writing bylaws and governing documents for the Associated Students of Orange Coast College

Payment Schedule/Compensation: To be paid a one-time fee NTE \$1,000 from ASOCC funds upon completion of work and submission of invoice

IC Name: Blinn and Young

Date: Between November 5, 2009 and December 31, 2009

Services: Install a vertical support pole to the middle of the large existing tension canopy in the preschool yard at the Early Childhood Lab School

Payment Schedule/Compensation: To be paid a one-time fee NTE \$850 upon completion of work and submission of invoice from Lab School funds. Prior to authorizing these services, the District will obtain competitive price quotes

IC Name: Bookchin, Natalie

Date: November 17, 2009

Services: Serve as guest speaker for DMAD 150, History of Media Arts

Payment Schedule/Compensation: To be paid a one-time fee of \$250 from ASOCC funds upon completion of work and submission of invoice

IC Name: Borden, Eberle Mathew

Date: 2009-2010 Fiscal Year

Services: To record music production for the OCC Cheer and Dance teams

Payment Schedule/Compensation: To be paid \$50 per hour for an amount NTE \$2,000 to be paid upon completion of work and submission of invoice from ASOCC/ancillary funds

IC Name: Carlson, Leslie

Date: November 5, 2009

Services: Serve as guest speaker for DMAD 190 Illustration and Computer Graphics
Payment Schedule/Compensation: To be paid a one-time fee of \$250 upon completion of service and submission of invoice from ASOCC funds

IC Name: Ewing Consulting Services
Date: November 5, 2009, through June 30, 2010
Services: Perform a detailed review and desk audit of six positions in the Maintenance & Operations Department
Payment Schedule/Compensation: To be paid \$400/position for six positions NTE \$2,400 upon completion of service and submission of invoice from District General funds

IC Name: Jimenez, Amanda
Date: November 23-December 13, 2009
Services: Design and create costumes for the OCC Theater Department holiday melodrama
Payment Schedule/Compensation: Services paid at \$20/hour NTE \$200 upon completion of services and submission of invoice from ASOCC funds

IC Name: Mills, Susan
Date: February 10-March 29, 2010
Services: Design and create costumes for the OCC Theater Department production of "Hamlet"
Payment Schedule/Compensation: Services paid at \$20/hour NTE \$800 upon completion of services and submission of invoice from ASOCC funds

IC Name: Naehu-Reyes, Joshua
Date: November 18, 2009
Services: Serve as guest speaker for Art 120 Freehand Drawing
Payment Schedule/Compensation: To be paid a one-time fee of \$150 upon completion of services and submission of invoice from ASOCC funds

IC Name: Surface Decking Company
Date: Between November 5, 2009 and January 31, 2010
Services: Repair concrete surfacing in the Younger Preschool yard at the Early Childhood Lab School
Payment Schedule/Compensation: To be paid a one-time fee NTE \$1,000 upon completion of services and submission of invoice from ASOCC funds. Prior to authorizing these services, the District will obtain competitive price quotes

IC Name: Torres, Isabel
Date: 2009-2010 Academic Year
Services: Serve as math tutor at no charge to students
Payment Schedule/Compensation: To be paid a one-time fee of \$1,500 upon completion of services and submission of invoice from ASOCC funds

Additional Administrative Comment

Action Agenda Details

Motion:

Created on 09/10/2009 at 12:57 PM by Lynnette Minor. Was updated on 02/02/2009 by Jodi Forrester

3.05.04 Authorization for Independent Contractors - District

Meeting: 11/04/2009 Regular Meeting
Category: 3. Consent Calendar
Agenda Type: Action (Consent)
Public Access: Yes

Agenda Item Content**3.05.04 Authorization for Independent Contractors - District**

The following are to serve as independent contractors pursuant to the District's standard independent contractor agreement. It is recommended that the Board President, or designee, be authorized to sign the Agreements and any related documents indicating approval by the Board of Trustees.

\$10,000 AND OVER

IC Name: Alan C. Levin

Services: To develop, design and enhance the usability of www.GWCpathways.com for the SB70/SB1133 Grant.

Payment Schedule/Compensation: to be paid \$16,110 upon completion of the project (increased from \$13,425 by \$2,685 because additional project funds from the SB70/SB1133 Grant became available and additional assignments requested), NTE \$16,110.

Term of Agreement: October 1, 2009 through December 18, 2009

Source of Funding: SB70/SB1133 Grant Funds

Revision to increase funding and responsibilities of the contractor. (Originally Board Approved September 30, 2009.)

Additional Administrative Content

Created on 09/10/2009 at 12:57 PM by SCOD/Advs/Last update on 10/28/2009 by scdrRodriguez

3.05.05 Authorization for Off-Campus Assignments - Orange Coast College

Meeting: 11/04/2009 Regular Meeting
Category: 3. Consent Calendar
Agenda Type: Action (Consent)
Public Access: Yes

Agenda Item Content

**3.05.05 Authorization for Off-Campus Assignments -
Orange Coast College**

It is requested that the following off-campus assignment be approved, to serve without loss of salary, with the understanding that authorization will be requested to attend meetings as they are set.

Name: Melissa Moser
Title: Director of Financial Aid
Organization: California Association of Student Financial Aid Administrators' Executive Board
Assignment: Community College Segmental Representative
Term: January 1, 2010 – December 31, 2011

Additional Administrative Content

Created on 09/10/2009 at 12:57 PM by Symarine Minion. Last update on 10/28/2009 by Jodi Rodriguez.

3.05.06 Authorization for Staff Development - Golden West College

Meeting: 11/04/2009 Regular Meeting
Category: 3. Consent Calendar
Agenda Type: Action
Public Access: Yes

Agenda Item Content

3.05.06 Authorization for Staff Development - Golden West College

Communication Studies Department Symposium

Date(s): November 6, 2009

Purpose: For all department faculty members to improve teaching and technology proficiency.

Cost/Purpose/Funding Source: \$180 for food and supplies from IPD funds.

Additional Administrative Content

Created on 09/10/2009 at 12:57 PM by Christina Lynn. Last update on 10/23/2009 by Jodi Rodriguez.

3.06 FINANCIAL APPROVALS

Meeting: 11/04/2009 Regular Meeting
Category: 3. Consent Calendar
Agenda Type: Information
Public Access: Yes

Agenda Item Content

3.06 Financial Approvals

Additional Administrative Content

Created on 09/10/2009 at 12:57 PM by Jodi Rodriguez. Last update on 10/28/2009 by Jodi Rodriguez.

3.06.01 Approval of Purchase Orders

Meeting: 11/04/2009 Regular Meeting
Category: 3. Consent Calendar
Agenda Type: Action (Consent)
Public Access: Yes

Agenda Item Content

3.06.01 Approval of Purchase Orders



PurchaseOrderDIST.pdf

Additional Administrative Content

Created on 09/10/2009 at 12:57 PM by CCODPdich. Last update on 10/28/2009 by Jodi Rodriguez.

PO NUM	NAME OF VENDOR	SITE	OBJECT CODE	AMOUNT
P0318346	Blackboard Inc Software license & SMA. Board Date: 06/17/09	GWC	5638	117,640.00
P0318338	Cambridge West Partnership LLC 2009/2010 OCC, GWC, CCC Building/Facilities Program Implementation - (Dist Funds) Board Date: 09/02/09	DIS	5899	67,500.00
P0318430	Amer Assn of Comm Colleges Renewal of annual dues for American Association of Community Colleges 2010. Board Date: 11/04/09	DIS	5320	39,780.00
P0318434	Making Connections Newsletters/class lessons for activities of the work based collaborative. Board Date: 07/15/09	OCC	5899	25,000.00
P0318492	Hoover Printing & Lithography Inc Printing VTEA Career Ed Service Brochures. Board Date: 07/15/09	OCC	4321	24,850.46
P0318477	UCMI Inc New Interdisciplinary Complex Constructability Review (GOB)	OCC-GB	6269	24,150.00
P0318286	Dell Higher Education Un-interrupted power supply for Telecommunications	DIS	4315	22,274.60
P0318562	TechRoom Inc Open PO for software, maintenance and service for computers	CCC	5638	21,000.00
P0318549	SVM, LP Qty-400 \$50.00 Gas Credit cards for EOPS	OCC	7601	20,030.00
P0318337	Sun Environmental Engineering Services, Inc Health Center ACM Floor Tile/Mastic Abatement	OCC	6206	20,000.00
P0318349	Calif Tool Welding Supply Technology Division Instructional Supplies	OCC	4312	20,000.00
P0318336	MS Rouse Company Student Health Center Floor Covering	OCC	6250	19,990.00
P0318341	UPS Protection Battery back-up system for telecommunications systems	DIS	6402	17,512.50
P0318228	ATECH Hardware, software and courseware for Automotive Tech training classes	GWC	6411	17,373.28
P0318435	Education 4 Work Activities of the work based collaborative (WBL Grant Fund) Board Date: 07/15/09	OCC	5899	15,000.00
P0318264	Advanced TechNIQX Inc Digital Oscilloscopes for Technical Ed classes	GWC	6411	14,407.15
P0318452	Coastline Regional Occupational Program	DIS	5899	13,000.00

	Open PO for Coastline ROP services for Collaborative grant and Professional Development			
P0318512	Western Graphics Plus Printed materials for SB70/SB1133 CTE Community Collaborative Grant. Board Date: 07/15/09	DIS	5899	12,500.00
P0318397	Amico Corp Custom power supply column system for Nursing classrooms	GWC	6411	12,055.13
P0318350	Pacific Maritime Institute 35-Hour Radar Original Course Curriculum	OCC	5899	10,000.00
P0318510	Dillon Agency Inc IC to provide investigative services for District	DIS	5112	10,000.00
P0318577	Holthouse, Carlin & Van Trigt LLP IC to provide independent assessment of GWC Bookstore operations	DIS	5743	10,000.00
P0318454	Workplace Resource	OCC	4312	9,990.29
P0318476	Nat'l Construction Rentals Inc	DIS	5682	9,351.50
P0318424	SARS Software Products Inc	CCC	5699	9,171.25
P0318371	ModSpace	GWC-GB	6269	9,150.00
P0318304	Walters Wholesale Electric Co	OCC	4312	9,086.00
P0318463	VQS Enterprises Inc	GWC	4321	8,661.94
P0318538	Judge Netting Inc	OCC-GB	6129	8,600.00
P0318505	Symantec	GWC	5638	8,482.40
P0318289	Stanley Convergent Security Solutions Inc	DIS	5638	8,273.00
P0318282	Newport-Mesa Unified Sch Dist	TRANS	5657	8,000.00
P0318373	Vital Link Orange County	DIS	5899	8,000.00
P0318460	Cluck Air Conditioning Inc	GWC	6250	7,894.00
P0318494	Gerke Consulting & Development LLC	OCC	5899	7,500.00
P0318551	Calif Design Printing & Marketing	OCC	4321	7,500.00
P0318376	CDWG	CCC	4315	7,353.51
P0318354	Bear Communications Inc	GWC	4312	6,889.29
P0318480	Barboza & Associates	DIS	5899	6,817.25
P0318263	Snap on Industrial	GWC	6401	6,775.07
P0318560	Computerized Assess & Placement Progs	OCC	4312	6,525.00
P0318339	SARS Software Products Inc	CCC	5699	6,452.50
P0318479	Crown Fence Co	OCC-GB	6129	6,260.00
P0318262	Snap on Industrial	GWC	4312	6,006.65
P0318278	Nexxtworks	DIS	4315	6,001.25
P0318269	Exclusive Construction	OCC	5665	6,000.00
P0318335	Van Diest Bros Inc	OCC-GB	6269	5,579.00
P0318259	AT&T	CCC	5519	5,500.00
P0318513	Dell Higher Education	DIS	6411	5,374.18
P0318545	AYU Technology Solution LLC	CCC	5699	5,360.85
P0318514	Chipman Corp	OCC	5899	5,335.00
P0318413	Education 4 Work	OCC	5899	5,000.00

P0318483	Xerox Corp	CCC	5682	5,000.00
P0318504	CEM Lab	OCC-GB	6127	5,000.00
P0318556	Collings, Patti	CCC	5112	5,000.00
P0318564	Sehi Computer Products Inc	OCC	4312	4,937.20
P317212	Follett Higher Education Group Inc #1094	OCC	4312	4,893.57
P0318275	Snap on Industrial	GWC	6411	4,805.84
P0318475	Image Printing Solutions	OCC	4321	4,741.50
P0318432	Excel Door & Gate Co Inc	GWC	6250	4,380.00
P0318300	Refrigeration Supplies Distrib	OCC	4312	4,357.00
P0318301	Allied Refrigeration Inc	OCC	4312	4,357.00
P0318559	CW Dixon Associates Inc	CCC	5112	4,200.00
P0318374	Office Depot	OCC	4312	4,185.00
P0318503	Test Equipment Distributors	OCC	4312	4,034.07
P0318298	Home Depot	OCC	4312	4,032.00
P0318436	Castagna Awnings	OCC	6120	4,002.00
P0318402	Andtech Corporation	OCC	5899	3,995.00
P0318297	Long Beach Marine Institute	OCC	5899	3,700.00
P0318302	MSC Industrial Supply	OCC	4312	3,700.00
P0318449	Computerland of Silicon Valley	CCC	4315	3,554.38
P0318411	United Parcel Service	DIS	5831	3,500.00
P0318276	Snap on Industrial	GWC	4312	3,224.13
P0318461	Elite Signs & Graphics	DIS	4321	3,219.18
P0318490	Workplace Resource	OCC	4312	3,186.29
P0318485	Dell Higher Education	CCC	4315	3,077.81
P0318566	Office Depot	CCC	4312	3,074.37
P0318249	Bill's Camera	GWC	4312	3,000.00
P0318329	YourCampus360 LLC	OCC	5850	3,000.00
P0318572	Aircraft Spruce & Specialty Co	OCC	4312	3,000.00
P0318478	George Donnelly Testing & Inspection	DIS	6206	2,950.00
P0318396	Open Media Co	DIS	4321	2,890.28
P0318238	Baker & Taylor	GWC	6301	2,839.64
P0318462	Aztec Technology Corp	OCC	6411	2,588.25
P0318576	Infinity Designs	CCC	4321	2,577.40
P0318234	Accessorie Air Compressor Systems Inc	OCC	4677	2,500.00
P0318321	Follett Higher Education Group Inc #1094	OCC	4312	2,500.00
P0318524	Synegi Inc	DIS	4315	2,446.88
P0318299	Express Pipe & Supply	OCC	4312	2,338.00
P0318355	Bear Communications Inc	GWC	4312	2,209.55
P0318558	Koenig, William	CCC	5112	2,100.00
P0318383	Galls Inc	OCC	4312	2,089.45
P0318305	Thompson Building Materials	OCC	4312	2,070.00
P0318565	Sehi Computer Products Inc	OCC	4312	2,047.75
P0318567	Office Depot	CCC	4312	2,011.11
P0318294	Follett Higher Education Group Inc #1094	OCC	4312	2,000.00
P0318303	Rutland Tool & Supply Co	OCC	4312	2,000.00
P0318544	Office Depot	GWC	4312	2,000.00
P0318320	Baker & Taylor	GWC	6301	1,978.32

P0318535	Weatherproofing Technologies	GWC	6250	1,970.00
P0318528	Markertek Video Supply	OCC	4312	1,965.73
P0318325	Fisher Scientific	OCC	4312	1,824.02
P0318343	Office Depot	OCC	4312	1,803.18
P0318401	Andtech Corporation	OCC	5899	1,790.00
P0318393	GRRReen Inc	OCC	6411	1,712.81
P0318395	Lynda.com	OCC	5699	1,631.25
P0318392	Research in Motion Corp	DIS	5638	1,630.16
P0318241	Medco Supply Co	GWC	4312	1,596.42
P0318433	Hoover Printing & Lithography Inc	OCC	4321	1,582.31
P0318552	Study in the USA Inc	OCC	5850	1,550.00
P0318451	Konica Minolta Business Solutions USA Inc	GWC	5638	1,546.00
P0318256	Gould's Publications Inc	GWC	4312	1,533.38
P0318322	OCC Food Services	OCC	4312	1,500.00
P0318407	Art Supply Warehouse	GWC	4312	1,500.00
P0318464	Fisher Scientific	OCC	4312	1,500.00
P317655	Office Depot	OCC	4312	1,500.00
P0318315	Baker & Taylor	GWC	6301	1,415.62
P0318533	B & H Photo-Video	OCC	4312	1,399.23
P0318342	Xerox Corp	OCC	5638	1,320.00
P0318448	Xerox Corp	OCC	5638	1,255.00
P0318312	Dell Higher Education	GWC	4315	1,251.16
P0318293	Fisher Scientific	OCC	4312	1,220.92
P0318457	KPSS Inc	GWC	4312	1,218.66
P0318324	Ocean In Motion	OCC	4312	1,200.00
P0318284	Gamma Photo Labs	DIS	4321	1,179.87
P0318438	MCM	GWC	4315	1,168.63
P0318546	Dell Higher Education	OCC	6412	1,168.57
P0318555	Fry's Electronics	OCC	4312	1,162.37
P0318245	Medco Supply Co	GWC	4312	1,149.14
P318152	Island Color Inc	OCC	4312	1,141.88
P0318496	Waxie Sanitary Supply	OCC	4312	1,112.73
P0318348	Telacu Construction Managment	OCC-GB	6254	1,096.00
P0318573	Henry Schein Inc	OCC	4312	1,072.10
P0318306	GovConnection Inc	DIS	6411	1,013.31
P0318233	Office Depot	GWC	4312	1,000.00
P0318296	Global Tradequest Inc	OCC	4401	1,000.00
P0318361	Calif Stage & Lighting	GWC	4312	1,000.00
P0318375	American Red Cross	OCC	4312	1,000.00
P0318499	Alancraig, Marcy	OCC	5116	1,000.00
P0318537	Geocon Consultants Inc	OCC	6127	1,000.00
P0318255	Josephson Institute	GWC	4312	930.20
P0318517	Community College League of Calif	CCC	5306	921.96
P0318518	OC Fire Protection	GWC	5899	920.00
P0318446	KPSS Inc	GWC	4312	914.39
P0318508	Xerox Corp	OCC	5638	908.62
P0318427	Sehi Computer Products Inc	OCC	4312	885.23

Purchase Orders

P0318326	Benner Metals Corp	OCC	4312	876.75
P0318389	Reliable One Inc	OCC	4312	866.44
P0318330	Castagna Awnings	OCC	5899	866.00
P0318377	SIGMAnet Inc	CCC	4315	865.63
P0318334	Cone Instruments LLC	OCC	4312	863.48
P0318418	Follett Higher Education Group Inc #1094	OCC	7601	850.00
P0318437	Worldwide Environmental Products	GWC	5657	850.00
P0318493	Allstar Fire Equipment	OCC	4312	848.26
P0318399	Blinn & Young Inc	OCC	6120	826.50
P0318242	Medco Supply Co	GWC	4312	817.31
P0318429	Sehi Computer Products Inc	OCC	4312	813.02
P0318313	Bridges Transitions Co	GWC	5699	800.00
P0318394	Follett Higher Education Group Inc #1094	OCC	4312	800.00
P0318554	Universal Medical Inc	OCC	4312	779.98
P0318441	KPSS Inc	GWC	4312	757.90
P0318428	Sehi Computer Products Inc	CCC	4312	757.35
P0318541	Thyssenkrupp Elevator	GWC	5899	755.00
P0318386	Calif Tool Welding Supply	OCC	5657	752.36
P0318445	KPSS Inc	GWC	4312	750.26
P0318563	Office Depot	GWC	4312	750.00
P0318511	Sehi Computer Products Inc	DIS	4312	748.54
P0318529	Austin Hardwoods	OCC	4312	729.00
P0318495	Fisher Scientific	OCC	4312	727.79
P0318328	Coast Fitness Repair Shop	OCC	5657	700.00
P0318358	Apex Audio Inc	GWC	4677	700.00
P0318521	Office Depot	OCC	4312	700.00
P0318381	Tri-Anim Health Services	OCC	4312	685.22
P0318308	Office Depot	GWC	4312	662.83
P0318379	Office Depot	OCC	4312	650.00
P0318390	InfoSend	DIS	4321	648.42
P0318353	ARS Enterprises	CCC	5638	644.90
P0318570	C & S Sales Inc	OCC	4312	638.24
P0318534	Office Depot	GWC	4312	635.18
P0318347	Harland Technology Services	OCC	5638	630.00
P0318520	Computerland of Silicon Valley	OCC	5699	625.31
P0318344	Office Depot	OCC	4312	624.57
P0318331	Cone Instruments LLC	OCC	4312	620.30
P0318230	Costa Mesa Chamber of Commerce	DIS	5320	600.00
P0318266	Xerox Corp	DIS	5657	600.00
P0318442	KPSS Inc	GWC	4312	599.51
P0318309	Valpar Int'l Corp	GWC	5699	595.00
P0318318	Alert Services Inc	GWC	4312	589.18
P0318279	MVAP Medical Supplies Inc	OCC	4312	576.26
P0318388	Austin Hardwoods	OCC	4312	567.00
P0318253	Welsh Products	GWC	4312	561.15
P0318440	KPSS Inc	GWC	4312	560.19
P0318244	Medco Supply Co	GWC	4312	559.28

P0318400	Dept of Social Services	OCC	5749	550.00
P0318387	Calif Tool Welding Supply	OCC	5657	543.75
P0318439	KPSS Inc	GWC	4312	543.70
P0318488	Dell Higher Education	OCC	4312	543.70
P0318522	Sehi Computer Products Inc	OCC	4312	541.31
P0318575	Bulbman Inc	OCC	4312	541.30
P0318540	Quality Fabricators	CCC	4312	539.18
P0318351	Tethys Solutions LLC	CCC	5699	538.31
P0318519	Dell Higher Education	OCC	4312	530.92
P0318423	Integra Lifesciences Corp	OCC	4312	529.60
P0318516	Sports Promotion Network	GWC	5850	524.45
P0318474	ACOM Solutions	DIS	4312	515.69
P0318327	ERC Wiping Products Inc	OCC	4312	513.46
P305975	MTGL	GWC-GB	6206	505.00
P0318352	Britten Banners & Event Solutions	CCC	5850	500.00
P0318359	Apex Audio Inc	GWC	4312	500.00
P0318362	Grainger	GWC	4312	500.00
P0318364	Pacific Coast Entertainment	GWC	4312	500.00
P0318368	Smart & Final	GWC	4312	500.00
P0318455	GWC Bookstore	GWC	4312	500.00
P0318481	Toshiba Business Solutions	GWC	5638	500.00
P0318506	Office Depot	GWC	4312	500.00
P0318391	Hoover Printing & Lithography Inc	DIS	4321	489.38
P0318497	Laerdal Medical Corp	OCC	4312	462.19
P0318385	Emergency Medical Products Inc	OCC	4312	454.51
P0318311	Lynde-Ordway Co	GWC	5638	435.00
P0318487	Office Depot	OCC	4312	427.00
P0318333	Lake Forest Anatomicals	OCC	4312	422.99
P0318571	Mouser Electronics	OCC	4312	404.36
P0318340	Office Depot	GWC	4312	402.36
P0318515	Waxie Sanitary Supply	GWC	4312	386.61
P0318489	Sehi Computer Products Inc	DIS	4312	379.18
P0318236	Amazon.com	OCC	4312	378.57
P0318243	Medco Supply Co	GWC	4312	376.13
P0318295	Lynda.com	OCC	5699	375.00
P0318283	Safeguard Business Systems	DIS	4312	371.93
P0318444	KPSS Inc	GWC	4312	371.77
P0318250	Daniel Smith Inc	GWC	4312	367.85
P0318525	Calif Stage & Lighting	OCC	4312	367.03
P0318380	Sewup JPA	OCC-GB	5472	366.00
P0318356	Xerox Corp	CCC	4312	365.61
P0318502	Hardy Diagnostics	OCC	4312	364.06
P0318539	NAFSA/Assn of Int'l Educators	CCC	5320	360.00
P0318237	NCMPR	CCC	5320	350.00
P0318403	Follett Higher Education Group Inc #1094	OCC	4312	350.00
P0318415	Portacraft Inc	OCC	4312	350.00
P0318542	Recording for Blind & Dyslexic	CCC	5320	350.00

P0318310	Calif Communication	GWC	5899	347.53
P0318317	Medco Supply Co	GWC	4312	346.80
P0318443	KPSS Inc	GWC	4312	337.21
P0318458	KPSS Inc	GWC	4312	333.92
P0318425	Office Depot	DIS	4312	326.54
P0318412	Times Community News %Los Angeles Times	OCC	5850	325.00
P0318265	Dell Higher Education	OCC	4312	320.76
P0318456	Demco Inc	GWC	4312	318.45
P0318277	DMV Mail Support Services Ms A194	GWC	4312	317.81
P0318447	Psychological Assessment Resources Inc	GWC	4312	313.20
P0318421	Super Duper Publications	OCC	4312	304.36
P0318467	Aardvark Clay Supply	OCC	4312	304.23
P0318239	CCCCIO	CCC	5320	300.00
P0318360	GWC Bookstore	GWC	4312	300.00
P0318366	Rhino Electric Supply	GWC	4312	300.00
P0318367	Sims-Orange Welding Supply Inc	GWC	4312	300.00
P0318369	Tempo Industries Inc	GWC	4312	300.00
P0318470	Art Supply Warehouse	OCC	4312	300.00
P0318500	Sigma-Aldrich Inc	OCC	4312	297.12
P0318405	CDWG	OCC	5699	295.80
P0318285	Office Depot	GWC	4312	294.78
P0318466	Aardvark Clay Supply	OCC	4312	293.35
P0318553	Henry Schein Inc	OCC	4312	287.69
P0318345	Office Depot	DIS	4312	285.81
P0318248	Rio Grande	GWC	4312	283.00
P0318509	Raxco Software	CCC	5699	282.75
P0318319	Johnson Brothers FC Inc	GWC	4312	281.00
P0318426	Office Depot	OCC	4312	265.70
P0318459	Baker & Taylor	GWC	6301	264.49
P0318287	Commvault Systems Inc	DIS	5699	256.60
P0318272	DLT Solutions Inc	GWC	5699	252.33
P0318404	Sehi Computer Products Inc	OCC	4315	250.06
P0318240	GWC Bookstore	GWC	4312	250.00
P0318357	All-Fastners	GWC	5657	250.00
P0318363	Home Depot	GWC	4312	250.00
P0318372	Office Depot	GWC	4312	250.00
P0318280	Pivot Point International Inc	OCC	4312	245.77
P0318523	Office Depot	OCC	4312	239.20
P0318281	Integra Lifesciences Corp	OCC	4312	237.93
P0318532	Hardy Diagnostics	OCC	4312	237.03
P0318484	Xerox Corp	CCC	4312	226.20
P0318482	Dell Higher Education	CCC	4315	216.06
P0318292	Weaver & Co	OCC	4312	203.36
P0318408	Home Depot	GWC	4312	200.00
P0318409	GWC Bookstore	GWC	4312	200.00
P0318431	Office Depot	CCC	4312	200.00
P0318469	New England Biolabs	OCC	4312	199.01

P0318406	CCAR	GWC	5699	199.00
P0318498	Fisher Scientific	OCC	4312	190.72
P0318384	Henry Schein Inc	OCC	4312	188.55
P0318422	Henry Schein Inc	OCC	4312	188.08
P0318501	InfoWorks Technology Co	OCC	4312	175.30
P0318246	Medco Supply Co	GWC	4312	173.94
P0318568	Home Depot	OCC	4312	156.48
P0318547	Follett Higher Education Group Inc #1094	OCC	4312	155.43
P0318491	Sehi Computer Products Inc	OCC	4312	150.96
P0318473	Follett Higher Education Group Inc #1094	OCC	4312	150.00
P0318557	Collings, Bruce	CCC	5112	150.00
P0318235	Office Depot	OCC	4312	149.52
P0318378	Sehi Computer Products Inc	OCC	4312	145.24
P0318365	CDWG	CCC	4315	138.10
P0318314	GWC Bookstore	GWC	4312	135.00
P0318548	Fisher Scientific	OCC	4312	125.31
P0318419	Home Depot	OCC	4312	117.10
P0318507	Office Depot	DIS	4312	116.47
P0318531	Aircraft Spruce & Specialty Co	OCC	4312	113.21
P0318291	World Point	OCC	4312	111.02
P0318530	Tom's Aircraft Maintenance	OCC	4312	109.75
P0318254	Micro-Mark	GWC	4312	108.53
P0318274	Sehi Computer Products Inc	DIS	4312	105.45
P0318382	Vacumetrics Inc	OCC	4312	104.33
P0318561	Aardvark Clay Supply	OCC	4312	103.31
P0318247	Cameron Welding Supply	GWC	4312	100.00
P0318307	Office Depot	GWC	4312	100.00
P0318410	GWC Bookstore	GWC	4312	100.00
P0318526	NCS Pearson Inc	OCC	4312	96.79
P0318273	Office Depot	DIS	4312	96.06
P0318527	Southland Medical Corp	OCC	4312	90.68
P0318251	JJ Keller & Associates Inc	GWC	4312	82.18
P0318323	Amazon.com	OCC	4312	81.55
P0318574	Lowe's Home Improvement	OCC	4312	73.86
P0318316	Baker & Taylor	GWC	6301	70.49
P0318229	Chronicle of Higher Education	DIS	5306	65.00
P0318370	Apple Computer Inc	CCC	5699	63.08
P0318569	Pacific Flyer	OCC	5850	60.00
P0318398	OC Business Journal	DIS	5306	58.00
P0318414	Demco Inc	OCC	4312	55.12
P0318417	Tri-Anim Health Services	OCC	4312	53.95
P0318543	Vietnamese Amer Chamber of Commerce	CCC	5899	50.00
P318218	GWC Bookstore	GWC	4312	50.00
P0318258	Geil Kilns	GWC	4677	48.94
P0318420	Laminator.com	OCC	4312	47.64
P0318453	Capitol Enquiry	OCC	6301	45.16
P0318290	Carolina Biological Supply	OCC	4312	41.88

Purchase Orders

P0318471	Dominey Design Inc	OCC	5699	39.00
P0318231	Day-Timers Inc	OCC	4312	38.48
P0318450	Office Depot	GWC	4312	38.00
P0318468	Tri-Anim Health Services	OCC	4312	30.12
P0318486	Dell Higher Education	CCC	4315	26.19
P0318465	Demco Inc	OCC	4312	21.50
P0318472	Legislative Bill Room	OCC	6301	8.82
P0318257	LawTech Publishing Group	GWC	4312	403.70
Total				<u>\$1,060,706.72</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: 11/04/2009 Regular Meeting
Category: 3. Consent Calendar
Agenda Type: Action (Consent)
Public Access: Yes

Agenda Item Content

3.06.02 Ratification/Approval of Checks



CheckApproval.pdf

Additional Administrative Content

Created on 09/10/2009 at 12:57 PM by CCODBudger. Last update on 10/26/2009 by Joel Rodriguez.

NUMBER	NAME OF VENDOR	AMOUNT
0134991	CCCD Student Refunds Student refunds	1,306,599.11
0135197	PacifiCare of California Medical Premiums	558,620.65
0135195	Coast Community College Dist. Medical Claims	262,818.26
0135154	Kaiser Permanente Medical Premiums	259,473.71
0135611	Medco Health Solutions Inc Medical Prescription Claims	253,000.75
0135610	Coast Community College Dist. Medical Claims	248,064.70
0135703	Coast Community College Dist. Medical Claims	244,894.74
0136140	Medco Health Solutions Inc Medical Prescription Claims	242,341.82
0135961	ACSIG Dental / Edge Dental Claims and Admin Fees	237,681.81
0135311	Keenan & Associates Protected Insurance Program for Schools (PIPS)	211,299.00
0135079	Coast Community College Dist. Medical Claims	161,511.74
0135515	WestEd SB70 evaluation grant services	160,212.77
0135388	Rutan & Tucker, LLP Legal payments	158,393.43
0134970	Coast Community College Dist. Medical Claims	135,658.88
0135423	Coast Community College Dist. Medical Claims	133,937.37
0135962	Coast Community College Dist. Medical Claims	118,110.81
0135443	CCCD Student Refunds Student refunds	103,091.02
0135984	Employment Development Dept-EDD Unemployment insurance- 3rd qtr 2009	98,894.03
0135987	Follett Higher Education Group Inc #1094 Books & supplies for EOPS Students	94,782.60
0135644	GWC Bookstore EOPS students	87,449.83
0134899	Follett Higher Education Group Inc #1094 Books & supplies for EOPS Students	86,843.25
0135964	Reliastar Life Insurance Co Life Insurance Premiums	85,725.61
0135178	Official Payments Corp Credit card processing fees	85,471.67
0135064	WestEd SB70 evaluation grant services	80,036.32
0135965	Reliastar Life Insurance Co Reinsurance Premiums	76,701.00
0135446	Constellation New Energy Inc Electricity District wide	75,662.69

		Check Approval
0135377	Pacific Lift & Equipment Co Inc	75,155.00
	Above ground lifts for Automotive Tech Dept.	
0135399	Southern Calif Edison Co	73,151.36
	Electricity District wide	
0135333	CCC Sac	62,959.00
	Student fees for Coastline	
0135222	CCCD Student Refunds	53,935.50
	Student refunds	
0135046	Smarthinking Inc	48,000.00
	On-line tutoring services - Board date 09/02/09	
0135887	Memorial Prompt Care Medical Group	47,765.00
	FY 09-10 Student Health Services	
0136001	Oracle Corp	45,461.25
	Oracle license renewal for technical support svc.	
0135196	Medco Health Solutions Inc	43,721.99
	Medical Prescription Claims	
0135163	Avalon Center at Garden Grove	43,659.04
	Lease payment for One-Stop Center, Westminster	
0135054	The Irvine Co/CBC III-V	43,458.52
	Lease payments for One-Stop Center, Irvine	
0136115	The Irvine Co/CBC III-V	43,458.52
	Lease payments for One-Stop Center, Irvine	
0135010	Harry & Grace Steele Chld Ctr	43,091.65
	Child care	
0135100	Community College League of Calif	43,013.56
	On-line electronic Library reference material.	
0135727	CCCD Student Refunds	42,874.99
	Student refunds	
0135835	Burke, Williams & Sorensen, LLP	42,760.69
	Legal Services	
0135276	Southern Calif Edison Co	41,260.61
	Electricity District wide	
0135963	Reliastar Life Insurance Co	41,077.72
	Long Term Disability Premiums	
0135151	B & P Services Inc	36,000.00
	OCC Social Science Bldg HVAC maintenance	
0135976	CCCD Student Refunds	35,329.65
	Student refunds	
0135673	SunGard Higher Education Inc	34,992.00
	Districtwide software license & service agreement	
0135263	Postmaster	34,900.00
	Class schedule & catalog mailings	
0134998	Dell Higher Education	33,319.94
	Desktop computers for Architectural classroom.	
0135771	OCC Associated Students	32,953.00
	Student college service charges	
0135228	Computerland of Silicon Valley	31,484.26
	Computer software for OCC Digital Media class	
0134973	ACCT	30,934.72
	Recruitment advertising for Chancellor & OCC President	
0135306	Briggs Electric Inc	28,750.00
	Refurbish Forum & Tech 158/159 Dimmer Panels	
0135338	Dowden Associates Inc	27,900.00
	Consultation Services for Title III Strengthening Institutions grant	

Check Approval

0135814	Delta Health Systems	27,796.50
	Administrative Fees	
0135691	Xerox Corp	26,704.32
	CCC Copier Lease	
0135708	Vision Service Plan	26,435.48
	Premiums for VSP Claims	
0135033	Postmaster	26,000.00
	FY 09/10 Class Schedules Postage	
0135498	Southern Calif Edison Co	24,765.90
0135762	Masimo Americas Inc	24,481.78
0135642	Goodwill Industries of OC	24,071.25
0134891	Dell Higher Education	20,303.97
0135730	City of Huntington Beach	19,404.47
0135711	Accrediting Commission-CJC	19,116.00
0136129	Xerox Corp	17,745.93
0135558	CCC Bookstore	17,671.90
0135813	Blue Cross	16,748.31
0135421	B & P Services Inc	16,660.00
0135772	OCC Food Services	15,914.27
0135983	Education 4 Work	15,000.00
0135536	Exclusive Construction	14,600.00
0135122	OC Auditor-Controller	14,301.00
0135937	Vital Link Orange County	14,152.50
0135655	Mesa Consolidated Water Dist	12,027.50
0135101	Computerland of Silicon Valley	11,505.75
0135981	Cutting Edge Systems	10,852.50
0135407	Unisource Worldwide Inc	10,845.84
0135253	Mesa Consolidated Water Dist	10,362.75
0135258	OCC Food Services	10,176.00
0135604	Xerox Corp	10,166.77
0135286	United States Postal Service	10,000.00
0135287	United States Postal Service	10,000.00
0135288	United States Postal Service	10,000.00
0135077	Coast Construction	9,827.00
0134995	CR & R	9,606.97
0136019	OCC Food Services	9,498.18
0135514	Waxie Sanitary Supply	9,466.37
0134935	Rutan & Tucker, LLP	9,440.73
0135958	A-1 Fence	8,759.00
0135704	First Colony Life Insurance Co	8,363.43
0136011	Systems Technology Associates Inc	8,360.00
0135883	Maquet Inc	8,137.99
0135671	Snap on Industrial	8,126.11
0135422	Digital Networks Group Inc	7,839.82
0134957	Xerox Corp	7,767.84
0135674	SVM, LP	7,525.00
0135914	Southern Calif Edison Co	7,316.13
0135441	Caston Office Solutions	6,999.44
0134984	Blinn & Young Inc	6,845.81
0135093	CCCD - SEOG	6,800.00
0135340	EBSCO Subscription	6,725.09
0135873	Jack Nadel Int'l	6,624.56
0135599	Union Bank of California	6,563.77
0135915	Southern Counties Oil Co	6,515.78
0135066	Xerox Corp	6,484.83

0135375	Odyssey Power Corp	6,375.00
0135433	B & H Photo-Video	6,230.00
0134885	Calif Commercial Lighting Supply Inc	6,218.87
0135734	Dell Higher Education	6,216.49
0135047	Southern Calif Edison Co	6,133.30
0135256	OC Auditor-Controller	5,990.90
0135185	Texon II	5,902.50
0135124	OCE'	5,702.85
0135327	Atkinson, Andelson, Loya, Ruud & Romo	5,634.68
0135236	H-Auto Dismantling	5,599.93
0135155	Kaiser Permanente	5,583.78
0135341	Exclusive Construction	5,575.00
0135145	Waxie Sanitary Supply	5,402.69
0135927	Union Bank of California	5,366.48
0135913	Snap on Industrial	5,306.39
0135796	Southern Calif Edison Co	5,261.10
0135165	Business Properties	5,192.68
0136108	Southern Calif Edison Co	5,170.28
0135241	Image Printing Solutions	5,096.03
0135328	B & P Services Inc	5,021.40
0135289	United States Postal Service	5,000.00
0135290	United States Postal Service	5,000.00
0136054	Denise Cusano Instructional Design Inc	5,000.00
0135387	Rutan & Tucker, LLP	4,815.65
0135257	OC Auditor-Controller	4,741.60
0136043	CCCD - SEOG	4,725.00
0135669	Professional Plumbing Inc	4,674.31
0136138	Tint Pros	4,672.00
0135996	Montgomery Hardware Co	4,638.86
0135760	LRH Consulting	4,608.00
0135459	Steven Hogue	4,563.57
0135581	OCC Food Services	4,549.10
0135959	Climatec Building Technologies Group	4,430.00
0135272	Scott Electric	4,404.38
0135307	MTGL	4,390.00
0135406	Union Bank of California	4,385.05
0135285	truWest Inc	4,335.87
0135588	Provantage Corp	4,190.00
0135609	Care Resources Inc	4,182.00
0135359	LINKS Sign Language & Interpreting Services	4,017.00
0135874	James Jackson Productions Inc	4,000.00
0135284	Time Warner Cable	3,960.00
0136137	P2S Engineering	3,798.00
0135992	LiNKS Sign Language & Interpreting Services	3,782.00
0135373	OCC Ancillary#1000-247500-8070	3,750.00
0135690	Working Wardrobes	3,750.00
0135747	Home Depot	3,721.14
0134949	Union Bank of California	3,678.23
0135315	Vision Service Plan	3,589.00
0136018	Waxie Sanitary Supply	3,545.86
0135764	Moore Energy	3,520.00
0135916	State Board of Equalization	3,519.00
0135140	Think Marketing Inc	3,500.00
0135831	Baker & Taylor	3,464.43
0135078	Taylor & Associates	3,444.38

0136052	CR & R	3,417.45
0135144	Vital Link Orange County	3,395.33
0135400	Study in the USA Inc	3,350.00
0135059	Verizon California	3,300.05
0135088	Buddy's All-Star Inc	3,254.78
0135393	Shutterstock Images LLC	3,254.00
0135000	Evaluation & Training Institute	3,250.00
0135502	Systems Technology Associates Inc	3,202.96
0135029	OCE'	3,189.26
0134890	Declues, Burkett & Thompson, LLP	3,143.05
0134941	T & L Printing Inc	3,126.56
0135918	The Gas Company	3,103.19
0135654	Marriott Costa Mesa Suites	3,077.07
0135170	Collegesource Inc	3,075.00
0135430	AT&T	3,068.10
0135991	Knorr Systems Inc	3,057.70
0135434	Baker & Taylor	3,054.85
0135907	Rutan & Tucker, LLP	3,042.90
0135928	Unisource Worldwide Inc	3,042.01
0135139	Southern Counties Oil Co	3,022.98
0135848	Declues, Burkett & Thompson, LLP	3,002.26
0135255	Neo Networking Inc	3,000.00
0135370	OC Media Group LLC	3,000.00
0136076	Neo Networking Inc	3,000.00
0135329	Baker & Taylor	2,986.11
0135283	Time Warner Cable	2,953.85
0136113	The Gas Company	2,942.37
0135924	Time Warner Cable	2,908.75
0135308	Northcott Painting Company	2,850.00
0135857	Exemplis Corp	2,848.32
0134931	Wendy Rakochy	2,812.43
0136094	Wendy Rakochy	2,772.00
0135494	Slater Ave II Limited Partnership	2,766.19
0135381	Pitney Bowes	2,751.00
0135634	DataPipe Inc	2,750.00
0135386	Rhino Electric Supply	2,749.27
0134918	Oracle USA Inc	2,740.46
0135136	SARS Software Products Inc	2,700.00
0136015	Verizon Wireless	2,676.74
0136114	The Gas Company	2,648.39
0135129	Portacraft Inc	2,626.31
0135805	Xerox Corp	2,579.60
0134874	Academic Innovations	2,572.61
0135401	Superior Asphalt Paving Inc	2,540.00
0135935	Verizon California	2,493.64
0135729	Chem Pro Laboratory Inc	2,478.00
0135057	Toshiba Business Solutions	2,458.69
0135067	Yosemite Water	2,448.60
0135339	EastWest Education	2,444.00
0135787	Jabier Reyes	2,434.02
0135224	Certified Transportation Serv	2,415.03
0135395	SIGMAnet Inc	2,395.00
0135410	Xerox Corp	2,332.83
0135210	Benner Metals Corp	2,314.20
0135488	Wendy Rakochy	2,310.00

0136056	Drager Inc	2,280.83
0134887	Chronicle of Higher Education	2,275.00
0136046	Coast Construction	2,255.00
0135280	SurveyMonkey.com	2,250.00
0135779	Point & Click Solutions Inc	2,250.00
0135169	Certified Transportation Serv	2,244.35
0135618	AT&T	2,237.86
0135118	Marriott Costa Mesa Suites	2,214.80
0135187	Unisource Worldwide Inc	2,209.87
0135627	City of Garden Grove	2,179.05
0135518	World-Wide Fire Inc	2,166.73
0135468	Nebraska Scientific	2,158.55
0135216	Camel Financial Inc	2,151.30
0135332	CCC Contract Education	2,146.23
0135060	Verizon Wireless	2,134.72
0135087	AT&T	2,113.88
0135748	Int'l Security Products	2,100.82
0135282	Time Dated Services	2,100.00
0135759	LiNKS Sign Language & Interpreting Services	2,077.00
0134930	Quality Aire	2,065.67
0135105	Dept of Justice	2,064.00
0135594	SMH Colocation	2,064.00
0135244	Johnson Outdoors	2,051.44
0135675	T-Mobile	2,018.93
0136016	Verizon Wireless	2,017.51
0135979	CR & R	2,012.82
0135004	Going Green Productions	2,000.00
0135221	CCCD - SEOG	2,000.00
0135559	Cerritos Franchise Inc	2,000.00
0136045	City of Fountain Valley	1,980.06
0135562	Coast Construction	1,979.00
0135595	Spicers Paper Inc	1,976.21
0134919	Orange Coast Auto Repair	1,967.75
0135103	DeLillo Chevrolet	1,966.41
0135141	Time Warner Cable	1,947.66
0135879	Key Equipment Finance	1,942.43
0135346	Gale Group	1,930.91
0135156	ABC Window Cleaning	1,925.00
0135042	Sehi Computer Products Inc	1,917.25
0135680	Times Community News %Los Angeles Times	1,875.00
0135363	Mary Mortlock	1,867.50
0135583	Office Depot	1,866.76
0134917	Office Depot	1,860.08
0135850	Digital Networks Group Inc	1,842.12
0135104	Dell Higher Education	1,824.83
0135102	Steve Cox	1,800.00
0135175	Gibraltar Associates Inc	1,800.00
0135189	Waxie Sanitary Supply	1,789.60
0135424	Unum Ltc	1,776.10
0135460	Home Depot	1,768.98
0135376	Office Depot	1,767.05
0136073	Medco Supply Co	1,762.08
0135086	Amico Scientific Corp	1,747.99
0135254	Mobile Modular Management Corp	1,738.91
0135601	US Bank	1,724.00

0135252	Arnold Meadows	1,712.00
0134945	The Gas Company	1,697.26
0135665	Pak West Paper and Packaging	1,695.74
0135632	Computerized Assess & Placement Progs/CAPP A	1,680.57
0135560	CI Solutions	1,675.56
0135232	Dell Higher Education	1,566.70
0135549	B & P Services Inc	1,553.03
0135032	Point to Point Telecom LLC	1,548.38
0135511	Vietnamese Community of OC	1,539.00
0135356	Irvine Pipe & Supply	1,522.91
0135107	Great Western Sanitary Supply	1,519.71
0135157	Aberdeen Captioning Inc	1,500.00
0135350	Heartwipe	1,500.00
0135516	Susan Wilcox	1,500.00
0135689	Susan Wilcox	1,500.00
0135884	Matthew Bender & Co., Inc	1,498.76
0135791	Rug Doctor Pro	1,468.02
0135278	Strata Information Group	1,465.95
0135628	Coast Fitness Repair Shop	1,464.12
0135592	Safeguard Business Systems	1,454.53
0135566	Digital Networks Group Inc	1,454.18
0135436	Bill's Camera	1,444.32
0135347	Grainger	1,440.53
0135319	Aguinaga Green Inc	1,430.06
0134916	OCC Food Services	1,429.06
0135018	Key Equipment Finance	1,426.03
0135539	ACS Education Services Inc	1,422.45
0135649	Jeran Products Inc	1,415.09
0135225	CI Solutions	1,406.06
0135043	Sherman Sound Suite	1,400.00
0136100	Sherman Sound Suite	1,400.00
0134876	Eduardo Arismendi-Pardi	1,398.60
0135391	Shinoda Design Center Inc	1,395.62
0135487	Quality Aire	1,369.27
0135859	Ganahl Lumber Co	1,364.90
0135985	Exemplis Corp	1,356.55
0135571	Grainger	1,343.19
0136101	Shinoda Design Center Inc	1,321.10
0136081	OC Wholesale Flowers	1,316.96
0135577	LINKS Sign Language & Interpreting Services	1,302.00
0134892	Delta Biologicals	1,291.95
0135126	Office Depot	1,282.53
0135198	PacifiCare of California	1,224.14
0135768	OC Fire Protection	1,215.00
0135826	Gloria Ann Ayala	1,193.63
0135587	Preferred Property Maintenance	1,189.95
0135053	Textile Fabric Consultants Inc	1,188.89
0135352	Home Depot	1,186.10
0135898	Jerry Patterson	1,183.01
0135638	Gamma Photo Labs	1,179.87
0135354	HSBC Business Solutions	1,164.49
0134997	Crown Lift Trucks	1,161.09
0135717	Atkinson, Andelson, Loya, Ruud & Romo	1,150.00
0135872	Island Color Inc	1,141.88
0135596	Christian Teeter	1,133.42

0135158	ACS Education Services Inc	1,130.56
0135519	Xerox Corp	1,130.34
0135372	OCC Ancillary #1000-24750-6580	1,112.26
0135475	OCC Ancillary #1000-24750-6580	1,112.26
0136083	On-Site LaserMedic	1,111.98
0134939	Southern Calif Edison Co	1,104.79
0135732	Coastal Press Inc	1,102.72
0135540	Amina Adan	1,100.00
0135556	Calif Tool Welding Supply	1,098.43
0135445	Commercial Landscape Supply	1,096.70
0135310	Hoag Memorial Hospital	1,086.88
0135260	Office Depot	1,082.84
0136000	On-Site LaserMedic	1,078.25
0135476	Office Depot	1,078.06
0135111	Home Depot	1,073.62
0135208	B & H Photo-Video	1,063.90
0136103	Sigma-Aldrich Inc	1,061.98
0136135	Action Door Repair Corp	1,059.82
0135541	Anaheim Union HS District	1,056.00
0135741	Gale Group	1,052.40
0134969	Treecare Arborists	1,050.00
0135636	Echolab Inc	1,046.00
0135108	Hasler Financial Services LLC	1,029.52
0135789	Robert Skeels & Co	1,029.32
0135480	Phoenix Group Info Systems	1,027.60
0135770	OCC Ancillary 1000-247500-5120	1,018.00
0134943	The Gas Company	1,010.52
0135474	OC Wholesale Flowers	1,009.75
0135882	Lee, Tracy	1,000.00
0135847	Ding-Jo Currie	996.36
0135773	OCC Student Health Center	996.00
0135119	Minuteman Plumbing	975.00
0135153	CCCD Workers Comp Trust Fund	971.61
0135368	OC Fire Protection	969.18
0135712	Accurate Termite & Pest Control	956.00
0135015	Irvine Pipe & Supply	955.07
0135499	Stater Brothers	954.96
0135670	Rhino Electric Supply	946.06
0135585	Penn Elcom Inc	940.80
0135861	Great Western Sanitary Supply	940.76
0135349	Hardy Diagnostics	930.48
0135138	South Coast Air Quality Mgmt District	926.92
0135309	P2S Engineering	926.00
0135750	JFTB/MWR	920.55
0135877	Josephson Institute	920.10
0135168	CCC Contract Education	918.00
0135970	Business Office Solutions	915.66
0134989	Carolina Biological Supply	905.31
0135353	Hoover Printing & Lithography Inc	904.80
0135840	CCC Contract Education	900.03
0135082	ACCT	900.00
0135447	Copyright Clearance Center	900.00
0135657	Joseph Mraz	900.00
0136111	Stivers & Associates Inc	900.00
0135978	Chevron USA Inc	879.70

0135030	Office Depot	879.65
0135774	Office Depot	868.08
0135786	Reliable One Inc	866.44
0135206	Anixter	855.30
0135993	Mariposa Women & Family Center	850.00
0134980	AT&T	842.46
0135904	Reliable Elevator of OC	840.00
0135351	Hilton San Francisco	835.64
0135147	OCC Food Services	835.62
0135013	Iron Mountain	833.31
0135676	Thermo Fisher Scientific (Asheville) LLC	826.00
0135362	Micro Center	821.60
0136058	Fry's Electronics	820.57
0135971	Calif Commercial Lighting Supply Inc	820.35
0135110	Hewlett Packard	815.49
0135746	Hannspree North America Inc	806.00
0135682	Verizon Wireless	804.65
0134902	GlaxoSmithKline	804.00
0134923	Kimberly Pascoe	800.00
0135788	Harold Robbins	800.00
0135969	Bridges Transitions Co	800.00
0135982	DataPipe Inc	800.00
0136061	Graybar Electric	795.66
0135491	Jodi Rodriguez	794.76
0135973	Camel Financial Inc	787.80
0136041	Camel Financial Inc	787.80
0135718	B & P Services Inc	786.25
0135752	Johnson Outdoors	783.88
0135240	Home Depot	781.29
0135573	Home Depot	776.17
0135801	United Direct Marketing Inc	772.00
0135664	Office Depot	763.50
0135640	Go With Jo Travel	762.10
0135635	Dell Higher Education	759.48
0135555	Brokhausen, Nicholas A.	755.54
0135837	Camel Financial Inc	752.45
0135438	Blue Hen Inc	746.00
0134881	Business Office Solutions	743.40
0135666	Permanent Impressions Creative Marketing	732.89
0135180	Reliable Elevator of OC	732.00
0134982	Bear Data Systems Inc	729.12
0135456	Raine Hambly	723.26
0135065	Xerox Corp	712.80
0135612	Medco Health Solutions Inc	710.53
0134904	Harland Technology Services	710.00
0135294	Vortex	703.00
0135364	Melissa Moser	700.00
0135890	Janet Millian	700.00
0135176	Key Equipment Finance	694.97
0135380	Perma-Bound	694.32
0135345	Gail Materials	693.58
0135702	CCCD Workers Comp Trust Fund	690.86
0135798	TechSmith Corp	682.50
0135120	Mutual Liquid Gas & Equipment	676.29
0135641	Go With Jo Travel	674.80

0135215	Calif Pro Sports	672.16
0136050	Cone Instruments LLC	667.23
0135378	Paperclip Communications	665.00
0135613	A Daigger Co	658.27
0136106	Smith Pipe & Supply Inc	652.50
0135543	ASHRAE Inc	651.50
0135114	James Benedik Piano Service	650.00
0135929	United Parcel Service	650.00
0135756	Landauer Inc	646.06
0135902	Public Economics Inc	645.70
0136128	World-Wide Fire Inc	644.83
0135330	Benner Metals Corp	644.67
0135020	Knorr Systems Inc	642.50
0136070	Knorr Systems Inc	642.50
0135863	Henry Schein Inc	642.18
0134898	Fisher Scientific	640.62
0135728	CDWG	639.44
0135371	OC Wholesale Flowers	631.02
0135117	LT Enterprises	630.46
0135646	Harland Technology Services	630.00
0135960	Johns Forklift Service	626.13
0136048	College Reading & Learning Assn	620.00
0135769	OC Wholesale Flowers	619.06
0135725	Caston Office Solutions	617.63
0135448	Costa Mesa Chamber of Commerce	600.00
0135357	Johnstone Supply	599.72
0135450	Employment Development Dept-EDD	599.40
0135061	Village Nurseries	596.17
0135932	Valpar Int'l Corp	595.00
0135968	Aqua-Clear Water Treatment Specialists Inc	595.00
0136033	A to Z Wholesale Floral Supply Inc	589.92
0135374	OCC Food Services	588.33
0135723	Calif Pro Sports	587.16
0135085	ALD Security innovations	580.00
0135941	Waxie Sanitary Supply	578.23
0135775	Orange Coast Auto Repair	573.58
0136087	Port Supply	572.92
0135537	CCCD Workers Comp Trust Fund	571.86
0135016	Johnstone Supply	571.16
0135251	Earnest Marchbank	570.61
0135942	Welsh Products	570.32
0135895	Office Depot	568.07
0136118	Turf Tire Distributors	567.21
0134955	VWR International Inc	563.24
0135181	Shell Oil	560.43
0134875	Academic Superstore	558.94
0135720	Bob's Shade & Linoleum	557.63
0135116	Kelly Paper	556.06
0135849	Dept of Social Services	550.00
0135012	Home Depot	547.97
0135214	Black Box Resale Services	544.00
0135726	CCC Bookstore	534.23
0135807	Home Depot	530.55
0135425	Alamitos Auto Parts Inc - Napa	526.00
0135557	Camel Financial Inc	525.20

0136060	Grainger	524.96
0135684	Verizon Wireless	516.39
0135706	Newport Urgent Care	511.50
0135893	Melinda Nish	508.38
0135318	ACT Inc	506.43
0135819	Accessorie Air Compressor Systems Inc	506.17
0135602	Verizon Wireless	505.30
0135316	A to Z Wholesale Floral Supply Inc	501.34
0135325	AT&T	500.62
0134913	Mile Square Golf Course	500.00
0135624	Rosalind Campbell	500.00
0135834	Britten Banners & Event Solutions	500.00
0135321	AT&T	498.43
0136034	AA Equipment	496.98
0135815	First Health	490.78
0136079	Nextel Communications	488.58
0135899	Physician Sales & Service	487.57
0135249	Landmark Services Inc	482.40
0134906	Home Depot	481.72
0135011	HB Magazine	480.00
0135504	The Gas Company	478.42
0135629	Community College League of Calif	475.00
0135630	Community College League of Calif	475.00
0135631	Community College League of Calif	475.00
0135578	Mai, Richard	474.48
0135661	OC Networking Directory	468.28
0135576	Kelly Paper	466.84
0135188	Water Tech Ag Supply	466.25
0135639	Nancy Gardner	464.00
0135622	AT&T Mobility	460.70
0136067	John Deere Landscapes	458.75
0135457	Harbinger Knowledge Products Inc	455.90
0135967	Andtech Corporation	455.00
0135473	OC Fire Protection	453.90
0136077	Nextel Communications	450.75
0135083	ACS Education Services Inc	450.00
0135626	CCC Contract Education	450.00
0136119	Union 76	443.31
0135740	Fuller Engineering Inc	443.18
0136051	Consolidated Electrical Dist	440.94
0135663	OCC Petty Cash	437.86
0134944	The Gas Company	435.87
0134911	Deanna Lehmann	435.00
0136071	Lynde-Ordway Co	435.00
0135617	Amtech Elevator Services	433.85
0135408	Wall Street Journal	433.35
0135974	CCC Bookstore	432.08
0135881	LawTech Publishing Group	430.22
0135685	Verizon Wireless	430.09
0135295	World-Wide Fire Inc	428.36
0135094	CCCEOPSA	425.00
0135095	CCCEOPSA	425.00
0135096	CCCEOPSA	425.00
0135097	CCCEOPSA	425.00
0135335	CCCEOPSA	425.00

0135828	B & P Services Inc	425.00
0135271	SC Sign & Supply LLC	420.86
0135681	Verizon Wireless	420.79
0135313	Schlossberg & Umholtz	420.00
0136036	Amazon.com	418.13
0135652	Kelly Paper	416.95
0135842	Certified Transportation Serv	409.02
0135199	A & A Wiping Cloth Inc	404.22
0136099	Sehi Computer Products Inc	402.02
0135864	Home Depot	401.89
0135405	Turning Point Coaching	399.50
0135994	McLogan's Supply Co Inc	399.41
0136007	Rhino Electric Supply	399.37
0135465	Minuteman Plumbing	396.28
0135092	CCCAOE	395.00
0136042	CCCAOE	395.00
0135647	Home Depot	393.96
0134956	Xerox Corp	391.95
0134947	Time Magazine	388.80
0134937	Smardan Supply Co- Orange Coast	382.98
0135062	Wards Natural Science	380.73
0135125	OCLC Inc	380.28
0135600	Unisource Worldwide Inc	379.83
0135041	RP Group	375.00
0135204	Anaheim-Fullerton Towing	375.00
0135022	LiNKS Sign Language & Interpreting Services	372.00
0135432	Awards Etc	369.53
0135174	Gale Group	366.40
0135361	Master Recording Supply Inc	365.40
0135128	Pep Boys	363.17
0135501	SunGard Higher Education Inc	360.00
0135109	Henry Schein Inc	359.70
0134928	Psychological Assessment Resources Inc	356.40
0135911	Smardan Supply Co- Orange Coast	352.33
0135348	Green Technology	351.00
0135643	Green Technology	351.00
0135238	HB Chamber of Commerce	350.00
0135366	NCCCF	350.00
0135677	Think Marketing Inc	350.00
0134883	CA Wraps & Grill	348.51
0135291	Verizon California	348.02
0135200	Adorno, Yoss, Alvarado & Smith	346.50
0135008	Green Technology	345.00
0135038	Pyro-Comm Systems Inc	345.00
0134946	Theodore Robins Ford	341.32
0136066	JK Electronics Distributors Inc	341.18
0136049	Columbia Dentoform Corp	340.70
0135922	The Shredders	340.00
0135668	Pocket Nurse	339.16
0135606	Stater Brothers	337.86
0134924	Penn Elcom Inc	336.00
0135239	HB Chamber of Commerce	334.00
0135505	Theodore Robins Ford	333.13
0135409	Workplace Resource	332.78
0135477	Orange Coast Hardware & Lumber	332.46

0135039	Rancho Vista Landscaping Inc	330.00
0136095	Rancho Vista Landscaping Inc	330.00
0135217	Cameron Welding Supply	328.08
0135191	Yale Chase Materials Handling Inc	326.36
0134971	Academic Senate	325.00
0135080	Academic Senate	325.00
0135084	ACTT: Assn of Classroom Teacher Testers	320.81
0135152	Office Depot	320.56
0135261	Pak West Paper and Packaging	319.07
0134895	Edits	316.87
0135875	Johnstone Supply	316.54
0136117	Travel Store Inc	314.20
0136075	MSC Industrial Supply	313.85
0135177	Knorr Systems Inc	312.45
0136068	Johnstone Supply	309.07
0135392	Shred Confidential Inc	307.13
0134990	CCCCIO	305.00
0135966	Aardvark Clay Supply	303.90
0135343	FRS Environmental	302.70
0135183	Staples Advantage	301.89
0135098	Coastal Carbonic	300.95
0135910	Sigma-Aldrich Inc	300.32
0135336	CW Dixon Associates Inc	300.00
0135382	Prado Olympic Shooting Park	300.00
0135442	CCCCIO	300.00
0135586	Prado Olympic Shooting Park	300.00
0135292	Verizon California	298.54
0135839	Caston Office Solutions	294.11
0136082	Office Depot	292.29
0135068	Orkin Inc	288.00
0135548	B & H Photo-Video	288.00
0135707	Newport Urgent Care	288.00
0135462	Kim, Daniel	285.42
0134972	ACBO	285.00
0135081	ACBO	285.00
0135135	Safety 1st Pest Control Inc	283.50
0135870	Iron Mountain Records Mgmt	283.50
0136097	Safety 1st Pest Control Inc	283.50
0135795	Snap on Industrial	282.53
0135512	VWR International Inc	282.12
0135463	Master Recording Supply Inc	280.58
0135146	World Point	280.17
0135997	OC Fire Protection	280.00
0134929	Public Economics Inc	278.71
0135213	BJ Bindery Inc	278.40
0135749	Iron Mountain Records Mgmt	278.25
0135182	Southern Calif Edison Co	275.69
0135454	Grainger	275.33
0135936	Village Nurseries	273.41
0136044	CCCSFAAA	270.00
0135469	Newport Exterminating	269.50
0135426	AT&T	269.15
0135431	AT&T	268.42
0134888	Competitive Aquatic Supply	266.11
0135563	Coastal Carbonic	262.44

0135776	Pete's Road Service Inc	260.04
0135858	Federal Express Corp	259.58
0134979	AT&T	258.21
0135999	Office Depot	258.10
0135538	A to Z Wholesale Floral Supply Inc	257.19
0135580	Murray, Alexander	257.00
0136063	Home Depot	255.37
0135495	Smardan Supply Co- Orange Coast	253.40
0135269	Rhino Electric Supply	251.85
0135656	Mesa Golf Carts	251.76
0135975	CCC Petty Cash	250.01
0134896	EEDEC	250.00
0135099	Community College Facility Coalition	250.00
0135365	MT Walker Co	250.00
0135369	OC Forum	250.00
0135866	Anthony Iacopetti	250.00
0136120	United Parcel Service	250.00
0135678	Thompson Publ Group	249.00
0134908	Iron Mountain Records Mgmt	248.67
0135508	Unifirst Corp	246.46
0134958	XpresspaX Inc	245.92
0135876	Rita Jones	243.03
0135223	CDWG	242.31
0136086	Pitman Co	242.09
0134914	Martin Millard	242.00
0134936	Raul Sanchez	242.00
0135824	Associated Business Products	241.43
0135763	Medical Processor Services	240.00
0135259	OCE	239.47
0135900	PL Hawn Company Inc	236.29
0135049	Staples Advantage	236.27
0135986	Express Pipe & Supply	236.07
0135736	Express Pipe & Supply	235.08
0135242	Iron Mountain	233.38
0135220	Caston Office Solutions	233.33
0135344	Fry's Electronics	232.41
0135917	Karen Thayer	232.22
0135817	Aardvark Clay Supply	232.21
0135273	Security Signal Devices	229.60
0135218	Carmen's Uniforms Inc	229.18
0135121	NAFSA Publications Center	225.00
0135467	NAFSA Publications Center	225.00
0136065	Island Florals	224.57
0136069	Kelly Paper	221.65
0135317	A-Z Bus Sales	221.57
0135090	Caston Office Solutions	220.44
0135360	Main Electric Supply Co	220.09
0136139	Delta Health Systems	218.75
0135173	FRS Environmental	214.50
0135790	Lisa Roberts-Winger	214.00
0135058	Turf Star Inc	211.90
0135212	Besam Entrance Solutions	211.50
0135619	AT&T	210.95
0136107	Snap on Industrial	210.08
0136102	Siemens Water Technologies Corp	208.56

0135044	Sign-Mart	207.50
0135802	Yvonne Valenzuela	205.60
0135031	Orkin Inc	205.00
0135721	Builders Security Locks & Ser	203.91
0135403	Toshiba Business Solutions	203.20
0135598	Time Warner Cable	202.48
0135569	FV Self Storage & RV Center	199.00
0134910	Laundry Loops Inc	198.29
0134873	A & A Jewelry Supply	195.56
0135742	Gaylord Bros Inc	195.52
0134920	Orkin Inc	195.00
0135792	Safety & Fire Equipment Co Inc	195.00
0135894	OC Fire Protection	195.00
0135274	Smart & Final	194.94
0136040	Calif Tool Welding Supply	194.42
0135745	GWC Student Health Center	192.00
0135841	CDPH-RHB	190.00
0135944	Home Depot	189.63
0135820	Airgas West Inc	189.59
0135201	Airgas West Inc	189.36
0136088	Provantage Corp	187.08
0135237	Hasler Inc	184.44
0135579	MSC Industrial Supply	183.99
0135492	Rogers, Kyle N.	183.00
0135623	Baker & Taylor	182.67
0134922	Pak West Paper and Packaging	177.53
0135679	Time Warner Cable	176.49
0135429	AT&T	176.38
0136126	Weaver & Co	175.87
0134976	AT&T	175.80
0135923	Thomson West	174.22
0135926	Tri-Anim Health Services	173.90
0135243	Jim Davidson Sewing Machine Service	173.13
0135506	Tri-Anim Health Services	172.88
0134983	Bishop Company	172.83
0135567	Michelle Fay	172.83
0135614	Aardvark Clay Supply	172.14
0134925	Pep Boys	170.88
0134938	Smardan Supply Co- Orange Coast	170.05
0135184	Sun-X Auto Glass	170.00
0135411	Home Depot	169.51
0134886	Carney, Vicki	165.00
0134880	Business Office Solutions	164.15
0135496	Snap-On Tools	164.09
0136105	Smart & Final	163.44
0135211	Bernan Associates	163.24
0135547	AT&T Mobility	161.73
0135744	GWC Bookstore	161.49
0135551	Bentley, Cale	161.44
0135500	Suburban Water Systems	161.09
0134884	Cal-Wal Gypsum Supply	160.52
0136074	Medical Arts Press	159.72
0135737	Fastenal	159.19
0134974	Airgas West Inc	157.77
0136123	Village Nurseries	157.63

0135055	The Shredders	157.00
0135552	BJ Bindery Inc	156.60
0136124	Wards Natural Science	156.59
0135014	Iron Mountain Records Mgmt	154.50
0135584	Pak West Paper and Packaging	154.08
0135816	Newport Urgent Care	154.00
0136059	Go With Jo Travel	150.19
0135277	Storage Place	150.00
0135615	ACHRO/EEO	150.00
0136039	Bee Busters Inc	150.00
0135800	Julie Tran	149.77
0134934	Rio Grande	149.54
0135885	McGraw Hill Construction Sweets	149.00
0135818	Accent Florist	148.99
0135871	Irvine Pipe & Supply	148.35
0135794	Smardan Supply Co- Orange Coast	146.40
0135761	Maehara Nursery	145.19
0135324	AT&T	144.97
0135908	Safety & Fire Equipment Co Inc	143.00
0135650	JK Electronics Distributors Inc	140.90
0135854	Edits	140.68
0135024	Master Recording Supply Inc	140.29
0135063	Westcliff Medical Lab	139.74
0135262	Clyde Phillips	139.20
0135709	Vision Service Plan	138.72
0135621	AT&T	137.36
0136125	Waxie Sanitary Supply	135.79
0136093	Pyro-Comm Systems Inc	135.00
0135437	BJ Bindery Inc	133.76
0135379	Pep Boys	133.41
0135331	Calif Pro Sports	130.24
0135620	AT&T	128.96
0134893	Dish Network Chicago	127.46
0135851	Dish Network Chicago	127.46
0134889	Consolidated Electrical Dist	126.36
0135980	Crown Ace Hardware	126.07
0135713	Alamitos Auto Parts Inc - Napa	125.93
0135493	Siemens Water Technologies Corp	125.56
0135026	OC Business Council	125.00
0135027	OC Business Council	125.00
0135275	Kevin Smith	125.00
0135167	Carolina Biological Supply	124.74
0135903	Rena Quinonez	124.08
0135226	CIT Technology Fin Serv Inc	123.98
0135901	Psychological Assessment Resources Inc	123.20
0134905	Henry Schein Inc	122.71
0135455	Graybar Electric	121.83
0135939	Walters Wholesale Electric Co	121.75
0136127	World Point	120.92
0135605	Home Depot	120.90
0134882	C2 Reprographics	120.06
0135520	Yale Chase Materials Handling Inc	117.93
0135056	Time Warner Cable	117.66
0135912	Smart & Final	116.99
0135553	Bob's Shade & Linoleum	115.00

0135507	Tri-Anim Health Services	114.37
0135550	Lisa Becker	114.00
0135554	Theresa Boyd	114.00
0135603	Frank Woodard	114.00
0135693	Zep Manufacturing Co	113.24
0135281	The Shredders	112.00
0135785	Red-E-Rentals	112.00
0136116	The Shredders	112.00
0135235	GWC Petty Cash	111.78
0135091	CCC Petty Cash	111.20
0135731	Coastal Carbonic	110.03
0135542	Cristina Arellano	109.29
0135394	Siemens Water Technologies Corp	108.90
0135490	Rocco's Truck Wrecking	108.75
0135637	Michelle Fay	107.95
0135568	Fry's Electronics	107.49
0136055	Dish Network Chicago	107.46
0135909	Scantron Corp	107.18
0135229	Connell Chevrolet	107.11
0135143	Verizon California	106.25
0135342	Fisher Scientific	106.07
0135806	Tracy Young	105.54
0135267	Prudential Overall Supply Co	104.77
0135268	Prudential Overall Supply Co	104.77
0135383	Prudential Overall Supply Co	104.77
0135755	Richard Kudlik	104.00
0136009	Springdale Ace Hardware	102.24
0135358	Kelly Paper	100.78
0135570	Angela Gallardo	100.00
0135686	Virtual Freelance Network	100.00
0136053	CSU Foundation	100.00
0135672	Stater Brothers	99.64
0134900	Footwear News	99.00
0134948	Celicia Tran	99.00
0135995	Micro Center	98.90
0135564	Constellation New Energy Inc	98.27
0135009	Anna Greenwald	98.07
0135246	Key Scientific Products	97.88
0135739	Fry's Electronics	97.84
0136121	Vacumetrics Inc	97.49
0135933	Verizon California	97.40
0135396	Signs Etc	97.06
0134879	BJ Bindery Inc	96.79
0136064	Instructional Images Inc	96.78
0135479	Par West Turf Services	95.54
0135001	Eversoft	94.50
0136057	Eversoft	94.50
0135719	Battery Systems	93.92
0134921	Pacific Blue Micro	92.50
0135028	OCE'	92.42
0135449	Crop Production Services Inc	92.25
0135230	Consolidated Electrical Dist	92.00
0135891	MWB Business Systems	91.39
0136062	Hardy Diagnostics	91.22
0135323	AT&T	91.15

0135714	Alan's Lawnmower & Garden Ctr Inc	90.41
0135390	Security Signal Devices	89.85
0135862	GWC Petty Cash	89.73
0135466	James Mitchell	89.65
0135561	Cintas First Aid & Safety	89.49
0135687	Jocelyn Wang	89.17
0135990	Kelly Paper	87.65
0135402	The Gas Company	87.34
0135625	Carmen's Uniforms Inc	86.89
0136047	Coastal Carbonic	86.83
0135754	Kelly Paper	86.28
0135209	B & M Lawn & Garden Center	85.31
0134993	Community College Internal Auditors	85.00
0134994	Community College Internal Auditors	85.00
0135658	OC Business Council	85.00
0135659	OC Business Council	85.00
0135660	OC Business Council	85.00
0135207	Apex Audio Inc	84.66
0135248	Isabelle Krasney	84.48
0135440	Carroll Promotions Inc	83.64
0135513	Wards Natural Science	83.19
0135233	Demco Inc	82.54
0135172	Federal Express Corp	82.49
0135453	Galls Inc	82.44
0135435	Battery Systems	81.74
0135003	Fisher Scientific	81.19
0136110	Stater Brothers	79.98
0134897	Federal Express Corp	77.80
0135503	The Gas Company	77.74
0135683	Verizon Wireless	77.54
0135367	OC Auditor-Controller	76.50
0136002	Pep Boys	76.11
0135234	Fry's Electronics	75.86
0135616	ACHRO/EEO	75.00
0135856	Ewing Irrigation Products	74.67
0136003	PL Hawn Company Inc	74.65
0135878	Cheryl Jupiter	74.00
0134950	USA Mobility Wireless Inc	72.23
0135989	Home Depot	71.54
0135575	Johnstone Supply	70.01
0135930	USA Mobility Wireless Inc	69.93
0135489	Rhino Electric Supply	69.87
0135050	Stater Brothers	69.76
0135510	Verizon California	69.51
0134903	GWC Petty Cash	69.04
0135089	Campus Career Counselor Lip	69.00
0135452	Federal Express Corp	68.56
0135312	Keenan & Associates	68.12
0135705	Memorial Prompt Care Medical Group	68.12
0135137	Security Signal Devices	68.00
0135593	Siemens Water Technologies Corp	67.78
0135464	McDonald, Clarissa	67.43
0136010	Stater Brothers	67.29
0135130	Prudential Overall Supply Co	66.77
0135384	Prudential Overall Supply Co	66.77

0135589	Prudential Overall Supply Co	66.77
0135783	Prudential Overall Supply Co	66.77
0136089	Prudential Overall Supply Co	66.77
0135931	USA Mobility Wireless Inc	66.13
0135444	Chronicle of Higher Education	65.00
0135738	FishMax.Com LLC	65.00
0135829	Linda Bagatourian	65.00
0136096	Rhino Electric Supply	64.70
0135040	Refrigeration Supplies Distrib	64.35
0135231	Velvet Deatherage	64.13
0135565	Dell Higher Education	63.64
0134978	AT&T	63.26
0134926	Prudential Overall Supply Co	62.99
0134912	Linda Mellor	61.63
0135203	Alliance Payphone Inc	59.00
0135716	AT&T	59.00
0135919	The Gas Company	58.30
0135767	OC Business Journal	58.00
0135439	Bus West	57.71
0134996	Crown Ace Hardware	57.57
0135314	Vision Service Plan	57.35
0135860	Grainger	55.20
0135127	Orange County News	55.00
0136017	Wallpaper* Magazine	55.00
0136084	Candice Pettus	55.00
0135385	Prudential Overall Supply Co	53.88
0135797	Springdale Ace Hardware	52.74
0135804	Wards Natural Science	51.54
0135051	TALX Corp	51.40
0135724	Carolina Biological Supply	51.19
0135389	Seal's Health Care	50.50
0136098	Seal's Health Care	50.50
0135219	Carolina Biological Supply	50.31
0135005	Harry Gould III	50.00
0135497	South Coast Higher Ed Council	50.00
0135977	CDWG	49.87
0135988	Griffie, Dennis	48.91
0134951	USA Mobility Wireless Inc	48.72
0135428	AT&T	48.41
0135427	AT&T	48.31
0135733	Crown Ace Hardware	48.31
0135667	Pharmedix	48.20
0135142	Tri-Anim Health Services	48.11
0135166	C2 Reprographics	48.01
0135998	OCC Food Services	47.78
0136078	Nextel Communications	47.63
0135896	Orange Coast Auto Repair	47.50
0135651	Thomas Juno	46.86
0135398	Thomas Snyder	46.75
0135648	Irvine Pipe & Supply	46.44
0135938	VWR International Inc	46.25
0135132	Prudential Overall Supply Co	46.18
0135133	Prudential Overall Supply Co	46.18
0135653	Leal, David	46.10
0135293	Verizon Wireless	43.98

0135832	Besam Entrance Solutions	43.50
0135171	Eberhard Equipment	43.14
0136037	Gloria Ann Ayala	43.00
0134977	AT&T	42.37
0135052	Tangram	42.15
0135940	Wards Natural Science	41.87
0135472	Lien Nguyen	41.80
0136136	Air Pro Supply Inc	41.38
0135320	AT&T	41.32
0136080	Nolo Press Inc	40.94
0135843	Cintas First Aid & Safety	40.86
0135134	Rhino Electric Supply	40.39
0135692	Tracy Young	40.04
0135270	Mary Roda	40.00
0135972	Calif Tool Welding Supply	40.00
0134907	ID Magazine	39.95
0135867	ID Magazine	39.95
0135247	Konica Minolta Business Solutions USA Inc	39.68
0135645	Hardy Diagnostics	39.29
0136072	Maehara Nursery	39.15
0134975	AJ Graphics	38.60
0135633	Consolidated Electrical Dist	37.96
0135017	Kelly Paper	37.52
0135735	Demco Inc	37.52
0135694	Xerox Corp	37.32
0134992	Coastal Press Inc	36.98
0135451	Eversoft	36.54
0136035	Alan's Lawnmower & Garden Ctr Inc	36.41
0135868	Industrial Metal Supply Co	35.40
0134953	Verizon California	35.20
0135934	Verizon California	35.15
0134985	Cal Poly Pomona Foundation	35.00
0134986	Cal Poly Pomona Foundation	35.00
0134987	Cal Poly Pomona Foundation	35.00
0134988	Cal Poly Pomona Foundation	35.00
0135470	Michelle Ngo	34.97
0136122	Verizon Wireless	34.92
0136112	TALX Corp	34.60
0134877	Baker & Taylor	34.58
0135164	Baker & Taylor	34.58
0135803	Yvonne Valenzuela	34.10
0135751	John Deere Landscapes	33.43
0135355	Hub Auto Supply	33.13
0135886	McMaster-Carr	33.08
0135710	Aardvark Clay Supply	32.97
0135544	AT&T	32.34
0135545	AT&T	32.34
0135662	OC School Boards Assn	31.00
0134981	AT&T	30.59
0135758	Hei-Yi Leung	30.45
0135517	Lauren Winthers	30.36
0135250	Heather Larson	30.32
0135458	Marcela Hernandez	30.01
0135190	Westminster Journal	30.00
0135481	Sue Primich	30.00

0135888	Metropolis	29.95
0135106	Grainger	29.37
0135846	Crown Ace Hardware	29.35
0135825	AT&T	29.25
0136109	State Board of Equalization	28.14
0135131	Prudential Overall Supply Co	27.97
0136090	Prudential Overall Supply Co	27.97
0135827	Azure	27.75
0135486	Prudential Overall Supply Co	27.73
0135688	Sean Watson	27.21
0136091	Prudential Overall Supply Co	27.10
0135597	Time Warner Cable	26.75
0135002	FedEx Office	26.10
0136085	Physician Sales & Service	25.90
0135034	Prudential Overall Supply Co	25.73
0135265	Prudential Overall Supply Co	25.73
0135482	Prudential Overall Supply Co	25.73
0134952	USA Mobility Wireless Inc	25.17
0135227	City of Huntington Beach	25.17
0135205	Andtech Corporation	25.00
0134909	Juxtapoz	24.99
0135943	Westcliff Medical Lab	24.95
0134954	Verizon California	24.58
0135572	Hanks Electrical Supplies Inc	24.47
0135337	Kevin Donahue	24.20
0135245	Kelly Paper	23.26
0135036	Prudential Overall Supply Co	23.10
0135590	Prudential Overall Supply Co	22.18
0135743	Grainger	21.74
0136038	Baker & Taylor	21.07
0135404	Turf Tire Distributors	21.05
0135591	Rhino Electric Supply	20.19
0135471	Jimmy Nguyen	20.00
0135753	Cheryl Jupiter	20.00
0135822	Architectural Digest	20.00
0135830	Linda Bagatourian	20.00
0136013	Traditional Home Magazine	19.97
0134894	Dwell	19.95
0135853	Dwell	19.95
0135905	Renovation Style Magazine	19.95
0136008	Southern Accents	19.95
0135880	Konica Minolta Business Solutions USA Inc	19.84
0135115	JD Lock & Key	19.25
0136006	Prudential Overall Supply Co	19.10
0135892	Natural Home	19.00
0135461	Irvine Pipe & Supply	18.70
0135478	Terry Otto	18.70
0135186	The Gas Company	18.67
0135035	Prudential Overall Supply Co	18.62
0135266	Prudential Overall Supply Co	18.62
0135483	Prudential Overall Supply Co	18.62
0135485	Prudential Overall Supply Co	18.62
0135782	Prudential Overall Supply Co	18.62
0136005	Prudential Overall Supply Co	18.62
0135836	Calif Tool Welding Supply	18.16

0134878	Emelie Bellino	18.00
0135048	Gladys Stack	18.00
0135844	Coastal Living	18.00
0135906	Rhino Electric Supply	17.48
0135701	Taylor & Associates	17.28
0135838	Casa & Estilo Internacional	17.00
0135037	Prudential Overall Supply Co	16.28
0135264	Prudential Overall Supply Co	16.28
0135484	Prudential Overall Supply Co	16.28
0135780	Prudential Overall Supply Co	16.28
0136092	Prudential Overall Supply Co	16.28
0135781	Prudential Overall Supply Co	16.05
0136004	Prudential Overall Supply Co	16.05
0134932	John Reyes II	16.00
0135019	Vicky Kleppe	16.00
0135113	Iron Mountain Records Mgmt	15.95
0134940	Sterling Art	15.70
0134927	Prudential Overall Supply Co	15.49
0135179	Prudential Overall Supply Co	15.49
0135765	Linda Newman	15.00
0135823	Veronica Arroyo	15.00
0136014	Veranda	15.00
0135279	Sun-X Auto Glass	14.88
0135006	Grainger	14.42
0135722	Hoai-Huong Bush	14.30
0135793	Michelle Sambrano	14.30
0135799	Russell Terry	14.30
0134901	Glamour	12.00
0135715	Alex Alexander	12.00
0135869	Interior Design	12.00
0135897	Orange Coast Magazine	12.00
0136012	This Old House	12.00
0135045	Smardan Supply Co- Orange Coast	11.46
0135322	AT&T	11.37
0135921	The Gas Company	11.28
0135326	AT&T	11.07
0135546	AT&T	11.07
0135162	AT&T	11.03
0135574	Hub Auto Supply	10.27
0135821	Alamitos Auto Parts Inc - Napa	10.02
0135021	Laura Lighter	10.00
0135025	Mystyn Mills	10.00
0135202	Alex Alexander	10.00
0135397	Deana Smith	10.00
0135757	Anthony Le	10.00
0135766	Kim Nguyen	10.00
0135777	Minh Huu Phan	10.00
0135778	Chau Phung	10.00
0135784	Jennie Quach	10.00
0135845	Country Living	9.97
0134915	Nylon	9.95
0134942	The Gas Company	9.58
0135023	Marianna Inc	9.55
0136104	Sims-Orange Welding Supply Inc	9.46
0135007	Graybar Electric	9.14

Check Approval

0135889	Metropolitan Home	9.00
0135920	The Gas Company	8.83
0134933	Rhino Electric Supply	8.24
0135852	Domino	8.00
0135865	House Beautiful	8.00
0135855	Elle Subscription Dept	7.00
0135160	AT&T	6.47
0135161	AT&T	6.24
0135582	Oce Imagistics Inc	6.10
0135833	Better Homes & Gardens Magazine	5.99
0135159	AT&T	5.75
0134999	Delta Biologicals	5.00
0135925	Julie Tran	5.00
0135112	Hub Auto Supply	3.00

Total

\$ 8,234,112.31

3.06.03 Check List for General Obligation Bond Fund

Meeting: 11/04/2009 Regular Meeting
Category: 3. Consent Calendar
Agenda Type: Action (Consent)
Public Access: Yes

Agenda Item Content

3.06.03 Check List for General Obligation Bond Fund



CheckApprovalBond.pdf

Additional Administrative Content

Created on 09/10/2009 at 12:57 PM by CCBridge. Last update on 10/28/2009 by Jodi Rodriguez.

NUMBER	NAME OF VENDOR	AMOUNT	PROJECT
0135415	Brian DeVries Construction Inc OCC Bldg CHS & Lab Sciences Bid 1965	993,289.00	420207
0136022	Anderson Charnesky Structural Steel Inc OCC Bldg CHS & Lab Sciences Bid 1965 Steel	460,701.00	420207
0136025	Brian DeVries Construction Inc OCC Bldg CHS & Lab Sciences Bid 1965	381,084.00	420207
0135953	T & Y Construction GWC Learning Resource Center	200,780.28	420356
0135417	Mobile Modular Management Corp OCC Temporary Modular Bldgs	183,807.50	420297
0134959	Anderson Charnesky Structural Steel Inc OCC Bldg CHS & Lab Sciences Bid 1965 Steel	182,057.00	420207
0134968	Vector Resources Inc GWC Learning Resource Center	166,149.65	420356
0135414	Bergelectric Corp OCC Bldg CHS & Lab Sciences Bid 1965 Electrical/Fire Alarm	161,727.00	420207
0135525	CW Driver OCC Bldg CHS & Lab Sciences Const Mgr Service	146,875.57	420207
0135535	Workplace Resource OCC Special Student Services Furniture	139,490.10	420248
0135416	Brian DeVries Construction Inc OCC Bldg CHS & Lab Sciences Bid 1965	110,365.00	420207
0135296	Alpha Mechanical Heating & Air Conditioning OCC Bldg CHS & Lab Sciences Bid 1965 HVAC/Plumbing	107,730.00	420207
0135194	URS Corp Americas GWC Learning Resource Center	100,037.04	420356
0135957	Vector Resources Inc GWC Learning Resource Center	97,844.61	420356
0135075	Mobile Modular Management Corp GWC Upgrd Utilies Campuswide	95,716.80	420316
0135412	Amer Landscape Inc OCC Upgrd Softball Field Bid 1964 Landscaping/Irrigation	90,751.00	420233
0134965	Mitsubishi Electric & Electronics USA Inc OCC Bldg CHS & Lab Sciences Bid 1965 Elevators	90,283.00	420207
0136131	CW Driver OCC Bldg CHS & Lab Sciences Const Mgr Service	88,722.40	420207
0135696	Consilien LLC Dist Upgrd Info Systems Implement	69,555.20	420912
0135303	LPA Inc Architect for OCC Consumer Health & Lab Science	65,865.70	420207
0135952	Superior Asphalt Paving Inc OCC Upgrd Parking Lots	55,498.00	420250
0136023	Anderson Charnesky Structural Steel Inc OCC Bldg CHS & Lab Sciences Bid 1965 Steel	51,189.00	420207
0135300	ISEC OCC Bldg CHS & Lab Sciences Bid 1965	51,101.00	420207
0136024	Bergelectric Corp OCC Bldg CHS & Lab Sciences Bid 1965 Electrical/Fire Alarm	50,562.00	420207
0136020	Alpha Mechanical Heating & Air Conditioning OCC Bldg CHS & Lab Sciences Bid 1965 HVAC/Plumbing	44,190.00	420207
0135945	Alpha Mechanical Heating & Air Conditioning OCC Bldg CHS & Lab Sciences Bid 1965 HVAC/Plumbing	43,410.00	420207

0136026	Brian DeVries Construction Inc OCC Bldg CHS & Lab Sciences Bid 1965	42,343.00	420207
0135148	CEM Lab OCC Bldg CHS & Lab Sciences Bid 1965	41,170.00	420207
0134963	Heinaman Contract Glazing OCC Bldg CHS & Lab Sciences Bid 1965 Glass & Glazing	40,500.00	420207
0135956	UCMI Inc OCC Bldg CHS & Lab Sciences Bid 1965	39,660.00	420207
0135529	Southland Industries GWC Community Theater Bldg Ceiling Replacement	37,722.00	420348
0136030	ISEC OCC Bldg CHS & Lab Sciences Bid 1965	30,753.00	420207
0135607	AT&T OCC East/West Campus Utility Upgrd	30,523.65	420241
0135534	United Paving Co GWC Asphalt Repairs and Resurfacing Campuswide	27,108.00	420316
0135305	UCMI Inc OCC Bldg CHS & Lab Sciences Bid 1965	26,640.00	420207
0135069	AEPC Group LLC Arch/Engineering - OCC Student Services Center	25,480.00	420249
0135419	Refrigerated Air Mechanical Systems Inc OCC Student Center Chiller Replacement Bid 1950	25,087.50	420249
0136134	Steinberg Architects	23,855.49	420356
0135533	TYR Inc	23,084.00	420356
0134966	TB Penick & Sons Inc	22,901.85	420356
0135948	MTGL	22,501.15	420356
0135149	Mobile Modular Management Corp	20,723.39	420316
0134960	Anderson Charnesky Structural Steel Inc	20,228.00	420207
0135070	Coast Construction	18,828.00	420283
0135950	Southcoast Acoustical Interiors	15,411.00	420348
0135418	MSH Construction Co	14,986.53	420248
0135698	LPA Inc	14,543.65	420207
0135527	Keystone Engineering Solutions Inc	14,057.75	420207
0136028	Heinaman Contract Glazing	13,500.00	420207
0135522	Bundy-Finkel Architects Inc	12,961.00	420222
0135150	UCMI Inc	11,600.00	420233
0136032	RVH Constructors Inc	10,556.00	420207
0135809	CEM Lab	8,676.25	420207
0135531	TBP/Architecture	8,633.43	420233
0135954	TBP/Architecture	8,588.60	420233
0134964	Landmark Site Contractors	8,289.90	420356
0136130	CEM Lab	7,395.00	420207
0135304	Mobile Modular Management Corp	7,325.40	420297
0136133	Mobile Modular Management Corp	7,325.40	420297
0135695	Coast Construction	6,908.00	420250
0135302	Keystone Engineering Solutions Inc	6,544.80	420206
0135076	Schirmer Engineering	5,750.00	420207
0135301	ISEC	5,678.00	420207
0135299	Coast Construction	5,274.00	420222
0136021	Alpha Mechanical Heating & Air Conditioning	4,910.00	420207
0135524	Chipman Corp	4,864.06	420248
0135072	Exemplis Corp	3,556.80	420348
0136031	ISEC	3,417.00	420207
0134962	Global Geo-Engineering Inc	3,120.00	420356
0134967	TB Penick & Sons Inc	2,544.65	420356

0135530	Storefront Door Repair	2,500.00	420348
0136029	Industrial Masonry Inc	2,475.00	420207
0136132	Freehand Sign Co	2,469.23	420222
0135808	C2 Reprographics	2,465.30	420207
0135192	Preferred Property Maintenance	2,432.00	420348
0135420	Sun Environmental Engineering Services, Inc	1,900.00	420207
0135810	ModSpace	1,522.52	420399
0135521	Baytek Engineering LLC	1,395.00	420249
0135608	Geocon Consultants Inc	1,295.50	420233
0135193	UCMI Inc	1,229.00	420207
0135946	C2 Reprographics	1,098.72	420249
0135812	Telacu Construction Managment	1,096.00	420222
0134961	C2 Reprographics	937.03	420207
0135699	Mobile Modular Management Corp	848.25	420297
0135526	Edwards Service	830.00	420248
0135413	Baytek Engineering LLC	825.00	420249
0135532	Times Community News	825.00	420249
0135073	Honeywell Int'l Inc	784.17	420206
0135700	TBP/Architecture	708.00	420233
0135697	Edwards Service	672.23	420248
0135298	C2 Reprographics	626.52	420249
0136027	C2 Reprographics	475.02	420207
0135947	Global Geo-Engineering Inc	425.00	420356
0135811	Rhino Electric Supply	410.02	420348
0135074	LPA Inc	405.20	420206
0135071	Ergo in Demand	353.90	420348
0135949	So Cal Soil & Testing Inc	334.00	420207
0135951	State Board of Equalization	333.00	420348
0135523	C2 Reprographics	212.09	420249
0135528	Leonard Chaidez Tree Service	200.00	420283
0135955	Times Community News	131.25	420894

Total

\$ 4,996,522.05

3.06.04 Authorization for Special Payments - Orange Coast College

Meeting: 11/04/2009 Regular Meeting
Category: 3. Consent Calendar
Agenda Type: Action (Consent)
Public Access: Yes

Agenda Item Content:

**3.06.04 Authorization for Special Payments -
Orange Coast College**

Payment of \$190 for the 2009-2010 annual institutional fee for the California Department of Public Health-Radiologic Health Branch, Sacramento, CA. This is required for the accreditation of the Radiologic Technology program.

Additional Administrative Content:

Created on 09/10/2009 at 12:57 PM by Lynnanne Minton. Last update on 10/29/2009 by Jodi Rodriguez.

3.06.05 Authorization for Special Payments - District

Meeting: 11/04/2009 Regular Meeting
Category: 3. Consent Calendar
Agenda Type: Action (Consent)
Public Access: Yes

Agenda Item Content

3.06.05 Authorization for Special Payments - District

Payment NTE \$4,500 to cover reasonable and allowable expenses, including meeting room costs, airfare, lodging and taxes incurred for the Orange Coast College President Search Committee. Names on file with the Personnel Office and District Board Office. Expenses to be paid from Recruitment funds.

Additional Administrative Content

Created on 09/10/2009 at 12:57 PM by CCCBAAdvc. Last update on 10/29/2009 by Jane Burton

4.00 Action Items

Meeting: 11/04/2009 Regular Meeting
Category: 4. Action Items
Agenda Type: Action
Public Access: Yes

Agenda Item Content

4.00 ACTION ITEMS

(Green Pages)

The following action items require individual motions and votes before these items can be implemented. Board actions which would have the effect of amending current District policies will be specifically noted. Current policies affected will be referenced.

Additional Administrative Content

Created on: 09/10/2009 at 1:25 PM by Laurie Swancutt. Last updated on: 10/28/2009 by Jodi Rodriguez.

4.01 Approval of Agreements - Coastline Community College

Meeting: 11/04/2009 Regular Meeting
Category: 4. Action Items
Agenda Type: Action
Public Access: Yes

Agenda Item Content**4.01 Approval of Agreements - Coastline Community College****4.01.01 Approve First Amendment to Lease between Avalon Center at Garden Grove, Inc., a Delaware Corporation to Operate the Orange County One-Stop Center - North**

After review by the Acting College President and District General Counsel, it is recommended by the Interim Chancellor that the Board approve the First Amendment to the original lease dated August 18, 2004 between 5405 Garden Grove Blvd., L.P., a California Limited Partnership, and the Coast Community College District. Subject to the terms and conditions of this Amendment to the Lease, Avalon Center at Garden Grove, Inc., a Delaware corporation and the Coast Community College District will lease floors one and two of the real property located at 5405 Garden Grove Boulevard, Westminster, California, which is part of the office complex commonly known as Avalon Center. This being 23,200 square feet of rentable office space herein to be called Orange County One-Stop Center – North. Terms of the Amendment are hereby extended for the period of five years commencing on January 1, 2010 and ending on December 31, 2014. The Board President, or designee, is authorized to sign the Agreement Addendum and any related documents, indicating approval by the Board of Trustees. (See Avalon Center Attachment #2)

Fiscal Impact: Basic rent of \$40,600 per month with annual lease increases of 5 cents per square foot (based on the total 23,200 sf) for years two through five.



Avalon Center.pdf

Additional Administrative Content

Created on 09/10/2009 at 12:30 PM by Laurie S. Mancini. Last updated on 10/29/2009 by Jodi Rodriguez.

4.02 Approval of Agreements - Golden West College

Meeting: 11/04/2009 Regular Meeting
Category: 4. Action Items
Agenda Type: Action
Public Access: Yes

Agenda Item Content

4.02 Approval of Agreements - Golden West College

4.02.01 Approve Agreement with Dynamic Animation Systems, Inc. for Virtual Interactive Combat Environment (V.I.C.E) Training Systems

After review by the College President and District General Counsel, it is recommended by the Interim Chancellor that the Board approve the agreement between Dynamic Animations Systems, Inc. and the Coast Community College District for Virtual Interactive Combat Environment (V.I.C.E) Training Systems, from November 5, 2009 through June 30, 2011. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees. (See Dynamic Animations Systems Attachment # 14)

Fiscal Impact: \$497,927; paid from United States Department of Justice Government Grant.



Dynamic Animations Systems Agreement.pdf

Additional Administrative Content

Agenda Item Details

Motion:

Source: https://www.cccd.edu/... Last Update: 11/04/2009 10:00 AM

4.03 Approval of Agreements - Orange Coast College

Meeting: 11/04/2009 Regular Meeting
Category: 4. Action Items
Agenda Type: Action
Public Access: Yes

Agenda Item Content**4.03 Approval of Agreements - Orange Coast College****4.03.01 Approve Agreement between the Regents of the University of California and the Coast Community College District for the purpose of Providing a Catamaran Launch for the OCC Women's Crew Team from November 5, 2009, through May 5, 2010**

After review by the Interim College President and District General Counsel, it is recommended by the Interim Chancellor that the Board approve the Agreement between the Regents of the University of California and the Coast Community College District for the purpose of providing a catamaran launch for the OCC Women's Crew Team from November 5, 2009, through May 5, 2010. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees. (See Attachment #4)

Fiscal Impact: Catamaran crew launch provided at no cost to the District.

4.03.02 Approve Agreement between CAIR "California Immunization Registry" and the Coast Community College District to Allow Orange Coast College and Golden West College Student Health Centers to Manage Student Immunization Records within the CAIR Network

After review by the Interim College President and District General Counsel, it is recommended by the Interim Chancellor that the Board approve the Agreement between CAIR "California Immunization Registry" and the Coast Community College District to allow Orange Coast College and Golden West College Student Health Centers to manage student immunization records within the CAIR network. CAIR is a computer-based immunization tracking system developed to assist medical providers and other approved agencies to track and review immunization information. The agreement is effective November 5, 2009, and will be ongoing with no specific end date. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees. (See Attachment # 5)

Fiscal Impact: No cost to college.

4.03.03 Approve Agreement between the Community College Library Consortium and the Coast Community College District to renew OCC

Library Electronic Databases

After review by the Interim College President and District General Counsel, it is recommended by the Interim Chancellor that the Board approve the Agreement between the Community College Library Consortium and the Coast Community College District to renew OCC Library electronic databases effective November 1, 2009, through December 31, 2010. List of renewed databases listed in renewal agreement attached and a letter of available credit that will be applied to the invoice. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees. (See Attachment # 6)

Fiscal Impact: Original cost of \$62,508; with credit of \$7,047 applied; total cost of \$55,461



CAIR Agreement.pdf



UCICrewLaunch_agreement.pdf



Community College Library Consortium Agreement.pdf

Additional Administrative Content

Created on 09/10/2009 at 12:57 PM by Lynnette Minion. Last update on 10/29/2009 by Jodi Rodriguez.

4.04 Approval of Agreements - District

Meeting: 11/04/2009 Regular Meeting
Category: 4. Action Items
Agenda Type: Action (Consent)
Public Access: Yes

Agenda Item Content**4.04 Approval of Agreements - District****4.04.01 Approval to Enter Into Joint Power Agreement with Orange County Department of Education**

After review by the Interim Chancellor and District Legal Counsel, it is recommended the Board approve the District's entry as a member into the Orange County Department of Education's "Orange County Courier" Joint Power Authority ("OCCJPA"). The District's entry as a member of the OCCJPA will allow the District to participate in the OCCJPA mail and courier delivery service offered to public educational entities within the OCCJPA. Participation in this program is part of a comprehensive plan to reduce costs associated with District mail delivery services. Annual member costs of \$3,700 include all courier services. (See Attachment #7)

The Board President, or designee be authorized to sign the member agreement and any related documents, indicating approval by the Board of Trustees.

Fiscal Impact: \$3,700 (District General Funds)

4.04.02 Authorization to Enter into an Agreement between Marsh Risk and Insurance Services and the Coast Community College District

After review by the District's General Counsel, it is recommended by the Interim Chancellor that authorization be given to enter into an Agreement between Marsh Risk and Insurance Services and the Coast Community College District for the purpose of providing insurance brokerage and advisement services to the District for the period of October 1, 2009 through October 1, 2010. Marsh provides marine, directors and officers, business travel accident, swap meet liability, and fine arts insurance management services to the District. (See Attachment #8)

The Board President or designee are authorized to sign this Agreement and any related documents indicating approval of the Board of Trustees.

Fiscal Impact: The total brokerage fee for the services for the period October 1, 2009 through October 1, 2010 will not exceed \$27,500.00. The previous annual agreement costs for 2005 through 2009 were \$27,500.00 per year.

4.04.03 Approval of New District Standard Mental Health Worker Field Experience Agreement for Use by the District's Colleges When Placing Mental Health Worker Students at Mental Health Facilities

After review by the District's General Counsel, it is recommended by the Interim Chancellor that approval be given for the use of the Standard Mental Health Worker Field Experience Agreement by the District's colleges when placing Mental Health Worker Students at various mental health facilities in Southern California for the students to obtain necessary field work experience. This Standard Agreement will enable the District's colleges to establish business relationships with local and regional mental health facilities for the benefit of students. (See Attachment #9)

The Board President or designee are authorized to sign this Agreement and any related documents indicating approval of the Board of Trustees.

Fiscal Impact: No fiscal impact to approve this Standard Agreement for future use.

4.04.04 Approval of Contractors for FY 2009-2010 Pursuant to the District's Standard Annual Agreement for Contractor Services

It is requested the Board approve the following contractors for the performance of a variety of contractor services throughout the District, on an as needed basis for FY 2009-2010. These contractors have or will complete the District's Standard Annual Agreement for Contractor Services prior to the performance of services. Prior to authorizing these services, the District will obtain competitive pricing quotes from the contractor(s). If selected to perform the quoted services, the contractor will send an invoice to the District based upon the agreed-upon price.

The Board President or designee are authorized to sign this Agreement and any related documents indicating approval of the Board of Trustees.

Fire X-Tinguisher Service Company Inc.
PO Box 7106
Orange CA 92863

Interface Security Systems
17992 Cowan Avenue
Irvine CA 92614

Surface Decking Company Inc.
1178 N. Grove Street Unit F
Anaheim CA 92806

Pyramid Services Inc.
414 W. 4th Street Suite A
Santa Ana CA 92701

Telacu Construction Management
414 W 4th Street Suite L
Santa Ana CA 92701

4.05 Buildings and Grounds Approvals

Meeting: 11/04/2009 Regular Meeting
 Category: 4. Action Items
 Agenda Type: Action
 Public Access: Yes

Agenda Item Content

4.05 Buildings and Grounds Approvals**4.05.01 Approve Addendum No. 3 for Taylor Architects; Orange Coast College Child Care Center After-School Classroom**

After review by the Orange Coast College Vice President of Administrative Services, Assistant Director of Facilities Planning and Construction and the Vice Chancellor of Administrative Services, it is recommended by the Interim Chancellor that authorization be given to accept Addendum No. 3 for Taylor Architects for architectural and engineering services for the Orange Coast College Child Care Center After-School Classroom.

The scope of service is to include the following tasks:

- | | | |
|----|---|-------------|
| 1. | Additional Architectural and Construction Administration Services | \$45,742.50 |
|----|---|-------------|

Additional services resulting from the termination of Macerich Construction at the Orange Coast College Children's Center. Expenses to be paid from the \$107,000 withheld for liquidated damages from project funds.

It is further recommended that the President of the Board of Trustees, or designee, be authorized to sign the agreement.

Fiscal Impact: \$45,742.50 (OCC Foundation Funds)
 OCC Child Care Center After-School Classroom

4.05.02 Employ C.W. Driver; Coastline Community College Newport Beach Learning Center

After review by the CCC Vice President of Administrative Services, Assistant Director of Facilities Planning and Construction the Vice Chancellor of Administrative Services, it is recommended by the Interim Chancellor that authorization be given to employ C.W. Driver for construction management services for the Coastline Community College Newport Beach Learning Center.

The scope of service is to include the following tasks:

- | | | |
|----|--|-------------|
| 1. | Preconstruction Services (5 Months) | \$ 84,605 |
| | Bid Services (1 Month) | \$ 31,093 |
| | Construction Management Services (15 Months) | \$1,105,293 |
| 2. | Reimbursable Expenses | \$ 5,000 |

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 President of the Board of Trustees, or designee, be authorized to sign the consultant agreement.

Fiscal Impact: \$1,225,991 (General Obligation Bond Fund)
Master Plan Approved Project
CCC Newport Beach Learning Center

Additional Information

Additional Detail

Motion:

Additional Information

4.06 General Items of Business - Coastline Community College

Meeting: 11/04/2009 Regular Meeting
Category: 4. Action Items
Agenda Type: Action (Consent)
Public Access: Yes

Agenda Item Content

4.06 General Items of Business - Coastline Community College

4.06.01 Approve Coastline Community College Articulation and Transfer Center Plan for 2009 - 2010

It is recommended that the 2009-10 Articulation and Transfer Center Plan be approved which includes the Articulation and Transfer Center Activities and Services provided to students as required by the California Code of Regulations, to meet Title 5 Section 51027 standards. (See Articulation and Transfer Plan Attachment #10)



ARTICULATION GOALS FOR 2009-10.pdf Transfer Center Goals 09-10.pdf

Additional Administrative Content

Created on 09/10/2009 at 12:57 PM by Laurie Swarcutt, last update on 10/29/2009 by Jodi Rodriguez

4.07 General Items of Business - Golden West College

Meeting: 11/04/2009 Regular Meeting
Category: 4. Action Items
Agenda Type: Action
Public Access: Yes

Agenda Item Content

4.07 General Items of Business - Golden West College

4.07.01 Approve Golden West College Articulation and Transfer Center Plan for 2009 - 2010

It is recommended that the 2009-10 GWC Articulation and Transfer Center Plan be approved, which includes the Articulation and Transfer Center activities and services provided to students. (See GWC Transfer Center Plan Attachment # 11)



gwc transfer center plan 2009 2010.pdf

Additional Administrative Content

Created on 09/10/2009 at 12:57 PM by Chris Sullivan. Last updated on 10/29/2009 by Jodi Rodriguez.

4.08 General Items of Business - Orange Coast College

Meeting: 11/04/2009 Regular Meeting
Category: 4. Action Items
Agenda Type: Information
Public Access: Yes

Agenda Item Content**4.08 General Items of Business - Orange Coast College****4.08.01 Approve Orange Coast College Articulation and Transfer Center Plan for 2009-2010**

It is recommended that the 2009-2010 Articulation and Transfer Center Plan be approved which includes the Articulation and Transfer Center Activities and Services provided as required by the California Code of Regulations to meet Title 5 Section 51027 standards. (See Articulation and Transfer Plan Attachment # 12)



Transfer Plan 2009-2010.pdf

Additional Administrative Content

Created on 09/10/2009 at 12:57 PM by Lynnette Minor. Last updated on 10/29/2009 by Josh Rodriguez.

4.09 General Items of Business - District

Meeting: 11/04/2009 Regular Meeting
Category: 4. Action Items
Agenda Type: Action (Consent)
Public Access: Yes

Agenda Item Content

4.09 General Items of Business - District

4.09.01 Appointment to Citizens' Oversight Committee to Fill Vacant Position

At the Board of Trustees' meeting on February 19, 2003, the Board approved the initial members of the Citizens' Oversight Committee by the Adoption of a Resolution of the Board of Trustees of the Coast Community College District establishing a Citizens' Bond Oversight Committee, Approving Form of Bylaws Therefore and Appointing Members Thereto, under Section 5.

Based upon the bylaws, the following committee member shall be appointed to serve in the following position: (1) Student Representative.

It is recommended by the Interim Chancellor that the following appointment be approved to serve on the Citizens' Oversight Committee to replace Student Representative Reema Chand:

- (1) David Salai, Student representative, ending March 2010. (See Attachment # 13)

Fiscal Impact: None to the District

Additional Action Items

Action Item Report

Motion:

Security (C) 11/04/2009 12:57 PM 11/04/2009 12:57 PM 11/04/2009 12:57 PM 11/04/2009 12:57 PM

4.10 Policy Implementation

Meeting: 11/04/2009 Regular Meeting
 Category: 4. Action Items
 Agenda Type: Action
 Public Access: Yes

Agenda Item Content

4.10 Policy Implementation**4.10.01 Adoption of Policy 050-1-22, Fraud Prevention in Financial Statements and Whistleblower Protection**

The Board of Trustees had opportunity to review Policy 050-1-22 at the Regular Meeting of September 30, 2009. It is recommended by the Interim Chancellor that the Board Approve Policy 050-1-22, Fraud Prevention in Financial Statements and Whistleblower Protection.

As a direct result of a finding in the District's fiscal year 2007/2008 audited financial statements, the District's management negotiated with the collective bargaining units to develop a policy addressing fraud prevention and whistleblower protection for all employees in the District.

After negotiations with the District's three (3) collective bargaining units, and review by District General Counsel, it is recommended by the Interim Chancellor that the Board of Trustees adopt Policy 050-1-22, Fraud Prevention in Financial Statements and Whistleblower Protection. As part of this policy review, a new policy number, 050-1-22, has been established.

**General Personnel Policies
(Employment Principles)**

050-1-22
 Approved XX/XX/XXXX

Fraud Prevention in Financial Statements and Whistleblower Protection

Board members, administrators, faculty, staff and students of Coast Community College District (District) are expected to adhere to all rules of conduct applicable to this policy as established by state and federal law.

All Board members, management, faculty, staff and students are committed to prevent and deter fraud at the District. Fraudulent behavior would include:

- Fraudulent financial reporting
- Misappropriation/theft of assets
- Corruption, such as bribery, accepting kickbacks and other illegal acts
- Conflict of interest

The District and its employees have a responsibility for the stewardship of District resources and the public and private support that enables it to pursue its mission. The District is committed to compliance with the laws and regulations to which it is subject and to promulgating District policies and procedures to interpret and apply these laws and regulations in the District setting.

This policy is derived from the California Whistleblower Protection Act (Government Code Sections 8547-8547.12). Pursuant to this Act, a District employee may not: (1) retaliate against an employee or applicant for employment who has made a protected disclosure or who has refused to obey an illegal order, nor (2) directly or indirectly use or attempt to use the official authority or influence of his or her position for the purpose of interfering with the right of an applicant or an employee to make a protected disclosure to the District.

Additional Administrative Content

Action/Agenda Details

Motion:

Created on 02/11/2009 at 12:57 PM by CCCD/ISYS. Last updated on 10/21/2009 by JAC/Regina L...

4.11 Resolutions

Meeting: 11/04/2009 Regular Meeting
Category: 4. Action Items
Agenda Type: Action
Public Access: Yes

Agenda Item Content

4.11 Resolutions**4.11.01****Coast Community College District Board of Trustees Resolution # 09-45
Resolution to Withdraw from Schools Excess Liability Fund
Joint Powers Authority**

WHEREAS, the Coast Community College District ("District") presently maintains \$5,000,000 in liability limits through its membership in the Statewide Association of Community Colleges Joint Powers Authority; and purchases excess liability coverage from the Schools Excess Liability Fund Joint Powers Authority ("SELF"), and

WHEREAS, the District needs to maintain fiscally stable excess liability coverage to protect itself against unforeseen liability claims; and

WHEREAS, the District, through its governing board, has elected to examine its current and existing excess liability coverage to determine its fiscal stability, and

WHEREAS, the District desires to seek alternative quotations for excess liability coverage for the purposes of excess liability program stability and for potential cost savings, and

WHEREAS, in order for the District to be able to make an informed decision on this matter it must give notice of withdrawal to SELF by December 31, 2009.

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Coast Community College District notifies the Schools Excess Liability Fund Joint Powers Authority ("SELF") of its withdrawal from that Joint Powers Authority effective July 1, 2010.

4.11.02**Coast Community College District Board of Trustees Resolution # 09-46
Student Learning Outcomes**

WHEREAS, the Coast Community College District's Board of Trustees believes that the development of Student Learning Outcomes is an important tool for assessing student performance and improving instructional approaches; and

WHEREAS, the District realizes the importance of identifying Student Learning Outcomes for courses, programs, certificates, and degrees; and to assess student achievement of these outcomes and to use assessment results to make improvements; and

WHEREAS, the three colleges of the Coast Community College District, Coastline Community College, Golden West College and Orange Coast College have begun to develop programs based on qualitative

and quantitative Student Learning Outcomes data; and

WHEREAS, the District is establishing these Student Learning Outcomes programs and services based on its student population; and

WHEREAS, the District's three colleges will provide periodic reports to the Board indicating their progress in developing and assessing Student Learning Outcomes; and

WHEREAS, leadership groups, including faculty, staff, students and administration, throughout the District have come together in support of furthering the development and assessment of Student Learning Outcomes; and

WHEREAS, these leadership groups recognize the importance and effectiveness of implementing student learning outcome as a results-driven process; and

WHEREAS, each of the District's three colleges have allocated appropriate resources to make these processes sustainable; and

WHEREAS, District-wide faculty and staff are aware that long- and short-term planning will be based on the results of the Student Learning Outcomes via program review; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of the Coast Community College District and the Board's Accreditation Committee, support the continuing efforts of the District's three colleges in complying with and exceeding the standards set forth by the Accrediting Commission for Community and Junior Colleges and in particular, those addressing Student Learning Outcomes.

Additional Administrative Content

Agenda Item 9561

Motion:

Attachment 11/04/09 11:00 AM 11/04/09 11:00 AM 11/04/09 11:00 AM

4.12 Approval of Minutes

Meeting: 11/04/2009 Regular Meeting
Category: 4. Action Items
Agenda Type: Information
Public Access: Yes

Agenda Item Content

4.12 Approval of Minutes

After review by the Secretary of the Board of Trustees, it is recommended by the Board Clerk that the Minutes of the following meetings be approved:

- Regular meeting of: September 30, 2009
- Special Meeting of: October 12, 2009
- Special Meeting of: October 13, 2009
- Special Meeting of: October 14, 2009
- Regular Meeting of October 21, 2009
- Special Meeting of: October 22, 2009



Min 9-30-09 Regular Meeting.pdf



SM Min 10-22-09.pdf



SM Min 10-14-09.pdf



SM Min 10-12-09.pdf



SM Min 10-13-09.pdf



Min 10-21-09 Regular Meeting.pdf

Additional Agendas Download Here

Agenda Topics

Motion:

State of CO 2010-11-01-01

5.00 Public Comment (Items not on Agenda)

Meeting: 11/04/2009 Regular Meeting
Category: 5. Public Comment
Agenda Type: Information
Public Access: Yes

Agenda Item Content**5.00 Public Comment (Items not on Agenda)**

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 Secretary of the Board 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. Public Comment regarding matters not on the Agenda will be taken at this time. 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 Secretary of the Board at (714) 438-4848, as soon as possible to inform us of your particular needs so that appropriate accommodations may be made.

Additional Administrative Content

Created on 09/10/2009 at 12:57 PM by jcd/ Rodriguez. Last update on 10/28/2009 by jcd/ Rodriguez.

6.00 Adjournment

Meeting: 11/04/2009 Regular Meeting
Category: 6. Adjournment
Agenda Type: Information
Public Access: Yes

Agenda Item Content

6.00 Adjournment

Additional Administrative Content

Created on 09/10/2009 at 12:57 PM by Nancy Hill. Last update on 10/28/2009 by Jodi Rodriguez.

Date: September 22, 2009

To: Dr. Ding-Jo Currie
C.M. Brahmhatt

From: Jeff Arthur and the Voyager Continuous Improvement Team (CIT) 

Re: Project Voyager Update Report for September 30, 2009 Board

I am writing to provide the Project Voyager Update requested by the Board of Trustees after the first Project Voyager report to the Board on May 6, 2009.

Where We Are

The District's current Voyager Software Suite last major upgrade was to Banner 7x on March 22, 2009. After four years, SunGard will no longer support Banner 7x and requires all customers to be at Banner 8x on August 31, 2010. The District's Banner 7x includes:

- Student 7.4, California Banner (CALB) 7.5.2, and
- 23 other modules and software packages Exhibit 1
- 44 District software modifications Exhibit 2
- 133 Coast customized enhancements – reports and job processes Exhibit 3

Ongoing Challenges

The District has three primary challenges in managing the Project Voyager software suite District-wide:

- Providing an optimal educational experience for the District's students and faculty
- Keeping current with technology changes
- Ability to sustain the systems with staffing and budget constraints. Annual Hardware and Software Maintenance cost \$1,596,000 Exhibit 4

Future Concerns and Agenda

The District uses a three-pronged approach to continuously improve Project Voyager and meet today's and future challenges:

- SunGard provides new Banner functionality enhancements, upgrades and fixes like Banner 8. One example of new Banner 8 functionality is improved waitlisting that assists in maximizing enrollment in individual course sections.
- SunGard complies with Federal and State regulations. California Banner (CALB) is written specifically to address the California Community Colleges' unique 320, MIS, and Education Code reporting requirements. One example is CALB 8's course repeat checking will comply with current Title V requirements.
- The District changes and improves its processes through the Continuous Improvement Team (CIT) and develops customized software and reporting as needed

Since May, the District has made, and is making, many improvements in Project Voyager software and processes:

- Continuous Process Improvements / Student Centered Initiatives
 - 13 Admissions Automation Custom Enhancements scheduled for completion October 5, 2009 Exhibit 5
 - Engaging Strata Information Group (SIG) November 5-6 to review, validate, and enhance Admissions application and matriculation processes with Student Services staff district-wide

- Upgraded BlackBoard Vista learning management system to v8.02 to comply with the Americans with Disabilities Act (ADA)
- Implemented RoboRegistrar which allows students to request transcripts online
- Converting the District's Health Benefits system from Protocol (PNI) on October 12. This will allow DIS to retire the PNI server and save \$4,000 per month in maintenance fees
- Upgrading Luminis as Google upgrades Gmail to v2.0 on September 30
- Changing credit card processing to comply with new Payment Card Industry (PCI) security standards on September 30.
- County Payroll Interface
- ePAFs – Electronic Personnel Action Forms
- Luminis Resource server failover

Banner/CALB 8.1 Upgrade and Unimplemented Owned Software Schedules

The District began the process of upgrading to Banner/CALB 8.1 in June of this year. District Information Services (DIS) is working to provide the Banner/CALB 8.1 testing environment to the functional teams (Student, Finance, HR, etc.) on January 2, 2010. In the meantime, the functional teams on the campuses and at the District are updating their department Banner procedure guides and readying their test plans to test the new system. Banner/CALB 8.1 installation is planned for the week of Spring Break (March 27-April 4) to be ready for the summer term registration. The complete upgrade plans can be found on the District's website at <http://www.cccd.edu/voyager/upgrades.aspx>.

The following unimplemented software will be addressed after the Banner/CALB 8.1 installation (as noted earlier, the CIT implemented RoboRegistrar this period):

- Banner Document Management System (formerly Xtender Imaging)
- Resource/Schedule 25
- Banner Financial Aid
- fsaAtlas
- Axiom

If you have any questions or would like further information, please do not hesitate to call me at x84613.

Voyager Board Update Exhibit 1
Voyager Software Suite Components for Banner 8.1, etc upgrade
September 30, 2009

Software Components	Current Version							Final Version	Count	
<u>Banner</u>										
General	7.5	7.5.1	7.6	8.0				8.1	4	
Accounts Receivable	7.3	8.0					8.1	2		
Position Control	7.3	7.3.1					8.0	2		
Finance	7.4	7.4.1					8.0	2		
Financial Aid	7.12	7.12.1	7.13	7.14	7.14.1	7.15	7.15.1			
Financial Aid <i>continued</i>		8.0	8.1	8.2	8.2.1	8.3	8.3.1	8.4	13	
Human Resources	7.2.5	7.2.6	7.2.7	7.2.8	7.2.9	7.2.10	8.0	8.1	7	
Student	7.4	7.5	7.5.1	7.5.2	7.6	8.0			8.1	6
<u>California Banner</u>										
California Banner (CALB)	7.5.2	7.6	7.7	8.0				8.1	4	
CALB Report Engine	7.5							8.0	1	
<u>Self-Service</u>										
General	7.3	7.3.1	8.0				8.1	3		
Student	7.5.1	7.5.2	7.6	8.0				8.1	4	
Financial Aid	7.12	7.13	7.14	7.14.1	7.15				8.1	5
Faculty	7.5	7.5.1	7.5.2	7.6	8.0	8.01			8.1	6
Employee	7.4	8.0					8.1.1	2		
Finance	7.4	8.0					8.1	2		
WebTailor	7.4	7.4.1					8.0	2		
<u>Luminis</u>										
Platform	IV.1.56						IV.2.1	1		
Channels	7.2						8.0	1		
IntComp	7.3	8.0					8.01	2		
Operational Data Store	8.0	upgraded April 2009					8.0	1		
Workflow	4.4	4.4.1					4.4.2	2		
Intellecheck	7x						8x	1		
Clean Address	3.3.2						3.5.0.5	1		
Applications Mgr Appworx	7x						8x	1		
Components							Total	75		

Coast Community College District

Products By Characteristic Exhibit 2

Baseline Modification

Product	Description
Budget Development	CCCD developed modifications to Banner Baseline or Coast products.
Add or Drop Classes	SIG mod to help budget development
Faculty Roster	Removed Sec and Level columns
Schedule Bill	A SIG mod to print faculty rosters.
Searchable Schedule Nonsec	A SIG mod for the student registration bill.
Positive Attendance Self Serv	SIG's non secured searchable schedule
Employee ID Trigger	A SIG mod for faculty positive attendance hours entry.
Restrict Transcript Viewing	Creates the employee's alternate ID which starts with an E.
Transcripts	Restrict faculty from viewing transcripts
Pay Now Button	A re-write of Banner's transcript.
Center Grades	Added a finish and pay button to add and drop page.
Full Payment	Center grades on Final Grade column
Remove FAX Number	Forces full payment for web registration.
PO Printing	Removes the FAX number on a self service page.
Searchable Schedule Secured	Modified Banner PO printing process and Formfusion used to format.
I Space - SFAREGS	Coast created searchable schedule
Self Service Form 1090-T	Allows instructors to drop students
Drop Rosters	Temporarily Remove Detail from Student Self Service Tax Notification Page.
Credit Card Payment	A Sig mod that allows faculty to drop students from their respective classes
Argos Job Submission in	Force students to pay full balance while doing a credit card payment
Mask SSN on GUIALTI Form	Support Banner job submission of Argos reports.
RoboRegistrar	Modify Banner Alternate ID Form to Always Mask SSN.
Allow Partial Birth Date Query	Install RoboRegistrar product from Credentials Inc
Calc ARR Total Hrs	Modify Banner Alternate ID Form GUIALTI to Allow Partial Birth Date Query
	Calculate ARR sessions total contact hours automatically

Extract

Produces a data extract file

Product	Description
CCC Staff ID Cards	Coastline staff ID card interface
SAP Extract	
Vendor Check Register	FCHKREG produces a file to be submitted to the County.
Vendor Pos Pay	FPOSPAY - Produces a file of checks printed for a given duration.
Payroll Posting & Tracking	FZPEMPD - Payroll Posting & Tracking
Payroll COA	PZXPCOA Payroll Chart Of Accounts
County Mass Salary Update	County Mass Salary Update
County Leave Accual	Compute County Sick Leave Accrual
County FYE Salary	County FYE Salary Increments
Time Cards	A COBOL program used to print time cards.

Grand Total: 44

Coast Community College District

Products By Characteristic Exhibit 2

Positive Attendance Hours List	Spreadsheet for users to enter positive attendance hours.
Added Students Extract	Extract Add activities for GWC Trackit
Medpro Interface	Provides student data to Medpro for Health Center varification and services.
Library Download	Library download from NOCCCD.
Enstat Extract	SZPENST

Interface

Two way data transfer or data verification.

Product	Description
PowerFaid's Banner Interface	Develop a secure interface between Banner and campus-based PowerFaid's servers.
ID Cards	OCC and GWC ID card interface
e~lumen Interface	SZPELUM - A Banner process run by Appworx to produce one file per campus.

Upload

Upload external data to an application.

Product	Description
CCCApply	Upload process from CCC Apply to Banner
st Upload	Tape upload from campus Assessment Center

Coast Community College District

Products By Characteristic Exhibit 3

Report/Process

Identifies reports and processes.

Product	Description
Payroll Disbursement	PZPAUPL - A auditor's Banner job submission to produce an extract file.
Concurrent Enrollment	SZPAUCE - Concurrent enrollment extract for external auditor requests.
Vendor Master	FZPAUVM - A auditor's Banner job submission to produce an extract file.
Employee Master	PZPAUEM - A auditor's Banner job submission to produce an extract file.
Students Actively Enrolled	SZPAUAE - Students actively enrolled extract for external auditor requests.
Admission Record	SZPAUAR - Admission record extract for external auditor requests.
PO Board Extract	FZPBDPO - A list of all purchase orders pending Board approval.
Vendor Check Board Extract	FZPBDCH - A listing of checks in the Board agenda.
320 Report	State 320 Report
MIS-SP	MIS SP data report
MIS-SB	MIS SB data report
MIS-SM	MIS SM data report
MIS-PS	MIS data report
MIS-SX	MIS SX data report
MIS-XF	MIS XF data report
FTEs Auditor Extract	SZPAUFT - Required data elements extract for external auditor requests.
EOPS Degree Awarded Report	Report - List of EOPS students with degree awarded before 200731
Leave Liability Reports	District Leave Liability Reports
International Student Verif	SZRINTL
Veteran 30 Day Add/Drop	Banner job submission SZRVETN
Room Conflicts	A Banner job submission to list room scheduling conflicts.
Faculty Conflicts	A Banner job submission.
Multiple PIDM	A procedure that lists possible people with multiple PIDMs.
Copy Academic Standing	SZPCASR - Copy Academic Standing Rules to new term
List CRNs with no Calendar	SZRNACL - List CRNs with no Calendar (ACCL)
Remove W grade from	SZPWGRD - Remove W grade from SFRSTCR
Grade Discrepancy List	SZRGRDD - grade discrepancy List
Veterans BFAP-SFAA	Need Unduplicated Headcount of Veteran's Students
List Duplicate Sessions	SZRDESE - List Duplicate Sessions within a CRN
CRNs with 01 missing 02 Instr	SZRISES - CRNs w/Sessions > 01 Missing Instructor
Material Fees	Compare Course/Section Material Fees
List CRNs w/out Instructor	SZRMSES - List CRNs with Sessions Missing Instructor
List Invalid Schedule Type	SZRSSES - List CRNs with Sessions with Invalid Schedule Type
ARR with Invalid Sched Type	SZRHARR - List Hours Arranged Sessions with Invalid Meeting Type
List Current Enrollment Counts	SZRENCT - List unduplicated student enrollment counts
Payroll Labor Distribution	PZPLBRD
Military Reg Appointments	SZRMAPT - Create Military Reg Appt based upon POT
MIS-CB	MIS CB Report
MIS-XB	MIS XB data report

Grand Total: 133

Coast Community College District

Products By Characteristic

Exhibit 3

Athletic Unit Check	SZRATHL - A Banner job submission
CCCD 320 CRNs with enrl	SZRICALU - Lists only CRNs with enrollment data
Reset CRN long title	SZPTITL - Copy course long title into CRN
Students w/out Gen Stu	SZRNSTU - List Enrolled Students with No General Student Record
Copy Syllabus	SZPCSLB - Copy Syllabus data .
Projected Excess Vacation	Report of each employee's projected excess year-end vacation balance.
Salary Schedule Report	Salary Schedule Report
Finance Security Reports	FZPPROF Finance Security Reports
Registration Counts Report	SZREGCT
320 Summary Degree	SZRDEGS - 320 Summary modified to select only degree applicable courses
320 Summary Precollegiate	SZRPRES - 320 Summary only precollegiate non-degree applicable courses.
320 Detail Report for one CRN	SZRCALD - list student detail data for specified term and CRN
Student Characteristics	Student Characteristics Reports
Expire Placement Levels	SZPEXPP - Expire Placement Levels
Purge Reg Appointments	SZPDAPT - Purge Registration Appointments
320 High School Summary	SZRCALH - 320 Summary for High School Students
320 High School PE Summary	SZRCALH - 320 Summary for PE classes with High School Students
Check Disqualified Holds	SZRCKDQ - Check Disqualified Holds
Auto Assign Appointments	SZPAAPT - Automatically assign appointments for new applications
Incomplete Grades by Term	SZRIGRD - CSV file of students with incomplete grade for specified term
Duplicate Course with Term	SZRDUPC - List students who have taken same non-repeatable course in same term.
Purchasing Filing Labels	FZPLBLP - Purchasing Filing Labels
Accounts Payable Filing	FZPLBLA - Accounts Payable Filing Labels
List Disqualified Holds	SZRQLST - Listing of Disqualified Holds for specified Term
Disqualified Hold CSV File	SZRQCSV - CSV file of disqualified holds
Honors Reports/Letters	Argos datablock and associated reports for Honors.
Students taking equivalents	SZREQIV - Students taking equivalent courses
Luminis C Numbers	SZRCPIN - Luminis C Numbers
Add Permits	SZRADDP - Print Add Permits
Collections	Processes and reports need to support Collections
International Stu Cross Check	SZRCKF1 - Check International Student Citizenship and Residency and Admit Type
Load Application Fields	SZPAPLF - Load Application Fields
MIS-SI	MIS SI data report
Registration Priority	Processes to support Registration Appointments
Student Fee Unapply	A Process ran by District Finance.
PO Notification	a Banner Workflow to notify staff when their Req is assigned a PO nuber.
Payroll Labor Redistribution	PZPREDS, PZPREDM & PZPREDX
Tax Form 1099	FZP99LD, FZP99R1, FZP99PR
Tax Form W2	PZPW2PR - Print Retiree W2 Forms
Budget Comparison Report	NZPBR03 - Budget Report
Budget Fringe Benefit Report	NZPBR04 - Budget Report
Budget Comparison FOAPAL Comparison	NZPBR02 - Budget Report

Grand Total: 133

Coast Community College District

Products By Characteristic

Exhibit 3

Position Salary Comparison	NZPBR01 - Budget Report
Longevity Report	Classified Longevity Report
Transcript Form	The printed INB transcript using Formfusion
Vendor Check Printing	Banner's checking printing process which using Evision and a custom report
BOGW	BOGW job submission
BOG Counts	Banner job submission
BOG Fee Waiver	A job submission for Financial Aid BOG fee waivers
BOGW Load Error Report	Reports on errors from PF-Banner BOGW Load.
Proof List	Financial Aid job submission
Positive Attendance Form	An INB version of Positive Attendance using Formfusion
Summary Class List	Show registered students and students who dropped
1. Drop for Non-Payment	SZPDFNP - A process to drop students for non-payment. Report created by Argos.
Academic Progress	SZRPREV - Modification to Banner baseline progress calculation
Academic Standing	SZRASTD - Modification to Banner baseline academic status calculation
Copy prereqs/fees/attr	SZPCPRQ - Copy pre-requisites/fees/attributes from current catalog.
Manually Add Appl Decision	SZPAPPL - manually add application decision.
Recalculate seat counts	SZPENRL - Recalculate enrollment, census and available seat counts.
Remove HS Program 2	SZRFXHS. A nightly process to remove high school program 2.
Repeat Checking	Banner procedure.
Update max enrollment hours	SZPUHRS - Update the maximum enrollment hours
Create Disqualified Holds	SZPDQHL - create holds for disqualified students
SAP Job Submission	
Grade Mailer Form	Student Grade Mailer Form
1098T Process	Combines scholarship, grants, and fees.
Duplicate 1098T Form	SZRDx98 - A Banner process to print 1098T forms from DSK data
Legacy Fees	SZRARCF - DSK archived fees
Primary Job Validation Rpt	List employees with secondary but NO primary job
Unit Verification	A job submission to verify financial aid students current enrollment
R2T4 Financial Aid Report	A weekly report to list financial aid students and their units before census
Job Pay Calculator	Pay rate calculations
Self-Service Style Sheets	Self-Service Style Sheets
List tables for specified id	SZRCTAB - List tables containing data for specified student ID.
Delete USA Nation Code	SZPN157 - Set nation code to null for US addresses
Admission Process Mod	May be broken down into several mods.
Registered, No SGBSTDN	List studens who are registered at a college but do not have an SGBSTDN record.
MIS-XE	MIS XE Data Report

View

A view for data. Most commonly used for adding data to the ODS.

Product	Description
Material Fees	Compare Course/Section Material Fees
Registration Permits View	A view to load ODS

Grand Total: 133

Coast Community College District

Products By Characteristic

Exhibit 3

EOPS CARE Data	An ODS view
EOPS Detail	An ODS view CCCD_EOPS_Detail
Repeat Checking View	An ODS view CCCD_Student_Permit_Override
Academic Schedule Offering	Academic Calendar Type Schedule Offering
Course Cross Listed View	An ODS view CCCD_Course_Cross_Listed
Course Equivalent ODS View	ODS View for Course Equivalent data
Course Fee Detail View	A view to load the ODS CCCD_Course_Fee
Course Maintenance View	Ad ODS view CCCD_Course_Maintenance
EOPS Characteristics	An ODS view.
Student Permit Override	SFRSRPO view to load the ODS
Veteran View	An ODS view CCCD_Veteran for veterans.
AS by Term & Code	A view to load the ODS for Academic Standing by term and code.
First Time Students View	A view to load the ODS. CCCD_New_Admitted_Not_Enrolled view.
Registration Groups View	A view to load the ODS

Grand Total: 133

**Voyager Board Report Exhibit 4
Budget Information
September 30, 2009**

Implementation - Outside Costs	TOTAL
Software (420911)	\$ 3,653,208
Implementation Consultants (420912)	\$ 3,450,342
Hardware (420913)	\$ 1,811,830
TOTAL	\$ 8,915,379
Annual Hardware and Software Maintenance	\$ 1,596,000

Banner Admissions Automation Project Meeting Notes

9/11/2009

In Attendance: Geoff, Jennifer M., Jennifer O., Jim, Juta, Kathie, Paula, Richard, Rozanne, Shirley, Tim

Supplemental Testing

The supplemental pages have been tested and no change to the content of the pages is required.

Timeline

We are targeting a spring term conversion for the new processes. Coastline and Orange Coast begin accepting applications on 10/5. Golden West will begin accepting applications for the spring term (200932) on 10/1. The supplemental page changes will be implemented for Golden West on that date. Downloads for Golden West will be shut off from 10/1 until 10/5 when the rest of the processes have been implemented.

Review proposed new process

1. Download from Xap (Automatic)
2. Load to Banner (Automatic)
3. Modified Common Matching (Automatic)
4. Possible Match Report (User Initiated)
5. Manual Matching (Manual)
6. Push to SAAADMS (Automatic)
7. Process Checklist Items (Automatic)
8. Automatic Data Update - SZPAPLF (User Initiated)
9. Decision Process SARBDSCN (User Initiated)
 - a. Process SARBDSCN-Exceptions (Manual)
10. Appointment/Holds/Units Processing - SZPAAPT (User Initiated)
11. Non-Resident Report (User Initiated)
12. Special Admit Report (User Initiated)

Discuss Possible Matches Report

Report will include all application details

Will ePrint reports be eliminated or phased out?

The Admissions staff will continue to print the ePrint reports until it is determined that they are no longer required.

What processes will AppWorx run and when to implement?

Initially all processes will be run manually

Is a 20 character Birth City field acceptable?

It was determined that it is acceptable to shorten the Birth City/State field on the CCC Apply supplemental page to 20 characters to be compatible with the Birth City field in Banner.

Banner Admissions Automation Project Meeting Notes

9/11/2009

Details of Non-Resident Report

Report will include all application details

Common Matching

The Cuesta matching rules will continue to be used by the Admissions staff

The rules used by CCC Apply will be modified and will likely create more possible matches than before

AVALON CENTER

FIRST AMENDMENT TO LEASE

(Extension of Term)

This First Amendment to Lease ("**Amendment**") is dated as of October 14, 2009 by and between AVALON CENTER AT GARDEN GROVE, INC., a Delaware corporation ("**Landlord**" or "**Lessor**"), and COAST COMMUNITY COLLEGE DISTRICT ("**Tenant**" or "**Lessee**").

RECITALS

A. 5405 Garden Grove Blvd., L.P., a California limited partnership ("**5405 Garden**"), as Lessor, and Tenant, as Lessee, entered into that certain Office Lease dated as of August 18, 2004 (the "**Lease**"), with respect to the leasing of the first and second floors consisting of approximately 23,200 rentable square feet as defined in the Lease (the "**Premises**") of that certain building (the "**Building**") located at 5405 Garden Grove Boulevard, Westminster, California which is part of the office complex commonly known as Avalon Center (the "**Complex**"), and more particularly described in the Lease.

B. The Term of the Lease is scheduled to expire on December 31, 2009.

C. Landlord has succeeded to the interest of 5405 Garden as "**Lessor**" under the Lease.

D. Landlord and Tenant presently desire to amend the Lease to provide for the extension of the Term of the Lease as more fully set forth below.

AGREEMENT

NOW, THEREFORE, in consideration of the foregoing Recitals and the mutual covenants contained herein, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereby agree as follows.

1. **Defined Terms.** All capitalized terms not defined herein shall have the same respective meanings as are given such terms in the Lease unless expressly provided otherwise in this Amendment. The terms "**Landlord**" and "**Lessor**" as used in the Lease and this Amendment shall mean AVALON CENTER AT GARDEN GROVE, INC., a Delaware corporation. The terms "**Tenant**" and "**Lessee**" as used in the Lease and this Amendment shall mean COAST COMMUNITY COLLEGE DISTRICT.

2. **Extension of Term.** The Term of the Lease is hereby extended for the period of five (5) years commencing on January 1, 2010 and ending on December 31, 2014 (the "Extension Term"). The parties hereto acknowledge that Tenant has no option to extend the Term of the Lease.

3. **Base Rent.** During the Extension Term, the Base Rent shall be as follows:

Period	Monthly Per Square Foot Rental Rate	Monthly Base Rent
1/1/10 – 12/31/10	\$1.75	\$40,600.00
1/1/11 – 12/31/11	\$1.80	\$41,760.00
1/1/12 – 12/31/12	\$1.85	\$42,920.00
1/1/13 – 12/31/13	\$1.90	\$44,080.00
1/1/14 – 12/31/14	\$1.95	\$45,240.00

Tenant shall continue to pay Base Rent and Lessee's Percentage Share of Escalation Rent during the remainder of the current Term of the Lease in accordance with the terms of the Lease. Nothing herein shall be construed to limit or alter Tenant's obligation to pay Lessee's Percentage Share of Escalation Rent throughout the Extension Term in accordance with the terms of the Lease; provided, however, that the Base Year for the Extension Term shall be calendar year 2010.

4. **Condition of Premises.** Tenant shall accept the Premises in its "AS IS" state and condition effective as of the commencement of the Extension Term. Tenant acknowledges that Landlord shall have no obligation to make or pay for any improvements to the Premises or otherwise prepare the Premises for Tenant's occupancy during the Extension Term.

5. **Parking.** During the Extension Term, Tenant shall continue to be entitled to use fifteen (15) reserved parking spaces located in the garage under the Building at no charge and four (4) reserved parking spaces along the fence line at no charge. In addition, Tenant shall be entitled to its pro rata share of unreserved parking at no charge (which equals seventy-three (73) unreserved spaces).

6. **Early Termination Right.** During the Extension Term, if the government of Orange County, California has notified Tenant in writing (the "Budget Notice") that it intends to cancel or significantly reduce the funding for the "One Stop Program", then Tenant shall have the option to terminate the Lease upon nine (9) months advance written notice delivered to Landlord together with a copy of the Budget Notice (the first day of the 10th calendar month following delivery of such notice to Landlord is hereinafter referred to as the "Earliest Termination Date"), and provided Tenant is not in default under the Lease at the time of the giving of such notice nor on the Actual Termination Date (defined below). Such notice must specify the date (which cannot be sooner than the Earliest Termination Date) on which Tenant desires the termination to become effective (the "Actual Termination Date"). Additionally, Tenant's right to terminate hereunder is conditioned upon the payment in full by Tenant, at the time Tenant delivers notice to Landlord that it is exercising its termination right hereunder, of (collectively, the "Termination Payment"): (i) the unamortized cost of the leasing commissions actually paid by Landlord in connection with this Amendment; plus (ii) an amount equal to: (A)

if the Actual Termination Date will occur after September 30, 2010 and before December 31, 2011, four months of Base Rent then payable under the Lease, (B) if the Actual Termination Date will occur after December 31, 2011 and before December 31, 2012, three months of Base Rent (\$128,760.00), (C) if the Actual Termination Date will occur after December 31, 2012 and before December 31, 2013, two months of Base Rent (\$88,160.00), or (D) if the Actual Termination Date will occur after December 31, 2013, one month of Base Rent (\$45,240.00). After Landlord's receipt of the Termination Payment, and so long as Tenant has surrendered the Premises in the condition required under this Lease, neither party shall have any rights, liabilities or obligations under the Lease, as amended hereby, for the period accruing after the Actual Termination Date, except those which, by the provisions of this Lease, expressly survive the termination of the Lease.

7. **Lease Modifications.** Effective as of the date of this Amendment, the following modifications shall be made to the Lease:

7.1 **Notices.** Landlord's addresses for notices under the Lease shall be:

c/o CB Richard Ellis
523 W. Sixth St., Suite 220
Los Angeles, CA 90014
Attention: Avalon Center Property
Manager
Telephone: (818) 438-0706

c/o Invesco Real Estate
500 Three Galleria Tower
13155 Noel Road
Dallas, Texas 75240
Attention: Avalon Center Asset
Manager
Telephone: (972) 715-7497

7.2 **Definition of Operating Expenses.**

(a) In the eighth line of the definition of Operating Expenses in Section 1 of the Lease, the words "or such higher amounts as Landlord in its sole discretion shall deemed commercially reasonable to carry with respect to the Complex" shall be inserted after the phrase "insurance premiums for the minimum limits specified in Section 14".

(b) With respect to the Extension Term, (i) the phrase "(except for any increases resulting from a change in ownership of the Premises during the term hereof)" shall be deleted from the ninth (9th) and tenth (10th) lines of the definition of Operating Expenses set forth in Section 1 of the Lease, and (ii) the following sentences are hereby deleted from the definition of Operating Expenses set forth in Section 1 of the Lease and shall be of no further force or effect: "However, Lessee shall not be liable for its share of Operating Expenses to the extent that any expenses controllable by Lessor increase by more than five percent (5%) per annum. Operating Expenses shall not include: any increase in property taxes as a result of a change in the ownership of the Building or Real Property."

(c) The remainder of the definition of Operating Expenses shall be deleted and restated as follows: "Operating Expenses shall not include: (A) costs associated with the refinancing or depreciation of the Building; (B) the cost of any

tenants' improvements; (C) real estate brokers commission; (D) interest; (E) costs incurred in connection with repair of damage to the Building, to the extent Lessor is reimbursed by insurance proceeds; and (F) the cost of capital improvements other than those referred to in clause (b) above. With respect to any calendar year or partial calendar year in which the Building is not occupied to the extent of 95% of the rentable area thereof, or Lessor is not supplying services to 95% of the rentable area thereof, the Operating Expenses for such period shall, for the purposes hereof, be increased to the amount which would have been incurred had the Building been occupied to the extent of 95% of the rentable area thereof and Lessor had been supplying services to 95% of the rentable area thereof."

7.3 Tenant's Audit Right. The following text shall be added at the beginning of the second (2nd) sentence of Section 5(d) of the Lease: "Provided that there is no uncured Event of Default under this Lease,". The following text shall be added at the end of the second (2nd) sentence of Section 5(d) of the Lease: "; any such inspection and audit of Landlord's books shall be commenced within thirty (30) days of Tenant's notice to Landlord, shall be completed within sixty (60) days following commencement of the inspection, and shall be handled in a confidential manner."

7.4 Use. The following language shall be added to Section 6 of the Lease:

"It is generally understood that mold spores are present essentially everywhere and that mold can grow in most any moist location. Emphasis is properly placed on prevention of moisture and on good housekeeping and ventilation practices. Tenant acknowledges the necessity of housekeeping, ventilation and moisture control (especially in kitchens, janitor's closets, bathrooms, break rooms and around outside walls) for mold prevention. Without limiting the generality of the foregoing, Tenant shall adopt and implement the following guidelines: (i) report any maintenance problems involving water, moist conditions or mold to the property manager for the Complex (the "**Property Manager**") promptly and conduct its required activities in a manner that prevents unusual moisture conditions or mold growth; (ii) do not block or inhibit the flow of return or make-up air into the HVAC system; (iii) maintain the Premises at a consistent temperature and humidity level in accordance with the Property Manager's instructions; (iv) regularly conduct janitorial activities, especially in bathrooms, kitchens and janitorial spaces, to remove mildew and prevent or correct moist conditions; and (v) maintain water in all drain taps at all times. In signing the First Amendment to Lease, Tenant has first inspected the Premises and certifies that it has not observed mold, mildew or moisture within the Premises. Tenant agrees to immediately notify Landlord if it observes mold/mildew and/or moisture conditions (from any source, including leaks), and allow Landlord to evaluate and make recommendations and/or take appropriate corrective action. Tenant relieves Landlord from any liability for any bodily injury or damages to property caused by or associated with moisture or the growth of or occurrence of mold or mildew on the Premises. In addition,

execution of the First Amendment to Lease constitutes acknowledgment by Tenant that control of moisture and mold prevention are integral to its Lease obligations.

Notwithstanding anything in this Lease to the contrary, and without limiting the generality of Section 15, as between Landlord and Tenant: (i) Tenant shall bear the risk of complying with Title III of the Americans With Disabilities Act of 1990, any state laws governing handicapped access or architectural barriers, and all rules, regulations and guidelines promulgated under such laws, as amended from time to time (the “**Disabilities Acts**”) in the Premises; and (ii) Landlord shall bear the risk of complying with the Disabilities Acts in the Common Areas (subject to reimbursement as an Operating Expense), other than compliance that is necessitated by the use of the Premises for other than the Permitted Use or as a result of any alterations or additions made by Tenant (which risk and responsibility shall be borne by Tenant).”

7.5 HVAC. The number “\$25” in the fourth (4th) line of Section 7(e) of the Lease is hereby deleted and replaced with “\$35”.

7.6 Alterations. The following Section 9(f) shall be added to the Lease:

“(f) All voice, data, video, audio and other low voltage control transport system cabling and/or cable bundles installed in the Building by Tenant or its contractor shall be (A) plenum rated and/or have a composition make-up suited for its environmental use in accordance with NFPA 70/National Electrical Code; (B) labeled every 3 meters with Tenant’s name and origination and destination points; (C) installed in accordance with all EIA/TIA standards and the National Electric Code; and (D) installed and routed in accordance with a routing plan showing “as built” or “as installed” configurations of cable pathways, outlet identification numbers, locations of all wall, ceiling and floor penetrations, riser cable routing and conduit routing (if applicable), and such other information as Landlord may request. The routing plan shall be available to Landlord and its agents at the Building upon request.”

7.7 Mechanic’s Liens. The following language is hereby added to the end of Section 10 of the Lease: “If such a lien is filed, then Tenant shall, within ten (10) days after Landlord has delivered notice of the filing thereof to Tenant (or such earlier time period as may be necessary to prevent the forfeiture of the Premises, the Complex or any interest of Landlord therein or the imposition of a civil or criminal fine with respect thereto), either: (i) pay the amount of the lien and cause the lien to be released of record; or (ii) diligently contest such lien and deliver to Landlord a bond or other security reasonably satisfactory to Landlord. If Tenant fails to timely take either such action, then Landlord may pay the lien claim, and any amounts so paid, including expenses and interest, shall be paid by Tenant to Landlord within ten (10) days after Landlord has invoiced Tenant therefor.”

7.8 Damage or Destruction. The following language is hereby added to the end of Section 12: "The rights contained in this Section 12 shall be Tenant's sole and exclusive remedy in the event of a Casualty. Tenant hereby waives the provisions of Sections 1932(2) and 1933(4) of the California Civil Code and the provisions of any successor or other law of like import."

7.9 Maintenance and Repairs. The following text shall be added to the end of Section 11 of the Lease:

"Landlord reserves the right to perform any of the foregoing maintenance or repair obligations or require that such obligations be performed by a contractor approved by Landlord, all at Tenant's expense. If Tenant fails to make any repairs to the Premises for more than fifteen (15) days after notice from Landlord (although notice shall not be required if there is an emergency, or if the area to be repaired is visible from the exterior of the Building), Landlord may, in addition to any other remedy available to Landlord, make the repairs, and Tenant shall pay the reasonable cost of the repairs to Landlord within thirty (30) days after receipt of an invoice, together with an administrative charge in an amount equal to fifteen percent (15%) of the cost of the repairs."

7.10 Indemnification. The words "and the Indemnitees" shall be added after the word "Landlord" in the first (1st), third (3rd), fourth (4th), seventh (7th), tenth (10th), thirteenth (13th) and fourteenth (14th) lines of Section 14(a). The following text shall be added at the end of Section 14(a): "As used in this Section 14, the term "**Indemnitees**" shall mean Invesco Institutional (N.A.), Inc., the Property Manager, any subsidiary or affiliate of Landlord or any of the foregoing, and their respective officers, directors, shareholders, members, partners, employees, agents, managers and contractors."

7.11 Required Joint Power Authority Coverages. Section 14(c) of the Lease is hereby deleted in its entirety and the following language is hereby substituted therefor:

"(c) Effective as of the date which is ten (10) business days following the full execution of that certain First Amendment to Lease, and continuing throughout the Term (as such Term may be extended), Tenant shall maintain the following joint power authority coverages: (A) commercial general liability coverage of not less than \$3,000,000 per occurrence, with an annual aggregate limit of not less than \$5,000,000, which shall apply on a per occurrence basis, or, following the expiration of the Extension Term, such other amounts as Landlord may from time to time reasonably require (and, if the use and occupancy of the Premises include any activity or matter that is or may be excluded from coverage under a commercial general liability policy [e.g., the sale, service or consumption of alcoholic beverages], Tenant shall obtain such endorsements to the commercial general liability policy or otherwise obtain insurance to insure all liability arising from such activity or matter [including liquor liability, if applicable] in such amounts as Landlord may reasonably require); insuring

Tenant, Landlord, Landlord's Property Manager and Invesco against all liability for injury to or death of a person or persons or damage to property arising from the use and occupancy of the Premises and (without implying any consent by Landlord to the installation thereof) the installation, operation, maintenance, repair or removal of Tenant's Off-Premises Equipment with an additional insured endorsement in form CG 20 26 11 85 (or another equivalent form approved in writing by Landlord); (B) Automobile Liability covering any owned, non-owned, leased, rented or borrowed vehicles of Tenant with limits no less than \$1,000,000 combined single limit for property damage and bodily injury; (C) All Risk Property joint power authority coverage covering the full value of all Alterations and improvements and betterments in the Premises, naming Landlord and Landlord's mortgagee as additional loss payees as their interests may appear; (D) All Risk Property coverage covering the full value of all furniture, trade fixtures and personal property (including property of Tenant or others) in the Premises or otherwise placed in the Complex by or on behalf of a Tenant Party (including Tenant's Off-Premises Equipment) it being understood that no lack or inadequacy of insurance by Tenant shall in any event make Landlord subject to any claim by virtue of any theft of or loss or damage to any uninsured or inadequately insured property; (E) contractual liability insurance sufficient to cover Tenant's indemnity obligations hereunder (but only if such contractual liability coverage is not already included in Tenant's commercial general liability joint power authority memorandum of coverage); (F) worker's compensation joint power authority coverage in amounts not less than statutorily required, and Employers' Liability coverage with limits of not less than \$1,000,000; (G) in the event Tenant performs any alterations or repairs in, on, or to the Premises, Builder's Risk on an All Risk basis (including collapse) on a completed value (non-reporting) form, or by endorsement including such coverage pursuant to Section 14(c)(C) hereinabove, for full replacement value covering all work incorporated in the Building and all materials and equipment in or about the Premises; and (H) such other coverage or any changes or endorsements to the coverage required herein, including increased limits of coverage, as Landlord, or any mortgagee or lessor of Landlord, may reasonably require from time to time. Tenant's joint power authority coverage shall provide primary coverage to Landlord and shall not require contribution by any insurance maintained by Landlord, when any policy issued to Landlord provides duplicate or similar coverage, and in such circumstance Landlord's policy will be excess over Tenant's joint power authority coverage. Tenant shall furnish to Landlord certificates of such coverages, with an additional coverage endorsement in a form approved in writing by Landlord, and such other evidence satisfactory to Landlord of the maintenance of all joint power authority coverages required hereunder at least fifteen (15) days prior to each renewal of said joint power authority coverages, and Tenant shall obtain a written obligation on the

part of the joint power authority to notify Landlord at least thirty (30) days before cancellation or a material change of any such joint power authority coverages. All such joint power authority coverages shall be in form reasonably satisfactory to Landlord. If Tenant fails to comply with the foregoing requirements or to deliver to Landlord the certificates or evidence of coverage required herein, Landlord, in addition to any other remedy available pursuant to this Lease or otherwise, may, but shall not be obligated to, obtain such insurance and Tenant shall pay to Landlord on demand the premium costs thereof, plus an administrative fee of fifteen percent (15%) of such cost. It is expressly understood and agreed that the foregoing minimum limits of insurance coverage shall not limit the liability of Tenant for its acts or omissions as provided in this Lease. As used herein, "**Tenant's Off-Premises Equipment**" shall mean any of Tenant's equipment or other property that may be located on or about the Complex (other than inside the Premises)."

7.12 Remedies. The following language is hereby added to the end of Section 20 of the Lease:

"(d) In addition, any and all remedies set forth in this Lease: (i) shall be cumulative; and (ii) may be pursued successively or concurrently as Landlord may elect. The exercise of any remedy by Landlord shall not be deemed an election of remedies or preclude Landlord from exercising any other remedies in the future."

(e) Upon any Event of Default, Tenant shall pay to Landlord all costs incurred by Landlord (including court costs and reasonable attorneys' fees and expenses) in: (i) obtaining possession of the Premises; (ii) removing and storing Tenant's or any other occupant's property; (iii) repairing, restoring, altering, remodeling or otherwise putting the Premises into condition acceptable to a new tenant; (iv) if Tenant is dispossessed of the Premises and this Lease is not terminated, reletting all or any part of the Premises (including brokerage commissions, cost of tenant finish work, and other costs incidental to such reletting); (v) performing Tenant's obligations which Tenant failed to perform; and (vi) enforcing, or advising Landlord of, its rights, remedies and recourses arising out of the Event of Default. To the full extent permitted by law, Landlord and Tenant agree the federal and state courts of the State of California shall have exclusive jurisdiction over any matter relating to or arising from this Lease and the parties' rights and obligations under this Lease.

(f) To the extent allowed by law, if Tenant is in arrears in payment of rent, Tenant waives its right, if any, to designate the items to which any payments made by Tenant are to be credited, and Landlord may apply any payments made by Tenant to such items as Landlord sees fit,

irrespective of any designation or request by Tenant as to the items to which any such payments shall be credited.

(g) To the extent allowed by law, Tenant shall not interpose any counterclaim (other than a compulsory counterclaim) in any summary proceeding commenced by Landlord to recover possession of the Premises and shall not seek to consolidate such proceeding with any action which may have been or will be brought by Tenant or any other person or entity.”

7.13 Condemnation. The following language is hereby added to the end of Section 25: “The rights contained in this Section 25 shall be Tenant’s sole and exclusive remedy in the event of a taking or condemnation. Landlord and Tenant each waives the provisions of Section 1265.130 and 1265.150 of the California Code of Civil Procedure and the provisions of any successor or other law of like import.”

7.14 Subordination. The words “within ten (10) days of receipt” shall be inserted after the word “attornment” in the last line of Section 26(a) of the Lease.

7.15 Holding Over. The words “with a Base Rent equal to one hundred seventy-five percent (175%) of the Base Rent in effect at the expiration of the term of this Lease” shall be inserted after the words “tenant-at-sufferance” in Section 31(b) of the Lease.

7.16 Additional Provisions. The following provisions are hereby added to the Lease:

“50. **Patriot Act.** (i) Tenant represents and warrants to, and covenants with, Landlord that neither Tenant nor any of its respective constituent owners or affiliates currently are, or shall be at any time during the term hereof, in violation of any laws relating to terrorism or money laundering (collectively, the “**Anti-Terrorism Laws**”), including without limitation Executive Order No. 13224 on Terrorist Financing, effective September 24, 2001 and relating to Blocking Property and Prohibiting Transactions With Persons Who Commit, Threaten to Commit, or Support Terrorism (the “**Executive Order**”) and/or the Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism Act of 2001 (Public Law 107-56) (the “**USA Patriot Act**”).

(ii) Tenant covenants with Landlord that neither Tenant nor any of its respective constituent owners or affiliates is or shall be during the term hereof a “Prohibited Person,” which is defined as follows: (A) a person or entity that is listed in the Annex to, or is otherwise subject to, the provisions of the Executive Order; (B) a person or entity owned or controlled by, or acting for or on behalf of, any person or entity that is listed in the Annex to, or is otherwise subject to the provisions of, the Executive Order; (C) a person or entity with whom Landlord is prohibited

from dealing with or otherwise engaging in any transaction by any Anti-Terrorism Law, including without limitation the Executive Order and the USA Patriot Act; (D) a person or entity who commits, threatens or conspires to commit or support "terrorism" as defined in Section 3(d) of the Executive Order; (E) a person or entity that is named as a "specially designated national and blocked person" on the then-most current list published by the U.S. Treasury Department Office of Foreign Assets Control at its official website, <http://www.treas.gov/offices/eotffc/ofac/sdn/t11sdn.pdf>, or at any replacement website or other replacement official publication of such list; and (F) a person or entity who is affiliated with a person or entity listed in items (A) through (E) above.

(iii) At any time and from time to time during the term, Tenant shall deliver to Landlord, within ten (10) days after receipt of a written request therefor, a written certification or such other evidence reasonably acceptable to Landlord evidencing and confirming Tenant's compliance with this Section 50.

51. Waiver of Trial by Jury. IN *GRAFTON PARTNERS L.P. V. SUPERIOR COURT*, 36 CAL.4TH 944 (2005), THE CALIFORNIA SUPREME COURT RULED THAT CONTRACTUAL, PRE-DISPUTE JURY TRIAL WAIVERS ARE UNENFORCEABLE. THE PARTIES, HOWEVER, ANTICIPATE THAT THE CALIFORNIA LEGISLATURE MAY ENACT LEGISLATION TO PERMIT SUCH WAIVERS IN CERTAIN CASES. IN ANTICIPATION OF SUCH LEGISLATION, LANDLORD AND TENANT HEREBY KNOWINGLY, VOLUNTARILY AND INTENTIONALLY WAIVE, AS OF THE EFFECTIVE DATE OF SUCH LEGISLATION AND TO THE EXTENT PERMITTED BY APPLICABLE REQUIREMENTS, THE RIGHT TO A TRIAL BY JURY IN RESPECT OF ANY LITIGATION BASED HEREON, ARISING OUT OF, UNDER OR IN CONNECTION WITH THIS LEASE OR ANY DOCUMENTS CONTEMPLATED TO BE EXECUTED IN CONNECTION HEREWITH OR ANY COURSE OF CONDUCT, COURSE OF DEALINGS, STATEMENTS (WHETHER ORAL OR WRITTEN) OR ACTIONS OF EITHER PARTY ARISING OUT OF OR RELATED IN ANY MANNER WITH THE PREMISES (INCLUDING WITHOUT LIMITATION, ANY ACTION TO RESCIND OR CANCEL THIS LEASE OR ANY CLAIMS OR DEFENSES ASSERTING THAT THIS LEASE WAS FRAUDULENTLY INDUCED OR IS OTHERWISE VOID OR VOIDABLE). THIS WAIVER IS A MATERIAL INDUCEMENT FOR LANDLORD TO ENTER INTO AND ACCEPT THIS LEASE. LANDLORD AND TENANT AGREE TO TAKE ALL FURTHER ACTION REQUIRED TO EFFECTUATE THEIR WAIVER UNDER SUCH LEGISLATION, INCLUDING EXECUTING ADDITIONAL DOCUMENTS SATISFYING ALL REQUIREMENTS THEREOF. Landlord and Tenant agree and intend

that this paragraph constitutes a written consent to waiver of trial by jury within the meaning of California Code of Civil Procedure Section 631(d)(2). Each party hereby authorizes and empowers the other to file this Section 51 and this Lease with the clerk or judge of any court of competent jurisdiction as a written consent to waiver of jury trial.

52. **Limitation of Landlord Liability.** The liability of Landlord (and its partners, shareholders or members) to Tenant (or any person or entity claiming by, through or under Tenant) for any default by Landlord under the terms of this Lease or any matter relating to or arising out of the occupancy or use of the Premises and/or other areas of the Building or Complex shall be limited to Tenant's actual direct, but not consequential, damages therefor and shall be recoverable only from the interest of Landlord in the Building, and Landlord (and its partners, shareholders or members) shall not be personally liable for any deficiency. Additionally, to the extent allowed by Law, Tenant hereby waives any statutory lien it may have against Landlord or its assets, including without limitation, the Building.”

8. **Deleted Provisions.** Sections 31(c) and 31(d) of the Lease are hereby deleted in their entirety and shall be of no further force or effect.

9. **Real Estate Broker.** Tenant and Landlord warrant that they have had no dealings with any broker or agent in connection with this Amendment, other than CB Richard Ellis (Landlord's Broker) and Lee & Associates (Tenant's broker). Tenant covenants to pay, hold harmless and indemnify Landlord from and against any and all cost, expense or liability for any compensation, commissions or charges claimed by any other broker or agent utilized by Tenant with respect to this Amendment or the negotiation hereof.

10. **Authority.** Tenant hereby covenants and warrants that (a) Tenant is in good standing under the laws of the State of California, (b) Tenant has full power and authority to enter into this Amendment and to perform all Tenant's obligations under the Lease, as amended by this Amendment, and (c) each person (and all of the persons if more than one signs) signing this Amendment on behalf of Tenant is duly and validly authorized to do so.

11. **No Offer.** Submission of this instrument for examination and signature by Tenant does not constitute an offer to lease or a reservation of or option for lease, and this instrument is not effective as a lease amendment or otherwise until executed and delivered by both Landlord and Tenant.

12. **Confidentiality.** Except when required to disclose this Amendment pursuant to federal or state law, Tenant acknowledges that the terms and conditions of this Amendment are to remain confidential for Landlord's benefit, and may not be disclosed by Tenant to anyone, by any manner or means, directly or indirectly, without Landlord's prior written consent. The consent by Landlord to any disclosures shall not be deemed to be a waiver on the part of Landlord of any prohibition against any future disclosure.

13. Lease in Full Force and Effect. This Amendment contains the entire understanding between the parties with respect to the matters contained herein. Each of Landlord and Tenant hereby affirms that the Lease, and all of its terms, conditions, covenants, agreements and provisions, except as hereby modified, are in full force and effect. No representations, warranties, covenants or agreements have been made concerning or affecting the subject matter of this Amendment, except as are contained herein and in the Lease. This Amendment may not be changed orally, but only by an agreement in writing signed by the party against whom enforcement of any waiver, change or modification or discharge is sought.

IN WITNESS WHEREOF, Landlord and Tenant have executed this Amendment as of the date first set forth above.

LANDLORD:

TENANT:

AVALON CENTER AT GARDEN GROVE,
INC., a Delaware corporation

COAST COMMUNITY COLLEGE
DISTRICT

By: _____
Name: _____
Its: _____

By: _____
Jim Moreno, President
Board of Trustees

MEMORANDUM

Date: November 4, 2009

To: Honorable Board of Trustees and Dr. Ding-Jo Currie

From: C.M. Brahmbhatt

Re: First Quarterly Reporting Ending September 30, 2009

The First Quarterly Report is attached for your review with the following notations:

- Projected income is 2.2% lower than last year due to State budget cuts in base apportionment.
- Projected expenses are slightly lower than last year. Transfers for retiree health benefits and capital outlay projects have been eliminated.
- The available reserve for contingency is \$13,293,671.

FTES are estimated at 37,318 for 2009/2010. While course sections have been reduced, student demand is up and classes are full. No State funds are available for growth and the district will have unfunded FTES.

If I can provide additional information, please let me know.

CMB/ms

Attachments

CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE

Quarterly Financial Status Report, CCFS-311Q
CERTIFY QUARTERLY DATA

CHANGE THE PERIOD

Fiscal Year: 2009-2010

Quarter Ended: (Q1) Sep 30, 2009

District: (830) COAST

Your Quarterly Data is ready for certification.
Please complete the fields below and click on the 'Certify This Quarter' button

Chief Business Officer

CBO Name: C.M. Brahmhatt

CBO Phone: Use format 999-555-1212
714-438-4611

CBO Signature: *C.M. Brahmhatt*
Date Signed: 10/21/09

Chief Executive Officer Name: Ding-Jo Currie

CEO Signature: *Ding Jo Currie*
Date Signed:

Electronic Cert Date:

District Contact Person

Name: Cheryl Blocker

Title: District Accounting Manager

Telephone: Use format 999-555-1212
714-438-4658

Fax: Use format 999-555-1212
714-438-4874

E-Mail: cblocker@mail.cccd.edu

Certify This Quarter

California Community Colleges, Chancellor's Office
1102 Q Street Sacramento, California 95814-6511

Send questions to:
Christine Atalig (916)327-5772 catalig@cccco.edu or Glen Campora (916)323-6899

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CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE

Quarterly Financial Status Report, CCFS-311Q
CERTIFY QUARTERLY DATA

CHANGE THE PERIOD 

Fiscal Year: 2009-2010

Quarter Ended: (Q1) Sep 30, 2009

District: (830) COAST

Your Quarterly Data is Certified for this quarter.

Chief Business Officer

CBO Name: C.M. Brahmhatt

CBO Phone: 714-438-4611

CBO Signature: _____

Date Signed: _____

Chief Executive Officer Name: Ding-Jo Currie

CEO Signature: _____

Date Signed: _____

Electronic Cert Date: 10/29/2009

District Contact Person

Name: Cheryl Blocker

Title: District Accounting Manager

Telephone: 714-438-4658

Fax: 714-438-4874

E-Mail: cblocker@mail.cccd.edu

California Community Colleges, Chancellor's Office
1102 Q Street Sacramento, California 95814-6511

Send questions to:
Christine Atalig (916)327-5772 atalig@cccco.edu or Glen Campora (916)323-6899 gcampora@cccco.edu

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CALIFORNIA COMMUNITY COLLEGES CHANCELLOR'S OFFICE

Quarterly Financial Status Report, CCFS-311Q
VIEW QUARTERLY DATA

CHANGE THE PERIOD

Fiscal Year: 2009-2010

Quarter Ended: (Q1) Sep 30, 2009

District: (830) COAST

Line	Description	As of June 30 for the fiscal year specified			
		Actual 2006-07	Actual 2007-08	Actual 2008-09	Projected 2009-2010
I. Unrestricted General Fund Revenue, Expenditure and Fund Balance:					
A.	Revenues:				
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	186,667,206	190,014,290	190,567,016	186,390,599
A.2	Other Financing Sources (Object 8900)	11,182	2,448	3,075	0
A.3	Total Unrestricted Revenue (A.1 + A.2)	186,678,388	190,016,738	190,570,091	186,390,599
B.	Expenditures:				
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	170,280,324	188,498,979	191,053,827	191,367,639
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	6,728,540	6,710,979	2,020,556	207,032
B.3	Total Unrestricted Expenditures (B.1 + B.2)	177,008,864	195,209,958	193,074,383	191,574,671
C.	Revenues Over(Under) Expenditures (A.3 - B.3)	9,669,524	-5,193,220	-2,504,292	-5,184,072
D.	Fund Balance, Beginning	19,125,024	28,794,303	23,601,080	21,096,788
D.1	Prior Year Adjustments + (-)	-245	-3	0	0
D.2	Adjusted Fund Balance, Beginning (D + D.1)	19,124,779	28,794,300	23,601,080	21,096,788
E.	Fund Balance, Ending (C. + D.2)	28,794,303	23,601,080	21,096,788	15,912,716
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	16.3%	12.1%	10.9%	8.3%

II. Annualized Attendance FTES:

G.1	Annualized FTES (excluding apprentice and non-resident)	34,781	35,614	37,299	37,318
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III. Total General Fund Cash Balance (Unrestricted and Restricted)

	As of the specified quarter ended for each fiscal year			
	2006-07	2007-08	2008-09	2009-2010
Cash, excluding borrowed funds	0	25,683,115	8,343,672	25,539,870

H.1					
H.2	Cash, borrowed funds only		0	0	0
H.3	Total Cash (H.1+ H.2)	30,476,084	25,683,115	8,343,672	25,539,870

IV. Unrestricted General Fund Revenue, Expenditure and Fund Balance:

Line	Description	Adopted Budget (Col. 1)	Annual Current Budget (Col. 2)	Year-to-Date Actuals (Col. 3)	Percentage (Col. 3/Col. 2)
I.	Revenues:				
I.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	186,390,599	186,390,599	40,356,046	21.7%
I.2	Other Financing Sources (Object 8900)	0	0	307	
I.3	Total Unrestricted Revenue (I.1 + I.2)	186,390,599	186,390,599	40,356,353	21.7%
J.	Expenditures:				
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	191,202,154	191,367,639	31,999,548	16.7%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	207,032	207,032	72,616	35.1%
J.3	Total Unrestricted Expenditures (J.1 + J.2)	191,409,186	191,574,671	32,072,164	16.7%
K.	Revenues Over(Under) Expenditures (I.3 - J.3)	-5,018,587	-5,184,072	8,284,189	
L	Adjusted Fund Balance, Beginning	21,096,788	21,096,788	21,096,788	
L.1	Fund Balance, Ending (C. + L.2)	16,078,201	15,912,716	29,380,977	
M	Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3)	8.4%	8.3%		

V. Has the district settled any employee contracts during this quarter? **NO**

If yes, complete the following: (If multi-year settlement, provide information for all years covered.)

Contract Period Settled (Specify) YYYY-YY	Management		Academic				Classified	
	Total Cost Increase	% *	Permanent		Temporary		Total Cost Increase	% *
			Total Cost Increase	% *	Total Cost Increase	% *		
a. SALARIES:								
Year 1:								
Year 2:								
Year 3:								

b. BENEFITS:								
	Year 1:							
	Year 2:							
	Year 3:							

* As specified in Collective Bargaining Agreement or other Employment Contract

c. Provide an explanation on how the district intends to fund the salary and benefit increases, and also identify the revenue source/object code.

VI. Did the district have significant events for the quarter (include incurrence of long-term debt, settlement of audit findings or legal suits, significant differences in budgeted revenues or expenditures, borrowing of funds (TRANS), issuance of COPs, etc.)? NO

If yes, list events and their financial ramifications. (Enter explanation below, include additional pages if needed.)

VII. Does the district have significant fiscal problems that must be addressed? This year? YES
Next year? YES

If yes, what are the problems and what actions will be taken? (Enter explanation below, include additional pages if needed.)

CURRENT YEAR District spent \$5.8 million from reserve/ending balance to balance the current year budget. This will result in significant deficit spending for current year.
 NEXT YEAR/FUTURE YEARS District is experiencing \$38 million budget shortfall over next 3 years. Significant measures are recommended including but not limited to renegotiate employee contract, amend health benefits, districtwide hiring slowdown and early cutoff for all purchases to mitigate some of the shortfall for future years.
 ATTACHMENT Budget Shortfall Forecast for Future Years as of 8/10/09.

Budget Shortfall Forecast for Future Years as of 8/10/09

	2010-11	2011-12	2012-13
A) 2009-10 Budget Reduction (covered by one-time funds)	\$ 5,822,688	\$ 5,822,688	\$ 5,822,688
Estimated Mandatory Increase (1%)			
STRS	\$ 540,000	\$ 1,080,000	\$ 1,080,000
PERS	\$ 430,000	\$ 860,000	\$ 860,000
	<u>\$ 6,792,688</u>	<u>\$ 7,762,688</u>	<u>\$ 7,762,688</u>
B) To Protect Categorical Contract Employees	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000
C) Negotiable Items			
Salary Increase			
CFE	\$ 400,000	unknown	unknown
CFE/Classified	unknown	unknown	unknown
CCA	unknown	unknown	unknown
CDMA/Other	unknown	unknown	unknown
Health Benefits	\$ 600,000	\$ 1,200,000	\$ 1,800,000
Step & Column	\$ 1,200,000	\$ 2,400,000	\$ 3,600,000
	<u>\$ 2,200,000</u>	<u>\$ 3,600,000</u>	<u>\$ 5,400,000</u>
TOTAL SHORTFALL	<u>\$ 10,492,688</u>	<u>\$ 12,862,688</u>	<u>\$ 14,662,688</u>
CUMULATIVE SHORTFALL	<u>\$ 10,492,688</u>	<u>\$ 23,355,376</u>	<u>\$ 38,018,064</u>

Assumptions

- There will be no COLA or Growth Funds available for next 3 years.
- PERS and STRS increase for next two years is limited to 1%.
- Faculty contract will expire June 30, 2011. Health benefits and automatic step/column increases will continue in future years.
- CFE/Classified and CCA Contract will expire June 30, 2010. Health benefits and automatic step/column increases will continue in future years.
- District will backfill categorical contract employees up to \$1.5 million to protect contract employees' jobs and services.

Coast Community College District Financial Status Report

First Quarterly Report Fiscal Year 2009/2010

<u>Object</u>	<u>Description</u>	<u>Beginning Balance</u>	<u>Year-to-Date Transactions</u>	<u>Ending Balance</u>
9110	CASH IN COUNTY TREASURY	28,292,924	-5,101,262	23,191,662
9120	CASH IN BANKS	2,295,928	-194,259	2,101,668
9125	CASH COLLECTN AWAITG DEPOSIT	873,859	-873,759	100
9130	REVOLVING CASH FUND	212,961	33,479	246,440
9150	INVESTMENTS	79	0	79
9160/9169	ACCOUNTS RECEIVABLE	18,871,452	-10,634,555	8,236,897
9170	DUE FROM OTHER FUNDS	4,044,061	-3,974,061	70,000
9220	PREPAID EXPENSES	224,705	-224,705	0
9230	PREPAID EXPENSE/MID-MONTH	0	847,385	847,385
Total Assets		54,815,967	-20,121,737	34,694,231

<u>Object</u>	<u>Description</u>	<u>Beginning Balance</u>	<u>Year-to-Date Transactions</u>	<u>Ending Balance</u>
9510	ACCOUNTS PAYABLE	1,672,408	-1,233,434	438,974
9511	MISC ACCRUALS YR-END	6,691,554	-6,081,810	609,743
9512	DEPOSIT REFUNDABLE	99	0	99
9514	ACCRUED PAYROLL PAYABLES	233,947	-233,947	0
9519	ACCTS PAYABLE ACCRUALS	286,247	-139,068	147,178
9520	DUE TO OTHER FUNDS	14,743,312	-14,743,312	0
9540	DEFERRED INCOME	9,293,002	-9,293,002	0
9541	CAPITAL LEASES	0	0	0
9550	SUMMER PAY WITHHELD	55,003	-50,510	4,494
9552	CALIF USE TAX PAYABLE	2,152	533	2,685
9555	CA NON-RESIDENT W/H PAYABLE	0	0	0
9571	ACCRUED VACATION	741,457	0	741,457
Total Liabilities		33,719,180	-31,774,549	1,944,631

<u>Object</u>	<u>Description</u>	<u>Beginning Balance</u>	<u>Year-to-Date Transactions</u>	<u>Ending Balance</u>
9711	NON-DESIGNATED FUND BALANCE	23,601,080	-2,504,292	21,096,788
9712	YEAR END APPROPRIATIONS	0	0	0
9713	ACCOUNTS RECEIVABLE ADJUSTMTS	0	0	0
9714	ACCOUNTS PAYABLE ADJUSTMENTS	0	0	0
		<u>23,601,080</u>	<u>-2,504,292</u>	<u>21,096,788</u>
	Fund Balance as of September 30, 2009			21,096,788
	Plus Total Revenues			47,911,125
	Less Total Expenditures			36,260,975
9910	Plus Suspense Clearing			2,662
9918	Less Suspense A Payroll			0
9919	Less Suspense B Payroll			0
	Fund Balance as of September 30, 2009			<u>32,749,600</u>

<u>Object</u>	<u>Description</u>	<u>Adjusted Budget</u>	<u>Actual</u>
8120	HIGHER EDUCATION ACT	1,566,447	9,496
8130	WORKFORCE INVESTMENT ACT	6,619,008	109,905
8140	TANF-TRANSITIONL ASSIST TO NEEDY FAMILIES	129,844	22,962
8170	VOC&APPLIED TECH EDUCATION ACT	2,122,718	0
8199	OTHER FEDERAL REVENUE	226,237	18,193
Sub Total	8100 FEDERAL REVENUE	10,664,254	160,556
8612	STATE GENERAL APPORTIONMENT	65,000,000	15,096,944
8619	OTHER GENERAL APPORTIONMENTS	1,158,678	263,000
8622	EXTENDED OPPORTUNITY PROG &SVS	2,897,239	601,501
8623	DISABLED STUDENTS PROGRAMS&SVS	2,339,831	420,074
8624	CALWORKS	687,146	99,252
8625	TELE TECH INFRASTRUCTURE PROG TTIP	116,520	116,520
8629	OTHER CATEGORICAL APPORTIONMT	8,375,597	3,877,741
8653	INSTRUCTIONAL IMPROVEMENT GRT	256	256
8654	MIDDLE COLLEGE	151,692	14,923
8659	OTHER CATEGORICAL PROGRAMS	919,413	11,147
8672	HOMEOWNERS PROPERTY TAX RELIEF	700,000	0
8681	STATE LOTTERY PROCEEDS	4,833,274	182,969
8682	STATE MANDATED COSTS	0	0
Sub Total	8600 STATE REVENUE	87,179,646	20,684,327
8811	DISTRICT TAXES - SECURED ROLL	77,400,000	234,475
8812	DISTRICT TAXES-SUPPLEMNTL ROLL	2,000,000	516,021
8813	DISTRICT TAXES-UNSECURED ROLL	3,000,000	0
8816	DISTRICT TAXES-PRIOR YEAR	4,000,000	5,961,147
8817	EDU REVENUE AUGUMENTATION FUND	0	374,084
8818	REDEVELOPMENT PROPERTY TAXES	400,000	202,161
8831	CONTRACT INSTRUCTION	1,300,000	4,645,283
8840	SALES	100,000	7,459
8850	RENTALS	1,822,000	73,208
8861	INTEREST & INVESTMENT INCOME	600,000	134,432

<u>Object</u>	<u>Description</u>	<u>Adjusted Budget</u>	<u>Actual</u>
8871	CHILD DEVELOPMENT SERVICES	501,000	104,993
8874	ENROLLMENT FEES	14,300,000	7,311,708
8876	HEALTH FEES	1,787,538	1,395,395
8877	INSTRUCT MATERIAL FEES	755,606	340,603
8879	STUDENT RECORDS	230,000	36,847
8880	NON RESIDENT TUITION	6,955,000	4,728,293
8881	PARKING FEES	1,791,979	318,701
8889	OTHER STUDENT FEES	119,721	281,305
8892	TELECOURSE REVENUE	865,700	150,000
8893	PARKING FINES	471,000	86,200
8899	OTHER LOCAL INCOME	1,422,711	163,622
Sub Total	8800 LOCAL REVENUE	119,822,255	27,065,935
8912	SURPLUS PROPERTY SALES	0	307
8914	GAIN ON SALE OF ASSESTS	0	0
8981	INTERFUND TRANSFERS	0	0
Sub Total	8900 OTHER FINANCING SOURCES	0	307
	TOTAL REVENUE	217,666,155	47,911,125

<u>Object</u>	<u>Description</u>	<u>Adjusted Budget</u>	<u>Actual</u>
1100	INSTRUCTORS REG CONTRACT	38,691,207	7,382,033
1200	NON-INSTRUCTNL REG CONTRACT	16,587,926	3,631,774
1300	INSTRUCTORS HOURLY	20,086,448	4,290,886
1400	NON-INSTRUCTNL HOURLY	2,674,456	645,188
Sub Total	1000 CERTIFICATED SALARIES	78,040,037	15,949,881
2100	NON-INSTR CLASSIF REG CONTRACT	46,360,593	7,205,790
2200	INSTR CLASSIF REG CONTRACT	3,979,806	540,684
2300	NON-INSTRUCTIONAL, HOURLY	5,531,042	827,753
2400	INSTRUCTIONAL HOURLY	1,066,875	99,412
Sub Total	2000 CLASSIFIED SALARIES	56,938,316	8,673,639
3000	EMPLOYEE BENEFITS	3,023,633	-85,129
3100	STRS-STATE TEACHERS RETIREMENT	4,080,691	-35,463
3200	PERS-PUBLIC EMPLOYEES RETIREMENT	5,104,319	843,795
3300	OASDI-OLD AGE/SURVIVORS/DISABILTY INS	4,619,704	782,769
3400	HEALTH & WELFARE BENEFITS	19,059,376	-369,510
3500	STATE UNEMPLOYMENT INS	306,951	-27,325
3600	WORKERS COMPENSATION INS	1,739,718	196,622
3700	LOCAL RETIREMENT SYSTEM	8,844,800	2,653,440
3900	OTHER BENEFITS	0	0
Sub Total	3000 STAFF BENEFITS	46,779,192	3,959,199

<u>Object</u>	<u>Description</u>	<u>Adjusted Budget</u>	<u>Actual</u>
4200	OTHER BOOKS	26,262	2,826
4300	INSTRUCTINL SUPPLIES	4,710,496	647,091
4400	MEDIA SUPPLIES	55,098	181
4600	FUEL, OIL & REPAIR PARTS	545,727	51,520
4900	OTHER SUPPLIES	0	0
Sub Total	4000 BOOKS, SUPPLIES & MATERIALS	5,337,583	701,618
5000	INDIRECT EXPENSE CHARGEBACK	357,899	8,033
5100	PERSONAL AND CONSULTANT SERVICES	1,050,800	50,663
5200	TRAVEL AND CONFERENCES	926,429	51,147
5300	DUES AND MEMBERSHIP	335,487	159,428
5400	INSURANCE	1,399,877	1,135,707
5500	UTILITIES	5,324,598	922,456
5600	RENT, LEASES AND REPAIRS	7,413,738	2,049,233
5700	LEGAL, ELECTION AND AUDIT EXPENSES	1,766,980	518,931
5800	OTHER OPERATING EXPENSES AND SERVICES	7,223,200	1,069,253
5900	OTHER	5,000,451	0
Sub Total	5000 CONTRACT SERVICES, OPERATING EXPENSES	30,799,459	5,964,851
6100	SITE IMPROVEMENTS	50,851	8,037
6200	BUILDING IMPROVEMENTS	100,108	412,160
6300	BOOKS (NEW)	98,055	21,277
6400	EQUIPMENT AND LEASE PURCHASE	2,556,358	304,166
Sub Total	6000 CAPITAL OUTLAY	2,805,372	745,640
7300	INTERFUND TRANSFER OUT	235,032	67,898
7500	STUDENT FINANCIAL AID	123,743	11,822
7600	OTHER PAYMENTS TO OR FOR STUDENTS	1,791,493	186,427
7900	RESERVE FOR CONTINGENCIES (BUDGET ONLY)	15,912,716	0
Sub Total	7000 OTHER OUTGO & RESERVES	18,062,984	266,148
	TOTAL EXPENDITURES	238,762,943	36,260,975

Coast Community College District

First Quarterly Report

2009-2010

All Funds

Fund	General	Child Development	GO Bond	Capital Outlay	Insurance Services	N/R Reimb Operations	Total
Assets	34,694,231	169,242	81,421,086	6,044,744	31,693,699	-299,598	153,723,403
Due To System Posting	0	0	0	0	0	0	0
Liabilities	1,944,631	70,000	412,458	14,599	572	1,567,581	4,009,841
Due To/From System Posting	0	0	0	0	0	0	0
Fund Balance	<u>32,749,600</u>	<u>99,242</u>	<u>81,008,628</u>	<u>6,030,145</u>	<u>31,693,126</u>	<u>-1,867,179</u>	<u>149,713,563</u>
Beginning Balance	21,096,788	2	99,248,850	5,675,499	36,809,087	0	162,830,226
Income							
Adopted Budget	236,483,631	1,402,321	1,300,000	1,990,000	39,103,000	12,275,613	292,554,565
Actual	47,911,125	281,706	364,958	750,908	4,181,363	2,133,205	55,623,265
%	20.26%	20.09%	28.07%	37.73%	10.69%	17.38%	0
Expenses							
Adopted Budget	236,483,631	34,373,000	100,548,850	7,665,499	34,373,000	12,275,613	425,719,593
Actual	36,260,975	182,466	18,594,260	407,182	9,297,324	4,000,384	68,742,591
%	15.33%	0.53%	18.49%	5.31%	27.05%	32.59%	0
Suspense Clearing	2,662	0	-10,920	10,920	0	0	2,662
Accrual Adjustments	0	0	0	0	0	0	0
Audit Adjustments	0	0	0	0	0	0	0
Fund Balance	<u>32,749,600</u>	<u>99,242</u>	<u>81,008,628</u>	<u>6,030,145</u>	<u>31,693,126</u>	<u>-1,867,179</u>	<u>149,713,562</u>

Boat Trade Agreement between The Regents of the University of California and Orange Coast College

This agreement is entered into between **The Regents of the University of California**, a California constitutional corporation, on behalf of the University of California, Irvine campus (hereinafter "UCI") and **Orange Coast College**, a community college located in Orange County California, "OCC" for the mutual benefit of both parties. The parties agree to exchange the use of a boat, specifically identified as a Catamaran launch CF 3460Xs, registration number is GPRSCAT7A594 hereinafter "Boat") belonging to "UCI" in exchange Orange Coast College will repair, maintain and store the boat.

Value of Trade

The parties agree that the value of this trade is approximately \$150 per month for each party. Given the amount is equal; no monies shall change hands between the parties.

Use of "Boat" by "OCC"

Use of the "Boat" shall be limited solely to employees, instructors and students of "OCC" authorized by the "OCC" sailing program who shall ensure that the operator is appropriately trained and licensed to operate the "Boat". The "Boat" shall not be taken more than 30 miles from **Newport Harbor**. The "Boat" may not be used overnight or as living quarters. The "Boat" shall not be loaned, rented, leased or otherwise be operated by any party other than those listed above. "OCC" shall be responsible for all costs, fees, fines, consumables or charges incurred as a result of its operation of the "Boat"

Term of Agreement

This agreement shall begin on the date of final execution and shall commence for a period of 6 months and may be extended for subsequent 6 month terms with the written consent of the parties.

Damages to "Boat"

Should the "Boat" become damaged or destroyed during the term of this agreement and regardless of the cause. "OCC" agrees to reimburse "UCI" for the cost of reasonable repairs or replacement at Market Value estimated to be \$8,000.

Inspection

"OCC" agrees that it shall inspect the "Boat" prior to each use and resolve any problems prior to use. "OCC" agrees that it will not use the "Boat" if it finds any item to be dangerous or unsafe. "OCC" understands that the "Boat" is currently in need of repairs and is not seaworthy at the onset of this agreement. "OCC" has a duty to inspect the vessel and effectuate repairs prior to its use, it is understood and agreed that "UCI" shall not be responsible to for any injuries or damages caused by a lack of maintenance regardless of whether it was known to "UCI". "OCC" agrees to indemnify "UCI" for any claim for injury or damages related to the maintenance, operation or use of "Boat" during the term of this agreement.

Insurance

"OCC" shall at all times and at its own cost maintain a policy of Protection and Indemnity insurance covering the liability to third parties created through its use of the "Boat". This policy shall be primary and non-contributing to any insurance policy or self-insurance maintained by "UCI." This policy shall contain limits of no less than \$1,000,000 per occurrence and name "The Regents of the University of California" as additional insured. A certificate of insurance evidencing such coverage shall be provided to "UCI".

Assignment

The obligations of the parties pursuant to this Agreement shall not be assigned without the prior written consent of the parties.

Indemnification

OCC, shall defend, indemnify and hold **THE REGENTS OF THE UNIVERSITY OF CALIFORNIA**, its officers, employees, and agents harmless from and against any and all liability, loss, expense (including reasonable attorneys' fees), or claims for injury or damages arising out of the performance of this Agreement but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of OCC, its officers, employees, or agents.



ACCESS AGREEMENT FOR PROVIDERS AND AGENCIES

The California Immunization Registry (CAIR) is a computer-based immunization tracking system developed to assist medical providers and other approved agencies to track and review immunization information for individuals, assess immunization needs and remind/recall patients, avoid unnecessary or redundant immunizations, and control disease outbreaks. Information in CAIR is only available to authorized providers/agencies and local health departments in California, and the California Department of Public Health. This Agreement will allow the Provider/Agency to create, view, update, and monitor immunization information in CAIR under the conditions listed below.

Name of Provider/Agency: Coast Community College District

Number of Sites: 2 (If more than one site, please attach a list of sites covered by this agreement)

Street Address: 1370 Adams Ave.

City: Costa Mesa State: CA Zip: 92626

Phone: 714-432-5808 Fax: 714-432-5097 Email: sworden@pcc.cccd.edu

As conditions for participating in CAIR, the above Provider/Agency agrees to:

- Comply with California Health and Safety Code Section 120440 regarding immunization registry use, as well as State and Federal laws and HIPAA regulations regarding maintaining the confidentiality of patient information.
- Ensure Provider/Agency staff receive appropriate CAIR training prior to accessing information in CAIR.
- Access information in CAIR only as needed to perform immunization-related activities for individuals presenting to Provider/Agency for services.
- Safeguard and ensure no sharing of assigned passwords.
- Ensure no misuse or wrongful disclosure of information in CAIR by Provider/Agency staff.
- Enter accurate and timely data and to not knowingly enter invalid or false data into CAIR.
- Provide disclosure to individuals or their parents/guardians and record in CAIR their decisions about sharing information. Written disclosure is highly recommended.
- Report any activity that may compromise the protection and privacy of the information in CAIR.

Signing this form designates agreement to be a participating Provider/Agency and a CAIR authorized user. CAIR reserves the right to terminate this agreement if Provider/Agency or its staff violate this agreement or use the system in an unauthorized manner. This agreement will remain in effect until terminated by either party.

DISTRICT

INDEPENDENT CONTRACTOR

President, Board of Trustees
Coast Community College District

Name _____
Title _____
Social Security No. or Federal ID number _____

Dated: _____

Dated _____

COAST COMMUNITY COLLEGE DISTRICT
STUDENT HEALTH CENTERS

Orange Coast College
Student Health Services
2701 Fairview Rd.
Costa Mesa, CA 92626
714-432-5808
Director: Sylvia Worden, MSN

Golden West College
Student Health Services
15744 Golden West St.
Huntington Beach, CA 92647
714-895-8379
Director: Rob Bachmann, MN

Fax or mail the completed Access Agreement to:
CAIR Los Angeles-Orange Region
3530 Wilshire Blvd., Suite 700, Los Angeles, CA 90010
Fax: (213) 351-2784

Community College Library Consortium

A joint endeavor of the Council of Chief Librarians and Community College League of California

Master Renewal Order: Fall 2009

Name of Institution: Orange Coast College
Name of Primary: Lori Cassidy
Address: PO Box 5005
City/State/Zip: Costa Mesa, CA 92628-5005

AcctN
169

This order lists the database(s) ordered through the consortium during the Fall 2008 renewal cycle. All databases have a contract term of January 1, 2010 through December 31, 2010 for 12 months.

Please cross out any databases your library does not wish to renew. The invoice will reflect any changes. Colleges that have advance/deposit payments should let us know on this Master Renewal Form that they want to use the funds for these database products. Return this form, with the authorized signature, no later than November 13, 2009. Once the order has been submitted to the Community College League, subscriptions may not be withdrawn. Please fax back to 888-821-1564.

The renewal process is NOT automatic. After this renewal order is received and processed, an invoice will be sent to you and the order placed with the vendor. To order a new database, an individual subscription form must be submitted. See the web site, www.cclibraries.org, for all the databases offered through the consortium. For questions, contact Sarah Raley, 951-776-9788 or sarahraley@ccleague.org.

List of databases to renew for Fall 2009

<i>Vendor</i>	<i>Database</i>	<i>2010 Cost</i>
Baker & Taylor	Title Source Gold	\$1,183.00
Baker & Taylor	Title Source, Gold-additional ID's	\$684.00
	3 additional users	
Gale	Academic One File Upgrade Pkg	\$24,408.00
Gale	Literature Resource Center	\$8,639.00
Gale	Opposing Viewpoint Resource Ctr-unlimited	\$9,229.00
Gale	Science Resource Center	\$4,366.00
Netlibrary	eBook Collection-9th	\$6,100.00
Oxford University Press	Grove Music Online	\$1,924.00
ProQuest	Los Angeles Times - current	\$5,975.00
	Total:	\$62,508.00

We would like to apply the \$7,047.00 credit we have with Gale to this renewal.

Signature of person authorized to commit for purchase: _____

Print Name and title: _____

Email _____ Phone number: _____ Fax: _____



COMMUNITY COLLEGE LEAGUE
OF CALIFORNIA

October 19, 2009

Lori Cassidy
Orange Coast College
PO Box 5005
Coast Mesa, CA. 92628

Dear Ms. Cassidy,

This letter is to verify that Orange Coast College currently has \$7047 as a credit with Gale Cengage to use towards a future purchase from the company. If you wish to utilize the credit with your fall renewal with CCLC, please note on the renewal form that you wish to apply it to the invoice. All renewal notices, with authorized signature, should be received no later than November 13, 2009.

If you have any questions, please contact me at 951-776-9788.

Sincerely,

A handwritten signature in black ink, appearing to read "Sarah Raley", with a long, sweeping flourish extending to the right.

Sarah Raley
Consortium Director

JOINT POWERS AGREEMENT CONCERNING

MAIL DELIVERY

THIS AGREEMENT is made and entered into by, between, and among the public educational agencies which have elected to unite in the joint powers entity hereby created, and those public educational agencies which may hereafter elect to join.

WITNESSETH

WHEREAS, it has been determined by the parties which are signatories hereto that there exists a need for a County-wide system for the delivery of letters and such other materials as the parties may require in order to conduct business; and

WHEREAS, the services to be provided jointly hereunder will result in benefits to each of the parties hereto, at a lower cost than if such services were separately provided in another manner; and

WHEREAS, 39 Code of Federal Regulations, section 310.3(b)(3) authorizes a joint entity, with joint employees who share directly in the revenues and expenses of the entity, to carry the letters of the joint entity; and

WHEREAS, Title 1, Division 7, Chapter 5, Article 1 (Sections 6500, et seq.) of the California Government Code authorizes two or more public agencies to join together for common purposes;

NOW, THEREFORE, for and in consideration of the mutual advantages to be derived herefrom, and in consideration of the execution of this Agreement by other public educational agencies, each of the parties hereto does agree as follows:

1. CREATION OF THE JOINT POWERS ENTITY

A public entity, separate and apart from the parties to this Agreement, is hereby created and shall be designated as the Orange County School District Courier Service (hereinafter "Entity").

2. FUNCTIONS OF THE ENTITY

The Entity is established for the purpose of operating and maintaining a County-wide system for the delivery of letters and other materials which are necessary for the conduct of business. The functions of the Entity include:



- a. Selection, employment and compensation of a sufficient number of delivery drivers, substitute delivery drivers, and such other personnel as may be necessary to provide for an efficient and economical delivery system.
- b. Acquisition and maintenance of delivery vehicles.
- c. Establishment of delivery routes.
- d. Provision of such other services, equipment and materials as may be necessary for a County-wide delivery system.

3. TERM OF AGREEMENT

This Agreement shall be effective upon execution hereof, and shall continue in effect until terminated as provided herein. In the event of a reorganization of one or more of the public educational agencies participating in this Agreement, the successor in interest to the obligations of any such reorganized agency shall be substituted as a party or parties to this Agreement.

4. MEMBERSHIP

In addition to the public educational agencies which are parties to this Agreement, other public educational agencies may become parties hereto pursuant to the Bylaws of the Entity.

5. EXECUTIVE COMMITTEE

There shall be a seven (7) member Executive Committee.

By executing this Agreement, the governing board of each participant hereby authorizes its district superintendent, or district superintendent's designee, to vote for six (6) members of the Executive Committee. The Orange County Superintendent of Schools (hereinafter "Superintendent") shall appoint the seventh member.

The member appointed by the Superintendent shall serve an indefinite term. The three (3) members elected by the districts with the highest number of votes will serve an initial term ending June 30, 2002. The remaining three (3) members shall serve an initial term ending June 30, 2000. Thereafter, as terms expire, election shall be held for terms of four (4) years. If for any reason a member is not able to complete a term, remaining members may appoint a new member for the duration of the term. A member of the Executive Committee can be removed by a majority vote of the participants' district superintendents. The member appointed by the Superintendent can be removed by the Superintendent.

The Executive Committee shall develop and publish Bylaws governing the establishment and maintenance of the delivery system. A copy of said Bylaws will be provided to each of the parties hereto. Each party to this Agreement agrees to comply with and be bound by the provisions of said Bylaws and further agrees that the Entity will be operated pursuant to this Agreement and the Bylaws.

6. ADMINISTRATIVE ENTITY

The Orange County Superintendent of Schools (hereinafter "Superintendent") shall administer this Agreement. The Superintendent shall exercise the functions of the Entity, and shall possess powers which include but are not limited to the following:

- a. To make and enter contracts.
- b. To employ agents and employees.
- c. To acquire, construct, manage, maintain or operate any building, works or improvements.
- d. To acquire, hold or dispose of property.
- e. To incur debts, liabilities or obligations.
- f. To sue and be sued in the name of the Entity.

7. TREASURER/AUDITOR

An employee of the Superintendent shall be designated as the Treasurer/Auditor of the Entity. The Treasurer/Auditor shall be the depositary and have custody of all the money of the Entity, from whatever source. The Treasurer/Auditor shall:

- a. Receive and receipt for all money of the Entity and deposit it in the County School Service Fund to the credit of the Entity.
- b. Be responsible for the safekeeping and disbursement of all money of the Entity so held by the Treasurer/Auditor.
- c. Pay, when due, out of money of the Entity so held by the Treasurer/Auditor, all sums payable by the Entity only upon warrants authorized by the Treasurer/Auditor and drawn by the Treasurer of Orange County or the Treasurer's authorized representative.

- d. Verify and report in writing on the first day of July, October, January, and April of each year to the parties to this Agreement the amount of money held for the Entity, the amount of receipts since the last report, and the amount paid out since the last report.

8. ACCOUNTS AND RECORDS

a. Accountability:

The Treasurer/Auditor shall have the duty to maintain at all times strict accountability of all funds received and disbursed. The Treasurer/Auditor shall cause to be kept proper accounts and records in which complete and detailed entries shall be made of all transactions including all receipts and disbursements. Such accounts and records shall be kept in accordance with applicable law and generally accepted accounting principles. Said accounts and records shall be subject to inspection at any reasonable time by representatives of each of the parties to this Agreement.

b. Audit:

The Superintendent shall contract with a certified public accountant or public accountant to make an annual audit of the accounts and records of the Entity. The minimum requirements of the audit shall be those prescribed by the State Controller for special districts under Section 26909 of the Government Code and shall conform to generally accepted auditing standards. Reports of such audits shall be filed as public records with each of the parties to this Agreement and also with the Auditor for Orange County. Such reports shall be filed within twelve (12) months of the end of the fiscal year or years under examination. Any costs of the audit, including contracts with, or employment of certified public accountants, shall be borne by the Superintendent and shall be a charge against any unencumbered funds of the Superintendent available for the purpose.

9. PAYMENTS

- a. Each participant agrees to pay to the Superintendent the sum of thirteen dollars (\$13) per day (round trip) for two hundred forty (240) days per year for a total sum of three thousand one hundred twenty dollars (\$3,120) per year. The Superintendent shall prepare an invoice for the services performed and submit the invoice to each participant prior to July 1 of each year. Payment shall be made annually, on or before August 15 of that fiscal year. Payment shall be mailed to: Orange County Superintendent of Schools, 200 Kalmus Drive, Costa Mesa, California 92628-9050, or to such other place as the Superintendent may designate in writing.

- b. Each fiscal year, the Executive Committee shall reevaluate the cost of the delivery service. On or before May 15 of the second and each succeeding year of this Agreement, the Executive Committee shall report to each participant the amount that has been determined to be paid for the ensuing year. Said amount shall be paid by the participant on or before August 15, unless the participant has given notice of its intention to withdraw from the County-wide delivery service pursuant to Section 10 of this Agreement.

10. WITHDRAWAL

Any participant may withdraw from this Agreement and from the Entity hereby formed by giving written notice of its intention to do so on or before March 15 of the then current fiscal year. The withdrawal of the participant will be effective on July 1 of the next fiscal year.

11. TERMINATION OF AGREEMENT

This Agreement may be terminated, except for the purposes of winding up the affairs of the Entity, effective at the end of any fiscal year by the affirmative action of all the public educational agencies then parties to the Agreement. The inclusion of additional parties to this Agreement or the withdrawal of some but not all of the parties to this Agreement shall not be deemed a dissolution of the Entity or a termination of this Agreement.

12. DISPOSITION OF PROPERTY AND FUNDS

In the event of the dissolution of the Entity, or the complete rescission or other final termination of this Agreement, any property interest remaining in the Entity following a discharge of all obligations shall be returned in proportion to the contributions made by the then parties to the Agreement.

13. SEVERABILITY

Should any portion, term, condition or provision of this Agreement be decided by a court of competent jurisdiction to be illegal or in conflict with the laws of the State of California, or be otherwise rendered unenforceable or ineffectual, the validity of the remaining portions, terms, conditions and provisions shall not be affected thereby.

14. LIABILITY

Pursuant to the provisions of Section 895.4 of the Government Code, each party hereto agrees to indemnify and hold the other parties harmless from all liability for damage, actual or alleged, to persons or property arising out of or resulting from negligent acts or omissions of the indemnifying party.

The Entity may insure itself, to the extent deemed necessary by the Executive Committee, against loss, liability and claims arising out of or connected with this Agreement.

15. AMENDMENTS

This Agreement may be amended by a simple majority vote of all parties to the Agreement. Any such amendment shall be effective upon the date of execution thereof, unless otherwise provided in the amendment.

16. EXECUTION

This Agreement may be executed by each participant on a separate copy thereof with the same force and effect as through all participating agencies had executed a single original copy.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed by their authorized officers hereunto duly authorized as set forth herein below.

On this _____ day of _____, 199_____.

PARTICIPANT DISTRICT

By _____

Typed or Printed Name

Title

Date Approved by Governing Board: _____

APPROVED AS TO FORM:
DATE 6/3/98
RONALD D. WENKART
GENERAL COUNSEL
BY [Signature] ATTORNEY

BYLAWS

PREAMBLE

The name of this Joint Powers Agency shall be the Orange County School District Courier Service, hereinafter designated as the "Courier Service." The primary purpose of the Courier Service is to provide the services and other items necessary and appropriate for the establishment, operation and maintenance of a county-wide distribution system for the carrying of letters, payrolls and other materials as the participants in the Courier Service may require to be carried in order to conduct business.

Article I FUNCTIONS AND RESPONSIBILITIES

Section One: The responsibility of the Courier Service is to provide directly or by contract, the following:

- A. Implement the delivery system, including selection, employment and compensation of a sufficient number of delivery drivers, substitute delivery drivers and such other personnel as may be necessary to provide an efficient and economical delivery system.
- B. Acquire and maintain a sufficient number of delivery vehicles.
- C. Establish and maintain efficient delivery routes.
- D. Provide such other services, equipment, and materials as may be necessary for a county-wide delivery system.

ARTICLE II MEMBERSHIP

Section One: The Orange County Department of Education and all public school districts located within the County of Orange are eligible for membership in the Courier Service. Membership is contingent upon being a party to the Courier Service Joint Powers Agreement.

Section Two: Should any member reorganize in accordance with State statutes, the successor(s)-in-interest to the obligations of any such reorganized member shall be substituted as a member(s).

**ARTICLE III
EXECUTIVE COMMITTEE**

Section One: An Executive Committee composed of seven voting members is hereby established to direct and control the Courier Service.

Section Two: Courier Service activities shall be coordinated by an Executive Director who shall be designated by the County Superintendent of Schools.

Section Three: Membership of the Executive Committee.

- A. The governing board of each of the participating districts hereby authorizes its district superintendent or district superintendent's designee to vote for six persons to serve on the Executive Committee.
- B. The County Superintendent shall appoint one member, who shall be designated as the Executive Director.
- C. All Executive Committee members must be employees of a participating school district or of the Orange County Department of Education.

Section Four: Terms of Office.

- A. The Executive Committee member appointed by the County Superintendent shall serve an indefinite term.
- B. The six members elected by participating districts shall serve four year terms.

Section Five: Vacancies.

- A. If an elected member is unable to complete a term, the remaining members may appoint a new member for the duration of the term. This process may be completed by telephone or mail among the remaining members, provided they all agree to the process and it is deemed that the next meeting of the Executive Committee is too far off to wait.
- B. An elected member of the Executive Committee can be removed from the Committee by a majority vote of the participating district superintendents.
- C. The member appointed by the County Superintendent can be removed by the County Superintendent.

Section Six: Elections.

- A. Elections shall take place in June of each even-number year. New terms of office shall begin on July, following the elections.

- B. In May of each even-numbered year, the Executive Director shall, in writing, notify each participating district superintendent of the number of Executive Committee positions to be voted upon and will invite nominations for those positions. From the responses, a slate of nominees in the form of a ballot shall be sent to each participating district superintendent for the purpose of voting by mail.
- C. Three seats shall be filled in alternating election years.

Section Seven: Conduct of Business.

- A. Each member of the seven member Executive Committee shall have one vote.
- B. A vote may be cast only by a member who is in physical attendance at a meeting of the Executive Committee. No proxy or absentee votes shall be permitted.
- C. A majority of the Executive Committee members constitutes a quorum required to conduct business.
- D. Decisions will be reached by a majority vote of the members present.

Section Eight: Meetings.

- A. The Executive Committee shall hold meetings as called by the Executive Director or when requested by any two Executive Committee members.
- B. Each participating agency will receive information on the date, time, place, and agenda of each regular meeting at least ten (10) days prior to the meeting. Except as otherwise provided or permitted by law, all meetings of the Executive Committee shall be open and public. The notice and agenda of each meeting shall be posted in the Orange County Department of Education.
- C. Minutes of each regular meeting of the Executive Committee will be sent to each participating agency within thirty (30) days after the meeting.

**ARTICLE IV
RULES OF THE EXECUTIVE COMMITTEE**

Section One: The Executive Committee may appoint and dissolve working committees from its active membership. The Committee may also appoint or contract for expert consultants to provide information to the Executive Committee.

Section Two: The Executive Committee may establish rules governing its own conduct and procedures.

Section Three: Executive Committee members shall receive no salary or compensation from the Courier Service.

ARTICLE V FINANCE

Section One: The Courier Service shall operate on a fiscal year basis from July 1 to June 30.

Section Two: Payment to the Courier Service will be made as follows: Each fiscal year, each participating agency shall pay the amount determined by the Executive Committee. Each agency's estimated share for the ensuing year will be calculated by determining the amount required for payment of direct costs, including but not limited to, salaries, employee benefits, and costs of vehicles, to include purchase, fuel, maintenance, repair and insurance.

Section Three: The Executive Committee may invest excess funds as specified in Article VII hereunder. Any operating surplus in excess of five percent (5%) shall be included in the beginning balance for the next fiscal year and each participating agency's share shall be adjusted accordingly.

Section Four: The Executive Committee shall prepare a tentative budget and distribute it to the members on or before April 1 of each year.

Section Five: The Executive Committee shall adopt the final budget for the next fiscal year on or before May 1 of the then current fiscal year and shall notify each participating agency of the cost for the next fiscal year before May 15.

ARTICLE VI RULES AND REGULATIONS

Section One: The Executive Committee shall prepare rules and regulations relative to participation in the Courier Service. Each participating school district and the Orange County Department of Education shall comply with said rules and regulations.

ARTICLE VII INVESTMENT OF EXCESS FUNDS

Section One: The Executive Committee shall have the power to invest or cause to be invested, in compliance with Section 6509.5 of the California Government Code, such funds as are not necessary for the immediate operation of the Courier Service in such securities as are allowed by Section 53601 of the California Government Code.

ARTICLE VIII AMENDMENT

Section One: Amendment to these Bylaws may be proposed by any member of the Executive Committee.

Section Two: All amendments to these Bylaws must be approved by a majority vote of the Executive Committee, pursuant to Article III, Section Seven of these Bylaws.

APPROVED AS TO FORM:

Date: _____

Adopted: _____

EMERGENCIES AND DRIVING POLICIES

Driving Courtesies

All routes have been reviewed and timed, and no driver will need to drive in an illegal, dangerous or discourteous manner in order to stay on schedule.

Traffic Citations

All drivers shall be personally responsible for paying for, or defending against, any traffic citations.

Riders

Except as assigned by the authorized supervisors or the Executive Director, there shall be no riders in the vehicle.

Flat Repair

A spare tire and all necessary tools to change a flat tire are in the vehicle. Change the tire in a safe manner and as quickly as possible. Report the tire problem on the Daily Activity Sheet.

Vehicle Breakdown

If the vehicle will not operate and you are on the road, call the Courier Supervisor at (714) 966-4070 to discuss the problem and possible solution.

School District Closed

Do not leave the bag at the district site but return the bag to the central mail center. Record the delivery problem on the Daily Activity Sheet and continue to the next stop. Call the Courier Supervisor, and report this situation.

Accident

Make no statement to anyone at the scene as to who is at fault in the accident - first notify the police, then call the Courier Supervisor.

Calmly obtain the following:

1. The name, address, phone number and driver's license number (including expiration date) of the other driver.
2. License plate number of the other vehicle.
3. The name and phone number of the other driver's insurance carrier.

4. Names and addresses of any available witnesses.

Properly identify yourself to the other driver with your driver's license. Tell them to contact the Risk Management Officer, (714) 966-4059, for the name and address of our insurance carrier.

If you are uninjured and the vehicle can safely be driven, proceed with the route and make a full report when finished with the deliveries.

Refueling

Every vehicle should be filled with gas when returning to the County Garage parking area. Record the gas fill-up on the Daily Activity Sheet.

Credit Card

Should be used for emergencies only - repairs require authorization of the Supervisor of Mail Services.

Any improper use of the credit card is grounds for appropriate disciplinary action.

Cleaning Vehicles

Each vehicle will be cleaned inside and out once each week by the driver.

NOTE: Under no circumstances may a vehicle be used for the conduct of personal business.

DRIVER - SCHOOL DISTRICT RELATIONSHIPS

Complaints

Complaints, discrepancies, reports or communications from the school districts relative to the Courier Service shall be clearly recorded on the Daily Activity Sheet and turned in at the end of the run. Do not argue policy with the staff of the various districts. Always be courteous.

Restrictions

Time Delays

The driver shall stop no longer than five minutes at each district.

Material Pickup

A district may send either:

1. Two standard mail bags

OR

2. One mail bag

OR

3. One mail bag plus small boxes weighing up to 50 total pounds.

Mail Sorting on Delivery Route

The driver shall not be required to sort or add materials to bags or boxes being carried for delivery to other points. Submitted materials shall be bagged or boxed for sorting at the courier main mail room.

DISTRICTS' DUTIES

Participating districts shall be responsible for the following duties:

1. Designate one dropoff/pickup address for mail. The address shall be not more than 150 feet from an available parking place.
2. Designate one dropoff/pickup address for payroll bags to be delivered. The address shall be not more than 150 feet from an available parking place.
3. Inform Superintendent in writing ten (10) working days prior to the effective date of any change in dropoff/pickup location.
4. Submit letters or materials in secured mail bags provided by Superintendent or secured boxes (no more than 50 lbs in combined weight) for sorting at the Superintendent's offices.
5. Ensure that the delivery driver will not be detained any longer than five (5) minutes for any reasons at the dropoff/pickup address.
6. Agree that the delivery driver will not sort or add materials to the mail bags or boxes being carried for delivery to participating districts.
7. Ensure that all materials placed in mail bags or boxes shall have the district name clearly identified.
8. Ensure that all materials placed in mail bags or boxes and addressed to an individual school also clearly identify the school district office name. Any materials not clearly identified with a receiving school district office will be returned to the sending school district. Example for identification:

To: **NAME OF DISTRICT**

Attn: **NAME OF SCHOOL/NAME OF PERSON**

9. Ensure that the interdistrict delivery service is not used for personal mail or packages.
10. Ensure that no outside group or organization places materials in the mail bags or boxes. Any such materials shall be returned to the participating district.
11. Submit any suggestions or complaints to Superintendent's Administrator, Purchasing/Contracts/Facility Operations in writing or telephone.

RULES AND REGULATIONS

The primary purpose of the courier service is to provide the service and other items necessary and appropriate for a countywide distribution system for the carrying of letters and such other materials as the participating school districts may require to be carried in order to conduct business.

1. Strict adherence to U.S. Postal Regulations is of utmost importance.
2. Each participating school district and the Superintendent shall be responsible to see that the courier service is used in accordance with these rules and regulations.
3. Materials for delivery by the courier service are to be sent only to participating school districts and the Orange County Superintendent of Schools offices.
4. Each participating school district is responsible for assuring that no ineligible group or organization places materials in the courier service mail bag for interdistrict distribution.
5. Cover letters prepared by the sending school district or by Superintendent must accompany materials shipped in the following instances:
 - a. When meeting notices are not a participating district's activity.
 - b. When the packet of materials to be sent is not clearly associated with a participating school district or the Superintendent.
 - c. When materials are from profit-making groups and are free materials produced for distribution by benefactors of education. Such materials must:
 - i. Be free of political bias.
 - ii. Be free from any commercialism.
 - d. When other materials from a profit-making group engaged in a partnership with a participating school district are produced for other school districts. Any such partnership and the materials proposed for distribution must be officially recognized and approved by the Superintendent. Receiving participating school districts are under no obligation to accept such materials.
6. Materials or meeting announcements for activities of groups to include SDO, RIMS, Orange County School Boards Association, countywide subsection of educational professional groups, and recognized employee associations, and other like groups, are all considered activities of participating school districts and/or Superintendent and do not require a cover letter.

7. Although all materials prepared by the PTA may not be eligible for the courier service, some might be. Any such materials must be free from political messages and fundraising solicitations and have a supporting cover letter from a participating school district.
8. Materials that are not covered above, but are considered by the participating school district eligible for the courier service, should be presented to the Superintendent for concurrence.

MARSH

 MARSH MERCER KROLL
GUY CARPENTER OLIVER WYMAN

AGREEMENT ("Agreement") effective October 1, 2009 (the "Effective Date"), between Marsh Risk & Insurance Services ("Marsh"), and Coast Community College District ("you").

It is agreed as follows:

1. Services.

Marsh will act as your insurance broker and/or risk management consultant with respect to the lines of insurance listed in Section 2. Marsh shall provide to you the following services (the "Services"):

Pre-Marketing Services

- (a) Conduct an initial strategy discussion in advance of each placement
- (b) Assist you in assessing your risks and in developing insurance specifications which Marsh will submit to insurers
- (c) Recommend potential insurers

Marketing and Placement Services

- (d) Solicit quotes from insurers that you select
- (e) Negotiate on your behalf with insurers
- (f) Assist you in evaluating the options received from insurers
- (g) Use best efforts to place insurance for you, but only after you have authorized Marsh to bind coverage for you

Services related to Marsh placements

- (h) Deliver confirmation of coverage once it is placed
- (i) Follow up with insurance carriers to obtain policies and/ or endorsements
- (j) Review policies and endorsements for conformity with agreed terms and coverages
- (k) Provide coverage summaries
- (l) At your request, issue certificates or memoranda of insurance and/or auto identification cards
- (m) Review premium and exposure audits, rating adjustments, dividend calculations and loss data
- (n) Provide you with invoices, except in the case of direct billing by insurers. Remit premiums to insurers and, where applicable, remit taxes and fees to the relevant authorities, following receipt thereof from you
- (o) Monitor published financial information of your current insurers and alert you when one of those insurers falls below Marsh's minimum financial guidelines

Claims-Related Services

- (p) Provide the following claims-related services:
 - Evaluate coverage applicability on all Marsh placed business
 - Assist you in the development of settlement strategies
 - Assist you with insurer negotiations
 - Assist you with litigation management issues that impact claim settlements
 - Excluding Workers Compensation, Primary Auto Liability / Physical Damage and non-complex Primary General Liability claims, prepare loss notices to insurers and notify insurers of claims; provided that your Marsh claims advocate is informed in writing by you of the claim, with details of the claim, and Marsh has placed the applicable

policies or the Marsh claims advocate has been provided written notice by you of the applicable carrier and policies.

The total number of hours of property and casualty claims services described in this paragraph provided by Marsh to you in a calendar year shall not exceed 25. In the event such claims services exceed such hourly allotment, Marsh reserves the right to seek additional compensation.

Marsh may utilize the services of intermediaries to place your insurance, subject to your approval.

Marsh will not serve as your insurance broker, but only as your risk consultant, with respect to placements with ineligible insurers. In those circumstances, Marsh's non-U.S. affiliates shall provide the brokerage Services.

2. Lines of Insurance.

<u>Line Of Coverage</u>
General Liability - Swap Meet
Mexican Tourist Auto
Business Travel Accident
Directors & Officers Liability
Marine Hull etc.
Fine Arts Floater
Surety

3. Compensation.

Marsh will deliver the Services to you for an annual fee of \$27,500.00.

The annual fee shall be paid by you commencing October 1, 2009 as follows: \$13,750 due 10/1/2009 and \$13,750 due 4/1/2010

Prior to each placement by Marsh, Marsh shall disclose to you and obtain your approval of any commissions to be collected by Marsh or its affiliates. Marsh shall credit against the annual fee any retail commissions collected by it or its affiliates. If the retail commissions for a contract year exceed the annual fee, then Marsh will return any excess retail commissions to you unless prohibited by anti-rebating laws. Marsh and its affiliates will not credit any wholesale commissions against the annual fee. In addition, Marsh and its affiliates will not credit any enhanced commissions collected by Marsh or its affiliates on placements incepting on or after January 1, 2009 against the annual fee.

Marsh shall be compensated for providing its Services with respect to Flood placed through the National Flood Insurance Program through commissions received from insurers, which shall be in addition to and not be credited against the annual fee. Marsh shall disclose to you and obtain your approval of these commissions prior to placement. Marsh will deliver Flood Zone Determinations to you for an additional fee of \$8.75 per Determination, subject to your approval of the ordering of such Flood Zone Determinations.

MARSH



Surety services hereunder include the handling of day to day bond needs, renewal bonds, invoicing and tracking outstanding bond liability for existing entities. This includes routine new bond requests provided the scope is similar to bonds required in the past. Marsh reserves the right to negotiate commissions or additional fee for any unforeseen large non-routine obligation. Should this instance arise, Marsh and the Client both agree to renegotiate Marsh's surety compensation in good faith as appropriate.

Marsh can provide additional services at an additional cost. The cost and scope of additional services (see Appendix A) will be agreed in advance and reflected in an amendment to this Agreement or a separate agreement.

In the case of local placements made by Marsh's non-U.S. affiliates on behalf of you or your non-U.S. subsidiaries, Marsh's non-U.S. affiliates shall receive commissions, which shall be in addition to and not be credited against the annual fee. Marsh shall disclose to you and obtain your approval of these commissions prior to placement. Marsh may make disclosures to and obtain approvals from your local operating management.

Any commissions collected by Marsh or its affiliates shall be considered fully earned at the time of placement. If you terminate a policy before it expires, Marsh will retain the commission it has collected except that, if Marsh places the replacement policy, Marsh will return any unearned commission.

If you ask Marsh to access non-U.S. markets not anticipated at the Effective Date, you agree to negotiate in good faith the additional costs of Services relating to those placements.

If there is a significant change in your operations or risks that affects the nature and scope of your insurance program and/or service needs, both parties agree to renegotiate Marsh's compensation in good faith.

4. Term and Termination.

The term of this Agreement is one year starting on the Effective Date and may be extended in writing.

Either party may terminate this Agreement upon 90 days' prior written notice. If Marsh terminates this Agreement, Marsh's compensation will be adjusted pro-rata to reflect the duration of the Agreement. If you terminate this Agreement, Marsh's annual compensation will be deemed earned as follows: 60% at the commencement of the current contract year; 75% after four months of the current contract year; and 100% after seven months of the current contract year.

The obligation of Marsh and its affiliates (including its UK affiliates) to provide Services to you will cease upon the effective date of termination, unless otherwise agreed in writing. Marsh will assist you in arranging a smooth transition process, subject to receipt by Marsh of all amounts due to Marsh from you.

5. Taxes and Fees.

Marsh may place insurance for you that may require the payment of insurance premium taxes (including U.S. federal excise taxes), sales taxes, use taxes, surplus or excess lines and similar taxes and/or fees to federal, state or foreign regulators, boards or associations. You agree to pay such taxes and fees. Marsh will remit any taxes and fees that it collects from you to the appropriate authorities.

6. Your Responsibilities.

You shall be solely responsible for the accuracy and completeness of all information that you furnish to Marsh and/or insurers, and you shall sign any required application for insurance. Marsh shall not be responsible to verify the accuracy or completeness of any information that you provide, and Marsh shall be entitled to rely on that information. Marsh shall have no liability for any errors, deficiencies or omissions in any Services provided to you, including the placement of insurance on your behalf, that are based on inaccurate or incomplete information provided to Marsh. You understand that the failure to provide all necessary information to an insurer, whether intentional or by error, could result in the impairment or voiding of coverage.

You will review all policy documents provided to you by Marsh.

7. Other Revenue.

If Marsh assists you with obtaining premium financing, Marsh may receive compensation from the finance company that provides the premium financing. Marsh shall provide to you information relating to Marsh's and its affiliates' arrangements with and interests in the premium finance companies to be considered by you and the compensation that Marsh and its affiliates would receive from these companies for your placements.

Marsh earns and retains interest income on premium payments held by Marsh on behalf of insurers between the time Marsh receives these payments from you and the time Marsh remits these payments to the insurers, where permitted by applicable law.

8. Disclaimers; Limitation of Liability.

Marsh does not speak for any insurer, is not bound to utilize any particular insurer and is not authorized to make binding commitments on behalf of any insurer, except under special circumstances which Marsh shall endeavor to make known to you. Marsh shall not be responsible for the solvency of any insurer or its ability or willingness to pay claims, return premiums or other financial obligations. Marsh does not guarantee or make any representation or warranty that insurance can be placed on terms acceptable to you. Marsh will not take any action to replace your insurers unless you instruct Marsh to do so.

Marsh will not be responsible for the adequacy or effectiveness of any insurance programs or policies implemented by another broker, or any acts or omissions occurring prior to Marsh's engagement.

In no event shall either party to this Agreement be liable for any indirect, incidental, or punitive damages or for any lost profits arising out of or relating to any services provided by Marsh or its affiliates. The aggregate liability

MARSH

 MARSH MERCER KROLL
GUY CARPENTER OLIVER WYMAN

of Marsh, its affiliates and its and their employees to you or your affiliates arising out of or relating to the provision of services by Marsh or its affiliates shall not exceed \$10 million. This provision applies to the fullest extent permitted by applicable law.

9. Miscellaneous.

The laws of the State of California govern this Agreement. This Agreement may only be amended by mutual written agreement.

Each party to this agreement, on behalf of itself and its affiliates, agrees that any dispute, claim or controversy arising out of or relating to this Agreement or the provision of services by Marsh or its affiliates shall be resolved by binding arbitration pursuant to the Commercial Arbitration Rules of the American Arbitration Association then in effect. The arbitration shall be conducted by a panel of three arbitrators, with each party selecting one arbitrator and the two arbitrators selecting the third arbitrator. If the two arbitrators are unable to agree upon the third arbitrator, the third arbitrator shall be selected by the American Arbitration Association. Each of the arbitrators shall have at least fifteen years of insurance industry experience.

Judgment upon any award rendered by the arbitrators may be entered in any court having jurisdiction.

It is the intent of the parties that the provisions of this Agreement shall be enforced to the fullest extent permitted by applicable law. To the extent that the terms set forth in this Agreement or any word, phrase, clause or sentence is found to be illegal or unenforceable for any reason, such word, phrase, clause or sentence shall be modified or deleted in such manner so as to afford the party for whose benefit it was intended the fullest benefit commensurate with making this Agreement, as modified, enforceable, and the balance of this Agreement shall not be affected thereby, the balance being construed as severable and independent.

This Agreement and its written amendments and appendices constitute the entire understanding between Marsh and you, and supersede all other agreements or understandings, related to its subject matter.

Neither party will have any liability for any failure or delay in performing because of a force majeure event.

Marsh Risk & Insurance Services

By: _____


Craig M Morris
Senior Vice President

Date: _____

10/27/09

Accepted and agreed:

Coast Community College District

By: _____

Mr. C. M. Brahmbhatt
Vice Chancellor of Administrative Services

Date: _____

Appendix A - Additional Services

Additional Services are available for separate compensation and shall be agreed upon in advance and addressed by amendment to this agreement or by separate agreement (in certain cases with affiliates of Marsh). Such additional services include, but are not limited to:

- Actuarial analysis of Workers' Compensation, General Liability, and Automobile Liability claims, or other lines of insurance
- Consulting relating to workers' compensation cost containment, including behavioral risk management, absence management, cumulative injury management, lean ergonomics, financial diagnostics, claims inventory workout, vendor selection, return-to-work, PastPerformer diagnostics, managed care, claim audits and custom cost containment solutions
- Business interruption and other claim valuation services offered by Marsh's Forensic Accounting practice
- Environmental risk consulting services
- Specialty consulting, including business continuity management, supply chain risk management, strategic risk assessments, and other MRC specialty practices
- Specialized/customized property risk consulting solutions, including business interruption and natural hazards modeling/consulting, boiler and machinery specialized consulting, loss estimate studies, emergency response management solutions, fire protection engineering services, and property risk site evaluation and assessment services
- Claims services other than those specified under Section 1, if any, including claims management services, claims reporting as to lines of coverage or claims not included under Section 1, and property and casualty catastrophic claim response
- Mass tort claims consulting and insurance archaeology research
- Services in connection with loss portfolio transfers and alternative risk financing, including placements made in connection with such services
- Captive insurance company feasibility studies
- Establishment and administration of captive insurers
- Placement of non-recurring insurance, including, but not limited to:
 - "one-time" placements for construction projects
 - "one-time" placements for marine/cargo risks
 - "one-time" placements for surety
 - Placements for specific financial risks, such as trade credit
 - Placements involving significant quantitative or actuarial analysis or modeling
 - Placement of risks with financial institutions other than insurance carriers
 - Placements of risks not customarily accepted by insurers
- Employee benefits services
- Pension plan consulting
- Compensation consulting
- Executive deferred compensation services
- Risk management claims information systems, including STARS and TrendTracker software programs, and related services
- Enterprise Risk Management consulting
- Strategic Risk Assessment
- Provision of Marsh personnel on an out-sourced basis
- Intellectual Property Consulting
- Security Consulting
- Insurance-related mergers and acquisition due diligence services and transactional solutions
- Placement and servicing of owner controlled insurance programs
- Interactive on-line client services

**COAST COMMUNITY COLLEGE DISTRICT
STANDARD MENTAL HEALTH WORKER FIELD EXPERIENCE AGREEMENT**

This Standard Mental Health Worker Field Experience Agreement (the "Agreement") is made and entered into by and between the Coast Community College District, a public educational form agency ("District"), located at 1370 Adams Avenue, Costa Mesa, California, and _____ ("Mental Health Facility"), located at _____ . District and Mental Health Facility are referred to herein individually as "Party" and collectively as "Parties."

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

WHEREAS, District operates _____ ("College") and College is a duly accredited educational institution that conducts the program(s) described and identified in Attachment 1 to this Agreement ("the Program");

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

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

WHEREAS, as part of the Program, students are required to participate in a Mental Health Worker field experience;

WHEREAS, District desires to affiliate with the Mental Health Facility in order that students may participate in a Mental Health Worker field work experience at the Mental Health Facility; and

WHEREAS, District and Mental Health Facility desire to enter into this Agreement to memorialize their respective rights, duties, and obligations with respect to the Mental Health Worker field work experience of students of the Program.

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

TERMS

1. Mental Health Field Work Experience. Mental Health Facility agrees to provide students of the Program who are specified by College with a Mental Health Worker field work experience ("Field work experience"), in accordance with standards established by governmental agencies and in compliance with the federal Health Insurance Portability and Accountability Act of 1996 as codified at 42 U.S.C. § 1320 through d-8 ("HIPAA") and recognized professional accrediting agencies, and subject to the terms and conditions of this Agreement.

2. Development of Curriculum. College shall be fully responsible for the development, planning, and administration of the program, including, without limitation, programming, administration, matriculation, promotion, and graduation. College acknowledges and agrees that the field work experience is intended to meet certain educational performance objectives, and College shall provide a copy of such performance objectives to Mental Health Facility on or before

student placement. Mental Health Facility shall be fully responsible for the availability and appropriateness of the learning environment in relation to the program's written objectives.

3. Exposure to Bloodborne Pathogens. When applicable, program students and college faculty will comply with the final regulations issued by the Occupational Safety and Health Administration governing employee exposure to bloodborne pathogens in the workplace under Section VI(b) of the Occupational Safety and Health Act of 1970, which regulations became effective March 6, 1992 (the "Regulations"), including but not limited to responsibility as the employer to provide all program students with (a) information and training about the hazards associated with blood and other potentially infectious materials, (b) information and training about the protective measures to be taken to minimize the risk of occupational exposure to bloodborne pathogens, (c) training in the appropriate actions to take in an emergency involving exposure to blood and other potentially infectious materials, and (d) information as to the reasons the program student should participate in hepatitis B vaccination and post-exposure evaluation and follow-up.

4. Application Procedure: Acceptance. College agrees to provide Mental Health Facility with a list of the name(s) of students who will be participating in a Field work experience. Each Student shall be required to read and sign a Student Participation Agreement (Attachment #2 hereto).

5. Nondiscrimination. The Parties agree not to discriminate unlawfully in the selection, placement or evaluation of any student or faculty member because of race, creed, national origin, religion, sex, sexual preference, marital status, age, handicap, sexual orientation, and/or medical condition.

6. Academic Year. The academic year consists of Fall and Spring semesters, summer session and winter break intersession.

7. Field work experience Schedule. The Field work experience schedule shall be determined by College and Mental Health Facility and may be amended from time to time by agreement of the Parties. The number of students in each field work experience shall be limited to a number mutually agreed upon by both Parties, not to exceed the number specified by the accrediting agency(s).

8. Orientation. Mental Health Facility and College shall provide an orientation for assigned students participating in each field work experience.

9. Compliance With Mental Health Facility Rules. Mental Health Facility shall make available all applicable governing instruments, policies and procedures, rules and regulations of Mental Health Facility to each student participating in a Field work experience, and student shall comply with these rules. (See Attachment #2 - Student Participation Agreement.)

In providing the students with the Mental Health Worker Field Work experience that is the subject of this Agreement, Mental Health Facility shall comply with all applicable laws, rules, regulations, statutes, policies, procedures, and ordinances and shall be consistent with the professional standards of a licensed mental health facility in the State of California.

10. Confidentiality of Patient Records. Students and faculty understand and agree that Mental Health Facility's patient files are confidential. District and Mental Health Facility each has been advised of and is aware of the federal Health Insurance Portability and Accountability Act of

1996 as codified at 42 U.S.C. § 1320 through d-8 (“HIPAA”) and understands the requirements and regulations promulgated thereunder requiring strict confidentiality of patient records. District and Mental Health Facility each understands the federal privacy regulations as contained in 42 C.F.R. Part 164 and the federal security standards as contained in 45 C.F.R. Part 142 (collectively, the “Regulations”). Neither Party shall use or further disclose any protected health information of the patient or any information as defined in 45 C.F.R. 164.504, or individually identifiable health information in 42 U.S.C. § 1320d (collectively, the “Protected Health Information”), other than as permitted in writing by the healthcare provider and the requirements of HIPAA or its regulations.

11. Mental Health Coordinator (College). College agrees to designate a coordinator for each program. The coordinator, who may be an academic instructor, shall be responsible for all teaching activities.

12. Mental Health Advisor (Mental Health Facility). Mental Health Facility agrees to designate a Mental Health Worker Advisor or Coordinator who shall provide input to the Mental Health Worker performance and evaluation of student(s), be a resource person for College's faculty and students, and shall communicate with the Mental Health Worker field work coordinator designated by College regarding the proposed curriculum and the performance of individual students and shall arrange formal orientation to the facility for the faculty and students.

13. Supervision of Students. The supervision and direction of students while on site at Mental Health Facility shall be the responsibility of the Mental Health Field Work Coordinator (College) or designee as guided by the instructional objectives. No direct, hands-on patient care shall be provided by participating students at Mental Health Facility, except in accordance with all applicable laws, Mental Health Facility and Medical Staff rules, regulations, policies and procedures. District recognizes the patients' rights to refuse care provided by a student at Mental Health Facility.

14. Removal of Students. Mental Health facility retains the right to exclude any student at any time from any Mental Health area. Any student who is asked to leave by Mental Health Facility shall do so promptly and without protest. Mental Health Facility shall also have the right, at any time, to request College to remove a student permanently from the Field work experience. Except as otherwise provided under any applicable policies, procedures, rules, regulations, and/or under any law, any such removal shall not require compliance with any notice, hearing or other procedural requirements.

15. Patient Care. Nothing in this Agreement shall be construed as conferring any right or duty upon College, its students or faculty members, to control or direct patient care or operations at Mental Health Facility. Mental Health Facility shall maintain sole responsibility and accountability for patient care and shall provide adequate staffing in number and competency to ensure safe continuous health care during the term of this Agreement.

16. Student Evaluation. In the case of direct supervision of the students by the Mental Health Worker field work Instructor (College), he/she shall be responsible for student(s) evaluation. Unless otherwise mutually agreed between the Mental Health Coordinator (College) and the Mental Health Advisor (Mental Health Facility), Mental Health Facility may be responsible for submitting input to the Mental Health Worker field work Coordinator evaluating and appropriately documenting the performance of each student in the Mental Health Worker field work experience. The appropriate forms shall be provided by the Mental Health Worker field work Coordinator.

Nothing herein shall be construed as a guarantee by or obligation of Mental Health Facility regarding the performance of any student during the field work experience. College shall keep records on the progress and evaluation of each student's Mental Health Worker field work experience for a period of three (3) years following the end of the specific field work experience in which the student is involved.

17. Ongoing Communication/Evaluation. College has the privilege of regularly scheduled meetings with Mental Health Facility staff, including both selected unit personnel and administrative level representatives for the purpose of interpreting, discussing, and evaluating College's mental health worker care programs at a mutually agreed upon time.

18. Materials. College agrees that the students shall obtain all educational materials required during the Mental Health Worker field work experience.

19. Medical Library. Mental Health Facility agrees to provide students with access to the Medical Library during its normal business hours.

20. No Payments or Other Remuneration. College agrees that no fees or monetary payments of any kind shall be exchanged between Mental Health Facility, its agents and employees, and College, its agents, employees and students under the terms of this Agreement. Further, neither College, its staff members, nor other representatives, shall attempt to bill or collect from any patient or from any other source fees for services provided to patients by said student. The only exception shall be when Mental Health Facility and College mutually agree to pay a Mental Health Worker Advisor a stipend for duties directly related to College's program.

21. No Right To Employment. The Parties agree that the students of College shall not be considered employees, agents or volunteers of Mental Health Facility, nor shall any student be entitled to any right, compensation or benefits normally afforded to employees of Mental Health Facility, including but not limited to, Social Security, unemployment and workers' compensation insurance.

22. Insurance Carried By District. District shall assure coverage of professional liability insurance coverage for each student participating in the field work experience of not less than one million dollars per occurrence and two million dollars in the aggregate, and said policy shall remain in full force and effect during the term hereof, District shall provide workers' compensation coverage with the statutory requirements of California law for students participating in the field work experience. These coverages are in effect while the student is on-site at Mental Health Facility and while under the direction of the District.

23. Insurance Carried By Mental Health Facility. Mental Health Facility shall secure and maintain comprehensive general liability insurance covering personal injury, property damage, and general liability claims in the amount of at least one million dollars per occurrence and two million dollars in the aggregate with coverage for incidental contracts. A certificate of insurance must be provided that includes thirty days notice of cancellation, modification, or reduction in said insurance. Mental Health Facility shall deliver certificate(s) of insurance under Mental Health Facility's comprehensive general liability insurance policy on or before the date of execution of this agreement. Upon request District shall be provided a copy of said policy.

Mental Health Facility shall carry professional liability insurance for itself and each of its employee(s), partners, and/or representatives providing professional services at Mental Health Facility. District shall require that mental health field experience students and College faculty are insured in the amount of at least one million dollars (\$1,000,000) per occurrence and two million dollars in the aggregate. Mental Health Facility shall provide District with thirty days written notice prior to any cancellation, or reduction in said insurance. Upon request, District shall be provided a copy of evidence of coverage to Mental Health Facility. Mental Health Facility shall carry workers compensation coverage with the statutory requirements of California law for each of its employees.

24. Student Health Records. Any student participating in a field work experience shall, at the request of Mental Health Facility provide a current statement from his or her physician that the student is in good health and capable of participating in the field work experience. Mental Health Facility, upon request, may require that any student returning from an extended absence caused by illness or injury submit to a physical examination or present a statement from a physician indicating that the student is capable of resuming Mental Health Worker activities. Any such physical examination shall be the financial responsibility of the student. If required by Mental Health Facility, a student participating in a field work experience shall provide verification of annual T. B. screening, immune status for rubeola, rubella, chicken pox, and Hepatitis B (or signed waiver for Hepatitis B).

25. Student Medical Care. To the extent that any first aid or emergency care is required in connection with an injury or illness incurred by a student during performance of his/her Mental Health Worker training during a field work experience, the student shall be promptly treated by Mental Health Facility or promptly referred to a medical provider, as appropriate.

26. Confidentiality Of Student Records. Mental Health Facility shall keep confidential and shall not disclose to any person or entity (i) student applications; (ii) student health records or reports; and or (iii) any student records as defined in California Education Code Section 76210 and the Family Educational Rights and Privacy Act of 1974, 20 U.S.C. Section 1232(g), concerning any student participating in the field work experience unless disclosure is authorized by (i) the student in writing, or (ii) disclosure is ordered by a court of competent jurisdiction. Mental Health facilities shall adopt and enforce whatever policies and procedures are necessary to protect the confidentiality of student records as defined herein.

27. Student Background Check. All students are required to have completed and submitted a pre-Mental Health Worker field work background check including social security number and address verification, a minimum of three county criminal history, seven years history of a sex offender database search and a Medicare/Medicare Sanctioned Fraud List verification (OIG/GSA search). The results of the background checks will be provided to the Mental Health Facility upon request.

28. Verification. College warrants and represents that it has obtained all necessary approvals and consents from any and all agencies to enable Mental Health Facility to offer the field work experience to College's students participating in the Program. If requested by Mental Health Facility, College will provide Mental Health Facility with verification that the Program is duly licensed, duly accredited and/or certified, as applicable, by appropriate agencies. District covenants and agrees that at all times during the term hereof it shall retain such licensure, accreditation and/or certification, and its Program and faculty members shall continue to meet any and all federal, state, and local requirements.

29. Indemnification by District. District agrees to indemnify, defend, and hold harmless Mental Health Facility and its officers, employees, agents, and volunteers from any and all claims, actions, losses, damages and/or liability arising out of the performance of this Affiliation Agreement or from any cause whatsoever which may arise because of the negligence, misconduct, or other fault of District, including the acts, errors, or omissions of any trustees, employees, instructors, or agents of District, for any costs and expenses incurred by Mental Health Facility on account of any claims therefore except where such indemnification is prohibited by law.

30. Indemnification by Mental Health Facility. Mental Health Facility agrees to indemnify and hold harmless District and its authorized agents, officers, trustees, volunteers, employees, and students, against any and all claims, actions, losses, damages and/or liability arising out of the performance of this Affiliation Agreement from any cause whatsoever which may arise because of the negligence, misconduct or other fault of Mental Health Facility, including any acts, errors, or omissions of any officers, employees, instructors, or agents of Mental Health Facility, for any costs or expenses incurred by District on account of any claims therefore except where such indemnification is prohibited by law.

31. Governing Law. This Agreement shall be governed by and constructed in accordance with the laws of the State of California. Any dispute arising under this Agreement shall be resolved exclusively within the courts within the County of Orange.

32. Assignment. Neither Party hereto may assign this Agreement or delegate its duties hereunder without the prior written consent of the other Party which can and may be withheld by either Party in its sole and absolute discretion.

33. Effective Date Termination. This Agreement shall become effective on _____, and shall remain in effect until _____, unless sooner terminated by either Party in accordance with this section. Either Party may terminate this Agreement without cause by giving ninety days prior written notice to the other Party of its intention to terminate. In the event a field work experience is in progress, any written notice to terminate with or without cause shall become effective at the expiration of the field work experience. Notwithstanding the foregoing, in the event the Program is discontinued by College during its term, this Agreement shall immediately terminate without further action by the Parties hereto.

34. Notices. Any notices to be given hereunder by either Party to the other may be effectuated only in writing and delivered either by personal delivery, or by U.S. mail. Mailed notices shall be addressed to the persons at the addresses set forth below, but each Party may change the address by written notice in accordance with this paragraph. Notices delivered personally will be deemed communicated as of actual receipt; mailed notices will be deemed communicated as of ten (10) days after mailing.

Any such notices or communications personally served or delivered by courier shall be effective when received. All notices sent by certified mail shall be effective forty-eight (48) hours after deposit in the mail.

Each Party shall make a reasonable, good faith effort to ensure that it will accept or receive notices that are given in accordance with this paragraph. A Party may change its address for

purposes of this paragraph by giving the other Party written notice of a new address in the manner set forth above.

To Mental Health Facility:

To College:

With a copy to:

Vice Chancellor
Administrative Services
Coast Community College District
1370 Adams Avenue
Costa Mesa, California 92626

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

Mental Health Facility

Coast Community College District

By: _____

By: _____

Typed Name: _____

President, Board of Trustees

Title: _____

Date: _____

Date: _____

Date: _____

STUDENT PARTICIPATION AGREEMENT

For

Community College District Mental Health Worker Field Experience Programs

This Student Participation Agreement is entered into by and between the Coast Community College District, a public educational agency ("District") and _____ ("Student"), concerning the Student's participation in a Mental Health Worker Field Experience Programs conducted by the District.

In consideration of District allowing Student to participate in the field work experience at designated Mental Health Facilities, Student hereby fully agrees with the following requirements for participation:

1. Compliance With Laws, Rules, and Regulations. While participating in the field work experience, Student at all times shall abide by and comply with all applicable local, state, and federal laws, rules, statutes, ordinances, regulations, policies, and procedures, including but not limited to those of District and Mental Health Facility. The supervision of Student at Mental Health Facility shall be the responsibility of College Program Coordinator and/or Facility's Mental Health Worker Coordinator.

2. Background Check. All students will be required to submit an application for, complete, and submit a pre-Mental Health Worker field work background check. The background check will include a Social Security number and address verification, a three county felony criminal history, seven year history of a state sex offender search, and a Medicare/Medicare Sanctioned Fraud List verification (OIG/GSA search). The background checks will be performed by a service approved by the District and must be completed prior to beginning the first Mental Health Worker field work experience. Student understands that the results of background checks will be provided to the Mental Health Facility sites by the District before patient care or Mental Health work commences. The procedures for such background checks are set forth in the District's written "Background Check Procedure" which will be provided upon request.

Student's Initials _____

3. No Unsupervised Patient Care. There shall be no direct, hands-on patient care by any Student participating in the field work experience unless said care is provided under the supervision and control of medical, mental health, or nursing staff and in conformance with all applicable laws, rules, regulations, statutes, ordinances, and policies.

4. Confidentiality. Student hereby understands that patient records are confidential and that confidentiality is protected by the rules and regulations of District, all healthcare providers where Student may receive Mental Health Worker field work experience and by federal law. Student therefore hereby agrees to keep strictly confidential and hold in trust all confidential information of any healthcare provider and/or its patients and not to review, disclose or reveal any confidential information to any third party without the prior written consent of the patient and healthcare provider.

Student has been advised of and is aware of the federal Health Insurance Portability and Accountability Act of 1996 as codified at 42 U.S.C. § 1320 through d-8 ("HIPAA") and understands the requirements and regulations promulgated thereunder requiring strict confidentiality of patient records. Student understands the federal privacy regulations as contained in 42 C.F.R. Part 164 and the federal security standards as contained in 45 C.F.R. Part 142 (collectively the "Regulations"). Student shall not use or further disclose any protected health information of the patient or any information as defined in 45 C.F.R. 164.504, or individually identifiable health information in 42 U.S.C. § 1320d (collectively the "Protected Health Information"), other than as permitted in writing by the healthcare provider and the

requirements of HIPAA or its regulations. Student further understands that Student is only allowed to review patient records that are directly related to Student's assignment and for which Student has been specifically authorized to review by student's instructor.

Violations of this confidentiality protection by Student shall subject Student to immediate removal from any Mental Health Worker field work experience, a possible failing grade and possible expulsion from Coast Community College District and any of its colleges.

5. Release and Hold Harmless. Student hereby releases, discharges, and agrees to hold harmless District, District's governing board ("Board"), and each of their trustees, instructors, employees, agents and representatives from any and all liability arising out of or in connection with Student's enrollment in the mental health worker programs within the Coast Community College District, and participation in its classes, training courses, activities, field trips, practice sessions, hospital Mental Health Worker field work experiences, and related exercises. For the purpose of this release, liability means all claims, demands, losses, causes of action, suits or judgments of any kind that Student or Student's heirs, executors, administrators, and assigns may have against District, Board, College, and any of their trustees, employees, agents, and representatives or that any other person or entity may have against District, Board, College, and any of their trustees, instructors, employees, agents, and representatives because of Student's failure to pass any course or class or obtain any particular grades, personal injury, accident, illness or death, or because of any loss of or damage to property that occurs to Student or to Student's property during Student's participation in the mental health worker program including classes, training courses, activities, field trips, practice sessions, hospital, Mental Health Worker field work experiences, and related exercise, that result from any cause, including but not limited to District's, Board's, College's, or their trustees', employees', agents', or representatives' own passive or active negligence or other acts other than fraud, willful misconduct or violation of law.

Student's Initials _____

6. Acknowledgement of Inherently Dangerous Activities and Assumption of the Risk Thereof. Student acknowledges that the nature of Student's training in the mental health worker programs may involve dangerous and hazardous activities, including but not limited to exposure to disease, blood borne pathogens, illness, personal injuries and possible death. Student acknowledges the inherently hazardous and dangerous nature of these activities and voluntarily participates therein and assumes all risk of injury, illness, or death from Student's participation therein. Student represents and warrants that Student is mentally and physically fit, capable, able and willing to participate in these inherently hazardous and dangerous activities without any limitations.

Student's Initials _____

7. No Right to Employment/Removal. Student understands and agrees that Student's participation in the field work experience does not create any right to employment at Mental Health Facility. Student understands and agrees that Student may be removed from the field work experience at any time for any reason, except when doing so is in violation of any law. If Student is asked to leave by any representative of Mental Health Facility, Student shall do so promptly and without protest.

8. General Rules.

- a) Students entering the Mental Health Worker field work phase of their education shall read and familiarize themselves with all the rules, regulations and obligations of the Mental Health Facility and shall at all times strictly abide thereby.
- b) Mental Health Worker field work experiences are scheduled courses with specific days and times. Student is to adhere to these and adjust any outside work or activities accordingly. When

applicable, Student must complete a physical within a six-month period prior to the start of the Mental Health Worker field work phase (see supplied form). The physical may be completed at the college health center, Student's private physician, or group health care facility. Blood work, urinalysis, and annual T.B. tests or chest x-rays may be required as may be immunizations (rubella, rubeola and varicella titre) or proof of immunity. Hepatitis B vaccine is highly recommended by College or waiver must be signed. Certain Mental Health Worker field work sites will not allow Student participation without Hepatitis B vaccination. The completed information must be returned to the Mental Health Worker field work coordinator or director of Student's program. See Student's program or Mental Health Worker field work coordinator for specific details.

c) Any Student participating in a Mental Health Worker field work experience shall, at the request of Mental Health Facility, provide a current statement from a physician that the Student is in good health and capable of participating in the field work experience. Mental Health Facility may require that any Student, returning from an extended absence caused by illness or injury, submit to a physical examination or present a statement from a physician indicating that the Student is capable of resuming Mental Health Worker activities. Any such physical examination shall be the financial responsibility of Student.

d) All Students in a Mental Health field work experience must have an active CPR card (per specific program protocol). If Student's CPR card expires at any time during Mental Health Worker field work training, it is Student's responsibility to become recertified. Student will be removed from Mental Health field work experience if Student does not have an active CPR card.

e) Student must adhere to appropriate dress code and grooming standards designated by Mental Health Facility. This may include a laboratory coat or uniform. Closed, soft-soled shoes are required. A nametag will be provided that must be worn at all times at Mental Health Facility site. See Student's program director or Mental Health Worker field work coordinator for specific requirements for Student's program.

f) Specific Mental Health sites may have certain health related requirements and may include drug testing, Hepatitis B vaccination, or blood work. Student is expected to meet the requirements of the site when scheduled to be at that site. There may be exposure to hazardous materials and blood borne pathogens in the Mental Health setting. Student must adhere to all safety and universal precautionary measures.

g) Student must have adequate reliable transportation to the Mental Health site and will be responsible for parking.

9. Acknowledgement. Student has read this Student Participation Agreement including the Background check requirement in paragraph 2, the Release requirement in paragraph 4, and the Assumption of Risk requirement in paragraph 5. Student has read and agrees to abide by and comply with all terms of this Participation Agreement. Student understands that failure to abide by and comply with any term may subject Student to immediate removal from any Mental Health field worker experience, a possible failing grade and possible expulsion from the District and any of its colleges.

Dated: _____

Student

Student ID Number

**Coastline Community College
ARTICULATION GOALS FOR 2009-10**

Goal #1: Maintain and update CSU and UC course articulation data.

Activities	Responsible Person	Timeline
Identify appropriate new courses for inclusion on CSU and UC transfer patterns.	Articulation Officer	Ongoing
Submit new courses for review to the CSU Chancellor's Office for CSU GE Certification.	Articulation Officer	December
Submit new courses for review to the UC Office of the President and CSU Chancellor's Office for IGETC Certification.	Articulation Officer	December
Submit new courses for review to the UC Office of the President for addition to the UCTCA.	Articulation Officer	Summer and October
Provide Summary of Curricular Changes to campus Articulation Officers.	Articulation Officer/Instructional Office	Fall

Goal #2: Maintain and update CSU and UC Major Preparation data.

Activities	Responsible Person	Timeline
Identify courses for potential CSU and UC major preparation.	Articulation Officer	Ongoing
Submit Course Outlines to CSU and UC campuses for articulation.	Articulation Officer	Ongoing
Respond to Faculty, Student and Instructional Deans requests for course articulation.	Articulation Officer	Ongoing

Goal #3: Maintain and increase articulation agreements and MOUs with private four-year colleges and universities.

Activities	Responsible Person	Timeline
Update existing agreements	Articulation Officer	Ongoing
Identify additional institutions for potential agreements.	Articulation Officer	Ongoing
Respond to articulation requests from private colleges and universities.	Articulation Officer	Ongoing
Identify additional four-year private institutions with Military programs	Articulation Officer Military Counselor	Ongoing
Maintain access to Articulation agreements and MOUs for counselors and students, such as a database or weblinks.	Articulation Officer	Spring

Goal #4: Maintain and monitor articulation data.

Activities	Responsible Person	Timeline
Update information on the ASSIST website by use of OSCAR.	Articulation Officer	Quarterly
Submit changes and corrections to ASSIST outside of regular maintenance when needed.	Articulation Officer	Ongoing
Provide faculty, students and staff with articulation updates.	Articulation Officer	Ongoing
Update articulation information in the catalog, Transfer Guide, and website.	Articulation Officer	Spring
Update Student Advisement Planning sheets and Certification forms.	Articulation Officer	Spring
Assist with Major prep and Areas of Emphasis information for AA degree.	Articulation Officer	Ongoing

Goal #5: Serve as resource person for students, faculty, staff and administration.

Activities	Responsible Person	Timeline
Advocate for students when articulation issues arise.	Articulation Officer	Ongoing
Provide articulation data when needed.	Articulation Officer	Ongoing
Serve as consultant for articulation of both incoming and outgoing courses.	Articulation Officer	Ongoing

Goal #6: Maintain active involvement in Articulation and Transfer Activities.

Activities	Responsible Person	Timeline
Attend College Curriculum Committee Meetings	Articulation Officer	Ongoing
Attend CIAC Conferences	Articulation Officer	Spring
Attend SCHEC and SCIAC Meetings	Articulation Officer	Fall and Spring
Attend Region 8 Articulation Officers meetings.	Articulation Officer	Monthly October – May
Attend CSU, UC, and private university transfer workshops and conferences.	Articulation Officer	Fall and Spring
Meet with other college and university Articulation Officers when necessary.	Articulation Officer	Ongoing
Meet with Coast district Articulation Officers to share college Articulation updates.	Articulation Officer	Fall and Spring
Participate on district Degree Audit Project	Articulation Officer	Fall and Spring



TRANSFER CENTER GOALS 2009-10

Transfer Center Goal #1: Provide quality transfer services, programs and activities that support student success.

Activities	Responsible Person(s)	Timeline	Outcome
Promote interaction between CCC and neighboring 4-year institutions by attending Transfer Director Region 8, Consortium of Southern California Colleges & Universities and TCDA and SCHEC meetings.	TC Director or designated person	On-going	
Keep TC materials as up to date as possible	Aide-TC	On-going	
Post CCC and other universities events and inform counselors	Aide-TC	On-going	
Coordinate Transfer Fairs/Events for 4-year universities during the Fall and Spring terms	TC Director/coordinator	Annually and/or semi-annually	

Transfer Center Goal #2: To collaborate with the Office of Institutional Research to better track CCC transfer students.

Activities	Responsible Person(s)	Timeline	Outcome
Work with Office of Institutional Research to develop a mechanism to track CCC students transferring to CSU, UC and private colleges, out of state and in California. Count comparison of transfer applicants with 1999-2000 as a baseline	TC Director/Office of Institutional Research	2010-2011	

Transfer Center Goal #3: To outreach to historically underrepresented students from local feeder high schools.

Activities	Responsible Person(s)	Timeline	Outcome
Recruit more under represented students to CCC by visiting feeder high schools involved in CCC's Credits for College and Early College/ High School programs, Latino Youth Leadership Academy.	Credit for College Coordinator/Counselor and Early College HS counselor	On-going	

TRANSFER CENTER GOALS 2009-10

Transfer Center Goal #4: Provide updated, organized transfer resources at accessible times for students.

Activities	Responsible Person(s)	Timeline	Outcome
Increase awareness of the transfer process by providing classroom presentations to CCC students	TC counselors	On-going	
Provide easy access to transfer information and resources by maintaining day and evening hours at TC as well as daily Walk-in counseling hours.	Aide-TC and TC counselors	On-going	
Keep TC notices and materials current by filing and posting info	Aide-TC	On-going	

Transfer Center Goal #5: Create and maintain a database of all the UC, CSU and Private colleges and universities Outreach and Recruitment Offices.

Activities	Responsible Person(s)	Timeline	Outcome
Keep a database current by contacting universities	Aide-TC	Annually	
Create & maintain the database & website with CSCCU	Web Master	Fall, Spring & Summer	

TRANSFER CENTER GOALS 2009-10

Transfer Center Goal #6: Establish regular visitation schedule for local colleges and universities.

Activities	Responsible Person(s)	Timeline	Outcome
Electronic correspondence to students on transfer related events and activities.	Web Master	On-going	
Arrange visits with local university representatives from CSU, UC and private schools via in person, online or phone.	TC counselors and Aide	On-going	
Coordinate with STAR program orientations & classroom visits with university representatives from CSU, UC & private	TC counselor	Fall & Spring	
Establish regular campus visits from university representatives through the use of SARS software.	TC Director TC Counselor	On Going	

Transfer Center Goal #7: Establish a Coastline Virtual Transfer Site.

Activities	Responsible Person(s)	Timeline	Outcome
Provide online transfer options to students at a distance by building a virtual transfer site.	TC director and Web master	Annually	

Transfer Center Goal #8: Actively Outreach to historically Black, Hispanic and Native American colleges and universities.

Activities	Responsible Person(s)	Timeline	Outcome
Hold a Latino Youth Leadership Conference.	Dean of Student Services/Transfer Center Director /Counseling Office Coordinator/Student Services	Annually	

TRANSFER CENTER GOALS 2009-10

Include Historically Black College and Universities, Hispanic serving institutions, and Native American serving institutions in virtual transfer faire.	TC Director	On Going	
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Transfer Center Goal #9: Monitor and evaluate the success of Coastline Transfer Center activities and events.

Activities	Responsible Person(s)	Timeline	Outcome
Meet with TC Advisory Committee to evaluate TC activities and future transfer activities	TC Director	Fall and Spring Terms	
Survey CCC students on their satisfaction with the TC.	Office of Instructional Research	Fall and Spring Terms	

TRANSFER CENTER PLAN

(2009-10)

21 CG

Jerry B. Castillo/Transfer Center Director/Articulation Officer/Counselor
Thao Tran/Transfer Center Coordinator



15744 Golden West Street
Huntington Beach, CA 92647
(714) 895-8794



TRANSFER CENTER PLAN (2009-2010)

GOAL I: Increase the number of Golden West College Students eligible for admission to four-year university (transfer-ready).

OBJECTIVE	ACTIVITIES/PROCEDURES	RESPONSIBLE PERSON(S)	TIME FRAME
Provide students with a variety of Transfer Center services/activities.	University Transfer Day Fair: Provide students with information from 40 university representatives on campus.	Transfer Center Coordinator	September 2009
	SCHEC Fair : Provide students with information from the local universities.	Transfer Center Coordinator	March 2010
	University Transfer Tours: Provide students the opportunity to gain first hand knowledge of a university campus. Coordinated with OCC & CCC. Tours to: CPSUP, CSUDH, CSUF, CSULB, SDSU, Loyola Marymount University, UCI, UCLA, UCR, UCSD & USC.	Transfer Center Coordinator	Fall: September - November Spring: February - May
	Student Transfer Success Workshops: To give students' detailed information about programs and answer all questions they might have about preparing to transfer. Provided workshops in areas such as: <ul style="list-style-type: none"> • CSU/UC Application & How to Transfer to the CSU/UC/ How to Transfer to UCLA • Transferring to UCI w/ a Transfer Admission Guarantee (TAG) • CSULB Transfer Information Session 	Counselor Transfer Center Coordinator	Fall: October - November Spring: February - April



GOAL I (cont.): Increase the number of Golden West College Students eligible for admission to four-year university (transfer-ready).

OBJECTIVE	ACTVITIES/PROCEDURES	RESPONSIBLE PERSON(S)	TIME FRAME
Provide potential transfer students with appropriate academic planning.	Counselor Appointments: Counselor is available to counsel students in the Transfer Center. Mainly for certification evaluations for students referred by Counselors.	Counselor	Fall and Spring
	Counselor is available to counsel Spanish Speaking students. Mainly for ESL students. (this is a new assignment added to Counseling responsibilities)		
	Counselor Walk-in & Drop-in: Provide Counseling at Transfer Center and Counseling Center. (this is a new assignment added to Counseling responsibilities)		
	Provide college group orientations (Matriculation): (this is a new assignment added to Counseling responsibilities)		
	Transfer guidance provided on-line: Refer students to e-Counseling		
	Transfer Center Walk-in Information: Transfer Center staff are available to provide transfer information to students, including college catalogs, GWC transfer option plans, brochures and handouts provided by the receiving institutions.	Transfer Center Coordinator	On-going
	Transfer Applications: Assist students with filling out the CSU and UC applications hardcopy and on-line.		During Application Periods
	University Representative Appointments: Individual appointments are available for students to meet with representatives from the CSU, UC, and Private Institutions before transferring.	University Representatives Transfer Center Coordinator	Fall and Spring

GOAL II (cont.): Improve the identification, retention, and preparation for potential transfer students.

OBJECTIVE	ACTIVITIES/PROCEDURES	RESPONSIBLE PERSON (S)	TIME FRAME
Provide a resource library of college and university catalogs.	In-state/out-of-state college & university catalogs library.	Transfer Center Coordinator	On-going
	On-line College Sources (over 4000 college catalogs online).		
	Participate in Region 8 college catalog exchange		
Have available in the Transfer Center transfer related information (publications/materials) used by students and counselors.	University general education requirements, articulation and transfer agreements on file: (CSU GE-Breath, IGETC and Major Sheets: Over 50 transfer-by-majors are articulated with the CSU, UC, and Private Institutions).	Transfer Center Coordinator	On-going
Provide the necessary resources to equip students, faculty, and staff with current information necessary for the transfer transition.	Selection of reference books and materials: (e.g., Medical Schools, Law Schools, Studying Abroad, Scholarships, etc.)		
	Update CSU, UC and Independent University Binders in the Walk-in Station		
Improve and strengthen the communication channels with potential transfer students.	Through mass mailings provide the majority of the students, staff, and faculty with a variety of transfer related information/events. (Letters/flyers/postcards/ Newsletters)		
	Transfer Center Webpage: <i>Student Information Request Form</i>		
UC Transfer Admission Guarantee Program	Coordinate services (i.e., program information, representative appointments or contact information) with UC campuses which we have transfer agreements (TAG) with. Counselor is liaison to the UCs and meets with students to fill-out forms,etc. UCD.	Counselor Transfer Center Coordinator	Fall



GOAL II (cont.): Improve the identification, retention, and preparation for potential transfer students.

OBJECTIVE	ACTIVITIES/PROCEDURES	RESPONSIBLE PERSON (S)	TIME FRAME
Lower Division Transfer Patterns (LDTP) Program	Provide information to students, staff, and faculty when it becomes available. Courses are still being articulated.	Transfer Coordinator	

GOAL III: Student preparation and outreach – this deals with the college’s relationship with it’s feeder schools.

OBJECTIVE	ACTIVITIES/PROCEDURES	RESPONSIBLE PERSON(S)	TIME FRAME
Provide community college transfer information to high school students.	High School Preview Day: Provide high schools with appropriate publications describing the Transfer Center services. Counselor helps with campus tours or providing information to students.	Outreach Program Staff Transfer Center Staff Counselor/Director	Spring
	Provide community college transfer information to high school students.		Spring
	Chicano Latino College Conference: Counselor assists with the development of the conference program, including workshops aimed at recruitment and retention of potential underrepresented high school students to the college.	Counselor	Spring
	Counselors’ Breakfast. Counselor meets with High school counselors from feeder schools during campus breakfast.		Dec

GOAL IV: Develop and adopt transfer publications.

OBJECTIVE	ACTIVITIES/PROCEDURES	RESPONSIBLE PERSON(S)	TIME FRAME
<p>To inform students, staff, and faculty of updated transfer information and services provided on a continuous basis.</p> <p>To inform students, staff, and faculty of updated transfer information and services provided on a continuous basis.</p>	<p>Transfer Center Brochure//Newsletter Developed and utilized by students, staff, and faculty during orientations and classroom presentations.</p>	<p>Transfer Center Coordinator Web-site Designer Transfer Center Director</p>	<p>Fall/Spring</p>
	<p>Transfer Center Events Calendar: Monthly calendar of the Transfer Center activities. (Distributed to counselor)</p>	<p>Transfer Center Coordinator</p>	
	<p>Transfer Center Web-site: Web-site is updated on a semester basis. Future development will link students to other transfer related sites.</p>	<p>Transfer Center Coordinator Web-site Designer Transfer Center Director</p>	<p>Fall/Spring</p>
	<p>Transfer Center Planning Guide: To assist students with transfer information. Hardcopy and online version posted on the GWC Transfer Center web-site and GWC home page. Transfer information to be updated by Transfer Center Director/Articulation Officer in conjunction with the graphic and web-site designers. (this is a new assignment added to TCD responsibilities)</p>	<p>Transfer Center Director/Articulation Officer Transfer Center Coordinator Web-site Designer Graphic Designer</p>	<p>Fall/Spring</p>
	<p>College Catalog: Update information in sections of catalog pertaining to Transfer and Articulation. Including CSU/GE, IGETC, AP and transfer information.</p>	<p>Transfer Center Director/Articulation Officer</p>	<p>Spring</p>

GOAL V: Enhance Faculty and Staff of Transfer Awareness.

OBJECTIVE	ACTIVITIES/PROCEDURES	RESPONSIBLE PERSON(S)	TIME FRAME
To consult with CCI and faculty on issues related to articulation of courses	Project Assist: Train CCI faculty on the function of ASSIST related to articulation and course approval.	Transfer Center Director	On-going
	Promote the use of ASSIST in college materials and presentations.		
To increase Transfer staff and counselors involvement in getting updated transfer information.	Encourage attendance at AICCU, Ensuring Transfer Success, CSU and UC Counselor Conferences and any other transfer related conferences: Counselors and Transfer Center staff participate in these conferences to be updated on transfer information and policies.	Counselor/Articulation Officer Transfer Center Coordinator	Fall and Spring
	Attend and present updates at the counseling meetings.		
To update counselors, staff, and faculty on current transfer information	Send e-mails to faculty on new developments pertaining to transfer; such as, application deadlines, status of application, and other pertinent information.	Transfer Center Director/Articulation Officer Transfer Center Coordinator	On-going
	Weekly campus e-mail to faculty and staff on Transfer Events.		

Goal VI: Increase on-campus and off-campus networking.

OBJECTIVE	ACTIVITIES/PROCEDURES	RESPONSIBLE PERSON(S)	TIME FRAME
Collaborate with community college and university staff (particularly staff and faculty) in activities that strengthen transfer curriculum and course articulation.	CIAC Meeting: Member of the California Intersegmental Articulation Council (CIAC), a state-wide networking organization of Articulation Officers who gather to share and obtain updated articulation information.	Transfer Center Director/Articulation Officer	Fall/Spring



Goal VI (cont.): Increase on-campus and off-campus networking.

OBJECTIVE	ACTVITIES/PROCEDURES	RESPONSIBLE PERSON(S)	TIME FRAME
Collaborate with community college and university staff (particularly staff and faculty) in activities that strengthen transfer curriculum and course articulation.	SCIAC Meeting: Member of the Southern California Intersegmental Articulation Council. (pay yearly dues)	Transfer Center Director/Articulation Officer	Fall/Spring
	Consult with representatives in Student Outreach, Counseling, and Articulation Officers from the local universities.		
	SCHEC Meeting: Participate in SCHEC (South Coast Higher Educational Council) made up of articulation officers, transfer center directors and representatives from four-year local universities and community colleges in the Region VIII. (pay yearly dues)		
	Region VIII Meeting: Meet with the Transfer Center Coordinators/Directors and Articulation Officers of Region VIII.		
	Transfer Center Directors Association: (pay yearly dues)		
Develop closer networking with special needs programs, e.g. underrepresented and non-traditional students.	Puente Project: Work with Puente Counselor to assist underrepresented students and inform them of the transfer process. Encourage Puente students to utilize transfer center services.	Transfer Center Director/Articulation Officer Transfer Center Coordinator	On-going
	Intercultural Center: Work with the staff at the center to promote visibility of transfer services.	Transfer Center Director Transfer Center Coordinator	

Goal VI (cont.): Increase on-campus and off-campus networking.

OBJECTIVE	ACTIVITIES/PROCEDURES	RESPONSIBLE PERSON(S)	TIME FRAME
Develop closer networking with special needs programs, e.g. underrepresented and non-traditional students.	Disabled Student Services, EOPS and Re-Entry Program/Cal WORKS: Develop closer working relations with these programs to encourage collaboration of services. Also to promote the use of the Transfer Center by students from those programs.	Transfer Center Director Transfer Center Coordinator	On-going
	Honors Program: Work with the Honors Program students, faculty and Honors Counselor, to promote use of transfer center services.		
	Career Center: Work with the Career Center staff to promote the services provided.		

GOAL VII: Student Tracking, Data Collection, Evaluation and Research

OBJECTIVE	ACTIVITIES/PROCEDURES	RESPONSIBLE PERSON(S)	TIME FRAME
Identify and track students from Golden West College to the four-year universities.	The electronic database is available in the Transfer Center to identify in-coming transfer students, facilitate contacts, track and report progress toward transfer, referral/participation in services, and outcomes.	Campus Researcher Transfer Center Coordinator	Fall and Spring
	A data collection form has been developed to track CSU/UC application given to students.	Transfer Center Coordinator	



GOAL VII (cont.): Student Tracking, Data Collection, Evaluation and Research

OBJECTIVE	ACTIVITIES/PROCEDURES	RESPONSIBLE PERSON(S)	TIME FRAME
Monitor effectiveness of services provided by the Transfer Center	Transfer Center Plan Provide yearly to Coast Community College Board of Trustees Transfer Center goals and objectives.	Transfer Center Director Transfer Center Coordinator	September
	End-of-the-year Report to VP of Student Services Provide a summary report of the goals and objective completed – relative to the Transfer Center Plan. Develop & collect data for SLO.		
	California Community Colleges Chancellor’s Office Articulation Grant Funding Allocation & Certification Form: Provide a summary report of how funds were spent relative to articulation goals	District Budget Office (Raine Hambly) Transfer Center Coordinator	September
	Program Review	Transfer Center Director Transfer Center Coordinator	
	California Community Colleges Chancellor’s Office Transfer Center Report and Supplemental Information (Articulation Addendums)	Transfer Center Coordinator Transfer Center Director/Articulation Officer	September
	Transfer Center Budget	Transfer Center Coordinator	On-going

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GOAL VIII: Articulation

OBJECTIVE	ACTIVITIES/PROCEDURES	RESPONSIBLE PERSON(S)	TIME FRAME
Review current articulation agreements with all UC and CSU schools.	Check articulation on ASSIST. Respond to articulation requests by the universities. Initiate articulation agreements with the universities for major prep.	Articulation Officer	Fall/Spring
Review new data being inputted into the ASSIST database. Respond to any inaccuracies in the system.	Review reports (new courses and corrections) submitted to ASSIST Maintenance by the Transfer Center staff.	Articulation Officer Transfer Center Coordinator	Fall/Spring/ summer
Review current articulation agreements with Independent universities.	Check hard copies in binder. Respond to articulation requests by private universities.	Articulation Officer	Fall/Spring
Review and update lower division major preparation requirements for principle transfer schools.	Check new catalogs of transfer schools and ASSIST.	Articulation Officer	Ongoing
Inform counseling staff of preparation for major changes.	Update GWC major preparation Advisement Sheets (over 50 major sheets)	Articulation Officer	Ongoing. New articulation begins in Summer
Make changes to articulation materials	Update Articulation, Advisement Sheets, Transfer Planning Guide on overload hrs per funding from the Chancellor's Articulation Grant	Articulation Officer	Summer, Winter

GOAL VIII (cont.): Articulation

OBJECTIVE	ACTIVITIES/PROCEDURES	RESPONSIBLE PERSON(S)	TIME FRAME
Assist GWC faculty in establishing new articulation.	Maintain dialogue with faculty and be available as resource.	Articulation Officer	Ongoing
	Serve as regular member of Curriculum Committee (CCI). Lead Committee reviewing AP and IB credit for AA degree.	Articulation Officer	Meetings 2 x Monthly
	CCI responsibilities: Review course outlines and provide feedback to instructors. Research information pertaining to course outlines and articulation.	Articulation Officer	Fall/Sp
	Provide consultation & training to CCI members regarding placement of new courses in the UC TCA, CSU GE, IGETC and LDTP transfer patterns.	Articulation Officer	Fall/Sp
	Participate in Tech Review Meetings. (this is a new assignment added to AO responsibilities)	Articulation Officer	Meetings 2 x Monthly
Assist GWC Admissions & Records with Certification	Assist Admissions & Records Graduation Evaluator with CSU/IGETC certification.	Articulation Officer	Fall/Sp
Maintain positive relations with articulation personnel of transfer institutions.	Participate actively in Regional and Intersegmental Articulation Officer meetings.	Articulation Officer	Fall/Sp
Expand articulation with transfer institutions.	Respond to GWC faculty requests for new articulation.	Articulation Officer	Fall/Sp
	Respond to new articulation requests from universities.	Articulation Officer	
	Meet and communicate with Articulation Officers regarding new articulation agreements.	Articulation Officer	
	Update yearly the "Summary of Curricular Changes". Distribute to the CIAC network of Community Colleges, CSU and UC. Also, distribute to GWC faculty and staff.	Articulation Officer	

GOAL VIII (cont.): Articulation

OBJECTIVE	ACTIVITIES/PROCEDURES	RESPONSIBLE PERSON(S)	TIME FRAME
Maintain accurate CSU/UC general education agreements.	Update CSU GE and IGETC certification forms annually	Articulation Officer	Fall
Monitor accuracy of transfer information in GWC publications.	Update/correct Counseling AA, CSU & IGETC Degree check lists		Fall and Spring
	Update College Catalog annually, particularly in the areas related to transfer and articulation.		
Facilitate dissemination of accurate transfer information by GWC counseling staff.	Serve as referral source to counselors for students with unusual transfer situations, such as out-of-state articulation/certification questions.		On-going
CSU Lower Division Transfer Patterns (LDTP) in ASSIST	Monitor the progress of the articulation project for CSU Lower Division Transfer Patterns (LDTP). Inform faculty and students of new requirements. Continue articulation of courses for TCSU through OSCAR. The Project is currently suspended. (this is a new assignment added to AO responsibilities)		
Increase articulation for courses accepted as UC transferable courses (TCA)	Submit courses for Review by the UC Office of the President through OSCAR.	Articulation Officer	September
Increase articulation for IGETC courses	Submit courses for review by the CSU Chancellor's Office and UC Office of the President through OSCAR.		Fall
Increase articulation for courses accepted in CSU GE	Submit courses for review by the CSU Chancellor's Office through OSCAR.		Fall/Spring
Provide articulation updates to staff and faculty	Distribute "Articulation Update" to faculty, staff and Instructional Office (to distribute to academic units). Updates on various types of articulation including TCA, IGETC, CSU/GE, LDTP and major prep.		
District Degree Audit Project	Work with the College District office to align courses with OCC and CCC to facilitate student enrollment in courses throughout the district. (this is a new assignment added to AO responsibilities)	Articulation Officer	Summer, Fall, Spring

10/15/09



**Orange Coast College
Transfer Center / Articulation
2009 - 2010 Year Goals**

Goals: Transfer Center

Goals	Measurement Strategy	Program
Outreach to historically underrepresented (African-American, Latino, Native American) students from local feeder high schools.	Count number of student contacts. Key informant interview (TOP Coordinator/Staff Assistant Transfer Center/TOP Counselor)	Transfer Center/TOP
Serve on key Intersegmental committees that directly impact the transfer student population at Orange Coast College.	Key informant review (Transfer Center Coordinator/Transfer Center Counselor/ Articulation Officer)	Transfer Center
Ensure that students and counseling faculty receive accurate and up to date transfer information.	Key informant review (Transfer Center Coordinator/Transfer Center Counselor/ Articulation Officer)	Transfer Center
As a member of the UCOP Data Sharing Project, follow up with all OCC students who applied for Fall 2009 transfer to a UC campus.	Contact count. Key informant interview (students)	Transfer Center

Maintenance Goals: Transfer Center

Goals	Measurement Strategy	Program
Work with the Office of Institutional Research to better track OCC transfer students.	Count comparison using August 1998 as a baseline	Transfer Center/Office of Institutional Research
Maintain the number of students applying for transfer to UCs and CSUs.	Count comparison of those applying for transfer with 1998-99 as a baseline	Transfer Center/Office of Institutional Research
Encourage ongoing interaction between Orange Coast College and neighboring four-year institutions.	Key informant review (Transfer Center Coordinator/Articulation Officer)	Transfer Center
Simplify student access to transfer information and maintain resources from 4-year institutions in the Transfer Center and on our website.	Student survey	Transfer Center
Increase student access to and counselor	Student survey,	Transfer Center

Goals	Measurement Strategy	Program
utilization of Project ASSIST.	Counselor survey	
Provide students the opportunity to tour four-year campuses.	Key informant interview (Transfer Center Coordinator/Staff Assistant Transfer Center)	Transfer Center
Review transfer admission agreements on an annual basis, and modify as needed.	Key informant interview (Articulation Officer)	Transfer Center/Articulation
Monitor the progress of TOP freshmen students through progress reports and provide support to increase retention to the point of transfer.	Key informant interview (Transfer Center Coordinator/TOP Counselor)	TOP
Mailings to students on transfer related events and activities via mail and e-mail.	Key informant interview (Transfer Center Coordinator/Staff Assistant Transfer Center)	Transfer Center
Provide support for students applying to transfer to UC, CSU, independent and out-of-state institutions. (workshops, group and individual appointments)	Key informant interview (All Transfer/TOP Center faculty and staff)	Transfer Center
Meet with Transfer Center Advisory Committee on an annual basis to plan for the future.	Key informant interview (All Transfer/TOP Center faculty and staff)	Transfer Center
Continue to survey OCC students on their satisfaction with the Transfer Center and TOP.	Student survey	Transfer Center/TOP
Increase awareness of the transfer process by providing classroom presentations and maintaining a visual presence on campus.	Key informant interview (Transfer Center Coordinator/Staff Assistant Transfer Center)	Transfer Center/ Instructional Division Deans
Support transfer student progress, making appropriate referrals to campus services when needed.	Key informant interview (All Transfer/TOP Center faculty and staff)	Transfer Center

Goals: Articulation

Objectives	Measurement Strategy	Program
Develop new articulation with Private four year institutions within California	Key informant interview (Articulation Officer)	Articulation
Develop CSU lower-division transfer pattern (LDTP) course agreements	Key informant interview (Articulation Officer)	Articulation

Objectives	Measurement Strategy	Program
Assist faculty in the revision or development of new courses for UC transferability to expand lower division major preparation offerings	Key informant interview (Articulation Officer)	Articulation
Develop stronger course to course articulation for majors in Physical and Life Sciences, including Computer Science, throughout the state.	Key informant interview (Articulation Officer)	Articulation

Maintenance Goals: Articulation

Objectives	Measurement Strategy	Program
To maintain the lower division curriculum guides, both printed and electronic versions.	Key informant interview (Articulation Officer)	Articulation
To continue to participate in articulation projects.	Key informant interview (Articulation Officer)	Articulation



DAVID SALAI

Nominee

Student Representative, Measure C, Citizens' Oversight Committee

David Salai is a native New Yorker that currently lives in Huntington Beach. After serving for six years in the United States Army, Salai is now a full-time student at Golden West College. Salai has attended all three of the District's colleges in the past two years and is currently majoring in theater and hoping to graduate from the Golden West College Honor's Program.

While in the Army, Salai graduated from the Defense Language Institute in Northern California, served as a Squad Leader and as the Non-Commissioned Officer in Charge of a platoon. While in school, Salai has taken on many leadership roles including AGS Honor Society President, Honors Program Co-Ambassador, Inter-Club Council Co-Chair, Publicity Chair, and ASGWC Club Consultant.



EQUIPMENT LEASE

This Equipment Lease (the "Lease") having lease identifier L09-GWC-VICE-01 is made as of November 5, 2009 (the "Effective Date"), by and between Dynamic Animation Systems, Inc., a Virginia corporation located at 12015 Lee Jackson Memorial Highway, Suite 200, Fairfax, Virginia 22033 ("DAS"), and Coast Community College District (Golden West College, hereinafter "GWC"), a California Public Education Entity, collectively the "Parties".

WITNESSETH:

GWC is interested in establishing an advanced training facility within its campus to enhance the training provided through GWC's Criminal Justice Training Center and the California Peace Officers' Standards and Training (P.O.S.T.) program;

DAS owns an advanced proprietary training system, the Virtual Interactive Combat Environment (V.I.C.E.) Training System, consisting of equipment and software designed to facilitate the training of students for military and law enforcement situations, and DAS is interested in helping GWC locate appropriate sources of funding to establish the V.I.C.E. Training System as an integral part of its Criminal Justice Training Center facilities;

THAT, in consideration of the mutual covenants and agreements contained in this Lease, DAS and GWC hereby covenant and agree as follows:

1. Lease of Equipment. Upon and subject to the terms and conditions herein contained, DAS hereby leases and demises to GWC, and GWC hereby takes and hires from DAS, the Squad 10 Pro Bundle V.I.C.E. Training System Equipment (V.I.C.E. equipment) annexed hereto as Section 1.1 and 1.2 of Schedule 1.

1.1. Additional Equipment. Additional equipment may be added to this Lease upon mutual agreement by the Parties as to the lease prices or other consideration therefor. DAS shall keep GWC apprised of any new products offered by DAS or prices for any additional equipment.

2. License of Software. Upon and subject to the terms and conditions herein contained, DAS grants GWC a limited license to use the V.I.C.E. Training System Software (V.I.C.E. Software) at the campus installation for the purposes contemplated herein. A list of the V.I.C.E. Software provided under this Lease is annexed hereto as Sections 1.1 and 1.2. of Schedule 1.

2.1. Additional Licenses. Additional software, and licenses to additional software may be added to this Lease upon mutual agreement by the Parties as to the lease prices or other consideration therefor. DAS shall keep GWC apprised of any new products offered by DAS or prices for any additional software or software licenses.

3. Maintenance: Upon and subject to the terms and conditions herein contained, DAS will maintain the V.I.C.E. Training System according to the maintenance schedule annexed hereto as Schedule 2.

4. Training and Installation. Upon and subject to the terms and conditions herein contained, DAS will deliver and install the V.I.C.E. Training System in a location designated by GWC. DAS will provide training to GWC personnel for the basic usage of the V.I.C.E. Training System.

4.1. Installation Facilities. GWC agrees to provide adequate facilities for the installation and maintenance of the V.I.C.E. Training System for the Term of the Lease (Facilities). GWC agrees to grant DAS, and DAS supervised third parties, access to the Facilities for purposes of installation, training, maintenance, and operation of the V.I.C.E. Training System. The Facilities will be located within the main campus of GWC, preferably near or within the Criminal Justice Training Center. The Facilities provided will be sufficient for the installation of V.I.C.E. Training System Equipment and V.I.C.E. software corresponding to up to 20 training stations or enclosures. A description of the minimum space, power, and environmental control requirements for the V.I.C.E. Training System is annexed hereto as Sections 1.3-1.5 of Schedule 1.

4.2. Additional Equipment. DAS reserves the right to install, operate, and maintain, at DAS's exclusive option and expense, additional V.I.C.E. Training System Equipment and Software for up to 5 additional stations or enclosures in the Facilities in addition to those listed in Section 1.1 of Schedule 1, for the purposes of showcasing additional aspects of the V.I.C.E. Training System (Additional Loaned Equipment and Software). Section 1.6 of Schedule 1 describes a set of three (3) additional student stations as an example of the Additional Loaned Equipment and Software contemplated under this section. The additional stations of the V.I.C.E. Training System may include military or paramilitary training simulations, such as may be of interest to the National Guard, Reserves, ROTC, U.S. Marine Corps, Air Force, Army, Coast Guard or Homeland Security training programs. GWC agrees to grant DAS, designated participants from such agencies, and other DAS supervised third parties, access to the V.I.C.E. Training System to use and showcase the V.I.C.E. training system. To the maximum extent practicable such access would not interfere with GWC's use of the V.I.C.E. Training System. The Additional Loaned Equipment and Software is the exclusive property of DAS and is not part of the V.I.C.E. Equipment and V.I.C.E. Software leased or licensed under this Lease.

5. Lease Term and Termination.

5.1. Term. Unless earlier terminated, or later extended as hereinafter provided, GWC may have possession and use of the V.I.C.E. Equipment and V.I.C.E. Software during the Term of the Lease, and the Term of this Lease shall be for a period of time commencing on the Effective Date hereof and ending two (2) years after the Effective Date, unless earlier terminated under the terms of this Lease (the "Initial Term").

5.2. Automatic Term Extension. Contingent on the availability of funds, the Term of the lease will be extended one (1) additional year from the end of the Initial Term for a total period of (3) years from the Effective Date hereof (the "Extended Term"). Qualifying available funds will include any available Federal Funds or funds available through the California Commission on Peace Officer Standards and Training (POST) program. The Initial Term and the Extended Term are referred to herein collectively as the "Term."

5.3. Termination for Cause. This Lease may be terminated by a party for cause immediately by written notice upon if the other breaches any provision of this Lease and fails to cure such breach within thirty (30) days of written notice describing the breach.

5.4. Termination Procedures. Upon termination of a portion or all of this Lease for any reason (including expiration) GWC shall promptly return the V.I.C.E. Equipment and V.I.C.E. software to DAS and certify, in writing, that such licenses are terminated and all copies of the Licensed Software so licensed have been destroyed. Failure of GWC to so certify and return the V.I.C.E. Equipment and V.I.C.E. software to DAS shall be deemed an admission that GWC is still using the V.I.C.E. Equipment and Licensed Software, and DAS may require payment of the appropriate licensing fee. GWC shall not be required to return the V.I.C.E. Equipment purchased under the terms of this lease.

6. Lease Prices and Payment.

6.1. Lease Prices. GWC promises to pay to DAS during the Term of the Lease the following amounts:

6.1.1. Fiscal Year 2009 ("FY 2009"): \$240,000.00. FY 2009 covers the first year of the Initial Term. GWC promises to pay DAS promptly and fully the total FY 2009 amount no later than ten (10) days after the Effective Date of this Lease and to make its facilities available for the initial installation of the V.I.C.E. Training System within its campus within ninety (90) days of the Effective date.

6.1.2. Fiscal Year 2010 ("FY 2010"): \$720,000.00. FY 2010 covers the second year of the Initial Term. GWC promises to pay DAS promptly and fully the total FY 2010 amount no later than one (1) year and ten (10) days after the Effective Date.

6.1.3. Fiscal Year 2011 ("FY 2011"): \$465,266.67. FY 2011 covers the Extended Term of the Lease. Contingent on the availability of funds, GWC promises to pay DAS promptly and fully the total FY 2011 amount no later than ten (10) days after the expiration of the Initial Term.

6.2. Payment:

6.2.1. Lease Prices. All Lease Prices listed in Section 6.1 which are payable to DAS shall be paid to DAS at DAS's address set forth below (or to such other person or at such other address as DAS hereafter may direct in writing). All Lease Prices shall be paid in advance and in lawful money of the United States of America and shall include the appropriate amount of any sales, gross receipts, rental occupancy, transaction privilege, use, or similar tax applicable thereto.

6.2.2. Additional Payments. GWC also shall pay, promptly and fully when the same become due and in accordance with the respective invoice, bill, or request for payment, all taxes and other costs which may arise or become due during or in respect of the Term relating in any manner whatsoever to GWC's use of the V.I.C.E. Training System, as well as all other fees, charges, and expenses of every kind and nature whatsoever which GWC is

obligated to pay pursuant to any provision of this Lease (such as late charges, damages, and interest) (collectively referred to as "Additional Payments"). In the event that GWC fails to pay any of the Additional Payments promptly and fully when due, DAS shall have the same rights and remedies as it has, whether hereunder or at law or in equity, for the non-payment of the Lease Prices listed in Section 6.1, including without limitation, all applicable penalties and/or late charges provided for herein.

6.2.3. Late Charges. Any Lease Price listed in Section 6.1 which is not fully paid on or before the fifteenth (15th) calendar day after the date when the same was first due (the "Due Date") shall, at DAS's option, be subject to a late charge, payable no later than 10 days following written demand, equal to five percent (5%) per annum from the date such payment is due until the date such payment is made. GWC acknowledges that such amount is a fair and reasonable estimate of the costs which DAS will incur by virtue of such late payment, and that DAS's acceptance of a late charge shall neither constitute a waiver of GWC's default, a modification of the Due Date with respect to any future payment, nor a limitation, election, or waiver of remedies by DAS.

6.3. Option to Purchase: At the end of the Initial Term and the Extended Term, GWC shall have the right, upon delivery of written notice to DAS not less than ten (10) days prior to the expiration of such Initial Term or Extended Term to purchase from DAS the V.I.C.E. Equipment, and all right, title, and interest therein. The purchase price for GWC's purchase of the V.I.C.E. Equipment shall be an amount equal to \$108,408.37 (the "Residual Buyout Price"), and shall be delivered not later than the date of expiration of the Initial Term or Extended Term, as applicable. Upon payment of the Residual Buyout Price, DAS shall immediately deliver all right, title, and interest in and to the V.I.C.E. Equipment to GWC. DAS shall deliver the V.I.C.E. Equipment free and clear of any and all liens, claims, and encumbrances of any kind or nature and shall provide such forms of payoff letters and other evidence of the discharge of encumbrances and bills of sale or other transfer documentation as shall be requested by GWC.

7. Software License and Limited Warranty.

7.1. Software. For purposes of this Lease, "Software" means any software or documentation, including any updates or new revisions thereof, provided by DAS in connection with the V.I.C.E. Training System and installed by DAS in the V.I.C.E. Equipment.

7.2. License. Upon and subject to the terms and conditions of this Lease, DAS grants GWC a license to use the V.I.C.E. Software annexed hereto as Sections 1.1 and 1.2 of Appendix 1 ("Licensed Software"). The software license granted under this Lease ("Software License") is non-exclusive and nontransferable, and is limited to the use of the V.I.C.E. Training System to train students enrolled in an academic program through its Criminal Justice Training Center or participating in a course related to the California P.O.S.T. program. GWC does not have the right to otherwise commercially exploit the V.I.C.E. Training System and V.I.C.E. Software under the terms of this Lease and Software License. The use of the V.I.C.E. Software under this Software License is limited to DAS trained personnel or personnel meeting DAS training requirements. Under no circumstance is GWC to allow non-trained personnel to use or operate the V.I.C.E. Training System and V.I.C.E. Software.

7.3. Term. The term of the Software License shall correspond to the Term of the Lease, and will start on the Effective Date. Unless specified otherwise under the terms of this Lease, the Software License shall terminate upon the termination of the Initial Term or the Extended Term, as appropriate. Any use of the Licensed Software prior to the Effective Date or after the Term has ended is strictly prohibited.

7.4. Prohibited Activities. GWC shall not, nor shall it encourage or permit others to: (i) translate, adapt, arrange or otherwise alter, or make copies of portions or all of the Licensed Software; (ii) rent, lease, sublicense, redistribute, assign, transfer, time-share or lend portions or all of the Licensed Software, or Licensee's rights under this Lease; (iii) interfere with any initialization system, encryption techniques, or license authentication techniques; (iv) use the Licensed Software in conjunction with equipment not authorized by this Lease.

7.4.1. Reverse Engineering Prohibited. GWC shall not, nor shall it encourage or permit others to, alter, decompile, disassemble, or reverse-engineer any Licensed Software.

7.4.2. Intellectual Property Notices. GWC shall not alter, remove, or obscure any proprietary legend, copyright, trademark, patent, or other proprietary intellectual property notice contained in or on the Licensed Software.

7.5. Third Party Software. To the extent that third party software (the "Third Party Software") is required or used within the V.I.C.E. training system, this Lease includes a license for use of the following Third Party Software: Windows XP or Vista, CAL3D 0.10, Hasp 12.0, and ReplicaNet 5.5. This Third Party Software can be used only in association with the V.I.C.E. Equipment and Software as listed in Schedule 1.

8. Confidentiality. GWC acknowledges that, in connection with the performance of this Lease, it may receive certain confidential or proprietary technical and business information and materials of DAS. GWC hereby agrees: (i) to hold and maintain in strict confidence all Confidential Information of DAS; and (ii) not to use any Confidential Information of DAS except as permitted by this Lease or as may be necessary to perform its obligations under this Lease. GWC will use at least the same degree of care to protect DAS's Confidential Information as it uses to protect its own Confidential Information of like importance, and in no event shall such degree of care be less than reasonable care. GWC agrees that it will only provide Confidential Information to those employees who have a need to know for the purposes of this Lease. GWC agrees that it shall not disclose DAS Confidential Information to any third party, including third party contractors, without written authorization from DAS. Notwithstanding the foregoing, the Parties agree that Confidential Information will not include any information that: (i) is or becomes generally known or is or becomes part of the public domain through no fault of GWC; (ii) DAS authorizes to be disclosed; (iii) is rightfully received by GWC from a third party without restriction on disclosure and without breach of this Lease; (iv) is known to GWC on the Effective Date from a source other than DAS, and not subject to a confidentiality obligation, or (v) is required to be disclosed pursuant to law.

9. Representations and Warranties.

9.1. Limited Software Warranty. DAS warrants that for ninety (90) days after the Effective Date of this Lease, or during any extension thereof under a separate extended warranty agreement between the Parties (the "Warranty Period") the Licensed Software delivered to GWC hereunder will operate substantially in accordance with DAS's specifications therefor. DAS expressly disclaims any warranty of merchantability or fitness for any particular purpose. Provided that GWC notifies DAS of the defect within the Warranty Period, DAS's sole liability, and GWC's sole remedy, with respect to such warranty will be DAS's obligation to correct errors in the Licensed Software, or at DAS's option the associated software documentation, and deliver to GWC an update embodying such correction within thirty (30) days of receiving a written warranty claim from GWC.

9.2. Third Party Software. To the extent that DAS is not the author of any Third Party Software, DAS makes no representations or warranties of any kind with respect to Third Party Software used in conjunction with the Licensed Software. DAS is not responsible for any loss or corruption of any data (whether DAS's or that of a third party) or any damages directly or indirectly caused thereby, even if such damage is caused by the Licensed Software. GWC represents and warrants that it shall not use any Licensed Software in any illegal or unlawful manner.

9.3. Limited Equipment Warranty. DAS hereby warrants that the hardware components of the V.I.C.E. Equipment will be delivered with good and clear title, free and clear of all liens, claims, and encumbrances, and the said hardware will perform in accordance with the applicable specifications (including related documentation provided by the manufacturer) and will be free from defects in materials, workmanship or design until ninety (90) days after delivery to GWC ("Warranty Period"). This limited warranty is in addition to any manufacturer warranties during the Warranty Period. THE ABOVE LIMITED WARRANTY IS IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, OR STATUTORY, INCLUDING IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE AND OF ALL OTHER OBLIGATIONS OR LIABILITIES ON SELLER'S PART.

9.4. Manufacturer Warranties. DAS HAS PROVIDED THE EQUIPMENT FOR THE BENEFIT OF GWC, AND DAS, NOT BEING THE MANUFACTURER OF THE EQUIPMENT NOR THE MANUFACTURER'S AGENT, MAKES NO EXPRESS OR IMPLIED WARRANTIES OR REPRESENTATIONS OF ANY KIND AS TO ANY MATTER RELATING TO: (1) THE MERCHANTABILITY OF ANY EQUIPMENT OR ITS CAPABILITIES OR FITNESS FOR ANY PARTICULAR PURPOSE; (2) THE WORKMANSHIP OR CONDITION OF THE EQUIPMENT; OR (3) COMPLIANCE OF THE EQUIPMENT WITH THE REQUIREMENTS OF ANY LAW, RULE, SPECIFICATION, OR CONTRACT PERTAINING THERETO. DAS hereby exclusively assigns to GWC for the Term any and all warranties and the proceeds therefrom and rights thereunder which have been extended to DAS by the manufacturer and/or vendor of such Equipment and which DAS has the right to so assign. All proceeds of any such warranty recovery from the manufacturer or vendor

of the Equipment shall be used by DAS or GWC, as applicable, to, as promptly as reasonably possible, repair or replace the Equipment.

9.5. Compliance with Laws. GWC's use of the V.I.C.E. Training System shall comply in all material respects with all applicable statutes, regulations, rules, ordinances, codes, licenses, permits, orders, and approvals of any governmental agencies, departments, commissions, bureaus, boards, or instrumentalities of the United States, the state of California, and all political subdivisions thereof. GWC's use of the V.I.C.E. Training System shall comply in all respects with all DAS's standards, guidelines, instructions, or other recommendations and/or directives. GWC will not permit use or access to the V.I.C.E. Training system by non-trained personnel, including the general student body not under the supervisions of DAS, or DAS trained personnel.

9.6. Insurance. GWC shall maintain all risk insurance against loss of and damage to the V.I.C.E. Training System in an amount not less than the full replacement value of the V.I.C.E. Training System. In the event of an insured loss or damage to the V.I.C.E. Training System, GWC covenants and agrees to apply the entire sum of the proceeds from such insured loss to the prompt repair or replacement of the V.I.C.E. Training System.

9.7. Indemnification.

9.8. Except for the gross negligence or willful misconduct of DAS, GWC shall indemnify, defend, and hold DAS harmless for, from, and against any and all claims, actions, suits, proceedings, costs, expenses, damages, and liabilities, including reasonable attorney's fees and costs, arising out of, connected with, or resulting from an uncured breach of any representation and warranty or covenant, or failure to perform any obligation, of GWC set forth in this Lease.

9.9. Except for the gross negligence or willful misconduct of GWC, DAS shall indemnify, defend, and hold GWC and GWC's shareholders, directors, officers, agents, and employees harmless for, from, and against any and all claims, actions, suits, proceedings, costs, expenses, damages, and liabilities, including reasonable attorney's fees and costs, arising out of, connected with, or resulting from an uncured breach of any representation and warranty or covenant, or failure to perform any obligation, of DAS set forth in this Lease.

10. General. This Lease is the entire lease agreement between the Parties on the subject matter hereof. No amendment or modification hereof will be valid or binding upon the Parties unless made in writing and signed by the duly authorized representatives of both Parties. The relationship of the Parties hereunder is that of independent contractors, and this Lease will not be construed to imply that either party is the agent, employee, or joint venturer of the other. In the event that any provision of this Lease is held to be unenforceable, this Lease will continue in full force and effect without said provision and will be interpreted to reflect the original intent of the Parties. This Lease will be governed by the laws of the Commonwealth of Virginia, without regard to its conflict of laws principles. The Parties consent to the personal and exclusive jurisdiction of courts located in Virginia. This Agreement will be binding upon and will inure to the benefit of the Parties permitted successors and/or assignees. Waiver by either party of a breach of any provision of this Agreement or the failure by either party to exercise any

right hereunder will not operate or be construed as a waiver of any subsequent breach of that right or as a waiver of any other right. Except for the payment of fees hereunder, nonperformance of either party will be excused to the extent that performance is rendered impossible by strike, fire, flood, earthquake, governmental acts or orders or restrictions, or any other reason when failure to perform is beyond the reasonable control of the nonperforming party.

IN WITNESS WHEREOF, the Parties hereto have executed this Lease by persons duly authorized as of the date and year first above written.

The Parties have signed below to indicate their acceptance of the terms of this Lease.

DAS

COAST COMMUNITY COLLEGE DISTRICT

By: _____

By: _____

Name: David A Slayton

Name: Jim Moreno

Title: Executive Vice President

Title: President, Board of Trustees

**Virtual Interactive Combat Environment (V.I.C.E.)
Golden West College Equipment Lease**

Schedule 1

The lease L09-GWC-VICE-01 submitted by Dynamic Animation Systems for police training at Golden West College includes one **Squad10 Pro Bundle**.

1.1 The Squad10 Pro Bundle includes the following equipment:

One IV120 Student Station which includes:

- One enclosure (approximately 9' deep x 9' wide x 8' high) with cabinets
- Four custom built computer systems running Microsoft Windows XP or Vista and V.I.C.E. software (minimum computer spec: 2GHz Dual Core CPU, 2GB RAM, DirectX 10 Class Graphics Card, and 250 GB HDD)
- Three overhead projectors (running at 1024x768 resolution)
- Three projector screens
- Three infrared hit detection cameras
- One 5.1 surround sound speaker system (5 speakers & 1 subwoofer)
- One charging holder for Weapon Controller
- UPS battery backups
- All necessary cables and mounting hardware

Nine Student Stations, each Student Station includes:

- One enclosure (approximately 9' deep x 6' wide x 8' high) with cabinet
- One custom built computer system running Microsoft Windows XP or Vista and V.I.C.E. software (minimum computer spec: 2GHz Dual Core CPU, 2GB RAM, DirectX 10 Class Graphics Card, and 250 GB HDD)
- One overhead projector (running at 1024x768 resolution)
- One projector screen
- One infrared hit detection camera
- One 5.1 surround sound speaker system (5 speakers & 1 subwoofer)
- One charging holder for Weapon Controller
- UPS battery backup
- All necessary cables and mounting hardware

One Instructor Station which includes:

- One custom computer system running Microsoft Windows XP or Vista and V.I.C.E. software (minimum computer spec: 2GHz Dual Core CPU, 2GB RAM, DirectX 10 Class Graphics Card, and 250 GB HDD)
- One LCD monitor (20" or larger running at 1280x1024 resolution)

- One desktop speaker system (2 speakers)
- All necessary cables and mounting hardware
- Workstation hardware components as needed based on layout of various VICE Stations

One Observer / AAR Station which includes:

- One custom computer system running Microsoft Windows XP or Vista and V.I.C.E. software (minimum computer spec: 2GHz Dual Core CPU, 2GB RAM, DirectX 10 Class Graphics Card, and 250 GB HDD)
- One large wide screen display (42" or larger display running at 1280x768 resolution)
- One desktop speaker system (2 speakers)
- One gamepad controller
- All necessary cables and mounting hardware
- Workstation hardware components as needed based on layout of various VICE Stations

1.2 **Additional equipment and software per Squad10 Pro Bundle:**

- One gigabit network switch with cables
- Twelve M4 Weapon Controllers with quick aim read dot device and wireless receivers.
- Four M4/M203 Weapon Controllers with quick aim read dot device and wireless receivers.
- Four M249 Weapon Controllers with wireless receivers.
- Seventy M4 Magazines
- Eighteen Green M203 grenades
- Eighteen Gold M203 grenades
- Six M249 ammo boxes with/belts
- V.I.C.E. Law Enforcement Database Subscription
- V.I.C.E. Law Enforcement Training Environment Starter Package

One optional Squad10 Pro MultiViewer is quoted with the Squad10 Pro Bundle which would include:

- Twelve LCD Monitors (17" or larger running at 1024x768 resolution)
- All necessary cables and mounting hardware

1.3 **Space requirements of the V.I.C.E. Training System are as follows:**

The **Squad10 Pro Bundle** can be arranged in a variety of configurations; however the optimal configurations for training require either a 50' x 40' area or 40' x 30' area. A ceiling height of 9' or higher is preferred for air flow.

1.4 Power requirements of the V.I.C.E. Training System are as follows:

The Squad10 Pro Bundle requires six individual 20amp dedicated circuits of 110 volt power.

1.5 Environment Controls:

The equipment must be housed indoors with optimal temperature conditions held between 60 and 75 degrees Fahrenheit for each training system. Low humidity is also recommended.

1.6 Additional Loaned Equipment and Software:

Five M4 Weapon Controller with quick aim red dot device and wireless receiver

Four M4/M203 Weapon Controllers with quick aim read dot device and wireless receivers.

Four M249 Weapon Controllers with wireless receivers.

One M16 Weapon Controller with quick aim red dot device and wireless receiver.

Twenty One M4 Magazines.

Three additional LCD Monitors (17" or larger running at 1024x768 resolution) for MultiViewer.

Three Student Stations, each Student Station includes:

- One enclosure (approximately 9' deep x 6' wide x 8' high) with cabinet
- One custom built computer system running Microsoft Windows XP or Vista and V.I.C.E. software (minimum computer spec: 2GHz Dual Core CPU, 2GB RAM, DirectX 10 Class Graphics Card, and 250 GB HDD)
- One overhead projector (running at 1024x768 resolution)
- One projector screen
- One infrared hit detection camera
- One 5.1 surround sound speaker system (5 speakers & 1 subwoofer)
- One charging holder for Weapon Controller
- UPS battery backup
- All necessary cables and mounting hardware

**Virtual Interactive Combat Environment (V.I.C.E.)
Golden West College Equipment Lease**

Schedule 2

The lease L09-GWC-VICE-01 submitted by Dynamic Animation Systems for police training at Golden West College includes Level 2 Maintenance for a **Squad10 Pro Bundle** as described below.

V.I.C.E. MAINTENANCE PLAN – LEVEL 2

(PRODUCT ID: DAS-B-M-VICELevel2-1Y)

Item	Coverage	Additional Information
Equipment Service	Repair or replace proprietary equipment and parts	New or repaired part shipped to customer within 72 hours
OEM Equipment Service	Support for OEM warranty service	Provide logistical support and shipping for defective OEM equipment
Phone Support	Unlimited	24x7x365
Email Support	Unlimited	Same business day response
Service Calls - Onsite	Two service calls per year	24 to 48 hour response time after technician is determined to be needed by calling customer support; \$2500 per day for additional service calls
V.I.C.E. Software Maintenance	Included	Priority handling of software defects (fixed remotely); point upgrades included
Routine Hardware Tuning	One visit per year	Tightening and inspection of fixtures and supports, replace batteries and bulbs (if required), equipment cleaning, system diagnostics, performance optimization, bios updates, software patches and security upgrades; excludes OEM equipment under warranty and OEM software
Upgrade Assurance	Includes yearly upgrade of latest system components	Trade-in old hardware and software for available hardware upgrades (computers, network, weapons) and available software upgrades (V.I.C.E. software, OS, OEM software, BIOS, etc.) and migration of V.I.C.E. Certified Databases and Scenarios
Excluded Items	Equipment damage; OEM software; newly released V.I.C.E. scenarios and databases	Customers deal directly with OEM for software warranty; newly released V.I.C.E. scenarios and databases must be purchased separately

Additional Terms and Conditions:

- All V.I.C.E. maintenance services are subject to a maintenance agreement, and can only be purchased in conjunction with V.I.C.E. system bundles or stations.
- All maintenance and repairs include a standard 90 day warranty for parts and labor.
- Subject to parts availability, as well as travel and shipping delays, replacement parts delivery shall be made 30 days after receipt of order (A.R.O.) to CONUS locations only.
- The cost of shipping of replacement parts within the CONUS is included in the product list price.
- Replacement parts may not require Manufacturer installation; the cost of Manufacturer installation (if necessary and covered by the maintenance plan) is included in the list price.