
AGENDA

**Coast Community College District
Regular Meeting of the Board of Trustees
Date: Wednesday, July 20, 2011
4:00 p.m. Regular Meeting/Closed Session
Board Room - 1370 Adams Avenue, Costa Mesa, CA 92626**

1.00 Preliminary 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))

1. Faculty Special Assignments
2. Substitute Faculty
3. Full-time Faculty
4. Part-time Faculty
5. Educational Administrators
Interim Dean, Counseling & Special Programs
6. Classified Management
Director, Orange County One Stop Center
7. Classified Staff

8. Reclassification and Reorganization/Reassignment
 Groundskeeper III
 Nursing Program Assistant
 Web/Multi-Media Programmer
 Adm/Rec Tech 3
 Staff Assistant
 Staff Aide
 Student Financial Aid Coordinator
 Information Systems Tech, Sr
 Telecom Analyst
 Staff Specialist
 Intern Audit Coordinator
9. Classified Temporary Assignments
 Area Facilitator
 Special Assignment
 Special Assignment
 Staff Assistant
 Special Assignment
 Exec Assistant to VC HR
 Special Assignment
 Military Contract Educ Tech III
 Special Assignment
 Staff Specialist
10. Hourly Staff
11. Substitute Classified
12. Clinical Advisor/Summer
13. Medical Professional Hourly Personnel
14. Student Workers

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

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

Damian Rodriguez vs. George Phan et al., Orange County Superior
Court Case No. 30-2011-00445563
Coast Community College Association vs. Coast Community College
District, PERB Case #LA-CE-54-36-E
FM & Sons, Inc. vs. Coast Community College District, Orange County
Superior Court Case No. 30-2011-00451209
AB Calif Acquisition Corp vs. Tadros & Youssef Construction et al
Orange County Superior Court Case No. 30-2011-00450786
Carpenters Southwest Administrative Corporation vs. Coast Community
College District et al. Orange County Superior Court Case No. 30-2011-
00479021
Coast Federation of Educators vs. Coast Community College District, Public
Employment Relations Board Case No. _____
Student Grievance, Coastline Community College

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

Janet Redding vs. Coastline Community College et al., Orange
County Superior Court Case No. 30-2011-00479488
Babak Sabah vs. Coastline Community College District et al., Orange
County Superior Court Case No. 30-2011-00438357

1.04.04 Public Employee Discipline/Dismissal/Release
(Pursuant to Government Code Section 54957)

- 1.05 Reconvene Regular Meeting at 6:30 p.m.
- 1.06 Pledge of Allegiance – Student Trustee Joe Venegas, III
- 1.07 Report of Action in Closed Session (if any)
- 1.08 Public Comment (Open Session – Items on Agenda)

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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.

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1.09 Presentation, Ceremonial Resolutions and Public Hearings

1.09.11 Acceptance of Retirements

2.00 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 Report from the Acting Chancellor
- 2.02 Reports from the Presidents
- 2.03 Reports from the Presidents of Student Government Organizations
- 2.04 Reports from the Academic Senate Presidents
- 2.05 Reports from the Presidents of Employee Representative Groups
- 2.06 Reports from the Board of Trustees

2.07 Reports from the Board Committees & Review of Board Committee Meeting Dates

2.08 District Budget Update

3.00 Matters for Review, Discussion and/or Action

3.01 Board Meeting Dates

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

3.03 The Board Directives Log

3.04 Buildings and Grounds Reports

3.05 Review of Instructional Material Fees

3.06 Awards and Accolades 2010-2011

3.07 Opportunity for the Board of Trustees to Review Proposed Revisions to Board Policy BP 2210, Officers

3.08 District Budget Update

CONSENT CALENDAR

4.00 Travel

4.01 DIS – Authorization for Administratively Approved Travel

4.02 DIS – Authorization for Attendance at Meetings and/or Conferences

5.00 Curriculum Approval

5.01 DIS – Curriculum Approval

6.00 Authorization for Student Trips

6.01 CCC – Student Trips

6.02 GWC– Student Trips

6.03 OCC – Student Trips

7.00 Authorization for Special Projects

7.01 CCC - Special Projects

7.02 GWC - Special Projects

- 7.03 OCC - Special Projects**
 - 7.04 DIS - Special Projects**
- 8.00 Authorization to Apply for Funded Programs**
 - 8.01 DIS - Authorization to Apply for Funded Programs**
 - 8.02 GWC - Authorization to Apply for Funded Programs**
- 9.00 Authorization for Disposal of Surplus**
 - 9.01 Authorization for Disposal of Surplus**
- 10.00 Authorization to Enter Into Standard Telecourse Agreements**
 - 10.01 CCC - Authorization to Enter Into Standard Telecourse Agreements**
- 11.00 Approval of Clinical Contracts**
 - 11.01 GWC - Clinical Contracts**
 - 11.02 OCC - Clinical Contracts**
- 12.00 Approval of Standard Agreements**
 - 12.01 CCC - Scope of Work (Standard Agreement)**
 - 12.02 GWC - Standard Agreements**
 - 12.03 OCC - Standard Agreements**
- 13.00 Authorization for Purchase of Institutional Memberships**
 - 13.01 DIS - Institutional Memberships**
 - 13.02 CCC - Institutional Memberships**
 - 13.03 GWC - Institutional Memberships**
 - 13.04 OCC - Institutional Memberships**
- 14.00 Authorization for Off-Campus Assignments**
 - 14.01 GWC - Off Campus Assignments**
 - 14.02 OCC - Off Campus Assignments**
- 15.00 Authorization for Community Activities**
 - 15.01 GWC - Community Activities**

15.02 OCC - Community Activities

16.00 Authorization for Sailing Program

16.01 OCC - Sailing Program

17.00 Personnel Items

17.01 District

- a. Acceptance of Resignations and/or Approval of Layoffs, Exhaustion of Benefits and Terminations
- b. Authorization for Pay Changes, Academic Staff
- c. Authorization for Schedule Changes, Classified Staff
- d. Authorization for Additional Assignments or Change in Bargaining Unit, Classified Staff
- e. Authorization for Professional Experts

18.00 Authorization for Independent Contractors

18.01 CCC - Independent Contractors

18.02 GWC - Independent Contractors

18.03 OCC - Independent Contractors

18.04 DIS - Independent Contractors

19.00 Authorization for Professional Development Program

19.01 DIS - Authorization for Professional Development

20.00 Approval of Purchase Orders

20.1 DIS - Approval of Purchase Orders

21.00 Ratification/Approval of Checks

21.01 DIS – Ratification/Approval of Checks

22.00 Check List for General Obligation Bond Fund

22.01 DIS - General Obligation Bond Fund

DISCUSSION CALENDAR

23.00 Approval of Agreements

- 23.01 OCC - Approve Non-Standard Agreement between Pitney Bowes and the Coast Community College District to Provide Postage Meter and Scale for the OCC Sailing Center**

- 23.02 OCC - Approve Non-Standard Agreement between the Greenwood & Hall Financial Aid Solutions and the Coast Community College District to Provide Customized Federal Direct Loan Default Prevention Solution Services**
- 23.03 DIS - Authorization to Renew Ongoing Dedicated Access Service Agreement between Time Warner Cable Business Class and Coast Community College District**
- 23.04 GWC - Approve Non-Standard Agreement between Time Warner Cable and the Coast Community College District for the Purpose of Providing Customer with a Dedicated Circuit Connection**
- 23.05 CCC - Approval of Employment Agreement, Interim Dean, Counseling and Special Programs**
- 23.06 OCC - Authorization to Enter into a Dedicated Access Service Agreement between Time Warner Cable and Coast Community College District**
- 23.07 CCC - Approve Agreement between Time Warner Cable Business Class and the Coast Community College District to Provide Customer with a Dedicated Circuit Connection**
- 23.08 CCC - Approve Agreement between the County of Orange and the Coast Community College District to Facilitate the Recycling and Resource Management Program at the Orange Coast One-Stop Centers**
- 23.09 CCC - Approve Memorandum of Understanding between Newport-Mesa Unified School District and the Coast Community College District for the Operation of an Early College High School for the 2011-12 High School Year**
- 23.10 CCC - Authorization to Enter into a Memorandum of Understanding between the Joint Forces Training Base (JFTB), Los Alamitos, California, a Federal Installation and the Coast Community College District for the Orange County One-Stop Center to Provide On-Site Veteran Support Services for Recently Separated Veterans through the Workforce Investment Act**

24.00 Buildings and Grounds Approvals

- 24.01 DIS - Authorization to File Notice of Completion**
- 24.02 DIS - Approval of Contractors for FY 2011-12 Pursuant to District's Standard Annual Agreement for Contractor Services**
- 24.03 DIS - Approve Addendum No. 3 for LPA, Inc., Coastline Community College Newport Beach Learning Center**
- 24.04 DIS - Approve Addendum No. 4 to Steinberg Architects; Golden West College Learning Resource Center**
- 24.05 DIS - Approve Change Order No. 7; Orange Coast College Consumer Health & Science Building New Construction (ABC Building); Bid No. 1965**

- 24.06 DIS - Approve Change Order No. 1; Golden West College Learning Resource Center New Construction; Bid No. 1954
- 25.00 General Items of Business
 - 25.01 CCC- Approval of Coastline Community College Associated Student Government (CCC ASG) 2011-2012 Proposed Budget
 - 25.02 GWC - Approve Golden West College's Education Master Plan in Support of the District's Ten-Year Vision, Five-Year Plan, with Three-Year Reviews beginning 2011 and Annual Progress Reports in June to the Board of Trustees
 - 25.03 DIS - Nominations for Appointments to the Orange County Legislative Task Force for FY 2011-12
- 26.00 Resolutions
 - 26.01 Adoption of Resolution #11-26 Establishing the Appropriation Limit, Gann Initiative for 2011-2012
 - 26.02 Adoption of Resolution #11-27 Authorizing Payment to Trustee Absent from Board Meeting
 - 26.03 Adoption of Resolution #11-28 Authorization of Signatures
 - 26.04 Adoption of Resolution #11-29 Designation of Applicant's Agent Resolution Hazard Mitigation Grant Program and Pre-Disaster Mitigation Program
 - 26.05 Adoption of Resolution #11-30 Authorizing Signatures - Orange County Department of Education
- 27.00 Approval of Minutes
 - 27.01 Approval of Minutes
- 28.00 Close of Meeting
 - 28.01 Public Comment (Items Not on Agenda)
 - 28.02 Adjournment

PRELIMINARY MATTERS
(White Pages)

**Wednesday, July 20, 2011
Regular Meeting**

1. Preliminary Matters

Subject **1.01 - 1.09 Preliminary Matters**
Meeting Jul 20, 2011 - Regular Meeting
Category 1. Preliminary Matters
Access Public
Type Preliminary Matters

1.01 Call to Order at 4:00 p.m.

1.02 Roll Call

1.03 Public Comment (Closed Session - Items on Agenda)

1.04 Recess to Closed Session

1.05 Reconvene Regular Meeting at 6:30 p.m.

1.06 Pledge of Allegiance - Student Trustee Joe Venegas, III

1.07 Report of Action in Closed Session (if any)

1.08 Public Comment (Open Session - Items on Agenda)

1.09 Presentation, Ceremonial Resolutions and Public Hearings

1.09.11 Acceptance of Retirements

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

Classified

West, Tammy L., CCC, Student Financial Aid Accounting/Fiscal Specialist, retirement effective 1/1/12.

Classified Management

Loy, Carolyn S., CCC, Director Personnel Services, retirement effective 7/1/11.

Faculty

Drover, Christopher, GWC, Instructor, Anthropology, retirement effective 05/31/11.

Hoffman, Gary, OCC, Instructor, English, retirement effective 05/30/11.

Lundquist, John, GWC, Instructor, English, retirement effective 08/01/11.

Reck, James, GWC, Instructor, Geography, retirement effective 05/31/11.

Salibi, Nuha, OCC, Instructor, English as a Second Language, retirement effective 05/30/11.

Vlachos, Dino, GWC, Instructor, Business, retirement effective 06/01/11.

Classified

Tammy G. West

Whereas, Tammy West, Student Financial Aid Accounting/Fiscal Specialist, is retiring from Coastline Community College effective the first day of January 2012; and

Whereas, Tammy West began her career 17 years ago as a part-time employee in the Admissions and Records Office at the Coastline Community College. Her dependability and good work ethic were noted by the Financial Aid Department and, after a few months, she began her work there, transitioning from part-time through the series of account clerk positions to her current title; and

Whereas, Financial Aid needed a "bean counter" and Tammy West had real life experience. Her practical background in balancing the books for a large commercial plumbing concern, meeting payroll, running several small businesses and complying with a myriad of State and Federal regulations were put to good use; and

Whereas, as a permanent employee for 15 years, Tammy West has been instrumental in disbursing over \$37 million to students, \$16 million in the last two years alone. She has also prevented thousands of dollars from delivery to students who were not eligible, an equally important goal to protect taxpayer resources. Tammy West's abilities and dedication will be missed.

Now Therefore be it Resolved, the Board of Trustees expresses its sincere appreciation to Tammy West for her years of service to Coastline Community College and the Coast Community College District and offer her sincere wishes for a happy, healthy, and fulfilling retirement.

Be it Further Resolved, that the Board of Trustees hereby accepts the retirement of Tammy West on this day, the twentieth day of July in the year 2011.

Classified Management

Carolyn Loy

Whereas, Carolyn Loy , Director Personnel Services, is retiring from Coastline Community College effective the first day of July 2011; and

Whereas, Carolyn Loy began her career at Coastline Community College as a short-term employee in Business Affairs in April 1988, and then applied for full-time, contract employment one year later. Carolyn Loy has been a loyal Coastliner ever since; and

Whereas, Carolyn Loy started as a Secretary, Senior, and was reclassified to Secretary, Administrative, in 1991. She was eventually reassigned to Staff Assistant, Senior, in 1996 when she moved into Personnel Services. In December 2000 Carolyn Loy was reassigned to Supervisor of Personnel Services which eventually grew into Director of Personnel Services in 2007, the position she holds at the time of retirement

Whereas, Carolyn Loy is known for her dedication in serving both employees and students.

She is professional and has consistently demonstrated her commitment to providing service at the highest level. She is "one of those Coastliners who is impossible to replace".

Now Therefore be it Resolved, the Board of Trustees expresses its sincere appreciation to Carolyn Loy for her years of service to Coastline Community College and the Coast Community College District and offer her sincere wishes for a happy, healthy, and fulfilling retirement.

Be it Further Resolved, that the Board of Trustees hereby accepts the retirement of Carolyn Loy on this day, the twentieth day of July in the year 2011.

Faculty

Christopher Drover

Whereas, Christopher (Chris) Drover, Instructor, is retiring from Golden West College effective the thirty-first day of May 2011; and

Whereas, Chris Drover's first experience with the Coast Community College District was as a student at Orange Coast College in 1967. Chris soon became an oarsman for the Orange Coast College Crew coached by David Grant. The experience of participation in Crew with the direction of David Grant became the most motivational experience in Chris' life; and

Whereas, the same experience grew to influence Chris Drover's interest in academics, allowing him to transfer to California State University for his Bachelors and Masters Degrees. Chris Drover was awarded a Ph.D. in 1970 from the University of California, Riverside; and

Whereas, Chris Drover has taught Anthropology for 37 years at Golden West College and 20 years at the University of California, Irvine. He intends to continue teaching at both institutions, and considers his lifetime career to be a gift given to him by the Coast Community College District; and

Now Therefore be it Resolved, the Board of Trustees expresses its sincere appreciation to Chris Drover for his years of service to Golden West College and the Coast Community College District and offer him sincere wishes for a happy, healthy, and fulfilling retirement.

Be it Further Resolved, that the Board of Trustees hereby accepts the retirement of Chris Drover on this day, the twentieth day of July in the year 2011.

Gary Hoffman

Whereas, Gary Hoffman, Full-Time Instructor, is retiring from Orange Coast College effective the thirtieth day of May 2011; and

Whereas, Gary Hoffman, an English professor and chair of Orange Coast College's English Department since 1990, is retiring after 40 years at Orange Coast College. Gary earned his B.A. and M.A. degrees at UCLA, worked as a teaching assistant at the University of Southern California before joining the English Department at 24, as its youngest professor; and

Whereas, in the late 1970's Gary Hoffman, along with Gary Freeman, presented a series of

films called *Film Watch*, and directed faculty breakfast productions written by Freeman that spoofed campus and district issues. Additionally, Gary Hoffman, with his wife Glynis, wrote a book "Adios, Strunk and White"; and

Whereas, as Chair of the English Department, Gary Hoffman said he has encouraged a strong department based on dedicated instructors, and says "I have enjoyed serving them as a defender and problem solver". He has also worked with OCC's Landscape Committee to shape the landscape on campus; and

Whereas, Gary Hoffman will teach part-time next year and plans to continue working with the Landscape Committee. Retirement will be "just more of what I am already doing: exercise, travel, reading, watching films, enjoying being with Glynis, seeing our granddaughter and talking to my grown kids".

Now Therefore be it Resolved, the Board of Trustees expresses its sincere appreciation to Gary Hoffman for his years of service to Orange Coast College and the Coast Community College District and offer him sincere wishes for a happy, healthy, and fulfilling retirement.

Be it Further Resolved, that the Board of Trustees hereby accepts the retirement of Gary Hoffman on this day, the twentieth day of July in the year 2011.

John Lundquist

Whereas, John Lundquist, Instructor, English, is retiring from Golden West College effective the first day of August 2011; and

Whereas, John Lundquist was hired as a full-time English instructor in the fall of 1971. In the mid 1970's John chaired the Remedial English Committee. His work on the committee resulted in removing remedial English from being taught in the traditional classroom with a single instructor to team-teaching the course in what became known as the Writing Center. This resulted in students being able to satisfy their remedial English requirement in a team-taught, media-driven environment and proceed through the workload at their own pace; and

Whereas, John Lundquist co-developed, co-wrote and co-performed in 35 instructional videos that were used as the primary means of delivering course content to remedial students. A significant part of John Lundquist's teaching load during this decade and into the early 1980's was serving as the Writing Center Coordinator. Over the years, the Writing Center evolved into the more mainstream English learning center that is available to students attending the college who need help with their reading and writing skills; and

Whereas, John Lundquist became credentialed in teaching English as a Second Language and taught at least one ELS class each semester for 10 years. He also became involved with the college's Summer Readiness program.

Now Therefore be it Resolved, the Board of Trustees expresses its sincere appreciation to John Lundquist for his years of service to Golden West College and the Coast Community College District and offer him sincere wishes for a happy, healthy, and fulfilling retirement.

Be it Further Resolved, that the Board of Trustees hereby accepts the retirement of John Lundquist on this day, the twentieth day of July in the year 2011.

James Reck

Whereas, James (Jim) Reck, Instructor, is retiring from Golden West College effective the thirty-first day of May 2011; and

Whereas, Jim Reck started teaching geography and history at Golden West College in 1971. Jim brought into his classroom years of experiences in Africa as a Peace Corps volunteer. Over his 40 year career at Golden West College, he continued to explore the world and bring into the classroom rich and varied life experiences; and

Whereas, Jim Reck was awarded three sabbaticals by the district during which time he expanded his professional experiences and knowledge through field studies. Jim Reck has participated in numerous professional organizations and seminars such as the Community College Geography Project at UCLA, Association of American Geographers and field studies with the California Geographic Society. Jim Reck has been a beloved teacher, receiving recognition as Teacher of the Year in 2008; and

Whereas, after retirement, Jim Reck plans to continue influencing the next generation of geographers as a part-time instructor and he will travel the world with his wife, Sharon, who is also a Golden West College retiree.

Now Therefore be it Resolved, the Board of Trustees expresses its sincere appreciation to Jim Reck for his years of service to Golden West College and the Coast Community College District and offer him sincere wishes for a happy, healthy, and fulfilling retirement.

Be it Further Resolved, that the Board of Trustees hereby accepts the retirement of Jim Reck on this day, the twentieth day of July in the year 2011.

Nuha Salibi

Whereas, Nuha Salibi, Full Time Instructor, is retiring from Orange Coast College effective the thirtieth day of May 2011; and

Whereas, Nuha Salibi professor of English as a Second Language, is retiring after 26 years at Orange Coast College. "I have loved every minute of it" Nuha says of her years teaching ESL classes. "I love the campus and I love the people. I have a passion for teaching"; and

Whereas, Nuha Salibi began teaching at OCC as a part-time instructor, and has served on the OCC Multicultural Committee, as well as various panels and hiring committees, and serves on a panel for the American College Testing (ACT), a nonprofit organization. "OCC is a great institution and a place to grow professionally as well as personally," Nuha said. "I am proud of my years of teaching and being part of this great community"; and

Whereas, Nuha Salibi completed her B.A. degree at the Beirut College for Women in Lebanon, and an M.A. degree at the American University of Beirut. She enjoys writing poetry and has written several books. Her friends and family always look for her Christmas message that is written as a poem. In retirement, this Huntington Beach resident is looking forward to having more time to write and travel, especially visiting her daughter, who lives in Indiana with her two adult grandchildren, and her son and his two children.

Now Therefore be it Resolved, the Board of Trustees expresses its sincere appreciation to Nuha Salibi for her years of service to Orange Coast College and the Coast Community College District and offer her sincere wishes for a happy, healthy, and fulfilling retirement.

Be it Further Resolved, that the Board of Trustees hereby accepts the retirement of Nuha Salibi on this day, the twentieth day of July in the year 2011.

Dino Vlachos

Whereas, Dino Vlachos, Instructor, Business, is retiring from Golden West College effective the first day of June 2011; and

Whereas, Dino Vlachos was born and grew up in NYC in the shadow of Yankee Stadium, and is a fervent Yankee fan. He was raised by his Greek grandmother whom he credits for his ability to speak fairly fluent Greek; and

Whereas, Dino Vlachos joined the Air Force at 17, served during the Korean War and was honorably discharged after 4 years. He then attended Pierce Community College and Cal State Northridge under the G.I. Bill. Graduating in 1964 with a B.S. in Business Administration, he went on to receive his teaching credential. Dino taught high school in the L.A. City School system and attended Southwestern University Law School at night. He passed the California State Bar Exam on his first attempt and worked as a trial attorney. After many trials and depositions, he decided to return to his passion – teaching – and was hired by Golden West College in 1972; and

Whereas, Dino Vlachos has been married to Helen (who also worked at GWC) for almost 48 years, and has two great children, Katrina who is a doctor and Michael who is a teacher. He has taken many adventure trips with his son; biked through Boston and NYC, bungee jumped off the Auckland Harbor Bridge, paraglided off a cliff, rappelled down a mountain and swam with dolphins in the Tasman Sea.

Now Therefore be it Resolved, the Board of Trustees expresses its sincere appreciation to Dino Vlachos for his years of service to Golden West College and the Coast Community College District and offer him sincere wishes for a happy, healthy, and fulfilling retirement.

Be it Further Resolved, that the Board of Trustees hereby accepts the retirement of Dino Vlachos on this day, the twentieth day of July in the year 2011.



GENERAL INFORMATION AND REPORTS
(White Pages)

2. Informative Reports

Subject **2.01 - 2.08 Informative Reports**

Meeting Jul 20, 2011 - Regular Meeting

Category 2. Informative Reports

Access Public

Type Informative Reports

2.01 Report from the Acting Chancellor

W. Andrew Dunn

2.02 Reports from the Presidents

Dr. Loretta Adrian, Coastline Community College

Dr. Dennis Harkins, Orange Coast College

Wes Bryan, Golden West College

2.03 Reports from the Presidents of Student Government Organizations

Perly Abdulnour, Acting President, Coastline Community College

Dale Lendrum, Golden West College

Catherine Tran, Orange Coast College

2.04 Reports from the Academic Senate Presidents

Margaret Lovig, Coastline Community College

Theresa Lavarini, Golden West College

Vesna Marcina, Orange Coast College

2.05 Reports from the Presidents of Employee Representative Groups

Ann Nicholson, Coast Federation of Classified Employees (CFCE)

Dr. Barbara Price, Coast Community College Association-California Teachers Association/National Education Association (CCCA-CTA/NEA)

Dean Mancina, Coast Federation of Educators/American Federation of Teachers (CFE/AFT)

Christina Irvin, Association of Confidential Employees (ACE)

Vince Rodriguez, Coast District Management Association (CDMA)

2.06 Reports from the Board of Trustees

Trustee Jerry Patterson, Board President

Trustee Jim Moreno, Board Vice President

Trustee Dr. Lorraine Prinsky, Board Clerk

Trustee Mary L. Hornbuckle

Trustee David A. Grant

Student Trustee Joe Venegas III

2.07 Reports from the Board Committees & Review of Board Committee Meeting Dates

Accreditation Committee
Audit and Budget Committee
Career Technical Education Committee
Land Development Committee
Legislative Affairs
Personnel Committee
Orange County Legislative Task Force

Personnel Committee Meeting, July 26, 2011 at 3:00 p.m. Board of Trustees' Conference Room

Audit and Budget Committee Meeting, September 1, 2011, 3:00 p.m., Board of Trustees' Conference Room

2.08 District Budget Update

3. Matters for Review, Discussion and/or Action

Subject **3.01 - 3.07 Matters for Review, Discussion and/or Action**
Meeting Jul 20, 2011 - Regular Meeting
Category 3. Matters for Review, Discussion and/or Action
Access Public
Type Matters for Review, Discussion and/or Action

3.01 Board Meeting Dates

August 3, 2011 - Regular/Study Session
August 17, 2011 - Regular Meeting
September 7, 2011 - Regular/Study Session
September 21, 2011 - Regular Meeting
October 5, 2011 - Regular Meeting
October 19, 2011 - Regular/Study Session
November 2, 2011 - Regular Meeting
November 16, 2011 - Regular Meeting
December 14, 2011 - Organizational Meeting

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

August 3-5, 2011 Washington D.C., ACCT, New Trustee Governance Leadership Institute
August 12-13, 2011 San Francisco, CA, CCLC Student Trustee Workshop
October 12-15, 2011 Dallas, TX, ACCT Annual Leadership Congress
November 6-8, 2011, Washington, DC, AACC Washington Institute
November 17-19, 2011 San Jose, CA, CCLC, Annual Convention and Partner Conferences
January 29-30, 2012 Sacramento, CA, CCLC Annual Legislative Conference
February 13-24, 2012, Washington, DC, ACCT National Legislative Summit

3.03 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.

3.04 Buildings and Grounds Reports

Golden West College Learning Resource Center

Architect: Steinberg Group
Construction Manager: URS
DSA Approval: March 2008
Construction Start: July 2008
Est. Completion: July 2011
Funding Source: Measure C General Obligation Bond

Project Status: The long awaited lobby ceiling materials have arrived on site and installation begun on 7/11. The site fencing is scheduled to be removed on 7/18 and final building cleaning will take place immediately thereafter. While the final construction activities are being completed, the moving company will begin their immense task on 7/25 and conclude just in time for the beginning of the Fall semester.

Coastline College Newport Beach Learning Center

Architect: LPA Architecture
Construction Manager: CW Driver
DSA Approval (Phase II: Building Construction): May 2011
Est. Construction Start: August 2010 (Phase I: Site Preparation)
Est. Completion: October 2012
Funding: Measure C General Obligation Bond

Project Status: Contractors continue to work 6 days per week, 10 hours per day (the maximum allowed by the City of Newport Beach). The underground utility work has been completed. In the coming months, work will primarily revolve around excavation, installation of rebar, and pouring of concrete footings. As required by the Division of State Architects, 96 "soil nails" have been installed as a seismic precaution. These nails are approximately 8 inches in diameter and range from 40-50 feet in depth and will serve to secure the building foundation to the ground.

Orange Coast College Classroom Refurbishment

Architect: Dougherty + Dougherty Architects
Construction Manager: UCMI
Construction Start: June 6, 2012
Scheduled Completion: August 15, 2012
Funding: Measure C General Obligation Bond

This project is proceeding on schedule for an August 15th completion. Currently the contractor is finishing the installation of acoustic ceilings, approximately 85% complete with painting, and has begun carpet installation. The light fixtures are scheduled to arrive on 7/18 and installation will begin immediately thereafter. The last major project task is the installation of new audio/visual equipment in each classroom, which will occur in early August.

Orange Coast College Athletic Support/Baseball Entry Complex

Architect: Stern Architects
Construction Manager: Orange Coast College/District
Construction Start: June 9, 2012
Scheduled Completion: November 6, 2012
Funding: Foundation & Measure C General Obligation Bond

Construction of this project has commenced. The contractor has proposed a project schedule targeting completion on 10/5/11 (better than one month ahead of previously scheduled completion). The contractor has completed all of the underground preparation (i.e. underground utilities, footing excavation) and will be framing and pouring the building footings in the coming weeks. By the end of July, we expect that the building will begin to "come out of the ground."

3.05 Review of Instructional Material Fees

A copy is available for viewing in the District Board Office.

3.06 Awards and Accolades 2010-2011

Recognition of District-wide awards and accolades for 2010-2011 (See Attachment #1)

3.07 Opportunity for the Board of Trustees to Review Proposed Revisions to Board Policy BP 2210, Officers

After review by the District General Counsel, it is recommended by the Clerk of the Board that Trustees review the proposed revisions to Board of Trustees Policy 2210, Officers. Deletions are noted in strike-through format and additions are noted in bold. After Trustee review and comment, the revised policy will be returned to the Discussion Calendar of the August 3, 2011 Board of Trustees meeting for adoption. A copy of the proposed revisions to the policy are attached to each Trustee's agenda. (See Attachment #2)

File Attachments

[Material Fees.pdf \(22 KB\)](#)

[Awards and Accolades.pdf \(118 KB\)](#)

[7-20-11 Meeting.pdf \(14 KB\)](#)

[BP 2210 Officers.pdf \(32 KB\)](#)

Consideration of Instructional Material Fees

A copy is available for viewing in the Board Office.

Coastline Community College

Effective Summer 2011

Deletions:	FROM	TO
ESL C042 – ESL: Sentence Structure 2A	\$4.00	\$0.00
ESL C046 – ESL: Conversation and Listening 2A	\$4.00	\$0.00

Effective Fall 2011

Deletions:	FROM	TO
BIOL C101 – Introduction to Biology Lab	\$12.00	\$0.00
BIOL C175 – Human Physiology	\$9.00	\$0.00
BIOL C210 – General Microbiology	\$30.00	\$0.00
BIOL C291 – Work Based Learning	\$10.00	\$0.00
BIOL C292 – Work Based Learning	\$10.00	\$0.00
BIOL C293 – Work Based Learning	\$10.00	\$0.00
BIOL C294 – Work Based Learning	\$10.00	\$0.00
CHEM C110L – Introduction to Chemistry – Lab	\$10.00	\$0.00
CHEM C180L – General Chemistry A – Lab	\$25.00	\$0.00
CHEM C185L – General Chemistry B – Lab	\$25.00	\$0.00
CST C102 – Panduit Network Infrastructure Essentials	\$10.00	\$0.00
CST C213 – Cisco Network Design	\$4.00	\$0.00
CST C260 – CISSP (Certified Information Systems Security Professional)	\$4.00	\$0.00
ESL C141 – ESL: Grammar/Writing 4B	\$4.00	\$0.00
PTEC C117 – Instrumentation II	\$3.00	\$0.00

Golden West College

Effective Fall 2011

Deletions:

Music G145 – Basic Voice	\$3.00	\$0.00
Music G146 – Intermediate Voice	\$3.00	\$0.00
Music G147 – Advanced Voice	\$3.00	\$0.00
Music G150 – Broadway and Opera Singing	\$3.00	\$0.00
PE G137 – Golf	\$5.00	\$0.00
PE G150 – Badminton	\$5.00	\$0.00
PE G158 – Tennis	\$5.00	\$0.00
Theater G146 – Broadway and Opera Singing	\$3.00	\$0.00

New Course with Fee:

CBA G152 – MS Windows	\$2.00
DM G141 – Documentary Video Production	\$21.50

DM G163 – Introduction to Motion Graphics	\$47.00
DM G260 – Non-Linear Editing II	\$47.00

Revisions (Decrease):	FROM	TO
CBA G100 – Computer Keyboarding, Introduction Parts 1, 2, and 3	\$8.50	\$8.00
CBA G101 – Computer Keyboarding, Part 1	\$2.50	\$2.00
CBA G117 – Proofreading Skills	\$4.50	\$2.50
CBA G119 – Administrative Business Procedures	\$4.00	\$2.00
CBA G120 – QuickBooks Pro	\$4.00	\$2.00
CBA G145 – Introduction to Computers	\$4.50	\$3.50
CBA G165 – Access, Introduction	\$3.00	\$2.00
CBA G166 – Access, Intermediate	\$3.00	\$2.00
CBA G190 – Internet, Introduction	\$3.00	\$2.00
CBA G195 – Acrobat, Introduction	\$4.00	\$2.00
CBA G196 – Overview of Web Design	\$4.00	\$2.00
Chinese G180 – Elementary Chinese 1	\$3.00	\$2.00
Chinese G185 – Elementary Chinese 2	\$3.00	\$2.00
Chinese G280 – Intermediate Chinese 1	\$3.00	\$2.00
CS G101 – Computer Literacy	\$8.00	\$3.00
CS G102 – Computer Software Development, Introduction	\$8.00	\$3.00
CS G121 – Creating Game Artwork, Introduction	\$8.00	\$3.00
CS G127 – Introduction to Programming with PHP and MySQL	\$8.00	\$3.00
CS G130 – Survey of Computer Science/Information Technology	\$8.00	\$3.00
CS G135 – UNIX/Linux Operating System	\$8.00	\$3.00
CS G145 – C Language Programming	\$8.00	\$3.00
CS G147 – Game Programming, Introduction	\$8.00	\$3.00
CS G148 – Game Programming, Intermediate	\$8.00	\$3.00
CS G149 – Game Programming, Advanced	\$8.00	\$3.00
CS G150 – Mobile Game Programming	\$8.00	\$3.00
CS G153 – Java Programming, Introduction	\$8.00	\$3.00
CS G154 – Java Data Structures, Advanced	\$8.00	\$3.00
CS G171 – SQL Programming, Introduction	\$8.00	\$3.00
CS G175 – C++ Programming	\$8.00	\$3.00
CS G176 – Java Database Programming	\$8.00	\$3.00
CS G177 – Visual Basic .NET	\$8.00	\$3.00
CS G178 – Visual C# .NET	\$8.00	\$3.00
CS G185 – World Wide Web	\$8.00	\$3.00
CS G189 – Data Structures with C++	\$8.00	\$3.00
CS G195 – Client-Server application Development	\$8.00	\$3.00
CS G196 – Web Programming with . NET	\$8.00	\$3.00
CS G198 – Enterprise Java Development with J2EE	\$8.00	\$3.00
DART G100 – Introduction to Digital Arts	\$20.00	\$13.00
DART G103 – Digital 2D Design	\$20.00	\$15.00
DART G135 – Introduction to Adobe Illustrator	\$20.00	\$15.00
DART G150 – Photoshop, Beginning	\$20.00	\$15.00
DART G152 – Using Photoshop, Intermediate	\$20.00	\$15.00
DART G170 – Graphic Design Principles	\$20.00	\$15.00
DART G174 – Introduction to Page Layout & Design-Adobe InDesign	\$20.00	\$15.00
DART G176 – Desktop Publishing Using QuarkXpress	\$20.00	\$15.00
DART G177 – Graphic Design Principles on the Computer	\$20.00	\$15.00
DART G178 – Introduction to Web Page Design	\$20.00	\$15.00
DART G179 – Prepress	\$20.00	\$15.00
DART G180 – Introduction to Web Animation Using Flash	\$20.00	\$15.00

DART G200 – Advanced Web Design	\$20.00	\$15.00
DART G222 – Digital Imaging	\$20.00	\$15.00
DART G230 – 3D Computer Modeling	\$20.00	\$9.00
DM G100 – Introduction to Digital Media	\$20.00	\$7.00
DM G110 – Digital Audio, Introduction	\$20.00	\$7.00
DM G111 – Audio Post Production	\$20.00	\$7.00
DM G112 – Sound Recording I	\$24.00	\$7.00
DM G140 – Media Production, Introduction	\$20.00	\$7.00
DM G160 – Video Editing and Motion Graphics	\$20.00	\$7.00
DM G200 – Applied Digital Media	\$20.00	\$7.00
FREN G060 – Practical French, Beginning	\$3.00	\$2.00
FREN G061 – Practical French, Intermediate	\$3.00	\$2.00
FREN G180 – Elementary French 1	\$3.00	\$2.00
FREN G185 – Elementary French 2	\$3.00	\$2.00
FREN G280 – Intermediate French 1	\$3.00	\$2.00
FREN G285 – Intermediate French 2	\$3.00	\$2.00
FREN G290 – French and Civilization	\$3.00	\$2.00
MATH G005 – Basic Mathematics	\$3.00	\$2.00
MATH G008 – Pre-algebra	\$3.00	\$2.00
MATH G010 – Elementary Algebra	\$3.00	\$2.00
MATH G030 – Intermediate Algebra	\$3.00	\$2.00
PHOT G120 – Intro to Photo: Black & White Dark Room	\$35.00	\$25.00
PHOT G190 – Intro to Photography - Digital	\$35.00	\$25.00
PHYS G111 – Conceptual Physics Lab	\$5.50	\$2.00
PHYS G120 – Algebra Based Physics: Mechanics	\$5.50	\$2.00
PHYS G125 – Algebra Based Physics: Electricity/Magnetism	\$5.50	\$2.00
PHYS G185 – Calculus Based Physics: Mechanics	\$10.50	\$2.00
PHYS G280 – Calculus Based Physics: Electricity/Magnetism	\$5.50	\$2.00
PHYS G285 – Calculus Based Physics: Modern	\$5.50	\$2.00
SPAN G060 – Practical Spanish, Beginning	\$3.00	\$2.00
SPAN G061 – Practical Spanish, Intermediate	\$3.00	\$2.00
SPAN G068 – Spanish Health/Medical Personnel	\$3.00	\$2.00
SPAN G160 – Spanish for Native Speakers 1	\$3.00	\$2.00
SPAN G180 – Elementary Spanish 1	\$3.00	\$2.00
SPAN G180H – Elementary Spanish 1, Honors	\$3.00	\$2.00
SPAN G182 – Elementary Spanish for Teachers	\$3.00	\$2.00
SPAN G185 – Elementary Spanish 2	\$3.00	\$2.00
SPAN G185H – Elementary Spanish 2, Honors	\$3.00	\$2.00
SPAN G280 – Intermediate Spanish 1	\$3.00	\$2.00
SPAN G285 – Intermediate Spanish 2	\$3.00	\$2.00
VIET G060 – Practical Vietnamese, Beginning	\$3.00	\$2.00
VIET G180 – Elementary Vietnamese 1	\$3.00	\$2.00
VIET G185 – Elementary Vietnamese 2	\$3.00	\$2.00
VIET G280 – Intermediate Vietnamese 1	\$3.00	\$2.00
VIET G290 – Vietnamese Culture/Civilization	\$3.00	\$2.00

Orange Coast College

Effective Fall 2011

Revisions (Increase):	FROM	TO
BIOL A101 – Biology of Cooking	\$10.00	\$18.00



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.

4. Travel

Subject	4.01 DIS - Authorization for Administratively Approved Travel
Meeting	Jul 20, 2011 - Regular Meeting
Category	4. Travel
Access	Public
Type	Consent

ADMINISTRATIVE APPROVALS

June 9- July 13, 2011

EduardoJ Arismendi-Pardi, Instructor (OCC), to attend the UCLA Leadership Institute, June 26 - 29, 2011, Los Angeles, CA, without loss of salary, with no reimbursement authorized from District funds, to be paid from.

Administrative Approval: 7/5/2011

JenniferJ Barber, Hourly Instructor (OCC), to attend the American Association of Sexuality Educators, Counselors, and Therapists, April 27 - May 1, 2011, San Diego, CA, without loss of salary, with reimbursement for allowable expenses of \$700, including a registration fee of \$565, to be paid from CFE/AFT Professional Development. The reason for this revision is to revise the budget number.

Revised Admin. Approval: 6/7/2011

DanielJ Johnson, Instructor (CCC), to attend the Academic Senate for California Community Colleges Curriculum Institute, July 14-16, 2011, San Diego, CA, without loss of salary, with reimbursement for allowable expenses of \$530, including a registration fee of \$350, to be paid from. The reason for this revision is to change budget number to general funds.

Revised Admin. Approval: 6/9/2011

MargaretM Lovig, Instructor (CCC), to attend the Academic Senate for California Community Colleges Curriculum Institute, July 14-16, 2011, San Diego, CA, without loss of salary, with reimbursement for allowable expenses of \$900, including a registration fee of \$725, to be paid from Academic Senate Conference Funds. The reason for this revision is to change budget number to general funds.

Revised Admin. Approval: 6/9/2011

ShanaMenaker, Hourly Instructor (OCC), to attend the Thai Massage: Sacred Bodywork, July 17 - 22, 2011, Big Sur, CA, without loss of salary, with reimbursement for allowable expenses of \$700, including a registration fee of \$695, to be paid from CCA/CTA Professional Development Funds - Union - General. The reason for this revision is to change conference and travel dates.

Revised Admin. Approval: 7/5/2011

ChristineP Nguyen, Interim Vice Pres Admn Svcs (CCC), to attend the Association of Chief Business Officers Spring Conference, May 15-18, 2011, Sacramento, CA, without loss of salary, with reimbursement for allowable expenses of \$1057, including a registration fee of \$285, travel by Air Coach, to be paid from General Funds (Admin. Services). The reason for this revision is to increase reimbursement by \$57.

Revised Admin. Approval: 6/7/2011

ChristineP Nguyen, Interim Vice Pres Admn Svcs (CCC), to attend the Association of Chief Business Officers

Spring Conference, May 15-18, 2011, Sacramento, CA, without loss of salary, with reimbursement for allowable expenses of \$1057, including a registration fee of \$285, travel by Air Coach, to be paid from General Funds (Admin. Services). The reason for this revision is to increase reimbursement by \$57; change budget number.

Revised Admin. Approval: 6/7/2011

MelindaA Nish, Vice President (OCC), to attend the California Community College Chief Instructional Officers & Consultation Council, July 19 - 21, 2011, Sacramento, CA, without loss of salary, with reimbursement for allowable expenses of \$750, including travel by Air Coach, to be paid from VPI Management Conferences funds. The reason for this revision is to change the travel dates.

Revised Admin. Approval: 6/24/2011

KerryM Stewert, Cont Ed Ap Prgr Asst (CCC), to attend the Interface 2011 Conference, June 23, 2011, Anaheim, CA, without loss of salary, with reimbursement for allowable expenses of \$30, to be paid from Contract Education Ancillary Funds.

Administrative Approval: 6/22/2011

DejahL Swingle, CTE Cmty Coll Grant Coord tmp (CCCD), to attend the Los Angeles Economic Development Corporation 2011 Mid-Year Economic Forecast, 07/20/11, Los Angeles, CA, without loss of salary, with reimbursement for allowable expenses of \$125, including a registration fee of \$70, to be paid from CTE Community Collaborative Grant To learn what industries in the five-county Los Angeles region are creating jobs..

Administrative Approval: 6/24/2011

Subject 4.02 DIS - Authorization for Attendance at Meetings and/or Conferences
Meeting Jul 20, 2011 - Regular Meeting
Category 4. Travel
Access Public
Type Consent

(1) Meetings for the Board of Trustees

JerryM Patterson, Board Member (CCCD), to attend the Association of Community College Trustees Annual Leadership Congress, October 10-14, 2011, Dallas, TX, with reimbursement for actual expenses, including a registration fee of \$575, travel by Air Coach, to be paid from District Conference Funds.

Joe Venegas III, Student Trustee (Dist), to attend the Community College League of California Student Trustee Workshop, August 12-13, 2011, San Francisco, CA, without loss of salary, with reimbursement for allowable expenses of \$750, including a registration fee of \$255, travel by Air Coach, to be paid from District Conference Funds.

(2) Meetings for Faculty and Staff

Daniel S. Adelman, Counselor (OCC), to attend the American Association for Respiratory Care 5th International Respiratory Convention, November 4 - 8, 2011, Tampa, FL, without loss of salary, with reimbursement for allowable expenses of \$2170, including a registration fee of \$370, travel by Air Coach, to be paid from WIA Allied Health Grant, CFE Contracted PDI Full Time Conference Funds - General. The reason for this revision is to revise reimbursement amount and add reimbursement budgets.

Loretta P. Adrian, President (CCC), to attend the Accrediting Commission for Community and Junior Colleges' Accreditation Team Training Workshop for DeAnza College, September 6-7, 2011, Oakland, CA, without loss of salary, with no reimbursement authorized from District funds, to be paid from sponsoring organization.

Loretta P. Adrian, President (CCC), to attend the Accrediting Commission for Community and Junior Colleges' Accreditation Evaluation Site Visit for DeAnza College, October 23-27, 2011, Cupertino, CA, without loss of salary, with no reimbursement authorized from District funds, to be paid from sponsoring organization.

Kimberly R. Allen, Admin Dir Fiscal Affr (CCCD), to attend the Chancellor's Office State Budget Workshop, August 17, 2011, Glendora, CA, without loss of salary, with reimbursement for allowable expenses of \$85, including a registration fee of \$85, to be paid from Fiscal Services.

Kimberly R. Allen, Admin Dir Fiscal Affr (CCCD), to attend the Association of Chief Business Officials (ACBO) Fall Conference, October 24-26, 2011, Temecula, CA, without loss of salary, with reimbursement for allowable expenses of \$900, including a registration fee of \$285, to be paid from Fiscal Affairs Conference Funds.

Rayline J. Anderson, Child Development Spclt (OCC), to attend the Meaningful Observation for the Desired Results Developmental Profile Training, August 4, 2011, Los Angeles, CA, without loss of salary, with reimbursement for allowable expenses of \$100, including a registration fee of \$100, to be paid from Children's Center Foundation Ancillary Funds.

Michelle R. Arant, Child Care Center Spv (OCC), to attend the Activity Planning in the Preschool Classroom, August 5, 2011, Los Angeles, CA, without loss of salary, with reimbursement for allowable expenses of \$100, including a registration fee of \$100, to be paid from Children's Center Foundation Ancillary Funds.

JeffArthur, Adm Dir Dist Inf Svc (CCCD), to attend the CA Community Colleges Banner Users Group (3CBG), September 27, 2011, Buena Park, CA, without loss of salary, with reimbursement for allowable expenses of \$70, including a registration fee of \$50, to be paid from District Conference Funds to learn about 3CBG Banner enhancements and to collaborate with colleagues.

MaryAvalos, Admin Asst to the Vice Pres (GWC), to attend the Writing a Competitive GEAR UP Grant Proposal Webinar, June 22, 2011, Huntington Beach, CA, without loss of salary, with reimbursement for allowable expenses of \$99, including a registration fee of \$99, to be paid from Discretionary Foundation Funds.

CarolE Barnes, Counselor (OCC), to attend the UCLA Transfer Alliance Program/Transfer Conference, November 18, 2011, Los Angeles, CA, without loss of salary, with reimbursement for allowable expenses of \$100, to be paid from ASOCC Funds - Ancillary.

CarolE Barnes, Counselor (OCC), to attend the Transfer Alliance Program Council Meeting - UCLA, April 27, 2011, Los Angeles, CA, without loss of salary, with reimbursement for allowable expenses of \$100, to be paid from ASOCC Funds - Ancillary.

SusanM Bierlich, Director, Child Care Center (OCC), to attend the Great Administrators Seminar, August 1 - 3, 2011, Monterey, CA, without loss of salary, with reimbursement for allowable expenses of \$199, including a registration fee of \$199, to be paid from Children's Center Foundation Ancillary Funds.

JoyceH Boelzner, Child Devlpmt Spclt (OCC), to attend the Meaningful Observation for the Desired Results Developmental Profile Training, August 4, 2011, Los Angeles, CA, without loss of salary, with reimbursement for allowable expenses of \$100, including a registration fee of \$100, to be paid from Children's Center Foundation Ancillary Funds.

JoyceH Boelzner, Child Devlpmt Spclt (OCC), to attend the Activity Planning in the Preschool Classroom, August 5, 2011, Los Angeles, CA, without loss of salary, with reimbursement for allowable expenses of \$100, including a registration fee of \$100, to be paid from Children's Center Foundation Ancillary Funds.

ThuyT Bui, Child Care Centr Ast (OCC), to attend the Desired Results Development Teacher Training, August 3, 2011, Los Angeles, CA, without loss of salary, with reimbursement for allowable expenses of \$100, including a registration fee of \$100, to be paid from Children's Center Foundation Ancillary Funds.

AdrienneBurton, Student Fin Aid Supervisor (GWC), to attend the Federal Student Aid Conference, November 28 - December 3, 2011, Las Vegas, NV, without loss of salary, with reimbursement for allowable expenses of \$1700, including travel by Air Coach, rental car and insurance, to be paid from BFAP Funds.

RosalindJ Campbell, Student Fin Aid Acct Fisc Spec (OCC), to attend the Department of Education Federal Student Aid Annual Conference, November 28 - December 2, 2011, Las Vegas, NV, without loss of salary, with reimbursement for allowable expenses of \$1500, to be paid from Categorical Funds 2011 - 2012 to be reimbursed for mileage (one-way) equal to the equivalency of travel by air coach.

BarbaraL Cortes, Child Devlpmt Spclt (OCC), to attend the Desired Results Development Teacher Training, August 3, 2011, Los Angeles, CA, without loss of salary, with reimbursement for allowable expenses of \$100, including a registration fee of \$100, to be paid from Children's Center Foundation Ancillary Funds.

W.A Dunn III, Vice Chancellor (CCCD), to attend the Chancellor's Office State Budget Workshop, August 17, 2011, Glendora, CA, without loss of salary, with reimbursement for allowable expenses of \$100, including a registration fee of \$85, to be paid from Administrative Services Management Conferences.

PatrickR Frohn, Athletic Trainer (GWC), to attend the Practical Applications in Sports Medicine, June 3-6, 2011, Palm Springs, CA, without loss of salary, with reimbursement for allowable expenses of \$700, including a registration fee of \$255, to be paid from CCA Conference Funds. The reason for this revision is to correct travel dates and registration amount.

PaulaS Fullerton, Systems Analyst Specialist (CCCD), to attend the CA Community College Banner Users Group (3CBG), September 27, 2011, Buena Park, CA, without loss of salary, with reimbursement for allowable expenses of \$70, including a registration fee of \$50, to be paid from Voyager Conference Funds To attend the Banner users conference..

TraceyM Garcia, Hrly/Temp Service (OCC), to attend the Meaningful Observation for the Desired Results Developmental Profile Training, August 4, 2011, Los Angeles, CA, without loss of salary, with reimbursement for allowable expenses of \$100, including a registration fee of \$100, to be paid from Children's Center Foundation Ancillary Funds.

MariaGermini, Hrly/Temp Service (OCC), to attend the Desired Results Development Teacher Training, August 3, 2011, Los Angeles, CA, without loss of salary, with reimbursement for allowable expenses of \$100, including a registration fee of \$100, to be paid from Children's Center Foundation Ancillary Funds.

JoycelynM Groot, Dean Mil/Corp & Comm Pro (CCC), to attend the National Association of Institutions for Military Education Services (NAIMES) Annual Meeting, September 20-23, 2011, Pensacola, FL, without loss of salary, with reimbursement for allowable expenses of \$1250, including travel by Air Coach, to be paid from Contract Education Ancillary Funds.

JoycelynM Groot, Dean Mil/Corp & Comm Pro (CCC), to attend the Council of College and Military Educators Board Meeting, October 4-8, 2011, Orlando, FL, without loss of salary, with reimbursement for allowable expenses of \$1250, including travel by Air Coach, to be paid from Contract Education Ancillary Funds.

CendyGuadarrama, Hrly/Temp Service (OCC), to attend the Activity Planning in the Preschool Classroom, August 5, 2011, Los Angeles, CA, without loss of salary, with reimbursement for allowable expenses of \$100, including a registration fee of \$100, to be paid from Children's Center Foundation Ancillary Funds.

CendyGuadarrama, Hrly/Temp Service (OCC), to attend the Desired Results Development Teacher Training, August 3, 2011, Los Angeles, CA, without loss of salary, with reimbursement for allowable expenses of \$100, including a registration fee of \$100, to be paid from Children's Center Foundation Ancillary Funds.

RaineL Hambly, Educ & Grant Serv Coordinator (CCCD), to attend the Orange County Business Council Workforce Development Conference, 10/13/11, Irvine, CA, without loss of salary, with reimbursement for allowable expenses of \$90, including a registration fee of \$80, to be paid from Perkins VTEA 1-C Grant To learn about key trends affecting the future of Orange County's workforce and obtain a copy of the 2011-2012 Workforce Indicators Report.

RaineL Hambly, Educ & Grant Serv Coordinator (DIST), to attend the Economic Forecast Conference, 10/27/11, Irvine, CA, without loss of salary, with reimbursement for allowable expenses of \$135, including a registration fee of \$125, to be paid from Perkins VTEA 1-C Grant. The reason for this revision is to corrected budget number.

RaineL Hambly, Educ & Grant Serv Coordinator (CCCD), to attend the California Community Colleges Association for Occupational Education Fall 2011 Conference, 10/19/11 to 10/21/11, San Diego, CA, without loss of salary, with reimbursement for allowable expenses of \$1200, including a registration fee of \$395, to be paid from Perkins VTEA 1-C Grant. To obtain resources and statewide updated information from the State Chancellor's office regarding Career Technical Education and Economic Development funding and

regulations.

Nga ThiT Hong, Student Fin Aid Acct Fisc Spec (GWC), to attend the Federal Student Aid Conference, November 28 - December 3, 2011, Las Vegas, NV, without loss of salary, with reimbursement for allowable expenses of \$1700, including travel by Air Coach, rental car and insurance, to be paid from BFAP Funds.

JanaeK Hunter, Hrly/Temp Service (OCC), to attend the Meaningful Observation for the Desired Results Developmental Profile Training, August 4, 2011, Los Angeles, CA, without loss of salary, with reimbursement for allowable expenses of \$100, including a registration fee of \$100, to be paid from Children's Center Foundation Ancillary Funds.

LureccaJ Jefferson, Staff Specialist (GWC), to attend the 2011 CollegeNet User Conference, July 24-27, 2011, Portland, OR, without loss of salary, with reimbursement for allowable expenses of \$1800, including a registration fee of \$385, travel by Air Coach, rental car and insurance, to be paid from Community Services Conferences.

DannyC Jones, Administrative Dean (CCC), to attend the Instructional Technology Council Board Meeting, July 26-29, 2011, Colorado Springs, CO, without loss of salary, with reimbursement for allowable expenses of \$1300, including travel by Air Coach, to be paid from Administrative Dean's Discretionary.

LucyA Kaliski, Hourly Instructor (GWC), to attend the Human Anatomy & Physiology Annual Conference, May 28 - June 6, 2011, Victoria, BC, Canada without loss of salary, with reimbursement for allowable expenses of \$1200, including a registration fee of \$400, travel by Air Coach, to be paid from IPD CTA Conference Funds. The reason for this revision is to correct the travel dates and to add food.

MariamKhosravani, Exec Dir Cc Foundatn (CCC), to attend the Council for Advancement and Support of Education Introduction to Planned Giving Conference, September 13-16, 2011, Portland, OR, without loss of salary, with reimbursement for allowable expenses of \$3000, including a registration fee of \$1290, travel by Air Coach, to be paid from Foundation Ancillary funds.

PeggyC Liu, Child Devlpmnt Spclt (OCC), to attend the Activity Planning in the Preschool Classroom, August 5, 2011, Los Angeles, CA, without loss of salary, with reimbursement for allowable expenses of \$100, including a registration fee of \$100, to be paid from Children's Center Foundation Ancillary Funds.

PeggyC Liu, Child Devlpmnt Spclt (OCC), to attend the Meaningful Observation for the Desired Results Developmental Profile Training, August 4, 2011, Los Angeles, CA, without loss of salary, with reimbursement for allowable expenses of \$100, including a registration fee of \$100, to be paid from Children's Center Foundation Ancillary Funds.

KevinM Lyon, Hrly/Temp Service (OCC), to attend the Activity Planning in the Preschool Classroom, August 5, 2011, Los Angeles, CA, without loss of salary, with reimbursement for allowable expenses of \$100, including a registration fee of \$100, to be paid from Children's Center Foundation Ancillary Funds.

KevinM Lyon, Hrly/Temp Service (OCC), to attend the Desired Results Development Teacher Training, August 3, 2011, Los Angeles, CA, without loss of salary, with reimbursement for allowable expenses of \$100, including a registration fee of \$100, to be paid from Children's Center Foundation Ancillary Funds.

FabienneMcPhail Naples, VP of Student Success (GWC), to attend the Academic Senate of California Community Colleges: Curriculum Institute 2011, July 14-16, 2011, San Diego, CA, without loss of salary, with reimbursement for allowable expenses of \$1000, including a registration fee of \$725, to be paid from Vice President's Conference Funds. The reason for this revision is to change the person attending from Wes Bryan to our new VP.

LaurieR Melby, Dir Tlcrs Pr & Tmdia (CCC), to attend the Coastline Community College Education Bound U.S. (CCC-EBUS) Xiang Jiang High School Site Visit, August 28-September 5, 2011, Guangzhou, China without loss of salary, with reimbursement for allowable expenses of \$2500, including travel by Air Coach, to be paid from Contract Education Ancillary Funds Lodging provided by Xiang Jiang High School.

ShanaMenaker, Hourly Instructor (OCC), to attend the Thai Massage: Sacred Bodywork, July 17 - 22, 2011, Big Sur, CA, without loss of salary, with reimbursement for allowable expenses of \$700, including a registration fee of \$695, to be paid from CCA/CTA Professional Development Funds - Union - General. The reason for this revision is to change conference and travel dates.

ShanaMenaker, Hourly Instructor (OCC), to attend the Relax & Renew: Learning to Teach Restorative Yoga, July 24 - 30, 2011, San Francisco, CA, without loss of salary, with reimbursement for allowable expenses of \$700, including a registration fee of \$695, to be paid from CCA/CTA Professional Development Funds - Union - General.

BradleyA Moore, Informatn Sys Tch II (GWC), to attend the Gathering of Technicians Conference, August 4-6 2011, Las Vegas, NV, without loss of salary, with reimbursement for allowable expenses of \$750, including a registration fee of \$265, travel by Air Coach, to be paid from RHORC trust funds.

MelissaM Moser, Dir Financial Aid (OCC), to attend the Department of Education Federal Student Aid Fall Conference, November 28 - December 2, 2011, Las Vegas, NV, without loss of salary, with reimbursement for allowable expenses of \$1500, including travel by Air Coach, to be paid from Categorical Financial Aid Funds.

MichelleY Neal, Telecommunicatns Ast (CCCD), to attend the CA Community Colleges Banner Users Group (3CBG), September 27, 2011, Buena Park, CA, without loss of salary, with reimbursement for allowable expenses of \$70, including a registration fee of \$50, to be paid from District Conference Funds To learn about Banner enhancements and to collaborate with colleagues.

ChristineP Nguyen, Interim Vice Pres Admn Srvc (CCC), to attend the Association of Chief Business Officers 2011 Fall Conference, October 24-26, 2011, Temecula, CA, without loss of salary, with reimbursement for allowable expenses of \$1000, including a registration fee of \$285, to be paid from Admin Services Management Conference Funds.

MadjidNiroumand, Interim Assoc Dean, Stu Srvc (OCC), to attend the Student Exchange Visitor Information System - Transition Collaboration with Department of Homeland Security, August 1 - 5, 2011, Washington, DC, without loss of salary, with reimbursement for allowable expenses of \$200, to be paid from International Center Ancillary Funds.

MelindaA Nish, Vice President (OCC), to attend the Chancellor's Office - Consultation Council, October 19 - 20, 2011, Sacramento, CA, without loss of salary, with reimbursement for allowable expenses of \$750, including travel by Air Coach, to be paid from VPI Management Conferences Funds - General.

MelindaA Nish, Vice President (OCC), to attend the Consultation Council - Chancellor's Office, November 16 - 17, 2011, Sacramento, CA, without loss of salary, with reimbursement for allowable expenses of \$750, including travel by Air Coach, to be paid from VPI Management Conferences funds - General.

MelindaA Nish, Vice President (OCC), to attend the California Community Colleges Chief Instructional Officers, September 21, 2011, Sacramento, CA, without loss of salary, with reimbursement for allowable expenses of \$750, including travel by Air Coach, to be paid from VPI Management Conferences Funds - General.

BabakOstovarpour, Sys/Netwrk Anlist II (CCCD), to attend the CA Community Colleges Banner Users Group (3CBG), September 27, 2011, Buena Park, CA, without loss of salary, with reimbursement for allowable expenses of \$70, including a registration fee of \$50, to be paid from Voyager Conference Funds To learn the latest on Luminus.

MarthaM Parham, Dist Dir Mark & Pub (CCCD), to attend the Community College League of California Annual Convention and Partner Conferences, November 16-19, 2011, San Jose, CA, without loss of salary, with reimbursement for allowable expenses of \$2000, including a registration fee of \$500, travel by Air Coach, to be paid from Public Information Management Conference Funds.

JasmahS Pierstorff, Child Care Centr Ast (OCC), to attend the Desired Results Development Teacher Training, August 3, 2011, Los Angeles, CA, without loss of salary, with reimbursement for allowable expenses of \$100, including a registration fee of \$100, to be paid from Children's Center Foundation Ancillary Funds.

TimothyJ Rigney, Applic Project Coor (CCCD), to attend the SharePoint Intelligence Conference, August 30, 2011, Anaheim, CA, without loss of salary, with reimbursement for allowable expenses of \$475, including a registration fee of \$399, to be paid from DIS Application Support CFCE Conference funds To gain knowledge to prepare for the deployment of SharePoint 2010.

AngelaR Romero, Hrly/Temp Service (OCC), to attend the Desired Results Development Teacher Training, August 3, 2011, Los Angeles, CA, without loss of salary, with reimbursement for allowable expenses of \$100, including a registration fee of \$100, to be paid from Children's Center Foundation Ancillary Funds.

TuyetS Ruoff, Child Care Centr Ast (OCC), to attend the Desired Results Development Teacher Training, August 3, 2011, Los Angeles, CA, without loss of salary, with reimbursement for allowable expenses of \$100, including a registration fee of \$100, to be paid from Children's Center Foundation Ancillary Funds.

MarcosSanchez, Hrly/Temp Service (OCC), to attend the Meaningful Observation for the Desired Results Developmental Profile Training, August 4, 2011, Los Angeles, CA, without loss of salary, with reimbursement for allowable expenses of \$100, including a registration fee of \$100, to be paid from Children's Center Foundation Ancillary Funds.

SherriA Schroeder, Hrly/Temp Service (OCC), to attend the Meaningful Observation for the Desired Results Developmental Profile Training, August 4, 2011, Los Angeles, CA, without loss of salary, with reimbursement for allowable expenses of \$100, including a registration fee of \$100, to be paid from Children's Center Foundation Ancillary Funds.

DejahL Swingle, CTE Cmty Coll Grant Coord tmp (DIST), to attend the Green California Community College Summit, 10/17/11 to 10/18/11, Pasadena, CA, without loss of salary, with reimbursement for allowable expenses of \$400, including a registration fee of \$235, to be paid from CTE Community Collaborative Grant. The reason for this revision is to corrected budget number.

DejahL Swingle, CTE Cmty Coll Grant Coord tmp (CCCD), to attend the Orange County Business Council Workforce Development Conference, 10/13/11, Irvine, CA, without loss of salary, with reimbursement for allowable expenses of \$100, including a registration fee of \$80, to be paid from CTE Community Collaborative Grant. To hear the economic forecase for Orange County.

DejahL Swingle, CTE Cmty Coll Grant Coord tmp (DIST), to attend the California Community Colleges Association for Occupational Education Fall 2011 Conference, 10/19/11 to 10/21/11, San Diego, CA, without loss of salary, with reimbursement for allowable expenses of \$1350, including a registration fee of \$545, to be paid from CTE Community Collaborative Grant. To stay up-to-date with issues for Career and Technical Education and possible grant opportunities. The reason for this revision is to change dates, location and

registration price.

ChauN Tran, Mil/Cont Ed Tech Int (CCC), to attend the Naval Air Station Leemore Education Fair, August 10-12, 2011, Leemore, CA, without loss of salary, with reimbursement for allowable expenses of \$550, to be paid from Contract Education Ancillary funds.

MariaS Tullai Davis, Child Care Centr Ast (OCC), to attend the Desired Results Development Teacher Training, August 3, 2011, Los Angeles, CA, without loss of salary, with reimbursement for allowable expenses of \$100, including a registration fee of \$100, to be paid from Children's Center Foundation Ancillary Funds.

EvanJ Van Geem, Hrly/Temp Service (OCC), to attend the Desired Results Development Teacher Training, August 3, 2011, Los Angeles, CA, without loss of salary, with reimbursement for allowable expenses of \$100, including a registration fee of \$100, to be paid from Children's Center Foundation Ancillary Funds.

MaxVorathavorn, Applic Sys Anly/Prg (CCCD), to attend the SharePoint Intelligence Conference, August 30, 2011, Anaheim, CA, without loss of salary, with reimbursement for allowable expenses of \$475, including a registration fee of \$399, to be paid from DIS Application Support CFCE Conference funds. To gain knowledge to prepare for the deployment of SharePoint 2010.

MaxVorathavorn, Applic Sys Anly/Prg (CCCD), to attend the CA Community College Banner Users Group (3CBG), September 27, 2011, Buena Park, CA, without loss of salary, with reimbursement for allowable expenses of \$70, including a registration fee of \$50, to be paid from Voyager Conference Funds. To get Banner updates.

JennyVu, Student Fin Aid Spec (OCC), to attend the Department of Education Federal Student Aid Fall Conference, November 28 - December 3, 2011, Las Vegas, NV, without loss of salary, with reimbursement for allowable expenses of \$1500, including travel by Air Coach, to be paid from Categorical Financial Aid Funds.

DebbieL Womack, Child Devlpmnt Spclt (OCC), to attend the Meaningful Observation for the Desired Results Developmental Profile Training, August 4, 2011, Los Angeles, CA, without loss of salary, with reimbursement for allowable expenses of \$100, including a registration fee of \$100, to be paid from Children's Center Foundation Ancillary Funds.

DebbieL Womack, Child Devlpmnt Spclt (OCC), to attend the Activity Planning in the Preschool Classroom, August 5, 2011, Los Angeles, CA, without loss of salary, with reimbursement for allowable expenses of \$100, including a registration fee of \$100, to be paid from Children's Center Foundation Ancillary Funds.

5. Curriculum Approval

Subject **5.01 DIS - Curriculum Approval**
Meeting **Jul 20, 2011 - Regular Meeting**
Category **5. Curriculum Approval**
Access **Public**
Type **Consent**

Approval of Course Revisions/Retirements/Suspensions/Reinstatements

Approval of New Program/Options

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

Approval of General Education/Graduation Requirements

File Attachments

[Curriculum.pdf \(77 KB\)](#)

Approval of Course Revisions/Retirements/Suspensions/Reinstatements

Course Suspensions:

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

Golden West College

Effective Fall 2011

ARCH G070 - Architectural Technology Laboratory
ARCH G075 - Architectural Technology Laboratory
ARCH G100 - Introduction to Architectural Graphics and Drafting
ARCH G120 - Materials and Principles of Construction
ARCH G125 - Basic Architecture Design
ARCH G130 - Architectural Rendering: Perspective and Shade/Shadows
ARCH G135 - Architectural Rendering: Color Presentations
ARCH G140 - Architectural Drafting: Wood Frame Residence
ARCH G145 - Architectural Drafting: Two-Story Concrete Block Multi-Family
ARCH G150 - Brick and Steel Construction
ARCH G155 - Concrete Tilt-Wall Construction
ARCH G170 - Architectural Design, Commercial Office Building
ARCH G175 - Architectural Design, Industrial Building
ARCH G185 - Introduction to the Profession
ARCH G190 - Architectural Model Building
ARCH G191 - Advanced Architectural Model Building

Course Retirements:

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

Golden West College

Effective Fall 2011

PE G169 – Exercise Science/Individual Program for the Police Academy

Approval of New Programs/Options

New Programs:

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

Golden West College

Effective Fall 2011

Recycling and Zero Waste
Certificate of Specialization

The Certificate of Specialization in Recycling and Zero Waste is designed to introduce the student to the basic principles, concepts, terms and laws relative to the recycling and resource management industry. This training will demonstrate how to properly manage organizational resources and initiate Zero-Waste strategies and programs. Related subjects of emphasis include waste reduction and reuse methodologies; collection technologies; the separation, purchasing and marketing of commodities; economic analysis; legislation and regulations; public policy; outreach and education; and health and safety.

At the completion of this 12-unit Recycling and Zero Waste certificate program students will be able to:

Comprehend basic recycling and resource management principles, including but not limited to Zero-Waste, Extended Producer Responsibility and Product Stewardship.

Identify best practices for recycling, waste diversion and resource recovery for the business sector and communities with the goal of formulating a Zero-Waste plan.

Capable of researching important local, state, and federal legislation and regulations related to recycling, waste diversion and sustainability.

Evaluate the role of materials management strategies and markets for sourcing materials and the implementation of recovery technologies used in the recycling, reuse, and composting industries.

Communicate and identify essential public outreach strategies used to market the concepts of "Reduce, Reuse and Recycle" to the public.

Explain the waste assessment process and have the capability to conduct on-site waste assessments or audits.

Required Courses:

ENVS-G141	Introduction to Recycling and Resource Management	3.0 units
ENVS-G142	Culture and Zero-Waste	3.0 units
ENVS-G143	Resource Management and Zero-Waste for Communities	3.0 units
ENVS-G144	Resource Management and Zero-Waste in Business	3.0 units

Total Units: 12.0 units

**Recycling and Resource Management
Certificate of Achievement**

The Certificate of Achievement in Recycling and Resource Management will expand upon the knowledge obtained in the Certificate of Specialization training. These courses offer a greater in-depth analysis of trends and techniques in the recycling and resource management industry. Courses will require that the student demonstrate, analyze and design strategies, prepare and execute recycling and waste reduction plans, actions and programs. The training will actively engage students in real-world situations through a hands-on experiential training component that connects the students with industry partners in a learning/working environment.

At the completion of this 18-unit RRM Certificate program, students will be able to:

Demonstrate their ability to develop, draft and communicate a recycling and Zero-Waste plan.

Analyze, prepare and present information on recycling and waste management legislation and regulations.

Design a communications plan aimed at increasing public awareness in multiple venues while driving participation through public engagement efforts.

Synthesize and communicate the results of a waste assessment or waste audit for business, industry, private organizations or institutions.

Complete the hands-on experiential training component of the Recycling and Resource Management certificate, by working with industry partners.

Required Courses

ENVS G141	Introduction to Recycling and Resource Management	3.0 units
ENVS G142	Culture and Zero-Waste	3.0 units
ENVS G143	Resource Management and Zero-Waste for Communities	3.0 units
ENVS G144	Resource Management and Zero-Waste in Business	3.0 units
ENVS G100	Introduction to Environmental Studies	3.0 units
ENVS G190	Environmental Studies Practicum	3.0 units

Total Units: 18.0 units

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

Program Suspensions:

The College Curriculum Committee, with concurrence of the College President and the Interim Chancellor, recommends the following program/options be suspended:

Golden West College

Effective Fall 2011

Architectural Technology – Major
Architectural Technology – Certificate of Achievement
Computer Aided Drafting – Architectural – Certificate of Specialization

Approval of General Education/Graduation Requirements

Proposed Majors:

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

Golden West College

Effective Fall 2011

Recycling and Resource Management

The Recycling and Resource Management (RRM) Associate of Arts Degree (Major) will provide students with the opportunity to pursue an in-depth academic education focused on the Recycling and Resource

Management industry. The RRM Degree will provide an analysis of economic, political, and social perspectives related to waste generation, disposal and diversion on a local and global scale. It will prepare students for global citizenship by providing them the terminology, conceptual frameworks, and skills

necessary to solve problems associated with our current unsustainable flow of materials and products. Students will examine a variety of problem-solving discourses including the role of technology, government, culture, and economics. The RRM Degree will prepare the student for a more strenuous course of study

which will provide an opportunity, upon completion of the Degree, to transfer to a four year college and beyond. Furthermore, the curriculum will provide an opportunity to examine the role of humans in creating waste and mismanaging resources, while identifying the various waste diversion programs that help residents, businesses, and governments move towards Zero- Waste. As a result of this field of study, students will be better prepared to conduct ongoing research, engage in policy analysis and management decisions pertaining to the future of waste diversion and sustainability. This Degree will ultimately lead to more extensive professional opportunities in the Recycling and Waste Management industry.

At the completion of the Major, students will be able to:

Comprehend the tenets of recycling and resource management principles, including but not limited to Zero-Waste, Extended Producer Responsibility and Local Producer Responsibility.

Demonstrate their ability to develop, draft and communicate a recycling and Zero-Waste plan.

Identify best practices for recycling, waste diversion and resource recovery for the business sector and communities-at-large.

Engage in an analysis of economic, political, and social perspectives related to waste generation, disposal and diversion.

Conduct research and analysis on a broad range of cross-sector environmental issues.

Design a communications plan aimed at increasing public awareness in the business sector or the community while driving participation through public engagement efforts.

Demonstrate the ability to conduct a waste assessment or waste audit for business, industry, private organizations or institutions.

Prepare research materials or reports on the role of technology, government, culture, and economics in the recycling and resource management industry.

Complete the hands-on experiential training component of the Recycling and Resource Management Major, by working with industry partners.

Required RRM Courses

ENVS G141	Introduction to Recycling and Resource Management	3.0 units
ENVS G142	Culture and Zero-Waste	3.0 units
ENVS G143	Resource Management and Zero-Waste for Communities	3.0 units
ENVS G144	Resource Management and Zero-Waste in Business	3.0 units
ENVS G100	Introduction to Environmental Studies	3.0 units
ENVS G190	Environmental Studies Practicum	3.0 units

Suggested Electives

ENVS G170	Renewable Energy Sources and Applications	3.0 units
Comm Studies		
G108	Introduction to Communication	3.0 units
MGMT G155	Customer Service for the 21 st Century	3.0 units
World Languages		

(Any 180/185 level course offered in the World Languages Department)

5.0 units

Required subtotal

18.0 units

GWC General Ed

21.0 units

Electives (as needed to reach 60)

21.0 units

Total Units

60.0 units

6. Authorization for Student Trips

Subject **6.01 CCC - Student Trips**
Meeting **Jul 20, 2011 - Regular Meeting**
Category **6. Authorization for Student Trips**
Access **Public**
Type **Consent**

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: Acquired Brain Injury Group Project
Location: Estancia Park
Dates: July 26, 2011
Department: Acquired Brain Injury Program
Transportation: Personal vehicles

Conference/Activity: Main Beach Park
Location: Laguna Beach
Date: July 25, 2011
Department: Student Activity Club
Cost/purpose/funding source: \$384; Club Funds
Transportation: Charter Bus

Subject	6.02 GWC - Student Trips
Meeting	Jul 20, 2011 - Regular Meeting
Category	6. Authorization for Student Trips
Access	Public
Type	Consent

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.

Women's Water Polo Team Overnight Trips

Locations & Dates:

September 7-11 @ American River College

September 29 – October 2 @ Cuesta College

November 2-6 @ Riverside College

November 10-13 @ Riverside College (if qualified)

Department: PE/Athletics

Cost/purpose/funding source: \$7,000 for lodging, transportation and food from trust funds.

Cross Country Team Overnight Trips

Locations & Dates:

September 8-10 @ San Diego

October 17-28 @ Riverside College (if qualified)

November 3-4 @ Ontario (if qualified)

November 18-19 @ Fresno (if qualified)

Department: PE/Athletics

Cost/purpose/funding source: \$1,500 for lodging, transportation and food from trust funds.

Men's Water Polo Team Overnight Trips

Locations & Dates:

September 3-5 @ Pepperdine University

September 14-18 @ Cuesta College

October 6-9 @ American River College/West Valley College

November 3-6 @ Riverside College (if qualified)

November 10-13 @ Riverside College (if qualified)

November 17-20 @ Cerritos College (if qualified)

Department: PE/Athletics

Cost/purpose/funding source: \$10,000 for lodging, transportation and food from trust funds.

Away Athletic Contests (day trips)

Location: Various

Date(s): Fall 2011

Department: PE/Athletics

Cost/purpose/funding source: \$8,000 for entry fees from auxiliary and/or foundation funds.

Subject	6.03 OCC - Student Trips
Meeting	Jul 20, 2011 - Regular Meeting
Category	6. Authorization for Student Trips
Access	Public
Type	Consent

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.

UCI Team Up!

Location: Irvine, CA

Date(s): August 2011

Department: OCC- ASOCC

Cost/Purpose/Funding: \$3,000 for registration, snacks, meals, parking and miscellaneous expenses from ASOCC funds.

Transportation: District Vehicles

Student Senate for California Community Colleges Region 8 Meetings

Location: Various community colleges in Region 8

Date(s): July 2011 - July 2012

Department: OCC- ASOCC

Cost/Purpose/Funding: No cost to the college

Transportation: Student personal vehicles

ASOCC Activities

Location: Various locations within the local five-county area

Dates: July 2011 – August 2012

Department: ASOCC, College Life Committee, InterClub Council, and all officially registered clubs.

Cost/Purpose/Funding: Total Amount \$800.00 per event; for materials, supplies, registration costs, rentals, catering, refreshments, entertainment, speakers, awards, promotional items, printed items, gift cards, and miscellaneous expenses; Ancillary Funds, ASOCC funds, club funds, fundraising, sponsorships, and student personal funds.

Transportation: District and personal vehicle.

AMSA ARC/UCD Pre-Medical and Pre-Public Health National Conference

Location: University of California, Davis

Dates: October 7, 2011 - October 10, 2011

Department: Doctors of Tomorrow Club

Cost/Purpose/Funding: Total Amount \$7,600.00 per event; For the Doctors of Tomorrow Club to attend a professional conference in order to assist in their career and educational development. This will include registration costs, event materials, rentals, food, refreshments, supplies, promotional items, printed items, and miscellaneous expenses; ASOCC funds, club funds, fundraising, sponsorships, and student personal funds.

Transportation: District, personal vehicle, and air travel.

Boating Trip for Marine Science Students

Location: Long Beach Marine Institute, Long Beach, CA

Dates: July 26, 2011

Department: Marine Science

Cost/Purpose/Funding Source: \$650 from Marine Science Department Foundation fund

Transportation: District Vehicle

California-Nevada-Hawaii District of Circle K International Fall Training Conference

Location: Old Oak Ranch, Sonora, CA

Dates: November 4-5, 2011

Department: College Life

Cost/Purpose/Funding Source: Each student attending will pay \$105 registration fee (includes housing and meals except while driving). Partial support will be provided by the Kiwanis Club of Costa Mesa. There will be no cost to the District. This annual conference provides leadership training and skills for working in community service.

Transportation: Provided by District vans and/or private cars. An advisor will accompany the students.

Coastal Dolphin Survey Project for Marine Science Student Volunteers

Location: Crystal Cove State Park, Newport Coast, CA

Dates: Summer and Fall 2011 Semesters

Department: Marine Science

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

Transportation: Personal vehicle

Fall 2011/Winter 2012 - OCC Overnight Athletic Trips:

Men's Basketball, Coach: Steve Spencer

Assistant Coaches: Duy Tran, Steve Tamanaha, Guy Perry, Ian Jennings

November 9-13, Ventura Tournament, Ventura

December 14-18, Glendale Tournament, Glendale

December 26-30, College of the Canyons Tournament, Valencia

February 21-23, Southern California Regionals-1 st Round, TBA

February 23-26, Southern California Regionals - 2nd Round, TBA

February 28-March 1, Southern California Regional Semi-Finals, TBA

March 2-4, Southern California Regional Finals, TBA

March 7-12, State Championships, TBA

Football, Coach: Mike Taylor

Assistant Coaches: Doug Smith, John Young, Jack Wigmore, Stephen Fullmer, Joel Wittenberg, Terry Troup

November 18-20, Bowl/Playoff, TBA

November 25-27, Southern California Finals, TBA

December 9-11, State Championship, TBA

Women's Basketball, Coach: Mike Thornton

Assistant Coaches: Steve Popovich, Teeya Fernandez

December 2-6, Cuesta Conoco Classic Tournament, San Luis Obispo

December 27-31, Ventura Tournament, Ventura

February 21-23, Southern California Regionals - 1 st Round, TBA

February 23-26, Southern California Regionals - 2nd Round, TBA

February 28-March 1, Southern California Regional Semi-Finals, TBA

March 2-4, Southern California Regional Finals, TBA

March 7-12, State Championships, Sacramento

Men's & Women's Cross Country, Coach: Marco Ochoa

Assistant Coaches: John Knox, David Fier, Larry Knuth
September 9-11, Fresno Invite, Woodward Park/Fresno
October 13-15, Santa Barbara Invite, Santa Barbara
November 3-5, Southern California Championships, Gusti Park/Rancho Cucamonga
November 18-20, State Championships, Woodward Park/Fresno

Men's Soccer, Coach: Kevin Smith

Assistant Coaches: Glenn Strachan, Chris Ketcham, Peter Dang, Miguel Ochoa
November 18-20, Southern California Regionals _1st Round, TBA
November 21-23, Southern California Regionals - 2nd Round, TBA
November 25-27, Southern California Regionals - 3rd Round, TBA
December 1-5, State Championships, TBA

Women's Soccer, Coach: Kevin Smith

Assistant Coaches: Glenn Strachan, Peter Dang, Heather Hutton, Chris Ketcham, Miguel Ochoa
September 1-4, Ventura Tournament, Ventura
November 18-20, Southern California Regionals _1st Round, TBA
November 21-23, Southern California Regionals - 2nd Round, TBA
November 25-27, Southern California Regionals - 3rd Round, TBA
December 1-5, State Championships, TBA

Women's Volleyball, Coach: Chuck Cutenese

Assistant Coaches: Adrian Delgado, Dodi Drozd
September 14-17, Southwestern & San Diego City, San Diego
November 21-23, Southern California Regionals -1st Round, TBA
November 25-27, Southern California Regionals - 2nd Round, TBA
November 28-30, Southern California Regionals - 3rd Round, TBA
December 1-5, State Tournament, TBA

Men's Water Polo, Coach: Julian Gonzalez

Assistant Coach: James Newton
October 12-16, Cuesta Tournament, San Luis Obispo
November 10-13, Southern California Regionals, Riverside
November 16-20, State Championships, Cerritos

Women's Water Polo, Coach: Anthony Iacopetti

Assistant Coach: Adam Lee, Don Watson
September 29-October 2, Cuesta Tournament, San Luis Obispo
October 6-9, Pasadena Tournament, Pasadena
November 2-6, OEC Championships, TBA
November 10-13, Southern California Championships, TBA
November 16-20, State Championships, TBA

7. Authorization for Special Projects

Subject **7.01 CCC - Special Projects**
Meeting Jul 20, 2011 - Regular Meeting
Category 7. Authorization for Special Projects
Access Public
Type Consent

Focus on Completion and Graduation Event

Date: August 11, 2011

Location: Garden Grove Center

Department: Planning and Development /Title III Office

Purpose: To encourage Coastline students with 45 units or more to complete a certificate or A.A. degree.

Cost/purpose/funding source: \$500/materials and refreshments/ Title III Grant funds.

Business Computing Certificate Seminar

Date: July 27, 2011

Location: Garden Grove Center

Department: Business Computing

Purpose: Student Assistance

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

Viet-CARE Mental Health Symposium

Date: August 20, 2011

Location: Garden Grove Center

Department: Marketing and Public Relations/ Governmental Relations

Purpose: Community/Governmental Relations co-hosted with Congresswoman Loretta Sanchez' office.

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

Business Education Statewide Advisory Committee (BESAC) Meetings.

Date: Various dates between July 21, 2011 and June 30, 2012.

Location: Various locations

Department: Office of Instruction

Purpose: Advisory committee to the State Chancellor's Office.

Cost/Purpose: \$5,000/Materials, Speakers, Presenters, Training, and Refreshments.

Cost/purpose/funding source: Business Education Statewide Advisory Committee (BESAC) contract funds, Business Education Statewide Advisory Committee (BESAC) Foundation funds, and Business Industry Collaborative (BIC) Grant funds.

28th Annual Business Education/CIS Faculty and Staff Development Conference.

Date: April 19 -21, 2012

Location: San Diego

Department: Office of Instruction

Purpose: Host annual conference as required by the Business Industry Collaborative (BIC) Grant.

Cost/Purpose: \$35,000/Conference Rooms, Breakout Rooms, Audio Visual Equipment Rental, Meals, Refreshments, Speakers, Presenters, Training.

Funding Source: Business Education Statewide Advisory Committee (BESAC) contract funds, Business Education Committee (BESAC) Foundation funds, and Business Industry Collaborative (BIC) Grant funds.

Business Industry Collaborative (BIC) Meetings.

Date: Various dates between July 21, 2011 and June 30, 2012.

Location: Various locations

Department: Office of Instruction

Purpose: Business collaborative to the State Chancellor's Office.

Cost/Purpose: \$1,000/Materials, Speakers, Presenters, Training, and Refreshments

Funding Source: Business Industry Collaborative (BIC) grant funds, Business Education Statewide Advisory Committee (BESAC) contract funds, and Business Education Statewide Advisory Committee (BESAC) Foundation funds.

Digital Graphic Arts/Informatics "Meet the Gamers" Marketing Event.

Date: August 5, 2011

Location: Garden Grove Center

Department: Marketing and Public Relations

Purpose: Recruitment

Cost/purpose/funding source: \$3,250 from grant funds "Collaborative Project: C-SPIRIT: Coastline - Seamless Articulation Program for Informatics Recruitment and Intersegmental Transfer".

Pre/Post Performance Social Gathering for The Chance Theater.

Date: August 27, 2011, 1:00 p.m. – 12:00 midnight

Location: Le-Jao Center

Purpose: To rent Le-Jao Courtyard, Student Lounge, Bathrooms and One On-Site Coastline Representative.

Cost/Purpose: Courtyard - \$90/hr, Lounge - \$25/hr, Bathrooms - \$0/hr, Representative - \$40/hr.

Funding Source: No cost to the College or District.

Senior Citizens' Free Computer Skills Course

Date: Six Saturdays between August 6 – October 22, 2011.

Location: Le-Jao Center

Department: Marketing and Public Relations/ Governmental Relations co-sponsored with Buoi-Chu van An Alumni Association in Southern California.

Purpose: Community/Governmental Relations

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

Academic Senate Executive Committee's Planning Workshop

Date: August 26, 2011

Location: 8852 Bellshire Drive, Huntington Beach

Department: Academic Senate

Purpose: Senate planning workshop for 2011-12 academic year.

Cost/Purpose: \$200/materials and food

Funding Source: Academic Senate funds

Subject **7.02 GWC - Special Projects**
Meeting Jul 20, 2011 - Regular Meeting
Category 7. Authorization for Special Projects
Access Public
Type Consent

Invitational Dance Concert

Date(s): September 17, 2011

Department: Dance Department

Purpose: Student Dance Concert

Cost/purpose/funding source: \$2000 for refreshments, facilities, printing, costumes, mailing, and supplies from Dance Trust and ASB funds to be covered by admission fees (\$12 general; \$10 ASB/GWC, seniors, and children under 12).

"Move Me" Dance Concert

Date(s): May 19 – 20, 2012

Department: Dance Department

Purpose: Student Dance Concert

Cost/purpose/funding source: \$3,000 for refreshments, facilities, printing, costumes, mailing, and supplies from Dance Trust and ASB funds to be covered by admission fees (\$12 general; \$10 ASB/GWC, seniors, and children under 12).

Testing Coordinator Annual Meeting, Hilton San Bernardino

Date(s): September 12, 2011

Department: Health Science/RHORC/RTC

Purpose: Review policies and procedures of the Regional Testing Center

Cost/purpose/funding source: \$500 for conference rooms and food from RHORC RTC Trust funds.

Nursing 100 Orientation/BBQ

Date(s): June 22, 2011

Department: School of Nursing

Purpose: Orientation to Nursing 100 students beginning in fall 2011

Cost/purpose/funding source: \$300 for food and supplies from Trust funds.

Holiday Art Sale

Date(s): November 30 – December 1, 2011

Department: Art Department

Purpose: Showcase Student Work

Cost/purpose/funding source: \$500 for refreshments, facilities, printing, and supplies from ASB and Art Department Foundation funds.

Arts & Letters Division and the Ballet Repertory Theater Fall Festival

Date(s): September 10 – 11, 2011

Department: Theater

Purpose: Dance/ballet Concerts

Cost/purpose/funding source: Income of 50% of gross ticket sales (\$18 general; \$13 ASB/GWC, seniors and children under 12) for admission to Theater Income Trust.

Arts & Letters Division and the Ballet Repertory Theater The Nutcracker Ballet

Date(s): December 10 – 24, 2011

Department: Theater

Purpose: Dance/ballet concerts

Cost/purpose/funding source: Income of 50% of gross ticket sales (\$18 general; \$15 ASB/GWC and seniors, \$14 children under 12) to Theater Income Trust.

"Fall into Winter" Symphonic Band Concert

Date(s): December 6, 2011

Department: Music Department

Purpose: Student Symphonic Band Concert

Cost/purpose/funding source: \$1,500 for refreshments, facilities, printing, and supplies from Symphonic Band Trust, ASB, and Band Foundation funds to be covered by admission fees (\$12 general; \$10 ASB/GWC, seniors, and children under 12).

"Spring into Summer" Symphonic Band Concert

Date(s): May 15, 2012

Department: Music Department

Purpose: Student Symphonic Band Concert

Cost/purpose/funding source: \$1,500 for refreshments, facilities, printing, and supplies from Symphonic Band Trust, ASB, and Band Foundation funds to be covered by admission fees (\$12 general; \$10 ASB/GWC, seniors, and children under 12).

"Have a Jolly, Jazzy Christmas" Jazz Band Concert

Date(s): November 28, 2011

Department: Music Department

Purpose: Student Big Band Fall Concert

Cost/purpose/funding source: \$1,500 for refreshments, facilities, printing, and supplies from Jazz Band Trust and ASB funds to be covered by admission fees (\$12 general; \$10 ASB/GWC, seniors, and children under 12).

"Swingin' into Spring!" Jazz Band Concert

Date(s): May 21, 2012

Department: Music Department

Purpose: Student Big Band Fall Concert

Cost/purpose/funding source: \$1,500 for refreshments, facilities, printing, and supplies from Jazz Band Trust and ASB funds to be covered by admission fees (\$12 general; \$10 ASB/GWC, seniors, and children under 12).

Theater Productions 2011-2012

Date(s): February 9 - 12, 2012

Department: Theater

Purpose: GWC Theater presents Student Directed Plays

Cost/purpose/funding source: \$500 for royalties, scenery, costumes, sound and lighting supplies, advertising, printing and mailing, production personnel, and refreshments from District Theater, Theater Trust, and ASB funds to be covered by admission fees (\$12 general; \$10 ASB/GWC, seniors, and children under 12).

Men's & Women's Water Polo Tournaments

Date(s): Fall 2011

Department: HE/PE/Athletics

Purpose: Hosting two tournaments

Cost/purpose/funding source: \$3,000 for game officials and helpers from tournament entry fees of participants and auxiliary funds.

Men's & Women's Cross Country Invitational

Date(s): September 16, 2011

Department: HE/PE/Athletics

Purpose: Hosting a cross country meet.

Cost/purpose/funding source: \$3,500 for food, game officials, helpers and trophies from entry fees of participants and auxiliary funds.

Preceptor Instructor, Course Desert Valley Hospital, Victorville

Date(s): August 29-30, 2011

Department: Health Professions-HWI/RHORC

Purpose: Provide two-day workshop to prepare preceptor instructors

Cost/purpose/funding source: \$1,500 for food and supplies from RHORC Trust funds.

Foundation Meetings & Events

Date(s): 2011-2012 Academic Year

Department: Foundation

Purpose: Hold miscellaneous meetings & events as needed

Cost/purpose/funding source: \$1,000 for refreshments, supplies and printing from Foundation funds.

Scholarships & Awards Ceremony 2012

Date(s): May 8, 2012

Department: Foundation

Purpose: Annual awards ceremony

Cost/purpose/funding source: \$2,000 for printing, supplies, decorations, equipment rental, interpretive services and refreshments from Foundation funds.

Golden West College Gala 2012

Date(s): March 24, 2012

Department: Foundation

Purpose: Annual fundraising event

Cost/purpose/funding source: \$80,000 for facility rental, food, entertainment, auction services, auction items including travel, goods, services, and alcohol, opportunity drawing registration fee, wine and alcohol service at event, printing, payroll, and event planning meeting expenses from Foundation funds.

"2D & 3D Experience" Art Gallery Event

Date(s): October 20 – November 10, 2011

Department: Art Department

Purpose: Sharing 2D & 3D experience revealing different types of material, styles, and techniques, and to inspire and expose students to the 3D experience.

Cost/purpose/funding source: \$1,500 for refreshments, facilities, printing, vendors, supplies, guest speakers and performers from Art Gallery Trust, ASB, and Art Gallery Foundation funds.

45th Anniversary of GWC Student Art Gallery Show

Date(s): September 8 – September 29, 2011

Department: Art Department

Purpose: To give art students the opportunity to realize and experience workings of a professional gallery, to expose the campus and the community to the quality of art experiences offered at GWC and as a contribution

to celebrating the 45th anniversary of Golden West College.

Cost/purpose/funding source: \$2,000 for refreshments, facilities, printing, vendors, supplies, guest speakers and performers from Art Gallery Trust, ASB, and Art Gallery Foundation funds.

International Art Festival & Sale

Date(s): November 28 – December 2, 2011

Department: Art Department

Purpose: To give opportunity to students, friends, and family to purchase affordable items and to raise funds for the art gallery.

Cost/purpose/funding source: \$1,500 for refreshments, facilities, printing, vendors, supplies, guest speakers and performers from Art Gallery Trust, ASB, and Art Gallery Foundation funds.

Internet Radio Broadcasting GWC Football Games (KBPK)

Date(s): Fall 2011 Football Season

Department: HE/PE/Athletics

Purpose: Live broadcasting

Cost/purpose/funding source: \$500 for radio broadcasting GWC football games from auxiliary and/or foundation funds.

Team Meals

Date(s): Fall 2011

Department: PE/Athletics

Purpose: Team bonding; pre/post-game meals

Cost/purpose/funding source: \$9,500 for meals from auxiliary and/or foundation funds.

Clothing Sales Fundraiser

Date(s): Fall 2011

Department: PE/Athletics

Purpose: Raise funds for sports programs

Cost/purpose/funding source: \$3,000 for purchase of clothing from auxiliary and/or foundation funds.

Fall Athletic Home Games

Date(s): Fall 2011

Department: PE/Athletics

Purpose: Home athletic events

Cost/purpose/funding source: \$26,000 for officials, linespeople, scorekeepers, announcers, chaincrew and other related expenses associated with holding a home event from auxiliary and/or foundation funds.

Athletic Luncheons

Date(s): September 2011 – June 2012

Department: PE/Athletics

Purpose: Provide lunch for hosted events

Cost/purpose/funding source: \$2,500 for food from auxiliary and/or foundation funds.

Courtyard of Honor 2011

Date(s): October 27, 2011

Department: Foundation

Purpose: Donor and alumni recognition ceremony

Cost/purpose/funding source: \$18,000 for refreshments, supplies, installation services, and printing from Foundation funds.

Texas Hold 'Em Tournament

Date(s): November 19, 2011

Department: Foundation

Purpose: Fundraising event

Cost/purpose/funding source: \$5,000 for food, beverages including beer and wine, facility rental, prizes, supplies and printing from Foundation funds.

(Revision is to include additional expenses. Previous Board action: 5/4/11.)

"Move Me" Dance Concert

Date(s): May 20 – 21, 2011

Department: Dance Department

Purpose: Dance Concert

Cost/purpose/funding source: \$3,450 for refreshments, facilities, printing, supplies, and prizes from Dance Trust and ASB funds to be covered by admission fees (\$12 general; \$10 ASB/GWC, seniors, and children under 12).

(Revision is to add prizes and increase the total cost from \$3,200. Previous Board action: 6/15/11.)

"On the Cusp: Music that Falls into the Gaps of History" Music Concert

Date(s): November 19, 2011

Department: Music Department

Purpose: Student Music Concert

Cost/purpose/funding source: \$1,500 for refreshments, facilities, printing, and supplies from Music/Choral Trust, ASB, and Choral Foundation funds to be covered by admission fees (\$12 general; \$10 ASB/GWC, seniors, and children under 12).

(Revision is to change the title of the concert. Previous Board action 6/15/11.)

"A Streetcar Named Desire" Theater Production

Date(s): November 11 – 20, 2011

Department: Theater

Purpose: Theater Performance/Production

Cost/purpose/funding source: \$12,500 for royalties, scenery, costumes, sound and lighting supplies, advertising, printing and mailing, production personnel, and refreshments from District Theater, Theater Trust, and ASB funds to be covered by admission fees (\$12 general; \$10 ASB/GWC, seniors, and children under 12).

(Revision is to change the dates of the production. Previous Board action: 2/2/11).

Subject	7.03 OCC - Special Projects
Meeting	Jul 20, 2011 - Regular Meeting
Category	7. Authorization for Special Projects
Access	Public
Type	Consent

OCC - Authorization for Special Projects

Club Rush

Date: September 13, 2011 and February 14, 2012

Department: OCC – ASOCC, InterClub Council.

Purpose: To promote student involvement and club membership.

Cost/Purpose/Funding: Total Amount \$2,000.00; to include materials, supplies, rentals, catering, refreshments, entertainment, speakers, prizes, promotional items, printed items, gift cards, miscellaneous expenses; to be paid from ASOCC funds, club funds, and student personal funds.

Blood and Bone Marrow Drives

Date: July 2011 - August 2012

Department: OCC – ASOCC, College Life Committee.

Purpose: To sponsor blood and bone marrow registration drives, and monthly bloodmobiles.

Cost/Purpose/Funding: Total Amount \$300.00 per event; to include materials, supplies, refreshments, prizes, promotional items, printed items, miscellaneous expenses; to be paid from ASOCC funds and Health Center funds.

Variety of Activities

Date: July 2011 - August 2012

Department: OCC – ASOCC, College Life Committee, InterClub Council, and all officially registered OCC clubs.

Purpose: Variety of activities and entertainment, including but not limited to community service, musicians, comedians, speakers, bake sales, fundraisers, drives, and demonstrations. Performances and activities will take place at pre-approved locations throughout the Orange Coast College campus.

Cost/Purpose/Funding: Total Amount \$2,000.00 per event; to include, but not limited to, materials, supplies, rentals, catering, refreshments, entertainment, speakers, flowers, awards, t-shirts, prizes, promotional items, printed items, gift cards, miscellaneous expenses; to be paid from ASOCC funds, club funds, sponsorships, fundraisers, and student personal funds.

Vendors for Fundraising

Date: July 2011 - August 2012

Department: OCC – ASOCC, College Life Committee, InterClub Council, and all officially registered OCC clubs.

Purpose: Types of vendors that may be utilized include flower sales, photographers, disc jockeys, obstacle courses, and interactive games. All necessary contracts and/or insurance forms will be on file with the appropriate offices. The Dean of Student Services, and the InterClub Council in occasions involving clubs, will approve all special events. All monies earned from the activity will be deposited in Associated Students of Orange Coast College and club accounts.

Cost/Purpose/Funding: Total Amount \$1,500.00 per event; to include supplies, rentals, catering, refreshments, entertainment, prizes, promotional items, printed items, miscellaneous expenses; to be paid from ASOCC funds, club funds, and sponsorships.

Coast Days

Date: July 2011 - August 2012

Department: OCC – ASOCC, InterClub Council, and all officially registered Orange Coast College clubs.

Purpose: Club competition, student involvement, fundraising, and club membership.

Cost/Purpose/Funding: Total Amount \$5,000; to include materials, supplies, rentals, catering, refreshments, entertainment, speakers, awards, t-shirts, prizes, promotional items, printed items, gift cards, miscellaneous expenses; to be paid from ASOCC funds and club funds.

End of the Semester Luncheons

Date: December 6, 2011 and May 1, 2012

Department: OCC – ASOCC, InterClub Council.

Purpose: Club and club advisor appreciation luncheon.

Cost/Purpose/Funding: Total Amount \$5,000; to include materials, supplies, rentals, catering, refreshments, entertainment, speakers, flowers, awards, t-shirts, prizes, promotional items, printed items, gift cards, miscellaneous expenses; to be paid from ASOCC funds.

Angel Tree Gift Drive

Date: November 2011 - December 2011

Department: OCC – ASOCC, College Life Committee.

Purpose: Gift collection drive. All gifts collected will be donated to the OCC Children's Center and local community agencies.

Cost/Purpose/Funding: Total Amount \$800; to include materials, supplies, rentals, prizes, promotional items, printed items, gift cards, miscellaneous expenses; to be paid from ASOCC funds.

The Lebowski Cycle /Joe Forkan Solo Exhibit

Date: August 15 – November 10

Department: Frank M. Doyle Arts Pavilion/ Visual and Performing Arts

Purpose: Exhibition pick up and return of artworks to artists by director and staff person or student volunteer as assistant.

Cost/Purpose/Funding: Expenses \$300 ASOCC and Co-Curr Funds

Open Call for KIDS! Children's art exhibit in Project Room/ OCC Child care Center Art included.

Dates: August 9 – October 28, 2011 Reception: Date TBA with Childcare Center

Department: Frank M. Doyle Arts Pavilion/ Visual and Performing Arts

Purpose: Exhibition and reception. Catering, refreshments, materials, installation supplies, plexi-glass, signage, printing, transport of art, all items included in mounting exhibit and reception.

Cost/Purpose/Funding: Expenses \$600.00 ASOCC and Co-Curr Funds

Children's Center Holiday Party

Date: December 2011

Department: OCC – ASOCC, College Life Committee.

Purpose: Holiday party for the Orange Coast College Children's Center hosted by ASOCC.

Cost/Purpose/Funding: Total Amount \$800.00; to include materials, supplies, rentals, catering, refreshments, entertainment, prizes, promotional items, printed items, miscellaneous expenses; to be paid from ASOCC funds.

Special Olympics

Date: April 2012

Department: OCC – ASOCC, College Life Committee.

Purpose: To co-sponsor Special Olympics on the OCC track and field.

Cost/Purpose/Funding: Total Amount \$500.00; to include materials, supplies, rentals, catering, refreshments, entertainment, speakers, awards, prizes, promotional items, miscellaneous expenses; to be paid from ASOCC funds.

Multicultural Events

Date: July 2011 - August 2012

Department: OCC – ASOCC, College Life Committee, InterClub Council, Student Senate, and all officially registered OCC clubs.

Purpose: To celebrate the cultural diversity present at OCC and to raise awareness to the student body about multiculturalism.

Cost/Purpose/Funding: Total Amount \$7,000.00; to include materials, supplies, decorations, rentals, catering, refreshments, entertainment, speakers, flowers, awards, t-shirts, prizes, promotional items, printed items, gift cards, miscellaneous expenses; to be paid from ASOCC funds and club funds.

Awareness Day Events

Date: July 2011 - August 2012

Department: OCC – ASOCC, College Life Committee, and all officially registered OCC clubs.

Purpose: To bring awareness to the student body and community members about a current and relevant topic.

Cost/Purpose/Funding: Total Amount \$8,000.00; to include materials, supplies, rentals, catering, refreshments, entertainment, speakers, flowers, awards, t-shirts, prizes, promotional items, printed items, gift cards, miscellaneous expenses; to be paid from ASOCC funds and club funds.

Open Mic

Date: July 2011 - August 2012

Department: OCC – ASOCC, College Life Committee, and all officially registered OCC clubs.

Purpose: Student expression through music, poetry, comedy, etc.

Cost/Purpose/Funding: Total Amount \$1,000.00; to include materials, supplies, rentals, catering, refreshments, entertainment, speakers, prizes, promotional items, printed items, miscellaneous expenses; to be paid from ASOCC funds.

Movie Showings

Date: July 2011 - August 2012

Department: OCC – ASOCC, College Life Committee, and all officially registered OCC clubs.

Purpose: To provide on-campus entertainment for the student body.

Cost/Purpose/Funding: Total Amount \$5,000.00; to include materials, supplies, rentals, catering, refreshments, entertainment, prizes, promotional items, printed items, miscellaneous expenses; to be paid from ASOCC funds and club funds.

Field Day

Date: July 2011 - August 2012

Department: OCC – ASOCC, College Life Committee, InterClub Council, and all officially registered OCC clubs.

Purpose: Opportunity for the clubs to participate in recreational outdoor/indoor activities.

Cost/Purpose/Funding: Total Amount \$500.00; to include materials, supplies, rentals, catering, refreshments, entertainment, awards, t-shirts, prizes, promotional items, printed items, gift cards, miscellaneous expenses; to be paid from ASOCC funds and club funds.

Graduation Rehearsal BBQ

Date: July 2011 - August 2012

Department: OCC – ASOCC, College Life Committee.

Purpose: To provide food and beverage to the graduating OCC students.

Cost/Purpose/Funding: Total Amount \$1,200.00; to include materials, supplies, rentals,

catering, refreshments, entertainment, speakers, prizes, promotional items, printed items, miscellaneous expenses; to be paid from ASOCC funds.

InterClub Council Carnival

Date: July 2011 - August 2012

Department: OCC – ASOCC, InterClub Council, and all officially registered OCC clubs.

Purpose: Opportunity for the student body to participate in outdoor/indoor games and activities.

Cost/Purpose/Funding: Total Amount \$2,000.00; to include materials, supplies, rentals, catering, refreshments, entertainment, speakers, prizes, promotional items, printed items, gift cards, miscellaneous expenses; to be paid from ASOCC funds and club funds.

Promotional Items

Date: July 2011 - August 2012

Department: OCC – ASOCC, College Life Committee, InterClub Council, and all officially registered OCC clubs.

Purpose: Purchase of promotional items to encourage attendance to and for use during student events, orientation program, and meetings.

Cost/Purpose/Funding: Total Amount \$10,000.00; to include promotional items (i.e. shirts, fliers, posters, banners, gift cards, and other miscellaneous expenses); to be paid from ASOCC funds and club funds.

Meetings and Events

Date: July 2011 - August 2012

Department: OCC – ASOCC, College Life Committee, InterClub Council, and all officially registered OCC clubs.

Purpose: To discuss issues, planning, event coordination, and execution of events related to the ASOCC College Life Committee, InterClub Council, and all officially registered OCC clubs.

Cost/Purpose/Funding: Total Amount \$300.00 per event; to include materials, supplies, rentals, catering, refreshments, entertainment, speakers, flowers, awards, t-shirts, prizes, promotional items, printed items, miscellaneous expenses; to be paid from ASOCC funds and club funds.

Video Game Events

Date: July 2011 - August 2012

Department: OCC – ASOCC, College Life Committee, InterClub Council, and all officially registered OCC clubs.

Purpose: To provide on-campus entertainment and interaction for the student body.

Cost/Purpose/Funding: Total Amount \$500.00 per event; to include materials, supplies, rentals, catering, refreshments, entertainment, prizes, promotional items, printed items, gift cards, miscellaneous expenses; to be paid from ASOCC funds and club funds.

Karaoke Lounge Event

Date: July 2011 - August 2012

Department: OCC – ASOCC, College Life Committee, InterClub Council, and all officially registered OCC clubs.

Purpose: To provide on-campus entertainment and interaction for the student body.

Cost/Purpose/Funding: Total Amount \$500.00 per event; to include materials, supplies, rentals, catering, refreshments, entertainment, speakers, prizes, promotional items, printed items, miscellaneous expenses; to be paid from ASOCC funds and club funds.

Athletic Event Attendance

Date: July 2011 - August 2012

Department: OCC – ASOCC, College Life Committee, InterClub Council, and all officially registered OCC clubs.

Purpose: To provide the formalized opportunity for the College Life Committee, the InterClub Council, officially registered OCC clubs, and the general student population to attend and support OCC athletic events as an organization.

Cost/Purpose/Funding: Total Amount \$300.00 per event; to include materials, supplies, rentals, catering, refreshments, entertainment, speakers, t-shirts, prizes, promotional items, printed items, miscellaneous expenses; to be paid from ASOCC funds.

Write-it-out

Date: July 2011 - August 2012

Department: OCC – ASOCC, College Life Committee.

Purpose: To provide the opportunity for the students of OCC to express thoughts and feelings through art and written communication.

Cost/Purpose/Funding: Total Amount \$300.00 per event; to include materials, supplies, rentals, catering, refreshments, entertainment, prizes, promotional items, printed items, miscellaneous expenses; to be paid from ASOCC funds.

Variety of Meetings

Date: July 2011 - August 2012

Department: OCC Administrative Services

Purpose: To benefit the college campus to include, but not limited to, emergency management, Facilities/Measure C planning, and staff trainings

Cost/Purpose/Funding: Expenses dependent on number of participants and to include supplies and refreshments to be paid from general and ancillary funds.

Children's Center Special Events

Date: Fiscal Year 2011-2012

Department: Harry and Grace Steele Children's Center

Purpose: Special events held during each year to include overnight camp outs on Children's Center grounds (to include parents); annual Fall, Spring and Summer Literacy Nights; annual Thanksgiving Feast; annual Holiday Faire; spring book fair; monthly Saturday and evening garden work parties; evening parent enrichment activities and potlucks; family picnics at local parks; fund raising events; onsite special events; Lifetouch Preschool Photos Fundraiser; Trike-a-Thon Fundraiser; and improvement activities with outside groups such as the Kiwanis Club, National Charity League, Scout projects, and Beach City Service League.

Cost/Purpose/Funding: Expenses dependent on number of participants and events to be paid from Foundation and ASOCC funds.

Dental Services

Date: July 21, 2011- June 30, 2012

Department: OCC School of Allied Health Professions and OCC Student Health Center

Purpose: This program will provide a convenient, low-cost dental resource on campus including dental exams, minor restorative services, and dental hygiene services that many OCC students currently need. This program will be an important teaching resource for the Dental Assisting Program, providing the dental assisting students with clinical experience.

Cost/Purpose/Funding: OCC Ancillary Funds; the program will cover all costs using a fee for service account to be established by the School of Allied Health Professions.

Orange County DUI Task Force Meeting

Date: August 17, 2011

Department: OCC Student Health Center, OCC PE/Athletics

Purpose: This is a county-wide task force that works to prevent drunk driving throughout Orange County.

Cost/Purpose/Funding: Refreshments to be provided by the OC Health Care Agency; no cost to the district.

California Community College Foreign Languages Council (CCCFLC) Conference

Date: October 14, 2011

Department: OCC - World Languages Department

Purpose: To conduct a series of workshops on the teaching of foreign languages opened to Southern California community college teachers of world languages

Cost/Purpose/Funding: Total amount of \$1,800 for food and other expenses; to be paid by the individual participants.

Foundation Meetings & Receptions

Date: July 1, 2011 through June 30, 2012

Department: Foundation and various Foundation supported fundraising groups and committees.

Purpose: To host breakfast, lunch or dinner in support of Foundation activities

Cost/Purpose/Funding: Expenses dependent on number of attendees, paid from Foundation funds.

Alcoholics Anonymous at OCC

Date: July 21, 2011 through June 30, 2012

Department: OCC Student Health Center

Purpose: The OCC Student Health Center promotes the campus AA group as part of its comprehensive alcohol program.

Cost/Purpose/Funding: AA is a self-sufficient organization. The minimal expense involved is shared by the members.

OCC Student Health Center Events

Date: July 21, 2011 through June 30, 2012

Department: OCC Student Health Center

Purpose: The OCC Student Health Center hosts various health-focused events on campus annually.

Cost/Purpose/Funding: Expenses dependent on number of participants. Meals could be included. To be paid by ASOCC, Foundation or ancillary funds, not to exceed \$1000.00 per event; to be paid from Ancillary funds (OCC SHC accounts), ASOCC, or Foundation funds.

OCC Honors Program Meetings and Events

Date: July 1, 2011 – June 30, 2012

Department: Academic Honors

Purpose: Student-centered events, meetings, and activities

Cost/Purpose/Funding: \$8,000 for supplies, advertising, printing, postage, prizes, venue admissions, film licensing and speakers' fees, refreshments, decorations, purchases of promotional/logo items, and other allowable expenses to be paid from Honors Program/ASOCC funds and fundraising.

OCC Phi Theta Kappa Honor Society Meetings and Events

Date: July 1, 2011 – June 30, 2012

Department: Academic Honors

Purpose: Student-centered events, meetings, and activities

Cost/Purpose/Funding: \$5,000 for supplies, advertising, printing, postage, prizes, venue

admissions, film licensing and speakers' fees, refreshments, decorations, purchases of promotional/logo items, and other allowable expenses to be paid from Phi Theta Kappa/ASOCC funds (dues and fundraising).

OCC Alpha Gamma Sigma Honor Society Meetings and Events

Date: July 1, 2011 – June 30, 2012

Department: Academic Honors

Purpose: Student-centered events, meetings; and activities

Cost/Purpose/Funding: \$5,000 for supplies, advertising, postage, printing, prizes, venue admissions, film licensing and speakers' fees, refreshments, decorations, purchases of promotional/logo items, and other allowable expenses to be paid from Alpha Gamma Sigma/ASOCC funds (dues and fundraising).

OCC Alpha Gamma Sigma Honor Society Fall Advisors' Meeting

Date: October 2011

Department: Academic Honors/Alpha Gamma Sigma

Purpose: Host mandatory annual meeting for regional community college honor society advisors.

Cost/Purpose/Funding: There is no anticipated expense to the honor society. Each advisor will pay a registration fee to cover the cost of supplies, postage, printing, catering, and other allowable expenses. Registrations received will be used to cover all expenses through ASOCC/Alpha Gamma Sigma account.

OCC Mu Alpha Theta Honor Society Meetings and Events

Date: July 1, 2011 – June 30, 2012

Department: Academic Honors

Purpose: Student-centered events, meetings, and activities

Cost/Purpose/Funding: \$5,000 for supplies, advertising, printing, postage, prizes, venue admissions, film licensing and speakers' fees, refreshments, decorations, purchases of promotional/logo items, and other allowable expenses to be paid from Mu Alpha Theta/ASOCC funds (dues and fundraising).

OCC Alpha Beta Gamma Honor Society Meetings and Events

Date: July 1, 2011 – June 30, 2012

Department: Academic Honors

Purpose: Student-centered events, meetings, and activities

Cost/Purpose/Funding: \$3,000 for supplies, advertising, printing, postage, prizes, venue admissions, film licensing and speakers' fees, refreshments, decorations, purchases of promotional/logo items, and other allowable expenses to be paid from Alpha Beta Gamma/ASOCC funds.

Meditation Classes at OCC

Date: July 21, 2011 through June 30, 2012

Department: OCC Student Health Center

Purpose: The OCC Student Health Center promotes meditation as part of its wellness program.

Cost/Purpose/Funding: There is no cost to this program, and no charge to participate.

California Youth Soccer Association/Pateadores Soccer Camp

Date: July 25-28, 2011

Department: OCC Physical Education & Athletics

Purpose: Full-time faculty member (and coach) Kevin Smith to host a soccer camp in order to promote the OCC campus, its facilities, and the men's & women's soccer programs. The camp

will be an excellent recruiting tool and it will allow local student-athletes the opportunity to use OCC facilities.

Cost/Purpose/Funding: No cost or revenue to the college.

Staff Workshop on Psychological Testing for College Health Professionals

Date: August 5, 2011

Department: OCC Student Health Center

Purpose: This program will provide training in mental health services as the district's student health centers strive to meet the mental health needs of increasing numbers of students. All health and mental health professionals require continuing education to maintain licensure in California, and this program will partially meet that requirement in a manner that is relevant to college health.

Cost/Purpose/Funding: Ancillary Funds; attendees from outside the district will pay for their own lunch.

29th Annual High School Senior Day

Date: March 20, 2012

Department: OCC Communications & Marketing Division

Purpose: Recruitment and community outreach.

Cost/Purpose/Funding: Total amount \$50,000 to include BBQ and counselors' lunch, advertising, printing, equipment rental, postage, chartering service, mailing service and lists, supplies, and t-shirts. To be paid from ASOCC, Ancillary, and District funds.

Student Government Training

Date: August 2011

Department: OCC - ASOCC

Purpose: Training and teambuilding meetings for student government leaders in preparation for their 2011-2012 term of office.

Cost/Purpose/Funding: Total amount \$5,000 for training materials, supplies, meals, snacks, and miscellaneous expenses; to be paid from ASOCC funds.

Constitution Day Celebration

Date: September 2011

Department: OCC - ASOCC

Purpose: Various events to celebrate Constitution Day.

Cost/Purpose/Funding: Total amount \$2,000 for supplies, meals, snacks, and miscellaneous expenses; to be paid from ASOCC funds.

Student Services Fairs

Date: September 2011 and February 2012

Department: OCC - ASOCC

Purpose: Resource fair highlighting Student Services departments and programs.

Cost/Purpose/Funding: Total amount \$3,000 for supplies, rentals, meals, snacks, prizes/giveaways, t-shirts, and miscellaneous expenses; to be paid from ASOCC funds.

ASOCC Promotional Items

Date: July 2011 - June 2012

Department: OCC - ASOCC

Purpose: Promotional items to give away at resource fairs, orientations, events, and meetings.

Cost/Purpose/Funding: Total amount \$3,000 for the design and production of promotional items and miscellaneous expenses; to be paid from ASOCC funds.

Various Student Government Meetings**Date:** July 2011 - June 2012**Department:** OCC - ASOCC**Purpose:** Various student government meetings to conduct business, training, and planning.**Cost/Purpose/Funding:** Total amount \$5,000 for supplies, refreshments, meals, and miscellaneous expenses; to be paid from ASOCC funds.**Student Senate Elections****Date:** Spring 2012**Department:** OCC - ASOCC**Purpose:** Annual student government election to elect new student leaders.**Cost/Purpose/Funding:** Total amount \$2,000 for supplies, refreshments, promotional and publicity items, giveaways, supplies and miscellaneous expenses; to be paid from ASOCC funds.**Student Senate for CA Community Colleges Region 8 Meetings****Date(s):** July 2011 - July 2012**Department:** OCC - ASOCC**Purpose:** OCC to host Region 8 meetings for the Student Senate for CA Community Colleges.**Cost/Purpose/Funding:** Total amount \$500 for supplies, refreshments, and miscellaneous expenses; to be paid from ASOCC funds.**Transition Ceremony****Date:** May 2012**Department:** OCC - ASOCC**Purpose:** Student government transitional ceremony and dinner.**Cost/Purpose/Funding:** Total amount \$1,500 for dinner, supplies, decorations, and miscellaneous expenses; to be paid from ASOCC funds.**OCC Faculty Dance Concert****Date:** October 29, 2011**Department:** Visual and Performing Arts/ Dance**Purpose:** Student and community outreach

Expenses will include but not be limited to fees for guest performers (dancers/musicians), composers, OCC faculty additional hours, guest choreographers, costuming, lighting, props, videography, and publicity.

Cost/Purpose/Funding Source: Total amount \$9,000 in expenses, to be paid from ancillary and ASOCC funds**Student Dance Concert****Date:** April 27 and 28, 2012**Department:** Visual and Performing Arts/Dance**Purpose:** Student and community outreach

Expenses will include but not be limited to fees for guest performers (dancers/musicians), composers, OCC faculty additional hours, guest choreographers, costuming, lighting, props, videography and publicity.

Cost/Purpose/ Funding: Admission: \$10 in advance/\$15 at the door; total amount \$9,000 in expenses, to be paid out of ASOCC and ancillary accounts.**Studio Hour****Date:** December 7, 2011 and May 15, 2012

Department: Visual and Performing Arts/Dance

Purpose: Student and Community Outreach Expenses will include fees for guest performers, faculty involvement, costumes, props, videography and associated expenses.

Cost/Purpose/ Funding: Admission fee of \$5; total amount \$2,000 in expenses, to be paid out of ASOCC and ancillary accounts.

Hip-Hop Festival

Date: November 25-27, 2011

Department: Visual and Performing Arts/ Dance

Purpose: Student and Community Outreach Expenses will include guest artists, speakers, musicians, publicity, security and associated expenses.

Cost/Purpose/Funding: Total cost \$9,000, to be paid from ancillary and ASOCC funds

World Dance Celebration

Date: May 18, 2012

Department: Visual and Performing Arts /Dance

Purpose: Student and Community Outreach Expenses will include but not be limited to fees for guest performers (dancers/musicians), composers, OCC faculty additional hours, guest choreographers, costuming, lighting, props, publicity, videotaping and DVD reproduction costs, and bussing and transportation expenses. Admission: Free matinee, 7:00pm admission \$10

Cost/ Purpose/Funding: Total cost \$9,000 to be paid from ancillary and ASOCC funds, foundation funds and/or district outreach funds

Pilates Guest Speaker Series

Dates: Fall 2011 & Spring 2012 semesters

Department: Visual and Performing Arts/Dance

Purpose: A series of lectures by different Pilates authorities open to OCC students. lectures cover topics of special interest to Pilates and certificate students, teachers and movement specialists.

Cost/Purpose/Funding: Total amount \$2,500 in expenses for entire series. Expenses to be paid from ASOCC and department ancillary accounts. Admission: \$20 for the community, free to OCC students

American College Dance Festival (ACDF)

Dates: Spring 2012 semester

Department: Visual and Performing Arts/Dance

Purpose: Attendance by OCC students and faculty to a national college dance festival where OCC students perform, take classes, watch peers perform, and hear nationally recognized judges discuss choreography performed at the event.

Cost/Purpose/Funding: Total amount \$7,500 to include, but not limited to, student and faculty registration fees, transportation, lodging and associated per diem expenses. Expenses will be paid from ASOCC and dance ancillary accounts.

Choreography Showcases and Dance Events

Dates: Fall 2011 and Spring 2012 semesters

Department: Visual and Performing Arts/Dance

Purpose: Attendance by OCC students and faculty to local and regional choreography and dance showcases where students perform, take classes, watch peers and outside artists perform.

Cost/Purpose/ Funding: Expenses will include but not be limited to transportation, lodging and per diem for students and supervising faculty. Total Cost \$3000. Expenses will be paid from ASOCC and dance ancillary accounts.

Chorale/Orchestra Concerts

Dates: October 8, 2011 and May 12, 2012

Department: Music/ Visual and Performing Arts

Purpose: Student and Community Outreach

Cost/Purpose/Funding: Total cost \$15,000. Expenses to be paid from ticket sales, ancillary and ASOCC funds.

OCC Symphony Concerts

Dates: November 5, 2011 and March 17, 2012

Department: Music/ Visual and Performing Arts

Purpose: Student Musical Production,

Cost/Purpose/Funding: Total Cost \$15,000. Expenses to be paid from ticket sales, ancillary and ASOCC funds.

Chorale/Chamber Singers Concert

Dates: November 19, 2011

Department: Music/ Visual and Performing Arts

Purpose: Student Musical Production

Funding: Tickets \$10

Cost/Purpose/Funding: Total Cost \$8000. Expenses to be paid from ticket sales, ancillary and ASOCC funds.

Wind Ensemble Concerts

Dates: November 6, 2011 and May 6, 2012

Department: Music/ Visual and Performing Arts

Purpose: Student Musical Production

Cost/Purpose/Funding: Total Costs \$6,000. Expenses to be paid from ticket sales, ancillary and ASOCC funds. Admission: \$5 - \$7

Wind Ensemble Christmas Concert

Dates: December 14, 2011

Department: Music/ Visual and Performing Arts

Purpose: Student Musical Production/Free to Public

Cost/Purpose/Funding: Total Costs \$2,000. Expenses to be paid from ASOCC and ancillary funds.

Jazz Ensemble Concerts

Dates: December 5, 2011 and May 7, 2012

Department: Music/ Visual and Performing Arts

Purpose: Student Musical Production, Community Outreach

Cost/Purpose/Funding: Total Cost \$6,000. Expenses to be paid from tickets sales and ASOCC funds.

Musical Theatre Workshop

Dates: November 12, 2011 and May 19, 2012

Department: Music/ Visual and Performing Arts

Purpose: Student Musical Production,

Cost/Purpose/Funding: Total Costs \$3,000. Expenses to be paid from ticket sales and ASOCC funds. Admission: \$10

Talley's Folly

Date: Sept ember 9 – 18, 2011

Department: Visual and Performing Arts/ Theatre Arts

Purpose: Student and Community Outreach

Cost/ Purpose/Funding: Total Amount \$2,000. Associated production expenses to be paid from ASOCC and ancillary funds Admission: \$6 - \$8

Community Science Night

Date: Sept ember 24 – 25, 2011

Department: Visual and Performing Arts/ Theatre Arts

Purpose: Student Directed Production, Community Outreach

Cost/ Purpose/Funding: Total Amount \$200. Associated production expenses to be paid from ASOCC and ancillary funds. Admission: Free

Sherlock Holmes

Date: Oct 14, 15, 16, 21, 22, 23, 2011

Department: Visual and Performing Arts/ Theatre

Purpose: Student and Community Outreach Special free performance for OCC Staff, Faculty and Students: Friday, October 21

Cost/Purpose/Funding: Total Amount \$12,000. Associated production expenses to be paid from ASOCC and ancillary funds Admission: \$6 - \$12

10 or Less

Date: Nov. 4, 5, 6, 12 and 13, 2011

Department: Visual and Performing Arts

Purpose: Student Directed Production, Community Outreach

Cost/ Purpose /Funding: Total Amount \$2,000. Associated production expenses to be paid from ASOCC and ancillary funds. Admission: \$5 - \$7

Dead Letter Office

Date: Nov. 17 - 20, 2011

Department: Visual and Performing Arts/Theatre

Purpose: Student and Community Outreach

Cost/ Purpose /Funding: Total Amount \$2000. Associated production expenses to be paid from ASOCC and ancillary funds Admission: Free

An Old -Fashioned Christmas Melodrama and Ice Cream Social

Date: Dec. 2, 3, 4,10, and 11, 2011

Department: Visual and Performing Arts/Theatre

Purpose: Student and Community Outreach

Cost/Purpose /Funding: Total Amount \$5,000. Associated production expenses to be paid from ASOCC and ancillary funds Admission: \$5 - \$9

Improv and Comedy Night

Date: Dec. 8, 2011

Department: Visual and Performing Arts

Purpose: Rehearsal and Performance play, community outreach

Cost/Purpose /Funding: Total Amount \$200. Associated production expenses to be paid from ASOCC and ancillary funds

Richard Rex

Date: December 16 – 17, 2011

Department: Visual and Performing Arts

Purpose: Rehearsal and Performance play

Cost/ Purpose /Funding: Total Amount \$200. Associated production expenses to be paid from ASOCC and ancillary funds Admission: Free

OCC Repertory Student Directed Works

Date: Feb 10 – 12 and 18 - 19, 2012

Department: Visual and Performing Arts/Theatre

Purpose: Student and Community Outreach

Cost/ Purpose /Funding: Total Amount \$2,000. Associated production expenses to be paid from ASOCC and ancillary funds. Admission: \$5 - \$7

The Merry Wives of Windsor

Date: March 8 - 11, 2012

Department: Visual and Performing Arts/Theatre

Purpose: Student and Community Outreach

Special free performance for OCC Staff, Faculty and Students: Fri. 3/09

Cost/ Purpose /Funding: Total Amount \$12,000. Associated production expenses to be paid from ASOCC and ancillary funds. Admission: \$6 - \$12

Spring Rep Production

Date: March 16 – 18, 2012

Department: Visual and Performing Arts/Theatre

Purpose: Student and Community Outreach

Cost/ Purpose /Funding: Total Amount \$2,000. Associated production expenses to be paid from ASOCC and ancillary funds. Admission: \$5 - \$7

Original Play Festival

Date: April 13 - 15, 21 and April 22, 2012

Department: Visual and Performing Arts/Theatre

Purpose: Student and Community Outreach

Cost/Purpose /Funding: Total Amount \$300. Associated production expenses to be paid from ASOCC and ancillary funds

The Awesome 80s Prom

Date: May 3, 4, 5, 10, 11, and 12, 2012

Department: Visual and Performing Arts/ Theatre

Purpose: Student and Community Outreach

Cost/Purpose/Funding: Total Amount \$14,000. Associated production expenses to be paid from ASOCC and ancillary funds. Admission: \$10 - \$18.

One-Act Festival

Date: May 17 and 18, May 19 and 20, 2012

Department: Visual and Performing Arts

Purpose: Student and Community Outreach

Cost/Purpose/Funding: Total amount \$2,000. Associated production expenses to be paid from ASOCC and ancillary funds. Admission: \$5 - \$7.

Educational Touring Show

Date: Spring 2012 Semester

Department: Visual and Performing Arts

Purpose: Free community outreach program bringing live theater to schools, community centers and local public events.

Cost/Purpose/Funding: Total amount \$2,000. Associated production expenses to be paid from ASOCC and ancillary funds.

West Coast Kicking Academy

Date: July 31, 2011

Department: OCC Physical Education & Athletics

Purpose: OCC football coaches, full-time and part-time faculty, will evaluate potential punters and kickers in the OCC area and promote the OCC campus, its facilities, and the football program.

Cost/Purpose/Funding: No cost to the college and no revenue is expected to be generated

Revision to Previous Board Action

Community Science Night

Date: October 21, 2011 (*Revised to specify date*)

Department: Math and Sciences

Purpose: to motivate our students and promote community awareness of higher education

Cost/Purpose/Funding: Expenses dependent on number of participants; to be paid from Ancillary and Foundation funds.

(*prior approval November 17, 2010*)

Subject **7.04 DIS - Special Projects**
Meeting Jul 20, 2011 - Regular Meeting
Category 7. Authorization for Special Projects
Access Public
Type Consent

Negotiation Sessions Between the District and the Coast Federation of Educators (CFE); Negotiation Sessions between the District and the Coast Federation of Classified Employees (CFCE) for 2011-2012

Date(s): July 20, 2011 – June 30, 2012

Department: District Negotiations Team

Purpose: Supplies and food for negotiation sessions

Cost/purpose/funding source: Not to exceed \$6,500 for supplies and food for negotiation sessions from District funds.

Authorization to Enter Into Agreement with Association of Community College Trustees to provide services to the Board of Trustees for a Board-CEO Retreat, August 2011

It is recommended that the Coast Community College District be authorized to enter into an Agreement with the Association of Community College Trustees to perform facilitation services for a Board-CEO retreat in August 2011. The contract will take effect July 21, 2011 and expire on August 31, 2011. The fee for this service shall be \$3,000, plus actual travel, reasonable and necessary costs approved by the District for the facilitator, Wayne Newton. The District General Counsel and Secretary of the Board of Trustees are directed to prepare the Agreement, and the Board President, or designee, is authorized to sign the Agreement and any related documents on behalf of the Board of Trustees.

8. Authorization to Apply for Funded Programs

Subject	8.01 DIS - Authorization to Apply for Funded Programs
Meeting	Jul 20, 2011 - Regular Meeting
Category	8. Authorization to Apply for Funded Programs
Access	Public
Type	Consent

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 Acting Chancellor or Vice Chancellor of Administrative Services be authorized to sign any related documents as appropriate.

Coastline Community College has re-applied for the State Chancellor's Office, Career Technical Education Perkins 1B grant titled "Discipline/Industry Collaborative for Business Education". Coastline Community College (CCC) provides project and financial management for the Statewide Business/Industry Collaborative (BIC), which develops, implements, and promotes curriculum and student support initiatives for courses in the TOP codes defined for Business and Computer Information Sciences disciplines.

Fiscal Impact: If funded, Coastline Community College will receive \$270,000 from July 1, 2011 through June 30, 2012. No matching funds are required.

Subject	8.02 GWC - Authorization to Apply for Funded Programs
Meeting	Jul 20, 2011 - Regular Meeting
Category	8. Authorization to Apply for Funded Programs
Access	Public
Type	Consent

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

The Golden West College Criminal Justice Training Center has supported many criminal justice agencies over the years by developing and producing media training for law enforcement personnel throughout Orange County and the state. In recent years, Orange County criminal justice agencies have worked together to establish a common database search system titled "COPLINK." This system is designed to assist field and investigative personnel with real time data when confronting criminal suspects. COPLINK was initially developed with grant funds with the company i2group.

To further the implementation of COPLINK county-wide, the GWC CJTC would like to work with i2group on the production of one episode of a COPLINK training program. The episode will include a software demo of COPLINK interspersed with real life footage of a supporting scenarios to help put the demo in real life context. Production will include, but is not limited to, developing a script, storyboard, shooting the scenario, recording voice over and editing the scenario with the demo. The final interactive video will be made available as quickly as possible for distribution on DVD and for web use, with i2group owning the final distribution rights. Based on the success of this demo, the Criminal Justice Training Center may choose to continue the project, at which time, a formal contract will be mutually developed and forwarded to the Board of Trustees for final approval.

Fiscal Impact: There will be no cost to the College. Production of one episode and distribution of the DVD will not exceed \$22,000, to be funded by i2group. Additionally, the project will generate income for production facilities based on usage for the project. Conservatively, 10% of the cost of this project should be generated for the College.

9. Authorization for Disposal of Surplus

Subject **9.01 Authorization for Disposal of Surplus**

Meeting **Jul 20, 2011 - Regular Meeting**

Category **9. Authorization for Disposal of Surplus**

Access **Public**

Type **Consent**

File Attachments

[072011Surplus.pdf \(40 KB\)](#)

ITEM DESCRIPTION	ASSET NO.	MODEL NO.	SERIAL NO.	CONDITION F=FAIR P=POOR I=IRREPARABLE
COASTLINE COMMUNITY COLLEGE				
Computer	9040005	---	---	I
Computer	9040000	---	---	I
Computer	9039982	---	---	I
Projector	9039995	---	---	I
Computer	9043514	---	---	I
Computer	CS00107	---	---	I
Switch	9048539	---	---	I
Monitor	CS00586	---	---	I
Monitor	CS00251	---	---	I
Computer	9049045	---	---	I
Computer	9043186	---	---	I
Monitor	9036650	---	---	I
Computer	9048664	---	---	I
Computer	9036678	---	---	I
Computer	9048580	---	---	I
Computer	9012334	---	---	I
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Computer	9049408	---	---	I
Computer	9072119	---	---	I
Computer	9072104	---	---	I
Computer	9072112	---	---	I
Monitor	CS00443	---	---	I
Computer	CS00247	---	---	I
Computer	CS00265	---	---	I
Computer	CS00246	---	---	I
Computer	CS00248	---	---	I
Computer	CS00267	---	---	I
Monitor	90490082	---	---	I
Computer	9036604	---	---	I
Computer	9043538	---	---	I
Computer	9049040	---	---	I
Monitor	9030642	---	---	I
Computer	9048447	---	---	I
Computer	9037657	---	---	I
Computer	9048721	---	---	I

Surplus

ITEM DESCRIPTION	ASSET NO.	MODEL NO.	SERIAL NO.	CONDITION F=FAIR P=POOR I=IRREPARABLE
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Computer	CS00376	---	---	I
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Computer	9039802	---	---	I
Computer	9049292	---	---	I
Computer	9049300	---	---	I
Computer	9048528	---	---	I
Computer	9049295	---	---	I
Computer	9044533	---	---	I
Computer	9039705	---	---	I
Computer	9049301	---	---	I
Computer	9049278	---	---	I
Computer	9049273	---	---	I
Computer	9039701	---	---	I
Docking Station	CS00005	---	---	I
Computer	9049304	---	---	I
Computer	9043077	---	---	I
Computer	9044988	---	---	I
Computer	9049305	---	---	I
Computer	9044976	---	---	I
Computer	9048529	---	---	I
Printer	CS00177	---	---	I
Computer	9044986	---	---	I
Computer	9049306	---	---	I
Computer	9049279	---	---	I
Printer	9033999	---	---	I
Computer	9049290	---	---	I
Computer	9049297	---	---	I
Computer	9049286	---	---	I
Computer	9039646	---	---	I

ITEM DESCRIPTION	ASSET NO.	MODEL NO.	SERIAL NO.	CONDITION F=FAIR P=POOR I=IRREPARABLE
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Computer	9039690	---	---	I
Computer	9043062	---	---	I
Computer	9050012	---	---	I
Computer	9039708	---	---	I

Surplus

ITEM DESCRIPTION	ASSET NO.	MODEL NO.	SERIAL NO.	CONDITION F=FAIR P=POOR I=IRREPARABLE
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Printer	9048740	---	---	I
Computer	9045012	---	---	I
Computer	9039700	---	---	I
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Computer	9029229	---	---	I
Computer	9036369	---	---	I
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Computer	9039803	---	---	I
Printer	9012410	---	---	I
Switch	9048540	---	---	I
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Computer	CS00527	---	---	I
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Surplus

ITEM DESCRIPTION	ASSET NO.	MODEL NO.	SERIAL NO.	CONDITION F=FAIR P=POOR I=IRREPARABLE
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Computer	9043052	---	---	I
Switch	CS00216	---	---	I
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Computer	9049284	---	---	I
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Computer	9049066	---	---	I
Computer	CS00103	---	---	I
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Computer	9049303	---	---	I
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Monitor	CS00609	---	---	I
Monitor	CS00610	---	---	I
Monitor	CS00611	---	---	I
Monitor	CS00612	---	---	I

Surplus

ITEM DESCRIPTION	ASSET NO.	MODEL NO.	SERIAL NO.	CONDITION F=FAIR P=POOR I=IRREPARABLE
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Monitor	CS00614	---	---	I
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Monitor	Cs00616	---	---	I
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Monitor	CS00627	---	---	I
Monitor	CS01814	---	---	I
Monitor	9036596	---	---	I
Monitor	9037671	---	---	I
Computer	CS00125	---	---	I
All in One Printer/Fax/copier	9037734	---	---	I
Computer	9049355	---	---	I
Computer	9049330	---	---	I
Computer	9049340	---	---	I
Computer	9036686	---	---	I
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Projector	9039990	---	---	I
Projector	9039989	---	---	I
Projector	9039991	---	---	I
Projector	9043342	---	---	I
Projector	9043343	---	---	I
Computer	9072085	---	---	I
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Surplus

ITEM DESCRIPTION	ASSET NO.	MODEL NO.	SERIAL NO.	CONDITION F=FAIR P=POOR I=IRREPARABLE
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Computer	9049326	---	---	I
Computer	9049542	---	---	I
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Computer	9049535	---	---	I
Computer	CS00380	---	---	I
Printer	CS00571	---	---	I
Computer	CS00335	---	---	I
Computer	CS00397	---	---	I
Computer	9049349	---	---	I
Computer	9049530	---	---	I
Monitor	CS00095	---	---	I
Computer	9049537	---	---	I
Printer	CS00329	---	---	I
Printer	9020886	---	---	I
Monitor	9030572	---	---	I
UPS	9011306	---	---	I
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UPS	9011305	---	---	I
UPS	CS00463	---	---	I
Monitor	CS00305	---	---	I
Computer	CS00401	---	---	I
Computer	CS00407	---	---	I

Surplus

ITEM DESCRIPTION	ASSET NO.	MODEL NO.	SERIAL NO.	CONDITION F=FAIR P=POOR I=IRREPARABLE
Computer	9049560	---	---	I
Monitor	9050607	---	---	I
Computer	CS00384	---	---	I
Computer	9049554	---	---	I
Computer	9049551	---	---	I
Computer	CS00404	---	---	I
Computer	CS00396	---	---	I
Computer	9049539	---	---	I
Computer	9049529	---	---	I
Computer	CS00402	---	---	I
Computer	9049532	---	---	I
Computer	9049525	---	---	I
Computer	9049527	---	---	I
Computer	9049556	---	---	I
Computer	CS00386	---	---	I
Computer	9049545	---	---	I
Computer	9049538	---	---	I
Monitor	CS00100	---	---	I
Switch	CS00075	---	---	I
Computer	9048467	---	---	I
Computer	9049387	---	---	I
Printer	CS00257	---	---	I
Monitor	CS00762	---	---	I
UPS	CS00027	---	---	I
Computer	CS00388	---	---	I
Computer	9049462	---	---	I
Printer	9072167	---	---	I
Monitor	CS00371	---	---	I
Printer	9049593	---	---	I
Printer	9012385	---	---	I
Computer	9044199	---	---	I
Computer	9048640	---	---	I
Computer	9049469	---	---	I
Computer	CS00115	---	---	I
Printer	9048678	---	---	I
Printer	9036254	---	---	I

Surplus

ITEM DESCRIPTION	ASSET NO.	MODEL NO.	SERIAL NO.	CONDITION F=FAIR P=POOR I=IRREPARABLE
Computer	9049353	---	---	I
Computer	9049350	---	---	I
Computer	9049356	---	---	I
Computer	9049347	---	---	I
Computer	9049341	---	---	I
PDA	CS00649	---	---	I
Printer	9043362	---	---	I
Monitor	9048695	---	---	I
Copier	9049052	---	---	I
Monitor	CS01849	---	---	I
Printer	9049176	---	---	I
Notebook computer	9049314	---	---	I
Notebook computer	9049388	---	---	I
Printer	9037780	---	---	I
Notebook computer	9072133	---	---	I
Notebook computer	9049656	---	---	I
Notebook computer	9072143	---	---	I
Notebook computer	9072193	---	---	I
Notebook computer	9049379	---	---	I
Notebook computer	9048831	---	---	I
Notebook computer	9072155	---	---	I
Printer	9011294	---	---	I
Monitor	CS00585	---	---	I
Computer	9049576	---	---	I
Computer	9049582	---	---	I
Computer	9049382	---	---	I
Computer	9049526	---	---	I
Computer	9049533	---	---	I
Computer	9049552	---	---	I
Computer	9049557	---	---	I
Computer	9049549	---	---	I
Computer	CS00375	---	---	I
Computer	9049281	---	---	I
Computer	9049299	---	---	I
Computer	9049285	---	---	I
Computer	9049351	---	---	I

Surplus

ITEM DESCRIPTION	ASSET NO.	MODEL NO.	SERIAL NO.	CONDITION F=FAIR P=POOR I=IRREPARABLE
Computer	9049543	---	---	I
Monitor	CS00367	---	---	I
Monitor	CS00471	---	---	I
Monitor	CS00483	---	---	I
Computer	CS00403	---	---	I
Computer	CS00405	---	---	I
Computer	CS00379	---	---	I
Computer	9043438	---	---	I
Computer	9036312	---	---	I
Computer	9036491	---	---	I
Computer	9036494	---	---	I
Computer	9036495	---	---	I
Computer	9036507	---	---	I
Computer	9036508	---	---	I
Computer	9036511	---	---	I
Computer	9036513	---	---	I
Computer	9036514	---	---	I
Computer	9036529	---	---	I
Computer	9036532	---	---	I
Computer	9011283	---	---	I
Computer	9026671	---	---	I
Computer	9036413	---	---	I
Computer	9037606	---	---	I
Computer	9037812	---	---	I
Computer	9048764	---	---	I
Computer	9048774	---	---	I
Computer	9048775	---	---	I
Computer	9048719	---	---	I
Computer	9036520	---	---	I
Monitor	9043300	---	---	I
Computer	9037658	---	---	I
Computer	9048527	---	---	I
Computer	9049360	---	---	I
Computer	9029690	---	---	I
Computer	9043233	---	---	I
Computer	9043259	---	---	I

Surplus

ITEM DESCRIPTION	ASSET NO.	MODEL NO.	SERIAL NO.	CONDITION F=FAIR P=POOR I=IRREPARABLE
Computer	9043260	---	---	I
Computer	9043261	---	---	I
Computer	9043263	---	---	I
Computer	9043265	---	---	I
Computer	9049013	---	---	I
Computer	9049001	---	---	I
Computer	9049002	---	---	I
Computer	9049005	---	---	I
Computer	9049006	---	---	I
Computer	9049007	---	---	I
Computer	9049009	---	---	I
Computer	9049010	---	---	I
Computer	9049282	---	---	I
Computer	9039801	---	---	I
Computer	9039800	---	---	I
Computer	9049276	---	---	I
Computer	9049287	---	---	I
Computer	9049289	---	---	I
Computer	9043437	---	---	I
Computer	9043522	---	---	I
Computer	9036619	---	---	I
Computer	9036620	---	---	I
Computer	9036631	---	---	I
Computer	9036632	---	---	I
Computer	9036633	---	---	I
Printer	9011280	---	---	I
Printer	CS002470	---	---	I
Projector	9043329	---	---	I
Router	9039955	---	---	I
Router	9039958	---	---	I
Equipment	9043199	---	---	I
Equipment	9048738	---	---	I
Firewall	9048756	---	---	I
Router	9049236	---	---	I
Switch	9043223	---	---	I
Computer	9036536	---	---	I

ITEM DESCRIPTION	ASSET NO.	MODEL NO.	SERIAL NO.	CONDITION F=FAIR P=POOR I=IRREPARABLE
Computer	CS01066	---	---	I
Monitor	CS00091	---	---	I
ORANGE COAST COLLEGE				
File Cabinet	---	---	---	P
File Cabinet	---	---	---	P
Bookcases (2)	---	---	---	P
Desks (2)	---	---	---	P
Bookcase	---	---	---	P
Computer	9033743	PowerMac 4	---	P
Color-Drums (2)	---	Ink	---	P
Keyboard Mice (9)	---	---	---	P
Monitor	---	688201N	55YCJ46	P
Keyboard	---	---	---	P
Laptop	9058140	---	---	P
Monitor	9060552	---	CN0L664271618581AMXP	P
Computer	9071660	Dimension2400	9KJ2051	P
Computer	9058462	GX270	43R4M31	P
UPS	---	PRO 320	AC48	P
Computer	9056606	GX270	31FLG51	P
APC Batteries (2)	---	---	---	P
Keyboards (2)	---	---	---	P
CDs (2)	---	---	---	P
Toner Cartridge	---	XJ579	---	P
Rechargeable Batteries (5)	---	---	---	P
Printer	9056584	HP 710	MY38MD10VC	P
Printer	9022917	LaserJet 6P	US CD143155	P
Printer	9033244	LaserJet 2100TN	USGR077433	P
Printer	9032729	4500N	JPHAD03-389	P
Printer	9066159	Phaser 3150	VDW789038	P
Repeater	9017649	AT-MR815T	F03L6327A	P
Misc Mice and Keyboards (bag)	---	---	---	P
Monitor	9060178	---	CN OC064646633564OPJL	P
Projector	9045802	SF5510	---	P
Digitizer Tablet	9016791	Digitizer UD1212R	6FJ001129	P
Projector	9053676	PLCXU35	G2Z12414	P
Copier	9047962	RC6300	61223026	P

Surplus

ITEM DESCRIPTION	ASSET NO.	MODEL NO.	SERIAL NO.	CONDITION F=FAIR P=POOR I=IRREPARABLE
Book Sensitizer/Desensitizer Machine	20001134	3M	---	P
Desk	9039280	---	---	P
Table	---	---	---	P
Desk	9046547	---	---	P
Shelf	---	---	---	P
Desks (2)	---	---	---	P
File cabinet	---	---	---	P
File cabinet	---	---	---	P
Chairs (3)	---	---	---	P
Desk	9039281	---	---	P
Desk	9039282	---	---	P
File Cabinet	9021151	---	---	P
Chairs (5)	---	---	---	P
Desk	9046549	---	---	P
Desk	9021140	---	---	P
File cabinet	---	---	---	P
Chair	---	---	---	P
Desk	9046538	---	---	P
Desk	9046539	---	---	P
Desk	9046540	---	---	P
Desk	9046541	---	---	P
Desk	9046542	---	---	P
Desk	9046543	---	---	P
Chairs (7)	---	---	---	P
Conference table	---	---	---	P
Chairs (17)	---	---	---	P
File cabinets (6)	---	---	---	P
Tables (2)	---	---	---	P
Desk	9046544	---	---	P
Desk	9046545	---	---	P
Shelf	---	---	---	P
Desk	---	---	---	P
File cabinet	---	---	---	P
File cabinet	---	---	---	P
File cabinet	---	---	---	P
Desk	9019934	---	---	P

Surplus

ITEM DESCRIPTION	ASSET NO.	MODEL NO.	SERIAL NO.	CONDITION F=FAIR P=POOR I=IRREPARABLE
Desk	9019935	---	---	P
Computer	9034819	---	25764	P
Computer	9024934	---	24974	P
Computer	9031115	---	25836	P
Computer	9041959	---	4SWVL01	P
Computer	9053695	---	9DXF921	P
Computer	9048211	---	7CP9C01	P
Computer	9045313	---	9559C01	P
Computer	9048257	---	C859C01	P
Computer	9048285	---	GN92C01	P
Computer	9048075	---	8F82C01	P
Computer	9048023	---	Y6Q301	P
Computer	9045356	---	9Z99C01	P
Computer	9048153	---	3HLYB01	P
Computer	9045343	---	4CP9C01	P
Computer	9033333	---	1Z99C01	P
Computer	9033336	---	BX6Q301	P
Computer	9047473	---	H07FS01	P
Computer	9053095	---	69RPB11	P
Computer	9047475	---	HW6FS01	P
Computer	9047476	---	JV6FS01	P
Computer	9053100	---	68RPB11	P
Computer	9047498	---	5FQFS01	P
Computer	9053094	---	D8RPB11	P
Computer	9053097	---	F7RPB11	P
Computer	9053096	---	89RPB11	P
Computer	9047468	---	107FS01	P
Computer	9047472	---	BR6FS01	P
Computer	9053799	---	J8RPB11	P
Computer	9047470	---	B17FS01	P
Computer	9047474	---	627FS91	P
Computer	9048227	---	7959C01	P
Computer	9048041	---	BF82C01	P
Computer	9048215	---	H859C01	P
Computer	9048233	---	GBP9C01	P
Computer	9048083	---	CG82C01	P

Surplus

ITEM DESCRIPTION	ASSET NO.	MODEL NO.	SERIAL NO.	CONDITION F=FAIR P=POOR I=IRREPARABLE
Computer	9048237	---	H959C01	P
Computer	9053873	---	B9J2T21	P
Computer	9053799	---	J8RPB11	P
Computer	9047470	---	B17FS01	P
Computer	9047474	---	627FS91	P
Computer	9048227	---	7959C01	P
Computer	9048041	---	BF82C01	P
Computer	9048215	---	H859C01	P
Computer	9048233	---	GBP9C01	P
Computer	9048083	---	CG82C01	P
Computer	9048237	---	H959C01	P
Computer	9053873	---	B9J2T21	P
Condiment Cart	9040063	---	---	P
Microfilm Box (46)	---	---	---	P
Sign holders (183)	---	---	---	P
Freezer	2007540	---	---	P
Chairs (72)	---	69A7019	ONT-69A7019	P
On behalf of the Information Technology Department and the Orange Coast College President, the Director of				
Purchasing is recommending Board approval to donate surplus equipment to Anaheim Union High School District.				
Anaheim Union High School District will use the surplus items in their Technology Departments Instructional Program.				
Anaheim Union High School District has submitted a letter requesting the surplus equipment.				
Computer	9058330	GX270T	4HQ4M31	P
Computer	9054138	GX270T	7T61441	P
Computer	9057324	GX270T	6XB1441	P
Computer	9057277	GX270T	J3Z4341	P
Computer	9057284	GX270T	33Z4341	P
Computer	9054137	GX270T	8M61441	P
Computer	9057288	GX270T	G2Z4341	P
Computer	9054139	GX270T	HM61441	P
Computer	9057289	GX270T	61Z4341	P
Computer	9057314	GX270T	D1C1441	P
Computer	9057330	GX270T	30C1441	P
Computer	9057240	GX270T	4S3Y441	P
Computer	9057315	GX270T	CXB1441	P
Computer	9054140	GX270T	6S61441	P
Computer	9057281	GX270T	F2Z4341	P

Surplus

ITEM DESCRIPTION	ASSET NO.	MODEL NO.	SERIAL NO.	CONDITION F=FAIR P=POOR I=IRREPARABLE
Computer	9057321	GX270T	8ZB1441	P
Computer	9057332	GX270T	4WB1441	P
Computer	9057319	GX270T	FWB1441	P
Computer	9057322	GX270T	5ZB1441	P
Computer	9057295	GX270T	H1Z4341	P
Computer	9054048	GX270T	DN61441	P
Computer	9057316	GX270T	FVB1441	P
Computer	9057286	GX270T	63Z4341	P
Computer	9057296	GX270T	D3Z4341	P
Computer	9058846	GX270T	4T61441	P
Computer	9057293	GX270T	22Z4341	P
Computer	9057329	GX270T	HYB1441	P
Computer	9058730	GX270T	9MB1441	P
Computer	9058729	GX270T	3CB1441	P
Computer	9058728	GX270T	3MB1441	P
Computer	9058727	GX270T	46B1441	P
Computer	9058726	GX270T	FCB1441	P
Computer	9058724	GX270T	17B1441	P
Computer	9058723	GX270T	98B1441	P
Computer	9058722	GX270T	5FB1441	P
Computer	9058721	GX270T	HLB1441	P
Computer	9058720	GX270T	G8B1441	P
Computer	9058719	GX270T	BFB1441	P
Computer	9058718	GX270T	GDB1441	P
Computer	9058717	GX270T	8BB1441	P
Computer	9058715	GX270T	FMB1441	P
Computer	9058714	GX270T	2DB1441	P
Computer	9058713	GX270T	8HB1441	P
Computer	9058712	GX270T	BCB1441	P
Computer	9058711	GX270T	B9B1441	P
Computer	9058710	GX270T	FJB1441	P
Computer	9057083	GX270T	DK51441	P
Computer	9058708	GX270T	CJB1441	P
Computer	9058707	GX270T	1BB1441	P
Computer	9058706	GX270T	GKB1441	P
Computer	9058705	GX270T	4KB1441	P

Surplus

ITEM DESCRIPTION	ASSET NO.	MODEL NO.	SERIAL NO.	CONDITION F=FAIR P=POOR I=IRREPARABLE
Computer	9058704	GX270T	6GB1441	P
Computer	9058703	GX270T	6JB1441	P
Computer	9058702	GX270T	HFB1441	P
Computer	9058701	GX270T	F7B1441	P
Computer	9058700	GX270T	7DB1441	P
Computer	9058699	GX270T	BLB1441	P
Computer	9058682	GX270T	CN61441	P
Computer	9058687	GX270T	GNG1441	P
Computer	9058685	GX270T	GM61441	P
Computer	9058683	GX270T	3P61441	P
Computer	9058684	GX270T	1P61441	P
Computer	9058688	GX270T	8N61441	P
Computer	9058681	GX270T	3N61441	P
Computer	9054072	GX270T	1261441	P
Computer	9058725	GX270T	CGB1441	P
Computer	9054119	GX270T	HNXDM41	P
Computer	9056509	GX270T	2VCG351	P
Computer	9057320	GX270T	1XB1441	P
Computer	9057424	GX270T	6X68G41	P
Computer	9057743	GX270T	GP51441	P
Computer	9057817	GX270T	JF61441	P
Computer	9058456	GX270T	4JQ4M31	P
Computer	9058805	GX270T	9N61441	P
Computer	9058845	GX270T	JN61441	P
Computer	9058323	GX270T	HGQ4M31	P
Computer	9058406	GX270T	4JQ4M31	P
Computer	9058741	GX270T	1HB1441	P
Computer	9058985	GX270T	CJL4431	P
Computer	9056503	GX270T	DVCG351	P
Computer	9058853	GX270T	HY51441	P
Computer	9058745	GX270T	2GB1441	P
Computer	9058804	GX270T	G761441	P
Computer	9058802	GX270T	8061441	P
Computer	9057278	GX270T	82Z4341	P
Computer	9057811	GX270T	B961441	P
Computer	9057285	GX270T	B224341	P

Surplus

ITEM DESCRIPTION	ASSET NO.	MODEL NO.	SERIAL NO.	CONDITION F=FAIR P=POOR I=IRREPARABLE
Computer	9057801	GX270T	2C61441	P
Computer	9057793	GX270T	9B61441	P
Computer	9057818	GX270T	BG61441	P
Computer	9057813	GX270T	GD61441	P
Computer	9057790	GX270T	6G61441	P
Computer	9054052	GX270T	DT61441	P
Computer	9058849	GX270T	6161441	P
Computer	9058744	GX270T	9KB1441	P
Computer	9057814	GX270T	HF61441	P
Computer	9057826	GX270T	7D61441	P
Computer	9054129	GX270T	6V61441	P
Computer	9054130	GX270T	8P61441	P
Computer	9054131	GX270T	BS61441	P
Computer	9054132	GX270T	GQ61441	P
Computer	9054133	GX270T	5P61441	P
Computer	9054134	GX270T	2P61441	P
Computer	9054135	GX270T	FP61441	P
Computer	9054044	GX270T	BP61441	P
Computer	9054045	GX270T	JQ61441	P
Computer	9054976	GX270T	1PXD41	P
Computer	9054047	GX270T	7M61441	P
Computer	9054105	GX270T	FL61441	P
Computer	9054106	GX270T	9V61441	P
Computer	9054107	GX270T	DQ61441	P
Computer	9054108	GX270T	3M61441	P
Computer	9054127	GX270T	HT61441	P
Computer	9054128	GX270T	DR61441	P
Computer	9054104	GX270T	DS61441	P
Computer	9057336	GX270T	3XB1441	P
Computer	9058352	GX270T	2JQ4M31	P
Computer	9057333	GX270T	D0C1441	P
Computer	9057287	GX270T	G3Z4341	P
Computer	9057279	GX270T	C1Z4341	P
Computer	9057283	GX270T	42Z4341	P
Computer	9057292	GX270T	62Z4341	P
Computer	9056529	GX270T	GVC351	P

Surplus

ITEM DESCRIPTION	ASSET NO.	MODEL NO.	SERIAL NO.	CONDITION F=FAIR P=POOR I=IRREPARABLE
Computer	9057334	GX270T	11C1441	P
Computer	9057337	GX270T	BYB1441	P
Computer	9056532	GX270T	8N9G351	P
Computer	9058492	GX270T	H3R4M31	P
Computer	9057290	GX270T	13Z4341	P
Computer	9056533	GX270T	4VCG351	P
Computer	9057291	GX270T	B3Z4341	P
Computer	9054103	GX270T	7Q61441	P
Computer	9054142	GX270T	FM61441	P
Computer	9057819	GX270T	7F61441	P
Computer	9054144	GX270T	1N61441	P
Computer	9054040	GX270T	1S61441	P
Computer	9057815	GX270T	6F61441	P
Computer	9057823	GX270T	BF61441	P
Computer	9057827	GX270T	5B61441	P
Computer	9057809	GX270T	CF61441	P
Computer	9057824	GX270T	4D61441	P
Computer	9058732	GX270T	6CB1441	P
Computer	9056516	GX270T	3WCG351	P
Computer	9058854	GX270T	4R61441	P
Computer	9057889	GX270T	3G61441	P
Computer	9049831	GX270T	BS85N41	P
Computer	9054984	GX270T	9LXDM41	P
Computer	9055502	GX270T	JNLGK61	P
Computer	9056604	GX270T	F2FLG51	P
Computer	9056613	GX270T	62FLG51	P
Computer	9057235	GX270T	JR3Y441	P
Computer	9057241	GX270T	683Y441	P
Computer	9057335	GX270T	FXB1441	P
Computer	9057816	GX270T	2F61441	P
Computer	9058000	GX270T	9STQ441	P
Computer	9058143	GX270T	5KRL931	P
Computer	9058144	GX270T	89GP931	P
Computer	9058145	GX270T	DNGP931	P
Computer	9058716	GX270T	4BB1441	P
Computer	9058738	GX270T	6LB1441	P

Surplus

ITEM DESCRIPTION	ASSET NO.	MODEL NO.	SERIAL NO.	CONDITION F=FAIR P=POOR I=IRREPARABLE
Computer	9058803	GX270T	3Z51441	P
Computer	9058804	GX270T	3V61441	P
Computer	9058850	GX270T	BV51441	P
Computer	9058896	GX270T	3LMY441	P
Computer	9058901	GX270T	GSNR441	P
Computer	9058941	GX270T	FHL4431	P
Computer	9064062	GX270T	2TTQ441	P
Computer	9046576	GX270T	6X71N41	P
Computer	9049809	GX270T	FGHTL41	P
Computer	9054046	GX270T	4N61441	P
Computer	9055504	GX270T	3PLGK61	P
Computer	9056474	GX270T	2M9G351	P
Computer	9057238	GX270T	1S3Y441	P
Computer	9057318	GX270T	6YB1441	P
Computer	9057427	GX270T	2X68G41	P
Computer	9057688	GX270T	52JRF41	P
Computer	9057730	GX270T	7B51441	P
Computer	9057828	GX270T	GB61441	P
Computer	9057961	GX270T	HN51441	P
Computer	9058005	GX270T	HJMY441	P
Computer	9058008	GX270T	4KMY441	P
Computer	9058221	GX270T	3BMXH31	P
Computer	9058335	GX270T	9CQ4M31	P
Computer	9058347	GX270T	97Q4M31	P
Computer	9058709	GX270T	C6B1441	P
Computer	9058795	GX270T	BPS1441	P
Computer	9071917	GX270T	2Q61441	P
Computer	9056507	GX270T	3VCG351	P
Computer	9057313	GX270T	70C1441	P
Computer	9057323	GX270T	GYB1441	P
Computer	9057803	GX270T	9H61441	P
Computer	9057890	GX270T	2D61441	P
Computer	9058276	GX270T	D2KJJ31	P
Computer	9058589	GX270T	J7Y2X31	P
Computer	9058734	GX270T	47B1441	P
Computer	9058897	GX270T	6TNR441	P

Surplus

ITEM DESCRIPTION	ASSET NO.	MODEL NO.	SERIAL NO.	CONDITION F=FAIR P=POOR I=IRREPARABLE
Computer	9058927	GX270T	5KL4431	P
Computer	9053694	GX270T	GDXF921	P
Computer	9057326	GX270T	H0C1441	P
Computer	9057317	GX270T	JZB1441	P
Computer	9054041	GX270T	JS61441	P
Computer	9057429	GX270T	HX68G41	P
Computer	9057294	GX270T	83Z4341	P
Computer	9057896	GX270T	3F61441	P
Computer	9054141	GX270T	HN61441	P
Computer	9058173	GX270T	JMBKC31	P
Computer	9058939	GX270T	2JL4431	P
Computer	9054143	GX270T	2M61441	P
Computer	9054051	GX270T	5Z51441	P
Computer	9056511	GX270T	HN9G351	P
Computer	9056515	GX270T	BN9G351	P
Computer	9056530	GX270T	JTCG351	P
Computer	9056610	GX270T	23FLG51	P
Computer	9058899	GX270T	5TNR441	P
Computer	9053937	GX270T	6LL4431	P
Computer	9053945	GX270T	CLL4431	P
Computer	9057282	GX270T	F1Z4341	P
Computer	9058923	GX270T	1KL4431	P
Computer	9058935	GX270T	5JL4431	P
Computer	9058943	GX270T	HHL4431	P
Printer	9032965	---	JPFCH00366	P
Printer	9022301	---	BCGM4238	P
Printer	9069893	---	CG6LG91	P
Printer	9025798	---	USCBOS4665	P
Printer	9023183	---	USCH093807	P
Printer	9047093	---	CNBL002458	P
Printer	9012919	---	JPBK063404	P
Printer	2004753	CCD	JPFL003511	P
Printer	9053520	DISTRICT	USBC108647	P
Printer	9056450	---	CNBGH15125	P
Printer	9024751	---	USDF024267	P
Printer	9022919	---	UCSD143135	P

Surplus

ITEM DESCRIPTION	ASSET NO.	MODEL NO.	SERIAL NO.	CONDITION F=FAIR P=POOR I=IRREPARABLE
Printer	9024285	---	USCD137197	P
Printer	9030062	---	JC68-00469A	P
Printer	9046822	---	JC68-00646A	P
Printer	9060288	---	A3LML-2550	P
Printer	9060286	---	A3LML-2550	P
Printer	9060287	---	A3LML-2550	P
Computer	9058320	P4/2.40	B3R4M31	P
Computer	9058321	P4/2.40	14R4M31	P
Computer	9058322	P4/2.40	82R4M31	P
Computer	9058324	P4/2.40	51R4M31	P
Computer	9058325	P4/2.40	28Q4M31	P
Computer	9058326	P4/2.40	JCQ4M31	P
Computer	9058327	P4/2.40	G7Q4M31	P
Computer	9058328	P4/2.40	B7Q4M31	P
Computer	9058329	P4/2.40	GHQ4M31	P
Computer	9058332	P4/2.40	3HQ4M31	P
Computer	9058333	P4/2.40	58Q4M31	P
Computer	9058334	P4/2.40	2DQ4M31	P
Computer	9058336	P4/2.40	8CQ4M31	P
Computer	9058337	P4/2.40	B2R4M31	P
Computer	9058338	P4/2.40	52R4M31	P
Computer	9058340	P4/2.40	2CQ4M31	P
Computer	9058341	P4/2.40	41R4M31	P
Computer	9058343	P4/2.40	11R4M31	P
Computer	9058344	P4/2.40	21R4M31	P
Computer	9058345	P4/2.40	BHQ4M31	P
Computer	9058346	P4/2.40	83R4M31	P
Computer	9058348	P4/2.40	6HQ4M31	P
Computer	9058736	P4/2.40	18B1441	P
Computer	9057678	P4/2.40	HTXF641	P
Computer	9049750	P4/2.40	28KKP31	P
Computer	9058349	P4/2.40	H7Q4M31	P
Computer	9058353	P4/2.40	1HQ4M31	P
Computer	9058354	P4/2.40	7HQ4M31	P
Computer	9058355	P4/2.40	71R4M31	P
Computer	9058356	P4/2.40	C1R4M31	P

Surplus

ITEM DESCRIPTION	ASSET NO.	MODEL NO.	SERIAL NO.	CONDITION F=FAIR P=POOR I=IRREPARABLE
Computer	9058357	P4/2.40	1DQ4M31	P
Computer	9058360	P4/2.40	JHQ4M31	P
Computer	9058361	P4/2.40	CHQ4M31	P
Computer	9058362	P4/2.40	D7Q4M31	P
Computer	9058363	P4/2.40	JGQ4M31	P
Computer	9058364	P4/2.40	G2R4M31	P
Computer	9057086	P4/2.40	HM51441	P
Computer	9057085	P4/2.40	3P51441	P
Computer	9057084	P4/2.40	DP51441	P
Computer	9057082	P4/2.40	JK51441	P
Computer	9057081	P4/2.40	CN51441	P
Computer	9057080	P4/2.40	6N51441	P
Computer	9057079	P4/2.40	GN51441	P
Computer	9057094	P4/2.40	4L51441	P
Computer	9057093	P4/2.40	4261441	P
Computer	9057092	P4/2.40	1Q51441	P
Computer	9057089	P4/2.40	1N51441	P
Computer	9057088	P4/2.40	3N51441	P
Computer	9057087	P4/2.40	2L51441	P
Computer	9057102	P4/2.40	FK51441	P
Computer	9057098	P4/2.40	9L51441	P
Computer	9057097	P4/2.40	BL51441	P
Computer	9057095	P4/2.40	GL51441	P
Computer	9057106	P4/2.40	8P51441	P
Computer	9057105	P4/2.40	JL51441	P
Computer	9057104	P4/2.40	4P51441	P
Computer	9057103	P4/2.40	6M51441	P
Computer	9057963	P4/2.40	4M51441	P
Computer	9057114	P4/2.40	1K51441	P
Computer	9057113	P4/2.40	G261441	P
Computer	9057112	P4/2.40	1P51441	P
Computer	9057111	P4/2.40	8261441	P
Computer	9049746	P4/2.40	38KKP31	P
Computer	9049638	P4/2.40	J6MLW41	P
Computer	9054978	P4/2.40	8NG6M41	P
Computer	9056527	P4/2.40	7VCG351	P

Surplus

ITEM DESCRIPTION	ASSET NO.	MODEL NO.	SERIAL NO.	CONDITION F=FAIR P=POOR I=IRREPARABLE
Computer	9058153	P4/2.40	J5S9B31	P
Computer	9058319	P4/2.40	H0R4M31	P
Computer	9058350	P4/2.40	12R4M31	P
Computer	9056483	P4/2.40	9VC4M31	P
Computer	9057426	P4/2.40	5X64M31	P
Computer	9058365	P4/2.40	5HQ4M31	P
Computer	9058366	P4/2.40	CCQ4M31	P
Computer	9058379	P4/2.40	BCQ4M31	P
Computer	9058442	P4/2.40	HHQ4M31	P
Computer	9058443	P4/2.40	32R4M31	P
Computer	9058445	P4/2.40	J2R4M31	P
Computer	9058446	P4/2.40	DHQ4M31	P
Computer	9058447	P4/2.40	33R4M31	P
Computer	9058448	P4/2.40	72R4M31	P
Computer	9058449	P4/2.40	6CQ4M31	P
Computer	9058450	P4/2.40	68Q4M31	P
Computer	9058452	P4/2.40	G1R4M31	P
Computer	9058453	P4/2.40	1JQ4M31	P
Computer	9058454	P4/2.40	F1R4M31	P
Computer	9058457	P4/2.40	42R4M31	P
Computer	9058459	P4/2.40	91R4M31	P
Computer	9058466	P4/2.40	9HQ4M31	P
Computer	9058467	P4/2.40	5JQ4M31	P
Computer	9058468	P4/2.40	B8Q4M31	P
Computer	9058470	P4/2.40	88Q4M31	P
On behalf of the Information Technology Department and the Orange Coast College President, the Director				
of Purchasing is recommending Board approval to donate surplus equipment to the Orange Coast College's				
Network Administration and Operation Certificate Program. The Network Administration and Operation Certificate				
Program will use the surplus items in their A+ Hardware Class to practice building and repairing computers.				
Computer	9057280	GX270T	91Z4341	P
Computer	9054049	GX270T	1M61441	P
Computer	9057716	GX270T	G361441	P
Computer	9057715	GX270T	2561441	P
Computer	9057714	GX270T	9161441	P
Computer	9057713	GX270T	B561441	P
Computer	9057712	GX270T	J761441	P

ITEM DESCRIPTION	ASSET NO.	MODEL NO.	SERIAL NO.	CONDITION F=FAIR P=POOR I=IRREPARABLE
Computer	9057711	GX270T	DZ51441	P
Computer	9057710	GX270T	JT51441	P
Computer	9057709	GX270T	1161441	P
Computer	9057724	GX270T	9261441	P
Computer	9057723	GX270T	7861441	P
Computer	9057722	GX270T	4661441	P
Computer	9057721	GX270T	9361441	P
Computer	9057748	GX270T	8461441	P
Computer	9057725	GX270T	5761441	P
Computer	9057726	GX270T	F161441	P
Computer	9057727	GX270T	DMS1441	P
Computer	9057728	GX270T	8661441	P
Computer	9057729	GX270T	F461441	P
Computer	9057731	GX270T	8661441	P
Computer	9057732	GX270T	DT51441	P
Computer	9057733	GX270T	1061441	P
Computer	9057740	GX270T	7761441	P
Computer	9057739	GX270T	BZ51441	P
Computer	9057738	GX270T	D761441	P
Computer	9057734	GX270T	5V51441	P
Computer	9057735	GX270T	2V51441	P
Computer	9057736	GX270T	F261441	P
Computer	9057737	GX270T	1661441	P
Computer	9057718	GX270T	1361441	P
Computer	9057741	GX270T	7N51441	P
Computer	9057742	GX270T	F561441	P
Computer	9057719	GX270T	D0G1441	P
Computer	9057744	GX270T	FP61441	P
Computer	9057745	GX270T	S561441	P
Computer	9057746	GX270T	34561441	P
Computer	9057747	GX270T	5861441	P
Computer	9057717	GX270T	5361441	P
Computer	9057720	GX270T	C861441	P
Computer	9057792	GX270T	8H61441	P
Computer	9057799	GX270T	FC61441	P
Computer	9057802	GX270T	FG61441	P

Surplus

ITEM DESCRIPTION	ASSET NO.	MODEL NO.	SERIAL NO.	CONDITION F=FAIR P=POOR I=IRREPARABLE
Computer	9057807	GX270T	7G61441	P
Computer	9057806	GX270T	G961441	P
Computer	9057797	GX270T	DG61441	P
Computer	9057804	GX270T	J961441	P
Computer	9057708	GX270T	9C61441	P
Computer	9057798	GX270T	JD61441	P
Computer	9057810	GX270T	HG61441	P
Computer	9057795	GX270T	8D61441	P
Computer	9057796	GX270T	JC61441	P
Computer	9057808	GX270T	5H61441	P
Computer	9057800	GX270T	3361441	P
Computer	9057789	GX270T	CD61441	P
Computer	9057791	GX270T	JG61441	P
Computer	9054043	GX270T	9R61441	P
Computer	9057805	GX270T	5C61441	P
Computer	9057794	GX270T	CC61441	P
Computer	9057822	GX270T	3H61441	P

10. Authorization to Enter Into Standard Telecourse Agreements

Subject **10.01 CCC - Authorization to Enter Into Standard Telecourse Agreements**
Meeting **Jul 20, 2011 - Regular Meeting**
Category **10. Authorization to Enter Into Standard Telecourse Agreements**
Access **Public**
Type **Consent**

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.

ANTHROPOLOGY: THE FOUR FIELDS
El Paso Community College (TX)
Term of Agreement: September 1, 2011 – August 31, 2012

ASTRONOMY: OBSERVATIONS AND THEORIES
Mineral Area College (MO)
Term of Agreement: June 1, 2011 – July 29, 2011

CYCLES OF LIFE: EXPLORING BIOLOGY
North Carolina Community College System (NC)
Term of Agreement: June 1, 2011 – August 31, 2011

PSYCHOLOGY: THE HUMAN EXPERIENCE
Colorado Mountain College (CO)
Term of Agreement: June 1, 2011 – May 31, 2014

TRANSITIONS THROUGHOUT THE LIFE SPAN
Northeast Community College (NE)
Term of Agreement: January 1, 2011 – August 5, 2011

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.

File Attachments

[Telecourses.pdf \(241 KB\)](#)

11. Approval of Clinical Contracts

Subject	11.01 GWC - Clinical Contracts
Meeting	Jul 20, 2011 - Regular Meeting
Category	11. Approval of Clinical Contracts
Access	Public
Type	Consent

After review by District General Counsel and the College President, it is recommended by the Acting Chancellor that authorization be given to enter into an agreement or an amendment with the following institutions relating to instructional programs within the Coast Community College District. The Board President, or designee, is authorized to sign the agreements, amendments, or any related documents, indicating approval by the Board of Trustees. (Only copies of non-standard agreements or amendments are attached to each Trustee's agenda.)

RENEWAL

Rodgers Senior Center Standard Clinical Affiliation Agreement
Huntington Beach, California
July 1, 2011 – June 30, 2016
Compensation – None

Saddleback Memorial Medical Center Non-Standard Clinical Affiliation Agreement
Laguna Hills, California
July 1, 2011 – June 30, 2016
Compensation – None

General Counsel had concerns regarding the facility jointly establishing the subject matter with the College and the fact that this contract is retroactive. Administration has carefully considered the risks/liability against other factors and still recommends the contract for approval.

(Please see Saddleback Memorial Clinical Contract, Attachment #3)

Western Medical Center Non-Standard Clinical Affiliation Agreement
Anaheim, California
July 1, 2011 – June 30, 2013
Compensation – None

General Counsel had concerns regarding the District being a covered entity. Administration has carefully considered the risks/liability against other factors and still recommends the contract for approval.

(Please see Western Medical Clinical Contract, Attachment #4)

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

File Attachments

[Saddleback Memorial Clinical Contract.pdf \(442 KB\)](#)

[Western Med Clinical Contract.pdf \(667 KB\)](#)

Subject **11.02 OCC - Clinical Contracts**
Meeting Jul 20, 2011 - Regular Meeting
Category 11. Approval of Clinical Contracts
Access Public
Type Consent

Approval of Clinical Agreements

After review by District General Counsel and the College President, it is recommended by the Acting Chancellor that authorization be given to enter into an Agreement or an Amendment with the following institutions relating to instructional programs within the Coast Community College District. The Board President, or designee, is authorized to sign the agreements, amendments, or any related documents, indicating approval by the Board of Trustees. (Only copies of non-standard agreements or amendments are attached to each Trustee's Agenda.)

ORANGE COAST COLLEGE

RENEWAL 2ND AMENDMENT

Cedars-Sinai Medical Center
Los Angeles, CA
Term: July 21, 2011 to June 20, 2013
Compensation: None

Non-Standard Clinical Affiliation Amendment

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. (See Attachment #5)

File Attachments

[Cedars Sinai NDT Renewal Amendment 2011-06-20.pdf \(344 KB\)](#)

12. Approval of Standard Agreements

Subject	12.01 CCC – Scope of Work (Standard Agreement)
Meeting	Jul 20, 2011 - Regular Meeting
Category	12. Approval of Standard Agreements
Access	Public
Type	Consent

Approve District Standard Scope of Work #2011-45 under the Master Services Agreement (Board Approved: 2/3/10) between Chevron Products Company and the Coast Community College District for Development/Delivery of Instructional Courseware and Services.

After review by the College President and District General Counsel, it is recommended by the Acting Chancellor that the Board approve the District Standard Scope of Work #2011-45 under the Master Services Agreement (Board Approved: 2/3/10) between Chevron Products Company and the Coast Community College District for the design and development of the Honeywell Basics Course – Phase 2 for new console operators. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees.

Fiscal Impact: \$90,000 income from Chevron Products Company payable in five payments based upon completion of five project milestones.

Approve District Standard Scope of Work #2011-46 under the Master Services Agreement (Board Approved: 2/3/10) between Chevron Products Company and the Coast Community College District for Development/Delivery of Instructional Courseware and Services.

After review by the College President and District General Counsel, it is recommended by the Acting Chancellor that the Board approve the District Standard Scope of Work #2011-46 under the Master Services Agreement (Board Approved: 2/3/10) between Chevron Products Company and the Coast Community College District for the development of the Hazard Recognition Workshop for Maintenance Mechanics. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees.

Fiscal Impact: \$12,500 income from Chevron Products Company payable in five payments based upon completion of five project milestones.

Approve District Standard Scope of Work #2011-47 under the Master Services Agreement (Board Approved: 2/3/10) between Chevron Products Company and the Coast Community College District for Development/Delivery of Instructional Courseware and Services.

After review by the College President and District General Counsel, it is recommended by the Acting Chancellor that the Board approve the District Standard Scope of Work #2011-47 under the Master Services Agreement (Board Approved: 2/3/10) between Chevron Products Company and the Coast Community College District for the Redesign of Safety CBTS – Fugitive Emissions/Leak Detection and Repair (LDAR) course. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees.

Fiscal Impact: \$29,375 income from Chevron Products Company payable in five payments based upon completion of five project milestones.

Subject **12.02 GWC - Standard Agreements**
Meeting Jul 20, 2011 - Regular Meeting
Category 12. Approval of Standard Agreements
Access Public
Type Consent

Approve Standard Internship Agreement

Workers' Compensation insurance is provided by hosting institution. District student interns are covered under the student health insurance provision.

Intern/Institution: Natalie J. Timpson

Scope: Assist with CalWORKs intake appointments and student success workshops

Department: Re-Entry/CalWORKs

Term: July 21, 2011 – June 30, 2012

Cost/Source of Funds: Unpaid/Non-sponsored.

Intern/Institution: Claudia Alcala

Scope: Assist with CalWORKs intake appointments and assist students with career and transfer related questions

Department: Re-Entry/CalWORKs and Career and Transfer Centers

Term: July 21, 2011 – June 30, 2012

Cost/Source of Funds: Unpaid/Non-sponsored.

Subject	12.03 OCC - Standard Agreements
Meeting	Jul 20, 2011 - Regular Meeting
Category	12. Approval of Standard Agreements
Access	Public
Type	Consent

Approve a Standard Unpaid/Sponsored Student Intern Placement Agreement between Coast Community College District (Orange Coast College) and CSU/Long Beach.

Background: California State University, Long Beach, has a social work graduate program that is accredited and of good reputation. The graduate students work as unpaid interns during their program, providing social work services throughout the local area. Many Orange Coast College students need various social services, as well as advice and referrals to social service agencies in the community. The OCC Student Health Center has a staff member who is both a licensed clinical social worker and a clinical psychologist, who is able and willing to provide supervision to the graduate student interns from CSULB Department of Social Work. This affiliation agreement will be mutually beneficial to both agencies as well as the social work graduate students and the OCC student who will be served by this program.

Goal/Purpose: This program will meet the needs of the OCC Student Body for social services, while providing a high quality field work experience for the CSULB graduate students in Social Work

Comments: None

Recommendation Statement: After review by the College President, District Risk Services and the Vice Chancellor of Administrative Services, it is recommended by the Acting Chancellor that authorization be given to enter into a Student Intern Placement Agreement between Coast Community College District (Orange Coast College), and CSU/Long Beach for the field placement of CSU/Long Beach students as counseling training interns from Fall 2011 through Spring 2012.

Fiscal Impact: None

Approve a Standard Student Field Placement Agreement between Chapman University and the Coast Community College District

Background: This is a renewal of an agreement that was been in place from 2008-2011.

Goal/Purpose: The goal/purpose of this agreement is to provide certified practicum experience for kinesiology students from Chapman University and for those students to assist in athletic training duties at Orange Coast College.

Comment: None

Recommendation Statement: It is recommended that this agreement be approved as it has been a valuable benefit to the students of both Orange Coast College and Chapman University.

Fiscal Impact: None

13. Authorization for Purchase of Institutional Memberships

Subject **13.01 DIS - Institutional Memberships**
Meeting Jul 20, 2011 - Regular Meeting
Category 13. Authorization for Purchase of Institutional Memberships
Access Public
Type Consent

NEW

Name and Acronym: Presidents' Round Table of African-American CEO's (PRT)

Term of Membership: July 1, 2011 - June 30, 2012

Cost: \$1,250.00

Purpose: The Presidents' Round Table of African-American CEO's prepares senior level African-American administrators to become CEO's in community colleges, and addresses critical national agendas facing African-Americans in higher education.

RENEWAL

Name and Acronym: Orange County School Boards Association (OCSBA)

Term of Membership: July 1, 2011 - June 30, 2012

Cost: \$125.00

Purpose: Membership provides important information and Trustee representation at the county level.

Name and Acronym: American College and University Presidents' Climate Commitment (ACUPCC)

Term of Membership: July 1, 2011 – June 30, 2012

Cost: \$3,000.00

Purpose: The ACUPCC network allows leaders in higher education to share lessons learned, work together for new federal funding and policy changes, and hold one another accountable to achieve bold goals in order to meet the massive challenges of climate change and sustainability.

Name and Acronym: Community College League of California/California Community College Athletic Association (CCLC/CCCAA)

Term of Membership: July 1, 2011 – June 30, 2012

Cost: \$16,167.50 (Due to state budget cuts, CCCAAA Board has authorized a 10% reduction for FY 2012.)

Purpose: Institutional fee per sport offering based upon institutionally verified sport teams; membership qualifies each institution for national awards consideration.

Name and Acronym: Community College League of California (CCLC), Board Docs Services

Term of Membership: July 1, 2011 – June 30, 2012

Cost: \$9,000.00

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

Subject	13.02 CCC – Institutional Memberships
Meeting	Jul 20, 2011 - Regular Meeting
Category	13. Authorization for Purchase of Institutional Memberships
Access	Public
Type	Consent

NEW

Name and Acronym: League for Innovation in the Community College

Term of Membership: July 1, 2011 — June 30, 2012

Cost: \$825

Purpose: The League is the leading community college organization in the application of information technology to improve teaching and learning, student services, and institutional management.

RENEWAL

Name and Acronym: Instructional Technology Council (ITC)

Term of Membership: July 1, 2011 — June 30, 2012

Cost: \$450

Purpose: ITC tracks federal legislation that will affect distance learning, conducts annual professional development meetings, supports research, and provides a forum for members to share expertise and materials.

Name and Acronym: California Community College Chief Instructional Officers (CCCCIO)

Term of Membership: July 5, 2011 — June 29, 2012

Cost: \$300

Purpose: Supports College in their accreditation and enrollment management.

Subject **13.03 GWC - Institutional Memberships**
Meeting Jul 20, 2011 - Regular Meeting
Category 13. Authorization for Purchase of Institutional Memberships
Access Public
Type Consent

NEW

Name and Acronym: California Academy Directors Association (CADA)
Term of Membership: July 1, 2011 – June 30, 2012
Cost: \$25
Purpose: Allows CJTC Director Ron Lowenberg to be an active member of an association addressing items specific to recruit and academy training.

RENEWAL

Name and Acronym: Journalism Association of Community Colleges (JACC)
Term of Membership: July 1, 2009 – June 30, 2010
Cost: \$50
Purpose: Student mail-in contests for student journalism competition.

Name and Acronym: Orange County Chiefs' and Sheriffs' Association (OCCSA)
Term of Membership: July 1, 2011 – June 30, 2012
Cost: \$125
Purpose: Allows former Chief and current CJTC Director Ron Lowenberg to be an active member of a critical decision making association.

Name and Acronym: Orange County Training Managers Association (OCTMA)
Term of Membership: July 1, 2011 – June 30, 2012
Cost: \$70
Purpose: Network with all Orange County Police Department Training Manager's promoting GWC academy classes and keeping up with latest standards and testing.

Subject	13.04 OCC - Institutional Memberships
Meeting	Jul 20, 2011 - Regular Meeting
Category	13. Authorization for Purchase of Institutional Memberships
Access	Public
Type	Consent

RENEWAL

Name and Acronym: Community College Public Relations Organization (CCPRO)

Term of Membership: July 1, 2011- July 31, 2012

Cost: \$50

Purpose: Resources support the Communications and Marketing Department in their communication efforts. CCPRO offers events focused on idea reaching specific target audiences as well as the opportunity to participate in award competitions.

Name and Acronym: National Council for Marketing and Public Relations Organization (NCMPR)

Term of Membership: July 1, 2011- July 31, 2012

Cost: \$195

Purpose: NCMPR hosts national and regional conference, plus special professional development activities for marketing, public relations, and graphics at community colleges nationwide. Includes subscription to Counsel Magazine (for Community College Marketing professionals) as well as the opportunity to participate in all events, and award competitions.

14. Authorization for Off-Campus Assignments

Subject **14.01 GWC - Off-Campus Assignments**
Meeting **Jul 20, 2011 - Regular Meeting**
Category **14. Authorization for Off-Campus Assignments**
Access **Public**
Type **Consent**

Name: Stephanie Dumont

Title: Counselor

Organization: Academic Senate for California Community Colleges

Assignment: Stephanie was elected to serve as Area D Representative during the 2011-2012 school year.

The Academic Senate has budgeted for the equivalent of 9 units with an average hourly replacement cost of \$68.94 for a total of \$10,858.05.

Term: August 28, 2011 – May 27, 2012

Subject **14.02 OCC - Off-Campus Assignments**
Meeting **Jul 20, 2011 - Regular Meeting**
Category **14. Authorization for Off-Campus Assignments**
Access **Public**
Type **Consent**

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: Kathryn Mueller

Title: Dean, Student Services

Organization: National Association of Student Personnel Administrators (NASPA)

Assignment: Community and Two-Year Colleges Coordinator Advisory Board

Term: July 2011 - July 2012

Name: Michael Morvice

Title: College Life Coordinator

Organization: California Community Colleges Student Affairs Association

Assignment: Southern Regional Representative

Term: July 2011 - July 2012

15. Authorization for Community Activities

Subject	15.01 GWC - Community Activities
Meeting	Jul 20, 2011 - Regular Meeting
Category	15. Authorization for Community Activities
Access	Public
Type	Consent

It is recommended that authorization be given for the following non-ADA generating Community Services activities, seminars, workshops, lecture series and/or cultural events and for appointment of lecturers and presenters as indicated at Golden West College. It is further recommended that the Board President or designee be authorized to sign any applicable agreements.

The following not for credit programs will be offered by Community Services throughout fall 2011 and spring 2012. The presenters will be paid a flat fee or on a fee-split based on actual enrollment. (P) = per participant (F) = flat rate

Professional Experts

WRITE A \$1,000-\$10,000 GRANT IN ONE DAY!, 3.5 hours, July 21, 2011 to June 30, 2012. Presenter Wiley Brown to receive \$14 per participant.
Participant Fee: \$38 and \$20 Material Fee. (P) New offering

ADVANCED HOLISTIC BODY THERAPIES PROGRAM I, 100 hours, July 21, 2011 to June 30, 2012. Presenters James Bechter to receive \$97 per participant, Robert Davis to receive \$73 per participant, Kathleen Mondello to receive \$49 per participant, and Gretchen Thomas to receive \$73 per participant.
Participant Fee: \$602 and \$43 Material Fee. (P) First offered in 1999

ADVANCED HOLISTIC BODY THERAPIES PROGRAM I INTERNSHIP, 25, 50, 75, and 100 hours, July 21, 2011 to June 30, 2012. Presenters James Bechter, Robert Davis, Kathleen Mondello and Gretchen Thomas to receive \$1.30 per participant for 25 hours, \$1.40 per participant for 50 hours, \$1.43 per participant for 75 hours and \$1.45 per participant for 100 hours.
Participant Fee: \$75/25 hours, \$150/50 hours, \$225/75 hours, and \$300/100 hours. (P) First offered in 2001

HOLISTIC MASSAGE CERTIFICATE PROGRAM, 100 hours, July 21, 2011 to June 30, 2012. Presenters James Bechter to receive \$186.90 per participant and Kathleen Mondello to receive \$80.10 per participant.
Participant Fee: \$552 and \$40 Material Fee. (P) First offered in 1996

HOLISTIC MASSAGE CERTIFICATE PROGRAM INTERNSHIP, 25, 35, 65, and 100 hours, July 21, 2011 to June 30, 2012. Presenters James Bechter and Kathleen Mondello to receive \$1.20 per participant per hour for 25 hours, \$1.21 per participant per hour for 35 hours, \$1.27 per participant per hour for 65 hours and \$1.30 per participant per hour for 100 hours.
Participant Fee: \$70/25 hours, \$96/35 hours, \$178/65 hours and \$275/100 hours. (P) First offered in 1996

WATERCOLOR WORKSHOP, 18 hours, July 21, 2011 to June 30, 2012. Presenter Harvey Clemans to receive \$43 per participant.
Participant Fee: \$98. (P) First offered in 2003

POWER UP! SELF-ESTEEM FOR TEENS, 12 hours, July 21, 2011 to June 30, 2012. Presenter Erika Enz to receive \$37 per participant.
Participant Fee: \$89 and \$5 Material Fee. (P) New offering

REVIEW FOR NATIONAL CERTIFICATION: FOR MASSAGE THERAPISTS/BODYWORKERS, 15 hours, July 21, 2011 to June 30, 2012. Presenter Kathleen Flippin to receive \$70 per participant. Participant Fee: \$160 and \$45 Material Fee. (P) First offered in 2005

AROMATHERAPY FOR THE CHAKRAS, 6 hours, July 21, 2011 to June 30, 2012. Presenter Deborah Halvorson to receive \$27 per participant. Participant Fee: \$66 and \$10 Material Fee. (P) First offered in 2008

INTRODUCTION TO HEALING TOUCH, 6 hours, July 21, 2011 to June 30, 2012. Presenter Rumi Hashimoto to receive \$29 per participant. Participant Fee: \$68 and \$5 Material Fee. (P) First offered in 2000

INTRODUCTION TO GUITAR, 12 hours, July 21, 2011 to June 30, 2012. Presenter Michael Higgins to receive \$43 per participant. Participant Fee: \$104 and \$15 Material Fee. (P) New offering

CRANIOSACRAL THERAPY: APPLICATION TO WOMEN, 6 hours, July 21, 2011 to June 30, 2012. Presenter Jill K. Mabry to receive \$30 per participant. Participant Fee: \$73 and \$18 Material Fee. (P) First offered in 2009

CRANIOSACRAL THERAPY SHARE CARE, 6 hours, July 21, 2011 to June 30, 2012. Presenter Jill K. Mabry to receive \$30 per participant. Participant Fee: \$73 and \$18 Material Fee. (P) First offered in 2009

INTRODUCTION TO HAND, FOOT & EAR REFLEXOLOGY, 6 hours, July 21, 2011 to June 30, 2012. Presenter Kathleen Mondello to receive \$26.50 per participant. Participant Fee: \$65 and \$6 Material Fee. (P) First offered in 1993

WARM STONE MASSAGE THERAPY, 6 hours, July 21, 2011 to June 30, 2012. Presenter Kathleen Mondello to receive \$45.50 per participant. Participant Fee: \$101 and \$10 Material Fee. (P) First offered in 2005

THAI FRUIT & VEGETABLE CARVING, INTERMEDIATE II, 6 hours, July 21, 2011 to June 30, 2012. Presenter Nitda Phongcharern to receive \$25 per participant. Participant Fee: \$64 and \$10 Material Fee. (P) New offering

QUIATSU™ ~ POWER BALANCING FOR VITALITY, 8 hours, July 21, 2011 to June 30, 2012. Presenter Teri Rogers to receive \$54 per participant. Participant Fee: \$119. (P) First offered in 2011

SCRUMPTIOUS BODY SCRUBS™: WHY THEY ARE SOOO GOOD FOR YOU?!?!, 8 hours, July 21, 2011 to June 30, 2012. Presenter Teri Rogers to receive \$54 per participant. Participant Fee: \$119 and \$25 Material Fee. (P) New offering

CIRCUIT WEIGHT TRAINING FOR SENIORS, 12 hours, July 21, 2011 to June 30, 2012. Presenter Raul Ruiz to receive \$25 per participant. Participant Fee: \$50 with Gold Key Card and \$55 without Gold Key Card. (P) First offered in 1996

CAREER EXPLORATION: HELPING TEENS FIND, OBTAIN AND RETAIN A JOB, 9 hours, July 21, 2011 to June 30, 2012. Presenter Sandy Saldivar to receive \$29 per participant. Participant Fee: \$74 and \$8 Material Fee. (P) First offered in 2011

T'AI CHI/QIGONG: MODIFIED YANG SHORT FORM, PART II, 12 hours, July 21, 2011 to June 30, 2012.

Presenter Diana Shakarian to receive \$37 per participant.

Participant Fee: \$92. (P) First offered in 2009

ORNATE COILED BASKETRY, 6 hours, July 21, 2011 to June 30, 2012. Presenter Nadine Spier to receive \$29 per participant.

Participant Fee: \$68 and \$27 Material Fee. (P) First offered in 2008

DESIGNER WORKSHOP, 12 hours, July 21, 2011 to June 30, 2012. Presenters Richard Suehr II and Greg Wight to receive \$16 per participant.

Participant Fee: \$80 and \$10 Material Fee. (P) First offered in 2010

INTERMEDIATE BALLROOM DANCE, 16 hours, July 21, 2011 to June 30, 2012. Presenter Joseph Swallow to receive \$42 per participant.

Participant Fee: \$102. (P) First offered in 2005

INTRODUCTION TO SPANISH, 8 hours, July 21, 2011 to June 30, 2012. Presenter Joseph Swallow to receive \$26 per participant.

Participant Fee: \$68 and \$5 Material Fee. (P) New offering

INTRODUCTION TO SHIATSU, 15 hours, May 6, 2010 to June 30, 2011. Presenter Gretchen Thomas to receive \$55 per participant.

Participant Fee: \$121 and \$5 Material Fee. (P) First offered in 2005

CREATE LASTING CHANGE USING SELF HYPNOSIS AND NLP TECHNIQUES, 7 hours, July 21, 2011 to June 30, 2012. Presenter Mary Titus to receive \$33 per participant.

Participant Fee: \$77. (P) New offering

BASIC HOME REPAIR: Plumbing, Electrical & Woodwork, 12 hours, July 21, 2011 to June 30, 2012. Presenter Sigrid Wolf to receive \$40 per participant.

Participant Fee: \$103. (P) First offered in 2009

Independent Contractors

CAREGIVERS TOUCH, 9 HOURS, July 21, 2011 to June 30, 2012. Presenter Johnnette du Rand of Greet the Day, to receive \$41 per participant.

Participant Fee: \$96 and \$20 Material Fee. (P) New offering

ONCOLOGY MASSAGE WORKSHOP, 14 hours, July 21, 2011 to June 30, 2012. Presenter Johnnette du Rand of Greet the Day to receive \$154.50 per participant for general participants and \$117 per participant for current GWC massage participants or nursing students.

Participant Fee: \$327/general and \$252/current GWC massage participant or nursing student. (P) First offered in 2010

WOMEN AND INVESTING, 2 hours, July 21, 2011 to June 30, 2012. Presenter Barbara Stowell waives fee.

Participant Fee: \$29. (Presenter waives fee) New offering

PASSPORT TO RETIREMENT, 9 hours, July 21, 2011 to June 30, 2012. Presenters Thane McCready and Barbara Stowell waive fee.

Participant Fee: \$59. (Presenters waive fee) First offered in 2005

ADVANCED PICTURE FRAMING, 5.5 hours, July 21, 2011 to June 30, 2012. Presenter Susan Unoura to receive \$24 per participant.

Participant Fee: \$58 and \$45 Material fee. (P) First offered in 2005.

Revisions to Previous Board Action

SAT PREPARATION SEMINAR, 21 hours, July 21, 2011 to June 30, 2012. Presenter Alpha Learning Center, LLC/Sylvan Learning to receive \$225 per participant.

Participant Fee: \$285. (P)

(Revision is to change number of hours. Previous board action 5/4/11.)

REIKI, 12 hours, July 21, 2011 to June 30, 2012. Presenter Anthony Giuffreda to receive \$70 per participant.

Participant Fee: \$156. (P)

(Revision is to change presenter. Previous board action 5/4/11.)

DIGITAL PHOTO ARCHIVING AND ORGANIZING, 5.5 hours, July 21, 2011 to June 30, 2012. Presenter Sean Glumace to receive \$38.50 per participant.

Participant Fee: \$87. (P)

(Revision is to change number of hours and fee. Previous board action 5/4/11.)

INTRODUCTION TO WORDPRESS, 5.5 hours, July 21, 2011 to June 30, 2012. Presenter Sean Glumace to receive \$38.50 per participant.

Participant Fee: \$87. (P)

(Revision is to change number of hours and fee. Previous board action 5/4/11.)

ADVANCED MEDICAL INSURANCE BILLING, 5 hours, July 21, 2011 to June 30, 2012. Presenter Kris Hall-Patterson of KGP Consulting, LLC to receive \$39.50 per participant.

Participant Fee: \$91 and \$39 Material Fee. (P)

(Revision is to change number of hours. Previous board action 5/4/11.)

INTRODUCTION TO MEDICAL INSURANCE BILLING, 10 hours, July, 2011 to June 30, 2012. Presenter Kris Hall-Patterson of KGP Consulting, LLC, to receive \$56 per participant.

Participant Fee: \$128 and \$69 Material Fee. (P)

(Revision is to change fee and number of hours. Previous board action 5/4/11.)

START A MEDICAL BILLING SERVICE, 2.5 hours, July 21, 2011 to June 30, 2012. Presenter Kris Hall-Patterson of KGP Consulting, LLC to receive \$28.50 per participant.

Participant Fee: \$67 and \$29 Material Fee. (P)

(Revision is to change number of hours. Previous board action 5/4/11.)

WORKERS' COMPENSATION AND PERSONAL INJURY BILLING, 5 hours, July 21, 2011 to June 30, 2012. Presenter Kris Hall-Patterson of KGP Consulting, LLC to receive \$39.50 per participant.

Participant Fee: \$91 and \$39 Material Fee. (P)

(Revision is to change number of hours. Previous board action 5/4/11.)

HATHA YOGA, 18 hours, July 21, 2011 to June 30, 2012. Presenter Nanc Hemp to receive \$52 per participant.

Participant Fee: \$122 (P)

(Revision is to change hours, participant fee and presenter compensation. Previous board action 5/4/11.)

HOW TO BECOME A MYSTERY SHOPPER (AND OTHER FUN WAYS TO EARN MONEY), 3.5 hours. July 21, 2011 to June 30, 2012. Presenter Elaine Moran to receive \$26 per participant.

Participant Fee: \$62 and \$20 Material Fee. (P)

(Revision is to change number of hours. Previous board action 5/4/11.)

HATHA YOGA, 15 hours, July 21, 2011 to June 30, 2012. Presenter Diane Pavesic to receive \$42 per participant.

Participant Fee: \$102 (P)

(Revision is to change hours, participant fee and presenter compensation. Previous board action 5/4/11.)

CREATE UNIQUE JEWELRY, 2.5 hours, July 21, 2011 to June 30, 2012. Presenter Teresa Rodriguez to receive \$19.50 per participant.

Participant Fee: \$49 and \$15 Material Fee. (P)

(Revision is to change the title. Previous board action 5/4/11.)

SELF DEFENSE (ADULTS), 6 hours, May 5, 2011 to June 30, 2012. Presenter Chad VonDette to receive \$21 per participant.

Participant Fee: \$60 and \$10 Material Fee. (P)

(Revision is to change material fee. Previous board action 5/4/11.)

SELF DEFENSE (AGES 11-17), 6 hours, May 5, 2011 to June 30, 2012. Presenter Chad VonDette to receive \$21 per participant.

Participant Fee: \$60 and \$10 Material Fee. (P)

(Revision is to change material fee only. Previous board action 5/4/11.)

Subject	15.02 OCC - Community Activities
Meeting	Jul 20, 2011 - Regular Meeting
Category	15. Authorization for Community Activities
Access	Public
Type	Consent

The following not-for-credit classes will be advertised and offered by the Community Education Office during the period of July 21, 2011 – June 30, 2012. The presenter will be paid pursuant to the District's Standard Professional Expert Employment Agreement or the District's Independent Contractor Agreement at a negotiated fixed rate (F) or percentage of income (P) based on actual enrollment, as indicated by the compensation designation stated for each course.

PROFESSIONAL EXPERTS

ALCOHOL AND DRUG AWARENESS, Fee \$40.00, 8 hours. Presenter: Hector Chaparro, Rick Lopez and Dan Llorens. Compensation equals \$75 per hour for up to 49 students, \$100 per hour for 50-100 students and \$125 per hour for 101-150 students per class taught. (F)

EFFECTIVE PROJECT MANAGEMENT, Fee: \$475, 27 hours. Presenters: Adrienne Ramirez and Michael Bailey. Compensation equals 50% of the number of participants registered times the program fee minus direct costs/administration fee. Funding Source: Community Education registration fees. (P)

INTERMEDIATE AND UPPER LEVEL ESL, Fee: \$89, \$10 materials fee paid to instructor, 16 hours. Presenter: Athena Sawyer. Compensation equals 50% of the number of participants registered times the program fee minus direct costs/administration fee. Funding Source: Community Education registration fees. (P)

CONTRACTOR'S LICENSE PREPARATION, Fee: \$200, 24 hours. Presenter: Dennis Bishop. Compensation equals 50% of the number of participants registered times the program fee minus direct costs/administration fee. Funding Source: Community Education registration fees. (P)

PROJECT MANAGEMENT CERTIFICATION EXAM PREP, Fee: \$650, 27 hours. Presenter: Adrienne Ramirez and Michael Bailey. Compensation equals 25% per presenter of the number of participants registered times the program fee minus direct costs/administration fee. Funding Source: Community Education registration fees. (P)

Neel, Ginger K., to develop, coordinate, and secure presenters/instructors for Community Education activities, for the period 7/21/11 to 06/30/12, to be paid at \$100.00 per unit, 10 units per week for 45 weeks, compensation to be \$45,000.00.

INDEPENDENT CONTRACTORS

IC Name: MUSICSTAR

Services: Presenter for the Drawing and Painting class, Fee: \$67, plus \$5 materials fee, 5 hours.

Payment Schedule/Compensation: Compensation equals 50% of the number of participants registered times the program fee minus direct costs/administration fee, plus 100% of the material fee payable to the presenter.

Terms of Agreement: July 21 – June 30, 2012

Source of Funding: Community Education registration fees.

IC Name: MUSICSTAR

Services: Presenter for the Exploring Drawing class, Fee: \$67, plus \$5 materials fee, 5 hours.

Payment Schedule/Compensation: Compensation equals 50% of the number of participants registered times the program fee minus direct costs/administration fee, plus 100% of the material fee payable to the presenter.

Terms of Agreement: July 21 – June 30, 2012

Source of Funding: Community Education registration fees.

IC Name: Conquest Investigations and Security

Services: Presenter for the ALCOHOL AND DRUG AWARENESS class, Fee \$40.00, 8 hours. (F)

Payment Schedule/Compensation: Compensation equals \$75 per hour for up to 49 students, \$100 per hour for 50-100 students and \$125 per hour for 101-150 students per class taught.

Terms of Agreement: July 21 – June 30, 2012

Source of Funding: Community Education registration fees.

IC Name: Geiser Educational Services

Services: Presenter for the ALCOHOL AND DRUG AWARENESS class, Fee \$40.00, 8 hours. (F)

Payment Schedule/Compensation: Compensation equals \$75 per hour for up to 49 students, \$100 per hour for 50-100 students and \$125 per hour for 101-150 students per class taught.

Terms of Agreement: July 21 – June 30, 2012

Source of Funding: Community Education registration fees.

16. Authorization for Sailing Program

Subject: 16.01 OCC - Sailing Program
Meeting: Jul 20, 2011 - Regular Meeting
Category: 16. Authorization for Sailing Program
Access: Public
Type: Consent

PROFESSIONAL EXPERTS

BAREBOAT CRUISING COURSES

US SAILING BAREBOAT CRUISING CERTIFICATION COURSE, Fee \$825.00, 5 days.
CHANNEL ISLAND CRUISING FOR WOMEN; Fee \$775, 5 days
NORTHERN CHANNEL ISLAND CRUISING; Fee \$775, 5 days
ANCHORING & NAVIGATION WEEKEND CRUISE TO CATALINA; Fee \$475, 3 days
US SAILING COASTAL PASSAGE MAKING CERTIFICATION, Fee: \$295, certification fee.
CRUISE PACIFIC NORTH WEST ABOARD "WHITE RAVEN", Fee: 4,900, per session per group

Courses to be taught aboard OCC cruising boats including, but not limited to "Betty", "White Raven" and Alaska Eagle. Most meals included in registration fees.

PRESENTERS: Richard Crowe, Sheri Crowe, Jerome Carman, Scott Culver, Diane K. De Witte, Debora Camille Dunne, Julie Lane Evans, Carol Hasse, Marc Alan Hughston, Doug Kent, Brian Michael Kfoury, Keith Kilpatrick, Marcus MacKenzie, Vito J. Macchia, Brian Eichenlaub, Robin Clark, Christopher Sellars

Professional Expert: Roberto Gorostiza

Professional Services: To perform specialized marine maintenance and repair on sailing center boats, crew boat and launches, facilities and donations to the program.

Schedule: To be determined based on program needs.

Rate: \$10.00/hr

Funding Source: To be paid an amount not to exceed \$5,000 from Sailing Center Funds.

Contract Dates: Work to be performed between July 21, 2011 and June 30, 2012.

Professional Expert: Morten V. Kieler

Professional Services: To perform specialized marine maintenance, rigging and repair on sailing center boats, and donations to the program.

Schedule: To be determined based on program needs.

Rate: \$50.00/hr

Funding Source: To be paid an amount not to exceed \$5,000 from Sailing Center Funds.

Contract Dates: Work to be performed between July 1, 2011 and June 30, 2012.

Professional Expert: Hogan Michael Beatie

Professional Services: To provide specialized marine maintenance and repair to OCC's Magnitude 80 and provide general support for the boat and other donations and to deliver by land or sea newly donated boats from vessel's home port at the time of donation to the School of Sailing & Seamanship. Travel and delivery expenses to be paid by the School of Sailing & Seamanship.

Schedule: To be determined based on program needs.

Rate: \$30.00/hr

Funding Source: To be paid an amount not to exceed \$5,000 from Sailing Center Funds.

Professional Expert: David Lee

Professional Services: To perform specialized marine maintenance including installation and configuration of marine electronics aboard OCC vessels

Schedule: to be determined based on program needs.

Rate: \$40.00

Funding Source: To be paid an amount not to exceed \$3,000 from Sailing Center Funds.

Contract Dates: Work to be performed between July 1, 2011 and June 30, 2012.

REVISIONS TO PREVIOUS BOARD ACTION

PROFESSIONAL EXPERT

2011 ALASKA EAGLE VOYAGES

Summer Leg 1 Transpac 11/Newport Beach to Hawaii, Fee: \$4,195; 14 days, July 4-18, 2011

Summer Leg 2 Honolulu, HI to San Francisco, CA; Fee: \$3,995, 19 days, July 22-Aug 9, 2011

Summer Leg 3 San Francisco to Newport Beach Fee: \$2,195, 7 days, Aug 12-19, 2011

REVISION TO ADD PRESENTER: *Robin A. Clark, Christopher Sellars*

Skippers at \$350-\$500, Mates at \$100-\$200, and cooks at \$60-\$120 per day. All transportation lodging and meal expenses for approved staff and students to be paid for by the Sailing Center at no cost to the District (F)

(prior approval Jan 19, 2011)

LIDO 14 CLASSES

AT-RISK CHILDREN'S BOATING SAFETY PROGRAM, No fee to participants. Funded by a grant from State of California, Department of Boating and Waterways. 14 to 20 hours.

BEGINNING SAILING, Fee \$145, 20 hours.

INTERMEDIATE LIDO; Fee \$150, 18 hours

LIDO RACING CLINIC, Fee \$65, 8 hours

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

PRIVATE LESSONS LIDO, Fee \$180, 3 hours

OCC SA CHECK-OUT, Fee \$110, 2 hours

AFTER SCHOOL SAILING, Fee: \$135; 10 hours

HOLIDAY SAILING CAMPS FOR KIDS, Fee: \$150, 16 hours.

REVISION TO ADD PRESENTERS: *Daniel Moorlach (F)*

(prior approval May 4, 2011)

17. Personnel Items

Subject	17.01 District
Meeting	Jul 20, 2011 - Regular Meeting
Category	17. Personnel Items
Access	Public
Type	Discussion

- a. Acceptance of Resignations and/or Layoffs, Exhaustion of Benefits and Terminations
- b. Authorization for pay Changes, Academic Staff
- c. Authorization for Schedule Changes, Classified Staff
- d. Authorization for Additional Assignments or Change in Bargaining Unit, Classified Staff
- e. Authorization for Professional Experts

File Attachments

[Open.pdf \(23 KB\)](#)

PERSONNEL ITEMS

a. 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>
Abu-Ghazaleh, Nabil	DIST	Vice Chancellor of Edu Serv & Tech	Resign	07/31/11

Classified Management

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Action</u>	<u>Effective Date</u>
Forsberg, Richard	DIS	Supv, Application Development	Retire	05/13/11

Classified

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Action</u>	<u>Effective Date</u>
Arant, Michelle	OCC	Child Care Center Supervisor	Resign	07/31/11
Bethel, Lorri	DIST	Acct Asst III	Resign*	09/30/11
Lamas-Padilla, Maria	OCC	Food Service Worker III	Resign	06/30/11
Markel, Vickie	DIST	Office Assistant IV	Resign*	12/31/11
Rodriguez, Jodi	CCC	Telecourse Marketing Coord	Resign*	08/08/11

*Voluntary Separation Program Option C Participant

b. Authorization for Pay Changes, Academic Staff

It is recommended that authorization be given for the following contract adjustments for the reasons specified below:

Faculty

Lee, Lisa, CCC, Instructor, Mathematics, increase total contract to A-V-17+DOC due to receipt of doctorate, effective Fall 2011.

c. Authorization for Schedule Changes, Classified Staff

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

Temporary Schedule Changes and On Call Hours Over Contract

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Start Dt</u>	<u>End Dt</u>
Benavides, Cristina	OCC	Admissions & Records Tech I	07/01/2011	06/30/2012
Weikel, Terry Jean	OCC	Admissions & Records Tech I	07/01/2011	06/30/2012

d. Authorization for Additional Assignments or Change in Bargaining Unit, Classified Staff

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

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Start Dt</u>	<u>End Dt</u>	<u>Plcmt</u>
Erger, Cynthia	OCC	Hrly/Temp Serv/Maint	06/10/2011	06/30/2012	H-03-03
Sanchez, Salvador	OCC	Hrly/Temp Serv/Maint	06/01/2011	06/30/2012	H-06-01

e. Authorization for Professional Experts

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

Professional Experts over \$10,000.00

Bailor, Donald W., GWC, to provide coordination of construction oversight for the new LRC building at GWC, to act as a liaison between the college and a variety of contractors, inspectors, and outside agencies, to provide specialized knowledge and continuity in the coordination of projects, to monitor the project for completion, to monitor change orders, and to make project recommendations as needed, for the period 07/06/11 to 08/31/11, to be paid at \$100.00 per unit, 15 units per week for 8 weeks, compensation to be \$12,000.00, funding source is Capital Improvements Fund.

Baiz, Richard C., CCC, to serve as Program Coordinator for the Latino Youth Leadership Program, for the period 07/21/11 to 06/30/12, to be paid by timecard at \$100.00 per unit, 6.25 units per week for 48 weeks, compensation to be \$30,000.00, funding source is General Funds.

Klein, Sandra P., CCC, to provide Neuropsychological services to the ABI Program, for the period 07/01/11 to 06/30/12, to be paid at \$100.00 per unit, 9.1 units per week for 48 weeks, compensation to be \$43,680.00, funding source is Special Programs Categorical Funds.

Other Professional Experts

Carrizo, Michael A., GWC, to provide clerical and administrative support to the Classified Professional Development Committee, per agreement with CFCE, for the period 07/20/11 to 06/30/12, to be paid at \$10.00 per unit, 10.63 units per week for 47 weeks, compensation to be \$5,000.00, funding source is CFCE Professional Development Funds.

Lopez, Raya, CCC, to provide graphic/design/programming services for the Business Education Statewide Advisory Committee (BESAC) website for the Garden Grove Center, for the period 07/21/11 to 06/30/12, to be paid by timecard at \$10.00 per unit, 5 units per week for 40 weeks, compensation to be \$2,000.00, funding source is Categorical Funds.

Nguyen, Peter V., CCC, to provide web hosting services for the Business Education Statewide Advisory Committee (BESAC) website for the Garden Grove Center, for the period 07/21/11 to 12/31/11, to be paid by timecard at \$10.00 per unit, 4.79 units per week for 24 weeks, compensation to be \$1,150.00, funding source is Categorical Funds.

Vierstra, Donald W., CCC, to create alternate recurring characters for the Public Speaking Online course, for the period 07/21/11 to 10/13/11, to be paid by timecard at \$100.00 per unit, 3.6 units per week for 12 weeks, compensation to be \$4,320.00, funding source is Instructional Systems Development Ancillary Funds.

The following DIST 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 Program, for the period 07/21/11 to 06/30/12, to be paid by timecard at \$100.00 per unit, 0.20 units per week for 50 weeks, compensation to be \$1000.00, funding source is SB70/SB1133 CTE Community Collaborate Year Three and Year Four Grants.

Buker, April
Cameron, Scott W.
Cho, Esther S.
Derbish, Michael E.
Hardison, Terrilynn
Hoang, Tu A.
Keledjian, Jamie L.
Levy, Marisa

Logan, Sandra M.
Nagel, Erin C.
Pham, Debra
Reddingius Tintorer, Jodie B.
Vu, Joanne T.
Washington, Jacqueline M.
Whitman, Dayna M.

18. Authorization for Independent Contractors

Subject **18.01 CCC – Independent Contractors**
Meeting Jul 20, 2011 - Regular Meeting
Category 18. Authorization for Independent Contractors
Access Public
Type Consent

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

\$10,000 AND OVER

IC Name: Kelly, Susan

Services: On-site ESL training and program development in support of Contract Education CCC EBUS Program.

Payment Schedule/Compensation: \$27,750 paid in 4 equal increments of \$6,937.50 upon receipt and approval of invoices.

Term of Agreement: July 21, 2011 – June 30, 2012

Source of Funding: Contract Education ancillary funds

IC Name: Ma, Jimmy

Services: On-site ESL training and program development in support of Contract Education CCC EBUS Program.

Payment Schedule/Compensation: \$27,750 paid in 4 equal increments of \$6,937.50 upon receipt and approval of invoices.

Term of Agreement: July 21, 2011 – June 30, 2012

Source of Funding: Contract Education ancillary funds

IC Name: Meoli, Christopher

Services: On-site ESL training and program development in support of Contract Education CCC EBUS Program.

Payment Schedule/Compensation: \$27,750 paid in 4 equal increments of \$6,937.50 upon receipt and approval of invoices.

Term of Agreement: July 21, 2011 – June 30, 2012

Source of Funding: Contract Education ancillary funds

IC Name: Denise Cusano Instructional Design, Inc.

Services: Instructional Design Services for Chevron Products Company Master Services Agreement (Board Approved: 2/3/10) SOW #2011-45, Honeywell Basics Course – Phase 2, \$4,000; SOW #2011-46, Hazard Recognition, \$10,000; SOW #2011-47 Redesign of Safety CBTS – Fugitive Emissions/Leak Detection & Repair, \$1,000.

Payment Schedule/Compensation: \$15,000 paid by percentage of completion of project deliverables broken down into 5 stages of completion.

Term of Agreement: July 21, 2011 – June 30, 2012

Source of Funding: Chevron Products Company in support of this project.

IC Name: Accardi, Millicent

Services: Provide instructional design services for the Chevron Products Company Master Services Agreement (Board approved 2/3/10) SOW #2011-45 Honeywell Basics Course – Phase 2.

Payment Schedule/Compensation: \$32,000 paid by percentage of completion of project deliverables broken down into 5 stages of completion.

Term of Agreement: July 21, 2011 – June 30, 2012

Source of Funding: Chevron Products Company in support of this project.

IC Name: Huntington Commercial Publications

Services: Instructional Design Services for Chevron Products Company Master Services Agreement (Board Approved: 2/3/10) SOW #2011-45, Honeywell Basics Course - Phase 2, \$36,000; SOW #2011-47, Redesign of Safety CBTS – Fugitive Emissions/Leak Detection & Repair, \$10,000.

Payment Schedule/Compensation: \$46,000 paid by percentage of completion of project deliverables broken down into 5 stages of completion.

Term of Agreement: July 21, 2011 – June 30, 2012

Source of Funding: Chevron Products Company in support of this project.

IC Name: Oskorus, David

Services: Under the Chevron Products Company Master Services Agreement (Board Approved: 2/3/10), development of interactive pages in Flash for Chevron SOW #2011-47, Redesign of Safety CBTS – Fugitive Emissions/Leak Detection & Repair.

Payment Schedule/Compensation: \$10,000 paid by percentage of completion of project deliverables broken down into 5 stages of completion.

Term of Agreement: July 21, 2011 – June 30, 2012

Source of Funding: Chevron Products Company in support of this project.

UNDER \$10,000

IC Name: Daymond, Robbie

Services: Recording scripted dialogue for the new Online Public Speaking course.

Payment Schedule/Compensation: 2 dialogues @ \$40/each for a total contract of \$80.

Term of Agreement: July 21, 2011 – June 30, 2012

Source of Funding: ISD ancillary funds for Public Speaking course.

IC Name: Cabanski, Frank

Services: Recording scripted dialogue for the new Online Public Speaking course.

Payment Schedule/Compensation: Up to 10 voice over dialogues @ \$40/each for a total contract of \$400.

Term of Agreement: July 21, 2011 – June 30, 2012

Source of Funding: ISD ancillary funds for Public Speaking course.

IC Name: Myers, Michael P.

Services: Produce additional equations and symbols for the Statistics online Student Guide.

Payment Schedule/Compensation: 32 lessons @ \$15/lesson for a total contract of \$480.

Term of Agreement: July 21, 2011 – June 30, 2012

Source of Funding: ISD ancillary publications funds.

IC Name: Anitian Corporation

Services: PCI Gap Assessment Services

Payment Schedule/Compensation: One-half of the total fee (\$2,897.50) as an upfront retainer fee. The remaining half will be due upon delivery of the final report. Any assistance with the Self-Assessment

Questionnaire will be billed at \$195/hour.

Term of Agreement: July 21, 2011 – October 1, 2011

Source of Funding: Statewide Association of Community Colleges (SWAAC) Risk Management fund.

IC Name: Koenig, William

Services: Under the Chevron Products Company Master Services Agreement (Board Approved: 2/3/10), Voice over narration for Chevron SOW #2011-47, Redesign of Safety CBTS – Fugitive Emissions/Leak Detection and Repair (LDAR).

Payment Schedule/Compensation: \$500

Term of Agreement: July 21, 2011 – June 30, 2012

Source of Funding: Chevron Products Company in support of this project.

IC Name: Giorgio, Michael

Services: Recording scripted dialogue for the new Online Public Speaking course.

Payment Schedule/Compensation: 5 dialogues @ \$50/each for a total contract of \$250.

Term of Agreement: July 21, 2011 – June 30, 2012

Source of Funding: ISD Ancillary funds for Public Speaking course.

Subject **18.02 GWC - Independent Contractors**
Meeting Jul 20, 2011 - Regular Meeting
Category 18. Authorization for Independent Contractors
Access Public
Type Consent

\$10,000 AND OVER

IC Name: Wayne Foster Entertainment

Services: Provide professional entertainment & lighting services at the GWC Gala 2012

Payment Schedule/Compensation: \$15,500, to be paid \$7,750 deposit by August 15, 2011 and \$7,750 balance by March 1, 2012

Term of Agreement: July 22, 2011 – March 24, 2012

Source of Funding: Foundation funds

IC Name: Home Run Elite Signs, Inc.

Services: Sign and lettering production and installation services

Payment Schedule/Compensation: \$25,000, to be paid by invoice upon completion of individual projects

Term of Agreement: July 22, 2011 – June 30, 2012

Source of Funding: Foundation funds

IC Name: Bedsworth, William

Services: Preparation and presentation of Legal Updates and P.O.S.T. Case Law

Payment Schedule/Compensation: \$25,000, to be paid \$500 per segment

Term of Agreement: July 1, 2011 – June 30, 2012

Source of Funding: New Media Center Auxiliary funds

IC Name: Imageworks

Services: Produce, direct and complete location, studio, and post-production for "Coplink" DVD

Payment Schedule/Compensation: \$22,000 to be paid 50% at start of project and 50% upon completion.

Term of Agreement: July 21, 2011 – September 30, 2011

Source of Funding: Income from i2 group deposited into Criminal Justice Dev. & Mgt. Acct. funds

Subject **18.03 OCC - Independent Contractors**
Meeting Jul 20, 2011 - Regular Meeting
Category 18. Authorization for Independent Contractors
Access Public
Type Consent

INDEPENDENT CONTRACTORS

UNDER \$10,000

IC Name: Carranza, Christopher
Services: To provide piano tuning for the Dance Department
Department: Visual and Performing Arts/ Dance
Payment Schedule/Compensation: Total Contract Amount \$800.
Term of Agreement: July 21 2011 to May 30, 2012
Source of Funding: To be paid from ancillary and ASOCC funds

IC Name: MB Elite
Services: Repair & maintenance services to sailing center donated vehicles
Payment Schedule/Compensation: To be paid upon submittal of invoice as work is completed. Contract amount \$4000 for term of Contract.
Term of Agreement: July 1, 2011- June 30, 2012
Source of Funding: To be paid from Foundation or Sailing Center Funds

IC Name: R.J. Coaching and Consulting
Services: To provide coordination and leadership for Statewide Career Development Advisory Grant.
Payment Schedule/Compensation: R.J. Coaching and Consulting to be paid by monthly invoice a total of \$3,000.
Terms of Agreement: July 21, 2011- June 30, 2012
Source of Funding: Statewide Career Development Advisory Grant

IC Name: R.J. Coaching and Consulting
Services: To provide coordination and leadership for the Work Based Collaborative Grant.
Payment Schedule/Compensation: R.J. Coaching and Consulting to be paid by monthly invoice a total of \$3,000.
Terms of Agreement: July 21, 2011- June 30, 2012
Source of Funding: Work Based Collaborative Grant

\$10,000 and Over

IC Name: R.J. Coaching and Consulting
Services: To provide coordination and leadership for the Career Development Collaborative Grant.
Payment Schedule/Compensation: R.J. Coaching and Consulting to be paid by monthly invoice a total of \$20,000.
Terms of Agreement: July 21, 2011- June 30, 2012
Source of Funding: Career Development Collaborative Grant.

IC Name: Stickel, Gary Dr.

Services: to provide production services for The Odyssey play

Payment Schedule/Compensation: to be paid in the amount of \$700.00 upon completion of play

Terms of Agreement: March 2011

Source of Funding: OCC Foundation Funds

REVISIONS

Under \$10,000

IC Name: Active Lock & Safe

Services: To provide lock and key maintenance for OCC Sailing's facility and vessels

Payment Schedule/Compensation: To be paid upon submittal of invoice as work is completed. Contract amount \$3,000 for term of Contract. Revision to increase contract amount BY \$1,000

Term of Agreement: July 1, 2010-June 30, 2011. *Revision to extend agreement expiration date to June 30, 2012*

Source of Funding: To be paid from Sailing Center Funds
(Prior approval Aug 18, 2010)

IC Name: Blinn & Young

Services: For the purpose of providing canvas repair to OCC sailing vessels.

Payment Schedule/Compensation: To be paid upon submittal of invoice as works is completed. Contract amount \$1,500 for term of Contract.

Term of Agreement: July 1, 2010-June 30, 2011. *Revision to extend agreement expiration date to June 30, 2012*

Source of Funding: To be paid from Foundation or Sailing Center Funds.
(prior approval June 16, 2010)

IC Name: Carranza, Christopher

Services: To provide piano tuning for the Music Department

Payment Schedule/Compensation: Total Contract Amount \$4000, *Revision to increase total contract amount to \$5300.*

Term of Agreement: September 16 2010 to June 15 2011

Source of Funding: To be paid from ancillary and ASOCC funds
(prior board date Sept. 15, 2010)

\$10,000 and Over

IC Name: Coastal Resource Management Inc. **Services** To provide assistance with Eel Grass Mitigation and CA Coastal Commission permits.

Payment Schedule/Compensation: To be paid upon submittal of invoice as work is completed. Contract amount \$23,000 for term of Contract. *Revision to increase contract amount BY \$6,000.*

Term of Agreement: Sept 16, 2010-June 30, 2011. *Revision to extend agreement expiration date to June 30, 2012*

Source of Funding: To be paid from Foundation or Sailing Center Funds.
(prior approval 9/16/2010)

IC Name: Tradewinds Marine Services Inc.

Services: For the purpose of providing instruction on sail rigging dynamics to OCC Sailing students enrolled in 1, 2 or 5 day seminars. More students registered than originally anticipated and original contract was short

on funds to pay contractor's invoice.

Payment Schedule/Compensation: To be paid upon submittal of invoice as work is completed. Contract amount \$27,400 for term of Contract. *Revision to increase contract amount BY \$2,400.00.*

Term of Agreement: May 19, 2011-June 30, 2012

Source of Funding: To be paid from Foundation or Sailing Center Funds.

(prior approval 5/18/2011)

IC Name: Ware Disposal Inc.

Services: Provide trash and recycling services for OCC Swap Meet

Payment Schedule/Compensation: Monthly payments upon receipt of invoice; Total contract amount \$34,000 for term of contract. *Revision to increase contract amount to. \$ 44,000*

Term of Agreement: 2010-2011 Fiscal year

Source of Funding: Swap Meet funds

Subject **18.04 DIS - Independent Contractors**
Meeting Jul 20, 2011 - Regular Meeting
Category 18. Authorization for Independent Contractors
Access Public
Type Consent

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

Under \$10,000

IC Name: The Bodine Group

Services: Facilitate the negotiations between the Coast Federation of Classified Employees (CFCE) and the Coast Community College District.

Payment Schedule/Compensation: NTE \$9,000 for facilitation of negotiation sessions between the District and CFCE for one facilitator per session at \$600 per day plus 50% of reasonable travel expenses. The District's dollar amount (\$600 per day) indicates 50% of the total cost of services; the remaining 50% will be paid by CFCE. Payment after services rendered and invoiced. The NTE dollar amount is based on an estimate of anticipated negotiation sessions, and will be adjusted accordingly.

Terms of Agreement: July 1 – June 30, 2011

Source of Funding: District Funds

Over \$10,000

IC Name: Beeson, Tayer & Bodine, APC

Services: Facilitate the negotiations between the Coast Federation of Educators /American Federation of Teachers (CFE/AFT) Local 1911 and the Coast Community College District.

Payment Schedule/Compensation: NTE \$20,000 for facilitation of negotiation sessions with CFE/AFT for one facilitator per session at \$750 per day plus 50% of reasonable travel expenses. The District's dollar amount (\$750 per day) indicates 50% of the total cost of services; the remaining 50% will be paid by CFE/AFT.

Payment after services rendered and invoiced. The NTE dollar amount is based on an estimate of anticipated negotiation sessions and will be adjusted accordingly.

Terms of Agreement: July 1, 2011 – June 30, 2012

Source of Funding: District Funds

IC Name: Cerritos Franchise, Inc.

Services: Graphic design work for District marketing and public relations material and D-mail design.

Payment Schedule/Compensation: \$10,000 payable in 11 increments of \$909.00 monthly upon receipt and approval of invoice.

Term of Agreement: August 1, 2011 - June 30, 2012

Source of Funding: Public Relations Funds

19. Authorization for Professional Development Program

Subject **19.01 DIS - Authorization for Professional Development**
Meeting Jul 20, 2011 - Regular Meeting
Category 19. Authorization for Professional Development Program
Access Public
Type Consent

OPTION I - TUITION, BOOKS, AND FEES:

Name	Course/Seminar	Date	Amount
Richard Ramos Ath. Equipment Manager OCC	PRF 705 Industrial, Clinical, Corporate Wellness	06/06/11 – 07/09/11	
	PRF 715 Business & Entrepreneurship in the Fitness Industry Cal U of Pennsylvania	06/06/11 – 07/09/11	\$3,250
Rachel Martinez Instructional Associate OCC	EDS 283 Legal Issues and Adults w/Learning Disabilities Cal State Sacramento	06/06/11 – 07/06/11	\$500.00
Tuongran Tran Acct. Specialist OCC	Intro to Access 2007	06/15/11 – 08/05/11	
	Intermediate Access 2007 OCC	06/15/11 – 08/05/11	\$190.00
Richard Ramos Ath. Equipment Manager OCC	PRF 765 Nutrition for Peak Performance	07/11/11 – 08/13/11	
	PRF 782 Current Topics in Rehabilitation Cal U of Pennsylvania	07/11/11 – 08/13/11	\$3,250
Darrell Urbien Lab Instructional Assistant Technology OCC	ACN-076-01 Intro to I.D. Modeling Art Center College of Design	05/31/11 – 07/14/11	\$820.00
Helen Quach Course Assistant CCC	10132 CRJU Internships CSU Fullerton	05/31/11 – 08/05/11	\$1,541.60
Cristina Arellano EOPS/CARE Outreach Tech CCC	HSVC C100 Intro to Human Services CCC	01/31/11 – 05/29/11	\$172.00
Michael Beale Learning Specialist Aide OCC	EDS 283 Legal Issues and Adults w/Learning Disabilities Cal State Sacramento	06/06/11 – 07/06/11	\$400.00

Joseph Milunas Web Programmer OCC	PMP PMP Credential Exam Fee	07/08/11	\$555.00
Sheryl Area Administrative Assistant OCC	450.2 Identifying, Recruiting, Retaining Top Talent	06/21/11 – 09/06/11	
	450.12 Intro to Employee Benefits	06/20/11 – 09/18/11	\$1,309.90

20. Approval of Purchase Orders

Subject **20.01 DIS - Approval of Purchase Orders**

Meeting Jul 20, 2011 - Regular Meeting

Category 20. Approval of Purchase Orders

Access Public

Type Consent

File Attachments

[Final PO Board List.pdf \(34 KB\)](#)

Purchase Orders

PO NUM	NAME OF VENDOR	SITE	OBJECT CODE	AMOUNT
P0324175	Coast Community College Dist Open PO for payment of District-wide medical claims	DIS	5480	7,000,000.00
P0324187	PacifiCare of California Open PO for payment of medical premiums	DIS	5472	3,692,500.00
P0324186	Medco Health Solutions Inc Open PO for payment of medical prescription claims	DIS	5480	3,500,000.00
P0323992	PH Hagopian Contractor Inc Bid 1995 OCC Classroom Refurbishment/Modernization Project (GOB) Board Date: 05/04/11	OCC-GB	6250	2,089,000.00
P0324185	Kaiser Foundation Health Plan Inc Open PO for payment of medical premiums	DIS	5472	1,837,500.00
P0323990	PK Mechanical Systems Inc Bid 1994 Newport Beach Learning Center Category V-Plumbing (GOB) Board Date: 05/04/11	CCC-GB	6250	1,284,000.00
P0324173	WestEd Open PO to provide services for SB70 evaluation grant. Board Date: 04/06/11	DIS	5899	895,534.00
P0324528	Honeywell Int'l Inc OCC Campus Security Surveillance Expansion (GOB) Board Date: 06/15/11	OCC-GB	6256	799,100.00
P0323991	RC Construction Services Inc Bid 1994 Newport Beach Learning Center Category-H Site Concrete/Masonry (Capital Outlay) Board Date: 05/04/11	CCC	6254	790,000.00
P0323980	HC Olsen Construction Co Inc Bid 1996 General Contractor for OCC Upgrade Baseball Field (GOB) Board Date: 05/18/11	OCC-GB	6254	593,999.00
P0324404	Avalon Center at Garden Grove Lease payment for One Stop Center, Westminster	CCC	5684	510,000.00
P0324190	Reliastar Life Insurance Co Open PO for payment of reinsurance premiums	DIS	5481	500,000.00
P0324189	Reliastar Life Insurance Co Open PO for payment of life insurance premiums	DIS	5472	495,000.00
P0324300	Vision Service Plan Open PO for VSP premium payments	DIS	5480	450,000.00
P0324405	The Irvine Co LLC	CCC	5684	440,000.00

Purchase Orders

P0324432	Lease payment for One Stop Center, Irvine Burke Williams & Sorensen LLP Open PO for legal services	DIS	5746	340,000.00
P0324270	Workplace Resource Classroom Refurbishment Project-furniture (GOB) Board Date: 05/18/11	OCC-GB	4312	246,955.60
P0324188	Reliastar Life Insurance Co Open PO for payment of long term disability premiums	DIS	5472	245,000.00
P0324529	Hill Partnership Inc Architectural services for OCC Planetarium (GOB) Board Date: 06/21/11	OCC-GB	6128	204,180.00
P0324276	North OC Comm College District Open PO for software support for Voyager system	DIS	5899	203,512.00
P0324192	Vision Service Plan Open PO for payment of VSP claims	DIS	5480	200,000.00
P0323976	Dell Higher Education Classroom Refurbishment-computers (GOB) Board Date: 05/18/11	OCC-GB	6412	196,799.55
P0323996	Int'l Fidelity Insurance Co Bid 1964 OCC Softball Field Takeover Agreement (GOB) Board Date: 10/06/10	OCC-GB	6120	179,198.00
P0324180	Delta Health Systems Open PO for payment of administrative fees	DIS	5891	175,000.00
P0324105	OC Auditor-Controller Open PO for parking violation citations	OCC	5899	140,000.00
P0324179	Blue Cross Open PO for payment of medical administrative fees	DIS	5891	132,500.00
P0324058	Virco OCC Classroom Refurbishment Projects- furniture (GOB) Board Date: 05/18/11	OCC-GB	4312	73,270.31
P0324060	Southland Industries Preventative maintenance agreement for central plant (Capital Outlay) Board Date: 06/15/11	GWC	5638	72,312.00
P0324197	CR & R Inc Bid 1993 Collection & disposal of solid waste. Board Date: 05/18/11	OCC	5510	70,000.00
P0323972	Sasco OCC Data cabling classroom refurbishment (GOB)	OCC-GB	6250	64,675.00
P0324052	ABTECH Hardware & installation of Virtualization Lab	GWC	6412	63,668.01
P0323988	UCMI Inc	OCC-GB	6250	60,666.67

	Baseball Entry/Athletic Field Support Complex DSA inspection services (GOB) Board Date: 05/18/11			
P0324271	Pitney Bowes Reserve Account Open PO for postage fund	GWC	5831	60,000.00
P0324281	ii Fuels, Inc District-wide fuel for Transportation Dept	TRANS	4676	60,000.00
P0323975	Pacific Blue Micro OCC Data cabling classroom refurbishment (GOB)	OCC-GB	6250	57,330.76
P0324182	First Colony Life Insurance Co Open PO for payment of life insurance premiums	DIS	5472	55,000.00
P0324055	Special-T OCC Classroom Refurbishment Project (GOB) Board Date: 05/18/11	OCC-GB	4312	53,128.73
P0324059	Exemplis Corp Classroom Refurbishment Project-furniture (GOB) Board Date: 05/18/11	OCC-GB	4312	52,634.40
P0324049	Terremark North America Inc IT infrastructure & managed hosting of critical web sites. Board Date: 05/16/11	CCC	5112	52,620.00
P0324171	Education 4 Work Open PO to provide services for SB70 evaluation grant. Board Date: 04/06/11	DIS	5899	50,000.00
P0324371	United States Postal Service Open PO for postage	OCC	5831	50,000.00
P0323993	Cambridge West Partnership LLC OCC GWC CCC Building/Facilities 2011/2012 Long Range Planning (Dist Funds) Board Date: 05/18/11	DIS	5899	49,000.00
P0324291	Office Furniture Group Inc Classroom/office workstations furniture	OCC	4312	48,312.92
P0324304	Southern Calif Edison Co Open PO for electricity at One-Stop Center, Irvine	CCC	5516	48,000.00
P0324278	Mobile Modular Management Corp Lease of eight (8) modular units for Early College High School Costa Mesa Site. Board Date: 06/15/11	CCC	5684	46,476.00
P0324028	People Admin Inc Enterprise applicant tracking software module District-wide	DIS	5638	45,600.00
P0324285	Certified Transportation Services Inc District-wide charter bus services	TRANS	5857	45,000.00
P0323989	UCMI Inc	OCC-GB	6260	41,600.00

Purchase Orders

	Project oversight for classroom refurbishment (GOB) Board Date: 05/18/11			
P0324092	Waxie Sanitary Supply Open PO for custodial supplies	OCC	4312	40,000.00
P0324176	Care Resources Inc Open PO for payment of premiums for employee assistance program	DIS	5891	35,500.00
P0324066	SMS Systems Maintenance Services Inc Annual maintenance agreement for Dell server equipment	DIS	5638	35,040.00
P0323995	Cambridge West Partnership LLC OCC & GWC Building/Facilities 2010/2011 Final Project Proposal (Dist Fund 40) Board Date: 05/18/11	DIS	5899	34,000.00
P0324299	EBSCO Subscription Services Open PO for Library materials	OCC	5306	33,400.00
P0323970	CPU Computer Repair Classroom computers (GOB)	OCC-GB	6412	31,723.74
P0324029	KI Classroom Refurbishment Project-furniture (GOB) Board Date: 05/18/11	OCC-GB	6411	31,454.85
P0324298	Gale Group Inc Open PO for library books	OCC	6301	28,000.00
P0324178	Alliant Insurance Services Inc Open PO for payment of insurance consulting fees	DIS	5892	27,500.00
P0324194	Vision Service Plan Open PO for payment of VSP administrative fees	DIS	5891	27,500.00
P0323998	Pacific Blue Micro SMA for Cisco Smartnet & Globalview	DIS	5638	26,476.64
P0324035	Highmark Smart Reliable Seating Inc Classroom Refurbishment Project-furniture (GOB) Board Date: 05/18/11	OCC-GB	6411	25,489.55
P0324191	Knorr Systems Inc Open PO for chemicals for campus pool	OCC	4312	25,000.00
P0324288	Spicers Paper Inc Graphics Dept paper supplies	OCC	4312	25,000.00
P0324434	Ascent Elevator Services Open PO for service & maintenance on campus elevators & dumbwaiter	OCC	5638	25,000.00
P0324402	ProEducation Solutions LLC Open PO for student aid verification	OCC	5899	24,000.00
P0324200	Vital Link OC Open PO to provide participant facilitation for externship on 07/26 - 07/27	DIS	5899	21,930.00

Purchase Orders

P0324198	Vital Link OC Open PO to provide participant facilitation processing for externship on 07/12 - 07/13	DIS	5899	20,910.00
P0324010	Pacific Blue Micro Network engineering & consulting services for IT management	CCC	5112	20,000.00
P0324208	Dept of Justice Open PO for live scan reimbursement	DIS	5899	20,000.00
P0324294	Xpedx Paper & Graphics Open PO for paper/ pressroom supplies	GWT	4310	20,000.00
P0324051	ABTECH Software & support for Virtualization Lab	GWC	5699	19,386.58
P0324274	Vietnamese Community of OC Facilities Lease payment for ESL classes at 14541 Brookhurst St., Westminster	CCC	5684	19,200.00
P0324279	Mobile Modular Management Corp Lease agreement for modular unit at Costa Mesa site for special programs. Board Date: 05/04/11	CCC	5684	19,188.00
P0324007	Dell Higher Education Replacement servers for Information Services	DIS	6402	18,301.99
P0323983	Dell Higher Education Dell Poweredge server hardware, software & service	DIS	6412	17,479.13
P0324430	CR & R Inc Bid 1993 Collection & disposal of solid waste. Board Date: 06/15/11	CCC	5510	17,000.00
P0324170	South OC Comm College Dist Open PO for Career Technical Education grant. Board Date: 05/05/10	DIS	5899	16,000.00
P0324204	Andtech Corporation Open PO for building alarm monitoring	OCC	5657	16,000.00
P0324090	Unisource Worldwide Inc Open PO for custodial supplies	OCC	4312	15,000.00
P0324091	Waxie Sanitary Supply Open PO for custodial supplies	OCC	4312	15,000.00
P0324097	Leonard Chaidez Tree Service Open PO for tree trimming services	OCC	5665	15,000.00
P0324100	Home Depot Open PO for maintenance supplies	OCC	4312	15,000.00
P0324108	Irvine Pipe & Supply Open PO for plumbing repair parts	OCC	4677	15,000.00
P0324113	Electro Systems Electric Open PO for site repairs as needed	OCC	5665	15,000.00
P0324181	El Camino Asphalt Paving Corp Open PO for asphalt repairs as needed.	OCC	5665	15,000.00

Purchase Orders

P0324199	Orkin Commercial Services Open PO for pest control services	OCC	5510	15,000.00
P0324203	Andtech Corporation Open PO for building alarm maintenance	OCC	5657	15,000.00
P0324207	World-Wide Fire Inc Open PO for repairs to fire alarm sprinklers as needed	OCC	5650	15,000.00
P0324370	Caston Office Solutions Open PO Print shop cartridge supplies	OCC	4312	15,000.00
P0324287	Office Furniture Group Inc Classroom Refurbishment Project-furniture (GOB)	OCC-GB	4312	14,822.90
P0323986	Dell Higher Education Dell computers & service contract	DIS	6402	14,616.28
P0324269	King Relocation Services GWC Library relocation services (Capital Outlay)	GWC	5899	13,823.75
P0323973	Dell Higher Education Classroom Computers (GOB)	OCC-GB	6412	12,281.97
P0324094	Saddleback Materials Co Inc Open PO for sand & gravel for grounds	OCC	4312	12,000.00
P0324193	Unum Ltc Open PO for payment of long term care premiums	DIS	5472	12,000.00
P0324368	Marina Landscape Inc Open PO for landscape services	DIS	5899	12,000.00
P0323985	Dell Higher Education Dell computers & service contract	DIS	6402	10,809.62
P0324093	Alan's Lawnmower & Garden Ctr Inc Open PO for grounds supplies	OCC	4312	10,000.00
P0324095	Smith Pipe & Supply Inc Open PO for repair parts-irrigation	OCC	4677	10,000.00
P0324096	Eberhard Equipment Inc Open PO for service to grounds equipment	OCC	5657	10,000.00
P0324099	Ganahl Lumber Co Open PO for maintenance supplies	OCC	4312	10,000.00
P0324101	Main Electric Supply Co Open PO for electrical supplies	OCC	4312	10,000.00
P0324107	Grainger Open PO for repair parts	OCC	4677	10,000.00
P0324109	Johnstone Supply Open PO for repair parts for HVAC system	OCC	4677	10,000.00
P0324110	Refrigeration Supplies Distrib Open PO for repair parts for HVAC system	OCC	4677	10,000.00
P0324111	B & P Services Inc Open PO for repair parts for HVAC system	OCC	5650	10,000.00

Purchase Orders

P0324112	Besam Entrance Solutions Open PO for automatic doors repair parts	OCC	5650	10,000.00
P0324114	Cabral Roofing & Waterproofing Corp Open PO for roof repairs as needed	OCC	5650	10,000.00
P0324115	Consolidated Electrical Distributors Open PO for electrical repair parts	OCC	4677	10,000.00
P0324177	Kelly Equipment Open PO for repairs to parking lot sweeper as needed	OCC	5657	10,000.00
P0324184	Superior Asphalt Paving Inc Open PO for asphalt repairs to parking lot as needed	OCC	5665	10,000.00
P0324195	Carter Brothers Fire & Life Safety Open PO for campus fire alarm system repair parts as needed	OCC	4677	10,000.00
P0324196	Smith Pipe & Supply Inc Open PO for irrigation system repair parts	OCC	4677	10,000.00
P0324201	Electro Systems Electric Open PO for repairs to campus buildings as needed	OCC	5650	10,000.00
P0324205	Carter Brothers Fire & Life Safety Open PO for repairs to fire alarm system	OCC	5650	10,000.00
P0324206	Honeywell Int'l Inc Open PO for repairs to campus EMS/EBI systems	OCC	5650	10,000.00
P0324293	Spicers Paper Inc Open PO for paper supplies	GWT	4310	10,000.00
P0324295	Postmaster Open PO for postage fund	GWC	5831	10,000.00
P0324301	Quality Fence Co Inc Open PO for fencing, repairs & installation	OCC	5665	10,000.00
P0324369	Waxie Sanitary Supply Open PO for custodial supplies	DIS	4312	10,000.00
P0324395	Scott Electric Open PO for projector bulbs	OCC	4401	10,000.00
P0324397	Xerox Corp Open PO for print shop copier supplies	OCC	4312	10,000.00
P0324400	Business Office Solutions Open PO for check disbursement expense	OCC	5749	10,000.00
P0324408	B & P Services Inc Open PO for HVAC repair & maintenance as needed	CCC	5650	10,000.00
P0324409	B & P Services Inc Open PO for service and repair of HVAC system at Garden Grove Center	CCC	5650	10,000.00
P0324030	Storefront Door Repair	OCC	5650	9,980.00

Purchase Orders

P0324000	Consilien LLC	DIS	5899	9,950.00
P0324064	Iron Mountain	DIS	5899	9,454.86
P0324282	Chevron	TRANS	4676	9,000.00
P0324065	UPS Protection Inc	DIS	5638	8,799.00
P0324159	Main Electric Supply Co	OCC	4312	8,500.00
P0324231	Calif Commercial Lighting Supply Inc	OCC	4312	8,500.00
P0324419	Celtic Special Health Prod Div	DIS	5482	8,500.00
P0324334	AT & T	CCC	5519	8,400.00
P0324069	Mustang Mechanical Contracting	DIS	5638	8,220.00
P0323994	MS Rouse Co	OCC-GB	6250	8,175.00
P0324044	Donnelly, Caitlin	OCC	5899	8,000.00
P0324152	PL Hawn Co Inc	OCC	4312	8,000.00
P0324217	Tremco Inc	OCC	5650	8,000.00
P0324247	Orange Coast Auto Repair	OCC	5657	8,000.00
P0324248	Mesa Golf Carts Inc	OCC	5657	8,000.00
P0324280	Union 76	TRANS	4676	8,000.00
P0324354	Newport-Mesa Unified Sch Dist	TRANS	5657	8,000.00
P0324209	Chem Pro Laboratory Inc	OCC	5510	7,980.00
P0324014	GovConnection Inc	DIS	6412	7,794.93
P0324155	Amer Fidelity Assurance	DIS	5891	7,750.00
P0324081	Home Depot	OCC	4312	7,500.00
P0324283	Shell Oil	TRANS	4676	7,500.00
P0324043	Primex Wireless	GWC	4312	7,328.00
P0324168	ACCT	DIS	5320	7,238.00
P0324264	Leonard Chaidez Tree Service	OCC	5665	7,200.00
P0324161	Montgomery Hardware Co	OCC	4677	7,000.00
P0324183	First Health	DIS	5891	7,000.00
P0324284	Mutual Liquid Gas & Equipment	TRANS	4676	6,500.00
P0324379	Daniels Tire Service	TRANS	4677	6,500.00
P0323984	Dell Higher Education	DIS	5699	6,456.00
P0324067	eSecurity To Go LLC	DIS	5638	6,248.60
P0324070	StreetWise Networks LLC	DIS	5638	6,200.00
P0324006	Systems Technology Associates Inc	DIS	6402	6,146.98
P0324117	Star Microwave Service Corp	DIS	5657	6,000.00
P0324169	OCC Food Services	OCC	5899	6,000.00
P0324361	Medco Health Solutions Inc	DIS	5891	6,000.00
P0324413	ACS Education Services Inc	OCC	5899	6,000.00
P0324416	Baker & Taylor	OCC	6301	6,000.00
P0324031	MS Rouse Co	OCC-GB	6250	5,747.00
P0324164	Chem Pro Laboratory Inc	OCC	4312	5,700.00
P0323974	Embee Technologies	OCC-GB	6250	5,627.65
P0324377	Hub Auto Supply	TRANS	4677	5,500.00
P0323997	MS Rouse Co	OCC-GB	6250	5,045.00
P0324078	Crop Production Services Inc	OCC	4312	5,000.00
P0324120	Eberhard Equipment Inc	OCC	4677	5,000.00
P0324125	John Deere Landscapes Inc	OCC	4677	5,000.00

Purchase Orders

P0324134	ADI	OCC	4312	5,000.00
P0324136	Battery Systems Inc	OCC	4312	5,000.00
P0324140	Clark Security Products	OCC	4312	5,000.00
P0324141	Dunn-Edwards Corp	OCC	4312	5,000.00
P0324142	Grainger	OCC	4312	5,000.00
P0324151	Portacraft Inc	OCC	4312	5,000.00
P0324172	OC Dept of Education	DIS	5899	5,000.00
P0324210	Climatec Building Technologies Group	OCC	5650	5,000.00
P0324211	Day & Nite Door Service Inc	OCC	5650	5,000.00
P0324212	Electro Systems Electric	OCC	5650	5,000.00
P0324214	MS Rouse Co	OCC	5650	5,000.00
P0324215	Professional Plumbing Inc	OCC	5650	5,000.00
P0324216	Tint Pros	OCC	5650	5,000.00
P0324219	Yale Chase Equipment & Services Inc	OCC	5657	5,000.00
P0324222	Main Electric Supply Co	OCC	4312	5,000.00
P0324223	SC Signs & Supplies LLC	OCC	4312	5,000.00
P0324227	Electro Systems Electric	OCC	5665	5,000.00
P0324228	Aguinaga Green Inc	OCC	4312	5,000.00
P0324229	Airgas West Inc	OCC	4312	5,000.00
P0324232	Crop Production Services Inc	OCC	4312	5,000.00
P0324233	Home Depot	OCC	4312	5,000.00
P0324236	Sign-Mart	OCC	4312	5,000.00
P0324237	Simplot Partners	OCC	4312	5,000.00
P0324240	Waterline Technologies Inc	OCC	4312	5,000.00
P0324244	Bee Busters Inc	OCC	5510	5,000.00
P0324254	McMaster-Carr	OCC	4677	5,000.00
P0324260	Storefront Door Repair	OCC	5650	5,000.00
P0324262	Commercial Door of OC Inc	OCC	5650	5,000.00
P0324265	Leonard Chaidez Tree Service	OCC	5665	5,000.00
P0324273	Office Depot	CCC	4312	5,000.00
P0324286	Liberty Charter Inc	TRANS	5857	5,000.00
P0324328	Graybar Electric	CCC	4315	5,000.00
P0324355	ABC Companies	TRANS	5657	5,000.00
P0324401	Office Depot	OCC	4312	5,000.00
P0324421	Elmco Duddy	OCC	4677	5,000.00
P0324474	Greenleigh & Wong Technical Serv	OCC	4401	5,000.00
P0324025	CCC ISD	CCC	5899	4,900.00
P0324027	CCC ISD	CCC	5899	4,900.00
P0324218	Mesa Golf Carts Inc	OCC	5657	4,500.00
P0324253	Burke Engineering	OCC	4677	4,500.00
P0324473	College Health Services LLC	OCC	5306	4,400.00
P0324046	School Services of Calif Inc	DIS	5320	4,200.00
P0324042	College Board	CCC	4312	4,129.20
P0324074	Staples Advantage	OCC	4312	4,000.00
P0324083	Northern Tool & Equipment Co	OCC	4312	4,000.00
P0324243	Montgomery Hardware Co	OCC	4677	4,000.00

Purchase Orders

P0324317	Kelly Paper	GWT	4310	4,000.00
P0324342	JFTB/MWR	CCC	5519	4,000.00
P0324399	Time Warner Cable Media Inc	CCC	5850	4,000.00
P0324438	OCC Food Services	OCC	4312	4,000.00
P0324337	Verizon California	CCC	5519	3,900.00
P0324054	Sehi Computer Products Inc	OCC-GB	6412	3,757.31
P0323981	LifeTrends Group	DIS	4312	3,571.68
P0324012	Dell Higher Education	DIS	5638	3,551.58
P0324003	World-Wide Fire Inc	CCC	5650	3,500.00
P0324040	Timphony, Scarlet	CCC	5112	3,500.00
P0324266	Professional Turf Specialties Inc	OCC	5665	3,500.00
P0324309	Smog & Gas of Costa Mesa	TRANS	5657	3,500.00
P0324061	Quinn Power Systems	DIS	5638	3,385.00
P0324034	Tremco Inc	GWC	5650	3,375.00
P0324002	San Diego Police Equip Co	GWC	4312	3,325.55
P0324335	AT & T	CCC	5519	3,250.00
P0324373	SMS Systems Maintenance Services	GWC	4315	3,074.00
P0324004	Sehi Computer Products Inc	GWC	4315	3,042.80
P0324075	Fry's Electronics	OCC	4312	3,000.00
P0324079	Aguinaga Green Inc	OCC	4312	3,000.00
P0324084	Rain Bird Services Corp	OCC	4312	3,000.00
P0324126	Mesa Golf Carts Inc	OCC	4677	3,000.00
P0324129	Turf Tire Distributors	OCC	4677	3,000.00
P0324143	Home Depot	OCC	4312	3,000.00
P0324147	Nexgen	OCC	4312	3,000.00
P0324202	Office Depot	OCC	4312	3,000.00
P0324213	Model Glass & Mirror	OCC	5650	3,000.00
P0324224	Eberhard Equipment Inc	OCC	4677	3,000.00
P0324225	Kelly Equipment	OCC	4677	3,000.00
P0324226	Excel Sales & Services Inc	OCC	5657	3,000.00
P0324249	Prince Enterprises Inc	OCC	5657	3,000.00
P0324256	Bear Communications Inc	OCC	5899	3,000.00
P0324259	Pacific Parking Systems Inc	OCC	5899	3,000.00
P0324261	Quartermaster OC	OCC	5899	3,000.00
P0324272	Office Depot	CCC	4312	3,000.00
P0324360	Transportation Charter Services Inc	TRANS	5857	3,000.00
P0324365	Office Depot	OCC	4312	3,000.00
P0324378	Pep Boys	TRANS	4677	3,000.00
P0324475	San Diego State Univ Research Found	OCC	5899	3,000.00
P0324449	StreamingMedia Hosting	GWC	5699	2,999.25
P0323971	MS Rouse Co	OCC-GB	6250	2,765.00
P0324452	Fisher Scientific	GWC	4312	2,700.00
P0324056	Dell Higher Education	OCC-GB	4315	2,644.99
P0324016	CPP Inc	OCC	4312	2,628.49
P0324001	CI Solutions	CCC	5638	2,580.00
P0324436	Engineerica Systems Inc	OCC	5699	2,580.00

Purchase Orders

P0324290	Dell Higher Education	CCC	6412	2,527.45
P0324160	Accessorie Air Compressor Systems Inc	OCC	4677	2,500.00
P0324221	Dunn-Edwards Corp	OCC	4312	2,500.00
P0324307	Prudential Overall Supply Co	TRANS	5899	2,500.00
P0324310	Theodore Robins Ford	TRANS	5657	2,500.00
P0324375	Southern Counties Lubricants LLC	TRANS	4676	2,500.00
P0324410	Buswest LLC	TRANS	5657	2,500.00
P0324435	Harbor Freight Tools	OCC	4312	2,500.00
P0324467	Newport Exterminating	DIS	5899	2,500.00
P0324388	CI Solutions	GWC	5638	2,395.00
P0324057	Workplace Resource	OCC-GB	4312	2,388.89
P0324071	Insight Investments LLC	CCC	4315	2,281.99
P0324063	Evisions Inc	DIS	5638	2,250.00
P0324062	Facilities Protection Systems	DIS	5638	2,196.00
P0324050	Pacific Blue Micro	GWC	4315	2,148.50
P0324076	Grainger	OCC	4312	2,000.00
P0324077	Home Depot	OCC	4312	2,000.00
P0324104	Office Depot	OCC	4312	2,000.00
P0324116	Making Connections	DIS	5899	2,000.00
P0324131	Daniels Tire Service	OCC	5657	2,000.00
P0324135	Austin Hardwoods	OCC	4312	2,000.00
P0324137	Builders Security Locks & Services Inc	OCC	4312	2,000.00
P0324150	Plastic Sales Southern Inc	OCC	4312	2,000.00
P0324153	Powertron Battery Co	OCC	4312	2,000.00
P0324165	Agriserve Pest Control	OCC	5510	2,000.00
P0324220	Fry's Electronics	OCC	4312	2,000.00
P0324234	Neozyme Int'l Inc	OCC	4312	2,000.00
P0324245	Castagna Awnings	OCC	5510	2,000.00
P0324250	SC Signs & Supplies LLC	OCC	5665	2,000.00
P0324268	Baker Rentals & Sales Inc	OCC	5682	2,000.00
P0324275	Office Depot	DIS	4312	2,000.00
P0324305	Office Depot	CCC	4312	2,000.00
P0324306	Office Depot	CCC	4312	2,000.00
P0324312	BAVCO Backflow Apparatus-Valve	OCC	4677	2,000.00
P0324322	Pitman	GWC	4310	2,000.00
P0324324	Graphic Edge	DIS	5899	2,000.00
P0324331	Performance Envelope Inc	CCC	4312	2,000.00
P0324358	Pete's Road Service Inc	DIS	5899	2,000.00
P0324367	Office Depot	OCC	4312	2,000.00
P0324376	Battery Systems Inc	TRANS	4677	2,000.00
P0324382	Enterprise Fleet Mgmt	TRANS	4677	2,000.00
P0324385	Office Depot	OCC	4312	2,000.00
P0324387	Office Depot	GWC	4312	2,000.00
P0324393	Dell Higher Education	OCC	4315	2,000.00
P0324439	Graybar Electric	OCC	4312	2,000.00
P0324468	Hoover Printing & Lithography Inc	OCC	4312	2,000.00

Purchase Orders

P0324384	CompuCom Systems Inc	OCC	5699	1,864.32
P0324403	Office Depot	OCC	4312	1,800.00
P0324026	Signs etc	CCC	5899	1,755.27
P0324427	Zep Manufacturing Co	TRANS	4312	1,750.00
P0324372	Office Depot	OCC	4312	1,700.00
P0324008	Digital Juice	GWC	5699	1,630.92
P0324072	Grainger	OCC	4312	1,500.00
P0324127	Turf Star Inc	OCC	4677	1,500.00
P0324145	Industrial Metal Supply	OCC	4312	1,500.00
P0324154	Sims-Orange Welding Supply Inc	OCC	4312	1,500.00
P0324267	Roto-Rooter Plumbers	OCC	5665	1,500.00
P0324303	Office Depot	CCC	4312	1,500.00
P0324311	Sun-X Auto Glass	TRANS	5657	1,500.00
P0324327	Fry's Electronics	CCC	4315	1,500.00
P0324340	Infinity Designs	CCC	4321	1,500.00
P0324341	Infinity Designs	CCC	4321	1,500.00
P0324349	TALX Corp	CCC	5899	1,500.00
P0324350	TALX Corp	CCC	5899	1,500.00
P0324353	Mesa Muffler Services Inc	TRANS	5657	1,500.00
P0324429	Priority Mailing Systems LLC	OCC	4312	1,500.00
P0324325	Entagon Inc	CCC	4315	1,468.13
P0323977	MS Rouse Co	OCC-GB	6250	1,465.00
P0324235	Amer Council on Education	DIS	5320	1,416.00
P0324453	Fisher Scientific	GWC	4312	1,400.00
P0324036	Storefront Door Repair	GWC	6250	1,325.00
P0324451	3M Co	GWC	5638	1,306.00
P0324053	Water Safety Resources	DIS	5899	1,300.00
P0324297	Office Depot	OCC	4312	1,200.00
P0324454	Shamrock Scientific Specialty Systems Inc	GWC	4312	1,100.00
P0324023	Digital Juice	GWC	4315	1,032.91
P0324412	Bernan Associates	OCC	6301	1,010.00
P0324033	Office Depot	GWC	4312	1,003.41
P0324024	Art Supply Warehouse	GWC	4312	1,000.00
P0324080	DM Color Express Inc	OCC	4312	1,000.00
P0324082	Hub Auto Supply	OCC	4312	1,000.00
P0324089	Office Depot	OCC	4312	1,000.00
P0324102	Office Depot	OCC	4312	1,000.00
P0324103	Office Depot	OCC	4312	1,000.00
P0324121	AA Equipment	OCC	4677	1,000.00
P0324124	Irvine Pipe & Supply	OCC	4677	1,000.00
P0324130	Coastline Equipment Co	OCC	5657	1,000.00
P0324132	South Coast Bobcat Inc	OCC	5657	1,000.00
P0324138	Cal-Wal Gypsum Supply	OCC	4312	1,000.00
P0324146	Lab Safety Supply	OCC	4312	1,000.00
P0324156	Western Illuminated Plastics Inc	OCC	4312	1,000.00
P0324157	White Cap Construction Supply	OCC	4312	1,000.00

Purchase Orders

P0324158	Prepress Supply Inc	OCC	4312	1,000.00
P0324162	Follett Higher Education Group Inc #1094	OCC	4312	1,000.00
P0324166	Glenn's Alignment & Brake Service	TRANS	5657	1,000.00
P0324174	Office Depot	DIS	4312	1,000.00
P0324230	C2 Reprographics	OCC	4312	1,000.00
P0324239	Village Nurseries LP	OCC	4312	1,000.00
P0324242	Knorr Systems Inc	OCC	4677	1,000.00
P0324246	KK Termite Inc	OCC	5510	1,000.00
P0324252	Crown Ace Hardware	OCC	4312	1,000.00
P0324255	ID Card Technology Corp	OCC	4312	1,000.00
P0324258	Galls Inc	OCC	5899	1,000.00
P0324321	Pitney Bowes Inc	GWC	4312	1,000.00
P0324329	Home Depot	CCC	4315	1,000.00
P0324330	UPS Protection Inc	CCC	5657	1,000.00
P0324338	Fry's Electronics	CCC	4312	1,000.00
P0324339	Fry's Electronics	CCC	4312	1,000.00
P0324362	Wells Supply Co	OCC	4677	1,000.00
P0324363	Home Depot	DIS	4312	1,000.00
P0324396	Office Depot	OCC	4312	1,000.00
P0324424	Medical Arts Press	OCC	4312	1,000.00
P0324425	Waxie Sanitary Supply	OCC	4312	1,000.00
P0324433	Office Depot	DIS	4312	1,000.00
P0324444	Extron Electronics	OCC	4677	1,000.00
P0324445	Graybar Electric	OCC	4677	1,000.00
P0324448	Bob's Shade & Linoleum	CCC	4312	1,000.00
P0324471	Home Depot	OCC	4677	1,000.00
P0324472	Digital Networks Group Inc	OCC	4401	1,000.00
P0323979	Digital Networks Group Inc	OCC-GB	6250	994.32
P0324032	Dell Higher Education	OCC	4312	922.33
P0324386	Office Depot	GWC	4312	800.00
P0324442	Orkin Commercial Services	OCC	5510	800.00
P0324456	Carolina Biological Supply	GWC	4312	800.00
P0324037	Sheeler Bros Inc	GWC	5899	780.00
P0324343	ALD Security Innovations	CCC	5899	750.00
P0324344	ALD Security Innovations	CCC	5899	750.00
P0324422	Alliance Payphone Inc	OCC	5519	708.00
P0324351	Vietnamese Translation Services	CCC	5899	700.00
P0324352	Walson Communications	CCC	5899	700.00
P0324068	CI Business Equipment Inc	DIS	5638	695.00
P0324406	Sehi Computer Products Inc	OCC	4312	675.76
P0323978	MS Rouse Co	OCC-GB	6250	657.00
P0324013	Softsource4u LLC	DIS	5699	640.00
P0324045	Hufcor Calif Inc	GWC	5650	614.00
P0324128	Prudential Overall Supply Co	OCC	5510	600.00
P0324443	Eversoft	OCC	5638	600.00
P0324455	Carolina Biological Supply	GWC	4312	600.00

Purchase Orders

P0324465	Alan's Lawnmower & Garden Ctr Inc	DIS	4312	600.00
P0324020	Paton Group	GWC	4315	579.63
P0324038	Hoover Printing & Lithography Inc	OCC	4321	519.83
P0324041	DirecTV	CCC	4312	515.88
P0324073	Follett Higher Education Group Inc #1094	OCC	4312	500.00
P0324085	Industrial Metal Supply	OCC	4312	500.00
P0324086	Sims-Orange Welding Supply Inc	OCC	4312	500.00
P0324087	Southern Counties Lubricants LLC	OCC	4312	500.00
P0324088	Office Depot	GWC	4312	500.00
P0324098	Micro Center	DIS	4312	500.00
P0324119	Direct Edge Inc	OCC	4677	500.00
P0324122	Ditch Witch Southern Calif	OCC	4677	500.00
P0324123	Golf Ventures West	OCC	4677	500.00
P0324139	Certified Laboratories Division	OCC	4312	500.00
P0324149	OCC Food Services	OCC	4312	500.00
P0324163	Won Door Corp	OCC	4677	500.00
P0324167	Tom's Truck Center Inc	TRANS	5657	500.00
P0324238	Tomark Sports	OCC	4312	500.00
P0324251	Follett Higher Education Group Inc #1094	OCC	4312	500.00
P0324257	Emergency Medical Products Inc	OCC	5899	500.00
P0324263	OC Pump Corp	OCC	5657	500.00
P0324277	Office Depot	DIS	4312	500.00
P0324296	Office Depot	CCC	4312	500.00
P0324308	Pro Image Signs LLC	DIS	5899	500.00
P0324314	AJ Graphics	GWC	4310	500.00
P0324326	USA Mobility Wireless Inc	CCC	5899	500.00
P0324333	Anaheim-Fullerton Towing	TRANS	5899	500.00
P0324336	Home Depot	DIS	4677	500.00
P0324345	Landmark Services Inc	CCC	5899	500.00
P0324346	Landmark Services Inc	CCC	5899	500.00
P0324348	Security Signal Devices	CCC	5899	500.00
P0324364	A & M Cleaning Equipment	OCC	4677	500.00
P0324380	TrucParCo	TRANS	4677	500.00
P0324383	Home Depot	TRANS	4677	500.00
P0324392	Office Depot	OCC	4312	500.00
P0324398	Office Depot	OCC	4312	500.00
P0324423	Crown Ace Hardware	OCC	4312	500.00
P0324446	B & M Lawn & Garden Center	CCC	4312	500.00
P0324466	Ewing Irrigation Products Inc	DIS	4312	500.00
P0324470	Mar Vac Electronics	OCC	4677	500.00
P0324018	ACTT: Assn of Classroom Teacher	OCC	4312	475.25
P0323999	Dell Higher Education	OCC	4315	465.38
P0324022	Business Office Solutions	CCC	5899	461.60
P0323982	Em Software Inc	OCC	5699	400.00
P0324318	LA Grinding Co	GWT	5899	400.00
P0324347	Security Signal Devices	CCC	5899	400.00

Purchase Orders

P0324469	Home Depot	OCC	4312	400.00
P0324021	Irvine Chamber of Commerce	CCC	5320	360.00
P0324005	Amazon.com	GWC	4315	344.85
P0324437	Information Today Inc	OCC	6301	340.00
P0324015	Nebraska Scientific	OCC	4312	326.97
P0324316	Gans Ink & Supply Co Inc	GWC	4310	300.00
P0324391	Office Depot	OCC	4312	300.00
P0324417	Los Angeles Times	OCC	5306	300.00
P0324426	Crown Ace Hardware	DIS	4312	300.00
P0324447	Beach City Lift Inc	CCC	5638	300.00
P0324039	Sehi Computer Products Inc	DIS	4312	271.37
P0324418	OC Register	OCC	5306	260.00
P0324133	A & A Wiping Cloth Inc	OCC	4312	250.00
P0324374	Crown Ace Hardware	TRANS	4312	250.00
P0324381	Myers Tire Supply	TRANS	4677	250.00
P0324389	Office Depot	GWC	4312	250.00
P0324106	Mundo Corp	DIS	5657	240.33
P0324332	Ace Business Machines Inc	CCC	5638	225.00
P0324407	Office Depot	DIS	4312	224.74
P0324011	Intuit Inc	DIS	5699	210.88
P0324428	Sehi Computer Products Inc	DIS	4312	202.38
P0324319	Toyo Ink Amer LLC	GWC	4310	200.00
P0324415	Nolo Press Inc	OCC	6301	200.00
P0324450	Xpedx Paper & Graphics	GWC	4312	188.70
P0324019	Amazon.com	CCC	4312	164.63
P0324009	Mundo Corp	DIS	5657	163.13
P0324420	Follett Higher Education Group Inc #1094	OCC	4312	150.00
P0324017	College Board	OCC	4312	114.19
P0324431	Dell Higher Education	OCC	4312	106.67
P0324292	Office Depot	GWC	4312	100.00
P0324315	Follett Higher Education Group Inc #1181	GWC	4312	100.00
P0324320	Follett Higher Education Group Inc #1181	GWC	4312	100.00
P0324394	Office Depot	GWC	4312	100.00
P0324441	Follett Higher Education Group Inc #1094	OCC	4312	100.00
P0324047	Tri-Anim Health Services	OCC	4312	88.52
P0324289	Dell Higher Education	CCC	4315	76.03
P0324411	Art Culinaire	OCC	6301	68.00
P0324302	Office Depot	DIS	4312	67.45
P0324414	James Publishing Inc	OCC	6301	59.00
P0324148	OC Business Journal	DIS	5306	58.00
P0324366	Office Depot	GWC	4312	50.00
P0324390	Office Depot	GWC	4312	50.00
P0324440	Follett Higher Education Group Inc #1094	OCC	4312	50.00
P0324323	Follett Higher Education Group Inc #1181	GWC	4312	21.00
P0324048	Hitt Marking Devices Inc	DIS	4312	18.81
P0324359	Hitt Marking Devices Inc	DIS	4312	18.64

Total

\$30,565,646.88

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

21. Ratification / Approval of Checks

Subject **21.01 DIS - Ratification/Approval of Checks**
Meeting Jul 20, 2011 - Regular Meeting
Category 21. Ratification / Approval of Checks
Access Public
Type Consent

File Attachments

[CheckApproval.pdf \(35 KB\)](#)

NUMBER	NAME OF VENDOR	AMOUNT
0158231	CCC Contract Education Military Student Fee Reconciliation	837,971.34
0158069	PacifiCare of California Medical Premiums	589,471.77
0158404	Medco Health Solutions Inc Medical Prescription Claims	291,659.79
0158067	Kaiser Foundation Health Plan Inc Medical Premiums	281,325.07
0157732	Medco Health Solutions Inc Medical Prescription Claims	233,863.69
0157636	ACSIG Dental / Edge District Dental Claims and Admin Fees	231,651.13
0157837	Coast Community College Dist CCCD Medical Claims	199,766.45
0157745	Blackboard Inc Software license and service agreement	188,213.00
0158066	Coast Community College Dist CCCD Medical Claims	156,727.57
0158253	Follett Higher Education Group Inc #1094 EOPS Students Books and Supplies	147,889.68
0158087	Constellation NewEnergy Inc Electricity district wide	110,105.15
0158258	GovConnection Inc New computers for district staff	75,373.59
0157840	Reliastar Life Insurance Co Life Insurance Premiums	70,153.78
0158148	Southern Calif Edison Co Electricity district wide	61,856.74
0157838	Reliastar Life Insurance Co Reinsurance Premiums	53,305.20
0158245	Dell Higher Education Hardware and software service for the District	52,898.74
0158123	North OC Comm College District Voyager library circulation & catalog system	50,878.00
0158129	People Admin Inc Enterprise applicant tracking software module	45,600.00
0157863	Avalon Center at Garden Grove Annual lease payment for One Stop Center in GG	41,760.00
0158070	ABTECH Hardware and software for Virtual desktop lab	40,919.88
0158292	Southern Calif Edison Co Electricity district wide	38,164.46

0157980	Pacific Lift & Equipment Co Inc	37,015.00
	Hydraulic lifts for Automotive Technology Classes	
0157719	The Irvine Co LLC	36,156.59
	Lease payment for One-Stop Center - Irvine	
0158233	CCCD Student Refunds	35,446.77
	Student Refunds	
0157892	Dell Higher Education	33,125.70
	Computer server for student success center	
0158254	Follett Higher Education Group Inc #1181	24,846.16
0158063	Xerox Corp	24,618.83
0158223	Atkinson Andelson Loya Ruud & Romo	24,609.49
0157578	Pacific Blue Micro	23,344.60
0158065	UCMI Inc	21,760.00
0158154	Trane US Inc	20,000.00
0157839	Reliastar Life Insurance Co	18,018.09
0157673	Elavon	17,887.44
0157994	Postmaster	17,158.76
0157651	ACCT	16,159.22
0158101	Goodwill of OC	15,098.75
0157570	OC Auditor-Controller	14,349.00
0157530	Collegenet Inc	14,007.10
0158365	OC Treasurer-Tax Collector	13,411.00
0157606	The Gas Co	13,342.56
0157973	OCC Ancillary #1000-24750-6492	12,792.22
0157816	Vital Link OC	12,776.00
0157667	City of Huntington Beach	12,566.03
0158193	Workplace Resource	11,081.74
0157913	Follett Higher Education Group Inc #1181	10,977.33
0158271	Mesa Consolidated Water Dist	10,735.48
0158167	OCC Food Services	10,713.17
0157762	Follett Higher Education Group Inc #1094	10,048.25
0157904	El Camino College	10,000.00
0158293	Storefront Door Repair	9,980.00
0158082	CCC ISD	9,950.00
0158232	CCC ISD	9,800.00
0157760	Electro Systems Electric	9,725.00
0158370	David Oskorus	9,000.00
0157711	Oracle America Inc	8,978.33
0157969	Mt San Jacinto College	8,738.89
0158061	World-Wide Fire Inc	8,640.00
0158362	MS Rouse Co	8,290.00
0157677	Foundation for Calif Community Colleges	8,221.50
0157702	Mission College	8,136.00
0157522	Calif Commercial Lighting Supply Inc	8,095.16

0157755	CR & R Inc	7,529.99
0158360	Metroline Inc	7,291.00
0158045	Unisource Worldwide Inc	7,089.15
0158088	CPP Inc	7,080.50
0158403	UCMI Inc	7,040.00
0157799	RJ's Coaching & Consulting	7,000.00
0158270	LRH Consulting	7,000.00
0157806	Special Pay Retirement Plan	6,910.94
0157928	Irvine Valley College	6,800.00
0158035	The Gas Co	6,608.36
0157809	SunGard Higher Education Inc	6,300.00
0158376	Pro Line Gym Floors	6,300.00
0157757	Declues Burkett & Thompson LLP	6,254.64
0158375	Premier Solutions Inc	6,232.09
0157927	Infinity Designs	6,090.00
0158037	The Gas Co	5,922.25
0158395	Union Bank	5,807.99
0157581	PL Hawn Co Inc	5,654.30
0158051	Waxie Sanitary Supply	5,649.43
0158112	ii Fuels, Inc	5,575.89
0157688	HRMS Inc	5,350.00
0158140	Refrigeration Supplies Distrib	5,324.74
0157746	Business Properties Partnership No 15	5,312.03
0158095	Education 4 Work	5,000.00
0158238	Clarus Corp	5,000.00
0158192	Pacific Blue Micro	4,894.01
0158209	Advanced Web Offset Inc	4,877.44
0157729	Susan Wilcox	4,810.00
0157537	Drew & Associates	4,800.00
0158261	Home Depot	4,731.01
0157541	Daniel Exley	4,600.00
0157850	Andtech Corporation	4,497.49
0158029	Southern Calif Edison Co	4,419.38
0158291	Smith Pipe & Supply Inc	4,411.28
0157753	CCC Foundation BESAC	4,338.00
0157689	ii Fuels, Inc	4,263.52
0157662	Business Office Solutions	4,223.91
0158068	PacifiCare of California	4,181.34
0158363	Mustang Mechanical Contracting	4,110.00
0157834	Pierre Sprinkler & Landscape	4,050.00
0157908	Enterprise Training Solutions	3,950.00
0157619	Village Nurseries LP	3,887.69
0157983	Pathways Health Promotion	3,870.00
0157521	Burke Engineering	3,863.53

0158191	Minuteman Plumbing & Drains	3,800.00
0158300	UPS Protection Inc	3,699.66
0158373	Pitney Bowes Inc	3,597.18
0158153	Scarlet Timphony	3,500.00
0158248	Electro Systems Electric	3,485.00
0157926	Hoover Printing & Lithography Inc	3,458.25
0158359	McMaster-Carr	3,435.04
0157820	Western Graphics Plus	3,412.50
0158320	Sea Clear Pools Inc	3,400.00
0158390	Spicers Paper Inc	3,330.96
0157754	CCCD-Cash Clearing	3,267.89
0157975	Office Depot	3,264.78
0158368	Office Depot	3,221.80
0158279	Office Depot	3,194.08
0157836	CCCD Workers Comp Trust Fund	3,186.70
0158151	The Outsource Group	3,129.00
0157977	On-Site LaserMedic Corp	3,121.66
0157906	Emergency Medical Products Inc	3,093.62
0157663	Camel Financial Inc	3,076.30
0158059	David Whyte	3,040.00
0157525	CDWG	3,027.17
0157596	Amy Schulz	3,000.00
0157781	Liebert Cassidy Whitmore	3,000.00
0157858	AT & T	2,975.29
0157974	OCE'	2,974.77
0158243	CR & R Inc	2,960.86
0158294	StreetWise Networks LLC	2,925.00
0158394	Troxell Communications Inc	2,884.05
0157512	B & P Services Inc	2,860.00
0158276	OCC Food Services	2,811.40
0157524	CCCD Student Refunds	2,777.00
0157763	Foundation for Calif Community Colleges	2,740.50
0158285	Wendy Rakochy	2,728.72
0157552	Irvine Pipe & Supply	2,717.95
0158347	Irvine Pipe & Supply	2,674.51
0157620	Waxie Sanitary Supply	2,645.89
0158159	Waxie Sanitary Supply	2,629.76
0158372	Paton Group	2,620.00
0158250	Daniel Exley	2,600.00
0157918	GovConnection Inc	2,595.84
0158235	CI Solutions	2,580.00
0158221	AT & T	2,569.00
0158229	Cal-Wal Gypsum Supply	2,531.91
0157532	Commercial Tire Inc	2,495.50

0158237	Clark Security Products	2,471.02
0158152	Thyssenkrupp Elevator	2,457.00
0157515	Barr Technologies Inc	2,328.11
0157766	Gale Group Inc	2,327.08
0158044	TRL Systems Inc	2,303.71
0158288	Sign-Mart	2,299.69
0158199	AA Equipment	2,296.06
0158150	SunGard Higher Education Inc	2,250.00
0158083	CI Solutions	2,235.00
0157710	Office Depot	2,222.31
0157782	MailFinance Inc	2,190.47
0158093	Jeremy Donahue	2,175.00
0157554	JFTB/MWR	2,147.95
0158110	Horizon Distributors Inc	2,144.55
0157528	Clark Security Products	2,096.06
0157802	SafeCon Consulting Group Inc	2,075.00
0158246	Dunn Edwards Corp	2,059.72
0158109	Hoover Printing & Lithography Inc	2,045.59
0157534	Costa Mesa Country Club	2,040.00
0157502	Aguinaga Green Inc	2,006.44
0157531	Commercial Landscape Supply Inc	1,980.16
0157758	Dunn Edwards Corp	1,972.43
0157815	Verizon Wireless	1,969.35
0158336	Greater Alarm Co Inc	1,964.48
0158094	Dunn Edwards Corp	1,909.84
0157770	Home Depot	1,896.11
0157584	Professional Plumbing Inc	1,860.00
0157750	CCC	1,813.30
0157888	Ding-Jo Currie	1,806.57
0157610	Tomark Sports	1,790.56
0158084	City of Fountain Valley	1,770.64
0158309	Waxie Sanitary Supply	1,766.60
0157555	Jobelephant.com Inc	1,761.15
0158340	Honeywell Int'l Inc	1,758.00
0158387	Signs etc	1,755.27
0157704	Mobile Modular Management Corp	1,738.91
0158351	JW Pepper & Son Inc	1,705.48
0157818	Waxie Sanitary Supply	1,695.16
0158275	Nextel Communications	1,694.79
0158124	OC Dept of Education	1,678.69
0158224	Barnes & Noble Inc	1,676.64
0157924	Home Depot	1,652.08
0158024	SIGMAnet Inc	1,646.25
0158161	David Whyte	1,634.00

0158030	State Board of Equalization	1,633.00
0158128	Office Depot	1,616.88
0158350	Joint Review Committee/DMS	1,604.26
0157853	Eduardo Arismendi-Pardi	1,600.00
0157687	Home Depot	1,580.03
0157670	Digital Networks Group Inc	1,578.20
0158055	Western Graphics Plus	1,541.56
0158022	Shinoda Design Center Inc	1,538.71
0157654	Apple Computer Inc	1,532.33
0158234	Chem Pro Laboratory Inc	1,528.00
0157790	Oracle America Inc	1,511.05
0158386	Shinoda Design Center Inc	1,502.70
0157734	2-1-1 Orange County	1,500.00
0158222	ATI/Assessment Technology Institute	1,500.00
0158162	Susan Wilcox	1,479.00
0157936	Kelly Equipment	1,460.66
0158297	Time Warner Cable	1,452.00
0158298	Time Warner Cable	1,452.00
0158393	Toshiba Business Solutions	1,434.24
0157539	Edits	1,419.15
0158028	Thomas Snyder	1,413.27
0158263	ii Fuels, Inc	1,365.47
0157967	Conrad Moreno	1,353.10
0157894	Dept of Toxic Substances Ctrl	1,302.50
0158374	Prado Olympic Shooting Park	1,300.00
0158268	Jobelephant.com Inc	1,299.00
0158339	Home Depot	1,296.79
0157811	The Gas Co	1,291.94
0158334	GovConnection Inc	1,272.34
0158052	Weight Watchers North America Inc	1,224.00
0157879	Lori Cassidy	1,200.00
0157917	Lee Gordon	1,200.00
0158015	Robert Schneiderman	1,200.00
0158025	Matthew Simpson	1,200.00
0158333	Gail Gibson	1,200.00
0157617	Verizon Wireless	1,197.66
0157884	Constellation NewEnergy Inc	1,197.52
0157613	Unisource Worldwide Inc	1,180.83
0158208	ACS Education Services Inc	1,151.20
0158369	Orkin Commercial Services	1,139.00
0157793	Pivot Point Int'l Inc	1,130.09
0157786	Nexgen	1,127.89
0157965	MCM	1,115.05
0157844	Enrique Aispuro	1,109.20

0158211	Alan's Lawnmower & Garden Ctr Inc	1,101.71
0157931	John Wiley & Sons Inc	1,100.00
0158127	Odyssey Power Corp	1,094.22
0157878	Warren Carter	1,094.03
0158342	Hotel Hanford	1,085.20
0158033	SunGard Higher Education Inc	1,080.00
0158074	Aguinaga Green Inc	1,076.63
0158277	OCE'	1,076.50
0157859	AT & T	1,056.91
0158023	Peggita Shoar	1,053.00
0157741	B & P Services Inc	1,036.03
0157812	Unisource Worldwide Inc	1,022.40
0157949	Vinicio Lopez	1,009.48
0158226	Besam Entrance Solutions	1,006.45
0157887	Ding-Jo Currie	1,000.00
0158332	Albert Gasparian	1,000.00
0157608	Time Warner Cable	990.00
0158040	Time Warner Cable	988.87
0158077	Bell's Industrial Service	972.65
0157706	Mutual Liquid Gas & Equipment	971.75
0158091	Datamax O'Neil Printer Supplies	970.23
0157733	Medco Health Solutions Inc	966.79
0157507	ALD Security Innovations	965.95
0158278	Odyssey Power Corp	959.42
0158126	OCC Food Services	951.59
0158330	Chem Pro Laboratory Inc	950.00
0157503	Aguinaga Green Inc	946.13
0157971	Melinda Nish	939.16
0158280	Orkin Commercial Services	934.00
0158384	Refrigeration Supplies Distrib	927.12
0157783	Memory Suppliers Inc	912.00
0158371	Pak West Paper & Packaging	904.41
0158244	Crestline Co Inc	900.80
0157699	Marina Landscape Inc	895.00
0158096	FACCC Education Institute	895.00
0158097	FACCC Education Institute	895.00
0157691	Irvine Pipe & Supply	888.88
0158019	Denise Sekins	887.37
0157857	AT & T	881.76
0157616	Verizon Wireless	873.23
0158357	Main Electric Supply Co	857.85
0157868	Battery Systems Inc	850.39
0157767	Hahn & Bowersock Inc	848.25
0157685	Herff Jones - Diploma Division	830.31

0157538	Stephanie Dumont	828.00
0157595	Robert Schneiderman	828.00
0157520	Blue Sky Outfitters	827.86
0157801	Rutan & Tucker LLP	825.00
0157722	truWest Inc	815.63
0157676	Follett Higher Education Group Inc #1180	800.29
0157771	Iron Mountain	797.23
0157791	Pacific Blue Micro	797.13
0157557	Dennis Kelly	796.00
0157605	Sandra Sudweeks	796.00
0158240	Coastline Equipment Co	784.16
0158259	Herff Jones - Cap & Gown Div	783.65
0157713	Pacific Blue Micro	782.13
0158364	Christine Nguyen	771.10
0158319	Preferred Property Maintenance	765.00
0157593	David Ring	764.00
0157723	UPS Protection Inc	761.25
0158225	Bee Busters Inc	750.00
0158310	Susan Wilcox	750.00
0158337	Pedro Gutierrez	750.00
0157576	Office Depot	749.08
0157810	The Gas Co	740.36
0158287	Shinoda Design Center Inc	725.24
0158071	Academic Senate	725.00
0158200	Academic Senate	725.00
0158201	Academic Senate	725.00
0158202	Academic Senate	725.00
0158203	Academic Senate	725.00
0158204	Academic Senate	725.00
0157550	Hunter Parts & Services	724.67
0158354	Konica Minolta Business Solutions Inc	718.92
0157561	Lisa Lee	717.00
0157972	Melinda Nish	711.41
0157510	Artistic Flowers	706.88
0157866	Jennifer Barber	700.00
0157903	Evonne Durand	700.00
0158160	West Payment Center	696.12
0157774	Johnstone Supply	692.44
0157764	Freestyle Photographic Supplies	692.27
0157569	Newport-Mesa Unified Sch Dist	688.37
0157970	Mustang Mechanical Contracting	685.00
0158121	Mustang Mechanical Contracting	685.00
0158299	Turf Tire Distributors	684.31
0157930	James Benedik Piano Service	680.00

0158102	Grainger	671.95
0157562	Davi Loren	667.00
0158114	Knorr Systems Inc	664.16
0158056	Stephen Whitson	653.85
0158389	Southern Calif Edison Co	653.17
0158388	Softsource4u LLC	640.00
0157669	Daniels Tire Service	639.18
0157893	Dept of Justice	637.00
0157721	Troxell Communications Inc	617.70
0157678	Fry's Electronics	608.90
0157543	Flaghouse Inc	606.21
0157551	Int'l Business Machines Corp	605.40
0157716	Sign-Mart	602.04
0157656	Art Supply Warehouse	599.50
0158141	Saddleback Materials Co Inc	597.04
0158107	Home Depot	593.41
0158212	Alco Target Co	592.19
0157796	PSi	590.00
0158001	PSi	590.00
0157590	Refrigeration Supplies Distrib	582.37
0157705	Joseph Mraz	575.00
0158383	Pyro-Comm Systems Inc	574.03
0158081	Carter Brothers Fire & Life Safety	570.00
0157603	Sony Electronics Inc	568.31
0158355	Lab Safety Supply	554.14
0158147	South Coast Bobcat Inc	548.26
0158349	J & R Music & Computer World	540.98
0158335	Grainger	537.26
0157726	VEX Robotics Inc	533.13
0157707	Jay Muza	525.00
0158049	Water Safety Resources	520.00
0158308	Water Safety Resources	520.00
0158341	Hoover Printing & Lithography Inc	519.83
0158274	Nextel Communications	519.37
0157730	Workplace Resource	518.25
0157564	Elias Marron	514.00
0158105	Hart, Robyn	511.63
0158361	Montgomery Hardware Co	510.91
0158089	Douglas Cress	503.19
0157728	Wards Natural Science	502.43
0157765	Fullerton Orthopaedic Surgery Medical Grp In	500.00
0158230	Rosalind Campbell	500.00
0157739	AmericasPrinter.com	498.08
0157822	Yale Chase Equipment & Services Inc	488.73

0157591	Christine Reinemann	485.01
0158322	ACTT: Assn of Classroom Teacher Testers	481.02
0158344	Industrial Metal Supply	476.19
0158213	Amtech Elevator Services	468.22
0158076	Amazon.com	464.97
0158228	Business Office Solutions	461.60
0158020	Shell Oil	453.96
0157835	Pierre Sprinkler & Landscape	450.00
0158092	Dept of Industrial Relations	450.00
0157694	Jones, Darla	446.98
0158262	ID Card Technology Corp	446.00
0157513	Baker Party Rentals	441.75
0157935	JW Pepper & Son Inc	439.02
0157885	Constructive Playthings	432.48
0158305	Bonita Villalobos	427.50
0158218	AT & T	424.65
0158358	McGraw-Hill Companies	421.06
0158085	City of Newport Beach	420.69
0157907	Enterprise Fleet Mgmt	417.16
0158324	Austin Hardwoods	408.24
0157803	Scott Electric	405.00
0158017	Scott Electric	405.00
0158026	Smardan Supply Co-Orange Coast	404.31
0157877	Calif Tool Welding Supply	403.04
0158130	Pep Boys	402.26
0157873	Ted Boehler	401.43
0157666	Chernyak, Alexander	400.00
0158146	Randy Snook	400.00
0158249	Em Software Inc	400.00
0158353	Kelly Paper	395.57
0158348	Island Color Inc	393.68
0158256	Ganahl Lumber Co	392.85
0157785	Miller Equipment Co	391.61
0157902	W. Dunn III	390.23
0158272	NASFAA	385.00
0157697	Steve Linthicum	377.40
0157987	Pete's Road Service Inc	373.59
0157845	Kimberly Allen	373.40
0157991	Jessica Place	372.00
0157583	Priority Mailing Systems LLC	370.22
0158145	Smith Pipe & Supply Inc	366.64
0157805	Spartan Tool LLC	366.03
0157982	Paulette Pasquale	365.00
0157679	Fulgham, Roietta	361.40

0157925	Samantha Hooper	360.00
0158266	Irvine Chamber of Commerce	360.00
0157657	Austin Hardwoods	359.70
0157865	Baker & Taylor	356.86
0157612	Troxell Communications Inc	356.71
0158396	West Payment Center	356.55
0158326	BJ Bindery Inc	354.53
0158206	Academic Senate	350.00
0158338	GWC Food Services	349.14
0158003	Pyro-Comm Systems Inc	345.00
0158377	ProEducation Solutions LLC	345.00
0157901	W. Dunn III	344.40
0157817	VWR Int'l Inc	343.40
0157548	Jacqueline Hils-Williams	343.28
0158143	Shinoda Design Center Inc	342.78
0158004	Christy Quinonez	336.00
0157954	Francisco Magallanes	335.45
0157571	OC Wholesale Flowers	333.86
0158198	A-Z Wholesale Floral Supply Inc	332.75
0157641	Robert Angus	331.50
0157645	Evelyn Armstrong	331.50
0158194	James Mitchell	331.50
0158196	Margie Willis	331.50
0157797	Rancho Vista Landscaping Inc	330.00
0157743	Bell's Industrial Service	327.23
0157772	Iron Mountain Records Mgmt	325.88
0157992	Pocket Nurse	325.50
0158098	Federal Express Corp	325.41
0157692	Island Florals	325.05
0157978	Orkin Commercial Services	324.00
0157664	CCC Petty Cash	321.74
0158267	JK Electronics Distributors Inc	321.60
0158304	Verizon California	321.34
0158111	Hunter Parts & Services	320.81
0157896	DJ Mineral	319.42
0157601	Smith Pipe & Supply Inc	318.80
0157910	Fastenal	318.08
0157911	Federal Express Corp	317.63
0157693	Jones, Anthony	317.35
0157648	Memorial Prompt Care Medical Group	317.00
0157618	Verizon Wireless	316.91
0158048	VWR Int'l Inc	314.51
0158385	Rhino Electric Supply	313.68
0157607	The Shredders	312.00

0157898	Amanda Donoghue	312.00
0158060	Elisa Wilson	312.00
0158099	Gale Group Inc	306.84
0158247	Eberhard Equipment Inc	305.86
0158062	Xerox Corp	305.79
0158255	Fry's Electronics	304.40
0157768	Harbor Radiator	303.47
0157875	Brink's Inc	302.53
0157519	Bee Busters Inc	300.00
0157675	Roberto Falero	300.00
0157698	Anton Lyashenla	300.00
0157700	James McClinton	300.00
0157715	Richard Schultz	300.00
0157880	Wendy Cervantes	300.00
0157897	Shirley Donnelly	300.00
0158169	Smart & Final Stores LLC	297.43
0158163	Linda York	296.60
0158149	Marsha Stead	293.80
0157738	Alpha Card Systems LLC	292.10
0158214	Apple Computer Inc	291.45
0158113	Johnstone Supply	290.77
0157823	Lale Yurtseven	289.30
0157637	Perry Ader	289.20
0157638	Dennis Alsted	289.20
0157639	Domenick Anadio	289.20
0157640	Jack Anderson	289.20
0157642	David Anthony	289.20
0157643	Dean Anthony	289.20
0157644	Joann Anthony	289.20
0157731	Mona Coates	289.20
0158195	Ronald Ross	289.20
0157788	OCC Petty Cash	289.11
0158104	Hart, Robyn	288.26
0157915	Maria Germini	288.00
0158002	Analiz Pulido	288.00
0158034	TechSmith Corp	288.00
0157778	Lakin Tire West Inc	287.37
0157529	Coast Fitness Repair Shop	285.00
0158142	Safety 1st Pest Control Inc	283.50
0157535	Costco Wholesale	279.67
0157542	FAES Inc	279.00
0158166	Ingardia Brothers Produce Inc	275.56
0157533	Community Lock & Safe Service	275.36
0157649	Newport Urgent Care	273.00

0157849	Amsterdam Printing & Litho	271.90
0158207	Accent Florist	271.88
0157709	Newport Exterminating	269.50
0158295	TALX Corp	268.00
0158367	Ocean In Motion	267.75
0158345	Infinity Designs	266.44
0158100	Ganahl Lumber Co	265.26
0157964	Richard Mathias	264.40
0157895	Laura Dinsdale	264.00
0158323	Amico Scientific Corp	263.03
0158264	Infinity Designs	261.00
0157536	Ditch Witch Southern Calif	260.37
0158283	Premier Office Services Co	260.28
0157668	James Cline	258.42
0158125	OCB Reprographics	252.84
0157508	Anaheim Union HS District	250.00
0158073	Accurate Termite & Pest Control	250.00
0158116	LabWest Inc	250.00
0157556	John Deere Landscapes Inc	249.07
0157526	CI Business Equipment Inc	247.50
0157604	Suburban Water Systems	244.42
0157589	Amy Rangel	244.04
0158009	Tina Riechers	240.00
0157567	Montgomery Hardware Co	238.10
0157615	Verizon Wireless	233.65
0157777	Lakeshore Learning Materials	233.61
0158227	BJ Bindery Inc	230.55
0157773	Irvine Pipe & Supply	229.93
0158075	Airgas West Inc	229.31
0157869	Lisa Becker	228.00
0157737	Alpha Beta Gamma	225.00
0158265	Iron Mountain	224.90
0157956	Main Electric Supply Co	221.86
0157752	CCC Contract Education	221.20
0157505	Airgas West Inc	218.90
0157784	Mesa Golf Carts Inc	218.59
0158119	Minuteman Plumbing & Drains	218.50
0157598	SIGMAnet Inc	217.50
0158290	Smart & Final Stores LLC	217.25
0157976	Ogden, Carl	217.00
0157872	Bob's Shade & Linoleum	216.38
0157854	Leslie Arreola	216.00
0157938	Allison Kirkley	216.00
0157944	Anh Lam	216.00

0157984	Jeanette Patterson	216.00
0158058	John Whitt	216.00
0157798	Christine Reinemann	213.64
0157659	Benner Metals Corp	213.15
0158252	Fisher Scientific	211.73
0157851	Apex Audio Inc	204.38
0158139	Red-E-Rentals	202.00
0157961	Melinda Masters	200.37
0158043	Thi Tran	200.00
0158080	Calif Resource Recovery Assn	200.00
0157545	Grainger	194.49
0157995	Prince Enterprises Inc	193.63
0157934	Theresa Joyce	192.00
0157979	Soraya Ortega	192.00
0157981	Matthew Parr	192.00
0157553	Darryl Isaac	190.23
0157690	Iron Mountain Records Mgmt	190.02
0158120	Mouser Electronics Inc	186.72
0157602	Smog & Gas of Costa Mesa	185.00
0158047	Verizon Wireless	184.99
0158038	Thomson West	184.00
0158346	Intuit Inc	183.96
0158236	City of Fountain Valley	180.56
0157955	Yesenia Magana	180.00
0157735	Aircraft Spruce & Specialty Co	179.57
0157749	Cameron Welding Supply Inc	178.85
0157514	Baker Rentals & Sales Inc	175.14
0158106	Jacqueline Hils-Williams	174.42
0158210	Aircraft Spruce & Specialty Co	173.26
0158050	Waterline Technologies Inc	169.30
0157517	Daniel Beard	169.21
0157597	Siemens Water Technologies Corp	168.48
0157929	Laura Jacobs	168.00
0157599	Smart & Final Stores LLC	167.49
0157998	Prudential Overall Supply Co	166.46
0158000	Prudential Overall Supply Co	166.46
0158379	Prudential Overall Supply Co	166.46
0157575	OCC Phi Theta Kappa	165.00
0157577	Orkin Commercial Services	162.00
0157718	Southern Calif Edison Co	160.52
0158269	Kelly Paper	160.29
0157997	Prudential Overall Supply Co	156.21
0157647	Memorial Prompt Care Medical Group	156.00
0157900	Leticia Duarte	156.00

0157819	Weisblat, Irina	154.97
0157650	Newport Urgent Care	154.00
0157727	Jocelyn Wang	151.22
0158343	Hub Auto Supply	150.01
0157652	Robert Altamura	150.00
0157674	Theodore Erski	150.00
0157681	Gail Gibson	150.00
0157708	Douglas Neves	150.00
0157747	Calif Dept of Health Services	150.00
0157775	Judicate West	150.00
0158325	Bee Busters Inc	150.00
0158306	Vortex Industries Inc	149.95
0157501	Accent Florist	148.99
0157776	Kelly Paper	148.14
0158156	VWR Int'l Inc	148.01
0157573	OCC Foundation	147.00
0158144	Smardan Supply Co-Orange Coast	146.88
0157779	Phuonganh Le	144.84
0158220	AT & T	144.33
0157841	Nicole Acampora	144.00
0157843	Ruby Aguirre	144.00
0157846	Ernesto Alvarez Perez	144.00
0157855	Zaynah Assayed	144.00
0157871	Emily Bizzell	144.00
0157881	Jenielle Chaney	144.00
0157899	Kathryn Drake	144.00
0157914	Kristen Gardner	144.00
0157916	Elizabeth Gonzalez	144.00
0157922	Christine Harer Gregory	144.00
0157932	Jill Johnson	144.00
0157933	Lisa Jorgensen	144.00
0157940	Emily Kraemer	144.00
0157953	Katherine Maddox	144.00
0158014	Lehandra Sandstrom	144.00
0158041	Eva Tran	144.00
0158042	Quynh Tram Tran	144.00
0158046	Ana Vasquez	144.00
0158103	GWC Student Health Center	144.00
0157623	Xerox Corp	143.80
0157883	Randal Cole	138.90
0158007	Rhino Electric Supply	138.18
0157653	Andtech Corporation	135.00
0157671	Discount School Supply	133.55
0157672	Dish Network Chicago	133.43

0158242	CPU Computer Repair	130.50
0157594	Schindler Elevator Corp	129.50
0158027	Smarthome	127.79
0157658	Beach City Lift Inc	125.21
0157563	Main Electric Supply Co	120.39
0157516	Elizabeth Barton	120.10
0157874	Bolsa Gunsmithing	115.82
0158079	Bolsa Gunsmithing	115.82
0157661	Builders Security Locks & Services Inc	115.50
0157655	Cristina Arellano	114.24
0157568	Martin Naftel	114.00
0157622	Frank Woodard	114.00
0157989	Pitney Bowes Inc	110.91
0158157	Water Tech	110.70
0158132	Norma Pollaro	110.16
0157966	Mesa Golf Carts Inc	108.97
0158391	Stater Bros Markets	104.21
0157807	Springdale Ace Hardware	102.85
0157660	Brown, Richard	100.00
0157703	Janos Miszti	100.00
0157957	Tushar Mali	100.00
0158131	Randall Perch	100.00
0158168	Orkin Commercial Services	98.00
0157862	AT & T	97.55
0157614	Verizon Wireless	97.49
0157646	Mary Arnerich	96.40
0157951	Truc Luu	96.00
0158053	Christopher Wendt	96.00
0158158	Waterline Technologies Inc	96.00
0157566	Steven Mihatov	95.48
0157761	Eversoft	94.50
0157582	Plastic Sales Southern Inc	92.44
0158331	FishMax.Com LLC	92.19
0157800	Cheryl Rojas	91.80
0158219	AT & T	90.75
0157808	Stater Bros Markets	90.59
0158118	McMaster-Carr	90.10
0157864	Linda Bagatourian	90.00
0157860	AT & T	89.75
0158311	OCC Food Services	88.81
0157740	Automatic Sync Technologies LLC	87.40
0157611	Hang Tran	87.00
0158155	United Parcel Service Inc	87.00
0157544	Fry's Electronics	86.99

0157720	Toshiba Business Solutions	86.92
0158005	Ernestine Rambo	84.00
0158006	Jensene Rambo	84.00
0158039	Time Warner Cable	82.94
0158197	A & A Wiping Cloth Inc	82.85
0157744	Bernan Associates	82.00
0158117	Main Electric Supply Co	81.31
0157527	City of Huntington Beach	80.93
0157547	Lorraine Henry	80.69
0158397	Lale Yurtseven	79.40
0157937	Kelly Paper	78.83
0157509	Aramark Uniform Services	78.56
0157852	Aramark Uniform Services	78.56
0158215	Aramark Uniform Services	78.56
0158328	CCC Contract Education	78.31
0157821	Xpedx Paper & Graphics	78.19
0158301	USA Mobility Wireless Inc	75.67
0157696	Jonathan Kuespert	75.00
0157889	Ding-Jo Currie	74.97
0158165	Home Depot	73.29
0157988	Physician Sales & Service Inc	72.13
0158090	Crown Ace Hardware	72.10
0157848	Rebecca Ambort Rudolph	72.00
0157867	Janelle Baroldy	72.00
0157870	Kathleen Benjamin	72.00
0157876	Julie Bui	72.00
0157882	Anna Chen	72.00
0157890	Nora De La Torre	72.00
0157905	Lianne Elvina	72.00
0157920	Lisa Haley	72.00
0157921	Caroline Hansmann	72.00
0157923	Lauren Hilts	72.00
0157941	Radhi Kumaratne	72.00
0157942	Ryan Kwasniewski	72.00
0157945	Candelaria Ledezma	72.00
0157947	Gi Won Lim	72.00
0157950	Elizabeth Lusk	72.00
0157952	Nathy Ly	72.00
0157968	Lisa Morris	72.00
0157985	Nicole Payne	72.00
0157986	Helen Perez	72.00
0157993	Adriana Portillo	72.00
0158008	Vanessa Ricot	72.00
0158010	Heather Riessen	72.00

0158011	Kathy Ritchie	72.00
0158013	Donna Russo	72.00
0158016	Noel Schnierer	72.00
0158021	Katie Sherouse	72.00
0158032	Sheri Stigall	72.00
0158078	Katherine Bent	72.00
0158031	Stater Bros Markets	71.46
0157565	Mesa Golf Carts Inc	71.25
0157680	Fuse Depot	70.88
0158327	David Cant	70.67
0158012	Patricia Russell	69.36
0158392	Cheryl Stewart	69.16
0158251	Federal Express Corp	67.84
0157511	AT & T	67.68
0158321	Keenan & Associates	67.25
0157813	Valdivia, Odemaris	65.95
0157712	Orkin Commercial Services	65.00
0157701	Mesa Consolidated Water Dist	64.58
0158307	VWR Int'l Inc	57.16
0158115	Karen Kuehner	55.08
0157518	Becerine, Catherine	55.00
0158054	West Payment Center	53.84
0157523	Calif Tool Welding Supply	53.39
0157792	Physician Sales & Service Inc	52.71
0157686	Minnie Higgins	51.92
0158303	Verizon California	50.88
0157506	Darian Aistrich	50.14
0157579	Pacific Lift & Equipment Co Inc	48.94
0157847	Christina Amaral	48.35
0158108	Nga Thi Hong	45.90
0158241	Community Lock & Safe Service	45.68
0157948	Frederick Lockwood	45.56
0157724	USA Mobility Wireless Inc	44.14
0157683	GWC Petty Cash	43.60
0157804	Sims-Orange Welding Supply Inc	41.80
0157540	Educause	40.00
0158072	Academic Senate	40.00
0158205	Academic Senate	40.00
0157725	Verizon California	39.72
0157549	Hub Auto Supply	39.23
0157684	Thomas Hallgren	38.00
0157736	Airgas West Inc	37.75
0157891	George Del Carmen	37.56
0158239	Coastal Press Inc	36.98

0157742	Baker & Taylor	35.57
0157695	Kogon, Maurice	35.40
0158286	Rhino Electric Supply	35.08
0157560	Andrea Lane	35.02
0157959	Marlin P Jones & Assoc Inc	34.50
0158086	Community Lock & Safe Service	34.25
0157958	Iliana Marin	33.61
0157609	Time Warner Cable	32.16
0157999	Prudential Overall Supply Co	31.59
0158380	Prudential Overall Supply Co	31.59
0158284	Prudential Overall Supply Co	30.65
0157814	Verizon California	30.47
0158122	Mutual Liquid Gas & Equipment	30.00
0158018	Security Signal Devices	29.95
0157909	Eversoft	29.90
0158281	Sheena Phan	27.36
0157769	Hitt Marking Devices Inc	26.56
0158296	The Gas Co	26.03
0158356	Lynde-Ordway Co	25.75
0157789	Office Depot	25.64
0158257	Gaylord Bros Inc	25.04
0157717	SoCal Office Technologies Inc	24.31
0157842	Jessica Aguilera	24.00
0157962	Christie Mataronas	24.00
0157546	Dale Harguess	23.72
0158289	Smardan Supply Co-Orange Coast	22.78
0157588	Prudential Overall Supply Co	22.21
0158133	Prudential Overall Supply Co	22.21
0158381	Prudential Overall Supply Co	22.21
0157939	Konica Minolta Business Solutions Inc	21.15
0157587	Prudential Overall Supply Co	20.93
0157795	Prudential Overall Supply Co	20.93
0158135	Prudential Overall Supply Co	20.93
0158138	Prudential Overall Supply Co	20.93
0157996	Prudential Overall Supply Co	20.76
0157919	Grainger	20.36
0157574	OCC Mu Alpha Theta	20.00
0157787	OCC Associated Students	19.50
0157586	Prudential Overall Supply Co	19.11
0157794	Prudential Overall Supply Co	19.11
0158136	Prudential Overall Supply Co	19.11
0158137	Prudential Overall Supply Co	19.11
0157682	Fernando Gonzalez	19.01
0158273	Linda Newman	18.00

0157585	Prudential Overall Supply Co	17.73
0158378	Prudential Overall Supply Co	17.73
0158382	Prudential Overall Supply Co	17.73
0157592	Rhino Electric Supply	16.31
0158134	Prudential Overall Supply Co	16.28
0157856	AT & T	16.22
0158057	Stephen Whitson	15.61
0158036	The Gas Co	15.38
0157580	Pitney Bowes Presort Services Inc	15.16
0157559	John Kistler	15.12
0157572	OCC Alpha Gamma Sigma	15.00
0157714	Pitney Bowes Presort Services Inc	14.53
0157943	LabWest Inc	14.25
0157886	Crown Ace Hardware	14.12
0158352	Patrick Kelly	13.86
0157665	Chernyak, Alexander	13.50
0157912	Fred Feldon	12.95
0158282	Pitney Bowes Presort Services Inc	11.86
0157759	EBSCO Subscription	11.60
0158217	AT & T	11.27
0157621	Jeffrey Wong	10.20
0157780	Gloria Lee	10.00
0158260	Hoang, Anh	10.00
0157504	Aguirre, Linda	9.99
0157756	Crown Ace Hardware	9.29
0157748	Calif Tool Welding Supply	8.60
0157946	Lisa Lee	8.36
0157990	Pitney Bowes Presort Services Inc	7.14
0158329	CCC Petty Cash	6.91
0157751	CCC Contract Education	6.49
0157960	Vincent Martinez	5.96
0157963	Richard Mathias	5.61
0158366	Oce' Imagistics Inc	4.70
0157861	AT & T	4.10
0157600	Smarthome	4.01
0157558	Patrick Kelly	3.97
0158216	Art Supply Warehouse	2.47
0158302	Verizon California	2.31

Total

\$ 5,131,299.39

22. Check List for General Obligation Bond Fund

Subject **22.01 DIS - General Obligation Bond Fund**
Meeting Jul 20, 2011 - Regular Meeting
Category 22. Check List for General Obligation Bond Fund
Access Public
Type Consent

File Attachments

[CheckApprovalBond.pdf \(9 KB\)](#)

NUMBER	NAME OF VENDOR	AMOUNT	PROJECT
0158172	Bergelectric Corp ABC Bldg Bid 1965 Category -T- Electrical/Fire	332,440.00	420207
0158180	Heinaman Contract Glazing Inc ABC Bldg Bid 1965 Category -I-Glass & Glazing	259,848.00	420207
0158400	Mobile Modular Management Corp OCC Food Services temporary space	190,000.00	420297
0158401	Richard & Richard Construction Co Inc ABC Bldg Bid 1965 Category J - Drywall	182,083.00	420207
0158185	Medical Education Technologies Inc Human Patient Simulators - ABC Building	133,202.49	420207
0158314	Kamran & Co Inc OCC Student Center Kitchen Bid 1982	132,165.00	420249
0158402	URS Corp Americas GWC Learning Resource Center	120,234.38	420356
0158317	URS Corp Americas GWC Learning Resource Center	112,019.56	420356
0157829	Liberty Climate Control OCC Student Center Renovation Bid 1975	109,603.00	420249
0158312	CW Driver CCC Newport Beach Learning Center Construction	74,036.00	420894
0158177	DMA Greencare Contracting Inc ABC Bldg Bid 1965 Category B - Landscape	65,404.00	420207
0158188	Preferred Paving Co Inc Repair and Replace Asphalt Monitor Way	36,292.00	420283
0157825	Cuyamaca Const Inc OCC Student Services Renovation Bid 1975	35,762.00	420249
0158170	Anderson Charnesky Structural Steel Inc ABC Bldg Bid 1965 Category - E - Steel	34,995.60	420207
0158315	LPA Inc Architectural Services for CCC Newport Beach	29,599.95	420894
0157827	Dougherty & Dougherty Architects LLP Architectural Service for Classroom Refurbishment	28,980.00	420279
0157633	TYR Inc	23,208.00	420356
0158190	TYR Inc	23,208.00	420356
0158187	Mover Services Inc	16,056.00	420279
0158399	Kamran & Co Inc	14,685.00	420249
0157828	Gamma Builders Inc	13,249.00	420249
0158173	Brian DeVries Construction Inc	13,192.00	420207
0157824	Crown Worldwide Moving & Storage	12,017.49	420299
0158186	Mobile Modular Management Corp	11,921.18	420297
0157626	GCI Construction Inc	11,350.00	420207
0157630	Montgomery Hardware Co	9,650.48	420279

0157833	US Demolition Inc	9,458.00	420249
0158318	Willdan Geotechnical	8,355.00	420894
0157625	Exclusive Construction	7,975.00	420279
0158064	State Board of Equalization	7,907.00	420207
0158313	Glumac	6,552.00	420894
0157627	Lab Safety Supply	6,543.16	420207
0158179	Elljay Acoustics Inc	5,662.00	420207
0157830	Painting & Decor LTD	5,540.00	420249
0157826	Day Star Industries Inc	5,426.00	420249
0158182	IngMar Medical Ltd	5,413.48	420207
0157832	Titan Environmental Solutions Inc	5,300.00	420279
0157634	Wards Natural Science	5,087.54	420207
0158181	Industry Coatings	4,000.00	420207
0158171	Anderson Charnesky Structural Steel Inc	3,888.40	420207
0158178	Dougherty & Dougherty Architects LLP	2,740.19	420279
0157629	Michael Brandman Assoc	2,567.25	420894
0157831	Sehi Computer Products Inc	2,283.75	420207
0158183	ISEC	1,529.00	420207
0158174	Brian DeVries Construction Inc	1,466.00	420207
0157632	Psomas	1,303.21	420207
0157631	Mover Services Inc	1,224.00	420279
0157624	Digital Networks Group Inc	843.09	420207
0158176	Construction Testing & Engineering Inc	500.00	420249
0158398	Elite Construction Equipment Rental	350.00	420207
0157628	Lighting Supply Co	312.55	420207
0158184	ISEC	170.00	420207
0158316	Michael Brandman Assoc	90.00	420894
0158189	Siemens Industry Inc	70.69	420207
0158175	C2 Reprographics	39.98	420356
0157635	Wards Natural Science	35.78	420207

Total

\$ 2,127,835.20



DISCUSSION CALENDAR

(Green Pages)

The following Discussion Calendar 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.

23. Approval of Agreements

Subject	23.01 OCC - Approve Non-Standard Agreement between Pitney Bowes and the Coast Community College District to Provide Postage Meter and Scale for the OCC Sailing Center
Meeting	Jul 20, 2011 - Regular Meeting
Category	23. Approval of Agreements
Access	Public
Type	Discussion

Approve Non-Standard Agreement between Pitney Bowes and the Coast Community College District to Provide Postage Meter and Scale for the OCC Sailing Center

Background: The OCC School of Sailing and Seamanship has leased mailing equipment from Pitney Bowes for many years. Our current lease agreement is set to expire in September of 2011 and a new lease agreement is desired.

Goal/Purpose: Provide postage meter and scale.

Comments (if any): Reviewed by Risk Services

Recommendation Statement: After review by the College President and District General Counsel, it is recommended by the Acting Chancellor that the Board approve the Agreement between Pitney Bowes and the Coast Community College District to provide a postage meter and scale for the OCC Sailing Center. 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)

File Attachments

[Pitney Bowes - contract.PDF \(133 KB\)](#)

Subject **23.02 OCC - Approve Non-Standard Agreement between the Greenwood & Hall Financial Aid Solutions and the Coast Community College District to Provide Customized Federal Direct Loan Default Prevention Solution Services**

Meeting **Jul 20, 2011 - Regular Meeting**

Category **23. Approval of Agreements**

Access **Public**

Type **Discussion**

Approve Non-Standard Agreement between the Greenwood & Hall Financial Aid Solutions and the Coast Community College District to Provide Customized Federal Direct Loan Default Prevention Solution Services

Background: Greenwood and Hall Financial Aid Solutions will provide OCC with customized Federal Direct loan default prevention services. The services will be utilizing the latest technology in reaching out to connect with borrowers. Proactively communicating with borrowers increases the likelihood of successful repayment of their loans. Successful loan repayment benefits the school by managing the cohort default rate and improves student satisfaction.

Goal/Purpose: Greenwood and Hall Financial Aid Solutions provides Federal Direct Loan default prevention services to the Financial Aid Office. This service will benefit school to manage our cohort rate.

Comment: None

Recommendation Statement: After review by the College President and District General Counsel, it is recommended by the Acting Chancellor that the Board approve the Agreement between Greenwood & Hall Financial Aid Solutions and the Coast Community College District for the purpose of providing a customized Federal Direct Loan default prevention services to the Financial Aid Office. and for providing valuable benefits for the school managing the cohort default rate. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees. (See Attachment #7).

Fiscal Impact: \$10,000- categorical fund (BFAP)

File Attachments

[GreenWood and Hall default prevention - DPr \(2\).pdf \(76 KB\)](#)

Subject **23.03 DIS - Authorization to Renew Ongoing Dedicated Access Service Agreement between Time Warner Cable Business Class and Coast Community College District**

Meeting Jul 20, 2011 - Regular Meeting

Category 23. Approval of Agreements

Access Public

Type Discussion

Authorization to Renew Ongoing Dedicated Access Service Agreement between Time Warner Cable Business Class and Coast Community College District

1. Background: The Coast Community District is connected to the Internet through state-sponsored CENIC, Corporation for Education Network Initiatives in California <http://www.cenic.org/>. When CENIC has system outages, District Information Services (DIS) has an ongoing backup link to the Internet through Time Warner Cable. Prior agreements were Board approved June 20, 2007 and June 17, 2009.

2. Goal/Purpose:

To assure maximum availability of Internet and modern electronic tools to faculty, students and staff including: Luminis Mysites; Banner Enterprise Resources planning (ERP) systems - Student, Finance, and Human Resources; and Operational Data Store Ad hoc reporting system.

3. Comments (if any): Agreement includes District General Counsel revised renewal language in Special Terms.

4. Recommendation Statement: After review by Administrative Director, District Information Services, Vice Chancellor, Educational Services and Technology, and District General Counsel, it is recommended by the Acting Chancellor that the Board renew this dedicated access service agreement with Time Warner Cable. It is recommended that the Board of Trustees authorize the Board President, or designee, to sign the Agreement and any related documents, indicating approval by the Board of Trustees. The Board President, or designee, is authorized to sign the Addendum and any related documents, indicating approval by the Board of Trustees. (See Attachment #8)

5. Fiscal Review and Impact: \$22,560, payable at \$1,880 per month from General Funds for the 12-month contract. This renewal reduces the monthly cost from \$1,980 to \$1,880 with the same service (20Mbps).

File Attachments

[COAST COMM COLLEGE DIST- 20 Mbps DIA contract.pdf \(74 KB\)](#)

Subject	23.04 GWC - Approve Non-Standard Agreement between Time Warner Cable and the Coast Community College District for the Purpose of Providing Customer with a Dedicated Circuit Connection
Meeting	Jul 20, 2011 - Regular Meeting
Category	23. Approval of Agreements
Access	Public
Type	Discussion

Approve Non-Standard Agreement between Time Warner Cable and the Coast Community College District for the Purpose of Providing Customer with a Dedicated Circuit Connection

1. Background Information: After review by the College President and District General Counsel, it is recommended by the Acting Chancellor that the Board approve the agreement between Time Warner Cable Business Class and the Coast Community College District for the purpose of utilizing a dedicated circuit connection between Coastline Community College's data network and Time Warner Cable Business Class.

2. Goal/Purpose: This new 12-month contract will continue the agreement between Time Warner Cable Business Class and Coast Community College District – Golden West College. The bandwidth has been decreased from 45Mbps to 20Mbps which reduces the fiscal impact by \$12,288.

4. Recommendation Statement:After review by the College President and District General Counsel, it is recommended by the Acting Chancellor that the Board approve the agreement between Time Warner Cable and the Coast Community College District for utilizing a dedicated circuit connection, from July 1, 2011 through June 30, 2012. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees. (See Time Warner Cable Agreement, Attachment #9)

5. Fiscal Impact: \$1,880 per month for a total of \$22,560 for a 12-month term with a bandwidth of 20Mbps to be paid from Instructional Support General Administration funds.

File Attachments

[GOLDEN WEST COLLEGE- 20 Mbps DIA contract.pdf \(59 KB\)](#)

Subject	23.05 CCC - Approval of Employment Agreement, Interim Dean, Counseling & Special Programs
Meeting	Jul 20, 2011 - Regular Meeting
Category	23. Approval of Agreements
Access	Public
Type	Discussion

Approval of Employment Agreement, Interim Dean, Counseling & Special Programs, CCC

After review by the Vice Chancellor of Human Resources, it is recommended by the Acting Chancellor that the Board approve the employment with William F. Kerwin, to serve as the Interim Dean, Counseling & Special Programs, CCC, effective September 1, 2011 through February 28, 2012. Compensation to be based on the appropriate step placement, as indicated in the attached Employment Agreement. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees. (See Attachment 10)

File Attachments

[INTERIM CONTRACT - Bill Kerwin 7-20-11 board.pdf \(12 KB\)](#)

Subject 23.06 OCC - Authorization to Enter into a Dedicated Access Service Agreement between Time Warner Cable and Coast Community College District

Meeting Jul 20, 2011 - Regular Meeting

Category 23. Approval of Agreements

Access Public

Type Discussion

Authorization to Enter into a Dedicated Access Service Agreement between Time Warner Cable and Coast Community College District

Background: On July 16, 2009, the Board of Trustees approved the agreement between Time Warner Cable with offices located at 3430 East Miraloma Avenue, Anaheim, CA 92860, and the Coast Community College District for a dedicated 45 Mbps connection to serve as Orange Coast College's backup link to the internet.

This new 12-month agreement will continue this agreement between Time Warner Cable and Coast Community College District reducing the monthly costs from \$3158.10 (incl. tax) to \$2044.50 (incl. tax) and reducing the connection speed to 20 Mbps.

Goal/Purpose: This agreement provides a backup connection to the internet used in the unusual event of a primary connection failure.

Comment: None

Recommendation Statement: After review by the College President and the District General Counsel, and incorporation of recommended changes to the contract to the extent obtainable, it is recommended by the Vice Chancellor, Administrative Services, that the Board approves this dedicated access services agreement with Time Warner Cable. It is recommended that the Board of Trustees authorize the Board President, or designee, to sign the Agreement and any related documents indicating approval by the Board of Trustees. (See Attachment #11)

Fiscal Impact: \$24,534 (incl. taxes) (General Fund)

File Attachments

[ORANGE COAST COLLEGE- 20 Mbps DIA- contract.pdf \(74 KB\)](#)

Subject **23.07 CCC - Approve Agreement between Time Warner Cable Business Class and the Coast Community College District to Provide Customer with a Dedicated Circuit Connection**

Meeting Jul 20, 2011 - Regular Meeting

Category 23. Approval of Agreements

Access Public

Type Matters for Review, Discussion and/or Action

Approve Agreement between Time Warner Cable Business Class and the Coast Community College District to Provide Customer with a Dedicated Circuit Connection

1. Background: After review by the College President and District General Counsel, it is recommended by the Acting Chancellor that the Board approve the Agreement between Time Warner Cable Business Class and the Coast Community College District for the purpose of utilizing a dedicated circuit connection between Coastline Community Colleges data network and Time Warner Cable Business Class.

2. Goal/Purpose: This new 12-month contract will continue the Agreement between Time Warner Cable Business Class and Coast Community College District reducing the monthly costs from \$1,980 to \$1,880 per month with the same level of service, for a savings of \$1,200 annually.

3. Comments (if any): None

4. Recommendation Statement: The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees. (See Time Warner Cable Attachment #12)

5. Fiscal Impact: \$1,880 per month for 12 months. Funding Source: General Fund.

File Attachments

[Time Warner Cable.pdf \(68 KB\)](#)

Subject **23.08 CCC - Approve Agreement between the County of Orange and the Coast Community College District to Facilitate the Recycling and Resource Management Program at the Orange County One-Stop Centers**

Meeting Jul 20, 2011 - Regular Meeting

Category 23. Approval of Agreements

Access Public

Type Matters for Review, Discussion and/or Action

Approve Agreement between the County of Orange and the Coast Community College District to Facilitate the Recycling and Resource Management Program at the Orange County One-Stop Centers

1. Background: This project is to expand the educational and career ladder that supports the high growth recycling and resource management industry by providing job seekers the opportunity to have access to new certificates and degrees in the recycling and resource management fields.

2. Goal/Purpose: Meet contractual agreement with the Orange County Workforce Investment Board (OCWIB) for the facilitation of the Recycling and Resource Management Program.

3. Comments (if any): None

4. Recommendation Statement: After review by the College President and District General Counsel, it is recommended by the Acting Chancellor that the Board approve the Agreement between the County of Orange and the Coast Community College District to provide services for the recycling and resource management grant. The Agreement outlines the responsibilities of both partners. The term of the Agreement is from April 1, 2011 through May 13, 2013. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees. (See WIA-16-SMC-11 Attachment #13)

5. Fiscal Review and Impact: The County will reimburse Coastline Community College \$421,478 for operation of these programs.

File Attachments

[WIA-16-SMC-11.pdf \(603 KB\)](#)

Subject **23.09 CCC - Approve Memorandum of Understanding between Newport-Mesa Unified School District and the Coast Community College District for the Operation of an Early College High School for the 2011-12 High School Year**

Meeting **Jul 20, 2011 - Regular Meeting**

Category **23. Approval of Agreements**

Access **Public**

Type **Matters for Review, Discussion and/or Action**

Approve Memorandum of Understanding between Newport-Mesa Unified School District and the Coast Community College District for the Operation of an Early College High School for the 2011-12 High School Year

1. Background: The Coast Community College District and Newport-Mesa Unified School District previously entered into a Memorandum of Understanding to form and operate an Early College High School (ECHS) at the Coastline Community College - Costa Mesa Center for the period July 1, 2006 through July 1, 2011, with financial support from the Bill and Melinda Gates Foundation, which supported national high school reform. This Agreement has expired effective July 1, 2011. The Bill and Melinda Gates Foundation financial support has expired as well.

Coastline Community College and Newport-Mesa Unified School District have determined that there is a critical need for the continuation of the Early College High School (ECHS) program for the period July 1, 2011 through June 30, 2012, so as to continue to serve those at-risk high school students, including students of color, low income students, students who are English language-learners, first family members to attend college, and other high school students for whom a smooth transition into post-secondary education may be problematic.

This program has received an award as a distinguished school based on performance indicators and a high completion rate, including the completion of Associate degrees from Coastline. During the 2010 academic year, three students completed their Associate degrees at the same time as the completion of their high school degrees and 22 of the 50 graduates will continue at Coastline to complete their Associate degrees. Other students are attending Orange Coast College and Golden West College.

2. Goal/Purpose: To enter to a Memorandum of Understanding between the Newport-Mesa Unified School District and the Coast Community College District for the operation of the Early College High School (ECHS) program for the 2011-12 school year.

3. Comments (if any): The Memorandum of Understanding has been reviewed by District General Counsel, and is pending approval by Newport-Mesa Unified School District.

4. Recommendation Statement: After review by the College President and District General Counsel, it is recommended by the Acting Chancellor that the Board approve the Memorandum of Understanding between the Newport-Mesa Unified School District and the Coast Community College District. This Memorandum of Understanding sets forth responsibilities of both parties for the operation of the Early College High School program for the 2011-12 school year. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees. (See NMUSD-ECHS-Rev-07-12-2011 Attachment #14)

5. Fiscal Review and Impact: \$40,000 total personnel costs, for counseling and administrative support

functions from general funds, subject to offset by increased FTE generation due to college class enrollment by ECHS students.

File Attachments

[NMUSD-ECHS-Rev-07-12-2011.pdf \(76 KB\)](#)

Subject **23.10 CCC - Authorization to Enter into a Memorandum of Agreement between the Joint Forces Training Base (JFTB) Los Alamitos, California, a Federal Installation and the Coast Community College District for the Orange County One-Stop Center to Provide On-site Veteran Support Services for Recently Separated Veterans through the Workforce Investment Act**

Meeting Jul 20, 2011 - Regular Meeting

Category 23. Approval of Agreements

Access Public

Type Matters for Review, Discussion and/or Action

Authorization to Enter into a Memorandum of Agreement between the Joint Forces Training Base (JFTB) Los Alamitos, California, a Federal Installation and the Coast Community College District for the Orange County One-Stop Center to Provide On-site Veteran Support Services for Recently Separated Veterans through the Workforce Investment Act

1. Background: After review by the College President and District General Counsel, it is recommended by the Chancellor that authorization be given to enter into a Memorandum of Agreement to provide on-site Veteran support services at the Joint Forces Training Base for recently separated Veterans utilizing the Workforce Investment Act Veterans' funds. The term of the Agreement shall be from December 1, 2010 through June 30, 2012. Recent deployments at the JFTB have delayed the finalization of this Agreement.

2. Goal/Purpose: To provide Workforce Investment Act Veteran Services to Recently Separated Veterans and their spouses that will promote the effective transition of Veterans to civilian life, including providing Veterans with training opportunities, support services and job search services.

3. Comments (if any): This renewal is time sensitive. JFTB will not consider approvals by the District for renewal after July 20, 2011.

4. Recommendation Statement: After review by the College President and District General Counsel, it is recommended by the Acting Chancellor that the Board approve the Memorandum of Agreement between the Joint Forces Training Base (JFTB) Los Alamitos and the Coast Community College District. This Memorandum of Agreement sets forth responsibilities of both parties for the operation of the Veterans Services Center operated by the Orange County One-Stop Centers. The Board President, or designee, is authorized to sign this Agreement and any related documents, indicating approval by the Board of Trustees. (See JFTB MOA Attachment #15)

5. Fiscal Review and Impact: \$6,391.00 for the period of December 1, 2010 through June 30, 2012. Funding Source - One-Stop Veteran Funds.

File Attachments

[JFTB MOA.pdf \(553 KB\)](#)

24. Buildings and Grounds Approvals

Subject **24.01 DIS - Authorization to File Notice of Completion**
Meeting **Jul 20, 2011 - Regular Meeting**
Category **24. Buildings and Grounds Approvals**
Access **Public**
Type **Discussion**

Authorization to File Notice of Completion

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

GWC Learning Resource Center New Construction; Bid No. 1954

Contractor: So Cal Fire Protection, Inc.
 Category I – Fire Protection

GWC Learning Resource Center New Construction; Phase III Bid No. 1960

Contractor: Marina Landscaping, Inc.
 Category K – Landscaping

Subject **24.02 DIS - Approval of Contractors for FY 2011-2012 Pursuant to District's Standard Annual Agreement for Contractor Services**

Meeting Jul 20, 2011 - Regular Meeting

Category 24. Buildings and Grounds Approvals

Access Public

Type Discussion

Approval of Contractors for FY 2011-2012 Pursuant to District's Standard Annual Agreement for Contractor Services

It is requested that 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 2011-2012. 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 be authorized to sign the member agreement and any related documents, indicating approval by the Board of Trustees.

West Coast Turf
75030 Gerald Ford Drive
Palm Desert CA 92061

J 2 G Acoustics
7605 Monroe
Paramount CA 90723

Ascent Elevator Services Inc.
17752 Crusader Avenue
Cerritos CA 90703

Strampello Plumbing
602 Utica Street
Huntington Beach CA 92648

Tree Pros Inc.
PO Box 1066
Chino CA 91708

All Pro Building Maintenance Inc.
12523 Limonite Avenue Suite 440-212
Mira Loma CA 91752

Subject **24.03 DIS - Approve Addendum No. 3 for LPA, Inc.; Coastline Community College Newport Beach Learning Center**

Meeting Jul 20, 2011 - Regular Meeting

Category 24. Buildings and Grounds Approvals

Access Public

Type Discussion

Approve Addendum No. 3 for LPA, Inc.; Coastline Community College Newport Beach Learning Center

1. Background:

This additional civil engineering work is required due to the college's prior acquisition of the additional 0.5 acre adjacent parcel at the Newport Beach Learning Center site. This cost covers the engineering fee for additional boundary/topographical survey and mapping services in order to develop this parcel into the project.

2. Goal/Purpose

Design and construction of the Newport Beach Learning Center in accordance with the campus master plan.

3. Comments

This work has been completed and this cost is a direct pass through of the consultant fee incurred by LPA.

4. Recommendation Statement

After review by the Coastline Community 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 Acting Chancellor that authorization be given to accept Addendum No. 3 for additional architectural and engineering services for the Coastline Community College Newport Beach Learning Center.

The scope of services is to include the following:

- | | |
|--|------------|
| 1. Additional Civil Engineering Services Performed
by Huitt Zollars | \$5,652.00 |
|--|------------|

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

Fiscal Impact: \$5,652.00 (General Obligation Bond Fund/Measure C)
Master Plan Approved Project
CCC Newport Beach Learning Center

(See Attachment # 16)

File Attachments

[Agreement Adm3 CCC LearningCenter LPA.pdf \(11 KB\)](#)

Subject **24.04 DIS - Approve Addendum No. 4 to Steinberg Architects; Golden West College Learning Resource Center**

Meeting Jul 20, 2011 - Regular Meeting

Category 24. Buildings and Grounds Approvals

Access Public

Type Discussion

Approve Addendum No. 4 to Steinberg Architects; Golden West College Learning Resource Center

1. Background:

The current Division of State Architects (DSA) approved plans for the GWC Learning Resource Center project specify the installation of Americans with Disabilities Act (ADA) accessible parking stalls and access paths on the southwest side of the new building. Installation of this site work, as currently designed, will place the ADA parking stalls inside the boundary of the weekend swap meet vendor area and will disrupt the traffic to and availability of this revenue-generating space.

After further review, a redistribution of parking stalls to the northwest and south parking area will satisfy the ADA accessibility requirement while not disrupting the swap meet operation. However, this requires a redesign of the parking layout, accessible path of travel, roadway striping, and signage.

2. Goal/Purpose:

Redistribution of accessible parking locations in accordance with ADA requirements to accommodate the new LRC building.

3. Comments:

None

4. Recommendation Statement:

After review by the Vice President of Administrative Services and the Director of Facilities, Planning and Construction, it is recommended by the Acting Chancellor that authorization be given to accept Addendum No. 4 for additional architectural services for the Golden West College Learning Resource Center.

The scope of services is to include the following:

Additional Services For Accessible Parking Plan Changes: \$2,150.00

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

Fiscal Impact: \$2,150.00 (General Obligation Bond Fund)
 Golden West College Ancillary Funds
 Master Plan Approved Project
 Golden West College Learning Resource Center

(See Attachment # 17)

File Attachments

[AgreementAdm4GWCLRCSteinberg.pdf \(12 KB\)](#)

Subject **24.05 DIS - Approve Change Order No. 7; Orange Coast College Consumer Health & Science Building New Construction (ABC Building); Bid No. 1965**

Meeting Jul 20, 2011 - Regular Meeting

Category 24. Buildings and Grounds Approvals

Access Public

Type Discussion

Approve Change Order No. 7; Orange Coast College Consumer Health & Science Building New Construction (ABC Building); Bid No. 1965

1. Background:

This change order will attain final closeout for one of the remaining open contracts on the Orange Coast College ABC Project. Final negotiations are ongoing with three contractors.

This project was originally scheduled for completion and opening in the Fall of 2010. Several schedule impacts rendered this goal to be unattainable and the focus shifted to a Spring 2011 opening. As you may be aware, this building was completed at midnight on January 17th (the day before the semester started). The last month of construction was comprised of overtime, additional crews, and double shifts in order to open the building for students. This change order seeks approval of a mutually agreeable sum related to this delay impact and the associated labor acceleration costs.

2. Goal/Purpose:

Project completion and contract close-out.

3. Comments:

None

4. Recommendation Statement:

After review by the Vice President of Administrative Services and Assistant Director of Facilities Planning and Construction, it is recommended by the Acting Chancellor that authorization be given for Change Order No. 7 to Orange Coast College Consumer Health & Science Building New Construction (ABC Building); Bid No. 1965 as described in the Change Order document attached to each Trustee's agenda.

It is further recommended that the President of the Board of Trustees, or designee, be authorized to sign the Change Order and any related documents.

Richard & Richard Construction Co., Inc. – Category J – Drywall/Plaster/
Framing/Fireproofing/Doors/Hardware

Final Contract Closeout: \$ 109,000.00

Contract Amount: \$ (C.O. 7: 4.09% Increase)
Total Change Orders: \$109,000.00 (4.09% Increase)

Fiscal Impact: \$109,000.00 (Measure C – General Obligation Bond Fund)
Master Plan Approved Project
OCC Consumer Health & Science Building
(ABC Building)

(See Attachment #18)

File Attachments

[OCC ABC Bid1695 CO7.pdf \(55 KB\)](#)

Subject 24.06 DIS - Approve Change Order No. 1; Golden West College Learning Resource Center New Construction; Bid No. 1954

Meeting Jul 20, 2011 - Regular Meeting

Category 24. Buildings and Grounds Approvals

Access Public

Type Discussion

Approve Change Order No. 1; Golden West College Learning Resource Center New Construction; Bid No. 1954

1. Background:

As the Golden West College Learning Resource Center Project concludes, this change order seeks approval of a full and final reconciliation of contract allowances for one of three prime contractors under Bid No. 1954. Substantial completion has been attained for this scope of work and a Notice of Completion is also recommended for approval on this Board agenda.

2. Goal/Purpose:

Final contract/project closeout.

3. Comments:

None

4. Recommendation Statement:

After review by the Vice President of Administrative Services and Assistant Director of Facilities Planning and Construction, it is recommended by the Acting Chancellor that authorization be given for Change Order No. 1; Golden West College Learning Resource Center New Construction Bid No. 1954 as described in the Change Order document attached to each Trustee's agenda. It is further recommended that the President of the Board of Trustees, or designee, be authorized to sign the Change Order and any related documents.

So Cal Fire Protection, Inc., – Category I- Fire Protection

Final Contract Closeout:

Outstanding contractor costs less unused allowance <\$3,925.00>

Contract Amount: \$269,000.00 (C.O. 1: 1.46% Decrease)

Total Change Orders: <\$3,925.00> (1.46% Decrease)

Fiscal Impact: < \$3,925.00> (Measure C – General Obligation Bond Fund)
Master Plan Approved Project
GWC Learning Resource Center New Construction

(See Attachment #19)

File Attachments

[GWC LRC Bid 1954 CO1.pdf \(29 KB\)](#)

25. General Items of Business

Subject	25.01 CCC – Approval of Coastline Community College Associated Student Government (CCC ASG) 2011-12 Proposed Budget
Meeting	Jul 20, 2011 - Regular Meeting
Category	25. General Items of Business
Access	Public
Type	Matters for Review, Discussion and/or Action, Consent

Approval of Coastline Community College Associated Student Government (CCC ASG) 2011-12 Proposed Budget.

After review by the College President, Associated Student Government Advisor, the Interim Director of Fiscal Services, and Interim Vice President of Student Services and Economic Development, it is recommended by the Acting Chancellor that the Board of Trustees approve the CCC ASG 2011-12 Proposed Budget created by the Associated Students of Coastline Community College. (See CCC ASG 2011-12 Proposed Budget Attachment #20)

File Attachments

[2011-2012 ASG Budget with Historical Comparison.pdf \(60 KB\)](#)

Subject 25.02 GWC - Approve Golden West College's Education MAster Plan in Support of the District's Ten-Year Vision, Five-Year Plan, with Three-Year Reviews beginning 2011 and Annual Progress Reports in June to the Board of Trustees

Meeting Jul 20, 2011 - Regular Meeting

Category 25. General Items of Business

Access Public

Type Discussion

Approve Golden West College's Education Master Plan in Support of the District's Ten-Year Vision, Five-Year Plan, with Three-Year Reviews beginning 2011 and Annual Progress Reports in June to the Board of Trustees.

1. Background Information: Golden West College has engaged in a participative and purposeful master planning process from 2009-2010 through June 2011. The College Planning and Budget Committee, consisting of faculty, staff, administrators, and students, was involved in the planning process and engaged in rich and reflective dialogue and decision-making regarding Golden West's future. The Education Master Plan was reviewed and/or approved by our participatory governance groups including the Academic Senate, the College Planning and Budget Committee, and the Institutional Effectiveness Committee.

2. Goal/Purpose: The Education Master Plan will serve as a blueprint for focusing on and achieving student success. The Plan is also designed to meet accreditation and institutional effectiveness standards, as well as serve as a resource for developing departmental initiatives (secondary plans) that support student success, institutional effectiveness and growth. This plan will be augmented by subsequent specific plans for Technology, Facilities, Finance, and Human Resources.

3. Comments (if any): None.

4. Recommendation Statement: After review by the College Planning & Budget Committee (consisting of students, faculty, staff, and administrators), the Academic Senate, the Institutional Effectiveness Committee, and the College President, it is recommended by the Acting Chancellor that the Board approve the Golden West College six-year Education Master Plan in support of the District's ten-year vision, five-year plan, with periodic reviews (every three years) beginning in 2011.

(An electronic copy of the Education Master Plan is posted on the Golden West website at http://goldenwestcollege.edu/pdf/2011-16_EMP.pdf. See Attachment #24)

5. Fiscal Impact: None.

Subject	25.03 DIS - Nominations for Appointments to the Orange County Legislative Task Force for FY 2011-12
Meeting	Jul 20, 2011 - Regular Meeting
Category	25. General Items of Business
Access	Public
Type	Discussion

Nominations for Appointments to the Orange County Legislative Task Force for FY 2011-12

At this time, Trustees shall have the opportunity to nominate a fellow Board Member to the Orange County Legislative Task Force for FY 2011-12.

The Board President, Jerry Patterson, has nominated Board Clerk Dr. Lorraine Prinsky to serve as the Board's representative to the Orange County Legislative Task Force for FY 2011-12.

26. Resolutions

Subject	26.01 Adoption of Resolution #11-26 Establishing the Appropriation Limit, Gann Initiative for 2011-2012
Meeting	Jul 20, 2011 - Regular Meeting
Category	26. Resolutions
Access	Public
Type	Consent

Adoption of Resolution #11-26 Establishing the Appropriation Limit, Gann Initiative for 2011-2012 (See Attachment 21)

File Attachments

[Resolution 11-26 Gann Initiative.pdf \(54 KB\)](#)

Subject	26.02 Adoption of Resolution #11-27 Authorizing Payment to Trustee Absent from Board Meeting
Meeting	Jul 20, 2011 - Regular Meeting
Category	26. Resolutions
Access	Public
Type	Discussion

Adoption of Resolution #11-27 Authorizing Payment to Trustee Absent from Board Meeting (See Attachment #22)

California Education Code Section 72024(d) provides that "a member (of the Board of Trustees) may be paid for any meeting when absent if the Board by Resolution duly adopted and included in its minutes finds that at the time of the meeting he or she was performing services outside the meeting for the community college district, he or she was ill or on jury duty, or the absence was due to a hardship deemed acceptable by the Board"

Student Trustee Joe Venegas III was absent from the Special Board Meeting of July 1, 2011. A resolution has been prepared for your Board to consider, indicating that Student Trustee Venegas' absence was due to hardship deemed acceptable by the Board.

File Attachments

[Resolution 11-27 Venegas Absence.pdf \(80 KB\)](#)

Subject **26.03 Adoption of Resolution # 11-28 Authorization of Signatures**
Meeting Jul 20, 2011 - Regular Meeting
Category 26. Resolutions
Access Public
Type Discussion

Adoption of Resolution # 11-28, Authorization of Signatures (See Attachment #23)

File Attachments

[Resolution 11-28 Signatures for Payroll.pdf \(82 KB\)](#)

Subject	26.04 Adoption of Resolution #11-29 Designation of Applicant's Agent Resolution Hazard Mitigation Grant Program and Pre-Disaster Mitigation Program
Meeting	Jul 20, 2011 - Regular Meeting
Category	26. Resolutions
Access	Public
Type	Discussion

Adoption of Resolution #11-29, Designation of Applicant's Agent Resolution, Hazard Mitigation Grant Program and Pre-Disaster Mitigation Program (see Attachment #25)

File Attachments

[Resolution 11-29 Hazard Mitigation Grant Program.pdf \(269 KB\)](#)

Agenda Item Details

Meeting	Jul 20, 2011 - Regular Meeting
Category	26. Resolutions
Subject	26.05 Adoption of Resolution #11-30 Authorizing Signatures - Orange County Department of Education
Access	Public
Type	Discussion

Public Content

Adoption of Resolution #11-30 Authorizing Signatures - Orange County Department of Education (See Attachment #26)

[Resolution 11-30 Authorizing Signatures.pdf \(182 KB\)](#)

Administrative Content

Executive Content

27. Approval of Minutes

Subject	27.01 Approval of Minutes
Meeting	Jul 20, 2011 - Regular Meeting
Category	27. Approval of Minutes
Access	Public
Type	Discussion

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 Board Meeting of June 15, 2011
Special Board Meeting of June 21, 2011
Special Board Meeting of July 1, 2011

File Attachments

[Min 6-15-11 Regular Meeting.pdf \(52 KB\)](#)

[Min 6-21-11 Special Meeting.pdf \(919 KB\)](#)

[Min 7-1-11 Special Meeting.pdf \(15 KB\)](#)

28. Close of Meeting

Subject	28.01 - 28.02 Close of Meeting
Meeting	Jul 20, 2011 - Regular Meeting
Category	28. Close of Meeting
Access	Public
Type	Action

28.01 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 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.

28.02 Adjournment

Regular Meeting
Board of Trustees
Coast Community College District
District Board Room

5:00 p.m. Regular Meeting

June 15, 2011

MINUTES

A Regular Meeting of the Board of Trustees of the Coast Community College District was held on June 15, 2011 in the Board Room at the District Office.

1.00 Preliminary Matters 1

1.01 Call to Order

Board President Jerry Patterson called the meeting to order at 5:02 p.m.

1.02 Roll Call

Trustees Present: Jerry Patterson, Jim Moreno, Lorraine Prinsky, Mary Hornbuckle, David Grant and Student Trustee Lee Fuller, and Student Elect Joe Venegas III (joined the meeting at 6:30 p.m.)

Trustees Absent: None

1.03 Public Comment (Closed Session Items on Agenda)

At this time, Jack Price addressed the Board regarding **Item 28.05 Affirmation of Arbitrator's Decision in CCA Grievance** involving Dr. Barbara Price.

1.04 Recess to Closed Session

The Board recessed to Closed Session at 5:08 p.m.

1.05 Reconvene Regular Meeting at 6:30 p.m.

1.07 Report of Action in Closed Session

Dr. Christian Teeter, Secretary of the Board of Trustees, reported that on a motion by Trustee Hornbuckle and seconded by Trustee Moreno, the Board voted to continue all the **Public Employment Items, Item 1.04.02**, to a special meeting of the Board of Trustees scheduled for June 21, 2011.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Ms. Hornbuckle and Mr. Grant
No: None

Dr. Teeter also reported that on a motion by Mr. Grant and seconded by Mr. Moreno, **Item 1.04.03 Conference with Legal Counsel: Existing Litigation, Coast Federation of Educators vs. Coast Community College District**, the Board affirmed the decision of the arbitrator. This item is also listed as **Item 28.05** on the Agenda.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Ms. Hornbuckle and Mr. Grant
No: None

1.06 Pledge of Allegiance

Trustee Hornbuckle led the Pledge of Allegiance to the United States of America.

1.08 Public Comment (Open Session - Items on Agenda)

There were two requests to address the Board regarding the Ceremonial Resolutions.

1.09 Introduction of Dr. Andrew Jones, Chancellor Elect, Coast Community College District

Board President Patterson introduced Dr. Andrew Jones, Chancellor Elect of the Coast Community College District.

1.10 Oath of Office - Student Trustee Joe Venegas III

Mr. Joe Venegas III was sworn in by Board President Patterson as the 2011-12 Student Trustee.

1.11 Presentations and Ceremonial Resolutions

1.11.02 Acceptance of Retirements

The Board expressed appreciation and congratulations to the following retirees with 10 or more years of service to the Coast Community College District:

Classified

Benavides, Olga, OCC
Dunbrack, David H., OCC
Evans, Gregory N., CCC
Ferrara, Sabine, OCC
Garcia, Mariano, GWC

Keyser, Nancy M., OCC
Lariosa, Lynda, OCC
Lee, Mary Ann, OCC
Sanchez, Salvador, OCC
Tran, Julie, OCC
Rokes, Karen L., GWC

Classified Management

Anderson, Valerie A., OCC
Berry, Dale G., OCC
Bailor, Donald W., GWC
Fonseca, Francisco, OCC

Faculty

Berman, Susan R., OCC
Jorgensen, James C, OCC
Klein, Valerie A., GWC
Suozzo, Joanne, OCC
Fry, Marilyn, CCC

Educational Administrator

Roohk, Bonita, GWC

It was moved by Ms. Hornbuckle and seconded by Mr. Moreno to accept these retirements.

Motion carried with the following vote:

Aye:	Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant and Ms. Hornbuckle
No:	None
Absent:	None

1.11.01 Acknowledgement of Former Student Trustee Lee Fuller

Board President Patterson acknowledged Mr. Lee Fuller for his work as Student Trustee. Mr. Fuller presented a certificate of appreciation to Secretary of the Board, Dr. Christian Teeter.

2.00 Informative Reports I

2.01 Report from the Chancellor

Dr. Ding-Jo H. Currie, Chancellor, provided a report to the Board.

2.02 Reports from the Presidents

The following college presidents or designee provided reports to the Board:

Dr. Loretta Adrian, Coastline Community College
Dr. Dennis Harkins, Orange Coast College
Wes Bryan, Golden West College

2.03 Reports from the Officers of Student Government Organizations

The following representatives provided reports on behalf of the student government organizations:

Catherine Tran, ASG President, Orange Coast College
Dale Lendrum on behalf of David Salai, ASG President, Golden West College

2.04 Reports from the Academic Senate Presidents

The following Academic Senate Presidents or designee provided reports to the Board:

Vesna Marcina, Orange Coast College (OCC) Academic Senate President
John Dunham on behalf of Theresa Lavarini, Golden West College (GWC) Academic
Senate President
Nancy Jones, Coastline Community College (CCC) Academic Senate President

2.05 Reports from Employee Representative Groups

A reports was provided by the following Employee Representative Group:

Barbara Price, President, Coast Community College Association/California Teachers
Association – National Education Association (CCCA/CTA-NEA)

2.06 Reports from the Board of Trustees

Board members provided individual reports.

At the request of Student Trustee Venegas III **Items 28.04, 28.06 and 31.01** were moved
forward at this time.

**28.04 Approval of Fiscal Year 2011-12 Budget, Associated Students of Golden West
College**

On a motion by Ms. Hornbuckle and seconded by Dr. Prinsky, the Board voted to
approve the Fiscal Year 2011-12 Budget for the Associated Students of Golden West
College.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Ms. Hornbuckle and Mr. Grant
No: None

**28.06 Approval of FY 2011 - 2012 Budget, Associated Students of Orange Coast
Colleges**

On a motion by Mr. Grant and seconded by Ms. Hornbuckle, the Board voted to
approve the Fiscal Year 2011-12 Budget for the Associated Students of Orange Coast
College.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Ms. Hornbuckle and Mr. Grant
No: None

31.01 DIST - Approval of Revised Policy BP 2015, Student Trustee, Board of Trustees

On a motion by Mr. Patterson and seconded by Dr. Prinsky, the Board approved the
revised Policy BP 2015, Student Trustee, Board of Trustees.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Ms. Hornbuckle and Mr. Grant
No: None

2.07 Staff Report on Scheduled Course Reductions, Fiscal Year 2011-12

Nabil Abu-Ghazaleh, Vice Chancellor of Educational Services and Technology, provided a report to the Board regarding scheduled course reductions for the fiscal year 2011-12.

2.08 Reports from the Board Committees & Review of Board Committee Meeting Dates

The Board reviewed the dates of the upcoming Board Committee meetings, and provided updates on committee activities and meetings.

2.09 Quarterly Internal Audit Report

Richard Kudlik, Coastline Community College Interim Fiscal Services Director, provided the Quarterly Internal Audit Report to the Board.

3.00 Public Hearing

3.01 Public Hearing on Coast Community College District Tentative Budget for Fiscal Year 2011-2012 and Consideration of Coast Community College District Tentative Budget for 2011-2012

- A. The Public Hearing on Coast Community College District Tentative Budget for Fiscal Year 2011-2012 and Consideration of Coast Community College District Tentative Budget for 2011-2012 was opened by Board President Patterson at 8:40 p.m.
- B. Mr. W. Andrew Dunn, Vice Chancellor of Finance and Administrative Services provided a presentation on the tentative budget.
- C. There were no requests to address the Board under Public Testimony.
- D. Comments were made by the Board of Trustees.
- E. On a motion by Mr. Patterson and seconded by Dr. Prinsky, the Board voted to close the Public Hearing and adopt the Tentative Budget for 2011-2012. The Public Hearing was closed at 9:15 p.m.

4.00 Matters for Review, Discussion and/or Action

4.01 Presentation of Student Success

Presentations of Student Success were made to the Board by faculty members, Ryane Harris (GWC), Nancy Jones (CCC) Paul Asim (OCC)

4.02 Board Meeting Dates

The Board reviewed the scheduled Board Meeting dates for FY 2010/2011 as presented in the June 15, 2011 Agenda.

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

The Board reviewed the meetings and conferences of the AACC, ACCT, CCLC and CCCT.

4.04 The Board Directives Log

The Board reviewed the Board Directives Log.

4.05 Buildings and Grounds Reports

The Board reviewed and discussed the Buildings and Grounds Reports as presented in the June 15, 2011 Agenda.

4.06 Vision 2020 Master Plan

Dr. Currie presented the Vision 2020 Master Plan with revisions, with a request for the Board to adopt the plan.

On a motion by Mr. Grant and seconded by Ms. Hornbuckle, the Board voted to approve the Vision 2020 Plan, subject to it being returned to the Board for final review prior to distribution.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Ms. Hornbuckle and Mr. Grant
No: None

4.07 On a motion by Ms. Hornbuckle and seconded by Mr. Moreno, the Board voted to approve Board Policy 3600, Auxiliary Organizations, as revised.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Ms. Hornbuckle and Mr. Grant
No: None

Consent Calendar

On a motion by Ms. Hornbuckle and seconded by Mr. Patterson, the Board approved the Consent Calendar as amended with the deletion of duplicate pages 105, 106, 107, 108, 109, and all three items under Item 13.02 being pulled and carried forward to the June 21, 2011 Special Meeting of the Board of Trustees.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, and Mr. Grant
No: None
Absent: Ms. Hornbuckle

Discussion Calendar

26.00 Approval of Agreements

26.01 DIST - Authorization to Enter into an Agreement for Legislative/Bill Monitoring Services with School Services of California, Inc.

On a motion by Mr. Moreno and seconded by Mr. Grant, the Board approved the renewal of a Professional Consultant Agreement between School Services of California and the

Coast Community College District. The term of this agreement is from July 1, 2011 through June 30, 2012. The Board President, or designee, is authorized to sign this agreement.

Fiscal Review and Impact: \$4,200 annually, plus "expenses" payable at \$350 a month upon billing from Consultant.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Ms. Hornbuckle and Mr. Grant
No: None

26.02 CCC - Approve Amended Agreement between U.S. College Compass, LLC and the Coast Community College District to Provide Language Assessment and Instruction, Counseling, College Preparation and Faculty Development Services

On a motion by Ms. Hornbuckle and seconded by Dr. Prinsky the Board approved the Amended Agreement between U.S. College Compass, LLC and the Coast Community College District to provide language assessment and instruction, counseling, college preparation and faculty development services to Xiang Jiang High School in China. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees. (Prior Board Approval: 4/6/11 and 6/16/10)

Fiscal Review and Impact: Gross Income of \$377,230.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Ms. Hornbuckle and Mr. Grant
No: None

26.03 CCC - Approve Agreement between the County of Orange and the Coast Community College District to Operate the Orange County One-Stop Center - South

On a motion by Dr. Prinsky and seconded by Ms. Hornbuckle, the Board approved the Agreement between the County of Orange and the Coast Community College District to operate the Orange County One-Stop Center – South. The Agreement outlines the responsibilities of both partners and all of the end products expected to be produced. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees.

Fiscal Review and Impact: The County will reimburse Coastline Community College \$1,912,456 for operation of these programs.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Ms. Hornbuckle and Mr. Grant
No: None

26.04 CCC - Approve Agreement between the County of Orange and the Coast Community College District to Operate the Orange County One-Stop Center - North

On a motion by Mr. Moreno and seconded by Ms. Hornbuckle, the Board approved the Agreement between the County of Orange and the Coast Community College District to

operate the Orange County One-Stop Center – North. The Agreement outlines the responsibilities of both partners and all of the end products expected to be produced. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees.

Fiscal Review and Impact: The County will reimburse Coastline Community College \$1,912,456 for operation of these programs.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Ms. Hornbuckle and Mr. Grant
No: None

26.05 OCC - Approve Agreement between the Core Performance Concepts Inc. and the Coast Community College District for the purpose of teaching Effective Project Management training course offered by Orange Coast College

On a motion by Ms. Hornbuckle and seconded by Dr. Prinsky, the Board voted to approve the Agreement between Core Performance Concepts Inc. and the Coast Community College District for the purpose of offering Effective Project Management Training available to the community. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees.

Fiscal Impact: Orange Coast College Community Education to receive revenue from the contract through participating registrations.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Ms. Hornbuckle and Mr. Grant
No: None

26.06 GWC - Approval of Employment Agreement, Vice President of Student Success

This item was continued to a Special Meeting of the Board of Trustees scheduled for June 21, 2011.

26.07 GWC - Approve Non-Standard Work for Hire Agreement between Marius Cucurny and the Coast Community College District for Community Based Job Training (CBJT) Grant

On a motion by Dr. Prinsky and seconded by Ms. Hornbuckle, the Board voted to approve the agreement between Marius Cucurny and the Coast Community College District for participation in the 2011-12. Golden West College/CBJT Grant Project, from July 1, 2011 through June 30, 2012. The Board President, or designee, is authorized to sign the agreement and any related documents, indicating approval by the Board of Trustees.

Fiscal Impact: \$3,600 to be paid from CBJT Grant funds.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Ms. Hornbuckle and Mr. Grant
No: None

26.08 GWC - Approve Non-Standard Work for Hire Agreement between Tom Hersh and the Coast Community College District for Community Based Job Training (CBJT) Grant

On a motion by Ms. Hornbuckle and seconded by Dr. Prinsky, the Board voted to approve the agreement between Tom Hersh and the Coast Community College District for participation in the 2011-12 Golden West College/CBJT Grant Project, from July 1, 2011 through June 30, 2012. The Board President, or designee, is authorized to sign the agreement and any related documents, indicating approval by the Board of Trustees.

Fiscal Impact: \$3,600 to be paid from CBJT Grant funds.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Ms. Hornbuckle and Mr. Grant
No: None

26.09 CCC - Approve Amended Agreement between Career Academy.com, Inc. and the Coast Community College District to Offer Training Solutions to Members of the United States Armed Forces

On a motion by Mr. Moreno and seconded by Ms. Hornbuckle, the Board voted to approve the Amended Agreement between Career Academy.com, Inc. and the Coast Community College District to offer training solutions for CCNA and A+ Certification programs to members of the United States Armed Forces. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees.

Fiscal Review and Impact: Income to District: \$372.50-\$521.25/course enrollment.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Ms. Hornbuckle and Mr. Grant
No: None

26.10 CCC - Approve an Addendum to the Lease Agreement between Mobile Modular Management Corporation, and the Coast Community College District to Lease Commercial Coach Modular Units

On a motion by Mr. Moreno and seconded by Ms. Hornbuckle, the Board voted to approve the Agreement with Mobile Modular Management Corporation and the Coast Community College District for the lease of eight re-locatable modular units located at the Costa Mesa Center, 2990 Mesa Verde Drive East, Costa Mesa, CA. Term of the Agreement is for 12 months beginning July 1, 2011 through June 30, 2012. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees.

Fiscal Impact: Annual rent \$46,476. Funding Source: General fund.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Ms. Hornbuckle and Mr. Grant
No: None

26.11 DIST - Approve Standard Agreement between the International Student Dual Admission (ISDA) Program Out-of-State University Partner and the Coast Community College District to Increase International Student Enrollment and Provide Seamless Transfer for ISDA Students from a Coast College to an Out-of-State ISDA University Partner

This item was continued to a Special Meeting of the Board of Trustees scheduled for June 21, 2011.

26.12 DIST - Approve Agreement between U.S. College Compass (USCC) and the Coast Community College District (CCCD) to Recruit and Increase CCCD Enrollment for International Students, and Provide Support Services for Transfer to a CCCD College

On a motion by Ms. Hornbuckle and seconded by Mr. Patterson, the Board voted to approve the amended Agreement between U.S. College Compass (USCC) and the Coast Community College District (CCCD) to recruit and increase CCCD enrollment for International Students, and provide support services for transfer to a CCCD College.

Fiscal Review and Impact: The annual income to the district from this partnership will be \$3,296.00 to \$3,796.00 per enrolled student based on 12 units of academic load and the number of enrollments.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Ms. Hornbuckle and Mr. Grant
No: None

26.13 CCC - Approve Agreement between Beijing Normal University Zhuhai-Foreign Language School (BNUZ-FLS), Higher Education Resource Board (HERB), and Coast Community College District (Coastline Community College) to Provide College Courses to Students Enrolled in BNUZ Foreign Language School

On a motion by Ms. Hornbuckle and seconded by Mr. Patterson, the Board voted to approve the Agreement between Beijing Normal University-Zhuhai-Foreign Language School (BNUZ-FLS), Higher Education Resource Board (HERB), and Coast Community College District (Coastline Community College) to Provide College Courses to Students Enrolled in BNUZ Foreign Language School. The Agreement outlines the responsibilities of both partners and all of the end products expected to be produced. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees.

Fiscal Review and Impact: The annual income to the district from this program based on a minimum of 100 students will be \$410,000 for the first year and \$820,000 and \$1,230,000 for the third year with an increase of minimum 100 additional students a year.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Ms. Hornbuckle and Mr. Grant
No: None

26.14 Approve Agreement between Beijing Normal University Zhuhai-Foreign Language School (BNUZ-FLS) and Coast Community College District (Coastline Community College) to Partner a Dual Enrollment of High School and College Program

It was moved by Ms. Hornbuckle and seconded by Mr. Patterson to approve the Agreement between Beijing Normal University Zhuhai-Foreign Language School (BNUZ-FLS) and Coast Community College District (Coastline Community College) to Partner a Dual Enrollment of High School and College Program, with the typographical correction to Item H.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Ms. Hornbuckle and Mr. Grant
No: None

26.15 Approve an Addendum to Agreement for Audit Services with Vasquez & Co.

It was moved by Mr. Patterson and seconded by Mr. Moreno to approve the Addendum to the Agreement for Audit Services with Vasquez & Co.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Ms. Hornbuckle and Mr. Grant
No: None

27.00 Buildings and Grounds Approvals

27.01 Approve Change Order No. 1; Coastline Community College Newport Beach Learning Center Phase I; Bid No. 1977

On a motion by Ms. Hornbuckle and seconded by Mr. Moreno, the Board voted to approve Change Order No. 1 to Coastline Community College Newport Beach Learning Center Phase I; Bid No. 1977 as described in the Change Order document attached to each Trustee's agenda. It is further recommended that the President of the Board of Trustees, or designee, be authorized to sign the Change Order and any related documents.

Castlerock Environmental, Inc. – Category A – Abatement and Demolition

Final Contract Closeout:

Outstanding contractor costs less unused allowance <\$11,017.00>

Contract Amount: \$265,751.00 (C.O. 1: 4.15% Decrease;
Total Change Orders: <\$11,017.00> (4.15% Decrease)

Continental Plumbing, Inc. – Category B – Underground Utilities

Final Contract Closeout:

Outstanding contractor costs less unused allowance <\$ 37,713.00>

Contract Amount: \$908,005.00 (C.O. 1: 4.15% Decrease)
Total Change Orders: <\$37,713.00> (4.15% Decrease)

Snowden Electric Company, Inc. – Category D– Underground Electrical

Final Contract Closeout:

Outstanding contractor costs less unused allowance <\$ 44,700.00>

Contract Amount: \$173,500.00 (C.O. 1: 25.76% Decrease)

Total Change Orders: <\$44,700.00> (25.76% Decrease)

Fiscal Impact: <\$93,430.00> (Measure C – General Obligation Bond Fund)
Master Plan Approved Project
CCC Newport Beach Learning Center

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Ms. Hornbuckle and Mr. Grant
No: None

27.02 Approve Change Order No. 1; Coastline Community College Newport Beach Learning Center Increment I; Rebid Earthwork/Grading; Bid No. 1986

On a motion by Ms. Hornbuckle and seconded by Dr. Prinsky, the Board voted to approve Change Order No. 1 to Coastline Community College Newport Beach Learning Center Increment I; Rebid Earthwork/Grading Bid No. 1986 as described in the Change Order document attached to each Trustee's agenda. It is further recommended that the President of the Board of Trustees, or designee, be authorized to sign the Change Order and any related documents.

Crew, Inc. – Category C – Earthwork/Grading

Final Contract Closeout:
Outstanding contractor costs less unused allowance <\$7,670.00>

Contract Amount: \$137,400.00 (C.O. 1: 0.56% Decrease;
Total Change Orders: <\$7,670.00> (0.56% Decrease)

Fiscal Impact: <\$7,670.00> (Measure C – General Obligation Bond Fund)
Master Plan Approved Project
CCC Newport Beach Learning Center

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Ms. Hornbuckle and Mr. Grant
No: None

27.03 Approve Change Order No. 6; Orange Coast College Consumer Health & Science Building New Construction (ABC Building); Bid No. 1965

On a motion by Ms. Hornbuckle and seconded by Mr. Moreno, the Board voted to approve Change Order No. 6 to Orange Coast College Consumer Health & Science Building New Construction (ABC Building); Bid No. 1965 as described in the Change Order document attached to each Trustee's agenda. It is further recommended that the President of the Board of Trustees, or designee, be authorized to sign the Change Order and any related documents.

Alpha Mechanical Heating & Air Conditioning – Category R – HVAC/Plumbing

Change Order Reconciliation through May 2011: \$ 48,788.00

Contract Amount: \$4,548,000.00 (C.O. 6: 1.10% Increase)
Total Change Orders: \$48,788.00 (1.10% Increase)

Bergelectric Corporation – Category T – Electrical/Fire Alarm/Low Voltage

Change Order Reconciliation through May 2011: \$ 49,897.00

Contract Amount: \$3,310,000.00 (C.O. 6: 1.51% Increase)
Total Change Orders: \$109,422.00 (3.31% Increase)

Fiscal Impact: \$98,685.00 (Measure C – General Obligation Bond Fund)
Master Plan Approved Project
OCC Consumer Health & Science Building
(ABC Building)

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Ms. Hornbuckle and Mr. Grant
No: None

27.04 Bid Tabulations and Award of Contract: Coastline Community College Newport Beach Learning Center, Phase II Rebid; Bid No. 1994

On a motion by Mr. Patterson and seconded by Ms. Hornbuckle, the Board voted to reject all bids for Category Y, Photovoltaic System, under Bid 1994.

Fiscal Impact: None (Measure C – General Obligation Bond Funds)
Master Plan Approved Project
CCC Newport Beach Learning Center

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Ms. Hornbuckle and Mr. Grant
No: None

27.05 DIST - Approve Security Surveillance System Expansion from Honeywell a Sole Source for Orange Coast College

On a motion by Ms. Hornbuckle and seconded by Mr. Moreno, the Board voted to approve the employment of Honeywell for the Orange Coast College Security Surveillance System Expansion. It is further recommended that the President of the Board of Trustees, or designee, be authorized to sign any related documents.

Fiscal Impact: \$799,100 (Measure C – General Obligation Bond Fund)
Master Plan Approved Project
OCC Energy Efficiency Upgrades
OCC Fire & Safety

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Ms. Hornbuckle and Mr. Grant
No: None

27.06 DIST - Authorization to Purchase Three Hundred and Thirty Three (333) Dell computers for the Orange Coast College John R. Clark Computing Center using the Western States Contracting Alliance (WSCA) Master Price Agreement

On a motion by Ms. Hornbuckle and seconded by Mr. Patterson, the Board voted to authorize the Manager of Purchasing to issue a purchase order for Three Hundred and Thirty Three (333) Dell computers using the WSCA Master.

Fiscal Impact: \$433,000 (Measure C-General Obligation Bond Fund)
Business, Computing and Math Classroom
Improvements
OCC Foundation Funds
OCC Capital Outlay Funds

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Ms. Hornbuckle and Mr. Grant
No: None

27.07 Authorization for Approval and Submission of Cambridge West Partnership, LLC; 2013-2017 Five-Year Construction Plan; for Orange Coast College, Golden West College, Coastline College, and the District

On a motion by Ms. Hornbuckle and seconded by Mr. Patterson, the Board voted to approve and submit the Coast Community College District's 2013-2017 Five-Year Construction Plan to the California Community Colleges State Chancellor's Office.

Approval by the Board is being requested so that all related documents can be formally registered with the Office of the State Chancellor. It is further recommended that the Chancellor, or designee, be authorized to sign related documents for submission.

Fiscal Impact: \$0 (no fiscal impact for proposal submission)

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Ms. Hornbuckle and Mr. Grant
No: None

27.08 Approval of Resolution to Participate in the State Capital Outlay Program Budget Year 2013-2014

On a motion by Mr. Moreno and seconded by Dr. Prinsky, the Board voted to approve the Resolution to Participate in the State Capital Outlay Program Budget, supporting submittal of the Final Project Proposal for Orange Coast College, Language Arts and Social Science Project, New Construction of 69,701 Assignable Square Feet.

Fiscal Impact: \$43,725,024 Total
\$32,793,767 (from 2013/2014 State Capital Outlay Funds)
\$10,931,257 (from Coast Community College District Funds)
Master Plan Approved Projects
OCC Language Arts and Social Science Projects

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Ms. Hornbuckle and Mr. Grant
No: None

27.09 Approval of Resolution to Participate in the State Capital Outlay Program Budget Year 2013-2014

On a motion by Mr. Moreno and seconded by Dr. Prinsky, the Board voted to approve the Resolution to Participate in the State Capital Outlay Program Budget, supporting submittal of the Final Project Proposal for Golden West College, Criminal Justice

Training Center New Construction of 25,974 Assignable Square Feet.

Fiscal Impact: \$17,231,140 Total
\$10,338,685 (2013/2014 State Capital Outlay Funds)
\$ 6,892,455 (Coast Community College District Funds)
Master Plan Approved Projects
GWC Criminal Justice Training Center

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Ms. Hornbuckle and Mr. Grant
No: None

27.10 Authorization to Approve a Standard Agreement Between the Coast Community College District (Golden West College) and Southland Industries for Preventative Maintenance of the Central Plant

On a motion by Ms. Hornbuckle and seconded by Dr. Prinsky, the Board voted to approve the annual agreement for preventative maintenance with Southland Industries.

Fiscal Impact: \$72,312.00 (General Funds)

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Ms. Hornbuckle and Mr. Grant
No: None

27.11 Approve Standard Architectural Services Agreement with Hill Partnership Inc.; Orange Coast College Planetarium

This item was continued to a Special Meeting of the Board of Trustees scheduled for June 21, 2011.

28.00 General Items of Business

28.01 GWC - Authorization to Conduct a Short-Term Study Abroad Program in History in London, England, July 7 – August 6, 2012

On a motion by Dr. Prinsky and seconded by Mr. Moreno, the Board voted to approve a standard travel contractor agreement to conduct a Study Abroad program in History in London, England from July 7 – August 6, 2012. Dave Moore, full-time professor, to serve as faculty. All logistical arrangements will be handled by a service provider to be submitted for approval at a later date.

Fiscal Impact: No cost to the District. No replacement cost for faculty assigned to the program. All payments by trip participants for travel services shall be made to the service provider who shall account to CCCD for the total cost of the trip as well as the faculty's salary.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Ms. Hornbuckle and Mr. Grant
No: None

28.02 Authorization to Conduct a Short-term Study Abroad Program in Florence, Italy, Summer 2012

On a motion by Mr. Moreno and seconded by Dr. Prinsky, the Board voted to authorize a standard travel contractor agreement to conduct a program in Florence, Italy, June 28 -July 29, 2012. Patricia Scarfone, OCC Italian Professor, part-time faculty member, to serve as faculty. Three Italian courses will be offered. All logistical arrangements will be handled by ACCENT, San Francisco, Ca.

Fiscal Impact: No cost to the District. No replacement costs for faculty assigned to program. All payments by trip participants for travel services shall be made to the travel contractor. The courses will not generate FTE's. Travel contractor shall account to CCCD for the total cost of the trip.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Ms. Hornbuckle and Mr. Grant
No: None

28.03 Approval of Correction of Payments Made for CCA Representation

On a motion by Ms. Hornbuckle and seconded by Mr. Patterson, the Board voted to reimburse Dr. Barbara Price in the amount of \$130.50.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Ms. Hornbuckle and Mr. Grant
No: None

28.04 Approval of Fiscal Year 2011-12 Budget, Associated Students of Golden West College

This item was brought forward and heard in the agenda.

28.05 Affirmation of Arbitrator's Decision in CCA Grievance Involving Dr. Barbara Price

This item was brought forward and heard earlier in the meeting.

28.06 Approval of FY 2011 - 2012 Budget, Associated Students of Orange Coast Colleges

This item was brought forward and heard earlier in the meeting.

28.07 Approve Coastline Community College's Education Master Plan in Support of the District's Ten-Year Vision, Five-Year Plan, with Three-Year Reviews beginning 2011 and Annual Progress Reports in June to the Board of Trustees

On a motion by Mr. Moreno and seconded by Dr. Prinsky, the Board voted to approve the Coastline Community College five-year Education Master Plan in support of the District's ten-year vision, five-year plan, with periodic reviews (every three-years) beginning in 2011.

Fiscal Review and Impact: None.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Ms. Hornbuckle and Mr. Grant
No: None

28.08 Approval of Contractors for FY 2010-2011 Pursuant to District's Standard Annual Agreement for Contractor Services

On a motion by Mr. Moreno and seconded by Ms. Hornbuckle, the Board voted to approve the following contractors for the performance of a variety of contractor services throughout the District, on an as needed basis for FY 2010-2011. 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 be authorized to sign the member agreement and any related documents, indicating approval by the Board of Trustees.

Continental Painting Inc.
20142 State Road
Cerritos CA 90703

H & E Equipment Services Inc.
11100 Mead Road Suite 200
Baton Rouge LA 70816

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Ms. Hornbuckle and Mr. Grant
No: None

28.09 Authorization to Proceed with Implementation of Furlough Days as Established Through the Meet and Confer Process with the Coast District Management Association (CDMA) and Adoption of Resolution

After discussion, on a motion by Ms. Hornbuckle and seconded by Mr. Patterson, the Board voted to approve the Authorization to Proceed with Implementation of Furlough Days as Established Through the Meet and Confer Process with the Coast District Management Association (CDMA) only, and not the Adoption of Resolution which is a separate agenda item.

Motion carried with the following vote:

Aye: Mr. Moreno, Dr. Prinsky, Ms. Hornbuckle and Mr. Grant
No: Mr. Patterson

29.00 Resolutions

29.01 Adoption of Resolution #11-23 A Resolution of the Board of Trustees of the Coast Community College District for Classified Management Furloughs, for 2011-2012 in Lieu of Layoff Due to Lack of Funds

On a motion by Ms. Hornbuckle and seconded by Mr. Patterson, the Board approved Resolution #11-23, Resolution of the Board of Trustees of the Coast Community College District for Classified Management Furloughs, for 2011-2012 in Lieu of Layoff Due to Lack of Funds.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Ms. Hornbuckle and Mr. Grant
No: None

29.02 Adoption of Resolution #11-24 Furlough Days in lieu of Layoff Due to Lack of Funds: Confidential Employees

On a motion by Mr. Moreno and seconded by Dr. Prinsky, the Board approved Resolution #11-24 Furlough Days in lieu of Layoff Due to Lack of Funds: Confidential Employees.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Ms. Hornbuckle and Mr. Grant
No: None

30.00 Approval of Minutes

30.01 Approval of Minutes

On a motion by Ms. Hornbuckle and seconded by Mr. Patterson, the Board voted to approve the minutes of the Special Meeting of May 12, 2011, Special Meeting of May 19, 2011, Special Meeting of May 20, 2011 and Special Meeting of May 24, 2011.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Ms. Hornbuckle and Mr. Grant
No: None

On a motion by Mr. Patterson and seconded by Mr. Grant, the Board voted to approve the minutes of the Regular Meeting of May 18, 2011.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky and Mr. Grant
Abstain: Ms. Hornbuckle

On a motion by Mr. Patterson and seconded by Dr. Prinsky, the Board voted to approve the minutes of the Regular Meeting of May 4, 2011 with a revision that the Approval of Employment Agreement, Interim Associate Dean be deleted from the Closed Session report as it was approved in Open Session, Item 24.08.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky and Mr. Grant
Abstain: Ms. Hornbuckle

31.00 Policy Implementation

31.01 DIST - Approval of Revised Policy BP 2015, Student Trustee, Board of Trustees

This item was brought forward and heard earlier in the agenda.

32.01 Opportunity for Public Comment for (Items not on the Agenda)

There were no requests to address the Board during Public Comment.

Recess to Closed Session

The Board recessed to Closed Session at 11:34 p.m.

Reconvene to Open Session

The Board reconvened to Open Session at 12:38 a.m.

There was no report action from Closed Session.

32.02 Adjournment

On a motion by Mr. Moreno and seconded by Ms. Hornbuckle, the Board voted to adjourn the meeting in memory of former Golden West Student, Nicholas Fosco.

Motion carried with the following vote:

Aye:	Mr. Patterson, Mr. Moreno, Dr. Prinsky, Ms. Hornbuckle and Mr. Grant
No:	None

The meeting was adjourned at 12:40 a.m.

Secretary of the Board



Special Meeting

Board of Trustees

Coast Community College District

Board Room

June 21, 2011 at 4:00 p.m.

MINUTES*

A Special Meeting of the Board of Trustees of the Coast Community College District was held on June 21, 2011 in the Board Room at the District Office.

1. Call to Order

Board President Jerry Patterson called the meeting to order at 4:00 p.m.

2. Roll Call

Trustees Present: Jerry Patterson, Lorraine Prinsky, Jim Moreno, David Grant,
Mary Hornbuckle and Student Trustee Joe Venegas III

Trustees Absent: None

3. Pledge of Allegiance

Trustee David Grant led the Pledge of Allegiance to the United States of America.

4. Opportunity for Public Comment

There were no requests to address the Board during Public Comment.

**5. Adopt Resolution 11-25 Coast Community College District Board of Trustees
Revision to Reorganization and Lateral Transfer Plan**

On a motion by Dr. Prinsky and seconded by Ms. Hornbuckle, the Board voted to adopt Resolution 11-25 Coast Community College District Board of Trustees Revision to Reorganization and Lateral Transfer Plan.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant, Ms. Hornbuckle and Mr.
Venegas

No: None

**6. Approve Standard Agreement between the Orange County Conservation Corps
and the Coast Community College District to Enter into a Sublease Agreement to
Make Services Available to the One-Stop Community.**

On a motion by Ms. Hornbuckle and seconded by Mr. Moreno, the Board voted to approve the Standard Agreement between the Orange County Conservation Corps and the Coast Community College District to Enter into a Sublease Agreement to make services available to the One-Stop Community.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant, Ms. Hornbuckle and Mr. Venegas
No: None

7. Approve Agreement between the University of South Florida (USF) and the Coast Community College District (CCCD) to Increase International Student Enrollment and Provide Seamless Transfer for ISDA Students from a Coast College to the University of South Florida.

On a motion by Mr. Moreno and seconded by Dr. Prinsky, the Board voted to approve the Agreement between the University of South Florida (USF) and the Coast Community College District to increase International Student Enrollment and provide seamless transfer for ISDA Students from a Coast College to the University of South Florida.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant, Ms. Hornbuckle and Mr. Venegas
No: None

8. Approve Scope of Work #2011-43 under the Master Services Agreement (Board Approved on 2/3/10) between Chevron Products Company and the Coast Community College District for Development/Delivery of Instructional Courseware and Services

On a motion by Ms. Hornbuckle and seconded by Dr. Prinsky, the Board voted to approve the Scope of Work #2011-43 under the Master Services Agreement between Chevron Products Company and the Coast Community College District for Development/Delivery of Instructional Courseware and Services.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant, Ms. Hornbuckle and Mr. Venegas
No: None

9. Approve District Scope of Work #2011-44 under the Master Services Agreement (Board Approved: 2/3/10) between Chevron Products Company and the Coast Community College District for Development/Delivery of Instructional Courseware and Services

On a motion by Mr. Moreno and seconded by Ms. Hornbuckle, the Board voted to approve the Scope of Work #2011-44 under the Master Services Agreement between Chevron Products Company and the Coast Community College District for Development/Delivery of Instructional Courseware and Services.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant, Ms. Hornbuckle and Mr. Venegas

No: None

10. Approve Standard Agreement between the International Student Dual Admission (ISDA) Program Out-of-State University Partner and the Coast Community College District to Increase International Student Enrollment and Provide Seamless Transfer for ISDA Students from a Coast College to an Out-of-State ISDA University Partner

On a motion by Dr. Prinsky and seconded by Ms. Hornbuckle, the Board voted to approve the Standard Agreement between the International Student Dual Admission (ISDA) Program Out-of-State University Partner and the Coast Community College District to Increase International Student Enrollment and Provide Seamless Transfer for ISDA Students from a Coast College to an Out-of-State ISDA University Partner.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant, Ms. Hornbuckle and Mr. Venegas

No: None

11. Approve Standard Architectural Services Agreement with Hill Partnership Inc.; Orange Coast College Planetarium

On a motion by Mr. Grant and seconded by Dr. Prinsky, the Board voted to approve the Standard Architectural Services Agreement with Hill Partnership Inc., Orange Coast College Planetarium.

Motion carried with the following vote:

Aye: Mr. Patterson, Dr. Prinsky, Mr. Grant, Ms. Hornbuckle and Mr. Venegas

No: Mr. Moreno

At this time, on a motion by Mr. Moreno and seconded by Ms. Hornbuckle, the Board voted to excuse Student Trustee Joe Venegas III.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant and Ms. Hornbuckle

No: None

Convene to Closed Session

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

The Board recessed to Closed Session at 4:48 p.m. to discuss the following items:

- 12. Public Employee Discipline/Dismissal/Release**
(Pursuant to Government Code Section 54957)

- 13. Public Employment**
(Pursuant to Government Code 54957 (b) (1))

Faculty Special Assignments

Substitute Faculty

Full-time Faculty

Part-time Faculty

Educational Administrators

Vice President of Student Success

Classified Management

Manager Contract Education Operations
Telecourse Marketing Director
Director Electronic Media and Publishing
Coordinator Contract Education Instructional Services
Program Supervisor OC One Stop Center
Manager Contract Education Program and Services
Director Telecourse Production and Telemedia
Director Instructional Design and Faculty Support
Director e-Learning Research and Development

Classified Staff

Admissions & Records Tech III
Workforce Specialist
Project Coordinator
Workforce Specialist
Educational Media Design Military
WIA Support Clerk
Special Project Supervisor
Military Contract Education Technician Intermediate
Military Contract Education Technician Intermediate
Workforce Specialist
Military Contract Education Technician Intermediate
Foundation Office Assistant

Military Contract Education Program Coordinator
Military Contract Education Technician
Military Contract Education Program Coordinator
ISD Development Coordinator
Workforce Specialist
Military Contract Education Staff Aide
Eligibility Technician
Workforce Specialist
Staff Specialist
Military Programs Testing Specialist
Developmental Disability Program Assistant
Workforce Specialist
Military Contract Education Technician Intermediate
Contract Education Production Editor
Corporate Developer
Military Contract Education Technician Intermediate
Military Contract Education Technician
Accounting Specialist / Special Projects
Administrative Specialist
Workforce Specialist
Military Contract Education Technician Intermediate
Telecourse Marketing Coordinator
Student Financial Aid Technician
Workforce Specialist
Contract Education Video Production Coordinator
Workforce Specialist
Military Contract Education Technician
WIA Support Clerk
Workforce Specialist
Military Contract Education Application Proj. Coord.
Corporate Relations Executive
Military Contract Education Technician Intermediate
Workforce Specialist
Grants Project Assistant
Job Center Clerk
Military Contract Education Technician I
Contract Education Staff Assistant
Workforce Specialist
Student Financial Aid Technician/BFAP
Military Contract Education Technician Intermediate
Military Contract Education Technician Intermediate
Workforce Specialist
Military Contract Education Technician Intermediate
Workforce Specialist
Military Programs Course Assistant I
Workforce Specialist
WIA Support Clerk
Military Contract Education Technician III

Military Contract Education Technician Intermediate
Military Contract Education Technician
Electronic an Pun Project Coordinator
Staff Assistant
Accounting Analyst/OC One Stop Center
Contract Education Application Analyst Assistant
Workforce Specialist
Military Programs Course Assistant I
Workforce Specialist
Military Contract Education Technician Intermediate
ISD Development Programmer
Workforce Specialist
Workforce Specialist
Workforce Specialist
Staff Assistant/AB77
ISD Staff Aide
WIA Support Clerk
Electronic Media Pub Assistant
Special Projects Budget Clerk
WIA Support Clerk
Web/Multimedia Developer Military Programs
Temporary Educational Media Designer Military
Applications Systems Analyst/Programmer
EOPS/CARE Accounting Technician
CalWORKS Program Office Specialist

Reclassification and Reorganization/Reassignment

Acct Tech, SR
Division/Area Office Coordinator
Office Assistant
Acct/Fiscal Specialist
Bookstore Clerk II
Admissions & Records Clerk
Facilities Development Coordinator

Classified Temporary Assignments

Special Assignment
Child Development Specialist
Campus Security Officer, Lead
Information Systems Tech II
Clerk, Sr
Systems/Network Analyst II
Staff Aide
Military Contract Educ Program Coordinator
Staff Assistant
Admin Assistant to the Vice President
Maintenance & Operations Lead
Coordinator of Community Services

Lead Mechanic
Custodian Grounds/Maintenance Supervisor
Application Project Coordinator
Staff Specialist
Campus Security Tech Support Lead

Hourly Staff
Substitute Classified
Clinical Advisor/Summer
Medical Professional Hourly Personnel
Student Workers

14. Conference with Legal Counsel: Existing Litigation

(Pursuant to sub-section "a" of Government Code Section 54956.9)

Jacobson v. Coast Community College District (Arbitration)
Coast Community College Association vs. Coast Community College
District, PERB Case #LA-CE-54-36-E
Damian Rodriguez vs. George Phan et al., Orange County Superior
Court Case No. 30-2011-00445563
FM & Sons, Inc. vs. Coast Community College District, Orange
Superior Court Case No. 30-2011-00451209
AB Calif Acquisition Corp vs. Tadros & Youssef Construction et al
Orange County Superior Court Case No. 30-2011-00450786
Coast Federation of Educators vs. Coast Community College District
(Arbitration)
Carpenters Southwest Administrative Corporation vs. Coast Community
College District et al., Orange County Superior Court Case No. 30-
2011-00479021
Student Grievance, Coastline Community College

15. Conference with Legal Counsel: Anticipated Litigation

(Pursuant to sub-section "b" of Government Code Section 54956.9)

Janet Redding vs. Coastline Community College et al., Orange
County Superior Court Case No. 30-2011-00479488
Babak Sabah vs. Coastline Community College District et al., Orange County
Superior Court Case No. 30-2011-0043835

16. Conference with Labor Negotiator

(Pursuant to Government Code Section 54957.6)

Agency Negotiator: Dr. Deborah Hirsh, Vice Chancellor of 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: Coast District Management Association(CDMA),
Educational Administrators

17. Conference with Labor Negotiator

(Pursuant to Government Code 549576)

Agency Negotiator: Jerry Patterson, Board President

Unrepresented Employee: Acting Chancellor

18. Reconvene to Open Session

The Board reconvened to Open Session at 6:40 p.m.

19. Report of Action from Closed Session

It was reported that on a motion by Ms. Hornbuckle and seconded by Dr. Prinsky, the Board voted unanimously to approve **Item 13, Public Employment**, as amended. (See Appendix, pages 11-52)

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant and Ms. Hornbuckle

No: None

It was reported for **Item 14, Conference with Legal Counsel: Existing Litigation, Jacobson vs. the Coast Community College District**, on a motion by Ms. Hornbuckle and seconded by Mr. Grant, the Board voted unanimously to approve the settlement agreement.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant and Ms. Hornbuckle

No: None

Additionally, in the potential arbitration, **Item 14 Conference with Legal Counsel: Existing Litigation, Coast Federation of Educators vs. the Coast Community College District**, on a motion by Ms. Hornbuckle and seconded by Dr. Prinsky, the

Board voted unanimously to approve the settlement agreement.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant and Ms. Hornbuckle

No: None

For **Item 14, Conference with Legal Counsel: Existing Litigation, Carpenters Southwest Administrative Corporation vs. the Coast Community College District**, it was reported that on a motion by Ms. Hornbuckle and seconded by Mr. Grant, the Board voted unanimously to defend the litigation.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant and Ms. Hornbuckle
No: None

Finally, it was reported for **Item 15, Conference with Legal Counsel: Anticipated Litigation, Janet Redding vs. the Coast Community College District**, on a motion by Ms. Hornbuckle and seconded by Dr. Prinsky, the Board voted unanimously to defend the lawsuit.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant and Ms. Hornbuckle
No: None

20. Approval of Employment Agreement with Fabienne McPhail Naples, Vice President of Student Success at Golden West College

On a motion by Dr. Prinsky and seconded by Mr. Moreno, the Board voted to approve the Employment Agreement with Fabienne McPhail Naples, Vice President of Student Success at Golden West College.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant and Ms. Hornbuckle
No: None

21. Adjournment

There being no further business, it was moved by Ms. Hornbuckle and seconded by Mr. Moreno to adjourn the meeting.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant and Ms. Hornbuckle
No: None

The meeting was adjourned at 6:43 p.m.

Secretary of the Board of Trustees

**The Student Trustee of the Coast Community College District is provided with an advisory vote to the Board of Trustees, per Board Policy 2015. As such, the Student Trustee's votes recorded within these minutes are advisory only in nature and are not counted in the final outcome of each action taken by the Board.*

APPENDIX

	Page
A. Public Employment Report.....	11-52

1.04.02 PUBLIC EMPLOYMENT**1. Faculty Special Assignments**

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

DISTRICTINTERNATIONAL STUDENT DUAL ADMISSION PROGRAM

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Satow, Jingfang	07/01/11	06/30/12	EXH	\$29.46

COASTLINE COLLEGEINCOMING STUDENT TRANSCRIPT EVALUATION BY PT COUNSELOR

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Hernandez, Marcela	07/01/11	08/26/11	SMH	\$29.46

CONTRACT EDUCATION ESL TRAINING PROGRAM

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Jones, Julie	07/01/11	07/30/11	EXH	\$29.46

COMPUTER COURSE INTRODUCTION

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Terry, Brenda	05/23/11	07/15/11	UNT	\$61.88

Justification: Late request from the Orange County Workforce Investment Board

LEAD ACADEMIC CONTENT DEVELOPER

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Wegter, Rachel	07/01/11	06/30/12	EXH	\$29.46

CONTRACT EDUCATION BOUND U.S PROGRAM

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Chen, Donna	07/01/11	12/31/11	EXH	\$29.46
	07/01/11	12/31/11	MTH	\$44.36

TITLE III STUDENT ROADMAP AND TRACKING SYSTEM

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Kobatak Sarah	06/16/11	09/30/11	EXH	\$29.46
Nguyen, Ailene	06/16/11	09/30/11	EXM	\$43.55

COUNSELING FOR EOPS STUDENTS

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Kobata, Sarah	08/15/11	06/30/12	UNT	\$73.94
Mims, Brian	08/15/11	08/26/11	SMH	\$69.66
	08/15/11	06/30/12	UNT	\$73.94

MILITARY CONTRACT EDUCATION COUNSELOR

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Deathrage, Velvet	06/16/11	07/24/11	SMM	\$60.72
	06/16/11	12/16/11	EXM	\$43.55
Hernandez, Marcela	07/01/11	08/26/11	SMH	\$69.66
	08/27/11	06/30/12	UNT	\$74.94

ESL FOR NURSES PROJECT

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Leggitt, Angeli	07/01/11	06/30/12	EXH	\$29.46
Mefford, Christopher	07/01/11	06/30/12	EXH	\$29.46
Wilson, Julia	07/01/11	06/30/12	EXH	\$29.46

SUMMER PART TIME COUNSELOR

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Chen, Donna	07/01/11	08/26/11	SMH	\$73.94
Do, Anh	07/01/11	08/26/11	SMH	\$73.94
Escobar, Dora	07/01/11	08/26/11	SMH	\$73.94
McClure, Helen	07/01/11	08/26/11	SMH	\$73.94
Nguyen, Lien	07/01/11	08/26/11	SMH	\$65.55
Powell, Rita	07/01/11	08/26/11	SMH	\$73.94
Yaron, Sharon	07/01/11	08/26/11	SMH	\$73.94

CURRICULUM COMMITTEE

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Ardolino, Maureen	08/27/11	05/29/12	EXH	\$29.46
Bailly, Jennifer	08/27/11	05/29/12	EXH	\$29.46
Boehler, Connie	08/27/11	05/29/12	EXH	\$29.46
Chapman, Cheryl	08/27/11	05/29/12	EXH	\$29.46
Kuang, Jessica	08/27/11	05/29/12	EXH	\$29.46
Parent, Nancy	08/27/11	05/29/12	EXH	\$29.46
Shiring, Richard	08/27/11	05/29/12	EXH	\$29.46
Strauss-Thacker, E.	08/27/11	05/29/12	EXH	\$29.46
Torrini, Lynn	08/27/11	05/29/12	EXH	\$29.46
Tran, Chau	08/27/11	05/29/12	EXH	\$29.46
Wahba, Remon	08/27/11	05/29/12	EXH	\$29.46
Walker, Lynn	08/27/11	05/29/12	EXH	\$29.46
Watson, Katherine	08/27/11	05/29/12	EXH	\$29.46

NCPACE FOR MILITARY CONTRACT EDUCATION

The following CCC Administrator, Full Time or Part Time Instructors to provide instructional opportunities during Fall semester.

Part Time Instructor

Barnes, Ralph
 Candelaria, Patricia
 Carlucci, Michael
 Curtis, Michael
 Dietrich, Phillip
 Freeman, William
 Go, Marianne
 Hart, John
 Johnson, Daniel

Lee, Lisa
 Lockwood, Frederick
 Mann, Claire
 Matar, Fadi
 Menzing, Todd
 Messina, John
 Ondracek, Theodore
 Ostrowski, Kenneth
 Secord, Debra
 Villalobos, Jose
 Walling, Dianne
 Warwick, Randall
 Windsor, Adrian
 Wrobel, Alfred

GOLDEN WEST COLLEGE

WORKSHOP TO ORIENT NEW COLLEGE 100 INSTRUCTOR PRESENTER

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Bishop, Joyce	06/16/11	06/30/11	EXM	\$43.55

CALWORKS STUDENTS STATE AND COUNTY REQUIREMENTS COORDINATOR

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Lane, Andrea	07/01/11	08/26/11	EXH	\$29.46

MATH PLACEMENT TESTING

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>	<u>Compensation</u>
Lloyd, Douglas	06/16/11	06/30/11	EXM	\$43.55	\$2177.75

COMMUNITY BASED JOB TRAINING GRANT

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Cucurny, Marius	07/01/11	08/28/11	EXM	\$43.55
Hersh, Thomas	07/01/11	08/28/11	EXM	\$43.55

ACADEMIC ADVISEMENT FOR STUDENTS

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Hinton, Karen	07/01/11	08/26/11	SMM	\$97.88
Icaro-Boiser, R.	07/01/11	08/26/11	SMH	\$57.44
Lane, Andrea	07/01/11	08/26/11	SMH	\$73.94
Nguyen, Jimmy	07/01/11	08/26/11	SMM	\$70.75
Nguyen, Tri	07/01/11	08/26/11	SMM	\$104.53
Olson, Tarin	07/01/11	08/26/11	SMM	\$101.20
York, Linda	07/01/11	08/26/11	SMM	\$104.53

ACADEMIC ADVISEMENT FOR ACE STUDENTS

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Bon, Denise	06/16/11	06/30/11	SMH	\$73.94
Dumont, Stephanie	06/16/11	06/30/11	SMM	\$94.55
Fipps, Patricia	06/16/11	06/30/11	SMM	\$94.55

ACADEMIC ADVISEMENT FOR RE-ENTRY/CALWORKS STUDENTS

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Duenas, Yolanda	07/01/11	08/26/11	SMH	\$73.94
Lane, Andrea	06/16/11	08/26/11	SMH	\$73.94

Ngo, Michelle	07/01/11	08/26/11	SMH	\$73.94
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ORANGE COAST COLLEGE
COSTUME STORAGE PROJECT

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>	<u>Compensation</u>
Corley, Cynthia	06/20/11	06/30/11	EXM	\$43.56	\$1103.06

EMERGENCY MEDICAL TECHNICIAN PROGRAM

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>	<u>Compensation</u>
Hassapis, Phylcia	06/16/11	06/30/11	EXM	\$43.55	\$3000.93

INTERIM TITLE III GRANT FACULTY COORDINATOR

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>	<u>Compensation</u>
Khamphus, J.	05/01/11	05/29/11	EXM	\$43.55	\$1999.17
	06/01/11	07/30/11	EXM	\$90.56	\$10867.20

Justification: Paperwork was lost in the signature transition

TRAINING AND CURRICULUM PROGRAM FOR TRAINEES COORDINATOR

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>	<u>Compensation</u>
Saichek, William	06/16/11	06/30/11	EXM	\$43.56	\$5148.79

COUNSELING FOR NEW INTERNATIONAL STUDENTS

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Montooth, Carisa	06/16/11	08/26/11	UNT	\$65.56
Weber, Daniel	06/16/11	08/26/11	UNT	\$65.56

COMPLETION OF ALTERNATIVE METHODS PROJECT

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>	<u>Compensation</u>
Bloomfield, Lisa	09/24/10	04/04/11	EXM	\$43.55	\$1001.76
Colvin, Diane	04/21/11	05/11/11	EXM	\$43.55	\$1001.76
Sherman Falcioni, J.	04/21/11	05/11/11	EXM	\$43.55	\$1001.76

Justification: Senate secretary was unaware that the assignment needed prior Board approval

ORIENTATION FOR NEW INTERNATIONAL STUDENTS

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Barnes, Carol	06/16/11	08/26/11	SMM	\$106.91
Marron, Elias	06/16/11	08/26/11	SMM	\$114.52
Nguyen, Jessica	06/16/11	08/26/11	SMM	\$98.17
Schneiderman, R.	06/16/11	08/26/11	SMM	\$114.52
Traver, Maria	06/16/11	08/26/11	SMM	\$82.79
Wickremesinghe, M.	06/16/11	08/26/11	SMM	\$103.06

ACADEMIC SENATE

The following Academic Senate Presidents conducting Academic Senate and District responsibilities, during the period **06/01/11 to 08/26/11**, to be paid 1/1000th of their annual salary based on the CFE/AFT Local 1911, Faculty Unit salary schedule, not to exceed 48 hours each.

<u>Name</u>	<u>Campus</u>	<u>Hours</u>
Jones, Nancy	CCC	16
Lavarini, Theresa	GWC	48
Lovig, Margaret	CCC	32
Marcina, Vesna	OCC	48

FACULTY OVERLOAD

Overload assignments for the following instructors, payment to be a maximum of \$72.000/hr based on 1/1000th of their placement on the CFE/AFT Local 1911 Faculty Unit Contract, for the period **08/27/11 to 12/19/11** for CCC, GWC and OCC assignments. Multiple statements indicate two or more separate assignments. LGF indicates Large Group Factor. This employment is subject to the general instructional needs of the college and/or the specific division. Assignments are not to exceed LHE stated:

CCC

<u>Name</u>	<u>LHE</u>
Basabe, Sandra	6.66
Desmond, Deborah	0.95
Feldon, Fred	6.50
Gutierrez, Pedro	3.75
Jenkins, Nancy	3.00
Jones, Nancy	4.62
Lee, Lisa	6.00
Leighton, Kenneth	6.75
Lockwood, Frederick	3.00
Marcus, Ted	9.25
Montague, Judy	4.37
Nguyen, Ailene	6.00
Nguyen, Christina	3.00
Preciado, Anita	4.37
Stewart, Cheryl	5.00
Taylor, Margaret	5.37
Warner, Michael	3.75
Warwick, Randall	8.00
Winterbourne, Susan	3.00

OCC

<u>Name</u>	<u>LHE</u>
Akers, Thomas	1.00
Anderson, Courtney	6.00
Barton, Laurie	4.00
Barvarz, Parnian	4.38
Beau, Leslie	6.00
Bellah, Geoffrey	1.00
Clark, Gregory	4.50
Coco, Felicia	6.00
Colvin, Diane	3.00
Conner, Greg	3.00
Desurra, Christopher	6.00
Ernsberger, Gabriela	4.00
Gilbert, Stephen	5.00
Goldman, Tamar	1.00
Gordon, Lee	4.50
Hoffman, Glynis	1.00
Kagawa, Akemi	5.00
Keesler, Kathleen	3.00
Kennedy, Patrick	1.00
Lerma, Maria	1.00
Loren, Davi	1.00
Malaty, Martha	0.67

Monahan, Georgie	1.50
Morgan, Arabian	5.00
Morgan, Dennis	4.50
Murphy, Timothy	3.00
Neil, Jeanne	2.00
Obstfeld, Loretta	1.00
Parker, Peter	1.00
Polk, Sherana	6.00
Raileanu, Lia	4.00
Rangno, Erik	4.00
Rogers, Marcia	1.00
Saichek, William	6.00
Scane, Danielle	6.00
Storm, Sara	3.00
Sugden, James	3.00
Taylor, Michael	2.83
Watson, Maryann	6.00
Weatherford, Leigh	1.00
Zellerbach, Charles	3.00
Zitter, Jeremy	1.00

2. Substitute Faculty

Full time Faculty Substitutes

It is recommended that the following individuals perform substitute assignments, and subject to Board policies governing such appointments, to be compensated at the overload rate.

Golden West College

Summer 2011

Chambliss, Tasha
Christie, Joan
Fiorane, Michele
Holland, Jon
Reyna, Edward
Smith, Jane

Part-Time Faculty Substitutes

It is recommended that the following individuals be appointed as substitutes, as defined by California Ed Code 87480, appointments not to exceed 20 working days, and subject to Board policies governing such appointments, to be paid \$44.36/hr based on the part-time faculty daily miscellaneous teaching rate for services rendered in the 2011-12 academic year.

Coastline College

Fall 2011

Ahlman, Mary
Armendariz, Patricia
Beaver, Dorothy
Chase, Suzanne
Chhun, Surya
Dalbey, Elizabeth
Davis, Loretta
Do, Ahnvy
Don, Rachel
Forsgren, Kristy

Gandall, Beverly
Giancarlo, Jennifer
Gustaveson, Valerie
Henry, Deborah
Ho-Chen, Jennifer
Jones, Julie
Keefer, Sherry
Kepler, Marc
Loester, Karen
Magrann, Tracey
Man, Georgina
Maynard, Linda
McGeoch, Norma
Mendoza, Jaime
Mohr, Cheryl
Mozell, Harold
Nguyen, Ky
Parsell, Jill
Pirino, I Glorgia
Pourreza, Atousa
Revilla, Candace
Sabha, Fayruz
Sak, Kathleen
Seyster, Barry
Sleep, Katherine
Syed, Erum
Takacs, Marcia
Tamondong, Rebecca
Walker, Lynn

Golden West College
Summer 2011

Abella, Dori
Bornemann, Chung
Coediero, Judy
Cooper, Paz
Davis, Sherry
Graves, Buchansha
Jimmons, Charlotte
Rosales, Evangelina
Salazar, Yvonne
Snedeker, Mary

Spring 2011

Bornemann, Chung
Follin, Stella
Graves, Buchansha

3. Full time Faculty

In accordance with Board policies and procedures, the following academic staff are recommended for appointment for service during the period shown below. Employment and payment for services will follow upon notification that all required documents have been completed and filed. Assignments are only for the

time period specified or the hours per week as stated (multiple statements indicate two or more separate assignments). Salary placement may be revised upon presentation of evidence of additional education and/or experience:

Temporary Faculty

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Contract Term</u>	<u>Plcmt</u>
Menzing, Todd	CCC	Temp Instructor, History	04/04/11 to 05/29/11*	A-IV-07

*Justification: Part time instructor assignment exceeded 10 LHE during second eight-week session.

Reappointments for Temporary Faculty

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Contract Term</u>	<u>Plcmt</u>
Deatherage, Velvet	CCC	Temp Counselor	07/01/11 to 06/30/12	Q-II-07
Teregis, Tracy	CCC	Temp Instr, Spec Educ	08/27/11 to 05/27/12	A-III-13

Summer Assignments

Assignments to be paid 1/1000th of salary placement on the CFE/AFT Local 1911, Faculty Unit salary schedule and are not to exceed 26.25 hours per week, based on 8 week session. Assignments exceeding 26.25 hours per week have been administratively approved.

Golden West College

For the period **06/01/11-08/14/11**

Faculty

<u>Name</u>	<u>Wkly/Hrs</u>
Barua, Dibakar	24.00
Harris, Ryane	12.00
Lervoid III, John	9.00

Orange Coast College

For the period **06/01/11-08/14/11**

Faculty

<u>Name</u>	<u>Wkly/Hrs</u>
Brown, Jeffrey	5.62
Civen, Isobel	6.20
Morgan, Arabian	11.25
Raileanu, Lia	5.62

4. Part time Faculty

Summer

Assignments to be paid in accordance with the current salary part time faculty schedule and not to exceed 26.25 hours per week, based on 8 week session. Assignments exceeding 26.25 hours per week have been administratively approved.

Coastline College

For the period **06/06/11-08/14/11**

<u>Name</u>	<u>Wkly/Hrs</u>
Masters, Melinda	8.000

Orange Coast CollegeFor the period **06/01/11-08/14/11**

<u>Name</u>	<u>Wkly/Hrs</u>
Batesole, Robert	0.406
Jackson, Mary	1.070
Lazzara, Nunzio	4.500
McDonald, Nick	0.406
Ray, Jamie	5.500

FALL

Assignments during the period **08/27/11-12/19/11** for CCC, GWC and OCC unless otherwise noted and not to exceed 10 LHE. LHE = Lecture Hour Equivalency.

Coastline College

<u>Name</u>	<u>LHE</u>
Adler, Roberta	9.000
Ahlman, Mary	8.000
Akamine, Karen	6.500
Allen, Stacey	3.000
Amtoelau, Sylvia	7.625
Anderson, Rachel	6.000
Aprile, Judy	4.125
Ardolino, Maureen	1.500
Arlington, Patricia	1.875
Armendariz, Patricia	9.000
Atallah, Joseph	7.500
Aubry, Michael	3.000
Bai, Hannah	7.500
Bailly, Jennifer	6.000
Baitoo, Hilda	7.500
Barnes, Ralph	8.500
Barnes, Stephen	7.000
Barragan, Valeria	7.250
Barrett, Dabra	8.250
Basford, Sean	9.000
Beaver, Dorothy	9.688
Belanger, Albert	4.000
Betz, Paul	3.000
Biehler, Connie	9.000
Blackman, Darin	3.750
Boddie, Richard	6.000
Bogle, Dennis	3.000
Borcoman, Kelvin	9.000
Bouley, Harold	6.500
Brock, Marilyn	9.000
Brown, Debra	9.000
Bulrice, Jeremy	3.000
Bund, Stefan	3.000
Calcanas, Christina	3.000

Candelaria, Patricia	3.000
Cao, Thomas	10.000
Carlucci, Michael	4.000
Carpenter, Linda	9.000
Caterina, Amy	7.500
Cemo, James	6.000
Chambers, Malcolm	9.000
Chang, Yu-An	7.000
Chapman, Cheryl	7.500
Chapocclama, John	3.750
Chase, Suzanne	9.000
Chen, Eric	7.500
Chow, Brian	3.000
Chhun, Surya	5.250
Churgel, Mariene	6.000
Cisneros, Mark	7.500
Cole, Maureen	9.000
Collins, Charles	2.250
Covert, Robert	9.000
Crawfis, Robert	4.500
Crowley, Debra	5.250
Crowley, Erin	9.000
Cummins, Megan	4.500
Curtis, Michael	6.000
Dalbey, Elizabeth	9.000
Davis, Georgette	9.000
Davis, Loretta	10.000
Davis, Penny	5.688
Dawes, Arthur	5.625
DeCarlo, Joseph	3.000
Del Carmen, George	3.000
DeVoe, Todd	3.000
DeWitt, Stanley	4.500
Diaz-Brown, William	6.000
Dietrich, Phillip	6.000
Do, Anhvy	10.000
Don, Rachel	8.000
Doran, Ricia	8.000
Doyle, John	9.000
Duzey, Janice	3.000
Eber, Lorie	6.000
El-Araf, Amer	3.000
Elbettar, Jihad	3.000
Ely, Cynthia	8.000
Everett, Michael	4.000
Farr, Jon	2.667
Fitzgeorge, Brenda	9.000
Flores, Robert	4.000
Forbes, Junko	4.500
Forsgren, Kristy	6.500
Freeman, William	3.000
Fry, Marilyn	3.375
Fuller, David	2.500
Galima, Maelanie	5.250

Gamdall, Beverly	9.000
Garvin, Timothy	3.000
Gettinger, Amy	8.000
Giancarlo, Jennifer	9.500
Gill, Tina	9.500
Godfrey, Donald	3.500
Goodin, Mary	5.499
Gundy, Afaf	7.000
Gustaveson, Valerie	9.000
Haas, Roland	5.500
Hampton, Jancy	5.499
Harrington, Julie	10.000
Hart, John	4.500
Hazard, Sue	3.250
Henry, Charles	3.000
Henry, Deborah	9.500
Hernandez, Christina	3.666
Hernandez, Marcela	3.000
Hill, Miriam	3.000
Ho Chan, Jennifer	5.250
Hoekstra, Thomas	7.500
Hogan, Mikel	9.000
Howe, Sonja	1.625
Hurst, Geoff	3.625
Huynh, Minh-Tri	2.250
Ildefonso, Nelson	8.000
Irvin, Teresa	6.000
Isbell, Donald	7.375
Jaber, Jihad	3.000
James, Scott	6.000
Jarmin, Margie	9.000
Jereb, Claudia	9.000
Jewell, Randall	1.500
Johnson, Jeffrey	8.000
Jones, Julie	8.000
Kahn, Kathy	5.250
Keefer, Sherry	9.375
Kelsey, David	9.000
Kempe, Gladys	6.000
Kepler, Marc	8.000
Kerr, Jeffrey	7.500
Khambatta, Zubin	2.750
Khan, Mahbubur	10.000
Kosbab, Tina	8.625
Kroll, Stephen	7.000
Kuang, J	9.000
Kurz, Sally	3.000
Lee, Alexander	5.500
Lee, Sheryl	1.688
Lembke, Phyllis	6.000
Letterman, Bryce	3.000
Levenshus, Joshua	6.000
Levy, Andrew	3.883
Lieu, Thanhthuy	7.000

Litman, Todd	1.500
Loester, Karen	9.000
Long, Barbara	7.500
Lowther, Gene	3.000
Lui, Edward	3.750
Maccoun, Wendy	9.000
Magrann, Tracey	6.500
Man, Georgina	9.000
Maniaci, Vera	5.000
Mann, Claire	3.000
Marin, Iliana	8.250
Martenuk, Stephen	7.500
Matar, Fadi	3.000
Maynard, Linda	9.000
McCliman, Michelle	3.000
McGeoch, Norma	9.000
McLaughlin, Marta	9.750
McNamara, John	6.250
Mefford, Christopher	8.000
Mendoza, Jaime	9.000
Menzing, Todd	4.500
Messina, John	3.000
Miller, Rosemary	10.000
Mohr, Cheryl	9.000
Morehouse, Karen	3.000
Morin, Linda	3.000
Mowrer, Melanie	3.375
Mozell, Harold	6.000
Najera, Michael	4.500
Nguyen, David	9.000
Nugyen, Diem	9.375
Nguyen, Frances	3.000
Nguyen, Ky	8.000
Nguyen, Scott	6.500
Nichols, Kristen	9.000
Oelstrom, Jeanne	3.000
Offenhauser, Tyler	3.000
Ondracek, Theodore	3.000
Ostrowski, Kenneth	3.250
Owney, Tamara	3.000
Palmer, Catherine	9.000
Parent, Nancy	7.500
Parsell, Jill	6.500
Pasino, James	6.000
Pastel, Fay	1.625
Perez, Elena	6.000
Petri, Michael	3.000
Petropoulos, Mary	4.000
Pirino, Glorgia	7.500
Platfoot, Shirley	3.000
Pourreza, Atousa	9.750
Proppe, Jean	9.000
Quast, Gerald	6.000
Ratzlaff, Duane	9.688

Reisch, Carla	6.000
Revilla, Candace	4.000
Reyes, Jesus	5.250
Richter, Otto	6.750
Riley, Kevin	7.500
Rives, Nicky	5.000
Roche, Joshua	6.750
Rogoff, Meri	9.000
Ruhle, James	2.250
Ruppert, Kelly	9.750
Rutledge, Darius	6.000
Ryan, Matsuno	6.375
Sabha, Fayruz	8.000
Sak, Kathleen	8.750
Sallee, Mark	3.000
Salvi, Lisa	6.000
Sampson, Kevin	6.000
Sanders, Susan	6.000
Satow, Jingfang	5.000
Sayasy, Ny	3.750
Schindelbeck, Judy	9.000
Scoggin, Sally	8.000
Semer, Lynn	4.500
Seymer, David	3.000
Seyster, Barry	8.000
Shi, Nigie	9.000
Shibata, Sharon	9.000
Shiring, Richard	10.000
Siefkes, Ashlie	6.000
Sims, Pamela	6.000
Sleep, Katherine	8.000
Sliff, Robert	3.000
Smith, Ronald	9.000
Snetsinger, Peter	9.000
Stacheiski, Barbara	1.500
Steddin, Michelle	3.000
Strauss-Thacker, Esther	9.000
Stubblefield, Katie	3.000
Sullivan, Mary	5.500
Syed, Erum	9.750
Takacs, Marcia	8.000
Terry, Brenda	2.000
Terry, Ladd	7.500
Thaler, Timothy	2.000
Thayer, Karen	5.500
Torrini, Lynn	8.333
Tran, Chau	10.000
Tran, Dung	10.000
VanBeek, Milo	8.000
Vayo, Sunshine	3.000
Villalobos, Jose	8.000
Vo, Son Kim	9.000
Wahba, Remon	4.500
Walker, Lynn	9.000

Waller, Ellis	9.000
Washington, Warren	7.500
Watson, Katherine	9.250
Watts, Susan	3.000
Wen, Zhong	7.000
West, Jane	3.750
West, Ruth	3.750
Whitson, Stephen	9.750
Windsor, Adrian	4.500
Woodruff, Sandra	8.000
Worden, Mark	3.750
Wrobel, Alfred	3.000
Xu, May Nai-Yi	7.875
Yee, Lauren	6.000
Yue, Amy	6.000
Zaki, Sohair	4.250

Orange Coast College

<u>Name</u>	<u>LHE</u>
Area, Sheryl	3.000
Bennett, Jane	6.000
Blanc, George	3.000
Bowman, Donald	5.000
Bright, Lynn	7.500
Causey, Desiree	4.500
Chow, Brian	2.750
Clarke, Bret	9.600
Clough, Brian	6.800
Derflinger, Bruce	8.125
Fernandez, Gabriella	4.625
Flowers, Carol	10.000
Frantaro, Edward	7.500
Fuller, Brent	9.000
Gottlieb, Rebecca	3.000
Grane, Barbara	5.000
Grooms, Mark	7.500
Hamilton, Julie	3.000
Hietschold, Julia	3.813
Hostetler, Sheila	9.000
Johnson, Douglas	5.000
Klammer, Karen	7.500
Koui, Cynthia	7.000
Krallman, Keith	3.000
Lindquist, Robert	7.500
Margolin, Cathryn	8.250
Martin, Shana	4.500
McHugh, Denise	4.000
Nerad, Patrick	4.000
Ochwatt, Jodie	10.000
Palmer, Jeffrey	3.813
Radfor, Shirley	4.225
Scholz, Suzanne	3.000
Seilo, John	8.000
Stanich, Sandra	7.500

Stoneking, Joyce 6.000

SPRING

Assignments during the period **01/31/11-05/29/11** for CCC, GWC and OCC unless otherwise noted and not to exceed 10 LHE. LHE = Lecture Hour Equivalency.

Golden West College

<u>Name</u>	<u>LHE</u>
Vogel, Erica	3.000

Justification: New hire faculty member submitted documents late.

Orange Coast College

<u>Name</u>	<u>LHE</u>
Carlson, Janell	9.732

Justification: New hire faculty member submitted documents late.

Daugherty, Seth, OCC, after reviewing special assignment duties at the request of AFT/CFE, pay rate revised from per diem rate to the part time librarian rate for the period 12/10/09 to 5/29/11.

The following GWC Part-time Police Academy Instructors to be paid hourly rates based on the Administration of Justice "C" salary schedule. Assignments are for the 2010-11 school year for the period **06/16/11 to 06/30/12**, not to exceed 498 hours:

Latham, Randy

5. Educational Administrator

In accordance with Board policies and procedures, the following academic administrative staff are recommended for appointment for service during the period shown below. Employment and payment for services will follow upon notification that all required documents have been completed and filed.

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Start Dt</u>	<u>Plcmt</u>	<u>Vacancy #</u>
McPhail Naples, Fabienne	GWC	Vice President of Student Success	07/01/11	D-34	G-004-11

6. Classified Management

None.

7. Classified Staff

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

Promotions and Transfers

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Start Dt</u>	<u>Plcmt</u>	<u>Vacancy #</u>
Jordan, Damien	GWC	Adm. Records Tech III	06/27/11	E-48-03	G-002-11

Extension of End Dates for Temporary Positions

The following CCC, Classified Managers, temporary, specially funded, full time, 10 and 12 mo positions,

extend end dates from **06/30/11 to 06/30/12**. These positions may be extended, modified or eliminated based on changes from the funding source.

<u>Name</u>	<u>Title</u>
Capoccia-White, R.	Manager Contract Education Operations
Dahnke, Lynn	Telecourse Marketing Director
Garvey, Judith	Director Electronic Media and Publishing
Harrison, Nathaniel	Coordinator Contract Education Instructional Services
Le, Mai T.	Program Supervisor OC One Stop Center
Maharaj, Peter	Manager Contract Education Program and Services
Melby, Laurie	Director Telecourse Production and Telemedia
Nash, Robert	Director Instructional Design and Faculty Support
Thompson, David	Director e-Learning Research and Development

The following CCC, Classified, temporary, specially funded, full time, 10 and 12 mo positions, extend end dates from **06/30/11 to 06/30/12**. These positions may be extended, modified or eliminated based on changes from the funding source.

<u>Name</u>	<u>Title</u>
Agag-Maxwell, Diana	Workforce Specialist
Aistrich, Darian	Project Coordinator
Alatorre, Patricia	Workforce Specialist
Amitoelau, Sylvia	Educational Media Design Military
Au, Duc N.	WIA Support Clerk
Bell, Evelyn	Special Project Supervisor
Blankson, Araba	Military Contract Education Technician Intermediate
Boyle, Robin	Military Contract Education Technician Intermediate
Brahmbhatt, Ravindra	Workforce Specialist
Clark, Wrndy	Military Contract Education Technician Intermediate
Coker, Paula	Foundation Office Assistant
Conlisk, Karen	Military Contract Education Program Coordinator
Daniel, Marion	Military Contract Education Technician
De La Rosa, Jennifer	Military Contract Education Program Coordinator
Dixon, Robert	ISD Development Coordinator
Drake, Rena	Workforce Specialist
Drennen, Pamela	Military Contract Education Staff Aide
Durkee, Dolores	Eligibility Technician
Eldridge, Kevin	Workforce Specialist
Follis, Diane	Staff Specialist
French, Ann	Military Programs Testing Specialist
Genova, Lori	Developmental Disability Program Assistant
Giordano, Trudie	Workforce Specialist
Gomez, Angela	Military Contract Education Technician Intermediate
Gould III, Harry	Contract Education Production Editor
Gracia, Esquiel	Corporate Developer
Graves, Ashley	Military Contract Education Technician Intermediate
Guray, Minerva	Military Contract Education Technician
Ha, Tran Doan B.	Accounting Specialist / Special Projects

Hargrove, Leslie	Administrative Specialist
Hauri, Gail	Workforce Specialist
Hayes, Laura	Military Contract Education Technician Intermediate
Hill, Elaine	Telecourse Marketing Coordinator
Ho, Charlene	Student Financial Aid Technician
Hou, Anthony	Workforce Specialist
Hulett, Marie	Contract Education Video Production Coordinator
Jensen, Kathryn	Workforce Specialist
Jones, Shirley	Military Contract Education Technician
Karr, Beverly	WIA Support Clerk
Kennedy, Ann	Workforce Specialist
Keough, Janell	Military Contract Education Application Proj. Coord.
Krasney, Isabelle	Corporate Relations Executive
Le, Jenny	Military Contract Education Technician Intermediate
Lewis, Deborah	Workforce Specialist
Marin, Liana	Grants Project Assistant
Martinez, Carlos	Job Center Clerk
Martinez, Tannia	Military Contract Education Technician I
McCollom, Dorothy	Contract Education Staff Assistant
McCord, Diane	Workforce Specialist
Moulton, Janette	Student Financial Aid Technician/BFAP
Nguyen, Kimlan	Military Contract Education Technician Intermediate
Nibeel, Anna	Military Contract Education Technician Intermediate
Pham, Jonathan	Workforce Specialist
Phomprasack, Tracee	Military Contract Education Technician Intermediate
Pok-Bruno, Thida	Workforce Specialist
Quach, Helen	Military Programs Course Assistant I
Rhodes, Victoria	Workforce Specialist
Rivera, Irma	WIA Support Clerk
Rogers, Stephanie	Military Contract Education Technician III
Romero, Erika	Military Contract Education Technician Intermediate
Rose, Lynn	Military Contract Education Technician
Sacket, Wendy	Electronic an Pun Project Coordinator
Salcedo, Veronica	Staff Assistant
Sayasy, Ny K.	Accounting Analyst/OC One Stop Center
Stewart, Kerry	Contract Education Application Analyst Assistant
Suos, Soronit	Workforce Specialist
Ta, Huong Q.	Military Programs Course Assistant I
Tiongco, Lanie	Workforce Specialist
Tran, Chau N.	Military Contract Education Technician Intermediate
Tran, Toan Q.	ISD Development Programmer
Tran, Tom B.	Workforce Specialist
Tran, Vinh T.	Workforce Specialist
Tran-Nguyen, Martha	Workforce Specialist
Valle, Erica	Staff Assistant/AB77
Vaughan, Marie	ISD Staff Aide
Vega-Gutierrez, Luz	WIA Support Clerk
Vu, Thien	Electronic Media Pub Assistant

Wang, Jocelyn	Special Projects Budget Clerk
Wood, Lori	WIA Support Clerk
Worden, Mark	Web/Multimedia Developer Military Programs
Yanalunas, Margaret	Temporary Educational Media Designer Military
Zaki, Sohair	Applications Systems Analyst/Programmer

The following GWC, Classified, temporary, specially funded, full time, 10 and 12 mo positions, extend end dates from **06/30/11 to 06/30/12**. These positions may be extended, modified or eliminated based on changes from the funding source.

<u>Name</u>	<u>Title</u>
Tran, Angelyn	EOPS/CARE Accounting Technician
Yoshida-Tran, Naomi	CalWORKS Program Office Specialist

8. Reclassification and Reorganization/Reassignment

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

Reorganization/Reassignments

Classified

<u>Name</u>	<u>LOC</u>	<u>From</u>	<u>To</u>	<u>Effective</u>
Brahmbhatt, Harshad	GWC	Acct Assit III E-46	Acct Tech, Sr E-50	07/01/11
Castellanos-Gaona, S.	GWC	Counselor Aide E-40	Div/Area Office Coord E-49	07/01/11
Cong Huyen Ton Nu, T.	GWC	Child Care Center Asst E-32	Office Asst E-32	07/01/11
Nakauchi, Linda	GWC	Div/Area Office Coord E-49	Acct/Fiscal Specialist E-52	07/01/11
Nanez, Dennis	GWC	Receptionist E-38	Bookstore Clerk II E-38	07/01/11
Nguyen, Minh T	GWC	Support Clerk E-39	Adm & Records Clerk E-39	07/01/11
Olufson, Janice	DIST	Buyer II E-56	Facilities Devpmnt Coord E-58	07/01/11

9. Classified Temporary Assignments

It is recommended that authorization be given for the following changes for Classified Staff working temporarily out-of-class (minimum of 7.5% differential):

<u>Name</u>	<u>LOC</u>	<u>From</u>	<u>To</u>	<u>Start Dt</u>	<u>End Dt</u>	<u>Plcmt</u>
Suarez, Kathy	OCC	Stud Fin Aid Tech	Special Assign	06/01/11*	08/31/11	E-48-05

*Justification: Dept notified Campus Personnel too late for previous Board

Extension of End Dates for out of class Assignments

<u>Name</u>	<u>LOC</u>	<u>From</u>	<u>To</u>	<u>Action</u>	<u>Plcmt</u>
Aguillon, Jessica	OCC	Child Care Center Assist	Child Develop Specialist	Extend from 08/01/11 to 10/31/11	E-41-05
	OCC	Child Care Center Assist	Child Develop Specialist*	Extend from 06/30/11 to 06/30/12	E-41-02
Albani, Minal	CCC	Acct/Fisc Spec	Special Assign	Extend from 06/30/11 to 10/01/11	E-52-05
Arensdorf, Tom	OCC	Campus Sec Off	Campus Sec Off Lead*	Extend from 06/30/11 to 06/30/12	E-43-05

Bryant, Anthony	OCC	Campus Sec Off	Campus Sec Off Lead*	Extend from 06/30/11 to 06/30/12	E-43-05
Burton, Adrienne	GWC	Student Financial Aid Supervisor	Special Assignment	Extend from 06/30/11 to 09/30/11	G-15-07
Churan, Rex	OCC	Campus Sec Off	Campus Sec Off Lead*	Extend from 06/30/11 to 06/30/12	E-43-05
Cobian, Gabriel	GWC	Info Sys Tech I	Info Sys Tech II	Extend from 06/30/11 to 09/30/11	E-59-02
Crabtree, Anne	DIST	Recept/Clrk, Sr	Clerk, Sr	Extend from 06/30/11 to 09/30/11	E-40-05
Deaso, Andrew	GWC	Sys/Netwk Analyst I	Sys/Netwk Analyst II	Extend from 06/30/11 to 09/30/11	E-69-05
Dupuy, Lisa	DIST	HR Tech	Staff Aide	Extend from 06/30/11 to 09/30/11	E-48-05
Gomez, Angela	CCC	Mil Cont Ed Tech Intermediate	Mil Cont Ed Prog Coordinator	Extend from 07/07/11 to 10/08/11	E-54-01
Ha, Tran	CCC	Acct Tech- Special Projects	Special Assign	Extend from 06/30/11 to 10/01/11	E-48-04
Harford, Paul	OCC	Campus Sec Off	Campus Sec Off Lead*	Extend from 06/30/11 to 06/30/12	E-43-05
Herandez, Laura	GWC	Staff Aide	Staff Assistant	Extend from 06/30/11 to 09/30/11	E52-05
Jefferson, L.	GWC	Staff Specialist	Adm Asst to the Vice Pres	Extend from 06/30/11 to 09/30/11	E-55-04
Jimenez, Gabriel	OCC	Utility Worker	Maint & Op Lead*	Extend from 06/30/11 to 06/30/12	E-47-05
Jordan, Judith	OCC	Child Care Cent Assist	Child Develop Specialist*	Extend from 06/30/11 to 06/30/12	E-41-02
Kellogg, Matthew	OCC	Campus Sec Off	Campus Sec Off Lead*	Extend from 06/30/11 to 06/30/12	E-43-05
Keough, Janell	CCC	Mil Cont Ed App Coord	Special Assign	Extend from 06/30/11 to 10/01/11	E-69-05
Lowe, Joanna	DIST	Purch Clerk I	Staff Assist	Extend from 06/30/11 to 09/30/11	E-52-02
Lundell, Candra	GWC	Staff Asst, Sr	Coord of Comm Services	Extend from 06/30/11 to 09/30/11	G-20-04
Maciel, Anthony	CCC	Dir Tech Supp Serv	Special Assign	Extend from 06/30/11 to 09/30/11	G-32-07
Montanez, Jesse	OCC	Campus Sec Off	Campus Sec Off Lead*	Extend from 06/30/11 to 06/30/12	E-43-05
Moore, Garland	GWC	Student Fin Aid Asst II	Special Assignment	Extend from 06/30/11 to 09/30/11	E-44-05
Nguyen, Hung	DIST	Mechanic	Lead Mechanic	Extend from 06/30/11 to 09/30/11	E-55-05
Nguyen, Trang	CCC	Acct Assist III	Special Assign	Extend from 06/30/11 to 07/01/11	E-46-03
Salgado, Arturo	OCC	Maint & Op lead	Cust Grnds/Maint Supervisor*	Extend from 06/30/11 to 06/30/12	G-12-06
Samples, Jerrie	OCC	Child Care Cent Assist	Child Develop Specialist*	Extend from 06/30/11 to 06/30/12	E-41-02
Spiratos, Jerry	GWC	Info Sys Tech II	Appli Proj Coord	Extend from 06/30/11 to 09/30/11	E-69-02
Vo, Tuan A.	GWC	Testing Tech	Staff Specialist	Extend from 06/30/11 to 09/30/11	E-50-04

Vu, Tina	GWC	Student Fin Aid Tech	Special Assignment	Extend from 06/30/11 to 09/30/11	E-48-05
Vu, Victoria	GWC	Student Fin Aid Tech	Special Assignment	Extend from 06/30/11 to 09/30/11	E-48-05
Winer, Timothy	OCC	Campus Sec Tech Oper Supprt Officer	Campus Sec Tech Supp Lead*	Extend from 06/30/11 to 06/30/12	E-47-05

*On call, as needed

10. Hourly Staff

It is recommended that authorization be given for the following hourly personnel appointments in the

performance of noncertificated duties which directly support administrative, classified, or student services and special projects, or are fulfilling noncertificated substitute services for classified employees temporarily absent, no assignment to exceed 160 working days pursuant to provisions of AB500 and the Agreement between the Coast Community College District and the Coast Federation of Classified Employees. (Please note: Budget numbers 110+ are General Fund; 12+ are Categorical or Grant Funds and 8+ indicates Ancillary Funds.) EXTEND is noted when an already approved assignment has an extended end date.

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

DIST

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Funding</u>	<u>Source</u>	<u>Days Per Week</u>
Brooks, Dorsie	7/1/2011	6/30/2012	124094	169500	M,T,W,TH,F
	7/1/2011	6/30/2012	124095	169500	M,T,W,TH,F
	7/1/2011	6/30/2012	124096	169500	M,T,W,TH,F
Franco, Patricia	7/1/2011	6/30/2012	110001	160700	M,T,W,TH,F

CCC

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Funding</u>	<u>Source</u>	<u>Days Per Week</u>
Aparicio, Daniela	7/1/2011	6/30/2012	818030	847523	M,T,W,TH,F
Arellano, Irene	7/1/2011	6/30/2012	818030	847523	M,T,W,TH,F
Belgram, Evan	7/1/2011	6/30/2012	124002	856201	M,T,W,TH,F
Bertella, Loreen	7/1/2011	6/30/2012	124007	856101	M,T,W,TH,F
Boechler, K.	7/1/2011	6/30/2012	124002	856201	M,T,W,TH,F
Brooks, Dorsie	7/1/2011	6/30/2012	818020	830300	M,T,W,TH,F
Bruns, Matthew	6/16/2011	6/30/2011	818030	849002	M,T,W,TH,F
	7/1/2011	6/30/2012	818030	849002	M,T,W,TH,F
Bui, Kimberly L.	7/1/2011	6/30/2012	818030	847406	M,T,W,TH,F
Caldera, Megan	7/1/2011	6/30/2012	818020	830300	M,T,W,TH,F
Carrano, V.	7/1/2011	6/30/2012	124007	856101	M,T,W,TH,F
Carrillo, Jesse A.	7/1/2011	6/30/2012	110001	849501	M,T,W,TH,F
Castruita, P.	7/1/2011	6/30/2012	818030	847515	M,T,W,TH,F
Causly, Elaine	7/1/2011	6/30/2012	124002	856201	M,T,W,TH,F
Chang, Maryann	7/1/2011	6/30/2012	120080	853100	M,T,W,TH,F
Cleveland, S.	7/1/2011	6/30/2012	818030	847515	M,T,W,TH,F
Collins, Renee*	5/7/2011	6/30/2011	124002	856201	M,T,W,TH,F
	7/1/2011	6/30/2012	124002	856201	M,T,W,TH,F

Colvin, Elaine P.	7/1/2011	6/30/2012	120010	850101	M,T,W,TH,F
Cuevas, Manuel	7/1/2011	6/30/2012	818030	847515	M,T,W,TH,F
Dang, Mai T.	7/1/2011	6/30/2012	818030	847515	M,T,W,TH,F
Downs, David G.	7/1/2011	6/30/2012	124002	856201	M,T,W,TH,F
Gardner, Renee	7/1/2011	6/30/2012	124007	856101	M,T,W,TH,F
Hagner, Theresa	7/1/2011	6/30/2012	124002	856201	M,T,W,TH,F
Haley, Erin N.	7/1/2011	6/30/2012	124002	856201	M,T,W,TH,F
Hieber, Stephen	7/1/2011	6/30/2012	124002	856201	M,T,W,TH,F
Ho, Linda M.	7/1/2011	6/30/2012	818030	847515	M,T,W,TH,F
Ho, Phuong B.	7/1/2011	6/30/2012	110001	804901	M,T,W,TH,F
Hughes, Stacey	7/1/2011	6/30/2012	818010	830100	M,T,W,TH,F
Jones, Margaret	7/1/2011	6/30/2012	120010	850101	M,T,W,TH,F
Kikukawa, Marcy	7/1/2011	6/30/2012	818030	847406	M,T,W,TH,F
Kleppe, Vicky L.	7/1/2011	6/30/2012	818030	847515	M,T,W,TH,F
Lam, Lisa A.	7/1/2011	6/30/2012	818030	847515	M,T,W,TH,F
Le, Huyen D.	7/1/2011	6/30/2012	818030	847406	M,T,W,TH,F
Leath-Mcrae, J.	7/1/2011	6/30/2012	124007	856104	M,T,W,TH,F
Linda, Gigi B.	7/1/2011	6/30/2012	818030	847406	M,T,W,TH,F
Lyons, Jeffrey T.	7/1/2011	6/30/2012	818030	881400	M,T,W,TH,F
Macchia, Ralph	7/1/2011	6/30/2012	818030	879910	M,T,W,TH,F
Manning, J.	7/1/2011	6/30/2012	818030	871013	M,T,W,TH,F
Mc Mahon, E. J.	7/1/2011	6/30/2012	124007	856101	M,T,W,TH,F
Millfelt, Donna	7/1/2011	6/30/2012	818030	879910	M,T,W,TH,F
Mitchell, James	7/1/2011	6/30/2012	818030	880601	M,T,W,TH,F
Monroe, S.	7/1/2011	6/30/2012	124002	856201	M,T,W,TH,F
Moreno, Rose	7/1/2011	6/30/2012	110001	803101	M,T,W,TH,F
Mueller, N.	7/1/2011	6/30/2012	124002	856201	M,T,W,TH,F
	7/1/2011	6/30/2012	124007	856101	M,T,W,TH,F
Murray, Leslie L.	7/1/2011	6/30/2012	818030	847515	M,T,W,TH,F
Myhra, Karen A.	7/1/2011	6/30/2012	120010	850101	M,T,W,TH,F
Ngo, Patricia P.	7/1/2011	6/30/2012	120181	856601	M,T,W,TH,F
Nguyen, Kevin	7/1/2011	6/30/2012	127007	885901	M,T,W,TH,F
Page, Beth A.	7/1/2011	6/30/2012	818030	847511	M,T,W,TH,F
Page, Elizabeth	7/1/2011	6/30/2012	124037	849303	M,T,W,TH,F
Paig, Linda M.	7/1/2011	6/30/2012	818030	847515	M,T,W,TH,F
Patton III, Artist	7/1/2011	6/30/2012	110001	849501	M,T,W,TH,F
Perry, Megan M.	7/1/2011	6/30/2012	124007	856101	M,T,W,TH,F
Phoenix, Sharon	7/1/2011	6/30/2012	124002	856201	M,T,W,TH,F
Pinuelas, Alison	7/1/2011	6/30/2012	110001	849501	M,T,W,TH,F
Pontius, Cody J.	7/1/2011	6/30/2012	818030	847406	M,T,W,TH,F
Raddavong, B.	7/1/2011	6/30/2012	818030	847511	M,T,W,TH,F
Rivera, Angelica	7/1/2011	6/30/2012	818030	820541	M,T,W,TH,F
Roberts-Winger	7/1/2011	6/30/2012	124007	856104	M,T,W,TH,F
	7/1/2011	6/30/2012	818030	879910	M,T,W,TH,F
Roeurn, Terry	7/1/2011	6/30/2012	818030	847406	M,T,W,TH,F
Ryder, Jacqueli	7/1/2011	6/30/2012	124002	856201	M,T,W,TH,F
Salazar, Paul A.	7/1/2011	6/30/2012	120010	850101	M,T,W,TH,F
Sanchez, Mariel	7/1/2011	6/30/2012	124007	856101	M,T,W,TH,F

Schuberth, Rob	7/1/2011	6/30/2012	110001	849130	M,T,W,TH,F
Shore, Lisa S.	7/1/2011	6/30/2012	124007	856104	M,T,W,TH,F
Solis, Rosa I.	7/1/2011	6/30/2012	124002	856201	M,T,W,TH,F
Stewart, Peggy	7/1/2011	6/30/2012	818030	847406	M,T,W,TH,F
Stone III, Albert	7/1/2011	6/30/2012	120010	850101	M,T,W,TH,F
Tran, Anna	7/1/2011	6/30/2012	818030	849002	M,T,W,TH,F
Tran, Cindy C.	7/1/2011	6/30/2012	818030	847406	M,T,W,TH,F
Tran, Thu H.	7/1/2011	6/30/2012	818020	830300	M,T,W,TH,F
Ulrich, Courtney	7/1/2011	6/30/2012	124007	856101	M,T,W,TH,F
Valdez San Marcos	7/1/2011	6/30/2012	124002	856201	M,T,W,TH,F
Valles, Martin	7/1/2011	6/30/2012	818030	833750	M,T,W,TH,F
Vu, Bao Khue T.	7/1/2011	6/30/2012	818010	870311	M,T,W,TH,F
Walker, Kimberly	7/1/2011	6/30/2012	124067	858701	M,T,W,TH,F
Wang, Mike	6/16/2011	6/30/2011	818030	847515	M,T,W,TH,F
	7/1/2011	6/30/2012	818030	847515	M,T,W,TH,F
Ward, Jason B.	7/1/2011	6/30/2012	818030	847515	M,T,W,TH,F
Watson, Tracy L.	7/1/2011	6/30/2012	120010	850101	M,T,W,TH,F
Yates, Jon C.	7/1/2011	6/30/2012	124002	856201	M,T,W,TH,F
Young, Catharine	7/1/2011	6/30/2012	124007	856101	M,T,W,TH,F
	7/1/2011	6/30/2012	124002	856201	M,T,W,TH,F

*Justification: Emergency Hire

GWC

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Funding</u>	<u>Source</u>	<u>Days Per Week</u>
Ader, Dianna K.	7/1/2011	6/30/2012	110001	381101	M,T,W,TH,F
Beaumont, Janet	7/1/2011	6/30/2012	110001	349101	M,T,W,TH,F
Bevington, Pamela	7/1/2011	6/30/2012	110001	349103	M,T,W,TH,F
Chavez, Alejandra	7/1/2011	6/30/2012	110001	348601	M,T,W,TH,F
Chavez, Inocencio	7/1/2011	6/30/2012	813015	381401	M,T,W,TH,F
Chung, Ryan N.	7/1/2011	6/30/2012	813010	389803	M,T,W,TH,F
Cowie, Margo L.	7/1/2011	6/30/2012	110001	369201	M,T,W,TH,F
Drummond, Dorothy	7/1/2011	6/30/2012	110001	349101	M,T,W,TH,F
Fernandez, Guy T.	7/1/2011	6/30/2012	813001	324504	M,T,W,TH,F
Fonseca, Angelina	7/1/2011	6/30/2012	110001	349101	M,T,W,TH,F
Heffelman, Tracy	7/1/2011	6/30/2012	124015	361717	M,T,W,TH,F
Hinsche, Katherine	7/1/2011	6/30/2012	110001	349101	M,T,W,TH,F
Hoang, Lisa	7/1/2011	6/30/2012	813001	361801	M,T,W,TH,F
Huff, Lisa D.	7/1/2011	6/30/2012	813015	381401	M,T,W,TH,F
Hulsey, Lori J.	7/1/2011	6/30/2012	110001	369201	M,T,W,TH,F
Hulsey, Lori J.	7/1/2011	6/30/2012	110001	369201	M,T,W,TH,F
Knight, Charles H.	7/1/2011	6/30/2012	813001	324504	M,T,W,TH,F
Lagana, Christiana	7/1/2011	6/30/2012	124006	361519	M,T,W,TH,F
Lai, Catalina T.	7/1/2011	6/30/2012	813015	381401	M,T,W,TH,F
Le, Dana	7/1/2011	6/30/2012	110001	347151	M,T,W,TH,F
Le, Hao H.	7/1/2011	6/30/2012	110001	347151	M,T,W,TH,F

Lopez, Yadira L.	7/1/2011	6/30/2012	110001	307201	M,T,W,TH,F
Macedo, Daisy	7/1/2011	6/30/2012	110001	348601	M,T,W,TH,F
Matias, Diane	7/1/2011	6/30/2012	124044	359301	M,T,W,TH,F
Mc Master, Ruth	7/1/2011	6/30/2012	110001	349101	M,T,W,TH,F
Mora, Lourdes A.	7/1/2011	6/30/2012	110001	321202	M,T,W,TH,F
Mosqueda Plancarte	7/1/2011	6/30/2012	813015	381401	M,T,W,TH,F
Nguyen, Thanh H.	7/1/2011	6/30/2012	124044	359301	M,T,W,TH,F
Ortega, Lorena M.	7/1/2011	6/30/2012	813001	361801	M,T,W,TH,F
Pirio, Jeanamarie	7/1/2011	6/30/2012	110001	349101	M,T,W,TH,F
Putnam, Janell H.	7/1/2011	6/30/2012	813015	381401	M,T,W,TH,F
Richesson, Beverly	7/1/2011	6/30/2012	813020	381301	M,T,W,TH,F
Robinson, Gail J.	7/1/2011	6/30/2012	813010	389803	M,T,W,TH,F
Ruiz, Esmeralda	7/1/2011	6/30/2012	124044	359301	M,T,W,TH,F
Siegmund, Caitlyn	7/1/2011	6/30/2012	110001	349101	M,T,W,TH,F
Tomas, Carlo A.	7/1/2011	6/30/2012	813001	361801	M,T,W,TH,F
Tran, Kelly K.	7/1/2011	6/30/2012	110001	347151	M,T,W,TH,F
Tran, Yen X.	7/1/2011	6/30/2012	124036	349302	M,T,W,TH,F
Vo, Son T.	7/1/2011	6/30/2012	813015	381401	M,T,W,TH,F
Vu, Bridget N.	7/1/2011	6/30/2012	124015	361717	M,T,W,TH,F
Younkin, Jennifer	7/1/2011	6/30/2012	813020	381301	M,T,W,TH,F
Hoang, Lisa T.	7/1/2011	6/30/2012	110001	348201	M,T,W,TH,F

OCC

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Funding</u>	<u>Source</u>	<u>Days Per Week</u>
Arroyo, Ernesto	7/1/2011	6/30/2012	110001	260500	M,T,W,TH,F
Arroyo, Jorge	7/1/2011	6/30/2012	110001	260500	M,T,W,TH,F
	7/1/2011	6/30/2012	812015	263750	M,T,W,TH,F
Cahn, Lisa M.	7/1/2011	6/30/2012	127005	258900	M,T,W,TH,F
Campbell, Aman	7/1/2011	6/30/2012	110001	248501	M,T,W,TH,F
Chae, Linda S.	7/1/2011	6/30/2012	110001	240300	M,T,W,TH,F
Dimas, Mario G.	7/1/2011	6/30/2012	124010	259704	M,T,W,TH,F
Dinh, Hien	7/1/2011	6/30/2012	110001	249200	M,T,W,TH,F
Engard, Sean H.	7/1/2011	6/30/2012	110001	260500	M,T,W,TH,F
Essen, Theresa	7/1/2011	6/30/2012	812030	212702	M,T,W,TH,F
	7/1/2011	6/30/2012	110001	204802	M,T,W,TH,F
Futagaki, Amy E.	7/1/2011	6/30/2012	127005	258900	M,T,W,TH,F
Guerrieri, Matt	7/1/2011	6/30/2012	812035	212801	M,T,W,TH,F
Gutierrez, Kate	7/1/2011	6/30/2012	110001	249200	M,T,W,TH,F
Hoang, Tri M.	7/1/2011	6/30/2012	127005	258900	M,T,W,TH,F
Johnston, V.	7/1/2011	6/30/2012	127005	258900	M,T,W,TH,F
Juarez, Baltasar	7/1/2011	6/30/2012	812015	263750	M,T,W,TH,F
LaBounty, Kayla	7/1/2011	6/30/2012	110001	261601	M,T,W,TH,F
Le, Halyna L.	7/1/2011	6/30/2012	110001	200001	M,T,W,TH,F
Lee, Kristoffer L.	7/1/2011	6/30/2012	110001	260500	M,T,W,TH,F
Lee, Richard C.	7/1/2011	6/30/2012	812025	240023	M,T,W,TH,F
Lighter, Laura R.	7/1/2011	6/30/2012	110001	249200	M,T,W,TH,F

Lopez, Mayra	7/1/2011	6/30/2012	124030	254601	M,T,W,TH,F
Love, Cathy Y.	7/1/2011	6/30/2012	110001	260500	M,T,W,TH,F
Mahieu, Laurie	7/1/2011	6/30/2012	120177	250700	M,T,W,TH,F
Massey, Jeffery	7/1/2011	6/30/2012	812025	240023	M,T,W,TH,F
McCargo, Danic	7/1/2011	6/30/2012	124044	259300	M,T,W,TH,F
Meguerditchi, S.	7/1/2011	6/30/2012	110001	260500	M,T,W,TH,F
Murillo, Vanessa	7/1/2011	6/30/2012	110001	247001	M,T,W,TH,F
	7/1/2011	6/30/2012	812010	266851	M,T,W,TH,F
	7/1/2011	6/30/2012	812035	247005	M,T,W,TH,F
Myers, Julie L.	7/1/2011	6/30/2012	812030	212702	M,T,W,TH,F
Ngo, Amiee	7/1/2011	6/30/2012	120135	257415	M,T,W,TH,F
Nguyen, Jeannie	7/1/2011	6/30/2012	120150	254701	M,T,W,TH,F
Nguyen, Kevin	7/1/2011	6/30/2012	124035	249302	M,T,W,TH,F
Nguyen, Phong	7/1/2011	6/30/2012	110001	260500	M,T,W,TH,F
Nguyen, Tiffany	7/1/2011	6/30/2012	120126	258620	M,T,W,TH,F
Ontiveros, Jess	7/1/2011	6/30/2012	110001	214300	M,T,W,TH,F
Pastis, Fannie B.	7/1/2011	6/30/2012	110001	240300	M,T,W,TH,F
Peterson, Misty	7/1/2011	6/30/2012	127005	258900	M,T,W,TH,F
Pham, Thanh Ha	7/1/2011	6/30/2012	124044	259300	M,T,W,TH,F
Quach, Steven	7/1/2011	6/30/2012	812001	261052	M,T,W,TH,F
Ramirez, Ismael	7/1/2011	6/30/2012	110001	260500	M,T,W,TH,F
Ramondetti, M.	7/1/2011	6/30/2012	110001	249006	M,T,W,TH,F
Rivera, Joan	7/1/2011	6/30/2012	110001	247001	M,T,W,TH,F
	7/1/2011	6/30/2012	812035	247005	M,T,W,TH,F
	7/1/2011	6/30/2012	812010	266851	M,T,W,TH,F
Schreiber, Joan	7/1/2011	6/30/2012	110001	249005	M,T,W,TH,F
Schuberth, Rob	7/1/2011	6/30/2012	110001	849130	M,T,W,TH,F
Sparlin, Jason	7/1/2011	6/30/2012	812035	249007	M,T,W,TH,F
Tran, Lang	7/1/2011	6/30/2012	812035	247005	M,T,W,TH,F
	7/1/2011	6/30/2012	812010	266851	M,T,W,TH,F
Umetsu, Teresa	7/1/2011	6/30/2012	127005	258900	M,T,W,TH,F
Wagner, Amy E.	7/1/2011	6/30/2012	124035	249302	M,T,W,TH,F
West, Chris	7/1/2011	6/30/2012	124044	259300	M,T,W,TH,F
	7/1/2011	6/30/2012	110001	260500	M,T,W,TH,F
Wilson, Nicolle	7/1/2011	6/30/2012	127005	258900	M,T,W,TH,F
Winter, Lisa D.	7/1/2011	6/30/2012	812030	212702	M,T,W,TH,F

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

CCC

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Funding</u>	<u>Source</u>	<u>Days Per Week</u>
Acayan, Pio	7/1/2011	6/30/2012	110001	801301	M,T,W,TH,F
Bellino, Emelie	7/1/2011	6/30/2012	110001	849002	M,T,W,TH,F
Bitter, Gabriele	7/1/2011	6/30/2012	110001	801301	M,T,W,TH,F
Booth, Melissa	7/1/2011	6/30/2012	110001	801301	M,T,W,TH,F
Dickinson, T.	7/1/2011	6/30/2012	110001	804513	M,T,W,TH,F

Do, Luong T.	7/1/2011	6/30/2012	110001	804513	M,T,W,TH,F
Eckhart, S.	7/1/2011	6/30/2012	110001	801301	M,T,W,TH,F
Erwin, Rita B.	7/1/2011	6/30/2012	818030	879910	M,T,W,TH,F
Hoffski, James	7/1/2011	6/30/2012	110001	801301	M,T,W,TH,F
Johnson, R.	7/1/2011	6/30/2012	110001	847401	M,T,W,TH,F
Licata, Gale L.	7/1/2011	6/30/2012	818030	847406	M,T,W,TH,F
Mancino, R.	7/1/2011	6/30/2012	110001	801301	M,T,W,TH,F
Mangrum, L.	7/1/2011	6/30/2012	818030	849130	M,T,W,TH,F
Nomura, M.	7/1/2011	6/30/2012	818030	801204	M,T,W,TH,F
Phelan, Linda	7/1/2011	6/30/2012	110001	801301	M,T,W,TH,F
Preciado, A.	7/1/2011	6/30/2012	818030	849130	M,T,W,TH,F
Ramey, A.	7/1/2011	6/30/2012	110001	801301	M,T,W,TH,F
Revelle, R.	7/1/2011	6/30/2012	110001	801301	M,T,W,TH,F
Rivera, Karen	7/1/2011	6/30/2012	818030	849130	M,T,W,TH,F
Schrock, Mark	7/1/2011	6/30/2012	110001	204802	M,T,W,TH,F
Serrato S.	7/1/2011	6/30/2012	818030	847406	M,T,W,TH,F
Stack, Gladys	7/1/2011	6/30/2012	110001	849002	M,T,W,TH,F
Stangl, Mara B	7/1/2011	6/30/2012	110001	801301	M,T,W,TH,F
Swift, Bonita S.	7/1/2011	6/30/2012	110001	801301	M,T,W,TH,F
Tran, Han T.	7/1/2011	6/30/2012	818030	849002	M,T,W,TH,F

GWC

Name	Start Date	End Date	Funding	Source	Days Per Week
Alderette, Xavier	7/1/2011	6/30/2012	110001	324104	M,T,W,TH,F
Amundson, S.	7/1/2011	6/30/2012	110001	347101	M,T,W,TH,F
Beck, Jonathan	7/1/2011	6/30/2012	110001	324104	M,T,W,TH,F
Belisario, Christian	7/1/2011	6/30/2012	813001	304506	M,T,W,TH,F
Blackwell, Jana	7/1/2011	6/30/2012	110001	324104	M,T,W,TH,F
Bocker, Timothy	7/1/2011	6/30/2012	110001	347101	M,T,W,TH,F
Brady, Patrick D.	7/1/2011	6/30/2012	813005	381203	M,T,W,TH,F
	7/1/2011	6/30/2012	110001	327109	M,T,W,TH,F
Brennan, Jamie	7/1/2011	6/30/2012	110001	324105	M,T,W,TH,F
Carbone, John	7/1/2011	6/30/2012	110001	324702	M,T,W,TH,F
Cole, John S.	7/1/2011	6/30/2012	110001	324104	M,T,W,TH,F
Cooper, Che M.	7/1/2011	6/30/2012	110001	347101	M,T,W,TH,F
De Magalhaes, N.	7/1/2011	6/30/2012	110001	347101	M,T,W,TH,F
Do, William H.	7/1/2011	6/30/2012	110001	347101	M,T,W,TH,F
Du, Phuong S.	7/1/2011	6/30/2012	110001	347101	M,T,W,TH,F
Escobar Jr, N.	7/1/2011	6/30/2012	110001	324105	M,T,W,TH,F
Fernandez, Debora	7/1/2011	6/30/2012	813005	381203	M,T,W,TH,F
	7/1/2011	6/30/2012	110001	327109	M,T,W,TH,F
Flores Carrera, Lucia V.	7/1/2011	6/30/2012	110001	347101	M,T,W,TH,F
Gluskina, Larisa	7/1/2011	6/30/2012	110001	311102	M,T,W,TH,F
Godinez, Dani	7/1/2011	6/30/2012	110001	347101	M,T,W,TH,F
Gonzalez Ramos, Javier	7/1/2011	6/30/2012	110001	324702	M,T,W,TH,F

Goodman, Vance B.	7/1/2011	6/30/2012	110001	324104	M,T,W,TH,F
Gray, Daniel P.	7/1/2011	6/30/2012	110001	324501	M,T,W,TH,F
Gremling, Mark D.	7/1/2011	6/30/2012	110001	347101	M,T,W,TH,F
Hicks, Megan K.	7/1/2011	6/30/2012	110001	324702	M,T,W,TH,F
Hill, Jennifer A.	7/1/2011	6/30/2012	110001	324702	M,T,W,TH,F
Huntington, Steven E.	7/1/2011	6/30/2012	110001	324503	M,T,W,TH,F
Ilagan, Luningning M.	7/1/2011	6/30/2012	124073	353221	M,T,W,TH,F
Jacobsen, Steven L.	7/1/2011	6/30/2012	110001	324104	M,T,W,TH,F
Joseph, Larry D.	7/1/2011	6/30/2012	110001	347101	M,T,W,TH,F
Kennedy, Laura M.	7/1/2011	6/30/2012	124006	361515	M,T,W,TH,F
Knotts, Michael W.	7/1/2011	6/30/2012	813005	381203	M,T,W,TH,F
Kuo, Linda K.	7/1/2011	6/30/2012	110001	347101	M,T,W,TH,F
Liu, Wanda W.	7/1/2011	6/30/2012	110001	347101	M,T,W,TH,F
Lopez, Gregory G.	7/1/2011	6/30/2012	124006	361515	M,T,W,TH,F
Lopez, Pam M.	7/1/2011	6/30/2012	110001	347101	M,T,W,TH,F
Maben, Andrew H.	7/1/2011	6/30/2012	110001	347101	M,T,W,TH,F
McKenzie, Selene A.	7/1/2011	6/30/2012	110001	324104	M,T,W,TH,F
Medaris, To-Mai	7/1/2011	6/30/2012	110001	347101	M,T,W,TH,F
Nguyen, Cindy C.	7/1/2011	6/30/2012	110001	347201	M,T,W,TH,F
Nguyen, Ngoc H.	7/1/2011	6/30/2012	110001	311305	M,T,W,TH,F
Nguyen, Phuong-Thao T.	7/1/2011	6/30/2012	110001	347101	M,T,W,TH,F
Nguyen, Sharan M.	7/1/2011	6/30/2012	110001	347201	M,T,W,TH,F
Nguyen, Tri H.	7/1/2011	6/30/2012	110001	347201	M,T,W,TH,F
Poh, Linda D.	7/1/2011	6/30/2012	110001	347101	M,T,W,TH,F
Queja, Nalani L.	7/1/2011	6/30/2012	110001	311203	M,T,W,TH,F
Ray, Kelly K.	7/1/2011	6/30/2012	110001	324702	M,T,W,TH,F
Ridens, Jill M.	7/1/2011	6/30/2012	813010	389802	M,T,W,TH,F
	7/1/2011	6/30/2012	813010	389802	M,T,W,TH,F
Rushman, Carol A.	7/1/2011	6/30/2012	110001	347101	M,T,W,TH,F
Sigert, Barbara U.	7/1/2011	6/30/2012	110001	324104	M,T,W,TH,F
Taylor, Chuck	7/1/2011	6/30/2012	110001	347101	M,T,W,TH,F
Taylor, Lisa M.	7/1/2011	6/30/2012	110001	327109	M,T,W,TH,F
Tedder, Arlynn E.	7/1/2011	6/30/2012	110001	347101	M,T,W,TH,F
Valadez Ybarra, Jorge A.	7/1/2011	6/30/2012	110001	324702	M,T,W,TH,F
Vasquez, Rosalinda	7/1/2011	6/30/2012	110001	324702	M,T,W,TH,F
Vidal, Daniel A.	7/1/2011	6/30/2012	110001	347101	M,T,W,TH,F
Wilson, Sharie C.	7/1/2011	6/30/2012	110001	324104	M,T,W,TH,F

OCC

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Funding</u>	<u>Source</u>	<u>Days Per Week</u>
Acayan, Pio T.	7/1/2011	6/30/2012	110001	210100	M,T,W,TH,F
Acocella, Laura	7/1/2011	6/30/2012	110001	210100	M,T,W,TH,F
Acquista, A.	7/1/2011	6/30/2012	812035	212203	M,T,W,TH,F

Akana, Aaron C.	7/1/2011	6/30/2012	110001	247700	M,T,W,TH,F
Alexander, V.	7/1/2011	6/30/2012	110001	200701	M,T,W,TH,F
Amiry, Afkham	6/16/2011	6/30/2011	110001	201501	M,W,F
	7/1/2011	6/30/2012	110001	201501	M,W,F
Amonwatvorakul	7/1/2011	6/30/2012	812035	210402	M,T,W,TH,F
Ardosa-Balara	7/1/2011	6/30/2012	124005	256101	M,T,W,TH,F
Arquette, Patty	7/1/2011	6/30/2012	110001	210100	M,T,W,TH,F
Aufdemberg, S.	7/1/2011	6/30/2012	812035	210402	M,T,W,TH,F
Badger, Jo G.	7/1/2011	6/30/2012	110001	234000	M,T,W,TH,F
Barnhart, David	7/1/2011	6/30/2012	110001	210100	M,T,W,TH,F
Barrett, K.	7/1/2011	6/30/2012	110001	200201	M,T,W,TH,F
Beck, Jonathan	7/1/2011	6/30/2012	110001	210100	M,T,W,TH,F
Blackwell, P.	7/1/2011	6/30/2012	110001	210100	M,T,W,TH,F
Booth, Melissa	7/1/2011	6/30/2012	110001	210100	M,T,W,TH,F
Brunner, Janelle	7/1/2011	6/30/2012	812001	201592	M,T,W,TH,F
Bullaleh, M.	7/1/2011	6/30/2012	812001	201592	M,T,W,TH,F
Caro, Mary G.	7/1/2011	6/30/2012	124005	256300	M,T,W,TH,F
Carpenter, M.	7/1/2011	6/30/2012	110001	247700	M,T,W,TH,F
Casados, Carlos	6/16/2011	6/30/2011	110001	210100	M,T,W,TH,F
	7/1/2011	6/30/2012	110001	210100	M,T,W,TH,F
Cathcart, Trent	7/1/2011	6/30/2012	110001	234000	M,T,W,TH,F
Channry, Victoria	7/1/2011	6/30/2012	812001	201592	M,T,W,TH,F
Clark, Evelyn C.	7/1/2011	6/30/2012	110001	210100	M,T,W,TH,F
Cloud, Jason P.	7/1/2011	6/30/2012	110001	210100	M,T,W,TH,F
Cook, Gary E.	7/1/2011	6/30/2012	120177	250702	M,T,W,TH,F
Damani, Manan	7/1/2011	6/30/2012	110001	200201	M,T,W,TH,F
Daugherty, T.	7/1/2011	6/30/2012	812001	201592	M,T,W,TH,F
Davis, Alice H.	7/1/2011	6/30/2012	812001	201592	M,T,W,TH,F
Dawood, Wafa I.	7/1/2011	6/30/2012	812001	201592	M,T,W,TH,F
Dennis, Sara M.	7/1/2011	6/30/2012	812035	210402	M,T,W,TH,F
Diaz, Aura L.	7/1/2011	6/30/2012	812035	210202	M,T,W,TH,F
Donahoe, C.	7/1/2011	6/30/2012	110030	204802	M,T,W,TH,F
Dono, Joshua M.	7/1/2011	6/30/2012	812035	210802	M,T,W,TH,F
Edwards, E.	7/1/2011	6/30/2012	812001	201592	M,T,W,TH,F
Eldridge, Debra	7/1/2011	6/30/2012	812001	201592	M,T,W,TH,F
Filicko II, James	7/1/2011	6/30/2012	812035	210202	M,T,W,TH,F
Flores, Steven	7/1/2011	6/30/2012	812035	210402	M,T,W,TH,F
Flynn, Patrick M.	7/1/2011	6/30/2012	812001	201592	M,T,W,TH,F
Fosse, Marcelia	7/1/2011	6/30/2012	110001	210100	M,T,W,TH,F
Franklin, Katie B.	7/1/2011	6/30/2012	110001	210501	M,T,W,TH,F
Funes, Fernando	7/1/2011	6/30/2012	812001	201592	M,T,W,TH,F
Furgeson, N.	7/1/2011	6/30/2012	812035	210202	M,T,W,TH,F
Gause, Cameron	7/1/2011	6/30/2012	110001	247700	M,T,W,TH,F
Gerber, H.	7/1/2011	6/30/2012	812035	210402	M,T,W,TH,F
Gianunzio, J.	7/1/2011	6/30/2012	812001	201592	M,T,W,TH,F
Gibbs, Benjamin	8/1/2011	6/30/2012	812001	201592	M,T,W,TH,F
	8/1/2011	6/30/2012	110001	201591	M,T,W,TH,F
	8/1/2011	6/30/2012	120176	251035	M,T,W,TH,F

	8/1/2011	6/30/2012	120176	251045	M,T,W,TH,F
Gibian, Reid A.	7/1/2011	6/30/2012	812035	210802	M,T,W,TH,F
Hammer, John	7/1/2011	6/30/2012	812001	201592	M,T,W,TH,F
	7/1/2011	6/30/2012	110001	201501	M,T,W,TH,F
	7/1/2011	6/30/2012	120176	251035	M,T,W,TH,F
Hao, Lee James	7/1/2011	6/30/2012	110001	234000	M,T,W,TH,F
Hart, Kathy	7/1/2011	6/30/2012	110030	201802	M,T,W,TH,F
Herman, Allen	7/1/2011	6/30/2012	110001	200300	M,T,W,TH,F
Hersey, David A.	7/1/2011	6/30/2012	812035	210802	M,T,W,TH,F
Holmes, Richard	7/1/2011	6/30/2012	110001	210100	M,T,W,TH,F
Hoshiyarsar, M.	7/1/2011	6/30/2012	110030	204802	M,T,W,TH,F
Huerta, I.	7/1/2011	6/30/2012	812020	205401	M,T,W,TH,F
Imhoff, Gerarde	7/1/2011	6/30/2012	110001	210100	M,T,W,TH,F
Jacobs, Jacob	7/1/2011	6/30/2012	812001	201592	M,T,W,TH,F
Jarrard, Kurt I.	7/1/2011	6/30/2012	110001	210100	M,T,W,TH,F
Jerrels, R.	7/1/2011	6/30/2012	110001	247700	M,T,W,TH,F
Kennedy, M.	7/1/2011	6/30/2012	812035	210402	M,T,W,TH,F
Kimball, J.	7/1/2011	6/30/2012	110001	210501	M,T,W,TH,F
Konishi, C.	7/1/2011	6/30/2012	110001	234000	M,T,W,TH,F
Lami, Scott J.	7/1/2011	6/30/2012	812035	210202	M,T,W,TH,F
Le, Ninh N.	7/1/2011	6/30/2012	812001	201592	M,T,W,TH,F
Le, Tuyen N.	7/1/2011	6/30/2012	812001	201592	M,T,W,TH,F
Levine, Robert	7/1/2011	6/30/2012	812001	201592	M,T,W,TH,F
Little, Jason A.	7/1/2011	6/30/2012	812001	201592	M,T,W,TH,F
Livingstone, D.	8/1/2011	6/30/2012	812001	201592	M,T,W,TH,F
	8/1/2011	6/30/2012	110001	201591	M,T,W,TH,F
	8/1/2011	6/30/2012	120176	251035	M,T,W,TH,F
	8/1/2011	6/30/2012	120176	251045	M,T,W,TH,F
Lopez, Aurelia	7/1/2011	6/30/2012	812020	205401	M,T,W,TH,F
Luck, Thomas J.	7/1/2011	6/30/2012	812035	210802	M,T,W,TH,F
Luu, Diana	7/1/2011	6/30/2012	120176	251030	M,T,W,TH,F
Mancino, R.	7/1/2011	6/30/2012	110001	210100	M,T,W,TH,F
Martin, Christina	7/1/2011	6/30/2012	812001	201592	M,T,W,TH,F
Matemate, A.	7/1/2011	6/30/2012	124005	256300	M,T,W,TH,F
Mc Cune, Susan	7/1/2011	6/30/2012	812001	201592	M,T,W,TH,F
	7/1/2011	6/30/2012	120176	251035	M,T,W,TH,F
McElroy, Erin R.	7/1/2011	6/30/2012	110001	210100	M,T,W,TH,F
McGaughey, C.	7/1/2011	6/30/2012	812001	201592	M,T,W,TH,F
Miller, Matthew	7/1/2011	6/30/2012	812025	211003	M,T,W,TH,F
Mofazzali, A.	7/1/2011	6/30/2012	110001	204204	M,T,W,TH,F
Mojica, Karla J.	7/1/2011	6/30/2012	124010	259704	M,T,W,TH,F
Moore, Daniel B.	7/1/2011	6/30/2012	124097	256064	M,T,W,TH,F
Moore, Julia A.	7/1/2011	6/30/2012	812001	201592	M,T,W,TH,F
Mullen, James	7/1/2011	6/30/2012	110001	210100	M,T,W,TH,F
Myers, Terry K.	7/1/2011	6/30/2012	110001	234000	M,T,W,TH,F
Nguyen, C.	7/1/2011	6/30/2012	110001	234000	M,T,W,TH,F
Nguyen, Khoi T.	7/1/2011	6/30/2012	812001	201592	M,T,W,TH,F
Nguyen, Leyna	7/1/2011	6/30/2012	110001	234000	M,T,W,TH,F

Nguyen, Linda L.	7/1/2011	6/30/2012	110001	234000	M,T,W,TH,F
Nguyen, Thyvan	7/1/2011	6/30/2012	812001	201592	M,T,W,TH,F
Nguyen, Tram A.	7/1/2011	6/30/2012	812001	201592	M,T,W,TH,F
Nunez, Vincent	7/1/2011	6/30/2012	812001	201592	M,T,W,TH,F
Nuzzolese, V.	7/1/2011	6/30/2012	812001	201592	M,T,W,TH,F
	7/1/2011	6/30/2012	110001	201591	M,T,W,TH,F
Oase, Daniel J.	7/1/2011	6/30/2012	110001	201591	M,T,W,TH,F
	7/1/2011	6/30/2012	812001	201592	M,T,W,TH,F
	7/1/2011	6/30/2012	120176	251035	M,T,W,TH,F
Oatman, Ryan	7/1/2011	6/30/2012	110001	210100	M,T,W,TH,F
O'Connell, S.	7/1/2011	6/30/2012	812001	201592	M,T,W,TH,F
Olesen, Whitney	7/1/2011	6/30/2012	110001	200701	M,T,W,TH,F
Oliver, Daniel J.	7/1/2011	6/30/2012	812035	210402	M,T,W,TH,F
O'Mahony, Ann	7/1/2011	6/30/2012	110001	247700	M,T,W,TH,F
Parks, Timothy	7/1/2011	6/30/2012	110001	210100	M,T,W,TH,F
Parr, Matthew J.	7/1/2011	6/30/2012	110030	204802	M,T,W,TH,F
Penmetcha, H.	7/1/2011	6/30/2012	110030	204802	M,T,W,TH,F
Pettit, Lauren B.	7/1/2011	6/30/2012	110001	210100	M,T,W,TH,F
Ponce, Rino M.	7/1/2011	6/30/2012	812001	201592	M,T,W,TH,F
Phelan, Linda	7/1/2011	6/30/2012	110001	210100	M,T,W,TH,F
PonceRio Briana	7/1/2011	6/30/2012	110001	210100	M,T,W,TH,F
Prow, Katrina E.	7/1/2011	6/30/2012	812001	201592	M,T,W,TH,F
Ramirez, Janet	7/1/2011	6/30/2012	110001	248701	M,T,W,TH,F
Ramos, Hector	7/1/2011	6/30/2012	812020	205401	M,T,W,TH,F
Rathbun, M.	7/1/2011	6/30/2012	812001	201592	M,T,W,TH,F
Rederscheid, K.	7/1/2011	6/30/2012	110030	204802	M,T,W,TH,F
Richards, A.	7/1/2011	6/30/2012	812035	210402	M,T,W,TH,F
Romero, G.	7/1/2011	6/30/2012	812035	210402	M,T,W,TH,F
Sabins, Anthony	7/1/2011	6/30/2012	812001	201592	M,T,W,TH,F
Sailors, Robert	7/1/2011	6/30/2012	110001	247700	M,T,W,TH,F
Samaan, Jamil	7/1/2011	6/30/2012	812001	201592	M,T,W,TH,F
Schmidt, Michael	7/1/2011	6/30/2012	110001	210100	M,T,W,TH,F
Schoenhorn, S.	7/1/2011	6/30/2012	812001	201592	M,T,W,TH,F
Schreyer, Cecilia	7/1/2011	6/30/2012	110001	200300	M,T,W,TH,F
Schulze, Michael	7/1/2011	6/30/2012	812001	201592	M,T,W,TH,F
Scott, Robert E.	7/1/2011	6/30/2012	812001	201592	M,T,W,TH,F
Shin, Doug	7/1/2011	6/30/2012	812001	201592	M,T,W,TH,F
Stetson II, Scott	7/1/2011	6/30/2012	812001	201592	M,T,W,TH,F
Stoner, Eric W.	7/1/2011	6/30/2012	812025	211003	M,T,W,TH,F
Tafoya, Chelsea	7/1/2011	6/30/2012	110001	200300	M,T,W,TH,F
	7/1/2011	6/30/2012	812001	201592	M,T,W,TH,F
Tafoya, Matthew	7/1/2011	6/30/2012	812001	201592	M,T,W,TH,F
To, Daniel T.	7/1/2011	6/30/2012	812001	201592	M,T,W,TH,F
Todd, Christine	7/1/2011	6/30/2012	110001	200201	M,T,W,TH,F
Tran, Daniel	7/1/2011	6/30/2012	812001	201592	M,T,W,TH,F
Tran, Kevin J.	7/1/2011	6/30/2012	812001	201592	M,T,W,TH,F
Tran, Leo	7/1/2011	6/30/2012	110001	201591	M,T,W,TH,F
Tran, Regina L.	7/1/2011	6/30/2012	812001	201592	M,T,W,TH,F

Tran, Tuyet B.	7/1/2011	6/30/2012	110001	247700	M,T,W,TH,F
Tripp, Erin C.	7/1/2011	6/30/2012	110001	204208	M,T,W,TH,F
VanAken Jr, Earl	7/1/2011	6/30/2012	110001	210100	M,T,W,TH,F
VargoJohnson,F.	7/1/2011	6/30/2012	812001	201592	M,T,W,TH,F
Vu, Nga Q.	7/1/2011	6/30/2012	812001	201592	M,T,W,TH,F
Vuong, Khanh	7/1/2011	6/30/2012	812001	201592	M,T,W,TH,F
Walker, Stacy E.	7/1/2011	6/30/2012	110001	210100	M,T,W,TH,F
Westaway, C.	7/1/2011	6/30/2012	812001	201592	M,T,W,TH,F
Westlake, C.	7/1/2011	6/30/2012	110001	247700	M,T,W,TH,F
Wetzstein, Jake	7/1/2011	6/30/2012	812001	201592	M,T,W,TH,F
Whidden, P.	7/1/2011	6/30/2012	110001	210100	M,T,W,TH,F
Wong Burdett, R	7/1/2011	6/30/2012	812035	212203	M,T,W,TH,F
Wong, Lisa M.	7/1/2011	6/30/2012	812001	201592	M,T,W,TH,F
Wood, Marjorie	7/1/2011	6/30/2012	110030	204802	M,T,W,TH,F
Wood, Michael	7/1/2011	6/30/2012	110001	210100	M,T,W,TH,F
Wooden, Vera E.	7/1/2011	6/30/2012	110001	210100	M,T,W,TH,F
Woodward, W.	7/1/2011	6/30/2012	110001	210100	M,T,W,TH,F
Yanagisawa, C.	7/1/2011	6/30/2012	812035	210402	M,T,W,TH,F
Yao, Lillian J.	7/1/2011	6/30/2012	812035	210202	M,T,W,TH,F
Yi, Paul W.	7/1/2011	6/30/2012	812001	201592	M,T,W,TH,F
Yi, Sally H.	7/1/2011	6/30/2012	812001	201592	M,T,W,TH,F

Hourly/Temporary/Professional (Non Faculty) to perform skilled technical duties such as athletic training duties, production of student newspaper, maintain online classes, provide real time captioning (in-class text) for deaf students or assist with associated student programs in one or more of the following campus departments and/or division offices:

OCC

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Funding</u>	<u>Source</u>	<u>Days Per Week</u>
Cormany, Linda	7/1/2011	6/30/2012	812020	205401	M,T,W,TH,F
Dinh, Tony N.	7/1/2011	6/30/2012	812020	205403	M,T,W,TH,F
Espinoza, A.	7/1/2011	6/30/2012	812020	205403	M,T,W,TH,F
Lath, Tera B.	7/1/2011	6/30/2012	812020	205404	M,T,W,TH,F
Lopez, Alicia	7/1/2011	6/30/2012	110001	214400	M,T,W,TH,F
Mann, Katherine	7/1/2011	6/30/2012	110001	214400	M,T,W,TH,F
Nielson, Jack M.	7/1/2011	6/30/2012	124005	256201	M,T,W,TH,F

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

DIST

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Funding</u>	<u>Source</u>	<u>Days Per Week</u>
King, Diana	7/1/2011	6/30/2012	110001	987800	M,T,W,TH,F
Mateos, Mark A.	7/1/2011	6/30/2012	110001	987800	M,T,W,TH,F

CCC

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Funding</u>	<u>Source</u>	<u>Days Per Week</u>
Douangmala, P.	7/1/2011	6/30/2012	127007	885901	M,T,W,TH,F
Molina, David L.	7/1/2011	6/30/2012	818030	847201	M,T,W,TH,F

Schuberth, R.	7/1/2011	6/30/2012	818030	885202	M,T,W,TH,F
Severian, M.	7/1/2011	6/30/2012	818030	885203	M,T,W,TH,F
Surfas, Jason M.	7/1/2011	6/30/2012	818030	847201	M,T,W,TH,F
Vargas, M.	7/1/2011	6/30/2012	818030	885203	M,T,W,TH,F
Ventura, Victor	7/1/2011	6/30/2012	818030	885203	M,T,W,TH,F

GWC

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Funding</u>	<u>Source</u>	<u>Days Per Week</u>
Altamirano, Christopher B.	7/1/2011	6/30/2012	813015	381401	M,T,W,TH,F
Avina, Osbaldo	7/1/2011	6/30/2012	813015	381401	M,T,W,TH,F
Barron, Ronald L.	7/1/2011	6/30/2012	813015	381401	M,T,W,TH,F
Beck, Brandon O.	7/1/2011	6/30/2012	110001	385303	M,T,W,TH,F
Buckmaster, Nicholas	7/1/2011	6/30/2012	110001	385303	M,T,W,TH,F
Chesmore, Brian A.	7/1/2011	6/30/2012	127006	385102	M,T,W,TH,F
Cianci, Zachary R.	7/1/2011	6/30/2012	813005	347502	M,T,W,TH,F
Dahl, Evan L.	7/1/2011	6/30/2012	813015	381401	M,T,W,TH,F
Diaz, Rene	7/1/2011	6/30/2012	110001	385303	M,T,W,TH,F
Dubich, Francis S.	7/1/2011	6/30/2012	813015	381401	M,T,W,TH,F
Duong, Phong T.	7/1/2011	6/30/2012	127006	385102	M,T,W,TH,F
Flores, Alejandra	7/1/2011	6/30/2012	813015	381401	M,T,W,TH,F
Godoy, Adrian O.	7/1/2011	6/30/2012	813015	381401	M,T,W,TH,F
Harris III, Alexander M.	7/1/2011	6/30/2012	127006	385102	M,T,W,TH,F
Hibbs, Justin E.	7/1/2011	6/30/2012	127006	385102	M,T,W,TH,F
Hong, David H.	7/1/2011	6/30/2012	110001	385303	M,T,W,TH,F
Hong, David H.	7/1/2011	6/30/2012	813015	381401	M,T,W,TH,F
Hyepock, Ira M.	7/1/2011	6/30/2012	127006	385102	M,T,W,TH,F
Ibarra, Abel N.	7/1/2011	6/30/2012	813015	381401	M,T,W,TH,F
Iglesias, Wilfredo	7/1/2011	6/30/2012	813015	381401	M,T,W,TH,F
Jakubauskas, Mindaugas	7/1/2011	6/30/2012	813015	381401	M,T,W,TH,F
Jimenez, Paulino A.	7/1/2011	6/30/2012	813015	381401	M,T,W,TH,F
Lee, Dallas W.	7/1/2011	6/30/2012	127006	385102	M,T,W,TH,F
Lopez, David	7/1/2011	6/30/2012	813015	381401	M,T,W,TH,F
Lordanich, Joseph A.	7/1/2011	6/30/2012	127006	385102	M,T,W,TH,F
Lund, Jonathan D.	7/1/2011	6/30/2012	813015	381401	M,T,W,TH,F
Lutman, Blake W.	7/1/2011	6/30/2012	813015	381401	M,T,W,TH,F
Marchbank, Garrett L.	7/1/2011	6/30/2012	110001	385303	M,T,W,TH,F
Mongkolsilapa, Charlie	7/1/2011	6/30/2012	813015	381401	M,T,W,TH,F
Monzon, Axel R.	7/1/2011	6/30/2012	813015	381401	M,T,W,TH,F
Monzon, Selvin R.	7/1/2011	6/30/2012	813015	381401	M,T,W,TH,F
Morgan Jr., Michael C.	7/1/2011	6/30/2012	813015	381401	M,T,W,TH,F
Nelson, Myrna L.	7/1/2011	6/30/2012	813015	381401	M,T,W,TH,F
Ngo, John D.	7/1/2011	6/30/2012	813015	381401	M,T,W,TH,F
Nguyen, Annie	7/1/2011	6/30/2012	127006	385102	M,T,W,TH,F

Nicholls, Stevie R.	7/1/2011	6/30/2012	110001	385303	M,T,W,TH,F
Oste, Gino A.	7/1/2011	6/30/2012	813015	381401	M,T,W,TH,F
Ostovarpour, Matthew K.	7/1/2011	6/30/2012	813015	381401	M,T,W,TH,F
Perez, Ruben	7/1/2011	6/30/2012	813015	381401	M,T,W,TH,F
Pham, Ngoc V.	7/1/2011	6/30/2012	110001	385303	M,T,W,TH,F
Pham, Tuan A.	7/1/2011	6/30/2012	813015	381401	M,T,W,TH,F
Ramirez, Francisco	7/1/2011	6/30/2012	813015	381401	M,T,W,TH,F
Reyes, Gabriel	7/1/2011	6/30/2012	110001	385302	M,T,W,TH,F
Rodriguez, Santiago	7/1/2011	6/30/2012	110001	385302	M,T,W,TH,F
Ruiz, Antonio D.	7/1/2011	6/30/2012	110001	385303	M,T,W,TH,F
Salinas, Manuel	7/1/2011	6/30/2012	813015	381401	M,T,W,TH,F
Seevers, Marcus C.	7/1/2011	6/30/2012	127006	385102	M,T,W,TH,F
Serth, Pisoth	7/1/2011	6/30/2012	813015	381401	M,T,W,TH,F
Shea, Mike	7/1/2011	6/30/2012	813015	381401	M,T,W,TH,F
Taylor, Travis	7/1/2011	6/30/2012	813015	381401	M,T,W,TH,F
Tenorio, Luis A.	7/1/2011	6/30/2012	813015	381401	M,T,W,TH,F
Torres, Angel	7/1/2011	6/30/2012	813015	381401	M,T,W,TH,F
Torres, Eddie	7/1/2011	6/30/2012	813015	381401	M,T,W,TH,F
Torres, Jesus	7/1/2011	6/30/2012	813015	381401	M,T,W,TH,F
Vazquez, Carlos F.	7/1/2011	6/30/2012	127006	385102	M,T,W,TH,F
Vizcaino, Hector F.	7/1/2011	6/30/2012	813015	381401	M,T,W,TH,F
Wills, Trevor A.	7/1/2011	6/30/2012	813015	381401	M,T,W,TH,F
Zecua Garza, Rene F.	7/1/2011	6/30/2012	110001	385303	M,T,W,TH,F
Zecua, Rene A.	7/1/2011	6/30/2012	110001	385302	M,T,W,TH,F

OCC

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Funding</u>	<u>Source</u>	<u>Days Per Week</u>
Abgaryan, N.	7/1/2011	6/30/2012	812020	205401	M,T,W,TH,F
Adjutant, Thuy	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Altobelli, Keri L.	7/1/2011	6/30/2012	812025	286305	M,T,W,TH,F
Alvarez, M.	7/1/2011	6/30/2012	812001	259102	M,T,W,TH,F
Angeles, Reyna	7/1/2011	6/30/2012	812020	205401	M,T,W,TH,F
Arevalo, Janelle	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Arroyo, Jorge	7/1/2011	6/30/2012	812015	263750	M,T,W,TH,F
Ashton, Kelly N.	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Assayed, Z.	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Banuelos, R.	7/1/2011	6/30/2012	127005	258900	M,T,W,TH,F
Barrington, D.	7/1/2011	6/30/2012	110001	212100	M,T,W,TH,F
Becker, Chris T.	7/1/2011	6/30/2012	127005	258900	M,T,W,TH,F
Bizzell, Emily C.	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Blancas, Crystal	7/1/2011	6/30/2012	110001	285201	M,T,W,TH,F
Breakfield, M.	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Bui, Huan T.	7/1/2011	6/30/2012	812020	205403	M,T,W,TH,F
Bui, Huy T.	7/1/2011	6/30/2012	127005	258900	M,T,W,TH,F

	7/1/2011	6/30/2012	812015	263750	M,T,W,TH,F
Carri, Nancy L.	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Cash, Jordan L.	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Castellon, Isidra	7/1/2011	6/30/2012	812010	266851	M,T,W,TH,F
Castro, F.	7/1/2011	6/30/2012	812020	205402	M,T,W,TH,F
Chaney, Jenielle	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Chang, L.	7/1/2011	6/30/2012	127005	258900	M,T,W,TH,F
Chhom, Dante	7/1/2011	6/30/2012	127005	258900	M,T,W,TH,F
	7/1/2011	6/30/2012	812015	263750	M,T,W,TH,F
Chhom, Viraly	7/1/2011	6/30/2012	812015	263750	M,T,W,TH,F
Chung, Hye J.	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Codding, H.	7/1/2011	6/30/2012	812035	247902	M,T,W,TH,F
Coyotzi, Jenny	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Cruz, C.	7/1/2011	6/30/2012	812015	263750	M,T,W,TH,F
Cutting, K.	7/1/2011	6/30/2012	127005	258900	M,T,W,TH,F
Defazio, Cynthia	7/1/2011	6/30/2012	812020	205402	M,T,W,TH,F
Devereaux, Deni	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Dinsdale, Laura	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Donoghue, A.	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Duran, Matthew	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Engelke, A.	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Fernandez, G.	7/1/2011	6/30/2012	812020	205403	M,T,W,TH,F
Fox, Casey B.	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Fukui, Crystal A.	7/1/2011	6/30/2012	812020	205401	M,T,W,TH,F
Gallois, Mary A.	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Garcia, Maria V.	7/1/2011	6/30/2012	812020	205401	M,T,W,TH,F
Garcia, Tracey	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Gardner, Kristen	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Gaytan, Manuel	7/1/2011	6/30/2012	812015	263750	M,T,W,TH,F
Germini, Maria	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Gideon, Ruming	7/1/2011	6/30/2012	110001	201701	M,T,W,TH,F
Gonzalez, E.	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Grandmont, Cha	7/1/2011	6/30/2012	812020	205403	M,T,W,TH,F
Green, James A.	7/1/2011	6/30/2012	127005	258900	M,T,W,TH,F
Griffin, Amanda	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Guadarrama, C.	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Gwynn, Sarah C.	7/1/2011	6/30/2012	812020	205401	M,T,W,TH,F
Hachem, Mounir	7/1/2011	6/30/2012	812020	205402	M,T,W,TH,F
Hansmann, C.	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
HarerGregory,C.	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Harris, Brianne	7/1/2011	6/30/2012	812020	205403	M,T,W,TH,F
Hatch, Luz P.	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Haughey, C.	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Hernandez, B.	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Herreman, D.	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Hoang, Dai T.T.	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Hornbuckle, p.	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Hunter, Janae K.	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F

Huynh, Anthony	7/1/2011	6/30/2012	127005	258900	M,T,W,TH,F
Hytek, Alexandr	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Joyce, Theresa	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Juarez, Baltazar	7/1/2011	6/30/2012	812015	263750	M,T,W,TH,F
Justice, Aaron	7/1/2011	6/30/2012	812015	263750	M,T,W,TH,F
	7/1/2011	6/30/2012	127005	258900	M,T,W,TH,F
Keberle-Oelker	7/1/2011	6/30/2012	812020	205402	M,T,W,TH,F
Kleckner, Cori S.	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Kleen, Taylor M.	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Koubat, Naji K.	7/1/2011	6/30/2012	812020	205403	M,T,W,TH,F
Kraemer, Emily	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Kumar, Kunaal	7/1/2011	6/30/2012	110030	204802	M,T,W,TH,F
Lam, Anh Q.	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Leon, Diocelina	7/1/2011	6/30/2012	812020	205401	M,T,W,TH,F
Liscano, Robert	7/1/2011	6/30/2012	812020	205401	M,T,W,TH,F
Lockridge, Colin	7/1/2011	6/30/2012	812020	205401	M,T,W,TH,F
Luong, Hoa H.	7/1/2011	6/30/2012	812035	281101	M,T,W,TH,F
Luong, Karen T.	7/1/2011	6/30/2012	812020	205401	M,T,W,TH,F
Lyon, Kevin M.	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Mac Donald, J.	7/1/2011	6/30/2012	127005	258900	M,T,W,TH,F
	7/1/2011	6/30/2012	812015	263750	M,T,W,TH,F
Maddox, K.	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Magana, Y.	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Mahler, K.	7/1/2011	6/30/2012	812020	205401	M,T,W,TH,F
Martinez, Ana L.	7/1/2011	6/30/2012	812020	205401	M,T,W,TH,F
Martinez, M.	7/1/2011	6/30/2012	110001	285201	M,T,W,TH,F
Martinez-Lopez	7/1/2011	6/30/2012	812015	263750	M,T,W,TH,F
Mata, Cecilia E.	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Mataronas, C.	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
McCarthy, A.	7/1/2011	6/30/2012	812020	205401	M,T,W,TH,F
McCarthy, T.	7/1/2011	6/30/2012	812020	205401	M,T,W,TH,F
Mejia, Maura R.	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Melchor, Evelia	7/1/2011	6/30/2012	812015	263750	M,T,W,TH,F
Menchaca, D.	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Merino, Anabel	7/1/2011	6/30/2012	812020	205401	M,T,W,TH,F
Miller, Dustin T.	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Mohamed, S.	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Moody, Trevor	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Morales, Maria	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Morris, Shawn J.	7/1/2011	6/30/2012	127005	258900	M,T,W,TH,F
	7/1/2011	6/30/2012	812015	263750	M,T,W,TH,F
Muniz, Maira A.	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Myers, Garrett	7/1/2011	6/30/2012	110001	285301	M,T,W,TH,F
Nguyen, Chris T.	7/1/2011	6/30/2012	127005	258900	M,T,W,TH,F
	7/1/2011	6/30/2012	812015	263750	M,T,W,TH,F
Nguyen, David	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Nguyen, Hannah	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Nguyen, Kenny	7/1/2011	6/30/2012	127005	258900	M,T,W,TH,F

Nguyen, Melissa	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Nguyen, Steph	7/1/2011	6/30/2012	812020	205401	M,T,W,TH,F
Nguyen, Tiger T.	7/1/2011	6/30/2012	127005	258900	M,T,W,TH,F
	7/1/2011	6/30/2012	812015	263750	M,T,W,TH,F
Nguyen, Tony	7/1/2011	6/30/2012	127005	258900	M,T,W,TH,F
Nguyen, Viet H.	7/1/2011	6/30/2012	127005	258900	M,T,W,TH,F
Nunez, Carolina	7/1/2011	6/30/2012	812020	205401	M,T,W,TH,F
Oliphant, Kristin	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Olivares, Maria	7/1/2011	6/30/2012	812020	205401	M,T,W,TH,F
Olivera, A.	7/1/2011	6/30/2012	812020	205401	M,T,W,TH,F
Ortega, Eric R.	7/1/2011	6/30/2012	812001	259102	M,T,W,TH,F
Ortiz, Alixzandria	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Pacheco, A.	7/1/2011	6/30/2012	812025	286305	M,T,W,TH,F
Pade, Allison R.	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Paredes, D.	7/1/2011	6/30/2012	812020	205401	M,T,W,TH,F
Pecero, G.	7/1/2011	6/30/2012	127005	258900	M,T,W,TH,F
Pham, Cuong T.	7/1/2011	6/30/2012	127005	258900	M,T,W,TH,F
Pham, Duy M.	7/1/2011	6/30/2012	127005	258900	M,T,W,TH,F
Pham, Quan M.	7/1/2011	6/30/2012	127005	258900	M,T,W,TH,F
	7/1/2011	6/30/2012	812015	263750	M,T,W,TH,F
Pham, Tino	7/1/2011	6/30/2012	812020	205403	M,T,W,TH,F
Piaskowski, J.	7/1/2011	6/30/2012	110001	212001	M,T,W,TH,F
Place, Jessica	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Plotkin, Maria A.	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Ponce, Kendall	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Portillo, Adriana	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Quesada, R.	7/1/2011	6/30/2012	812015	263750	M,T,W,TH,F
Quinn, Charles	7/1/2011	6/30/2012	812001	259102	M,T,W,TH,F
	7/1/2011	6/30/2012	812001	259102	M,T,W,TH,F
Rabiola, A.	7/1/2011	6/30/2012	127005	258900	M,T,W,TH,F
	7/1/2011	6/30/2012	812015	263750	M,T,W,TH,F
Ramos, Sonia A.	7/1/2011	6/30/2012	812020	205401	M,T,W,TH,F
Ravellette, M.	7/1/2011	6/30/2012	812020	205401	M,T,W,TH,F
Renault, D.	7/1/2011	6/30/2012	124010	259704	M,T,W,TH,F
Ricot, Jozeline	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Ricot, Vanessa	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Riddick, Amy E.	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Riessen, H.	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Rodriguez, Elva	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Rojas, Javier	7/1/2011	6/30/2012	812015	263750	M,T,W,TH,F
Romero, Angela	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Romero, Sergio	7/1/2011	6/30/2012	812015	263750	M,T,W,TH,F
Rosales, Jesus	7/1/2011	6/30/2012	413020	286301	M,T,W,TH,F
Rose, Aysah T.	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Russell, Larry J.	7/1/2011	6/30/2012	127005	258900	M,T,W,TH,F
Samano, Luis A.	7/1/2011	6/30/2012	110001	285201	M,T,W,TH,F
Sanchez, Juan	7/1/2011	6/30/2012	812015	263750	M,T,W,TH,F
Sanchez, Lorena	7/1/2011	6/30/2012	812035	212801	M,T,W,TH,F

Sanchez, M.	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Sanchez, Tony	7/1/2011	6/30/2012	110001	285501	M,T,W,TH,F
Santiago, Luisa	7/1/2011	6/30/2012	812020	205401	M,T,W,TH,F
Schrock, Mark	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Schroeder, S.	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Sicking, Alison	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Silva, May J.	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Simco, Sarah E.	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Sok, Nansir W.	7/1/2011	6/30/2012	812020	205401	M,T,W,TH,F
Solis, Eva Maria	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Solorzano, L.	7/1/2011	6/30/2012	812015	263750	M,T,W,TH,F
Stack, Paul W.	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Stiles, Leo R.	7/1/2011	6/30/2012	812001	261605	M,T,W,TH,F
Thompson, S.	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Ton, David T.	7/1/2011	6/30/2012	812001	261605	M,T,W,TH,F
Torres, M.	7/1/2011	6/30/2012	127005	258900	M,T,W,TH,F
Tran, Hieu D.	7/1/2011	6/30/2012	812015	263750	M,T,W,TH,F
Tran, Sharon T.	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Trinh, Son N.	7/1/2011	6/30/2012	812001	261605	M,T,W,TH,F
Truong, Long H.	7/1/2011	6/30/2012	127005	258900	M,T,W,TH,F
Truong, Tuan A.	7/1/2011	6/30/2012	127005	258900	M,T,W,TH,F
Umathum, Katie	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Unsworth, Alma	7/1/2011	6/30/2012	812020	205404	M,T,W,TH,F
Urbina, Thomas	7/1/2011	6/30/2012	127005	258900	M,T,W,TH,F
Van Geem, Evan	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Varela, Rebecca	7/1/2011	6/30/2012	812020	205401	M,T,W,TH,F
Vargas H.	7/1/2011	6/30/2012	812020	205401	M,T,W,TH,F
Vasquez, Elena	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Villalobos, Jesus	7/1/2011	6/30/2012	812015	263750	M,T,W,TH,F
Vu, Khanh N.	7/1/2011	6/30/2012	127005	258900	M,T,W,TH,F
Wagner, Karine	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Watkins, N.	7/1/2011	6/30/2012	812020	205401	M,T,W,TH,F
Weiss, Ernst	7/1/2011	6/30/2012	812001	212100	M,T,W,TH,F
Wendt, C.	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
West, Eric S.	7/1/2011	6/30/2012	127005	258900	M,T,W,TH,F
Whiteside, R.	7/1/2011	6/30/2012	413020	286301	M,T,W,TH,F
Williams, H.	7/1/2011	6/30/2012	812020	205403	M,T,W,TH,F
Wilson, Amanda	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Witt, Katherine	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F
Yeung, Man	7/1/2011	6/30/2012	812020	205401	M,T,W,TH,F
Younis, Diana	7/1/2011	6/30/2012	812020	205401	M,T,W,TH,F
Younkin, Trent	7/1/2011	6/30/2012	127005	258900	M,T,W,TH,F
Zavala, Jennifer	7/1/2011	6/30/2012	330001	259101	M,T,W,TH,F

Hourly/Temporary/Skilled Crafts, to perform highly specialized, detailed tasks such as transporting, segregating and storing hazardous materials, constructing and rigging stage equipment, or design event lighting for stage productions supporting one or more campus departments and/or divisions: Instruction, Student Services, or Campus Operations for the time frame noted below.

GWC

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Funding</u>	<u>Source</u>	<u>Days Per Week</u>
Arreola, Steve B.	7/1/2011	6/30/2012	813001	324504	M,T,W,TH,F
Barrett, Jonathon L.	7/1/2011	6/30/2012	813001	324504	M,T,W,TH,F
Berkman, John F.	7/1/2011	6/30/2012	813001	324504	M,T,W,TH,F
Van Gerven, Timothy M.	7/1/2011	6/30/2012	110001	324501	M,T,W,TH,F

OCC

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Funding</u>	<u>Source</u>	<u>Days Per Week</u>
Oberlin, C,	7/1/2011	6/30/2012	413020	286301	M,T,W,TH,F

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

DIST

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Funding</u>	<u>Source</u>	<u>Days Per Week</u>
Brahmbhatt, Pradip	7/1/2011	6/30/2012	110001	186300	M,T,W,TH,F

CCC

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Funding</u>	<u>Source</u>	<u>Days Per Week</u>
Chu, John R.	7/1/2011	6/30/2012	124044	859301	M,T,W,TH,F
Cohan, Scott J.	7/1/2011	6/30/2012	120080	853100	M,T,W,TH,F
Deboom, Mary E.	7/1/2011	6/30/2012	124007	856101	M,T,W,TH,F
Huynh, Minh-Tri T.	7/1/2011	6/30/2012	818030	803102	M,T,W,TH,F
Kohlhas, Paul M.	7/1/2011	6/30/2012	110001	801302	M,T,W,TH,F
Le, Steven H.	7/1/2011	6/30/2012	110001	880601	M,T,W,TH,F
	7/1/2011	6/30/2012	818030	879910	M,T,W,TH,F
Mayberry, Shea C.	7/1/2011	6/30/2012	818030	801204	M,T,W,TH,F
Miyahira, John T.	7/1/2011	6/30/2012	124007	856101	M,T,W,TH,F
Ngo, Cecilia P.	7/1/2011	6/30/2012	124044	859301	M,T,W,TH,F
Pao, Suchiao	7/1/2011	6/30/2012	120010	850101	M,T,W,TH,F
Phan, Thuy	7/1/2011	6/30/2012	124044	859301	M,T,W,TH,F
Rahimi, Mandana	7/1/2011	6/30/2012	818030	881400	M,T,W,TH,F
Rueter, Donald B.	7/1/2011	6/30/2012	818030	879910	M,T,W,TH,F
Saposnek, Lloyd E.	7/1/2011	6/30/2012	120010	850101	M,T,W,TH,F

GWC

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Funding</u>	<u>Source</u>	<u>Days Per Week</u>
Alhadeff, Brian A.	7/1/2011	6/30/2012	110001	324301	M,T,W,TH,F
Arreola, Michael	7/1/2011	6/30/2012	110001	380502	M,T,W,TH,F
Arroyos, Elizabeth	7/1/2011	6/30/2012	124006	361516	M,T,W,TH,F
Arroyos, Lisa	7/1/2011	6/30/2012	124006	361516	M,T,W,TH,F
Bahari, Carol R.	7/1/2011	6/30/2012	127002	361404	M,T,W,TH,F
Ballantyne, John W.	7/1/2011	6/30/2012	110001	324301	M,T,W,TH,F
Basnett, Patrick C.	7/1/2011	6/30/2012	813005	347502	M,T,W,TH,F

Bergesen, Annika A.	7/1/2011	6/30/2012	813001	317102	M,T,W,TH,F
Berry, Christian E.	7/1/2011	6/30/2012	813001	324504	M,T,W,TH,F
Boutelle, Sylvia M.	7/1/2011	6/30/2012	110001	324501	M,T,W,TH,F
Breen, Casey	7/1/2011	6/30/2012	124006	361516	M,T,W,TH,F
	7/1/2011	6/30/2012	124052	343303	M,T,W,TH,F
Brennan, Marguerite	7/1/2011	6/30/2012	813001	317102	M,T,W,TH,F
Brennan, Matthew P.	7/1/2011	6/30/2012	813001	317102	M,T,W,TH,F
Brown, Kimberley M.	7/1/2011	6/30/2012	813001	324504	M,T,W,TH,F
Bryan, Amber L.	7/1/2011	6/30/2012	813001	317102	M,T,W,TH,F
Chrisco, Tiffanie	7/1/2011	6/30/2012	124006	361516	M,T,W,TH,F
Corfield, Daniel J.	7/1/2011	6/30/2012	110001	347151	M,T,W,TH,F
Cortez, Nicole M.	7/1/2011	6/30/2012	124006	361516	M,T,W,TH,F
Crayton, Maureen B.	7/1/2011	6/30/2012	124006	361516	M,T,W,TH,F
Cumper, Cathleen	7/1/2011	6/30/2012	813001	321407	M,T,W,TH,F
Dao, Trang T.	7/1/2011	6/30/2012	110001	347151	M,T,W,TH,F
Dick, Sean J.	7/1/2011	6/30/2012	110001	317301	M,T,W,TH,F
Gambill, Nova S.	7/1/2011	6/30/2012	110001	324501	M,T,W,TH,F
Gant, Erica	7/1/2011	6/30/2012	124006	361516	M,T,W,TH,F
Garcia, Andrea L.	7/1/2011	6/30/2012	124044	359301	M,T,W,TH,F
Gizara, Erica J.	7/1/2011	6/30/2012	813001	317102	M,T,W,TH,F
Gizara, Lisa J.	7/1/2011	6/30/2012	813001	317102	M,T,W,TH,F
Gordon, Sherill A.	7/1/2011	6/30/2012	813001	317102	M,T,W,TH,F
Hardy, Shannon L.	7/1/2011	6/30/2012	813005	347502	M,T,W,TH,F
Heckman, Richard D.	7/1/2011	6/30/2012	813001	324501	M,T,W,TH,F
Hurley, Kevin P.	7/1/2011	6/30/2012	813001	317102	M,T,W,TH,F
Iriarte, Kimberly A.	7/1/2011	6/30/2012	127002	361404	M,T,W,TH,F
Juarez, Joshua M.	7/1/2011	6/30/2012	813001	317105	M,T,W,TH,F
Kennedy, Mary T.	7/1/2011	6/30/2012	124006	361516	M,T,W,TH,F
Khani, Maryam M.	7/1/2011	6/30/2012	127002	361404	M,T,W,TH,F
Kirst, Desiree L.	7/1/2011	6/30/2012	124006	361516	M,T,W,TH,F
Kiser, Kerry A.	7/1/2011	6/30/2012	813001	317102	M,T,W,TH,F
Lagana-Buhrig, Kaye B.	7/1/2011	6/30/2012	110001	347151	M,T,W,TH,F
Lao, Albert A.	7/1/2011	6/30/2012	110001	380502	M,T,W,TH,F
Lapier, Devon P.	7/1/2011	6/30/2012	813001	317102	M,T,W,TH,F
Le Boeuf, Mary S.	7/1/2011	6/30/2012	127002	361404	M,T,W,TH,F
Le, Mindy M.	7/1/2011	6/30/2012	110001	347151	M,T,W,TH,F
Magula, Kevin M.	7/1/2011	6/30/2012	813001	317103	M,T,W,TH,F
Martinez, Kristin N.	7/1/2011	6/30/2012	124006	361516	M,T,W,TH,F
McSweeny, Brian P.	7/1/2011	6/30/2012	813001	317102	M,T,W,TH,F
Mills, Jason J.	7/1/2011	6/30/2012	110001	317301	M,T,W,TH,F
Miyahira, John	7/1/2011	6/30/2012	124006	361516	M,T,W,TH,F
Moradkhani, M*	5/12/2011	6/30/2011	127002	361404	M,T,W,TH,F
	7/1/2011	6/30/2012	127002	361404	M,T,W,TH,F

Murolo, Thomas M.	7/1/2011	6/30/2012	110001	324104	M,T,W,TH,F
Neilson, Marian**	6/1/2011	6/30/2011	813001	317102	M,T,W,TH,F
	7/1/2011	8/17/2011	813001	317102	M,T,W,TH,F
Nellor, Matthew L.	7/1/2011	6/30/2012	813001	317102	M,T,W,TH,F
Nguyen, Thao P.	7/1/2011	6/30/2012	110001	311305	M,T,W,TH,F
Nicolaus, Jetta L.	7/1/2011	6/30/2012	124006	361516	M,T,W,TH,F
Nicole, Romero	7/1/2011	6/30/2012	124006	361516	M,T,W,TH,F
O'Connor, Mariah J.	7/1/2011	6/30/2012	813001	317102	M,T,W,TH,F
O'Connor, Matthew G.	7/1/2011	6/30/2012	813001	317102	M,T,W,TH,F
Pham, Hiep-Huy T.	7/1/2011	6/30/2012	110001	311305	M,T,W,TH,F
Provost, Brianna N.	7/1/2011	6/30/2012	813001	317102	M,T,W,TH,F
Pryor, Ronald	7/1/2011	6/30/2012	110001	380502	M,T,W,TH,F
Raddatz, Marcos E.	7/1/2011	6/30/2012	124006	361516	M,T,W,TH,F
Ramirez, Jorge L.	7/1/2011	6/30/2012	110001	380502	M,T,W,TH,F
Reyna, Jesus R.	7/1/2011	6/30/2012	813001	317105	M,T,W,TH,F
Rich, Samantha	6/16/2011	6/30/2011	124006	361516	M,T,W,TH,F
	7/1/2011	6/30/2012	124006	361516	M,T,W,TH,F
Rincon, Kimberly L.	7/1/2011	6/30/2012	124006	361516	M,T,W,TH,F
Rinehart, Jessica L.	7/1/2011	6/30/2012	110001	347151	M,T,W,TH,F
Rodriguez, Juan A.	7/1/2011	6/30/2012	813001	317105	M,T,W,TH,F
Roe, Nathan B.	7/1/2011	6/30/2012	813001	317102	M,T,W,TH,F
Seufert, Dana J.	7/1/2011	6/30/2012	110001	324301	M,T,W,TH,F
St. Onge, Danielle N.	7/1/2011	6/30/2012	813001	317102	M,T,W,TH,F
Teague, Joshua	7/1/2011	6/30/2012	110001	347151	M,T,W,TH,F
Teague, Joshua J.	7/1/2011	6/30/2012	110001	347151	M,T,W,TH,F
Tynan, Emily A.	7/1/2011	6/30/2012	813001	317102	M,T,W,TH,F
Van Etten, Melissa L.	7/1/2011	6/30/2012	813001	317102	M,T,W,TH,F
Wagner, Jason	7/1/2011	6/30/2012	813001	324504	M,T,W,TH,F
Wagner, Jason M.	7/1/2011	6/30/2012	813001	324504	M,T,W,TH,F
Wawrzynski, Trevor F.	7/1/2011	6/30/2012	813001	317104	M,T,W,TH,F
Whitney, Robin S.	7/1/2011	6/30/2012	110001	324501	M,T,W,TH,F
Wright, Travis R.	7/1/2011	6/30/2012	813001	317102	M,T,W,TH,F
Yarbrough, Jack	6/18/2011	6/30/2011	813001	317102	M,T,W,TH,F
	7/1/2011	6/30/2012	813001	317102	M,T,W,TH,F

*Justification: Nurse to fill staffing shortage at Health Center

**Justification: Mandated Health Fees-Staff shortage

OCC

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Funding</u>	<u>Source</u>	<u>Days Per Week</u>
Alfaro, Gilbert J.	7/1/2011	6/30/2012	812025	240023	M,T,W,TH,F
Astor, Stephen J.	7/1/2011	6/30/2012	812035	212805	M,T,W,TH,F
Brown, William A.	7/1/2011	6/30/2012	812035	212806	M,T,W,TH,F
Chrisco, Tiffanie	7/1/2011	6/30/2012	124005	256203	M,T,W,TH,F

Conner, Katherine J.	7/1/2011	6/30/2012	110001	204503	M,T,W,TH,F
Dahlberg, Eric J.	7/1/2011	6/30/2012	110001	210501	M,T,W,TH,F
Davidson, Tina	7/1/2011	6/30/2012	127001	261302	M,T,W,TH,F
Delgado, Adrian	7/1/2011	6/30/2012	812001	212100	M,T,W,TH,F
	7/1/2011	6/30/2012	812035	212806	M,T,W,TH,F
	7/1/2011	6/30/2012	812035	212801	M,T,W,TH,F
Doan, Dung U.	7/1/2011	6/30/2012	124044	259300	M,T,W,TH,F
Fernandez, Teeya F.	7/1/2011	6/30/2012	812035	212810	M,T,W,TH,F
Fier, David R.	7/1/2011	6/30/2012	110001	212100	M,T,W,TH,F
Fineman, Kenneth	7/1/2011	6/30/2012	127001	261304	M,T,W,TH,F
Franzen, Bryan D.	7/1/2011	6/30/2012	110001	212100	M,T,W,TH,F
Gurwell, Yoshimi	7/1/2011	6/30/2012	812035	212203	M,T,W,TH,F
Henderson, Barbara	7/1/2011	6/30/2012	127001	261302	M,T,W,TH,F
Houck, Margaret A.	7/1/2011	6/30/2012	110001	210501	M,T,W,TH,F
Hutton, Heather L.	7/1/2011	6/30/2012	812035	212812	M,T,W,TH,F
Jeffers, Sarah E.	7/1/2011	6/30/2012	124005	256203	M,T,W,TH,F
Jennings, Ian D.	7/1/2011	6/30/2012	812035	212809	M,T,W,TH,F
Joseph, Cathy	7/1/2011	6/30/2012	127001	261304	M,T,W,TH,F
Kardously, Jill	7/1/2011	6/30/2012	127001	261302	M,T,W,TH,F
King, Lora L.	7/1/2011	6/30/2012	120177	250702	M,T,W,TH,F
Knuth, Lawrence E.	7/1/2011	6/30/2012	812035	212809	M,T,W,TH,F
Krebs, Marilyn L.	7/1/2011	6/30/2012	127001	261302	M,T,W,TH,F
Legaspi, Jodie E.	7/1/2011	6/30/2012	110001	212100	M,T,W,TH,F
	7/1/2011	6/30/2012	812010	266851	M,T,W,TH,F
Leischner, Dena S.	7/1/2011	6/30/2012	124005	256203	M,T,W,TH,F
Mabry, Andrew T.	7/1/2011	6/30/2012	812035	212805	M,T,W,TH,F
Medina, Irma V.	7/1/2011	6/30/2012	110001	280003	M,T,W,TH,F
	7/1/2011	6/30/2012	812035	281201	M,T,W,TH,F
	7/1/2011	6/30/2012	124005	256103	M,T,W,TH,F
Montalvo, Jessica	7/1/2011	6/30/2012	812035	212801	M,T,W,TH,F
Morse, Julie L.	7/1/2011	6/30/2012	124005	256203	M,T,W,TH,F
Nakao, Beth A.	7/1/2011	6/30/2012	110001	210501	M,T,W,TH,F
Neilson, Marian J.	7/1/2011	6/30/2012	127001	261302	M,T,W,TH,F
Nguyen, Hanh T.	7/1/2011	6/30/2012	110001	204503	M,T,W,TH,F
Peiler, Karin	7/1/2011	6/30/2012	124044	259300	M,T,W,TH,F
Pepic, Amra	7/1/2011	6/30/2012	124005	256101	M,T,W,TH,F
Perry, Guy K.	7/1/2011	6/30/2012	812035	212813	M,T,W,TH,F
Phan, Kim	7/1/2011	6/30/2012	127001	261304	M,T,W,TH,F
Roman, Alfonso W.	7/1/2011	6/30/2012	812035	212814	M,T,W,TH,F
Rupp, Michael W.	7/1/2011	6/30/2012	812035	212805	M,T,W,TH,F
Ruskin, Eric M.	7/1/2011	6/30/2012	812035	212203	M,T,W,TH,F
Ryan, Keith R.	7/1/2011	6/30/2012	812035	212811	M,T,W,TH,F
Schaefer, Melissa A.	7/1/2011	6/30/2012	124044	259300	M,T,W,TH,F
Schalliol, Nicole	7/1/2011	6/30/2012	127001	261302	M,T,W,TH,F
Schmitz, Janice L.	7/1/2011	6/30/2012	127001	261302	M,T,W,TH,F
Sharma, Sylvia	7/1/2011	6/30/2012	127001	261302	M,T,W,TH,F
Shin, Sarah S.	7/1/2011	6/30/2012	124044	259300	M,T,W,TH,F
Skolnik, Matthew J.	7/1/2011	6/30/2012	812035	212805	M,T,W,TH,F

Spencer, Matthew D.	7/1/2011	6/30/2012	812035	212203	M,T,W,TH,F
Thompson, Janet S.	7/1/2011	6/30/2012	120177	250702	M,T,W,TH,F
Tran, Lang D.	7/1/2011	6/30/2012	110001	247001	M,T,W,TH,F
Tran, Ly B.	7/1/2011	6/30/2012	124044	259300	M,T,W,TH,F
Tucker, Monte V.	7/1/2011	6/30/2012	812035	212805	M,T,W,TH,F
Van Moorlegghem, L.	7/1/2011	6/30/2012	812035	212815	M,T,W,TH,F
Van Rooyen, Cindy	7/1/2011	6/30/2012	120177	250702	M,T,W,TH,F
Varnier, Angela M.	7/1/2011	6/30/2012	124044	259300	M,T,W,TH,F
Walker, Janie E.	7/1/2011	6/30/2012	110001	204205	M,T,W,TH,F
Wasserman, Jack	7/1/2011	6/30/2012	127001	261304	M,T,W,TH,F
Webster, Frank	7/1/2011	6/30/2012	127002	361405	M,T,W,TH,F
Welch, Brendon A.	7/1/2011	6/30/2012	812035	212812	M,T,W,TH,F
White, Jeri L.	7/1/2011	6/30/2012	127001	261302	M,T,W,TH,F
Young, Adam R.	7/1/2011	6/30/2012	110001	210501	M,T,W,TH,F
Young, Felicia	7/1/2011	6/30/2012	127001	261302	M,T,W,TH,F
Sinkinson, John	7/1/2011	6/30/2012	812035	247902	M,T,W,TH,F

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

CCC

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Funding</u>	<u>Source</u>	<u>Days Per Week</u>
Colvin, Elaine	6/07/2011	7/08/2011	120010	850101	M,T,W,TH,F
Salazar, Paul	6/07/2011	7/08/2011	120010	850101	M,T,W,TH,F
Schuberth, Robert	5/26/2011	12/31/2011	110001	885202	M,T,W,TH,F

OCC

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Funding</u>	<u>Source</u>	<u>Days Per Week</u>
Dinh, Hien	6/17/2011	6/30/2011	110001	249200	M,T,W,TH,F
Lighter, Laura	5/16/2011	6/16/2011	110001	249200	M,T,W,TH,F

11. Substitute Classified

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

Orange Coast College

Aguillon, Jessica
 Chaney, Jenielle
 Feinberg, Nicolle
 Hartwell, Amy
 Jordan, Judith
 Peterson, Erin

12. Clinical Advisors/Summer

None.

13. Medical Professional Hourly Personnel

None.

14. Student Workers

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

Golden West College

Luong, Dao

Romeo, Grant

Orange Coast College

Chang, Sun

Hawkes, Ethan

Olson, Robert

Stenersen, Johanna

Ton, Vinh-Khoa

Tran, Phuong

Special Meeting

Board of Trustees

Coast Community College District

Board Conference Room

July 1, 2011 at 12 noon

MINUTES*

A Special Meeting of the Board of Trustees of the Coast Community College District was held on July 1, 2011 in the Board Conference Room at the District Office.

1. Call to Order

Board President Jerry Patterson called the meeting to order at 12:01 p.m.

2. Roll Call

Trustees Present: Jerry Patterson, Lorraine Prinsky, Jim Moreno, David Grant, and Mary Hornbuckle

Trustees Absent: Student Trustee Joe Venegas III was excused

3. Opportunity for Public Comment

There were no requests to address the Board during Public Comment.

4. Oath of Office - Dr. Andrew Jones, Chancellor-Elect

Dr. Andrew Jones was sworn in as Chancellor by Board President Patterson.

President Patterson called a short recess at 12:10 p.m. to allow the opportunity to welcome Chancellor Jones, and acknowledge District and Campus Managers of the Year.

The meeting was reconvened by President Patterson at 12:20 p.m.

5. Relationship Between the Board of Trustees and the Chancellor: Procedural and Communication Issues

This item was not discussed at this time.

6. Planning and Developing the Board/Chancellor Retreat

The Board/Chancellor Retreat was discussed and on a motion by Mr. Moreno and seconded by Dr. Prinsky, the Board voted unanimously to authorize Chancellor Jones to select a facilitator, cost not to exceed \$4,000.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant, and Ms. Hornbuckle
No: None

7. Recess to Closed Session

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

The Board recessed to Closed Session at 12:40 p.m. to discuss the following item:

Public Employee Discipline/Dismissal/Release
(Pursuant to Government Code Section 54957)

8. Reconvene to Open Session

The Board reconvened to Open Session at 1:40 p.m.

9. Report of Action from Closed Session

There was no report of action from Closed Session.

10. Adjournment

There being no further business, it was moved by Ms. Hornbuckle and seconded by Mr. Moreno to adjourn the meeting.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant and Ms. Hornbuckle
No: None

The meeting was adjourned at 1:42 p.m.

Secretary of the Board of Trustees

**The Student Trustee of the Coast Community College District is provided with an advisory vote to the Board of Trustees, per Board Policy 2015. As such, the Student Trustee's votes recorded within these minutes are advisory only in nature and are not counted in the final outcome of each action taken by the Board.*

COAST COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES' DIRECTIVES LOG

Prepared by the Secretary of the Board of Trustees

#	Meeting Date	Requested via Action by the Board of Trustees	Responsible District Party	Directive	Agenda due Date	Status I = In Progress P = Pending
	March 16, 2011	Pending	To be determined	Report requested by Trustee Jim Moreno on ESL Courses offered at Orange Coast College. (Addition to Board Log pending vote by full Board of Trustees.)	Pending	P
	April 6, 2011	Pending	To be determined	Report requested by Trustee Jim Moreno on Disaster Preparedness. (Addition to Board Log pending vote by full Board of Trustees.)	Pending	P
1	April 6, 2011	Mary Hornbuckle	Chancellor	Provide a report on redistricting.	Pending	P
2	Feb 16, 2011	Lorraine Prinsky 2 nd Jim Moreno	Chancellor	Provide a report on efforts to increase student success in the Coast Community College District.	Pending	P
3	Nov 17, 2010	Jim Moreno 2 nd Mary Hornbuckle	Chancellor	Refer Bullying Report to a Policy Task Force to provide a draft policy on Bullying at a future Board Meeting.	Pending	P
4	Nov 17, 2010	Lorraine Prinsky 2 nd Walt Howald	Chancellor	Request for a future update from November 2009 report on OCC Student Funding matters.	Pending	P
5	Aug 19, 2010	Mary Hornbuckle; 2 nd Lorraine Prinsky	Chancellor/District General Counsel	Review Agreement with Time Warner Cable for the purpose of utilizing a dedicated circuit connection between Golden West College data network and Time Warner Cable, and return to the Board in August 2011 for reconsideration.	August 2011	P
6	July 16, 2008	Walt Howald; 2 nd Jim Moreno	Chancellor	The Vice Presidents at the three colleges, Academic Senate Presidents among other District-wide groups will discuss coordination of college curricula matters including CTE and occupational course and program duplication. Written status report on progress of President Obama's American Graduation Initiative.	Ongoing	P

#	Meeting Date	Requested via Action by the Board of Trustees	Responsible District Party	Directive	Agenda due Date	Status I = In Progress P = Pending
7	Sept 17, 2008	Jim Moreno; 2 nd Mary Hornbuckle	Chancellor	Provide status of diversity in the District. Strongly suggest to the extent possible that College Presidents and Human Resources ensure diverse committees in the hiring process. Request for a presentation on diversity in hiring be presented to the Board annually. Also include diversity and demographic breakdown of students at each campus and for all cities served by the District.	Spring 2011	P
8	Sept 17, 2008		Chancellor	Develop Vision 2020, a strategic plan for the District over the coming decade. Regular attention to it and updating as necessary are assumed.	May 4, 2011	P
9	Feb 2, 2011		District Foundation Directors	Provide an annual report on the Foundations.	February each year	P

Awards and Accolades 2010-2011

COASTLINE COMMUNITY COLLEGE

NOTABLE EVENTS

A WELCOME RECEPTION FOR DR. ADRIAN, incoming President of Coastline Community College, was held on July 1, 2010, at Coastline College Center.

A SCREENING PARTY for the document showcasing Coastline students and their trip to Africa (as part of The Africa Project) was held on July 6, 2010 at Coastline College Center. The documentary, titled "ONE WORLD, ONE PEOPLE" aired for the first-time on KOCE that day. It was produced by Coastline Director, LAURIE MELBY.

A VIETNAMESE LANGUAGE INSTRUCTORS CONFERENCE was hosted by Coastline and Senator Lou Correa's Office in July of 2010. The conference focused on improving instructional methods for teaching Vietnamese.

A SUMMER TECHNOLOGY INSTITUTE for faculty and staff was held in July 2010, which was hosted by Coastline and designed to help them implement new technology in their classes.

AMATH AND SCIENCE ACADEMY was offered free to high school students, July 26 – August 5, 2010. The program focused on principles and theories in mathematics and physics.

A UNIVERSITY TRANSFER EVENT was hosted by Coastline in September 2010 at the Garden Grove Center. It was also hosted at the LE-JAO center in October 2010. Several representatives from colleges and universities attended to speak with Coastline students who were interested in transferring.

"NARRATIVE" at the COASTLINE ART GALLERY was hosted from September 9 – October 9, 2010. The show featured works by several local artists.

AN OPENING RECEPTION for the "NARRATIVE" art show was held at the COASTLINE ART GALLERY on September 10, 2010.

The FALL ALL-COLLEGE MEETING was attended by nearly all faculty and many staff members on September 10, 2010 at the Westminster Rose Center and adjacent Coastline Le-Jao Center. At this event, the college collaborated on initiatives which should be considered for the college's master plan.

A LEADERSHIP WORKSHOP, "DISCOVERING OUR PALETTE AND APPRECIATING OUR DIFFERENCES," was held on October 8, 2010. Faculty and staff discovered their leadership style and were encouraged to appreciate differences.

"STRIKES FOR SCHOLARS," a bowling tournament, was held by the Coastline Foundation at Fountain Bowl on October 10, 2010. Several teams participated and the \$30/person fee went to the Coastline Foundation. More than \$5,000 was raised for mini-grant programs, which provides funds to assist faculty and staff in implementing innovative ideas that improve student learning, enhance the work environment or improve job performance and/or the quality of customer service.

The college hosted a series of BROWN BAG LUNCH seminars for faculty and staff throughout the year, including "HOW TO USE GRAPHICS AND PUBLICATIONS to create attractive (and approved) promotional materials for your class, program, or event" on October 20, 2010. This session was led by Coastline's Graphics and Publications team.

COASTLINE faculty, staff, and students participated in the GREAT SHAKEOUT, the annual statewide earthquake exercise, on October 21, 2010.

"FOUR" at the COASTLINE ART GALLERY was hosted from October 21- November 20, 2010. The show featured works by four local artists BARBARA BERK, ANGIE BRAY, SUVAN GEER, and MIEKE GELLEY.

AN OPENING RECEPTION for the "FOUR" art show was held at the COASTLINE ART GALLERY on October 22, 2010.

The first annual ALUMNI ASSOCIATION RECEPTION was held at the ECCO restaurant in Costa Mesa on October 21, 2010. Members of the Alumni Association were treated dinner and an evening of networking. The event was organized by the Coastline Foundation.

HALLOWEEN SPOOKTACULAR was hosted by the Classified Council on October 28, 2010. The event raised more than \$2,000 for Classified Council scholarships.

A LEGISLATIVE AND COMMUNITY MEET AND GREET with Coastline's new President, Dr. Loretta P. Adrian, took place at the Mile Square Park Banquet Center on November 5, 2010.

The third annual VIETNAMESE EDUCATIONAL DIABETES SEMINAR AND HEALTH FAIR was held on November 6, 2010 at the Garden Grove Center. The event was co-sponsored by CONGRESSWOMAN LORETTA SANCHEZ'S OFFICE. The event raised awareness about prevalence of diabetes by providing educating on diabetes prevention and management, as well as screening for all attendees for various health risks.

A special event, an open CONVERSATION WITH THE ARTISTS of "FOUR", a show at the Coastline Art Gallery, took place on November 20, 2010.

KALEIDOSCOPE, held December 1-5, 2010, was organized by Coastline and District staff and attended by 39 women of color who work in higher education.

AN ANNUAL TOY DRIVE to benefit EOPS students and their children brought in more than 100 toy donations. These toys were distributed by Coastline staff at the annual EOPS holiday event held in December 2010.

AN EOPS HOLIDAY PARTY was hosted for single parents and their children on December 2, 2010. Approximately 45 parents and 75 children enjoyed the afternoon festivities with lunch, holiday music, and Santa who brought donated toys for the children. Also, ASG (Associated Student Government) provided \$2000.00 in supermarket gift cards.

The annual HOLIDAY ART SALE at the COASTLINE ART GALLERY took place December 2, 3, and 4, 2010.

The second annual WINTER COLLEGE FAIR was attended by more than 1,000 members of the community. The event was held at Coastline's College Center on December 3, 2010, and showcased college programs and services amidst a fun atmosphere for attendees.

A FOUNDATION HOLIDAY RECEPTION was held in December 2010 at the CCCD District office in Costa Mesa. This event honored donors who had contributed \$250 or more to the Coastline Foundation.

A TESTING CENTER FOR ACTIVE DUTY MILITARY AND VETS was opened at the Orange County One-Stop Center in Westminster on December 8, 2010. Here, servicemen and women can take "CLEP" and "DANTES" tests to equate their military training and skills into college credit. The Contract Education Department teamed up with Seal Beach Naval Weapons Stations to open this center, Coastline's 7th National Testing Center (NTC).

A HOLIDAY CRAFT FAIR was hosted by Classified Council on December 9, 2010. The event raised more than \$600 which went to Classified Council scholarships.

COASTLINE'S LEADERSHIP INSTITUTE for faculty and staff took place January 10-14, 2011, at the Coastline Art Galley. The following faculty/staff participated: Yu-An Chang, Carolyn Clausen, Jennifer De La Rosa, Deborah Desmond, Jane Duncan, Trudie Giordano, Ken Leighton, Rick Lockwood, Anthony Maciel, and Laurie Swancutt.

A LEADERSHIP CONFERENCE FOR IRANIAN-AMERICAN WOMEN, themed "Pathways to Success," was held on January 30, 2011 at the Hyatt Regency. The conference aimed at educating and inspiring participants to invoke courage and creativity when pursuing their own goals. The event sold out quickly and raised more than \$23,200 for the Coastline Foundation.

THE SPRING ALL-COLLEGE MEETING took place on February 4, 2011 at the Rose Center Theater and the Le-Jao Center. This meeting was attended by nearly all faculty members and several staff. The event continued the discussion of the college's master plan.

A "CASH FOR COLLEGE" PRESENTATION took place on February 10, 2011, in coordination with the office of State Senator Lou Correa and the Garden Grove Unified School District. Coastline's FINANCIAL AID office presented an evening session on State and Federal Aid at Garden Grove High School. More than 200 students and parents participated. Families not only received information but had the opportunity to apply online to Coastline.

"EMERGING" at the COASTLINE ART GALLERY took place from February 10 - March 12, 2011. The event featured work by up-and-coming community artists. AN OPENING RECEPTION for the "EMERGING" art show was held at the COASTLINE ART GALLERY on February 11, 2011.

CULTURAL BODY LANGUAGE, a symposium for faculty and staff, took place on March 11, 2011. This symposium explored how to better understand the true intent of body language in different cultures and look at generational and historical differences. Panelists included Sandra Basabe, Amer El-Ahraf, Jingfang Satow, Chau Duc Tran and Katherine Watson with Richard Boddie as Panelist/Moderator. Dean of Instruction, Vinicio Lopez, opened the symposium.

THE PARALEGAL PROGRAM HOSTED THE O.C. MEDIATION CONFERENCE in March, 2011 at Coastline's Garden Grove Center. The conference provided workshops aimed at increasing awareness of mediation process and encouraging greater incorporation of mediation and peacemaking skills into the Orange County community.

"COLECTIVE KNOWLEDGE" at the COASTLINE ART GALLERY took place from March 24 – April 23, 2011. The event featured paintings from instructors from the COAST COMMUNITY COLLEGE DISTRICT family of colleges.

The fifth annual LATINO YOUTH LEADERSHIP CONFERENCE was held at the Garden Grove Center on March 26, 2011. The event was attended by more than 220 students from area high schools. Students attended workshops focused on developing leadership skills. Keynote speakers were professional boxer, CARLOS PALOMINO, and writer/activist, GUSTAVO ARELLANO.

The fifth annual WALK FOR BRAIN INJURY AWARENESS was hosted by Coastline's ABI Program, March 26, 2011, at Huntington Central Park. The event was attended by more than 300 people and raised more than \$20,000 for Coastline's ABI Program.

A GROUNDBREAKING CEREMONY for Coastline's newest campus, the NEWPORT BEACH SITE, was held on April 5, 2011. Newport Beach MAYOR MIKE HENN along with several members of the COAST COMMUNITY COLLEGE DISTRICT BOARD and ADMINISTRATION spoke on the benefits of this new site. The center is expected to open in fall 2012.

A GLOBAL EDUCATION FAIR was hosted by the INTERNATIONAL & INTERCULTURAL COMMITTEE at the Le-Jao Center on April 7, 2011. Faculty, staff,

management, and the community were invited to learn about various cultures and traditions of Coastline students.

The BESAC 2011 CONFERENCE—held April 7-9, 2011, in Sacramento, California—was organized by Coastline faculty and staff members as part of the college's administration of the BESAC and BIC grants. The conference was attended by more than 100 CTE faculty and college staff from California's community colleges.

SCHOLARHIP NIGHT was held on April 21, 2011, at the Costa Mesa Neighborhood Community Center. The Coastline Foundation granted 144 scholarships totaling \$59,866.

The ANNUAL SPRING WORKSHOP AND BBQ took place April 29, 2011. Faculty, staff, and management spent the day learning how they can serve students better. At the BBQ, teacher of the year, PT teacher of the year, and classified staff honorees for 2010-2011 were named (see "Faculty/Staff Achievements").

The DDL WILD WEST DANCE was held on May 6, 2011 at the Costa Mesa center. Coastline's SPECIAL PROGRAMS DEPARTMENT hosted the event which featured dinner, dessert, and dancing. Proceeds raised went to the DDL program.

The TENTH ANNUAL EOPS AWARDS BREAKFAST was held on May 6, 2011, at the Mile Square Golf Course Banquet Center. The event honored 18 EOPS students graduating in May 2011 and 43 students who won competitive scholarships from the Coastline Foundation and outside agencies. KEVIN HO, PAULA GILBERT-BONNAIRE, and JONETTA RIVERS were featured student speakers recognized for their overcoming their struggles to achieve success.

The annual ACADEMIC SENATE SPRING LUNCHEON took place at the Coastline Art Gallery on May 10, 2011.

A "STUDENT ART EXHIBITION" at the COASTLINE ART GALLERY took place May 6-21, 2011. The show featured art by Coastline Community College's visual art students. The student artwork on display was specifically selected by internationally-renowned watercolor painter, GEORGE JAMES.

COMMENCEMENT 2011 was held on May 14, 2011, and celebrated the accomplishments of 1,784 graduates who received their Associate in Arts or Science Degrees and 261 students received certificates of achievement. In addition, 74 students completed mini-certificates. There were a total of 38 valedictorians this year. Three of the valedictorians were from Coastline's Early College High School (ECHS) program. The class of 2011 also contained more than 1,200 graduates were members of the U.S. Military taking classes via distance learning. Eighteen of the total graduates were EOPS students. Coastline student, PAULA JORDAN, DELIVERED THE COMMENCEMENT ADDRESS.

The ANNUAL VISIONARY OF THE YEAR AWARDS took place on May 21, 2011, at

the Westin Hotel in Costa Mesa. The event raised more than \$125,000 for the Coastline Foundation and saluted local Visionaries: Dr. Khalid Ahmed (Orthopedic surgeon), Larry Broughton (President & CEO of Broughton Hospitality), LPA, Inc. (an architectural firm), Mary-Christine "M.C." Sungaila (Snell & Wilmer law firm), Mr. Khanh Tran (CFO & CIO of Pacific Life), and Time Warner Cable (Communications).

The ABI ICE CREAM SOCIAL AND AWARDS CEREMONY was held on May 25, 2011, at the Costa Mesa Center. The ceremony honored 22 graduates of the ABI program. Of those, seven have transitioned to employment, seven are continuing their education, and eight are currently volunteering.

The PATHWAYS TO HIGHER EDUCATION CONFERENCE was hosted by Coastline Community College and SENATOR LOU CORREA'S OFFICE on June 4, 2011. More than 100 high school students and parents attended the conference which aimed to motivate students to continue their education after high school.

EOPS HOSTED STUDENT WORKSHOPS IN THE FALL. They included: 1) Application to the CSU System, 2) The Power of Image and, 3) Community Action Partnerships—a review of Community resources for students and families attended by 39 students.

EOPS HOSTED STUDENT WORKSHOPS IN THE SPRING. They included: 1) Balancing Your Personal Finances, 2) Maintaining Healthy Relationships, and 3) Learning Styles, all attended by 115 students. An innovative points/incentive system was devised by EOPS staff using program requirements, which tripled attendance from the fall 2010 rates.

A FOOD DRIVE was held in fall 2010 and spring 2011 in concert with the ALL-COLLEGE WORKSHOPS. Faculty, staff, management, and students were encouraged to bring in food which was then donated to the ORANGE COUNTY FOOD BANK.

EOPS HOSTED STUDENT ORIENTATIONS in fall 2010 and spring 2011 for 45 new students accepted into the program.

THE COASTLINE INSTITUTE FOR ECONOMIC DEVELOPMENT conducted BUSINESS FORUMS throughout the year, including one with the California State Board of Equalization and the Mayor of Anaheim that was marketed to over 20,000 businesses, and had over 250 in attendance. Another specialized in Green Technology and was in conjunction with the Mayor of Garden Grove and the State Board of Equalization.

THE COASTLINE INSTITUTE FOR ECONOMIC DEVELOPMENT Institute for Economic Development conducted a Small Business Resource Fair at Coastline Garden Grove Center, partnering with Representative Loretta Sanchez' office.

STUDENT ACHIEVEMENTS

ASG (Associated Student Government) PROVIDED SUPERMARKET GIFT CARDS,

with total value of more than \$2000, to EOPS students at the EOPS Holiday Party, December 2, 2010.

ALEX NEUMEISTER was recognized by the college and the Orange County Register in an elaborate article in May 2011. She is one of Coastline's YOUNGEST GRADUATES (at age 18) for 2011 and started taking classes at Coastline when she was 12. She will continue on to UC RIVERSIDE.

HARRISON CHAN, NEAL LAWTON, ANTHONY MONDARES—EARLY COLLEGE HIGH SCHOOL STUDENTS—were three of 38 VALEDICTORIANS in the CLASS OF 2011. They each will be transferring to four-year universities. CHAN and LAWTON will be attending UC BERKELEY and MONDARES will attend UC RIVERSIDE.

JONETTA RIVERS was recognized as the EOPS student of the year at the annual EOPS AWARDS BANQUET. She graduated with an A.A. in business this year. She is transferring to CSULB.

MICHELE PLUSS, LIZ ABDUL NOUR, and MICHAEL HARVEY all contributed to the Coastline website as STUDENT BLOGGERS 2010-2011.

MICHELE PLUSS, who works as a STUDENT BLOGGER on Coastline's website, was also hired to write for the local paper, the ORANGE COUNTY NEWS. She covers Coastline events and community news.

MICHELE PLUSS was hired by the FOUNDATION FOR CALIFORNIA COMMUNITY COLLEGES to be the campus rep for the HANDS ACROSS AMERICA campaign in April 2011.

LISA OKAMOTO, PERLY ABDULNOUR, TAREZ HENDERSON, and JAMES DRAKE served on the ASG EXECUTIVE BOARD for 2010-2011. ASG OFFICERS for 2010-2011 included: Lisa Okamoto, Vanessa Ruyf, Perly Abdulnour, Michael Gilmer, Lucian Oprea, Liz Abdulnour, and Vanessa Ruyf.

EOPS STUDENTS KEVIN HO, PAULA GILBERT-BONNAIRE, and JONETTA RIVERS were the honored student speakers at the 2011 EOPS AWARDS BREAKFAST. Former students Kevin Ho (who earned a BA degree, was accepted into Lake Erie College of Medicine Pharmacy for August 2011, and plans to attend medical school in August 2012) and Paula Gilbert-Bonnaire (who earned a BA degree in Child & Adolescent Development and is currently working as a teacher and marketing consultant) were commended for building on the Coastline A.A. degree achieved with the help of the EOPS program. Jonetta Rivers, a re-entry student, graduated in May 2011 and is transferring to a 4-year university.

PAULA JORDAN represented Coastline's Class of 2011 with an encouraging speech before the introduction of the graduates at the 2011 COMMENCEMENT CEREMONY on May 14, 2011.

EOPS STUDENT ABDELLA NGO and CARE STUDENT SANDRA GUZMAN earned scholarships from the Region 8 EOPS Directors in spring 2011. The 14 community colleges in Region 8 awarded \$200.00 scholarships to one EOPS and a CARE student at each institution.

A COASTLINE MILITARY PROGRAMS STUDENT was honored with fanfare as they were confirmed as the 100,000th SOCNAV Student Agreement in December 2010. Coastline's Military Contract Education department prepared the 100,000th SOCNAV-2 student Agreement for twenty-five year old Air Traffic Controller Second Class Joshua Hight. Joshua began taking classes with Coastline while stationed at Naval Base Coronado and is currently stationed at NAS, Kingsville located in Texas. Hight is pursuing an Associate of Arts degree in Supervision and Management and will finish his last two classes in March 2011

FACULTY/STAFF ACHIEVEMENTS

DR. LORETTA P. ADRIAN BECAME PRESIDENT of Coastline on July 1, 2010. She has more than 20 years experience in the California Community College System.

BILL KERWIN was named the Interim Dean of Counseling and Special Programs. CAROLYN CLAUSEN was awarded the Professional Training and Advancement Award at the All-College Spring BBQ awards luncheon. She works at the Coastline Career Center.

THIRTEEN COASTLINERS ATTENDED COASTLINE'S ANNUAL LEADERSHIP ACADEMY, which was held in January 10-14, 2011, at the Coastline Art Galley. The Academy was led by Dr. Jacquelyn Belcher, President Emeritus of Georgia Perimeter College and owner/operator of Options Unlimited professional development services. Attendees were: Yu-An Chang, Carolyn Clausen, Jennifer De La Rosa, Deborah Desmond, Jane Duncan, Trudie Giordano, Ken Leighton, Rick Lockwood, Anthony Maciel, and Laurie Swancutt.

COASTLINE'S MILITARY DEPARTMENT was named as one of the nation's top MILITARY FRIENDLY SCHOOLS for 2011 by G.I. Jobs.

CRISTINA ARELLANO was awarded the UNSUNG HERO Award at the All-College Spring BBQ awards luncheon. She works in the EOPS department.

MINAL AJBANI was awarded the 2011 Customer Service Award at the All College Spring BBQ awards luncheon. She works in the Fiscal Service department.

SANDRA BASABE was named the 2011 Teacher of the Year. She teaches Spanish at COASTLINE.

DEBORAH HENRY was honored with the 2011 PART-TIME TEACHING EXCELLENCE AWARD. She teaches Anatomy.

GEORGE SANTORO and TOM NGUYEN won the 2011 TEAM EXCELLENCE GROUP award at the All-College Spring BBQ awards luncheon. They work in the Coastline Print Shop.

ISD'S CREATION "PHYSICAL GEOLOGY ACROSS THE AMERICAN LANDSCAPE," was recognized with the Award of Excellence from the annual VIDEOGRAPHER AWARDS in July 2010.

ISD'S video series "UNDERSTANDING CHEMISTRY IN OUR WORLD" was honored with an EMMY AWARD (the department's 19th award) at the Los Angeles Area Emmy Awards ceremony held on July 19, 2010. MARIE HULETT from Coastline's ISD department and Coastline faculty member KEN OSTROWSKI both contributed significantly to the series.

THE COASTLINE FOUNDATION BOARD welcomed new members in the summer of 2010, including Coastline's new President, Dr. Loretta P. Adrian, Deena Dinh (Wells Fargo Bank), and Seth Ellison (Alternative Apparel).

TED BOEHLER was named ACTING DEAN of the COSTA MESA CENTER.

VINICIO LOPEZ took on the additional duties of ACTING DEAN of the LE-JAO CENTER.

CHRISTINE NGUYEN was named INTERIM VICE PRESIDENT of ADMINISTRATIVE SERVICES.

JODI RODRIGUEZ transferred to COASTLINE from the district and now works in the Office of Instruction.

PROFESSOR KATHERINE WATSON had an essay published in the juried/referred "PROCEEDINGS." Her paper was entitled, "Transdisciplinary Emergence and Constructive Consilience."

PROFESSOR KATHERINE WATSON was selected as one of 30 to have a paper published during the April 2010 "Teaching in the Community College" event sponsored by the Kapio'lani Community College and the University of Hawaii Manoa. The published papers were selected by a jury.

PROFESSOR KATHERINE WATSON was invited to Austin, Texas, in May 2011 to present a paper at NISOD.

ACCOUNTING INSTRUCTOR STEPHEN WHITSON completed an extensive research project on Accounting/Finance as part of a BESAC project. Coastline faculty, staff, and managers were strongly involved in the research component, which looks at the efficacy

of what students are learning in their accounting/finance classes and what practitioners say they need to know on the job.

LISA LEE represented COASTLINE in a meeting with the Principal of Xiang Jiang High School in China during the summer of 2010. COASTLINE has partnered with this high school for the Education Bound United States (EBUS) program.

COASTLINE INSTRUCTOR, SON KIM VO, was interviewed by the DISCOVERY CHANNEL in March 2011. He provided information on Vietnamese culture for a program they are producing, including insight on why many Vietnamese people visit fortunetellers and the functions of the fortunetellers in the life of the Vietnamese.

ISABELLE KRASNEY, Corporate Relations Executive at the Irvine One-Stop Center, coordinated a panel speaking event with the Catholic Diocese of Orange that reached over 1,200 people during the month of October, 2010. TRUDIE GIORDANO, a Workforce Specialist with the One-Stop Center in Irvine, was asked to speak on that panel with other workforce experts. This session AIRED ON KABC 790 AM RADIO on January 16, 2011 and on www.kabc.com.

LOIS WILKERSON was named Interim Vice President of Student Services at COASTLINE. She has worked with the CCCD for more than 30 years.

PETER MAHARAJ was named Manager, Contract Education Program Development and Services.

JENNIFER DE LA ROSA was named Contract Education Programs Coordinator.

LAURIE MELBY became project director of the college's EDUCATION BOUND U.S. (EBUS) program.

LAURIE MELBY'S PRODUCTION, "ONE WORLD, ONE PEOPLE", aired July 6, 2010 on KOCE. The documentary was filmed in 2008 as Coastline students made a trip to SOUTH AFRICA in partnership with THE AFRICA PROJECT.

TED BOEHLER gave a presentation on using electronic delivery and distance learning as an alternative to building physical facilities at the annual Association of California Community College Administrators (ACCCA).

TED BOEHLER gave a presentation at the Business Education Student Advisory Council (BESAC) in April 2011 on the use of virtual simulations such as Second Life.

The MARKETING/PR/GRAPHICS DEPARTMENT WON FOUR AWARDS at the 2010 National Council for Marketing and PR (NCMPR) held in Las Vegas in September 2010. The awards were GOLD MEDAL (first place) for the Coastline 2010-2011 Catalog, GOLD MEDAL (first place) for the Informatics Marketing Campaign, SILVER MEDAL (second place) for Coastline's three new TV commercials, and BRONZE MEDAL (third place) for the spring 2010 Class Schedule.

The MARKETING/PR/GRAPHICS DEPARTMENT WON EIGHT AWARDS at the 2011 Community College Public Relations Organization (CCPRO) conference held in Hollywood April 14 and 15, 2011. The group was recognized for the following work: Brochure category, THIRD PLACE; Catalog, SECOND PLACE; Direct Mailer/Post Card/Flyer category, THIRD PLACE & SECOND PLACE (two entries); Notes/Card/Invitation, FIRST PLACE; TV/PSA/ AD, FIRST PLACE; Visual Arts, THIRD PLACE; Wild Card, FIRST PLACE.

DIANA RAMON was appointed to the State of California's Board of Governor's Consultation Council of the California Community Colleges Chancellor's Office.

TRACEE PHOMPRASACK became the new Military/Contract Education Technician.

TIFFANY TRAN was awarded the Special Achievement Award at the All College Spring BBQ awards luncheon. She works in the ESL department.

RICK LOCKWOOD served as the CO-CHAIR of the Business Education Statewide Advisory Committee (BESAC).

ILIANA MARIN served as the PROJECT/GRANT ASSISTANT of the Business Education Statewide Advisory Committee (BESAC).

VINICIO LOPEZ served as the PROJECT/GRANT ADMINISTRATOR of the Business Education Statewide Advisory Committee (BESAC).

RICARD KUDLIK was named the Interim Director of Fiscal Affairs.

COASTLINE'S MILITARY/CONTRACT EDUCATION TEAM implemented the INTERNET-BASED TESTING for the Principles of Public Speaking exam at Coastline's Dyess Air Force Base National Test Center (NTC). It is one of the first NTCs nationally or internationally to do so.

THE COLLEGE WAS SELECTED as one of only 120 colleges nationwide to compete for the coveted \$1 million ASPEN PRIZE, presented by the ASPEN INSTITUTE. The Aspen Institute recognizes colleges who demonstrate high levels of innovation and student success.

JOYCELYN GROOT participated in the first-ever WHITE HOUSE COMMUNITY COLLEGE SUMMIT in October 2010. The invitation to participate came as a result of Coastline's Military Programs being highlighted in a White House brief.

MICHELLE MA served as an officer on the BOARD of the COMMUNITY COLLEGE PUBLIC RELATIONS ORGANIZATION (CCPRO).

ISAIAH AGUIRRE served as an officer on the BOARD of the COMMUNITY COLLEGE PUBLIC RELATIONS ORGANIZATION (CCPRO).

MICHELLE MA presented at the Community College Public Relations Organization (CCPRO) DRIVE-IN in October 2011 on the topic of strategically (and legally) selling ads on a college website.

MICHELLE MA wrote the COVER ARTICLE in the JANUARY 2011 ISSUE OF COUNSEL (the magazine of NCMPR) titled "Strategically selling out: To sell or not to sell advertising on your college website."

MICHELLE MA was a FEATURE PRESENTER at the Community College Public Relations Organization (CCPRO) ANNUAL CONFERENCE, April 15, 2011, on the topic of "Easy social media games and promotions to stimulate student engagement."

THE GRAPHICS AND PUBLICATIONS DEPARTMENT led a BROWN BAG LUNCH seminar for faculty and staff on October 20, 2010, titled "HOW TO USE GRAPHICS AND PUBLICATIONS to create attractive (and approved) promotional materials for your class, program, or event."

CLASSIFIED STAFF MEMBERS Maribeth Daniel, Isaiah Aguirre, Cristina Arellano, and Danny Wojciechowski served on the CLASSIFIED COUNCIL EXECUTIVE BOARD for 2010-2011. COASTLINERS presented CULTURAL BODY LANGUAGE, a symposium for faculty and staff, on March 11, 2011. This symposium explored how to better understand the true intent of body language in different cultures and look at generational and historical differences. Panelists included Sandra Basabe, Amer El-Ahraf, Jingfang Satow, Chau Duc Tran and Katherine Watson with Richard Boddie as Panelist/Moderator. Dean of Instruction, Vinicio Lopez, opened the symposium.

Coastline's MILITARY CONTRACT EDUCATION department prepared the 100,000th SOCNAV-2 STUDENT AGREEMENT for twenty-five year old Air Traffic Controller Second Class Joshua Hight. Joshua began taking classes with Coastline while stationed at Naval Base Coronado and is currently stationed at NAS, Kingsville located in Texas. Hight is pursuing an Associate of Arts degree in Supervision and Management and will finish his last two classes in March 2011.

The COASTLINE MILITARY CONTRACT EDUCATION department launched its new website in May 2011 at www.coastline.edu/military.

MICHELLE WILD WAS NOMINATED for the "HOT FOR THE HOLIDAYS" AWARD at the Wireless Association's Enterprise and Applications Conference for her book "Making Cognitive Connections: Memory Compensation Using Windows Mobil" in the Health and Fitness Category.

SPECIAL PROGRAMS RAISED \$34,807 through a variety of efforts including See's Candy/Magazine sales, Recycling, Ralphs Community Partners, the Walk for Brain Injury Awareness, the Wild West Dance, and the Ice Cream Social. The funds went to support special programs students in the form of Drivers License Evaluations, Tuition, Access Transportation, and Security Deposits.

ALL ORANGE COUNTY ONE-STOP STAFF participated in an Equal Opportunity Training course provided by the Orange County Workforce Investment Board.

LLOYD SAPOSNEK completed a disability rights laws web course sponsored by the New England ADA Center and received a verification of completion letter.

LLOYD SAPOSNEK was presented with a VOLUNTEER RECOGNITION AWARD by the Mental Health Agency for his assistance helping customers with mental health issues. The award was presented during the Orange County's Job Fair and Consumer Career Network Conference hosted by Building Empowerment at Whatever Activity Reaches Everyone (BE AWARE).

PAUL SALAZAR and ANTHONY HOU each received a CERTIFICATE OF COMPLETION for Way to Work Training Series – Interwork Institute – San Diego State University.

PAUL SALAZAR received an EXCEL 2010 CERTIFICATE from New Horizons Computer Learning Center.

PAUL SALAZAR received a CERTIFICATE OF COMPLETION in Social Networking, The Job Search, and Wounded Warrior Care & Transition Policy.
ANTHONY HOU received a California Department of Aging (CDA) CERTIFICATE OF COMPLETION in Security Awareness Training.

ANTHONY HOU is a member of California Placement Association and RECEIVED THE HIGHEST AWARD – the Joan Crocker Service Award.

ANTHONY HOU received a CERTIFICATE OF COMPLETION in the following areas: The Barrier Buster -How to Overcome Employment Barriers In the Hard-To-Employ; You Can Find the Job Opening In the Recession; Staying Motivated to Job Hunt In Challenging Times; From Jails to Jobs, Success With Ex-offenders; Helping People Survive the Long Haul to Employment, and Staying Motivated to Job Hunt in Challenging Times. He also received a Certificate of Completion, from the Coast Community College District – CPR – Full Course.

ANTHONY HOU received CERTIFICATE OF APPRECIATION from the Long Beach Job Corps for participation in the Earth Day Career Fair.

DUC AU received a BACHELORS of ARTS DEGREE from Cal State Fullerton.

GRANTS AWARDED

An AANAPISI GRANT was awarded by the US DEPARTMENT OF EDUCATION in October 1, 2010. The grant will total \$2 million over a period of five years. This grant was awarded to COASTLINE in order to increase the number of Asian American and Pacific Islander (AAPI) students who eventually enroll in degree-applicable courses;

increase the number of AAPI students who earn AA degrees; and increase the number of AAPI students who transfer to UC or CSU institution.

The STATE CHANCELLOR'S OFFICE awarded \$300,000 in grants to COASTLINE to fund the STATEWIDE DISCIPLINE/INDUSTRY COLLABORATIVE FOR BUSINESS EDUCATION INITIATIVE. Coastline will be charged to develop new curriculum and student support measures for Business and Information Technology programs. COASTLINE also received \$38,000 from the STATE CHANCELLOR'S OFFICE to fund advisory committee meetings and co-sponsor the annual BESAC conference.

DISTRICT OFFICE

PERSONNEL

TRUSTEE JERRY PATTERSON WAS ELECTED PRESIDENT of the Board.

TRUSTEE JIM MORENO WAS ELECTED TO THE CALIFORNIA COMMUNITY COLLEGE TRUSTEE BOARD.

THE 2010-11 DISTRICT-SITE MANAGER OF THE YEAR WAS JERRY MARCHBANK, Coast Community College District's Assistant Director of Facilities, EHS, and Risk Services.

THE 2010-11 DISTRICT-SITE EMPLOYEE OF THE YEAR WAS PAULA FULLERTON, Coast Community College District's Systems Analyst Specialist.

JOE VENEGAS III WAS APPOINTED STUDENT TRUSTEE for Fiscal Year 2011-12.

LEE FULLER SERVED AS AT-LARGE SENATOR for Student Senate for California Community Colleges (SSCCC).

LEE FULLER SERVED AS THE CHAIR for SSCCC Relations with Local Senates Committee.

LEE FULLER SERVED AS THE CHAIR for Elections Committee.

LEE FULLER SERVED AS THE ADVISOR for Hi-Tech Center Training Unit for California Community Colleges.

LEE FULLER SERVED AS Region VIII Senator for SSCCC.

LEE FULLER SERVED AS THE CHAIR for SSCCC Rules Committee.

LEE FULLER CREATED NEW SSCCC STANDING COMMITTEE – Early Education Awareness and Effectiveness Committee (EEAE) intended to bring K-12 stakeholders together with CCC system stakeholders in order to begin a dialogue regarding basic skills needs and readiness of high-school students to attend college level courses.

LEE FULLER LEAD EFFORTS, along with District Student Council's Vice President Monica DeKany and Secretary Michael Knotts, to gain Student Trustee Advisory Vote for Coast Community College District.

LEE FULLER SERVED AS THE TREASURER for SSCCC Executive Board.

LEE FULLER SERVED AS THE TREASURER for REGION VIII SSCCC Executive Board.

CHRISTIAN TEETER RECEIVED THE ACCT REGIONAL BOARD STAFF PROFESSIONAL AWARD.

CHRISTIAN TEETER RECEIVED A CERTIFICATE OF APPRECIATION from the District Student Council for unwavering support of students that was provided at the June 15 meeting.

GOLDEN WEST COLLEGE

Collegewide Achievements:

2011 Pillars of Support +\$25,000:

Irvine Health Foundation

Mike and Lois Miller

Southern California Edison

Veterans Center Dedication 11/19/2010.

The Irvine Health Foundation Skills Lab Dedication—GWC School of Nursing 4/11/2011.

Men's Water Polo team runner up in State Championships.

GWC received a \$530,000 grant to start a Recycling and Resource Management program.

Arts & Letters:

The Art department hosted its fifth annual Holiday Art Sale in December. The art sale showcased a wonderful collection of ceramics, photographs, sculptures, paintings, prints, and jewelry. Proceeds from this Holiday Art Sale benefited the department's Artist Lecture Fun. Exhibits in the Fine Arts Gallery and the annual Holiday Arts Sale continue to move the Art faculty closer to achieving their goals of improving enrollment in the Fine Arts and promoting and strengthening the department's presence on campus.

Financial Aid:

The GWC Financial Aid department received 17,831 student FAFSA applications - a 15% increase from 09-10. Awarded 9,120 students with Pell Grants. Total Pell Grants disbursed = \$11,351,460 as of May 2011. Awarded BOGW (Fee Waivers) to 11,505 GWC students. Total disbursed to GWC students (Pell, Loans, ACG, Cal Grants, SEOG Grants, FWS)= \$13,895,526 to date.

Student Achievements:

2011 Alumni Pillars of Achievement:

Captain Jackie Gomez-Whiteley—Community Policing

Janine Jarman—Cosmetology

David Perry—Computer Security Expert

G.L.A.S.A. – Gay Lesbian Alternative Straight Alliance is the Inter-Club Council Club of the Year.

Rasheem Ivey and **Dontae Scott** named to All Star Football Team.

Michael Knotts received the prestigious R. Dudley Boyce Outstanding Student Award.

Reece Ludwig, Eric Kobe, Steven Santana, Chris Ross earned Southern California Football Alliance Scholar Athlete Award.

Men's Water Polo places four student-athletes on the All American Squad.

Bruce Miller and **Gary Marshall**, with the advice and support of **Dr. Shin Liu**, made it to the top 20 in Microsoft's National Game Development Competition, The Imagine Cup. The GWC team got an honorable mention.

Grant Morgan, Men's Water Polo/Swim, and **Amanda Webster**, Softball are recipients of Orange Empire Conference Fair Play Character Champions Award.

Jade Morton, Women's Swimming Orange Empire Conference Co-Swimmer of the Year.

34 GWC **Student-Athletes** earn All Conference Awards.

Matt Venner, Water Polo Southern California Player of the Year.

Faculty & Staff Achievements:

GWC had **3 Faculty, 7 Classified, and 2 Managers** retire this year that represents over **301 years of service.**

Full time Theater faculty (**Tom Amen, Susan Babb, and Martie Ramm**) and staff (**Sigrid Wolf and Terry Otto**) produced a variety of contemporary comedies and dramas this year in the Mainstage and Stage West Theaters, including *Don't Dress for Dinner, Othello, Doubt: A Parable*, and *Joseph and the Amazing Technicolor Dreamcoat*. In addition, a student-directed production of the Pulitzer Prize nominated play, *Love Letters*, was scheduled for two evenings in February. These productions showcased another season of artistic excellence in our Theater program.

Mary Avalos, from the Mia Casa Club, is the Inter-Club Council Advisor of the Year.

Linda Baker, Jan Davis, Trang Cong, Minnie Higgins, Calvin Tang, Mark Craig, and Cheryl Tittle - Employees of the Month.

Dr. Bruce Bales (Music) received the "Distinguished Arts Educator" award by the Huntington Beach Allied Arts Board.

Dr. Dibakar Barua's (English) book of poetry, *The Womb of Memory*, was nominated for a P.E.N. Award.

Suzy Brazney, Softball named Assistant Coach for upcoming USA Junior World Championships in Capetown, South Africa.

Nannette Brodie (Dance) and her dance theater performed with the Long Beach Opera on the production of *Akhmaten* by Phillip Glass. Her dance company received outstanding reviews in the *Los Angeles Times, Opera West*, and several other publications.

Herb Cohen helped GWC to become an Apple Authorized iPhone University Development Program.

Brian Conley (Art) was appointed by Assembly Speaker John Perez to serve as a member of the California Student Aid Commission and Board member for the California Education Credit Management Corporation (Education Fund). Professor Conley is presently a member of the Board of Trustees of Rancho Santiago Community College, serving since 1988, and is currently the Board President. He is also the California State chair for the Association of Community College Trustees. Professor Conley's art work has been commissioned by political dignitaries throughout the state and has been exhibited in the State Capitol in Sacramento.

Mark Craig - Classified Employee of the Year.

Darrell Ebert (Art), curator for the GWC Fine Arts Gallery, mounted four outstanding exhibits in the GWC Fine Arts Gallery, including an exhibit featuring the work of Chinese photographers, followed by exhibits of contemporary art and glass, printmaking, figurative paintings, and our annual juried student art show. Opening nights for each exhibit are typically attended by over 200 community members and students.

As part of the GWC Peace Studies Program, **Fran Farazdaghi** (Peace Studies) organized the fifth annual peace conference at GWC to promote peace and

nonviolence. Over 200 people attended this year's conference, which was a creative forum for an interdisciplinary gathering of students, educators, researchers, artists, activists, community leaders, and the general public. Several speakers traveled from across the U.S. to share their expertise with conference participants. During the conference, the 2011 Peace Prize Award was presented to *Invisible Children*, a generation of young activists who are giving voice to child soldiers throughout the world. This conference was the first Zero Waste event at Golden West College. The conference committee used a minimal amount of advertising and relied on a network of grassroots community-building practices, such as social media and multiple outreach efforts. All organic waste from the conference was separated and sent to compost operations, which diverted the waste from local landfills.

Sean Glumace was the Winner of the California Teachers Association (CTA) 2009-10 Ralph J. Flynn Memorial Award For Best Web Site in the State 599-999 members.

Sean Glumace won the Silver Medal in the National Independent Publisher Book Awards (IPPY Award), Business Division, for design and layout of *The Silverado Story*.

Theater students **Tony Graham** and **Josh Allton** were selected to participate as Irene Ryan Acting Scholarship nominees at the Kennedy Center American College Theater Festival. In addition, **Christian Navarro** received an American College Theater Festival Meritorious Achievement Award for stage management for Golden West College's production of *Don't Dress for Dinner*.

Ryane Harris (English) recently published a student success workbook/reader entitled, *Tips from an Unlikely Valedictorian*, a textbook used in developmental English courses.

Dr. Collette Hausey (Music) and **Tom Kubis** (Music) were featured speakers at the annual fall conference of the Southern California School Band and Orchestra Association.

Dr. Collette Hausey (Music) composed music for the 2010 Pasadena Tournament of Roses Parade. In addition to directing the GWC Symphonic Band, Dr. Hausey is director of the Placentia Symphonic Band, an all-volunteer group of about 90 musicians completing its ninth year of performing musical works throughout Orange County.

Kyle Kopp, Women's Water Polo, named Head Coach USA Women's Junior National Team Head Coach.

Ron Lowenberg, Dean, Criminal Justice, was honored with the Huntington Beach Chamber of Commerce Citizen of the year Award.

Kim Pascoe - 2010-11 Teacher of the Year.

Dan Robbins (Music) has a new recording project featuring his own compositions based on Miklos Rozsa cinema scores.

Nathan Rohlander (part-time/Art) authored two new books, one on classical figure drawing and one covering classical head drawing as part of the *Artist's Library Series*

published by Walter Foster. Mr. Rohlander has authored and illustrated five books for Walter Foster publishing.

Dan Songster - Charlie Sianez Exceptional Service Award.

Scott Taylor, Men's Water Polo OEC Conference Coach of the Year.

Dr. Paul Tayyar (English) was nominated last year for a Pulitzer Prize in Poetry for his book, *Postmark Atlantis*, and for the Pushcart Prize, one of the most prestigious awards in American poetry. He also wrote and published a book of poetry entitled, *Scenes From a Good Life*, and co-authored a textbook entitled *Around the World in One Semester: A Reader for Freshmen Students*.

In March 2010, the Honors Transfer Council of California honored **Charles Whitchurch** (English) for his tireless efforts in the area of transfer readiness and scholarship for California Community Colleges, and in particular, GWC. In recognition of Professor Whitchurch's contributions, HTCC named a \$1,000 scholarship in his name to be given to the student preparing the best abstract, the highest honor given at the conference. This scholarship is a tribute to Professor Whitchurch's efforts over the past many years on behalf of honors students and our program.

Renah Wolzinger became an Apple Authorized Master Trainer. As a result GWC's Digital Media program became an Apple Authorized Training Center able to train students for the Apple certificate exam in Final Cut Pro.

ORANGE COAST COLLEGE

COLLEGEWIDE ACHIEVEMENTS

PIRATE ATHLETICS RECOGNIZED AS TOP CALIFORNIA PROGRAM – OCC won the 2009-10 NATYCAA Cup, which recognizes the top community college athletic program in California presented by the California Community College Athletic Association (CCCAA).

OCC NAMED 2010 "MILITARY FRIENDLY SCHOOL" – OCC has been named a Military Friendly School for 2011. It is the second year Coast has ranked among the top 15% of 7,000 colleges universities and trade schools evaluated in a national survey by G.I. Jobs Magazine.

RECYCLING CENTER POSTS \$140,000 PROFIT – The OCC Recycling Center celebrated its 40th anniversary by recording its second largest profit ever—\$140,000. Proceeds support student activities, including scholarships.

UCI LAW SCHOOL DEAN TO SPEAK ON CONSTITUTION DAY – Erwin Chemerinsky, dean of UCI Law School, was the guest speaker at OCC's Constitution Day.

\$48,500 GRANT HELPS FOSTER YOUTH – A \$48,500 Community College Pathways grant is opening doors for current and former foster youth at OCC. As a result, OCC launched M.A.P.S. (Mapping Another Progressive Student), a “one-stop shop” where students can get help finding financial aid, housing, food, employment and social services.

CHILDREN'S BOOK FESTIVAL – Thousands of people flocked to campus Oct. 3rd to enjoy the 7th Annual Orange County Children's Book Festival, including presentations by children's promoting youth literacy.

70 COLLEGES VISIT CAMPUS ON TRANSFER DAY – Representatives from 70 colleges and universities visited campus for OCC's annual Transfer Day on Sept. 30th.

STUDY ABROAD FAIR – The OCC International Center presented the Fall 2010 Study, Work and Travel Abroad Fair on Oct. 15th in front of Watson Hall. A variety of organizations provided information on various travel, work and study abroad programs for students and the community.

1975 NATIONAL CHAMPS REUNITE – Players from OCC's 1975 National Championship Football Team celebrated the 35th anniversary of the national championship on Oct. 2nd at the halftime of the OCC football game against San Diego Mesa.

PLANNED CLASSROOM BUILDING WINS DESIGN AWARD – The American Institute of Architects in Orange County selected OCC's IDC (Inter-Disciplinary Classroom) Building, designed by LPA, Inc., for a merit award in the 2010 Awards of Excellence Design Competition.

FINANCIAL AID DRAWS RECORD \$27 MILLION FOR STUDENTS – OCC's Financial Aid Office put up record-breaking numbers for 2009-2010. OCC students were awarded \$27.3 million from a variety of federal and state sources.

35TH ANNUAL FACULTY DANCE CONCERT – The OCC Dance Department presented the 35th annual Dance Faculty Concert on Oct. 30th, at 8:00 p.m. in the Robert B. Moore. The concert features the outstanding OCC faculty as performers and/or choreographers.

OCC JOINS GREAT SHAKEOUT DRILL – OCC conducted its third annual Great ShakeOut earthquake evacuation drill on Oct. 21st.

HEALTH CENTER INTRODUCES ALCOHOL SELF-ASSESSMENT – A new alcohol self-assessment program, E-CHUG (Electronic Check-Up to Go), will enable students to test their knowledge of the effects of alcohol as well as their perceptions of alcohol use among the general OCC population in an online program custom-designed for the campus.

OCC'S VIRTUAL TOUR WINS GOLD – OCC won a pair of Medallion Awards at the recent 2010 National Council for Marketing and Public Relations (NCMPR) District Conference, including first place for its Virtual Online Tour in the electronic media,

online services category. The 2010 Baseball Media Guide received silver Medallion Award in the printed sports brochure category.

College INDUCTs Five INTO Athletic Hall of Fame – Five former coaches and athletes entered OCC's Athletic Alumni Hall of Fame on Oct. 23rd. Inductees include Tandy Gillis, men's basketball and tennis coach, 1976-2000; Julie Slattery Shapiro, women's tennis player, 1987-89; Mike Mayne, head baseball coach and assistant football coach, 1977-2004; Brent Mayne, 1987 Pirate catcher and professional baseball player; and the late Vern Wagner, wrestling and assistant football coach, 1971-1981.

CAMPUS HOSTS UMOJA VI CONFERENCE – In November OCC welcomed 160 students and faculty members representing 16 California community colleges for the Umoja VI Conference, "Students Teaching and Teachers Learning."

ALASKA EAGLE CIRCUMNAVIGATES SOUTH AMERICA – OCC's 65-foot school sloop will return to Newport Beach June 20th to complete an eight-month sail-training voyage around South America. More than 60 students joined the crew during eight legs of the 15,000-mile voyage.

DIEDRICH COFFEE FOUNDER SPEAKS AT CAMPUS CONFERENCE – Martin Diedrich, founder of Diedrich Coffee and Kéan Coffee in Newport Beach, was the keynote speaker for the 2010 Alpha Gamma Sigma Honor Society's 2010 Fall Southern Regional Conference held on campus Oct. 30th.

6,000 Children ENJOY 11th Annual Science Night – The signature event of OCC's Service Learning Program attracted more than 6,000 elementary children and their families to campus on Oct. 22nd to learn about the miracles and mysteries of science.

Poinsettia Sale BRIGHTENS HOLIDAYS – The Ornamental Horticulture Department conducted its 33rd annual holiday poinsettia sale.

ABC COMPLEX OPENS FOR SPRING CLASSES – OCC's newest—and largest—classroom facility, the Allied Health, Biological Sciences and Consumer and Health Science Complex—opened for the start of spring 2011 classes.

STUDENT CENTER ENJOYS A FACELIFT – Fresh paint, new carpeting and new furniture greeted students entering the Student Center and Cafeteria when student returned to campus for spring semester classes. Improvements include a new baking lab.

CIVIL RIGHTS LEADER SPEAKS AT COAST – Dr. Bernard LaFayette, Jr., a minister, civil rights activist, educator and Distinguished Senior Scholar-in-Residence, Candler School of Theology, Emory University, as a part of Black History Month. Dr. LaFayette worked with Dr. Martin Luther King Jr. in the 1960s.

ARTIST PHOTOGRAPHER VISITS – OCC's School of Photography hosted artist photographer Michel Tcherevkoff in a free public lecture as a part of Canon's Explorer of Light series.

STAGE DIRECTOR, AUTHOR LEADS WORKSHOPS – Robert Cohen, the Claire Trevor Professor of Drama at UC Irvine and a noted stage director and best-selling author, led a pair of workshops for students and presented a public lecture as part of the Distinguished Speaker Series.

OCC HONORS PIRATES FROM 1948-49 TEAM – Players from OCC's first basketball team were honored during a pregame ceremony. Howard Henning, Bob Nettles and George Rohrig returned to the OCC court 62 years after their final game in a Pirate uniform.

HIGH SCHOOL COUNSELORS TOUR CAMPUS – In February OCC rolled out the red carpet for 110 high school counselors and career center representatives complete with a hot buffet breakfast, presentations by faculty and students, and campus tours.

OCC INTRODUCES HISTORIC TRANSFER DEGREES – The Curriculum Committee announced OCC's first-ever transfer degrees that will streamline student transfer to California State University campuses in three programs—Communication Studies, Psychology and Sociology—starting this fall.

DISABLED ATHLETES INSPIRE STUDENTS – The Adapted Physical Education Program invited two athletes from two very different sports—mountain climbing and surfing—to share their stories of determination and inspiration with students. Climber Paul Fejtek and professional surfer Jesse Billauer both overcame disabilities to excel in their sports.

STUDENTS ORGANIZE 3RD ANNUAL HEALTH FAIR – Students in Doctors of Tomorrow teamed up with the Health Center to plan OCC's 3rd Annual Health Fair in March.

35TH ANNUAL SANTA ANA ARMY AIRBASE REUNION – In April OCC hosted the 35th annual reunion of the Santa Ana Army Air Base, once located on the site of OCC, Costa Mesa High School and the Orange County Fair and Event Center. Former Costa Mesa Mayor Jack Hammett, a Pearl Harbor survivor and a member of the Freedom Committee of Orange County, was guest speaker.

HIGH SCHOOL "MATHLETES" COMPETE – OCC welcomed 76 high school students representing 19 high schools for the annual math meet, a competition sponsored by the Math Department since 1957.

WATER EXPERT SPEAKS AT GREEN DAY EVENT – Water was focus of OCC's Green Day activities in April. Author Steve Solomon, author of "Water Is the New Oil," was keynote speaker.

AWARD-WINNING FASHION PHOTOGRAPHER ON CAMPUS – The Photography Department invited fashion photographer Melvin Sokolsky to campus in April as part of the Month of Photography Los Angeles (MOPLA) series.

Record Turnout Marks Senior Day – High school seniors from more than 32 high schools visited OCC's campus Thursday for the 28th Annual Senior Day. More than 4,000 Orange County high school seniors attended.

HORTICULTURE SLATES SPRING PLANT SALES – More than 2,500 vegetable and flower plants, including 30 varieties of tomatoes, went on sale during OCC Horticulture Department's spring plant sales in April. Proceeds benefited the Horticulture Program.

50 EMPLOYERS JOIN JOB FAIR – Recruiters from 50 companies greeted job hunters at OCC's Annual Job and Internship Fair in April.

COLLEGE THANKED FOR SUPPORTING FOSTER YOUTH – OCC received kudos in the Spring 2011 "Orangewood News" for its partnership with the Orangewood Foundation, including the Guardian Scholars Program that helps emancipated foster youth attending college. OCC also hosts Independent Living Program (ILP) events for teens such as Belle of the Ball, Independent City, College Fair and a Three-On-One Basketball Tournament.

OCC AWARDS 2,552 DEGREES, CERTIFICATES OF ACHIEVEMENT – On May 25th, OCC awarded 2,552 Associate degrees and Certificates of Achievement at its 63rd Commencement Ceremony, including 1,441 Associate in Arts degrees, 520 Associate in Science degrees and 591 Certificates of Achievement.

GIRLS INC. OFFERS SUMMER PROGRAM FOR 13TH YEAR – Eureka!, a program for girls in middle school, will launch its 13th year on the OCC campus from July 5th through July 29th.

"LORD OF THE RINGS" ANIMATOR VISITS CLASSES – Stephen A. Buckley, an alumnus of OCC's film school, shared his experiences as a senior character animator for major films, with students in the Digital Media Arts Program.

STUDENT ACHIEVEMENTS

BASEBALL: FIVE PAST, PRESENT PIRATES TAPPED IN MLB DRAFT – Four past and current members of the OCC baseball team were selected in the 2010 Major League Baseball draft, including 2008 Pirates (Matt Hauser and Mike Ferraro) and three current Pirates (Mykal Stokes and redshirts Beau Wright and Chad Thompson).

OCC OARSMEN WIN SILVER AT NATIONAL REGATTA – The Orange Coast Men's Novice Crew took second place at the National Championship Regatta sponsored by the American Collegiate Rowing Association, which crowns the top non-scholarship rowing team in the country.

OCC ALUM WINS FOOD NETWORK CHOCOLATE CHALLENGE – Chris Hanmer, a graduate of OCC's Culinary Arts program, took the top prize of \$10,000 in the Food Network Runaway Chocolate Challenge.

OCC STUDENTS COLLECT SHOES FOR HAITI – Nearly 3,000 victims of Haiti's earthquake have new shoes, thanks to the efforts of OCC's Alpha Gamma Sigma Honor Society (AGS).

ARCHITECTURE STUDENTS RECOGNIZED FOR SUSTAINABLE DESIGN – Three students from Rose Anne Kings' Spring 2010 Environmental Design Systems class (Architecture 185)–Whitney McCall, Jonghwan Chae and Hyounjun Park–received merit awards in the Leading Edge Design Competition, a premiere sustainable design competition for college students.

WHEELCHAIR RUGBY EXHIBITION BENEFITS DISABLED STUDENTS – The Spirit of Ability Club and Disabled Students Programs and Services sponsored the 7th Annual Bill Alvarez Memorial Wheelchair Rugby Exhibition on Oct. 16th.

RE-ENTRY STUDENT WINS FACULTY SENATE SCHOLARSHIP – Eloisa Rangel, who enrolled in OCC as a beginning English as a Second Language student, won the Academic Senate for California Community Colleges' Jonnah Laroche Memorial Scholarship for continuing students.

SPAGHETTI DRIVE PROVIDES MEALS FOR 25,000 "MOTEL KIDS" – Phi Theta Kappa Honor Society collected 5,000 boxes of dry spaghetti to provide meals for 25,000 children. OCC students teamed up with Bruno Serato of the Anaheim White House to feed Anaheim's "motel kids."

STUDENTS ORGANIZE TOWN HALL MEETINGS – Town hall meetings were held in December to find out how students feel about the waitlist process and smoking bans on campus.

ANGEL TREE MARKS 26TH YEAR – The annual Angel Tree Project gathered Christmas gifts for needy youngsters and senior citizens.

STUDENT WINS SILVER AT WORLD TRAMPOLINE CHAMPIONSHIPS – OCC student, Austin White, won the silver medal for men's double mini-trampoline at the 2010 World Trampoline and Tumbling Championships in Metz, France.

ARCHITECTURE STUDENTS DESIGN "WHITE WALLS" EXHIBIT – Students from OCC's digital fabrication architecture class transformed Costa Mesa's LAB Anti-Mall into a modern art museum as part of the "White Walls" art installation.

EOPS HONORS CLUB PLANS HOLIDAY PARTY FOR ATP STUDENTS – Members of the EOPS Honors Club organized a festive holiday party for 10 developmentally disabled young adults in the Adult Transition Program, complete with gifts personally selected for each recipient by club members.

DANCE TEAM WINS 16TH NATIONAL TITLE – OCC's dance team captured its 16th national title at the 2011 College Cheerleading and Dance Team National Championships in January at the Walt Disney World Resort in Orlando. The Pirates dominated the Open Jazz category, repeating as national champs for the first time since 2005.

HOT FOOD TEAM TAKES STATE CHAMPIONSHIP – OCC's culinary arts students racked up the most points to win the California State Hot Food Team Competition held recently at the Arts Institute in San Diego. The American Culinary Federation (ACF) sponsored the competition.

STUDENTS DESIGN GATEWAY FOR INTERNATIONAL FILM FESTIVAL – Dean Abernathy's Architecture 201 Design/Build class designed and built an entryway sculpture for the 26th Santa Barbara International Film Festival.

ONE IN 10 STUDENTS WIN ACADEMIC HONORS – More than 10% of OCC's students were recognized for academic achievement during the fall semester. The Honors List included 1,344 students who achieved a grade point average between 3.75 through 4.00 in 6 units or more. Another 1,232 students made the Dean's List with a grade point average between 3.50-3.99 in 12 units or more. In total, 10.45% of Coast's 24,621 students were recognized.

SPEECH, THEATRE & DEBATE TEAM ENJOYS STELLAR YEAR – The OCC Speech, Theatre and Debate Team won its 13th state championship and also won regionals, before settling for third place in national competition.

STUDENTS HONORED AT PTK AWARDS LUNCHEON – Mikhail Cook and Nicholas Stewart were honored at the Phi Theta Kappa All-California Team Awards Luncheon for their outstanding academic performance and service to the college and community.

AWARENESS DAY: "weCANCERvive" – The ASOCC College Life Committee presented the 11th Annual Awareness Day in April. This year's topic was "weCANCERvive."

HONORS STUDENTS WIN AWARDS AT RESEARCH CONFERENCE – Six OCC honors students presented research at the California Honors Transfer Council 2011 Student Research Conference at UC Irvine, and two students returned home with scholarship awards.

CIRCLE K RECOGNIZED AT REGIONAL CONVENTION – The Circle K Club, a collegiate leadership development program sponsored by Kiwanis International, sent 40 members to the California-Nevada-Hawaii Circle K 57th Annual Convention in Burbank last week where they collected individual and club awards, a pair scholarships and saw two OCC students elected to posts on Circle K's District Board.

ASOCC SENDS THREE TO POWER SHIFT CONFERENCE – Three OCC students who have a "passion for sustainability" traveled to Washington, D.C. for the Power Shift 2011 Conference. Kim Young, an accounting major; Rebecca Cady, who is studying interior design; and Matthew Jacinto, a political science major, were selected to attend by the ASOCC Sustainability Committee.

CLUBS SPONSOR EARTH DAY 2011 – The OCC Sierra Club and the Help Me Help You Club invited Stephanie Barger, executive director of the Earth Resource Foundation, to talk about "Plastic Plague" for Earth Day on campus in April.

STUDENT FILMS IN NB FILM FESTIVAL – “OCC Shorts,” a showcase of seven student films, were screened at Lido Theater as part of the 12th Annual Newport Beach Film Festival.

ARCHITECTURE STUDENTS BUILD SCULPTURE FOR NB FILM FEST – Thirty-five OCC architecture students designed and built sculptures for the Newport Beach Film Festival, including the Grand Premiere Gala at Big Newport in April and May.

COAST REPORT VIDEO WINS 1ST PLACE AT STATE CONVENTION – A free speech video by two Coast Report staff members, Josh Francis and Nick Gerda, won top honors at the Journalism Association of Community College's annual state convention.

ORATOR REACHES SEMIFINALS IN NATIONAL COMPETITION – OCC student Shirae Christie was the only community college competitor to make it into the semifinal rounds of the National Interstate Oratory Competition held at James Madison University in Harrisonburg, VA. Christie was one of two Southern California students selected to compete in the tournament, the oldest collegiate forensics competition in the country.

WATER CONFLICT ESSAY TAKES GARRISON PRIZE – OCC student Cassandra Cushing's interest in the Middle East led her to write an award-winning essay that delves into the Israeli-Palestinian conflict over water distribution rights. Her efforts won the Tom Garrison Prize, including a \$500 scholarship, presented at the college's recent Green Day event.

DANCERS WIN WORLD TITLE – OCC's Dance Team, the first community college team invited to represent Team USA, won the jazz dance championship at the Dance Worlds held at the Walt Disney World Resort in Orlando, FL, on April 29th. Pirate dancers outscored Japan, which came in second place, followed by Mexico. The competition featured teams from 91 countries.

HORT CLUB WINS TOP PRIZE FOR DISPLAY GARDEN – OCC's Horticulture Club took first place in the student competition and also won “best theme representation” for its display garden, “Moorish Flourishes in a Contemporary Garden,” at the 22nd Annual Southern California Spring Garden Show at South Coast Plaza from April 28th-May 1st.

CULINARY STUDENT BAKES WINNING CAKE – A cake created by OCC culinary arts student Daniella Marzullo won the Victorian Cake Competition sponsored by the 2011 California Community College Culinary Arts-Hospitality Symposium.

HOT FOOD TEAM PLACES 2ND AT REGIONALS – In April OCC's Culinary Arts Hot Food Team came in second place at the American Culinary Federation (ACF) Western Regional Competition in Scottsdale, AZ, just two tenths of a point behind Oregon Coast Culinary Institute's winning score of 37.53 points.

STUDENT LEADERS OFFER TIPS IN BUDGET VIDEO – Three OCC student leaders address the current state budget crisis and its impact on students in a new video.

PUENTE CLUB PRESIDENT DELIVERS COMMENCEMENT SPEECH – Sergio Sorza, president of the Puente Club, presented the student commencement speech. He will attend UCLA.

HONORS NIGHT DISTRIBUTES \$310,160 – Three hundred OCC scholars reaped the rewards of hard work at the college's 53rd Annual Honors Night on May 11th, when \$310,160 in scholarships was distributed.

MAN OF THE YEAR PLANS RESEARCH CAREER – Bernardo Cervantes, OCC's 2011 Man of the Year, will study biomedical research at UC Berkeley.

WOMAN OF THE YEAR UCLA-BOUND – Hasti Ahangi will attend UCLA, where she has been offered a full-ride scholarship. She plans to major in communications.

STUDENT LEADER OF THE YEAR GOT A LATE START – James Wren served in the Army, pursued several careers, before he thrived at OCC.

ARCHITECTURE STUDENTS SWEEP AIA AWARDS – OCC students took the top awards at The American Institute of Architects Orange County 2011 Student Design Competition sponsored May 21st by American Institute of Architects Orange County.

PAPER BY OCC GRAD WINS AT STATEWIDE CONFERENCE – Leaa Short, an OCC alumnus and a student of geography professor Irene Naesse, won an award for Best Paper Presentation for Graduate Students at the California Geographical Society Conference in Bishop, CA.

DISABLED STUDENT TO ATTEMPT GUINNESS WORLD RECORD – In June, Matt Thomas, an OCC student who survived a traumatic head injury in 1991, will try to set a Guinness World Record for hydrobiking from Avalon Harbor, Catalina, to Long Beach to raise funds for people with disabilities.

OCC OUTFIELDER IS CALIFORNIA CO-PLAYER OF YEAR – Sophomore Matt Moynihan was named California's Co-Player of the Year, joining Ohlone College's Ryan Tella for the top honor in California community college baseball. Moynihan—the 2011 OCC Male Athlete of the Year—shattered the single-season batting average mark, hitting .479 for the season. The previous-best for a Pirate was .443, set by Coast Hall of Famer Joey James in 1986. He will attend the University of Texas. Sophomores Jordan Beck and Kevin Cho Joining Moynihan on the All-State team.

Sophomore Runner Breaks 25-Year-Old School Record – Sophomore cross country/track standout Sarah Toberty, OCC Female Athlete of the Year, set a new school record in the 3,000 with a time of 9:47.67. Her winning time broke a 25-year-old school record (9:49.34) set in 1986.

Men's Crew Shine at WIRA Championship – The OCC Men's Crew finished the Western Intercollegiate Rowing Association (WIRA) with one gold medal in 1st Novice Eight, and a pair of silver medals for 2nd Novice Eight and JV Eight.

MEN'S GOLF REPEAT AS OEC CHAMPIONS – The OCC men's golf team successfully defended its Orange Empire Conference title by winning OEC Tournament.

MEN AND WOMEN WIN STATE SWIM TITLES – The OCC men's and women's swim teams won both state titles at the 2011 California Community College Athletic Association State Meet.

FACULTY AND STAFF ACHIEVEMENTS

GEOGRAPHY PROFESSOR IS OUTSTANDING EDUCATOR – Irene Naesse, professor of geography at OCC, won the 2010 Outstanding Educator Award at the 64th annual meeting of the California Geographical Society.

KRISTIN CLARK NAMED VICE PRESIDENT OF STUDENT SERVICES – Kristin Clark became OCC's vice president of Student Services on August 1st. Clark, was dean of Enrollment Services for three years.

OCC PILOT SETS WORLD RECORD USING BIOFUEL – Richard 'Smokey' Young, director of OCC's pilot aviation training program, set a world speed record in a piston-engine aircraft fueled by a new high-octane biofuel developed by Swift Enterprises.

TOM GARRISON WINS 2010 PACIFIC REGIONAL FACULTY AWARD – OCC marine sciences professor Tom Garrison, Ph.D., received the 2010 Pacific Regional Faculty Award at the Annual Community College Leadership Congress sponsored by the Association of Community College Trustees (ACCT) on Oct. 21st in Toronto, Canada.

NEW MANAGER JOINS OCC BOOKSTORE – Bill Kirchinger arrived on campus in October. With his extensive background in merchandising, from Saks Fifth Avenue to managing a 32-store mall, he plans to make shopping in the campus store a positive experience.

INTERNATIONAL CENTER DIRECTOR NAMED ASSOCIATE DEAN – Madjid Niroumand, director of OCC's International Center, became the college's Interim Associate Dean of Student Support Services, effective Oct. 7th. The new position is part of a campus-wide contingency plan approved by College Council last semester.

COUNTY BOARD OF EDUCATION HONORS OCC DEAN – On Nov. 18th, Hue T. Pham, Ed.D., dean of Counseling, Special Programs and Services, received the Outstanding Contributions to Education Award from the Orange County Board of Education for her personal and professional contributions to education.

RECYCLING CENTER DIRECTOR TALKS "TRASH" TO ELEMENTARY STUDENTS – Mike Carey, director of OCC's Recycling Center, is a popular speaker for Newport Mesa School District's "Green Up Our Schools" effort. Each year he visits several schools to encourage youngsters to "reuse and recycle."

STAFF AIDE VOLUNTEERS IN GHANA – Carmella Hardy, a staff aide in OCC's Office of Instruction, used her skills as a photographer to help Unite For Sight, a global

nonprofit organization that provides eye-care services to Third World countries. Carmella spent 10 days in Ghana, Africa, as a volunteer photographer for the nonprofit.

NASPA HONORS KATE MUELLER AT WESTERN REGIONAL CONFERENCE –

Kate Mueller, OCC dean of Student Affairs, received the Student Affairs Administrators in Higher Education (NASPA) Region VI 2010 Community College Professional Award at the Western Regional Conference on Nov. 5th in Portland, OR.

DEAN OF STUDENT SERVICES, WINS NATIONAL RECOGNITION – Kate Mueller, OCC's dean of Student Services, received the Student Affairs Administrators in Higher Education (NASPA) National Community College Professional Award at the NASPA Annual Conference in Philadelphia in March.

FACULTY, CLASSIFIED OF YEAR SELECTED – Candy Pettus, professor of sociology, has been named OCC's Full-Time Faculty Member for 2010-2011. Dennis Jana, who teaches history, was selected Part-Time Faculty Member of the Year, and Christine Sta. Ana, EEO/recruitment coordinator in Personnel Services, is Classified Staff Member of the Year.

OCC PROFESSORS SHARE EXPERIENCES AS POLITICAL REFUGEES – Dr. Juani Funez-Gonzalez and So Van Nguyen described their experiences as political refugees in "Passage to Freedom," a special campus event sponsored by the International and Multicultural Committee and Associated Students of OCC.

FORENSICS DIRECTOR ELECTED PRESIDENT OF STATE ASSOCIATION – Ben Lohman, associate professor of speech and director of, is the president-elect of the California Community College Forensics Association. He will take office in 2012.

OCC WINS TWO TOP AWARDS AT CCPRO COMPETITION – OCC's Communications & Marketing Department won two top awards at the annual Community College Public Relations Organization (CCPRO) statewide competition. OCC took first place for its new planetarium brochure and third place for the weekly online newsletter, Coast to Coast.

JESSICA ALABI INDUCTED INTO SANTA ANA COLLEGE ALUMNI HALL OF FAME– Sociology instructor Jessica Alabi, a full-time OCC faculty member since 2007, has been inducted into Santa Ana College Alumni Hall of Fame. Alabi earned her Associate in Arts degree at the Santa Ana College in 1997.

OCC VP'S EARN DOCTORATES IN EDUCATIONAL LEADERSHIP – Melinda Nish, vice president of instruction, and Rich Pagel, vice president of administrative services, both completed doctorates in educational leadership this month and wore their doctoral regalia for the first time at OCC's 63rd Commencement Ceremony.

BOOKSTORE STAFF MEMBER PUBLISHES BOOK ON NEWPORT BEACH – Jeff Delaney, acquisitions clerk at the OCC Bookstore, is author of a new book, "Newport Beach: Then & Now," published by Arcadia Publishing.

OCC FACULTY EARN DOCTORATES – Two OCC faculty members, Diane Colvin and Maria Lerma, have completed doctoral degrees in educational leadership at California State University at Long Beach (CSULB). Lerma is co-chair of the ESL Department. Both women are professors of English as a Second Language.

ENGLISH INSTRUCTOR PRODUCES INDEPENDENT FILM – Part-time English instructor Tucker Capps produced and directed a feature film that premiered at the Newport Beach Film Festival and may be available in theaters soon. "Goold's Gold" is the true story of Jonathan Goold's hapless adventures to find gold where Alaska's glaciers have receded.

"HANGING THE ORANGE" HONORS ART PROFESSOR, EOPS SPECIALIST – EOPS and CARE specialist Jennifer LaBounty and Irini Vallera-Rickerson, OCC professor of art, are recipients of the "Hanging of the Orange" Award for Coast faculty and staff who "go the extra mile" in their efforts to serve the college and its students.

THREE OCC STAFF MEMBERS RECEIVE STRONG ROWER AWARD – Carl Morgan, librarian; Terry Scarbrough, Honors Program coordinator; and Maria Traver, OCC counselor and Puente coordinator, have all been honored as the OCC Strong Rower in 2010-2011. The award is passed from one staff member to another throughout the year.

CLASSIFIED FORUM SELECTS LEADERS – Scott Broberg, Film and Video Department coordinator, and Nancy Ramirez, Staff Development coordinator, will serve as co-chairs of Classified Forum for 2011-2012. Scott has coordinated the college's Film and Video Department since 1994. Nancy has worked in Staff Development for the past year and is the classified staff development coordinator.

Coast Community College District
BOARD POLICY
Chapter 2
Board of Trustees

BP 2210 Officers

Education Code Section 72000, **70902**

At the annual Coast Community College District organizational meeting, the Board shall elect from among its members a President, Vice President and Board Clerk.

The terms of office for the President, Vice President, and Board Clerk shall be for one year.

The duties of the President of the Board are as follows:

- Preside over all meetings of the Board;
- Call emergency and special meetings of the Board as required by law;
- Direct the preparation of Board meeting Agendas in consultation with the Chancellor and/or the Secretary of the Board;
- Communicate with individual Board members about their responsibilities;
- Participate in the orientation process for new Board members;
- Assure Board compliance with policies on Board education, self-evaluation, and Chancellor evaluation;
- Represent the Board at official events or ensure Board representation.

The Vice President of the Board will substitute for the President as necessary.

The duties of the Board Clerk are as follows:

- Provide general direction to the Secretary of the Board in official duties;
- Ensure that Agendas, Minutes, communications, contracts and Attachments to Agendas are properly prepared, and documents are retained in the Board of Trustees Office;
- Certify, as legally necessary or proper, all Board actions;
- Sign, when authorized by law or by Board action, any documents that require the signature of the Secretary or the Clerk of the Board.

~~The Manager of Board Operations/Assistant to the Chancellor shall serve as The~~
Secretary of the Board shall be a Classified Manager reporting to the Board of Trustees, and consults regularly and cooperatively with the Chancellor.

The duties of the Secretary of the Board are as follows:

- Work with and support all elected and appointed Trustees, both individually and collectively;

- Assist the Board Clerk in the performance of his/her duties above;
- Serve as the Custodian of Records for the Board of Trustees;
- Under the direction of the Board Clerk, maintain and manage the Board Directives Log;
- Perform duties and responsibilities of Student Trustee Advisor;
- Notify members of the Board of regular, special, emergency and adjourned meetings;
- Prepare and post Board meeting agendas;
- Have prepared for adoption minutes of Board meetings;
- Attend all Board meetings and closed sessions, unless excused, and in such cases assign a designee;
- **Oversee, respond and fulfill all public records requests submitted to the District;**
- Conduct the official correspondence of the Board and maintain all communications on file;
- Certify, as legally required, all Board actions;
- Sign, when authorized by law or by Board action, any documents that would otherwise require the signature of the Secretary or the Board Clerk.

This policy supersedes any prior conflicting policy or Resolution.

Adopted February 5, 2003

Revised December 10, 2008

Replaces CCCD Board Policy # 010-2-3, Fall 2010

**COAST COMMUNITY COLLEGE DISTRICT
ON BEHALF OF
GOLDEN WEST COLLEGE**

EDUCATIONAL AFFILIATION AGREEMENT

This Educational Affiliation Agreement is made and entered into by and between Coast Community College District on behalf of Golden West College (collectively "District") and Saddleback Memorial Medical Center, a California nonprofit public benefit corporation ("Facility").

RECITALS

- A. District has an approved program(s) for the instruction and training of students as identified on Exhibit "A", which is attached and incorporated herein, hereinafter referred to as "Program". Such Program requires field experience in the community.
- B. Facility owns and operates an acute care hospital that is appropriate for furnishing such experience.
- C. It mutually benefits Facility and District to allow the employees ("Faculty") and students ("Students") of Program to use Facility for their field experience, consistent with the terms and conditions of this Agreement.

NOW, THEREFORE, in consideration of the covenants, conditions and agreements hereinafter set forth, and in consideration of the mutual benefits to be derived therefrom, the parties agree as follows:

**ARTICLE I
General Information**

- 1.1 The Program is an educational Program of District and not Facility. The Students participating in the Program shall be, at all times, under the exclusive control and are the exclusive responsibility of District.
- 1.2 District and Facility shall mutually set the times, place and subject matter for the Program that will be conducted at Facility.
- 1.3 District shall be responsible for assuring that Students observe the Facility's policies, rules and regulations and applicable state and federal law and that Students will refrain from doing anything that might prove detrimental to Facility or to its patients.
- 1.4 The Program shall be conducted without the payment of any consideration by District or Facility to the other or to any Student participating in the Program.

- 1.5 The Parties agree that all Student activities that are required, as a part of the Program will be performed under the appropriate supervision of a qualified Facility employee.
- 1.6 The length of the Student's clinical experience at Facility shall be agreed upon by the parties prior to the Student(s)' arrival at Facility.
- 1.7 The maximum number of Students who will be accepted at Facility at any one time for clinical training shall be determined by Facility.
- 1.8 District shall provide Facility with the Program Coordinator's name and contact information prior to the start of each clinical rotation.
- 1.9 District shall provide Facility with the educational objectives for the Program for Students gaining field experience at Facility under this Agreement prior to the start of each clinical rotation.
- 1.10 Facility shall have the right to suspend or terminate any Student from field experience at Facility if, in Facility's sole judgment and discretion, the Student fails to perform satisfactorily, fails to follow Facility policies, procedures and regulations, or threatens the health, safety or welfare of any patients, invitees, or employees at Facility in any way. An immediate suspension shall be imposed by Facility on a temporary basis only until Facility can confer with District and attempt to resolve the suspension, but Facility shall have the final decision regarding the Student's continued participation in the field experience at Facility.
- 1.11 Notice. All notices or other communications that either party may desire or may be required to deliver to the other party may be delivered in person or by depositing the same in the United States mail, postage prepaid, certified or registered mail, return receipt requested by overnight courier, or by electronic facsimile, confirmed in writing, addressed or delivered as follows:

If directed to Facility: Saddleback Memorial Medical Center
24451 Health Center Drive
Laguna Hills, CA 92653
Attn: Sonja Wentzel, RN
Clinical Services Coordinator

Cc: Legal Department
Memorial Health Services
17360 Brookhurst Avenue
Fountain Valley, CA 92708

If directed to District: Golden West College, Health Professionals
15744 Golden West Street
Huntington Beach, CA 92647
Attn: Director of Nursing

Either party may change the address to which notices are to be delivered by giving notice hereinabove provided. Any notice shall be deemed to have been given, if hand delivered, or sent by overnight courier, as of the date delivered or if sent by electronic facsimile when confirmed in writing, or if mailed as provided herein, on the third (3rd) day after mailing.

ARTICLE II

Term of Agreement

- 2.1 The term of this Agreement shall be for a period of five (5) years commencing on the 1st day of July, 2011, and terminating on the 30th day of June, 2016, unless terminated in accordance with the provisions of this Agreement.
- 2.2 This Agreement may be terminated by either party, acting with or without cause, upon giving thirty (30) days prior written notice to the other party except that any Student already assigned to and accepted by the Facility shall be allowed to complete any in-progress clinical practicum assignment at Facility.
- 2.3 This Agreement shall immediately terminate if District's licenses, accreditations or certifications required for the Program are terminated, revoked, reduced, or any type of disciplinary action is taken against District by any accreditation or regulatory agency.

ARTICLE III

Non-Discrimination

- 3.1 Neither District nor Facility shall discriminate unlawfully against any person because of race, color, religion, sex, creed, marital status, national origin, age or handicap, or on any other basis prohibited by law.

ARTICLE IV

Responsibilities of District

- 4.1 District shall provide Facility with the Student information as requested by Facility at least two (2) weeks before a Student is scheduled to begin training at Facility. Facility shall provide District with copies of the required Student information.
- 4.2 District agrees to comply with the Facility's policies, procedures and rules relating to the Program.

- 4.3 District shall maintain the health certification documentation for each Student for the time the Student is in training at Facility plus at least one (1) year beyond the date the Student completed training at Facility.
- 4.4 District shall obtain authorization from the Students to allow disclosure of medical information to Facility. District shall make all its health records pertaining to Student available for inspection by Facility upon reasonable notice.
- 4.5 Facility shall not be responsible for providing any part of the health examination or health clearance of Students, nor shall Facility be responsible for any part of the cost of providing such health clearance or maintaining the health records required by this Agreement. Facility may, at its sole option, provide health clearance services to a particular Student provided either District or Student agrees to pay for the services provided by the Facility.
- 4.6 District shall immediately notify Facility in writing of any current or past Student in the Program, who has or had at the time of his or her field experience at Facility a medical condition that poses a health risk to patients, employees or invitees. If the Student is currently participating in field experience at the Facility, District shall remove Student until such time that he or she no longer poses a health threat. District shall provide Facility with a written medical clearance signed by the Student's treating physician prior to the Student returning to Facility.
- 4.7 District shall be responsible for Students' academic preparation. District ensures all Students have completed the required prerequisite didactic and clinical portion of the curriculum prior to their field experience at Facility.
- 4.8 District shall be responsible for the general conduct of its Students and their complying with Facility policies, rules and regulations and applicable state and federal laws, rules and regulations during their field experience at Facility.
- 4.9 District shall assure that instructors and students in the Program maintain the confidentiality of any and all patient and other information received in the course of the Program and do not discuss, transmit or narrate in any form any patient information of a personal nature, medical or otherwise except as necessary part of a patient's treatment plan of the Program.
- 4.10 District shall assure, to the satisfaction of Facility, that each Program Student, prior to any patient observation period or participation in any clinical experience, has received training in HIPAA compliance and blood and body fluid standard precautions consistent with the Center for Disease Control guidelines, including any Facility orientation requirements. District will certify in the Student enrollment form that the Student has completed the required training.
- 4.11 District shall appoint a person to coordinate the Program for District ("Program Coordinator"). The Program Coordinator shall supervise all aspects of District's

involvement in Program. The Program Coordinator and other Faculty shall abide by the Facility's rules and regulations.

4.12 District shall arrange for periodic conferences between the Program Coordinator and Facility to evaluate the clinical experience provided under this Agreement.

4.13 District shall be responsible for obtaining and maintaining all licenses, accreditation and certifications necessary for the Program.

4.14 District shall assure that Students understand and comply with the following:

- (a) Perform their functions in accordance with all the Facility's policies and rules and with the rules and policies of the specific department to which they are assigned;
- (b) Comply with all applicable State and Federal laws and regulations, and The Joint Commission standards that apply to Facility;
- (c) Student shall maintain health insurance coverage either through a program offered by District or individually;
- (d) Arrange and pay for all of their own expenses, including their transportation, support, maintenance, health care and living accommodations;
- (e) Report to Facility on time, timely contact District and Facility when they will be absent from the Facility when they are scheduled to be at the Facility, act in a professional manner and dress appropriately;
- (f) Assume responsibility for personal illness, necessary immunizations, tuberculin tests, chest x-rays, and annual health examinations;
- (g) Student shall reimburse Facility for any emergency health care or first aid provided by Facility to Student;
- (h) Maintain the confidentiality of patient information; and
- (i) Avoid infectious or communicable diseases and inform Facility and District immediately if they have or might have been exposed to an infectious or communicable disease.

ARTICLE V

Facility's Responsibilities

- 5.1 Facility shall accept from District the mutually agreed upon number of Students and shall permit said Students and District Faculty access to Facility as Facility determines is appropriate for the purposes of providing the field experience expected in the Program.
- 5.2 Facility shall provide appropriate orientation and information regarding the policies, rules and regulations of the Facility to incoming Students and Faculty.
- 5.3 Facility shall designate a person at Facility who will coordinate the Students' experiences at Facility (Facility Coordinator).
- 5.4 Facility will provide evaluations to District of each Student's performance in the Program in a manner agreed upon by the parties.
- 5.5 Facility shall provide Students with any necessary emergency health care or first aid for accidents occurring at the Facility. Student or District shall be responsible for paying the Facility charges for such care.
- 5.6 Facility shall not decrease the number of staff or alter staffing patterns due to the presence or absence of students in assigned areas. Facility shall assure that its staff is sufficient in number, quality and stability in insure safe and continuous service to patients and families.
- 5.7 Facility shall, at all times, retain professional and administrative responsibility for patient care and all services rendered at Facility.

ARTICLE VI

Independent Contractors

The parties expressly agree that this Agreement is not intended to and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture or association between or among the District, Faculty, District Coordinator, Facility, Facility Coordinator and/or Students, but rather as an agreement by and between independent contractors. Facility shall not assume any liability under any employment or workers' compensation law based on Students and Faculty performing services, receiving education or traveling pursuant to this Agreement.

ARTICLE VII

Insurance

- 7.1 School's Insurance. School, at its sole expense, shall insure or self-insure its activities in connection with is Agreement by obtaining and maintaining in full force and

effect during the term of the Agreement insurance or programs of self-insurance to cover School, Faculty and Students, as follows:

7.1.1 Professional Medical and General Liability insurance with one (1) or more approved insurance companies with limits of at least One Million Dollars (\$1,000,000) each occurrence and Three Million Dollars (\$3,000,000) annual aggregate. In the event that the professional liability policy is a claims made policy, School shall purchase a "tail" policy for a period not less than five (5) years following the effective termination date of the foregoing policy. Said "tail" policy shall have policy limits in an amount not less than the primary professional liability policy.

7.1.2 Comprehensive or Commercial Form General Liability insurance with limits of at least One Million Dollars (\$1,000,000) per occurrence and Two Million Dollars (\$2,000,000) in the aggregate with excess insurance coverage providing an additional Five Million Dollars (\$5,000,000) per occurrence and up to an additional annual aggregate of Five Million Dollars (\$5,000,000).

7.2 Certificate of Insurance. School shall provide Facility with certificates of the insurance coverage required under this Agreement prior to the execution of this Agreement and at least annually thereafter. School shall provide at least thirty (30) days' written notice to Facility of any substantial change to or cancellation of said insurance.

7.3 Facility's Insurance. Facility shall participate in the Memorial Health Services Self-Insurance Program to provide coverage against the perils of bodily injury, personal injury, and property damage and to cover such liabilities as are imposed by law and assumed under written contract, with limits of at least Three Million Dollars (\$3,000,000) each occurrence and Ten Million Dollars (\$10,000,000) annual aggregate. Facility shall, upon request, provide School with evidence of the foregoing coverage. Facility shall provide at least thirty days written notice to School of any substantial change to, or cancellation of, said insurance.

7.4 Worker's Compensation Insurance. School shall procure and maintain Worker's Compensation insurance to cover its employees, agents and Students while participating in the Program, in compliance with the statutory requirements of California law.

7.5 Survival of Obligations. Obligations pursuant to Article VII shall survive termination or expiration of this Agreement.

ARTICLE VIII Indemnification

8.1 District hereby agrees to defend, indemnify and hold harmless Facility, its parents, subsidiaries, directors, officers, attorneys, agents and their employees

from and against claims, losses, liabilities, expenses (including reasonable attorneys' fees), judgments or settlements arising from injury to person or property, including death arising from any negligence on the part of District, its Faculty, agents or its employees in connection with or arising out of the acts or omissions in services performed under this Agreement or any breach or default in performance of any of District's obligations hereunder.

- 8.2 Facility hereby agrees to defend, indemnify and hold harmless District, its Board of Trustees, employees, agents, officers, from and against claims, losses, liabilities, expenses (including reasonable attorneys' fees), judgments or settlements arising from injury to person or property, including death arising from any negligence on the part of Facility, its parents, subsidiaries, directors, officers, agents and employees in connection with or arising out of the acts or omissions in services performed under this Agreement or any breach or default in performance of any of Facility's obligations hereunder.
- 8.3 Obligations pursuant to Article VIII shall survive termination or expiration of this Agreement.

ARTICLE IX Compliance

- 9.1 Both parties agree to comply with all applicable State and Federal laws, rules and regulations, as they now exist or may hereafter be amended or changed, in the performance or carrying out of its obligations under this Agreement.
- 9.2 District shall ensure that all Students have not been excluded, currently or in the past, from participating in any Federal or State health care program. District shall immediately remove any Student from the field experience at Facility if the Student is excluded from participating in any Federal or State Health care program.
- 9.3 District agrees to amend this Agreement as may be necessary in order for Facility to maintain its tax-exempt financing or to obtain new tax-exempt financing. Immediately upon request by Facility, District shall execute any and all such amendments presented by Facility and shall return said fully executed original amendments to Facility forthwith.
- 9.4 For purposes of this Agreement, Students shall be considered "work force members," defined as individuals who are given access to Facility's protected health information ("PHI"), which means any information whether oral or recorded in any form or medium, created or received by Students and: (i) that relates to the past, present or future physical or mental condition of the patient; the provision of health care to the patient; or the past, present or future payment for the provision of health care to the patient; and (ii) that identifies the individual or with respect to which there is a reasonable basis to believe the information can

be used to identify the patient and shall have the same meaning as the term "protected health information" in 45 CFR §164.501. As members of the work force, Students will be required to participate in certain education and training related to security and protection of PHI. Both parties shall implement appropriate safeguards to prevent the use or disclosure of Protected Health Information other than as contemplated by this Agreement.

ARTICLE X

General Provisions

- 10.1 Assignment. Subject to the restrictions set forth herein, this Agreement shall be binding upon and shall inure to the benefit of the parties and their respective heirs, legal representatives, and permitted successors and assigns. Neither party may assign this Agreement without the written consent of the other party.
- 10.2 Arbitration. Any controversy or claim arising out of or relating to this Agreement, or the breach thereof, shall be settled by a single arbitrator in the arbitration at Orange County, California, administered by the American Arbitration Association under its Commercial Arbitration Rules, and judgement on any award rendered by the arbitrator may be entered in any court having jurisdiction thereof. The discovery provisions of the California Code of Civil Procedure relating to arbitration, including the provisions of §1283.05, shall be applicable to the arbitration proceeding. The costs of any such proceeding shall be paid by the party instigating the arbitration unless such party is declared by the arbitrator to be substantially successful in securing the award of the determination sought by such party in such proceedings, in which event the costs of such proceedings shall be paid by the unsuccessful party or parties. Notwithstanding the above, in the event any party wishes to obtain injunctive relief or a temporary restraining order, such party may initiate an action for such relief in a court of law and the decision of the court of law with respect to the injunctive relief or temporary restraining order shall be subject to appeal only through the courts of law. Should the parties, prior to submitting a dispute to arbitration, desire to utilize other impartial dispute settlement techniques such as mediation or fact-finding, a joint request for such service may be made to the American Arbitration Association, or the parties may initiate such other procedures as they may mutually agree at such time. The provisions of this Section shall survive the termination of this Agreement.
- 10.3 Governing Law. This Agreement shall be governed by the laws of the State of California.
- 10.4 Captions. Any captions to or headings of the Articles, Paragraphs, Sections or subparagraphs or subsections of this Agreement are solely for the convenience of the parties, and shall not be interpreted to affect the validity of this Agreement or to limit or affect any rights, obligations, or responsibilities of the parties arising hereunder.

- 10.5 Entire Agreement. This Agreement, including all exhibits, attachments and amendments hereto, contains all the terms and conditions agreed upon by the parties regarding the subject matter of this Agreement. Any prior agreements, promises, negotiations or representations of or between the parties, either oral or written, relating to the subject matter of this Agreement, which are not expressly set forth in this Agreement are null and void and of no further force or effect.
- 10.6 Modification. This Agreement can be amended only with a written agreement signed by the parties. All such amendments shall be attached hereto and shall become part of this Agreement.
- 10.7 Terminology. Whenever the context hereof requires, the gender of all terms shall include the masculine, feminine, and neuter, and the number shall include the singular and plural.
- 10.8 Interpretation. No provision in this Agreement is to be interpreted for or against any party because that party or that party's legal representative drafted such provision.
- 10.9 Waiver of Breach. No breach of any provision hereof can be waived unless in writing. The waiver of any one breach of any provision of this Agreement shall not be deemed a waiver of any other breach of either the same or any different provision.
- 10.10 Use of Name. Neither party shall use the name, address, logo or other trademarks of the other party without the other party's prior written consent.

[REMAINDER OF PAGE LEFT BLANK INTENTIONALLY]

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed and do each hereby warrant and represent that their respective signatory whose signature appears below has been and is on the date of this Agreement duly authorized by all necessary and appropriate corporate actions to execute this Agreement.

FACILITY:

Saddleback Memorial Medical Center

By: _____

Kathy Dawson RN, MSN, NEA-BC
Chief Nursing Officer

Date: _____, 2011

Approved as to form.

Christine Bolan, Esq.
Signature

NHS Weepe Dept Rep
Title

10/22/2011
Date

DISTRICT:

Coast Community College
on behalf of Golden West College

By: _____

Date: _____, 2011

EXHIBIT "A"

PROGRAMS

Under this Educational Affiliation Agreement dated July 1, 2011, the Institution provides the following Programs:

- Nursing

(Program Goals and Objectives on following pages)

OBJECTIVES — Expected Competencies**1A. NURSING PROCESS**

1. Review the steps of the nursing process.
 - a. Assessment
 - b. Nursing diagnosis
 - c. Planning
 - d. Intervention
 - e. Evaluation
2. Explain the process nurses use to decide whether or not a problem exists
 - a. Identify client problems.
 - b. Review hierarchy of needs according to Maslow
3. Review the Roy Adaptation Model used at Golden West College
 - a. Describe the physiological and psychosocial modes of assessment
 - b. Illustrate the process of identifying behaviors
 - c. Differentiate between adaptive and ineffective behaviors
 - d. Define and differentiate between focal, contextual and residual stimuli. Describe the function of each in the development of nursing diagnoses
 - e. Describe and demonstrate how to validate stimuli
 - f. Relate the behaviors to type of stimuli
 - g. Define and develop a nursing diagnosis
 - h. Write a client goal and list criteria for goal statements
 - i. Discuss what the reason/meaning for the rationale for nursing interventions
 - j. Discuss the process of evaluation
4. Identify NANDA's influence on the formulation of nursing diagnoses
 - a. Define NANDA and describe its function
 - b. Describe the steps used to formulate a nursing diagnosis
 - c. Differentiate between nursing diagnoses and collaborative problems

Assignments: Carpenito, Ch. 1-5 **Resources:** Study Guides 3, 5

1B. NURSING HISTORY

Identify the nursing history as a basis for gathering information to plan individualized client care.

1. Explain the purpose of the nursing history.
2. Differentiate between a medical history and a nursing history.
3. Identify information included in the nursing history.
4. Identify the process for obtaining a nursing history:
 - a. Identify the optimal environmental setting.
 - b. Identify the types of questions to ask the client.

Resources: Study Guides 1,2

1C. PRIORITY SETTING

Identify the importance of priority setting in planning nursing care.

1. Identify the rationale for determining if a problem has low, medium or high priority using Maslow's Hierarchy of Needs.
2. Identify importance of involving the client in priority setting when feasible.
3. Identify other factors that affect priority setting.

Resources: Study Guide 6

1D. CLINICAL REASONING

1. Define clinical reasoning
2. Compare critical thinking to other kinds of thinking
3. Relate clinical reasoning to the nursing process
4. Discuss important components of clinical reasoning
5. Discuss validation of data in clinical reasoning
6. Demonstrate clinical reasoning in selected activities
7. Apply clinical reasoning to the nursing process
 - a. Apply concepts of gathering client data to determine needs
 - b. Analyze data to determine desired client outcomes
 - c. Use critical thinking to determine appropriate interventions
 - d. Evaluate client outcomes and analyze need to modify the plan of care.
8. Identify role models who exhibit leadership in the clinical setting.
9. Identify responsibilities of the RN leadership role in the clinical setting.

1E. THERAPEUTIC COMMUNICATION SKILLS*

1. Define therapeutic (facilitative) communication.
2. Describe the uses of therapeutic communication.
3. Differentiate between social and therapeutic communication.
4. Identify techniques utilized by health care workers to facilitate communication.
5. Identify non-therapeutic techniques that interfere with effective communication.
6. Identify coping methods utilized to maintain psychological homeostasis.
7. Discuss techniques to help clients focus on feelings rather than content of communication.
8. From examples, identify therapeutic and non-therapeutic responses.

*Note: Review Nursing 100 section on therapeutic communication.

Assignments: M/S: Potter & Perry Ch. 15 WH: Murray P. 24-26

Resources: Study Guides 7, 8, 9

Section Objectives

By the end of the rotation the student will be able to:

1. Apply objectives of women's health to clients in both the hospital and community health care settings.
2. Apply principles of anatomy and physiology to care of childbearing women from menarche through menopause.
3. Explain the nurse's role and client teaching required in family planning.
4. Discuss maternal responses to healthy childbearing in both the physiological and psychosocial modes.
5. Use the nursing process to plan care for normal antepartum, intrapartum, and postpartum women.
6. Use the nursing process to plan care for antepartum, intrapartum, and postpartum women with common complications.
7. Develop interventions to meet the needs of families of various cultural backgrounds.
8. Use the nursing process to develop a plan of care for normal newborns.
9. Use the nursing process to develop a plan of care for newborns experiencing an ineffective transition to neonatal life.
10. Describe the role of the nurse when caring for families in crisis (birth of a high risk or ill infant, loss of a newborn or fetus, birth of an infant with abnormalities).
11. Use the nursing process to develop a plan of care for women with gender-specific health problems.



AFFILIATION AGREEMENT

THIS AFFILIATION AGREEMENT ("Agreement") is made and entered into as of the later of June 1, 2011, or the execution of the Agreement by both parties (the "Effective Date") between WMC-A, Inc., a California corporation doing business as Western Medical Center – Anaheim ("Hospital") and Coast Community College District/ Golden West College ("School").

RECITALS:

- A. School offers to enrolled students a degree program in the field of Nursing.
- B. Hospital operates a comprehensive inpatient acute care facility licensed in the State of California ("State").
- C. School desires to provide to its students a clinical learning experience through the application of knowledge and skills in actual patient-centered situations in an acute care facility.
- D. Hospital has agreed to undertake training activities and to make its facility available to identified students of School for such purposes.

NOW, THEREFORE, in consideration of the mutual promises contained herein, the parties hereby agree as follows:

1. RESPONSIBILITIES OF SCHOOL.

a. **Clinical Program.** School shall be responsible for the implementation and operation of the clinical component of its program at Hospital ("Program"), which Program shall be approved in advance by Hospital. Such responsibilities shall include, but not be limited to, the following:

- (1) orientation of students to the clinical experience at Hospital;
- (2) provision of classroom theory and practical instruction to students prior to their clinical assignments at Hospital;
- (3) preparation of student/patient assignments and rotation plans for each student and coordination of same with Hospital;
- (4) continuing oral and written communication with Hospital regarding student performance and evaluation, absences and assignments of students, and other pertinent information;
- (5) supervision of students and their performance at Hospital;

(6) participation, with the students, in Hospital's Quality Assurance and related programs; and

(7) performance of such other duties as may from time to time be agreed to between School and Hospital.

All students, faculty, employees, agents and representatives of School participating in the Program while on Hospital premises ("Program Participants") shall be accountable to Hospital's Administrator. School shall be responsible for causing all Program Participants to comply with the terms of this Agreement.

b. **Student Statements.** School shall require each Program Participant to sign a Statement of Responsibility in the form attached hereto as Exhibit A, and a Statement of Confidentiality in the form attached hereto as Exhibit B.

c. **Health of Program Participants.** School shall provide to Hospital satisfactory evidence that each Program Participant is free from contagious disease and does not otherwise present a health hazard to Hospital patients, employees, volunteers or guests prior to his or her participation in the Program. Such evidence shall include without limitation the completion of a two step tuberculin skin test (within the last six months) or evidence that each Program Participant is free of symptoms of pulmonary disease if the skin test is positive, a chest x-ray following a positive TB test result, negative drug screening, physical examination, evidence of immunity from rubella, measles and chicken pox, and evidence of completion of the series of three hepatitis B vaccinations (if required by applicable law or Hospital policy). School and/or the Program Participant shall be responsible for arranging for the Program Participant's medical care and/or treatment, if necessary, including transportation in case of illness or injury while participating in the Program at Hospital. In no event shall Hospital be financially or otherwise responsible for said medical care and treatment.

d. **Dress Code; Meals.** School shall require the students assigned to Hospital to dress in accordance with dress and personal appearance standards approved by School. Such standards shall be in accordance with Hospital's standards regarding same. Program Participants shall pay for their own meals at Hospital.

e. **Performance of Services.** All faculty provided by School shall be duly licensed, certified or otherwise qualified to participate in the Program at Hospital. School shall have a specially designated staff for the performance of the services specified herein. School and all Program Participants shall perform its and their duties and services hereunder in accordance with all relevant local, state, and federal laws and shall comply with the standards and guidelines of all applicable accrediting bodies and the bylaws, rules and regulations of Hospital and any rules and regulations of School as may be in effect from time to time. Neither School nor any Program Participant shall interfere with or adversely affect the operation of Hospital or the performance of services therein.

f. **OSHA Compliance.** School shall be responsible for compliance by Program Participants 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, and as may be amended or superseded from time to time (the "Regulations"), including, but not limited to accepting the same level of responsibility as "the employer" would have to provide all employees with (1) information and training about the hazards associated with blood and other potentially infectious materials, (2) information and training about the protective measures to be taken to minimize the risk of occupational exposure to bloodborne pathogens, (3) training in the appropriate actions to take in an emergency involving exposure to blood and other potentially infectious materials, and (4) information as to the reasons the employee should participate in hepatitis B vaccination and post-exposure evaluation and follow-up. School's responsibility with respect to the Regulations also shall include the provision of the hepatitis B vaccination or documentation of declination in accordance with the Regulations.

g. **Training.** Prior to a student's first assignment at Hospital, the assignment of a School employee, agent or representative to work at Hospital or the first date of service (after the Effective Date) of a faculty member at Hospital, School shall require that the individual receive training regarding patient information privacy practices. School shall maintain training records ("Training Records") for a minimum of six years, including, without limitation, the names of those students, School employees, agents, representatives and faculty members that received training regarding patient information privacy practices. Further, School shall make the Training Records available to Hospital promptly, and without charge, upon Hospital's request.

h. **Criminal Background Verifications.** School acknowledges that each student shall be required to submit to a criminal background check as a condition of participation in the Program and shall assist Hospital as reasonably requested to assure the timely completion of this review. Hospital shall have the right to require the withdrawal of any Program Participant in the event that Program Participant fails to meet the standards established by Hospital for acceptable criminal history.

2. **RESPONSIBILITIES OF HOSPITAL.**

a. Hospital shall accept the students assigned to the Program by School and cooperate in the orientation of all Program Participants to Hospital. Hospital shall provide the opportunities for such students, who shall be supervised by School and Hospital, to observe and assist in various aspects of acute patient care. Hospital shall coordinate School's rotation and assignment schedule with its own schedule and those of other educational institutions. Hospital shall at all times retain ultimate control of the Hospital and responsibility for patient care.

b. Upon the request of School, Hospital shall assist School in the evaluation of each Program Participant's performance in the Program. However, School shall at all times remain solely responsible for the evaluation and grading of Program Participants.

3. **MUTUAL RESPONSIBILITIES.** The parties shall cooperate to fulfill the following mutual responsibilities:

a. Students shall be treated as trainees who have no expectation of receiving compensation or future employment from Hospital or School.

b. Any courtesy appointments to faculty or staff by either the School or Hospital shall be without entitlement of the individual to compensation or benefits for the appointed party.

4. WITHDRAWAL OF PROGRAM PARTICIPANTS.

a. Hospital may immediately remove from the premises any Program Participant who poses an immediate threat or danger to personnel or to the quality of medical services or for unprofessional behavior.

b. Hospital may request School to withdraw or dismiss a Program Participant from the Program at Hospital when his or her clinical performance is unsatisfactory to Hospital or his or her behavior, in Hospital's discretion, is disruptive or detrimental to Hospital and/or its patients. In such event, said Program Participant's participation in the Program shall immediately cease. Subject to the provisions of Subsection 4.a. above, it is understood that only School can dismiss the Program Participant from the Program at Hospital.

5. INDEPENDENT CONTRACTOR. The parties hereby acknowledge that they are independent contractors, and neither the School nor any of its agents, representatives, students or employees or Program Participants shall be considered agents, representatives, or employees of Hospital. In no event shall this Agreement be construed as establishing a partnership or joint venture or similar relationship between the parties hereto. School shall be liable for its own debts, obligations, acts and omissions, including the payment of all required withholding, social security and other taxes or benefits. No Program Participant shall look to Hospital for any salaries, insurance or other benefits. The provisions set forth herein shall survive expiration or other termination of this Agreement regardless of the cause of such termination.

6. NON-DISCRIMINATION. There shall be no discrimination on the basis of race, national origin, religion, creed, sex, age, sexual orientation, veteran status, disability or other legally protected classification in either the selection of students, or as to any aspect of the clinical training; provided, however, that with respect to disability, the disability must not be such as would, even with reasonable accommodation, in and of itself preclude the student's effective participation in the Program.

7. CONFIDENTIALITY.

a. **Hospital Information.** School recognizes and acknowledges that, by virtue of entering into this Agreement and fulfilling the terms of this Agreement, School and Program Participants may have access to certain information of Hospital that is confidential and constitutes valuable, special and unique property of Hospital. School agrees that neither School nor any Program Participant will at any time, (either during or subsequent to the term of this Agreement), disclose to others, use, copy or permit to be copied, without Hospital's express prior written consent, except in connection with the performance of School's and Program

Participant's duties hereunder, any confidential or proprietary information of Hospital, including, without limitation, information which concerns Hospital's patients, costs, or treatment methods developed by Hospital, and which is not otherwise available to the public.

b. **Terms of Agreement.** Except for disclosure to School's legal counsel, accountant or financial advisors (none of whom shall be associated or affiliated in any way with Hospital or any of its affiliates), neither School nor any Program Participant shall disclose the terms of this Agreement to any person, unless disclosure thereof is required by law or otherwise authorized by this Agreement or consented to by Hospital in writing. Unauthorized disclosure of the terms of this Agreement shall be a material breach of this Agreement and shall provide Hospital with the option of pursuing remedies for breach, or, notwithstanding any other provision of this Agreement, immediately terminating this Agreement upon written notice to School.

c. **Patient Information.** Neither School nor any Program Participant shall disclose to any third party, except where permitted or required by law or where such disclosure is expressly approved by Hospital in writing, any medical record or other patient information regarding Hospital patients, and School and Program Participant shall comply with all federal and state laws and regulations, and all bylaws, rules, regulations, and policies of Hospital and Hospital's medical staff, regarding the confidentiality of such information. School acknowledges that in receiving or otherwise dealing with any records or information from Hospital about Hospital's patients receiving treatment for alcohol or drug abuse, School and Program Participant are bound by the provisions of the federal regulations governing Confidentiality of Alcohol and Drug Abuse Patient Records, 42 C.F.R. Part 2, as amended from time to time.

d. **Privacy of Health Information.** School acknowledges that Hospital must comply with the applicable provisions of the Administrative Simplification section of the Health Insurance Portability and Accountability Act of 1996, codified at 42 U.S.C. § 1320 through d-8 ("HIPAA"), and the requirements of any regulations promulgated thereunder, including, without limitation, the federal privacy regulations as contained in 45 C.F.R. Parts 160 and 164, the federal security standards as contained in 45 C.F.R. Parts 160, 162 and 164, and the HITECH Act (collectively, the "Regulations"). Accordingly, Hospital may only disclose Protected Health Information, as defined in 45 C.F.R. 164.501, or Individually Identifiable Health Information, as defined in 42 U.S.C. § 1320d(6) (collectively, "Protected Health Information") to a student for purposes of providing treatment to Hospital patients or training the student to be a health care provider. A student may only request or use Protected Health Information about a Hospital patient for treatment and Hospital training program purposes. A student may only disclose Protected Health Information about a Hospital patient for treatment purposes to other health care providers involved in the patient's treatment or to Hospital's workforce members involved in the student's training program for hospital's training program purposes. A student shall not disclose Protected Health Information to School or its faculty, employees, agents or representatives unless direct patient identifiers are removed to create a limited data set in accordance with the limited data set standard at 45 C.F.R. § 164.514(e) and the disclosure is pursuant to a limited data set use agreement between Hospital and School that satisfies Hospital's obligations under the limited data set standard. A student may disclose a patient's health information that has been de-

identified in accordance with the de-identification standard at 45 C.F.R. § 164.514(a) - (c) to School or its faculty, employees, agents or representatives for School's use in evaluating the student.

School, students and other Program Participants shall not request, use or further disclose any Protected Health Information other than for the treatment and training purposes specified in this Agreement. School and Program Participants will implement appropriate safeguards to prevent the request for, use or disclosure of Protected Health Information other than as permitted by this Agreement. School will promptly report to Hospital any uses or disclosures, of which School or Program Participants become aware, of Protected Health Information in violation of this Agreement. In the event that School contracts with any agents or independent contractors to whom School provides Protected Health Information, School shall include provisions in such agreements pursuant to which School and such agents or independent contractors agree to the same restrictions and conditions that apply to School with respect to Protected Health Information. School will make its internal practices, books and records relating to the use and disclosure of Protected Health Information available to the Secretary of the United States Department of Health and Human Services to the extent required for determining compliance with HIPAA and the Regulations.

In the event a Hospital patient (or the patient's personal representative) requests access to Protected Health Information in a Designated Record Set (as defined in 45 C.F.R. § 164.501) of Hospital from School or a Program Participant, School or the Program Participant shall immediately forward such request and any such Protected Health Information in its, his or her possession to Hospital. If a Hospital patient (or the patient's personal representative) requests an amendment of Protected Health Information in a Designated Record Set of Hospital from School or a Program Participant, then School shall or the Program Participant shall immediately forward such request and any such Protected Health Information in its, his or her possession to Hospital. Further, School or Program Participant shall incorporate any amendment approved by Hospital into any amended Protected Health Information in School's or Program Participant's possession.

If School or a Program Participant receives a request for an accounting of disclosures of Protected Health Information from a Hospital patient (or the patient's personal representative), then School or the Program Participant shall within five days forward the request to Hospital. School shall assist Hospital to determine whether any such request for an accounting is a request for an accounting of Hospital's disclosures or of School's disclosures. If Hospital determines that the request is a request for an accounting of School's disclosures and School is a Covered Entity (as defined in 45 C.F.R. § 160.103), then School shall provide the patient with the accounting required by 45 C.F.R. § 164.528. If Hospital determines that the request is a request for an accounting of Hospital's disclosures, then School and Program Participants shall within 10 days forward any information in School's or Program Participants' possession that is required for Hospital to make the accounting required by 45 C.F.R. § 164.528.

No attorney-client, accountant-client or other legal or equitable privilege shall be deemed to have been waived by School or Hospital by virtue of this Subsection.

- e. **Audit.** School shall, within five business days of a written request from

Hospital, make available during normal business hours at School or Hospital all records, books, agreements, systems, policies and procedures relating to the use or disclosure of PHI for the purpose of allowing Hospital to audit and determine School's compliance with this Section 7. If Hospital discovers any violation of this Section 7, School shall promptly remedy such violation following receipt of written notice describing the violation from Hospital and shall certify in writing that it cured the violation.

f. **Survival.** The provisions set forth in this Section 7 shall survive expiration or other termination of this Agreement, regardless of the cause of such termination.

8. **INSURANCE.** School and Hospital shall secure and maintain at all times during the Term, at their respective sole expense, the following insurance coverage as outlined below.

a. Such coverage (general liability and professional liability) to include, without limitation, claims based on a violation of Subsection 7.d. or any applicable State law or regulation concerning the privacy of patient information, if such insurance is reasonably available.

b. Insurance shall cover themselves and their respective employees.

c. School shall either provide coverage on behalf of Program Participants (students) or require Program Participants (students) to secure general liability and professional liability coverage. In the case of workers' compensation, if not covered by the School, Program Participants (students) need to secure their own health insurance coverage. If Program Participants (students) provide coverage on their own behalf, such coverage must be placed with insurer(s) having a minimum "A" BEST rating.

d. Such coverage provided by School and Hospital may be afforded via commercial insurance, self-insurance, a captive, or some combination thereof.

e. Upon either party's request, the other party shall provide a certificate of insurance evidencing such coverage, including a 30 day notice of cancellation clause.

9. **TERM; TERMINATION.**

a. **Term.** The initial term of this Agreement shall be two (2) years, commencing on the Effective Date.

b. **Termination.** Either party may terminate this Agreement at any time without cause upon at least thirty (30) days' prior written notice, provided that all students currently enrolled in the Program at Hospital at the time of notice of termination shall be given the opportunity to complete their clinical Program at Hospital, such completion not to exceed three (3) months.

c. **Effect of Expiration or Other Termination.** Upon expiration or other termination of this Agreement, School shall and shall cause Program Participants to either return

or destroy all Protected Health Information received from Hospital or created or received by School or Program Participants on behalf of Hospital, and which School or Program Participants still maintain in any form. Notwithstanding the foregoing, to the extent that Hospital agrees that it is not feasible to return or destroy such Protected Health Information, the terms and provisions of Section 7 of this Agreement shall survive termination of this Agreement and such Protected Health Information shall be used or disclosed solely for such purpose or purposes which prevented the return or destruction of such Protected Health Information.

d. **Termination During the First Twelve Months of the Initial Term.** In the event this Agreement is terminated during the first twelve months of the Initial Term, the parties shall be prohibited from entering into the same arrangement with each other until after the expiration of the first 12 months of the Initial Term. The provisions of this Subsection shall survive expiration or other termination of this Agreement, regardless of the cause of such termination.

10. **ENTIRE AGREEMENT.** This Agreement and its accompanying Exhibits contain the entire understanding of the parties with respect to the subject matter hereof and supersede all prior agreements, oral or written, and all other communications between the parties relating to such subject matter. This Agreement may not be amended or modified except by mutual written agreement. All continuing covenants, duties and obligations herein shall survive the expiration or earlier termination of this Agreement.

11. **SEVERABILITY.** If any provision of this Agreement is held to be invalid or unenforceable for any reason, this Agreement shall remain in full force and effect in accordance with its terms disregarding such unenforceable or invalid provision.

12. **INDEMNIFICATION.** School shall indemnify and hold Hospital harmless from and against any and all liability and costs, including attorneys' fees, resulting from a breach of Subsection 7.d. by School, Program Participants, School's agents or subcontractors.

13. **ARBITRATION.** In the event of any dispute arising out of or relating to this Agreement, then such dispute shall be resolved solely and exclusively by confidential binding arbitration with the Orange County branch of JAMS ("JAMS") to be governed by JAMS' Commercial Rules of Arbitration in effect at the time of the commencement of the arbitration (the "JAMS Rules") and heard before one arbitrator. The parties shall attempt to mutually select the arbitrator. In the event they are unable to mutually agree, the arbitrator shall be selected by the procedures prescribed by the JAMS Rules. Each party shall bear its own attorneys' fees, expert witness fees, and costs incurred in connection with any arbitration.

14. **CAPTIONS.** The captions contained herein are used solely for convenience and shall not be deemed to define or limit the provisions of this Agreement.

15. **NO WAIVER.** Any failure of a party to enforce that party's right under any provision of this Agreement shall not be construed or act as a waiver of said party's subsequent right to enforce any of the provisions contained herein.

16. **GOVERNING LAW.** This Agreement shall be governed and construed in accordance with the laws of the State, with venue for any action arising out of or relating to this Agreement exclusively residing in Orange County, California. The provisions set forth herein shall survive expiration or other termination of this Agreement regardless of the cause of such termination.

17. **ASSIGNMENT; BINDING EFFECT.** School may not assign or transfer any of its rights, duties or obligations under this Agreement, in whole or in part, without the prior written consent of Hospital. For purposes of this Agreement, the transfer of ownership of all or a portion of the shares, partnership interests, or other ownership interests of School, in a single transaction or a series of transactions, which results in the replacement of 50% or more of the shareholders, partners, members or owners, as the case may be, of School as they existed on the commencement date of this Agreement shall be deemed an assignment hereunder. This Agreement shall inure to the benefit of, and be binding upon, the parties hereto and their respective successors and permitted assigns. This Agreement is assignable by Hospital without consent or notice.

18. **NOTICES.** All notices hereunder by either party to the other shall be in writing, delivered personally, by certified or registered mail, return receipt requested, or by overnight courier, and shall be deemed to have been duly given when delivered personally or when deposited in the United States mail, postage prepaid, addressed as follows:

If to School: Golden West College
 15744 Goldenwest Street
 Huntington Beach, CA 92647
 Attn: School of Nursing

If to Hospital: Western Medical Center - Anaheim
 1025 South Anaheim Boulevard
 Anaheim, CA 92805
 Attn: Chief Executive Officer

or to such other persons or places as either party may from time to time designate by written notice to the other.

20. **MASTER LIST OF CONTRACTS.** Hospital shall maintain a master list of contracts that is maintained and updated centrally and is available for review by the Secretary of the United States Department of Health and Human Services upon request.

[signature block appears on following page]

WMC-A, INC.
A CALIFORNIA CORPORATION D/B/A
WESTERN MEDICAL CENTER - ANAHEIM

EXHIBIT B

CONFIDENTIALITY STATEMENT

The undersigned hereby acknowledges his/her responsibility under applicable federal law and the Agreement between Golden West College, an educational institution operated by the Coast Community College District, a public educational form entity ("School") and Western Medical Center - Anaheim ("Hospital"), to keep confidential any information regarding Hospital patients and proprietary information of Hospital. The undersigned agrees, under penalty of law, not to reveal to any person or persons except authorized clinical staff and associated personnel any specific information regarding any patient and further agrees not to reveal to any third party any confidential information of Hospital, except as required by law or as authorized by Hospital. The undersigned agrees to comply with any patient information privacy policies and procedures of the School and Hospital.

Dated this ____ day of _____, 20__.

Program Participant

Witness



CEDARS-SINAI MEDICAL CENTER

June 7, 2011

Orange Coast College
2701 Fairview Road
Costa Mesa, CA 92628-2825
Attention: Jane McLaughlin

Re: Contract – Affiliation – Coast Community College District/Orange Coast College – Neurodiagnostic Technology Program – 2nd Amendment

Dear Ms. McLaughlin:

Upon execution, this letter will serve as the Second Amendment to the Student Affiliation Agreement entered the 21st day of June, 2007 ("Agreement"), by and between Cedars-Sinai Medical Center, a California nonprofit public benefit corporation, and Coast Community College District/Orange Coast College, a public education agency, with respect to the following:

1. The first sentence of Article 2 of the Agreement is hereby modified to read as follows:

"The term of this Agreement shall commence on the date first referenced above ("Commencement Date") and shall continue to remain in full force and effect until midnight of June 20, 2013, subject to renewal for additional one (1) or two (2) year term(s) based on the written agreement of the parties, unless sooner terminated in the manner set forth below."

2. All other terms and provisions of the Agreement shall remain in full force and effect.

* * *

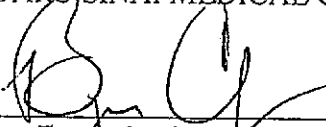
Attachment 5

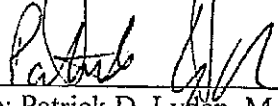
8700 Beverly Blvd. ■ Los Angeles, CA 90048
Office (310) 423-3277 ■ www.cedars-sinai.edu

If this Second Amendment to the Agreement is acceptable to you, please return a signed copy of it to Cedars-Sinai Medical Center, 8700 Beverly Blvd., TSB-290, Los Angeles, California 90048, Attention: Paralegal Analyst.

Sincerely yours,

CEDARS-SINAI MEDICAL CENTER

By: 
Name: Bryan Croft
Its: Vice President, Service Line Operations

By: 
Name: Patrick D. Lyden, M.D.
Its: Chair, Department of Neurology

ACKNOWLEDGED AND AGREED TO
As of the date first referenced above

ORANGE COAST COLLEGE

By: _____
Name: Kevin Ballinger
Its: Dean, Consumer and Health Services

COAST COMMUNITY COLLEGE DISTRICT

By: _____
Name: _____
Its: President, Board of Trustees



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Full legal name of lessee 1801 WEST COAST HGW	DBA name of lessee NEWPORT BEACH	CA	92663-5036
Billing address	City	State	ZIP+4 17314946868
Billing contact name 1801 WEST COAST HGW	Billing contact phone # NEWPORT BEACH	CA	Billing CAN # 92663-5036
Installation address (if different from billing address) LISA WINTER	City (949)-645-9412	State	ZIP+4 17314946868
Installation contact name 1801 WEST COAST HGW	Installation contact phone # NEWPORT BEACH	CA	Installation CAN # 92663-5036
New Address (please indicate billing <input type="checkbox"/> and/or install <input type="checkbox"/>)	City	State	ZIP+4
Please note any special billing requirements here	Invoice attention of	Customer PO #	

[illegible]

Tier 1 Service Level Agreement Included
Includes Unlimited Postage by Phone Meter Resets

Softguard Included
Purchase Power Included


Number of Quarters	Quarterly Amount
17	\$ 122

SR #: 3-3253240535
N1XK7M0SBYLXXXXX

Payment plans begin after any applicable Prorated Usage Period.

You agree to be bound by all the terms and conditions of this Lease, including those contained on page 2 and those located in the Pitney Bowes Terms, which are available at www.pb.com/terms (Version 04/10) and are incorporated by reference. The Lease will be binding on PBGFS only after PBGFS has completed its credit and documentation approval process and an authorized PBGFS employee signs below. The Lease requires you either to provide proof of insurance or instead participate in the Pitney Bowes ValueMAX® equipment protection program (see PITNEY BOWES TERMS) for an additional fee. Please initial here, indicating that you accept the Terms and Conditions outlined on page 2.

Please initial here, indicating that you accept the Terms and Conditions outlined on page 2.

Customer Signature	Date	Tax ID # (TIN/FEIN)
	PRESIDENT, BOARD OF 	
Customer Name	Signer's Title	Email Address
Donna Robinson 164779	0122	
Account rep	District office	PBGFS acceptance

This is a lease with Pitney Bowes Global Financial Services LLC (PBGFS), Pitney Bowes' leasing company. PBGFS provides leasing options to our customers. PBGFS does not warrant, service or otherwise support the equipment. Those services are provided by Pitney Bowes Inc. (PBI) as stated in the Pitney Bowes Terms. Due to federal regulations, only PBI can own an IntelliLink Control Center or Meter. Therefore, those items are rented to you, rather than leased. Unlike the other equipment you may lease from us, you cannot purchase an IntelliLink Control Center or Meter at the end of the Agreement.

L1. DEFINITIONS

L1.1 All capitalized terms that are not defined in this document are defined in the "Definitions" section of the Pitney Bowes Terms.

L2. AGREEMENT

- L2.1 You are leasing the Equipment listed on the Order. You will make each Quarterly Payment by the due date shown on our invoice.
- L2.2 **You may not cancel this Lease for any reason. All payment obligations are unconditional.**
- L2.3 Our remedies for your failure to pay on time or other defaults are set forth in the "Default and Remedies" section of the Pitney Bowes Terms.
- L2.4 You authorize us to file a Uniform Commercial Code financing statement naming you as debtor/lessee with respect to the Equipment.

L3. PAYMENT TERMS AND OBLIGATIONS

- L3.1 We will invoice you in advance each quarter for all payments on the Order (each, a "Quarterly Payment"), except as provided in any SOW attached to this Agreement.
- L3.2 Your Quarterly Payment may include a one-time origination fee, amounts carried over from a previous unexpired lease, and other costs.
- L3.3 If you request, your IntelliLink® Control Center/Meter Rental fees, Service Level Agreement fees, and Soft-Guard® payments ("PBI Payments") will be included with your Quarterly Payment and begin with the start of the Lease Term. Your Quarterly Payment will increase if your PBI Payments increase.

L4. EQUIPMENT OWNERSHIP

- L4.1 We own the Equipment. PBI owns any IntelliLink® Control Center or Meter. Except as stated in Section L6.1, you will not have the right to become the owner at the end of this Agreement.

L5. LEASE TERM AND INTERIM USAGE PERIOD

- L5.1 The Lease term is the number of months stated on the Order, plus any Interim Usage Period ("Lease Term"). The Interim Usage Period is the period between the date your Equipment is delivered and the first month of the subsequent calendar quarter.
- L5.2 If you use the Equipment during the Interim Usage Period, you agree to pay the prorated portion of your Quarterly Payment.

L6. END OF LEASE OPTIONS

- L6.1 During the 90 days prior to the end of your Lease, you may, if not in default, select one of the following options:
- enter into a new lease with us;
 - purchase the Equipment "as is, where is" for fair market value; or
 - return the Equipment, IntelliLink Control Center and/or Meter in its original condition, reasonable wear and tear excepted. If you return the Equipment, IntelliLink Control Center and/or Meter, at our option you will either (i) properly pack them and insure them for their full replacement value (unless you are enrolled in the ValueMAX® program) and deliver them aboard a common carrier, freight prepaid, to a destination within the United States that we specify, or (ii) properly pack and return them in the return box and with the shipping label provided by us and pay us our then applicable processing fee.
- L6.2 If you do not select one of the options in Section L6.1, you have agreed to enter into successive month-to-month extensions of this Agreement. You may cancel the extension upon 30 days written notice, and either return all items pursuant to Section L6.1(c) or purchase the Equipment.

L7. WARRANTY AND LIMITATION OF LIABILITY

- L7.1 WE (PBGFS) MAKE NO WARRANTIES, EXPRESS OR IMPLIED, INCLUDING ANY WARRANTY OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, OR FREEDOM FROM INTERFERENCE OR INFRINGEMENT.
- L7.2 PBI provides you with (and we assign to you our rights in) the limited warranty in the Pitney Bowes Terms.
- L7.3 WE ARE NOT LIABLE FOR ANY LOSS, DAMAGE (INCLUDING INCIDENTAL, CONSEQUENTIAL OR PUNITIVE DAMAGES),

OR EXPENSE CAUSED DIRECTLY OR INDIRECTLY BY THE EQUIPMENT.

L8. EQUIPMENT OBLIGATIONS

- L8.1 Condition and Repairs. You will keep the Equipment free from liens and encumbrances and in good repair, condition, and working order.
- L8.2 Inspection. We may inspect the Equipment and any related maintenance records.
- L8.3 Location. You may not move the Equipment from the location specified on the Order without our prior written consent.

L9. RISK OF LOSS AND VALUEMAX® PROGRAM

Because we own the equipment while you lease it from us, we need to make sure it is protected while it is in your possession. You can demonstrate to us that the equipment will be protected either by showing us that your insurance will cover the equipment or by enrolling in our fee-based ValueMAX program. The terms of that program are listed in Section L9.2.

L9.1 Risk of Loss.

- You bear the entire risk of loss to the Equipment from the date of shipment by PBI until the end of the Lease Term (including any extensions), regardless of cause, ordinary wear and tear excepted ("Loss").
- No Loss will relieve you of any of your obligations under this Lease. You must immediately notify us in writing of the occurrence of any Loss.
- You will keep the Equipment insured against Loss for its full replacement value under a comprehensive policy of insurance or other arrangement with an insurer of your choice, provided that it is reasonably satisfactory to us ("Insurance"). **YOU MUST CALL US AT 1-800-243-9506 AND PROVIDE US WITH EVIDENCE OF INSURANCE.**

L9.2 ValueMAX Program.

- If you do not provide evidence of insurance and have not enrolled in our own program (ValueMAX), we may include the Equipment in the ValueMAX program and charge you a fee, which we will include as an additional charge on your invoice.
- We will provide written notification reminding you of your insurance obligations described above in Section L9.1(c).
- If you do not respond with evidence of insurance within the time frame specified in the notification we may immediately include the Equipment in the ValueMAX program.
- If the Equipment is included in the ValueMAX program and any damage or destruction to the Equipment occurs (other than from your gross negligence or willful misconduct, which is not covered by ValueMAX), we will (unless you are in default) repair or replace the Equipment.
- If we are required to repair or replace the Equipment under the ValueMAX program and we fail to do so within 20 days of receiving your written notice of loss or damage, you may terminate this Lease.
- We are not liable to you if we terminate the ValueMAX program. By providing the ValueMAX program we are not offering or selling you insurance; accordingly, regulatory agencies have not reviewed this Lease, this program or its associated fees, nor are they overseeing our financial condition.

L10. MISCELLANEOUS

- L10.1 If more than one lessee is named in this Lease, liability is joint and several.
- L10.2 You, and any principal, owner, officer or guarantor signing the Order or any documents executed in connection with this Lease, agree to furnish us financial information. Each of these persons authorizes us to obtain credit reports on them now and in the future.
- L10.3 **YOU MAY NOT ASSIGN OR SUBLET THE EQUIPMENT OR THIS LEASE WITHOUT OUR PRIOR WRITTEN CONSENT.**
- L10.4 We may sell, assign, or transfer all or any part of this Lease or the Equipment. Any sale, assignment, or transfer will not affect your rights or obligations under this Agreement.

GREENWOOD & HALL AGREEMENT FOR PROFESSIONAL SERVICES

THIS SERVICES AGREEMENT (the "Agreement") is entered into and effective as of the 1st day of July, 2011 ("Effective Date") by and between PCS Link, Inc. dba Greenwood & Hall ("G&H") and Coast Community College District (OCC). OCC and G&H may be referred to herein individually as "Party" or collectively as "Parties". In consideration of the covenants and agreements set forth in this Agreement, the parties agree as follows.

1. FAS Services. G&H will provide OCC with Financial Aid Solutions ("FAS") services as detailed in Exhibit A attached hereto.
2. Fees. School agrees to pay G&H the fees set forth in Exhibit A. G&H will provide OCC an invoice on a monthly basis. OCC agrees to pay G&H based on such invoice within twenty (20) days of School's receipt of the invoice.
3. Term. The Agreement shall be in effect from July 1st, 2011 through July 1st, 2014, (36 months) following the actual commencement of financial aid services by Greenwood & Hall.
4. Termination. Either party may terminate this Agreement at any time by providing the other party with a ninety (90) day advance written notice.
5. Confidentiality. All information, exchanged between the parties is confidential. Confidential Information shall include, but not be limited to, any information that either party discloses, whether in writing, electronically or orally, to the other party, whether in tangible or intangible form. By way of example and not limitation, Confidential Information includes: (i) any information concerning a party's, its agents' or licensors' technology, such as systems, source code, databases, hardware, software, programs, applications, engine protocols, routines, models, displays and manuals, including, without limitation, the selection, coordination, and arrangement of the contents thereof; (ii) any information concerning a party's, its agents' or licensors' financial or business plans or operations; and (iii) any "nonpublic personal information" as defined in the Gramm Leach Bliley Act about any customer of a party. Greenwood & Hall shall also not disclose the specific nature of financial aid services it will provide School under this Agreement without School's permission. School agrees to not share Greenwood & Hall pricing and/or terms with any other party. Confidential Information of a party shall not be disclosed by the other party without written consent, unless such disclosure is required by law, or pursuant to subpoena. Any information subject to public disclosure pursuant to the Brown Act, the Public Records Act, or other applicable statute, shall be exempt from this section.
6. Limited Liability; Limitation on Actions. Except for damages caused by G&H negligence or other wrongdoing. G&H's maximum liability under this exclusive remedy will be to compensate School for its actual damages sustained, up to the



amount of the fees paid by School hereunder over the three months immediately preceding the failure to perform. In no event will either party be liable for any special, consequential, indirect, exemplary or punitive damages arising out of this Agreement, even if advised of the possibility of such damages.

7. Notices. All notices or communications required under this Agreement by one of the parties hereto to the other shall respectfully be addressed as follows:

If to G&H: Greenwood & Hall
 Attention: John Hall
 1936 East Deere Avenue
 Suite 120
 Santa Ana, California 92705

If to School: Orange Coast College
 Attention: Melissa Moser
 2701 Fairview Road, Box 5005
 Costa Mesa, CA 92628-5005

8. Governing Law. This Agreement is executed and delivered within the State of California, and the parties hereto agree that it shall be construed, interpreted and applied in accordance with the laws of that State, without regard to conflicts of laws principles. Venue for any disputes arising under this agreement shall be heard in the Superior Court of California, County of Orange.
9. Entire Agreement; Severability; Modification; Waiver. This is the entire and exclusive statement of the Agreement between the parties, which supersedes and merges all prior proposals, understandings and all other agreements, oral and written, between the parties relating to this Agreement. In the event a court of competent jurisdiction finds any of the provisions of this Agreement to be so broad as to be unenforceable or invalid for any other reason, it is the parties' intent that such invalid provisions be reduced in scope or eliminated by the court, but only to the extent deemed necessary by the court to render the provisions of this Agreement reasonable and enforceable. This Agreement may be amended or modified only by a writing executed by both parties. The waiver or the failure of either party to exercise in any respect any right provided for herein shall not be deemed a waiver of any further right hereunder.
10. Insurance: G&H maintains \$1,000,000.00 in Professional Liability (E&O Coverage) and \$ 4,000,000.00 in General Liability coverage.



11. Force Majeure. If by reason of a cause outside the reasonable control of a party, such party is unable in whole or in part to carry out any obligation hereunder, such party will not be in default during the continuance of such inability.

In witness whereof, the parties have caused this Agreement to be executed by their duly authorized representatives as of the dates of the prospective signatures..

PCS Link, Inc.

Coast Community College District (OCC)

Signature: _____

Signature: _____

Name: John Hall

Name: Jerry Patterson

Title: CEO

Title: President, Board of Trustees

Date: _____

Date: _____



Exhibit "A" - Professional Services Agreement

1. Description of FAS Services. Greenwood & Hall will provide OCC with a customized Default Prevention Solution. Services shall include:

- a. Dedicated team of default prevention counselors
- b. Proactive outbound communication to those students about to enter repayment
- c. Outbound calls to students who are delinquent
- d. Click to Chat Sessions
- e. Respond to inbound email inquiries from borrowers
- f. SMS Payment Reminders
- g. Request for materials fulfillment
- h. Logging activity into Banner
- i. Customized Reporting
- j. Access to Mapping Your Future online repayment calculators and counseling tools

2. School Obligations. In order for the Greenwood & Hall to be successful, G&H will rely on the School to provide the following:

- a. Designation of a School executive or manager to be G&H's primary contact for questions or issues arising with the Service
- b. Access to School's Student Information System (SIS)
- c. School email addresses for G&H personnel who are representing School, if necessary.
- d. Provide all relevant materials the financial aid office would otherwise provide to students regarding repayment options
- e. Work with G&H to develop the customized school specific training.
- f. Provide Greenwood & Hall list of studnets in their cohorts



3. Fees for Service

NON-RECURRING FEES

One-Time Set-Up Fee:	\$ 2,500
----------------------	----------

RECURRING FEES

Hourly Rate	\$38.00
o Email Correspondence	
o Click to Chat Sessions	
• Outbound Email Campaigns (per email)	\$0.10
• SMS Reminders (per text message)	\$0.15





Account Executive: Charles McLaurin
 Phone: (562) 677-0290
 Cell Phone:
 Fax: (704) 414-9088
 Email: charles.mclaurin@twcable.com

Business Name			COAST COMM COLLEGE DIST	Customer Type: Existing Customer
Federal Tax ID		Tax Exempt Status	Tax Exempt Certificate #	
Billing Address			Account Number	
1370 Adams Ave D Costa Mesa CA 92626			8448400310090589	
Billing Contact		Billing Contact Phone	Billing Contact Email Address	
Don Cock		(714) 438-4645	donc@cccd.edu	
Authorized Contact		Authorized Contact Phone	Authorized Contact Email Address	
Jeff Arthur		(714) 438-4613	jarthur@cccd.edu	
Technical Contact		Technical Contact Phone	Technical Contact Email Address	
Daniel Gorman		(714) 438-4651	dgorman@mail.cccd.edu	

Dedicated Internet, Metro Ethernet, and Private Line Service Order Information For				
Site Name	Address Location	Location Type	Bandwidth	Customer Requested Due Date
	1370 Adams Ave Costa Mesa, CA 92626		20 Mbps	6/30/2011

Monthly Recurring Charge At 1370 Adams Ave D Costa Mesa CA 92626				
Description	Quantity	Sales Price	Monthly Recurring Total	Contract Term
BCF Fiber I-Net	1	\$1,880.00	\$1,880.00	12 Months
*Total			\$1,880.00	
*Prices do not include taxes and fees.				



Special Terms

The services, products, prices and terms identified on this Service Order constitute Time Warner Cable's offer to provide such services on such terms. Until Customer has accepted this offer by signing as appropriate below, Time Warner Cable reserves the right to rescind this offer at any time, at its sole discretion.

The Agreement shall be renewable for successive terms unless at least thirty (30) days prior to the expiration of the then-current term, either party notifies the other party of such party's intent not to renew this Agreement. Agreement term and corresponding monthly billing will commence on actual service installation date. Agreement locks in rate for the Time Warner Cable Business Class services for term of contract. Cable television and Work-at-home services are subject to annual price change.

Notwithstanding the foregoing, and for purposes of clarity, upon expiration of its Initial Order Term, this Service Order shall renew on a monthly basis, in accordance with Section 6 of the Terms and Conditions.

Electronic Signature Disclosure

By signing and accepting below you are acknowledging that you have read and agree to the terms and conditions outlined in this document.

Authorized Signature for Time Warner Cable

Authorized Signature for Customer

Printed Name and Title

Printed Name and Title

Date Signed

Date Signed



Account Executive: Charles McLaurin
Phone: (562) 677-0290
Cell Phone:
Fax: (704) 414-9088
Email: charles.mclaurin@twcable.com

Business Name			GOLDEN WEST COLLEGE	Customer Type: Existing Customer	
Federal Tax ID			Tax Exempt Status	Tax Exempt Certificate #	
Billing Address			Account Number		
7112 MCFADDEN AVE HUNTINGTON BEACH CA 92647			8448400090802278		
Billing Contact			Billing Contact Phone	Billing Contact Email Address	
Anthony Maciel			(714) 895-8983	amaciel@gwc.cccd.edu	
Authorized Contact			Authorized Contact Phone	Authorized Contact Email Address	
Anthony Maciel			(714) 895-8983	amaciel@gwc.cccd.edu	
Technical Contact			Technical Contact Phone	Technical Contact Email Address	
Andrew Deaso			(714) 892-7711 x55086	adeaso@gwc.cccd.edu	

Dedicated Internet, Metro Ethernet, and Private Line Service Order Information For				
Site Name	Address Location	Location Type	Bandwidth	Customer Requested Due Date
	7112 MCFADDEN AVE HUNTINGTON BEACH, CA 92647		20 Mbps	6/30/2011

Monthly Recurring Charge At 7112 MCFADDEN AVE HUNTINGTON BEACH CA 92647				
Description	Quantity	Sales Price	Monthly Recurring Total	Contract Term
BCF Fiber I-Net	1	\$1,880.00	\$1,880.00	12 Months
*Total			\$1,880.00	
*Prices do not include taxes and fees.				

Special Terms

The services, products, prices and terms identified on this Service Order constitute Time Warner Cable's offer to provide such services on such terms. Until Customer has accepted this offer by signing as appropriate below, Time Warner Cable reserves the right to rescind this offer at any time, at its sole discretion.

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Notwithstanding the foregoing, and for purposes of clarity, upon expiration of its Initial Order Term, this Service Order shall renew on a monthly basis, in accordance with Section 6 of the Terms and Conditions

Electronic Signature Disclosure

By signing and accepting below you are acknowledging that you have read and agree to the terms and conditions outlined in this document.

Authorized Signature for Time Warner Cable

Authorized Signature for Customer

Printed Name and Title

Printed Name and Title

Date Signed

Date Signed

**COAST COMMUNITY COLLEGE DISTRICT
INTERIM EDUCATIONAL ADMINISTRATOR EMPLOYMENT AGREEMENT**

1. **Parties.** The Coast Community College District ("District") and **William F. Kerwin** ("Administrator") hereby enter into this Interim Educational Administrator Employment Agreement ("Agreement"). District and Administrator are referred to herein individually as "Party" and collectively as "Parties."

2. **Position.** The District hereby employs Administrator as Interim **Dean, Counseling & Special Programs.**

3. **General Terms and Conditions of Employment.** This Agreement is subject to all applicable laws of the State of California, the regulations of the Board of Governors of the California Community Colleges, and the rules, regulations, policies, and procedures of the District. These laws, rules, regulations, policies, and procedures, which may be amended, augmented, or repealed from time-to-time, are integrated into this Agreement.

4. **Duties and Responsibilities.** Administrator agrees to perform the duties, and accepts the responsibilities, of the position which may be delegated or assigned to Administrator by the Chancellor or the Board of Trustees.

5. **Term.** District agrees to employ Administrator, and Administrator agrees to serve, for the period commencing on **9/1/11**, and ending on the day prior to the commencement of employment of the successor to this position, or on **2/28/12**, whichever is earlier. This Agreement is not subject to automatic renewal pursuant to subsection "c" of Section 72411 of the *Education Code*.

6. **Salary.** Administrator shall be placed on the Academic Management Salary Schedule **DD**, step **6**, range **32** (\$10,720.17/month).

7. **Health and Welfare Benefits.** District shall provide Administrator with all health and welfare benefits that are granted to other District administrators.

8. **Expenses.** District shall reimburse Administrator for expenses incurred while performing official duties, pursuant to law and District policy.

9. **Evaluation.** Administrator shall be evaluated during the term of this Agreement, following procedures determined by the Chancellor and the Board of Trustees.

10. **Termination of Agreement.** The Agreement may be terminated by either Party without cause by providing the other Party with 30 days written notice.

11. **Prior Position.** If Administrator was employed by the District in a permanent position prior to employment in this interim position, then Administrator shall return to the prior position, upon termination or expiration of this Agreement.

12. **Savings Clause.** If any provision of this Agreement is held to be contrary to law, all other provisions shall continue to remain in full force and effect.

13. **Entire Agreement.** This Agreement contains the entire agreement and understanding between the Parties. There are no terms, conditions, or oral understandings not contained in this Agreement.

14. **Amendment.** This Agreement may be modified or superseded only by a written amendment executed by both Parties.

The Parties have duly executed this Agreement on the dates indicated below.

President, Board of Trustees

Date

Administrator

Date

Account Executive: Charles McLaurin
 Phone: (562) 677-0290
 Cell Phone:
 Fax: (704) 414-9088
 Email: charles.mclaurin@twcable.com

Business Name	ORANGE COAST COLLEGE	Customer Type: Existing Customer
Federal Tax ID	Tax Exempt Status	Tax Exempt Certificate #
Billing Address	Account Number	
PO Box 5005 Costa Mesa CA 92628	8448400870326043	
Billing Contact	Billing Contact Phone	Billing Contact Email Address
Craig Oberlin	(714) 432-5952	coberlin@occ.cccd.edu
Authorized Contact	Authorized Contact Phone	Authorized Contact Email Address
Craig Oberlin	(714) 432-5952	coberlin@occ.cccd.edu
Technical Contact	Technical Contact Phone	Technical Contact Email Address
Jack Linke	(714) 432-5146	jlinke@occ.cccd.edu

Dedicated Internet, Metro Ethernet, and Private Line Service Order Information For				
Site Name	Address Location	Location Type	Bandwidth	Customer Requested Due Date
	2701 Fairview Rd Costa Mesa, CA 92626		20 Mbps	6/30/2011

Monthly Recurring Charge At 2701 Fairview Rd Costa Mesa CA 92626				
Description	Quantity	Sales Price	Monthly Recurring Total	Contract Term
BCF Fiber I-Net	1	\$1,880.00	\$1,880.00	12 Months
*Total			\$1,880.00	
*Prices do not include taxes and fees.				



Special Terms

The services, products, prices and terms identified on this Service Order constitute Time Warner Cable's offer to provide such services on such terms. Until Customer has accepted this offer by signing as appropriate below, Time Warner Cable reserves the right to rescind this offer at any time, at its sole discretion.

The Agreement shall be renewable for successive terms unless at least thirty (30) days prior to the expiration of the then-current term, either party notifies the other party of such party's intent not to renew this Agreement. Agreement term and corresponding monthly billing will commence on actual service installation date. Agreement locks in rate for the Time Warner Cable Business Class services for term of contract. Cable television and Work-at-home services are subject to annual price change.

Notwithstanding the foregoing, and for purposes of clarity, upon expiration of its Initial Order Term, this Service Order shall renew on a monthly basis, in accordance with Section 6 of the Terms and Conditions

Electronic Signature Disclosure

By signing and accepting below you are acknowledging that you have read and agree to the terms and conditions outlined in this document.

Authorized Signature for Time Warner Cable

Authorized Signature for Customer

Printed Name and Title

Printed Name and Title

Date Signed

Date Signed



Account Executive: Charles McLaurin
 Phone: (562) 677-0290
 Cell Phone:
 : (704) 414-9088
 Email: charles.mclaurin@twcable.com

Business Name			COASTLINE COMMUNITY COLL	Customer Type:	Existing Customer
Federal Tax ID			Tax Exempt Status	Tax Exempt Certificate #	
Billing Address			Account Number		
11460 Warner Ave Fountain Valley CA 92708			8448400080143725		
Billing Contact		Billing Contact Phone	Billing Contact Email Address		
Anthony Maciel		(714) 241-6225	amaciel@gwc.cccd.edu		
Authorized Contact		Authorized Contact Phone	Authorized Contact Email Address		
Anthony Maciel		(714) 241-6225	amaciel@gwc.cccd.edu		
Technical Contact		Technical Contact Phone	Technical Contact Email Address		
Steve Mihatov		(714) 546-7600 X16463	steven@coastline.edu		

Dedicated Internet, Metro Ethernet, and Private Line Service Order Information For				
Site Name	Address Location	Location Type	Bandwidth	Customer Requested Due Date
	11460 Warner Ave Fountain Valley, CA 92708		20 Mbps	6/30/2011

Monthly Recurring Charge At 11460 Warner Ave Fountain Valley CA 92708				
Description	Quantity	Sales Price	Monthly Recurring Total	Contract Term
BCF Fiber I-Net	1	\$1,880.00	\$1,880.00	12 Months
*Total			\$1,880.00	
*Prices do not include taxes and fees.				

Special Terms

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Authorized Signature for Time Warner Cable

Authorized Signature for Customer

Printed Name and Title

Printed Name and Title

Date Signed

Date Signed



WIA COST REIMBURSEMENT AGREEMENT

County of Orange

FUNDING SOURCES: 100% FEDERAL

AGREEMENT #: 16-SMC-11

CFDA #(s): 17.258 WIA Adult Programs
17.260 WIA Dislocated Workers
17.261 WIA Pilots, Demonstrations and Research Projects

THIS AGREEMENT between the County of Orange, hereinafter referred to as "COUNTY", and COAST COMMUNITY COLLEGE DISTRICT/COASTLINE COMMUNITY COLLEGE, hereinafter referred to as "CONTRACTOR", consists of fifty-one (51) sections and the following (11) exhibits: A. General Requirements; B. Statement of Work; C. Performance Standards; D. Budget Schedule; E. Drug Free Workplace Certification, F. Suspension & Debarment Certification G. Certification Regarding Lobbying, H. Disclosure Form to Report Lobbying, I. Child Support Enforcement Provision (for-profit providers only), J. Employment Development Department Independent Operator Reporting Requirements, K. OC Community Resources Contract Reimbursement Policy, L. Signature Authority Form, and M. Santa Monica College Subcontract.

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SIGNATURES

EXHIBITS

- A. General Program Requirements
- B. Statement of Work
- C. Performance Standards and Matrix
- D. Budget Schedule
- E. Drug-Free Workplace Certification
- F. Suspension & Debarment
- G. Certification Regarding Lobbying
- H. Disclosure Form to Report Lobbying
- I. Child Support Enforcement Provision (for profit only providers)
- J. EDD Independent Operator Reporting Requirements
- K. OC Community Resources Contract Reimbursement Policy
- L. Signature Authority Form
- M. Santa Monica Community College Subcontract

RECITALS

WHEREAS, Congress has enacted the "Workforce Investment Act of 1998," hereinafter referred to as "the Act," to provide workforce investment activities, through statewide and local workforce investment systems, that increase employment, retention and earnings of participants, and increase occupational skill attainment by participants, and, as a result, improve the quality of the workforce and enhance the productivity and competitiveness of the Nation; and

WHEREAS, COUNTY has entered into A Subcontract Agreement Between Santa Monica College (SMC) and the County of Orange Resulting from a Grant Agreement to Implement a Community Based Job Training Grant (CFDA 17.269) Between U.S. Department of Labor/Employment and Training Administration (DOLETA) and Santa Monica College (Award Number #: CB-20565-10-60-A06)(the "SMC Agreement") to implement a Community Based Job Training (CBJT) project funded through specified grant funds, and is empowered to make a portion of the grant funds available pursuant to the SMCC Agreement and the grant (hereinafter referred to as "grant funds") to CONTRACTOR, for the purpose of implementing the provisions of the grant as well as the Act; and

WHEREAS, COUNTY, by Minute Order dated, April 5, 2011, a copy of which is on file with the Clerk of the Board of Supervisors of Orange County and which by this reference is incorporated herein and made a part hereof as if fully set forth, has appropriated a portion of grant funds in an amount not to exceed four hundred twenty one thousand four hundred and seventy eight dollars (\$421,478) to engage CONTRACTOR to carry out certain program services; and

WHEREAS, COUNTY'S OC Community Resources Director or designee (hereinafter referred to as "DIRECTOR") shall administer this Agreement as is necessary or reasonable to comply with or implement the grant funds received by COUNTY and as required by law, applicable regulations and the SMC Agreement; and

WHEREAS, CONTRACTOR, in order to receive grant funds, agrees to the terms and conditions hereinafter set forth;

NOW, THEREFORE, IT IS MUTUALLY AGREED AS FOLLOWS:**1. PURPOSE**

The overall purpose of this project is to expand the educational and career ladder that supports the high growth recycling and resource management industry, thus increasing the number of qualified workers available to enter the workforce, targeting all level of the career ladder, while decreasing region-wide unemployment and improving the long-term well-being of the region. The California Works Alliance including SMC and Orange County Workforce Investment Board will achieve this by strengthening an existing industry-recognized certificate and developing two new credentials, including an academic certificate and an Associate of Arts degree in recycling and resource management. In addition to increasing training capacity, this project will support unemployed, dislocated, and incumbent workers as they pursue training and careers in recycling and resource management. All services are intended to improve the quality of the workforce and enhance the productivity and competitiveness of Orange County and the United States. CONTRACTOR shall ensure that the program funded hereby complies with this purpose.

2. TERM

The effective term of this Agreement shall commence on April 1, 2011 and terminate on May 31, 2013 subject to the provisions of Sections 10 and 44 of this Agreement; however, CONTRACTOR shall be obligated to perform such duties as would normally extend beyond this term, including but not limited to obligations with respect to indemnification, audits, reporting and accounting. CONTRACTOR and DIRECTOR may mutually agree in writing to extend the term of this Agreement up to and including a period of one year, provided that COUNTY's maximum obligation stated in Subparagraph 9 of this Agreement does not increase as a result and on the same terms and conditions upon mutual agreement of the parties in writing without further Board action, unless the COUNTY earlier terminates this AGREEMENT pursuant to the provisions contained herein.

3. STATEMENT OF WORK

This Agreement is based upon the Statement of Work, attached hereto and incorporated herein as Exhibit B to this Agreement. CONTRACTOR agrees to comply with all provisions, to perform all work, and to provide all services set forth in this Agreement and the aforementioned Statement of Work in a professional, timely and diligent manner. The parties hereto agree that the terms and conditions of the Statement of Work control over all other provisions of this Agreement.

4. SERVICES

CONTRACTOR agrees that those specific program components to be performed by CONTRACTOR, and the service levels to be utilized by COUNTY for program evaluation and monitoring, include, but are not limited to, those set forth in Exhibits "A", "B", and "C" which are attached hereto and incorporated herein as if fully set forth. CONTRACTOR agrees that it is responsible for and guarantees performance of all of the specific program components and service levels listed in Exhibits "A", "B", and "C". CONTRACTOR further agrees that lack of compliance with Exhibits "A", "B", and "C" may, in addition to those remedies set forth in this Agreement, constitute grounds for COUNTY to reduce the level of payment otherwise provided under Section 7 of this Agreement, reduce the payment level and budget at which CONTRACTOR will be funded for the remainder of the term of this Agreement, or terminate this Agreement. Reductions in an amount up to 10% of the total grant fund authorized herein may be made by DIRECTOR. Except as otherwise expressed herein, any reduction over 10% shall require action of the Board of Supervisors.

5. BUDGET SCHEDULE

CONTRACTOR agrees that the expenditures of any and all funds under this Agreement will be in accordance with the BUDGET SCHEDULE, a copy of which is attached hereto as Exhibits "D", and which by this reference is incorporated herein and made a part hereof as if fully set forth.

6. MODIFICATION OF BUDGET SCHEDULE

The BUDGET SCHEDULE consists of the following budget categories: Salaries, Benefits, Operations, Consultant/Subcontract, Office Supplies, Employer Reimbursement (OJT), Participant Wages, Participant Benefits, Participant Supportive Services, Participant Incentives, Equipment, and Indirect. Upon written approval of DIRECTOR, CONTRACTOR shall have the authority to transfer allocated program funds from one category of the overall program budget to any other category of the overall program budget, as long as the amount of the total grant funding is not increased and the basic goals and objectives of the program are not altered. No such transfer may be made without the express prior written approval of DIRECTOR. A modification of the BUDGET SCHEDULE may include the addition of any new budget category as approved by the DIRECTOR. Approval of the budget modification by DIRECTOR includes approval of the new budget category.

7. PAYMENTS BY COUNTY

CONTRACTOR agrees that any and all funds received under this Agreement shall be disbursed or encumbered on or before May 31, 2013, and that any and all funds remaining as of May 31, 2013, which have not been disbursed or encumbered shall be returned by CONTRACTOR to COUNTY within thirty (30) days of the expiration or earlier termination of this Agreement. No expense of CONTRACTOR will be reimbursed by COUNTY if incurred after May 31, 2013. No CONTRACTOR expenses shall be reimbursed if billing is received by COUNTY after June 30, 2013.

Following the effective date of this Agreement, COUNTY shall make reimbursements to CONTRACTOR in accordance with the following payment schedule:

(a) Monthly Payments. Beginning July 1, 2011, upon receipt and approval by OC Community Services/Community Investment Division (CID) of CONTRACTOR's invoice showing the prior month's actual expenditures, COUNTY shall make monthly reimbursement payments based on CONTRACTOR's invoice so long as the total payments under this Agreement do not exceed four hundred twenty one thousand four hundred and seventy eight dollars (\$421,478).

(b) COUNTY Discretion. At the sole discretion of COUNTY, upon presentation of proper invoices to the County, reimbursements to CONTRACTOR may be made more frequently than monthly; advances may be made by COUNTY solely for the benefit of the project, at the discretion of DIRECTOR, and upon approval of SMC.

(c) Invoices. COUNTY will reimburse CONTRACTOR for eligible project-related costs only. CONTRACTOR shall submit requests for reimbursement to COUNTY on a monthly (or more frequently under (b)) basis beginning on July 1, 2011 and must provide adequate documentation as required by COUNTY in accordance with the OC Community Resources Contract Reimbursement Policy, incorporated herein as Exhibit K. Failure to provide any of the required documentation will cause COUNTY to withhold all or a portion of a invoice for reimbursement, or return the entire invoice package to CONTRACTOR, until such documentation has been received and approved by COUNTY.

8. CONTINGENCY OF FUNDS

CONTRACTOR acknowledges that the obligations of COUNTY under this Agreement are contingent upon the availability of Federal and/or State funds, as applicable, and the further disbursement of such funds to COUNTY under the provisions of the SMCC Agreement, for the reimbursement of CONTRACTOR's expenditures, and appropriation of sufficient funds for the services hereunder in the budget approved by COUNTY's Board of Supervisors each fiscal year this Agreement remains in effect. In the event that such funding is terminated or reduced, DIRECTOR may immediately terminate this Agreement, reduce COUNTY's maximum obligation, or modify this Agreement, without penalty. The decision of DIRECTOR shall be binding on CONTRACTOR. DIRECTOR shall provide CONTRACTOR with written notification of such determination. CONTRACTOR shall immediately comply with DIRECTOR's decision.

9. COMPLIANCE WITH LAW

In its performance under this Agreement, CONTRACTOR shall fully comply with the requirements of the following, all applicable law, including, but not limited to:

(a) The Act and all applicable federal statutes, regulations, policies, procedures and directives, including but not limited to, 20 C.F.R. Parts 652 and 660 through 671.

(1) All applicable standards and orders and requirements issued under Section 306 of the Clean Air Act, Section 508 of the Clean Water Act and Environmental Protection Agency regulations in contracts in excess of \$100,000.

(2) Mandatory standards and policies relating to energy efficiency as particularized in the State Energy Conservation Plan. (Title 20, California Code of Regulations), as required by the U.S. Energy Policy and Conservation Act (P.L. 94-163) as each may now exist or be hereafter amended.

(b) All applicable State statutes, regulations, policies, procedures and directives;

(c) All applicable COUNTY policies, procedures and directives;

(d) All applicable local ordinances and requirements, including use permits and licensing;

(e) Court orders applicable to CONTRACTOR'S operations; and

(f) The terms and conditions of this Agreement, including Exhibits.

If any of the foregoing is enacted, amended, or revised, CONTRACTOR will comply with such or will notify DIRECTOR in writing within thirty (30) days after enactment or modification that it cannot so comply. COUNTY may thereupon terminate this Agreement, if necessary.

10. INSTRUCTORS

CONTRACTOR shall ensure that all instructors involved in the training of participants are qualified to instruct in the appropriate program or training component or curriculum. If necessary, such instructors shall be appropriately certified by the State of California. Within thirty (30) days after the execution of this Agreement, CONTRACTOR shall submit to DIRECTOR a list of the names and qualifications of all instructors who will be providing such training and shall notify DIRECTOR within five (5) business days of any amendments or revisions thereto.

11. PERFORMANCE STANDARDS

CONTRACTOR shall comply with and adhere to the performance accountability standards and general program requirements described in Sections 136 (Performance Standards) and 195 (General Program Requirements) of the Act and applicable regulations and as contained in Exhibit "C". Should the Performance Requirements defined in the Agreement between the State of California and the County of Orange be changed, COUNTY shall have the right to unilaterally modify this Agreement to meet such requirements.

12. PLANS AND PROCEDURES

CONTRACTOR shall monitor its program for compliance with the provisions of this Agreement. CONTRACTOR shall also comply with all applicable parts of COUNTY's WIA Policies and Procedures for recruitment, intake, assessment and referral, copies of which are available from DIRECTOR. Said Policies and Procedures may be modified by DIRECTOR upon ten (10) days written notice to CONTRACTOR.

13. SATISFACTORY WORK

Services rendered hereunder are to be performed to the written satisfaction of DIRECTOR. COUNTY's staff will interpret all reports and determine the quality, acceptability and progress of the services rendered in accordance with the Performance Criteria listed in Exhibits "C" and "C-1". Inconsistencies in performance will be corrected as they occur and are detected.

14. REPORTS

CONTRACTOR shall maintain records and submit such reports, data and information at such times and in the form required by DIRECTOR, regarding the performance of CONTRACTOR'S services, activities, costs or other data relating to this Agreement. DIRECTOR may modify the provisions of this paragraph without further Board action upon written notice to CONTRACTOR.

15. NO SUPPLANTATION

CONTRACTOR shall not supplant any Federal, State or COUNTY funds intended for the purposes of this Agreement with any funds made available under this Agreement. CONTRACTOR shall not claim reimbursement from COUNTY for, or apply sums received from COUNTY with respect to, that portion of its obligations which have been paid by another source of revenue. CONTRACTOR agrees that it shall not use funds received pursuant to this Agreement, either directly or indirectly, as a contribution or compensation for purposes of obtaining Federal, State or COUNTY funds under any Federal, State or COUNTY program without prior written approval of DIRECTOR.

16. INDEPENDENT CONTRACTOR

CONTRACTOR is and shall at all times be deemed to be, an independent contractor and shall be wholly responsible for the manner in which it performs the services required of it by the terms of this Agreement. Nothing herein contained shall be construed as creating the relationship of employer and employee, or principal and agent, between COUNTY and CONTRACTOR or any of CONTRACTOR'S agents or employees. CONTRACTOR assumes exclusively the responsibility for the acts of its employees or agents as they relate to services to be provided during the course and scope of their employment. CONTRACTOR, its agents, employees and volunteers, shall not be entitled to any rights and/or privileges of COUNTY employees, and shall not be considered in any manner to be COUNTY employees.

17. EMPLOYEE ELIGIBILITY VERIFICATION

The CONTRACTOR warrants that it fully complies with all Federal and State statutes and regulations regarding the employment of aliens and others and that all its employees performing work under this Agreement meet the citizenship or alien status requirement set forth in Federal statutes and regulations. The CONTRACTOR shall obtain, from all employees performing work hereunder, all verification and other documentation of employment eligibility status required by Federal or State statutes and regulations including, but not limited to, the Immigration Reform and Control Act of 1986, 8 U.S.C. §1324 et seq., as they currently exist and as they may be hereafter amended. The CONTRACTOR shall

retain all such documentation for all covered employees for the period prescribed by the law. The CONTRACTOR shall indemnify, defend with counsel approved in writing by COUNTY, and hold harmless, the COUNTY, its agents, officers, and employees from employer sanctions and any other liability which may be assessed against the CONTRACTOR or the COUNTY or both in connection with any alleged violation of any Federal or State statutes or regulations pertaining to the eligibility for employment of any persons performing work under this Agreement.

18. ASSIGNMENT

The terms, covenants, and conditions contained herein shall apply to and bind the heirs, successors, executors, administrators, and assigns of the CONTRACTOR. No portion of this Agreement shall be assigned without the express written consent of COUNTY. Any attempt by CONTRACTOR to assign any portion of this Agreement without the express written consent of COUNTY shall be invalid and shall constitute a breach of this Agreement.

19. SUBCONTRACTS

CONTRACTOR shall not subcontract for services under this Agreement without the prior written consent of DIRECTOR. If DIRECTOR consents in writing to a subcontract, in no event shall the subcontract alter, in any way, any legal responsibility of CONTRACTOR to COUNTY. DIRECTOR may refuse to pay obligations incurred under any subcontract that does not comply with the terms of this Agreement. All subcontracts must be in writing and copies of same shall be provided to DIRECTOR within thirty (30) days of execution. CONTRACTOR shall include in each subcontract any provision DIRECTOR may require

CONTRACTOR shall ensure that all subcontracts for services and contracted staff are procured in a manner consistent with all applicable Federal, State and local guidelines. Description of the intended method of procurement must be included as part of the budget which is included as Exhibits "D" and "D-1" of this Agreement. CONTRACTOR shall itemize all subcontractor and contracted staff costs in the

budget so it is clear how the funds will be allocated and spent by each subcontractor. By entering into this Agreement CONTRACTOR agrees that it is the direct provider of services.

20. FISCAL ACCOUNTABILITY

(a) Financial Management System. CONTRACTOR shall establish and maintain a sound financial management system, based upon generally accepted accounting principles. CONTRACTOR's system shall provide fiscal control and accounting procedures that will include the following:

- (1) Information pertaining to subgrant and contract awards, obligations, unobligated balances, assets, expenditures, and income;
- (2) Effective internal controls to safeguard assets and assure their proper use;
- (3) A comparison of actual expenditures with budgeted amounts for each subgrant and contract;
- (4) Source documentation to support accounting records; and
- (5) Proper charging of costs and cost allocation.

(b) CONTRACTOR's Records. CONTRACTOR's records shall be sufficient to:

- (1) Permit preparation of required reports;
- (2) Permit the tracking of funds to a level of expenditure adequate to establish that funds have not been used in violation of the applicable restrictions on the use of such funds; and
- (3) Permit the tracking of program income, or profits earned, and any costs incurred (such as stand-in costs) that are otherwise allowable except for funding limitations.

(c) Costs Charged. Costs shall be charged to this Agreement only in accordance with the following:

- (1) the Act;
- (2) 20 C.F.R. Part 667; and
- (3) State implementing legislation.

21. PROGRAM INCOME

COUNTY's maximum obligation hereunder shall be reduced by the amount of any Program Income as defined by the Act, earned by CONTRACTOR, from sources other than COUNTY, as a result of this Agreement or the services provided by CONTRACTOR pursuant to this Agreement. It shall be the responsibility of CONTRACTOR to inform the COUNTY in writing of any income earned as a result of this Agreement.

It is mutually understood that the State or Federal agency responsible for providing the funding for this Agreement may designate certain revenue of CONTRACTOR as Program Income. To be designated as Program Income and, therefore, as other than a cost off-set, CONTRACTOR shall do all of the following:

- (a) Submit a plan to the DIRECTOR for use of any and all proposed Program Income;
- (b) Set-up and maintain a separate bank account for any proposed Program Income and account for any and all such income received; and
- (c) Report to DIRECTOR any and all Program Income received no later than thirty (30) days from the date of receipt; record the amount received on internal financial records; and indicate the amount received on the monthly claim submitted to DIRECTOR.

DIRECTOR shall then forward the plan for the requested use of the proposed Program Income to the appropriate State and/or Federal agencies for approval.

CONTRACTOR shall not spend any of the proposed Program Income unless or until such time as DIRECTOR obtains authorization for the use of the Program Income from the responsible State and/or Federal agency and provides CONTRACTOR with prior written approval for the use of the funds.

DIRECTOR may, in its sole discretion, issue future policy statements and/or instructions with respect to Program Income. CONTRACTOR shall immediately comply with such policy statements and/or instructions.

22. PELL GRANTS/HEA TITLE IV

If CONTRACTOR provides any services under this Agreement to applicants for or recipients of Pell Grants or awards pursuant to Title IV of the Higher Education Act, CONTRACTOR shall cooperate with DIRECTOR in coordinating these grants and awards with WIA funding in accordance with 20 C.F.R. 663.320 and Section 134 (d) of the Act. CONTRACTOR shall inform DIRECTOR in writing of the amounts and disposition of any Pell Grants, Higher Education Act Title IV awards and other financial aid granted to each WIA participant under this Agreement.

23. ANNUAL AUDIT

CONTRACTOR shall arrange for an independent audit to be performed by a Certified Public Accountant, which shall include an audit of the WIA funds received from COUNTY, in accordance with the Act and 20 C.F.R. Section 667.200. CONTRACTOR shall submit two (2) copies of each required audit report to COUNTY within thirty (30) days after the date received by CONTRACTOR.

24. ACCESS AND RECORDS

(a) Access. COUNTY, the State of California and the United States Government and/or their representatives, shall have access, for purposes of monitoring, auditing, and examining, to CONTRACTOR's activities, books, documents and papers (including computer records and emails) and to records of CONTRACTOR's subcontractors, consultants, contracted employees, bookkeepers, accountants, employees and participants related to this Agreement. CONTRACTOR shall insert this condition in each agreement between CONTRACTOR and a subcontractor that is pursuant to this Agreement shall require the subcontractor to agree to this condition. Such agencies or representatives shall have the right to make excerpts, transcripts and photocopies of such records and to schedule on site monitoring at their discretion. Monitoring activities also may include, but are not limited to, questioning employees and participants and entering any premises or onto any site in which any of the services or activities funded hereunder are conducted or in which any of the records of CONTRACTOR are kept. CONTRACTOR shall make available its books, documents, papers, financial records, etc., within three (3)

days after receipt of written demand by DIRECTOR which shall be deemed received upon date of sending. In the event CONTRACTOR does not make the above referenced documents available within the County of Orange, California, CONTRACTOR agrees to pay all necessary and reasonable expenses incurred by COUNTY, or COUNTY's designee, in conducting any audit at the location where said records and books of account are maintained.

(b) Records Retention. All accounting records and evidence pertaining to all costs of CONTRACTOR and all documents related to this Agreement shall be kept available at CONTRACTOR's office or place of business for the duration of this Agreement and thereafter for four (4) years after completion of an audit. Records which relate to (1) complaints, claims, administrative proceedings or litigation arising out of the performance of this Agreement, or (2) costs and expenses of this Agreement to which COUNTY or any other governmental agency takes exception, shall be retained beyond the four (4) years until final resolution or disposition of such appeals, litigation, claims, or exceptions.

(c) CONTRACTOR shall pay to COUNTY the full amount of COUNTY's liability to the State or Federal government or any agency thereof resulting from any disallowance or other audit exceptions to the extent that such liability is attributable to CONTRACTOR's failure to perform under this Agreement.

25. FRAUD

CONTRACTOR shall immediately report all suspected or known instances and facts concerning possible fraud, abuse or criminal activity under this Agreement, or in any connection with the delivery or receipt of services.

26. AMENDMENTS/MODIFICATIONS

(a) DIRECTOR may at any time, by written order to CONTRACTOR, within the general scope of this Agreement, amend the services and tasks to be performed, the manner in which services are performed, the time and place of performance thereof and additional related provisions. Such amendments may be made when necessitated by changes in the Orange County One-Stop System operations or performance, the operations or performance of CONTRACTOR, or changes in applicable

statutes, regulations or State of California or Federal mandates or directives. CONTRACTOR may submit a program or budget modification request in response to change orders which significantly alter CONTRACTOR's Statement of Work. Without further Board action and with the approval of SMC under the SMC Agreement, DIRECTOR may execute amendments to this Agreement modifying CONTRACTOR's services in amounts that do not collectively increase or decrease by more than 10% the price of said services under this Agreement when originally executed. Modifications in excess of 10% of the original Agreement price, and modifications that materially alter either of the parties' obligations hereunder must be approved by the COUNTY's Board of Supervisors. CONTRACTOR and DIRECTOR shall make a good faith effort to reach an agreement with respect to amendments, which affect the price of services under the Agreement. CONTRACTOR's protest or failure to agree to the amount of any adjustment to be made as a result of an amendment shall be a dispute for which an appeal may be made pursuant to Section 43 of this Agreement. Notwithstanding the foregoing, the price of services under this Agreement shall not be increased except by written amendment to this Agreement indicating the new services and price of this Agreement if applicable. Until the parties reach agreement, CONTRACTOR shall not be obligated to assume increased performance under the amendment beyond the limitation of funds established within this Agreement.

(b) CONTRACTOR may request amendments to the scope of performance or services under this Agreement, by submitting a written request to DIRECTOR describing the request and its impact on the Statement of Work and Budget Schedule. DIRECTOR will review the request and respond in writing within ten (10) business days. Requests shall be reviewed in light of all CID program activities. DIRECTOR's decision whether to approve the request or request Board of Supervisors' approval shall be final. DIRECTOR may approve a request that meets all of the following criteria:

- (ii) It does not materially change other terms of this Agreement, and
- (iii) It is supported by adequate consideration to COUNTY.

Board of Supervisors' action is necessary to approve an amendment request from CONTRACTOR that does not satisfy all of the criteria listed above.

(c) The parties hereto agree that the program components, service levels, and line-item budget information detailed in Exhibits "A", "B", "C", and "D" may be modified upon mutual written agreement of the DIRECTOR and CONTRACTOR so long as the total grant fund payments under this Agreement are not increased, all payments remain qualified for WIA and DOL funding and the basic goals and objectives of the program are not altered. Should the United States Department of Labor, the State of California, or SMCC modify any program component and/or service level detailed in Exhibits "A", "B", "C", and/or "D" then the COUNTY shall have the right to unilaterally modify this Agreement to meet such requirements.

27. PARTICIPANTS

(a) Benefits. CONTRACTOR shall provide wages and benefits to individuals who participate in the activities and services funded by this Agreement ("participants") in accordance with the standards and requirements of the Act, including Section 181 of the Act.

(b) Labor Standards. CONTRACTOR shall adhere to the Labor Standards described in the Act, including Section 181 of the Act, and all other applicable codes and regulations.

(c) Complaint Handling Procedures. CONTRACTOR shall comply with the "Complaint Handling Procedures" under the Act, a copy of which is available from the DIRECTOR. CONTRACTOR shall advise participants of their right to file complaints under the Act and of the procedures for resolution of any complaints. CONTRACTOR shall follow COUNTY's procedures for handling complaints which is available from the DIRECTOR alleging a violation of the Act, regulations, grants or other agreements under the Act, and any decision of the COUNTY, the State or the Federal government relating to the complaint shall be binding on and shall be followed by CONTRACTOR.

(d) Nondiscrimination and Compliance Provisions

(1) CONTRACTOR shall comply fully with the nondiscrimination and equal opportunity provisions of the Act (Section 188); the Nontraditional Employment for Women Act of 1991; Title VI of the Civil Rights Act of 1964, as amended; section 504 of the Rehabilitation Act of 1973, as amended; the Age Discrimination Act of 1975, as amended; the Americans with Disabilities Act of 1990; Title IX of the

Education Amendments of 1972, as amended; the Equal Opportunity provisions in Executive Order 11246, as amended by Executive Order 11375 and supplemented by the requirements of 41 C.F.R. Part 60; and with all applicable requirements imposed by or pursuant to regulations or Executive Order implementing those laws, including, but not limited to, 29 C.F.R. Part 37. The United States, the State of California and COUNTY have the right to seek judicial enforcement of this requirement.

(2) CONTRACTOR shall comply with the provisions of the Fair Employment and Housing Act (California Government Code, Section 12900 et seq.) and the regulations promulgated thereunder (California Code of Regulations, Title 2, Section 7285.0 et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code Section 12990 (a-f), set forth in Chapter 5 of Division 4 of Title 2 of the California Code of Regulations are incorporated into this Agreement by reference and made a part hereof as if set forth in full.

(3) In the performance of this Agreement, CONTRACTOR and its subcontractors shall not deny the Agreement's benefits to any person on the basis of race, ancestry, national origin, religion, color, ethnic group identification, sex, age, mental or physical disability (including HIV and AIDS), medical condition (including cancer), marital status, denial of family care leave, political affiliation or belief, nor will they unlawfully discriminate, harass or allow harassment against any employee or applicant for employment because of race, ancestry, national origin, religion, color, ethnic group identification, sex, age, mental or physical disability (including HIV and AIDS), medical condition (including cancer), marital status, denial of family care leave, political affiliation or belief. CONTRACTOR shall insure that the evaluation and treatment of employees and applicants for employment are free from such discrimination and harassment.

(4) CONTRACTOR will include the non-discrimination and compliance provisions of this Section of the Agreement in all subcontracts to perform work under this Agreement.

(5) CONTRACTOR will give written notice of its obligations under this Section of the Agreement to labor organizations with which CONTRACTOR has a collective bargaining or other agreement.

(6) CONTRACTOR shall furnish any and all information requested by DIRECTOR and shall permit DIRECTOR access, during business hours, to books, records and accounts in order to ascertain CONTRACTOR's compliance with the above non-discrimination requirements.

28. CONFIDENTIALITY

(a) Without prejudice to any other section of this Agreement, CONTRACTOR shall, where applicable, maintain the confidential nature of information provided to it concerning participants in accordance with the requirements of Federal and State law. However, CONTRACTOR shall submit to COUNTY, the State of California and/or the United States Government or their representatives, all records requested for administrative purposes, including audit, examinations, monitoring and verification of reports submitted by CONTRACTOR, costs incurred and services rendered hereunder.

(b) CONTRACTOR shall require all of its employees, agents, subcontractors and volunteer staff who may provide services to CONTRACTOR under this Agreement to sign an agreement with CONTRACTOR before commencing the provision of any such services, to maintain the confidentiality of any and all materials and information with which they may come into contact, or the identities or any identifying characteristics or information with respect to any and all participants referred to CONTRACTOR by COUNTY, except as may be required to provide services under this Agreement or to those specified in this Agreement as having the capacity to audit CONTRACTOR, and as to the latter, only during such audit. CONTRACTOR shall provide reports and any other information required by COUNTY in the administration of this Agreement, and as otherwise permitted by law.

(c) CONTRACTOR agrees that any and all subcontracts entered into shall be subject to the confidentiality requirements of this Agreement.

29. EQUIPMENT

All items purchased with funds provided under this Agreement or which are furnished to CONTRACTOR by COUNTY which have a single unit cost of at least five thousand dollars (\$5,000), including all taxes, shipping, handling and installation costs shall be considered Equipment. Title to all

items of Equipment purchased vests and will remain in COUNTY as such shall be designated by DIRECTOR. The use of such items of Equipment is limited to the performance of this Agreement. Upon the termination of this Agreement, CONTRACTOR shall immediately return any items of Equipment to COUNTY or its representatives, or dispose of them in accordance with the directions of DIRECTOR.

CONTRACTOR further agrees to the following:

(a) To maintain all items of Equipment in good working order and condition, except for normal wear and tear.

(b) To label all items of Equipment, do periodic inventories as required by DIRECTOR and to maintain an inventory list showing where and how the Equipment is being used, in accordance with procedures developed by DIRECTOR. All such lists shall be submitted to DIRECTOR within ten (10) days of the request therefore. Inventory lists must be maintained for four (4) years after final disposition of property.

(c) To report in writing to DIRECTOR immediately after discovery, the loss or theft of any items of Equipment. For stolen items, the local law enforcement agency must be contacted and a copy of the police report submitted to DIRECTOR.

(d) To purchase a policy or policies of insurance covering loss or damage to any and all Equipment purchased under this Agreement, in the amount of the full replacement value thereof, providing protection against the classification of fire, extended coverage, vandalism, malicious mischief and special extended perils (all risks) covering the parties' interests as they appear.

(e) The purchase of any Equipment by CONTRACTOR shall be requested by CONTRACTOR in writing, shall require the prior written approval of DIRECTOR, and shall fulfill the provisions of this Agreement which are appropriate and directly related to CONTRACTOR's service or activity under the terms of this Agreement. COUNTY may refuse reimbursement for any costs resulting from Equipment purchased, which are incurred by CONTRACTOR, if prior written approval has not been obtained from DIRECTOR.

(f) The purchase of computer-related and electronic equipment under \$5,000, including, but not limited to laptops, desktop computers, cell phones, PDAs, cameras, and DVD players, must be approved by DIRECTOR.

30. INDEMNIFICATION

(a) CONTRACTOR agrees to indemnify, defend with counsel approved in writing by COUNTY, and hold COUNTY, the State of California, and the Orange County Workforce Investment Board, their elected and appointed officials, officers, employees, agents and those special districts and agencies which COUNTY's Board of Supervisors acts as the governing Board ("COUNTY INDEMNITEES") harmless from any claims, demands or liability of any kind or nature, including but not limited to personal injury or property damage, arising from or related to the services, products or other performance provided by CONTRACTOR pursuant to this Agreement.

(b) COUNTY agrees to indemnify and hold CONTRACTOR, and its elected and appointed officials, officers, and employees harmless from any claims, demands or liability of any kind or nature, including but not limited to personal injury or property damage, arising from or related to the services, products or other performance provided by COUNTY pursuant to this Agreement.

(c) If judgment is entered against CONTRACTOR by a court of competent jurisdiction because of the active negligence of CONTRACTOR, CONTRACTOR and COUNTY agree that liability will be apportioned as determined by the court. Neither party shall request a jury apportionment.

(d) If judgment is entered against COUNTY by a court of competent jurisdiction because of the active negligence of COUNTY/COUNTY INDEMNITEES, CONTRACTOR and COUNTY agree that liability will be apportioned as determined by the court. Neither party shall request a jury apportionment.

31. INSURANCE

(a) Prior to the provision of services under this Agreement, the CONTRACTOR agrees to purchase all required insurance at CONTRACTOR's expense and to deposit with DIRECTOR Certificates of Insurance, including all endorsements required herein, necessary to satisfy COUNTY that the insurance

provisions of this Agreement have been complied with and to keep such insurance coverage and the certificates therefore on deposit with DIRECTOR during the entire term of this Agreement. In addition, all subcontractors performing work on behalf of CONTRACTOR pursuant to this Agreement shall obtain insurance subject to the same terms and conditions as set forth herein for CONTRACTOR.

(b) All insurance policies required by this Agreement shall declare any deductible or self-insured retention (SIR) in an amount in excess of \$25,000 (\$5,000 for automobile liability), which shall specifically be approved by the County Executive Office (CEO)/Office of Risk Management. CONTRACTOR shall be responsible for reimbursement of any deductible to the insurer. Any self-insured retentions (SIRs) or deductibles shall be clearly stated on the Certificate of Insurance. If the CONTRACTOR fails to maintain insurance acceptable to the COUNTY for the full term of this Agreement, the COUNTY may terminate this Agreement.

(c) If CONTRACTOR is a governmental entity, CONTRACTOR may elect to self-insure for the insurance coverage required by this Agreement.

(d) The policy or policies of insurance required herein must be issued by an insurer licensed to do business in the State of California (California Admitted Carrier). If the insurer is not licensed to do business in the State of California, CEO/Office of Risk Management retains the right to approve or reject the insurer after a review of the insurer's performance and financial ratings.

(e) The policy or policies of insurance required herein must be issued by an insurer with a minimum rating of "A- (Secure Best's Rating)" and a minimum financial rating of "VIII (Financial Size Category)," as determined by the most current edition of the Best's Key Rating Guide/Property-Casualty/United States or by going on-line to "ambest.com."

(f) The policy or policies of insurance maintained by CONTRACTOR shall provide the minimum limits and coverage as set forth below:

Coverage	Minimum Limits
Commercial General Liability with Broad Form Property Damage	\$1,000,000 combined single limit per occurrence

Endorsement and Contractual Liability	\$2,000,000 Aggregate
Automobile Liability including all owned, non-owned and hired vehicles	\$1,000,000 combined single limit per occurrence
Workers' Compensation	Statutory
Employer's Liability	\$1,000,000 per occurrence
Sexual Misconduct	\$1,000,000 per occurrence

(g) All liability insurance required by this Agreement shall be at least \$1,000,000 combined single limit per occurrence. The minimum aggregate limit for the Commercial General Liability policy shall be \$2,000,000.

(h) The County of Orange, Orange County Workforce Investment Board, and State of California shall be added as additional insureds on all insurance policies required by this Agreement with respect to the services provided by CONTRACTOR under the terms of this Agreement (except Workers' Compensation/Employers' Liability). An additional insured endorsement evidencing that the County of Orange is an additional insured shall accompany the Certificate of Insurance.

(i) All insurance policies required by this Agreement shall be primary insurance, and any insurance maintained by the County of Orange shall be excess and non-contributing with insurance provided by these policies. An endorsement evidencing that CONTRACTOR's insurance is primary and non-contributing shall specifically accompany the Certificate of Insurance for the Commercial General Liability and Sexual Misconduct Insurance.

(j) All insurance policies required by this Agreement shall give the County of Orange 30 days notice in the event of cancellation. This shall be evidenced by an endorsement separate from the Certificate of Insurance. In addition, the cancellation clause must include language as follows, which edits the pre-printed ACORD certificate:

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING COMPANY WILL MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT.

(k) All insurance policies required by this Agreement shall waive all rights of subrogation against the County of Orange and members of the Board of Supervisors, its elected and appointed officials, officers, agents and employees when acting within the scope of their employment or appointment.

(l) The Commercial General Liability policy shall contain a severability of interests clause.

(m) CONTRACTOR is aware of the provisions of Section 3700 of the California Labor Code which requires every employer to be insured against liability for Workers' Compensation or be self-insured in accordance with provisions of that code. CONTRACTOR will comply with such provisions and shall furnish COUNTY satisfactory evidence that CONTRACTOR has secured, for the period of this Agreement, statutory Workers' Compensation insurance and Employers' Liability insurance with minimum limits of \$1,000,000 per occurrence.

(n) If CONTRACTOR fails to provide the insurance certificates and endorsements within seven (7) days of notification by CEO/Risk Management or by DIRECTOR, award may be made to the next qualified proponent.

(o) COUNTY expressly retains the right to require CONTRACTOR to increase or decrease insurance of any of the above insurance types throughout the term of this Agreement. Any increase or decrease in insurance will be as deemed by CEO/Risk Management as appropriate to adequately protect COUNTY.

(p) COUNTY shall notify CONTRACTOR in writing of changes in the insurance requirements. If CONTRACTOR does not deposit copies of acceptable certificates of insurance and endorsements with DIRECTOR incorporating such changes within thirty (30) days of receipt of such notice, this Agreement may be in breach without further notice to CONTRACTOR, and COUNTY shall be entitled to all legal remedies.

(q) The procuring of such required policy or policies of insurance shall not be construed to limit CONTRACTOR's liability hereunder or to fulfill the indemnification provisions and requirements of this Agreement.

(r) The County of Orange Certificate of Insurance and the Special Endorsement for the County of Orange can be utilized to verify compliance with the above-mentioned insurance requirements in place of commercial insurance certificates and endorsements.

32. PATENT/COPYRIGHT MATERIALS/PROPRIETARY INFORMATION

CONTRACTOR agrees to grant the COUNTY, Federal and State governments a royalty-free, nonexclusive and irrevocable license to publish, copy, translate or use, now and hereafter, all materials, data, films, tapes, etc., developed under this Agreement including those covered by copyright. The COUNTY, Federal, and State governments reserve the right to authorize others to use or reproduce such materials. Further, the COUNTY, Federal, and State governments shall have access to any report, preliminary findings or data assembled by CONTRACTOR under this Agreement and shall retain ownership and patent rights to any discovery or invention under this Agreement, as provided in 29 CFR 97.34 and 97.36(i)(8&9).

33. INTELLECTUAL PROPERTY

(a) Federal Funding. In any Agreement funded in whole or in part by the federal government, COUNTY may acquire and maintain the Intellectual Property rights, title, and ownership, which result directly or indirectly from the Agreement, except as provided in 37 Code of Federal Regulations part 401.14. CONTRACTOR agrees to grant the COUNTY, Federal and State governments a royalty-free, non-exclusive, irrevocable, paid-up license throughout the world to use, duplicate, or dispose of such Intellectual Property throughout the world in any manner for governmental purposes and to have and permit others to do so.

(b) Ownership.

(1) Except where COUNTY has agreed in a signed writing to accept a license, COUNTY shall be and remain, without additional compensation, the sole owner of any and all rights, title and interest in all intellectual property, from the moment of creation, whether or not jointly conceived, that are made,

conceived, derived from, or reduced to practice by CONTRACTOR or COUNTY and which result directly or indirectly from this Agreement.

(2) For the purposes of this Agreement, Intellectual Property means recognized protectable rights and interest such as: patents, (whether or not issued) copyrights, trademarks, service marks, applications for any of the foregoing, inventions, trade secrets, trade dress, logos, insignia, color combinations, slogans, moral rights, right of publicity, author's rights, contract and licensing rights, works, mask works, industrial design rights, rights of priority, know how, design flows, methodologies, devices, business processes, developments, innovations, good will, any data or information maintained, collected or stored in the ordinary course of business by COUNTY, and all other legal rights protecting intangible proprietary information as may exist now and/or hereafter come into existence, and all renewals and extensions, regardless of whether those rights arise under the laws of the United States, or any other state, country or jurisdiction.

(i) For the purposes of the definition of Intellectual Property, "works" means all literary works, writings and printed matter including the medium by which they are recorded or reproduced, photographs, art work, pictorial and graphic representations and works of a similar nature, film, motion pictures, digital images, animation cells, and other audiovisual works including positives and negatives thereof, sound recordings, tapes, educational materials, interactive videos, computer software and any other materials or products created, produced, conceptualized and fixed in a tangible medium of expression. It includes preliminary and final products and any materials and information developed for the purposes of producing those final products. "Works" does not include articles submitted to peer review or reference journals or independent research projects.

(3) In the performance of this Agreement, CONTRACTOR may exercise and utilize certain of its Intellectual Property in existence prior to the effective date of this Agreement. In addition, under this Agreement, CONTRACTOR may access and utilize certain of COUNTY's Intellectual Property in existence prior to the effective date of this Agreement. Except as otherwise set forth herein, CONTRACTOR shall not use any of COUNTY's Intellectual Property now existing or hereafter existing for any purposes without

the prior written permission of COUNTY. Except as otherwise set forth herein, neither the CONTRACTOR nor COUNTY shall give any ownership interest in or rights to its Intellectual Property to the other Party. If, during the term of this Agreement, CONTRACTOR accesses any third-party Intellectual Property that is licensed to COUNTY, CONTRACTOR agrees to abide by all license and confidentiality restrictions applicable to COUNTY in the third-party's license agreement.

(4) CONTRACTOR agrees to cooperate with COUNTY in establishing or maintaining COUNTY's exclusive rights in the Intellectual Property, and in assuring COUNTY's sole rights against third parties with respect to the intellectual Property. If the CONTRACTOR enters into any agreements or subcontracts with other parties in order to perform this Agreement, CONTRACTOR shall require the terms of the agreement(s) to include all Intellectual Property provisions of paragraphs thirty-four (34) (a) through thirty-four (i). Such terms must include, but are not limited to, the subcontractor assigning and agreeing to assign to COUNTY all rights, title and interest in Intellectual Property made, conceived, derived from, or reduced to practice by the subcontractor, CONTRACTOR or COUNTY and which result directly or indirectly from this Agreement or any subcontract.

(5) Pursuant to paragraph thirty-four (34) (b) (4) of the Intellectual Property Provisions of this Agreement, the requirement for the CONTRACTOR to include all Intellectual Property Provisions of paragraph thirty four (a) through thirty-four (i) of the Intellectual Property Provisions in all agreements and subcontracts it enters into with other parties does not apply to agreements or subcontracts that are for customized and on-the-job training as authorized under 20 CFR 663.700-730.

(6) CONTRACTOR further agrees to assist and cooperate with COUNTY in all reasonable respects, and execute all documents and, subject to reasonable availability, give testimony and take all further acts reasonably necessary to acquire, transfer, maintain, and enforce COUNTY's Intellectual Property rights and interests.

(c) Retained Rights/License Rights.

(1) Except for Intellectual Property made, conceived, derived from, or reduced to practice by CONTRACTOR or COUNTY and which result directly or indirectly from this Agreement, CONTRACTOR

shall retain title to all of its Intellectual Property to the extent such Intellectual Property is in existence prior to the effective date of this Agreement. CONTRACTOR hereby grants to COUNTY, without additional compensation, a permanent, non-exclusive, royalty free, paid-up, worldwide, irrevocable, perpetual, non-terminable license to use, reproduce, manufacture, sell, offer to sell, import, export, modify, publicly and privately display/perform, distribute, and dispose of CONTRACTOR's Intellectual Property with the right to sublicense through multiple layers, for any purpose whatsoever, to the extent it is incorporated in the Intellectual Property resulting from this Agreement, unless CONTRACTOR assigns all rights, title and interest in the Intellectual Property as set forth herein.

(2) Nothing in this provision shall restrict, limit, or otherwise prevent CONTRACTOR from using any ideas, concepts, know-how, methodology or techniques related to its performance under this Agreement, provided that CONTRACTOR's use does not infringe the patent, copyright, trademark rights, license or other Intellectual Property rights of COUNTY or third party, or result in a breach or default of any provisions of paragraphs thirty four (a) through thirty-four (i) or result in a breach of any provisions of law relating to confidentiality.

(d) Copyright.

(1) CONTRACTOR agrees that for purposes of copyright law, all works (as defined in Ownership, paragraph thirty-four (b) (2) (i) of authorship made by or on behalf of CONTRACTOR in connection with CONTRACTOR's performance of this Agreement shall be deemed "works made for hire." CONTRACTOR further agrees that the work of each person utilized by CONTRACTOR in connection with the performance of this Agreement will be a "work made for hire," whether that person is an employee of CONTRACTOR or that person has entered into an agreement with CONTRACTOR to perform the work. CONTRACTOR shall enter into a written agreement with any such person that (i) all work performed for CONTRACTOR shall be deemed a "work made for hire" under the Copyright Act and (ii) that person shall assign all right, title, and interest to COUNTY to any work product made, conceived, derived from or reduced to practice by CONTRACTOR or COUNTY and which result directly or indirectly from this Agreement.

(2) All materials, including, but not limited to, computer software, visual works or text, reproduced or distributed pursuant to this Agreement that include Intellectual Property made, conceived, derived from, or reduced to practice by CONTRACTOR or COUNTY and which result directly or indirectly from this Agreement may not be reproduced or disseminated without prior written permission from COUNTY.

(e) Patent Rights. With respect to inventions made by CONTRACTOR in the performance of this Agreement, which did not result from research and development specifically included in the Agreement's scope of work, CONTRACTOR hereby grants to COUNTY a license as described under paragraph thirty four (c) for devices or material incorporating, or made through the use of such inventions. If such inventions result from research and development work specifically included within the Agreement's scope of work, then CONTRACTOR agrees to assign to COUNTY, without additional compensation, all its right, title and interest in and to such inventions and to assist COUNTY in securing United States and foreign patents with respect thereto.

(f) Third-Party Intellectual Property. Except as provided herein, CONTRACTOR agrees that its performance of this Agreement shall not be dependent upon or include any Intellectual Property of CONTRACTOR or third party without first: (i) obtaining COUNTY's prior written approval; and (ii) granting to or obtaining for COUNTY's, without additional compensation, a license, as described in paragraph thirty-four (c), for any of CONTRACTOR's or third-party's Intellectual Property in existence prior to the effective date of this Agreement. If such a license upon these terms is unattainable, and COUNTY determines that the Intellectual Property should be included in or is required for CONTRACTOR's performance of this Agreement, CONTRACTOR shall obtain a license under terms acceptable to COUNTY.

(g) Warranties.

(1) CONTRACTOR represents and warrants that:

(i) CONTRACTOR has secured and will secure all rights and licenses necessary for its performance of this Agreement.

(ii) Neither CONTRACTOR's performance of this Agreement, nor the exercise by either Party of the rights granted in this Agreement, nor any use, reproduction, manufacture, sale, offer to sell, import, export, modification, public and private display/performance, distribution, and disposition of the Intellectual Property made, conceived, derived from, or reduced to practice by CONTRACTOR or COUNTY and which result directly or indirectly from this Agreement will infringe upon or violate any Intellectual Property right, non-disclosure obligation, or other proprietary right or interest of any third-party or entity now existing under the laws of, or hereafter existing or issued by, any state, the United States, or any foreign country. There are currently no actual or threatened claims by any such third party based on an alleged violation of any such right by CONTRACTOR.

(iii) Neither CONTRACTOR's performance nor any part of its performance will violate the right of privacy of, or constitute a libel or slander against any person or entity.

(iv) CONTRACTOR has secured and will secure all rights and licenses necessary for Intellectual Property including, but not limited to, consents, waivers or releases from all authors of music or performances used, and talent (radio, television and motion picture talent), owners of any interest in and to real estate, sites locations, property or props that may be used or shown.

(v) CONTRACTOR has not granted and shall not grant to any person or entity any right that would or might derogate, encumber, or interfere with any of the rights granted to COUNTY in this Agreement.

(vi) CONTRACTOR has appropriate systems and controls in place to ensure that state funds will not be used in the performance of this Agreement for the acquisition, operation or maintenance of computer software in violation of copyright laws.

(vii) CONTRACTOR has no knowledge of any outstanding claims, licenses or other charges, liens or encumbrances of any kind or nature whatsoever that could affect in any way CONTRACTOR's performance of this Agreement.

(2) COUNTY MAKES NO WARRANTY, THAT THE INTELLECTUAL PROPERTY RESULTING FROM THIS AGREEMENT DOES NOT INFRINGE UPON ANY PATENT, TRADEMARK, COPYRIGHT OR THE LIKE, NOW EXISTING OR SUBSEQUENTLY ISSUED.

(h) Intellectual Property Indemnity.

(1) CONTRACTOR shall indemnify, defend and hold harmless COUNTY and its licensees and assignees, and its officers, DIRECTORs, employees, agents, representatives, successors, and users of its products, ("Indemnities") from and against all claims, actions, damages, losses, liabilities (or actions or proceedings with respect to any thereof), whether or not rightful, arising from any and all actions or claims by any third party or expenses related thereto (including, but not limited to, all legal expenses, court costs, and attorney's fees incurred in investigating, preparing, serving as a witness in, or defending against, any such claim action, or proceeding, commenced or threatened) to which any of the Indemnities may be subject, whether or not CONTRACTOR is a party to any pending or threatened litigation, which arise out of or are related to (i) the incorrectness or breach of any of the representations, warranties, covenants or agreements of CONTRACTOR pertaining to Intellectual Property; or (ii) any Intellectual Property infringement, or any other type of actual or alleged infringement claim, arising out of COUNTY's use, reproduction, manufacture, sale, offer to sell, distribution, import, export, modification, public and private performance/display, license, and disposition of the Intellectual Property made, conceived, derived from, or reduced to practice by CONTRACTOR or COUNTY and which result directly or indirectly from this Agreement. This indemnity obligation shall apply irrespective of whether the infringement claim is based on a patent, trademark or copyright registration that was issued after the effective date of this Agreement. COUNTY reserves the right to participate in and/or control, at CONTRACTOR's expense, any such infringement action brought against COUNTY.

(2) Should any Intellectual Property licensed by the CONTRACTOR to COUNTY under this Agreement become the subject of an Intellectual Property infringement claim CONTRACTOR will exercise its authority reasonably and in good faith to preserve COUNTY's right to use the licensed Intellectual Property in accordance with this Agreement at no expense to COUNTY. COUNTY shall have the right to

monitor and appear through its own counsel (at CONTRACTOR's expense) in any such claim or action. In the defense or settlement of the claim, CONTRACTOR may obtain the right for COUNTY to continue using the licensed intellectual Property or, replace or modify the licensed Intellectual Property, so that the replaced or modified Intellectual Property becomes non-infringing provided that such replacement or modification is functionally equivalent to the original licensed Intellectual Property. If such remedies are not reasonably available, COUNTY may be entitled to a refund of all monies paid under this Agreement, without restriction or limitation of any other rights and remedies available at law or in equity.

(3) CONTRACTOR agrees that damages alone would be inadequate to compensate COUNTY for breach of any term of these Intellectual Property provisions of paragraphs thirty three (a) through thirty-four (i) by CONTRACTOR. CONTRACTOR acknowledges COUNTY would suffer irreparable harm in the event of such breach and agrees COUNTY shall be entitled to obtain equitable relief, including without limitation an injunction, from a court of competent jurisdiction, without restriction or limitation of any other rights and remedies available at law or in equity.

(i) Survival. The provisions set forth herein shall survive any termination or expiration of this Agreement or any project schedule.

34. CORPORATE STATUS

All corporate CONTRACTORS shall be registered with the California Secretary of State and shall be in good standing, without suspension by the California Secretary of State, Franchise Tax Board, or Internal Revenue Service. Any change in corporate status or suspension shall be reported by CONTRACTOR immediately in writing to DIRECTOR.

35. STANDARDS OF CONDUCT

(a) General Assurance. Every reasonable course of action will be taken by CONTRACTOR in order to maintain the integrity of this expenditure of public funds and to avoid favoritism and questionable or improper conduct. This Agreement will be administered in an impartial manner, free from efforts to gain personal, financial or political gain. CONTRACTOR, its officers and employees, in administering this

Agreement, will avoid situations which give rise to a suggestion that any decision was influenced by prejudice, bias, special interest or desire for personal gain.

(b) Employment of Former State or COUNTY Employees. CONTRACTOR will ensure that any of its employees who were formerly employed by the State of California or the County of Orange, in a position that could have enabled such individuals to impact policy regarding or implementation of programs covered by this Agreement, will not be assigned to any part or phase of the activities conducted pursuant to this Agreement for a period of not less than two (2) years following the termination of such employment.

(c) Conducting Business Involving Relatives. No relative by blood, adoption or marriage of any executive or employee of CONTRACTOR will receive favorable treatment when considered for enrollment in programs provided by, or employment with, CONTRACTOR.

(d) Conducting Business Involving Close Personal Friends and Associates. Executives and employees of CONTRACTOR will be particularly aware of the varying degrees of influence that can be exerted by personal friends and associates and, in administering this Agreement, will exercise due diligence to avoid situations which give rise to an assertion that favorable treatment is being granted to friends and associates.

(e) Avoidance of Conflict of Economic Interest. No executive or employee of CONTRACTOR, elected official in the area, or voting or non-voting member of a WIB, will solicit or accept money or any other consideration from a third person, for the performance of an act reimbursed in whole or part by CONTRACTOR or COUNTY. Supplies, materials, equipment or services purchased with Agreement funds will be used solely for purposes allowed under this Agreement. No voting member of the OCWIB will cast a vote on the provision of services by that member (or any organization which that member represents) or vote on any matter which would provide direct financial benefit to that member or any business or organization which the member directly represents.

36. SWEATFREE CODE OF CONDUCT

All CONTRACTORS contracting for the procurement or laundering of apparel, garments or corresponding accessories, or the procurement of equipment, materials, or supplies, other than procurement related to a public works contract, declare under penalty of perjury that no apparel, garments or corresponding accessories, equipment, or supplies have been furnished to the Contractor from sources that include sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor. The CONTRACTOR further declares under penalty of perjury that they adhere to the Sweatfree Code of Conduct as set forth on the California Department of Industrial Relations website located at www.dir.ca.gov, and Public Contract Code Section 6108.

The CONTRACTOR agrees to cooperate fully in providing reasonable access to the CONTRACTOR's records, documents, agents or employees, or premises if reasonably required by authorized officials of the State or COUNTY, the Department of Industrial Relations, or the Department of Justice to determine the CONTRACTOR's compliance with the requirements under paragraph a of the Sweatfree Code of Conduct.

37. DRUG FREE WORKPLACE

CONTRACTOR shall execute and abide by the Drug Free Workplace Certification attached hereto as Exhibit "E" and incorporated herein by this reference.

38. DEBARMENT

CONTRACTOR shall execute and abide by the Debarment & Suspension Certification attached hereto as Exhibit "F" and incorporated herein by this reference and by so doing declares that it is not debarred or suspended or otherwise excluded from or ineligible for participation in Federal/State assistance programs in accordance with 29 C.F.R. Part 98.

39. SECTARIAN ACTIVITIES

CONTRACTOR agrees that this Agreement will not provide for the advancement or aid to any religious sect, church or creed for a purpose that is sectarian in nature, nor will it help to support or sustain any school, college, university, hospital or other institution controlled by any religious creed, church, or sectarian denomination. However, in accordance with Presidential Executive Order No. 13279, issued December, 2002, CONTRACTOR shall also provide and promote equal treatment to all faith-based organizations in administering its federally-funded activities.

40. LITERATURE

Any literature distributed by CONTRACTOR for the purpose of apprising businesses, participants, or the general public of its programs under this Agreement shall state that its programs are supported by the County of Orange and the Orange County Workforce Investment Board, and shall state that the program is an "equal opportunity employer/program" and that "auxiliary aids and services are available upon request to individuals with disabilities."

41. LOBBYING

(a) CONTRACTOR shall execute and abide by the terms of the "Certification Regarding Lobbying," which is attached hereto as Exhibit "G" and incorporated herein by this reference. CONTRACTOR shall complete and immediately forward to DIRECTOR the "Disclosure Form to Report Lobbying," a copy of which is attached hereto as Exhibit "H", incorporated herein by this reference, if CONTRACTOR, or any person, firm or corporation acting on CONTRACTOR's behalf, engaged or engages in lobbying any federal officer, employee, elected official or agency with respect to this Agreement or the funds to be received by CONTRACTOR pursuant to this Agreement.

(b) CONTRACTOR agrees that the funds provided herein shall not be used to promote, directly or indirectly, any political party, political candidate or political activity, except as permitted by law.

42. BREACH – SANCTIONS & TERMINATION

(a) If, through any cause, CONTRACTOR violates any of the terms and conditions of this Agreement, or any prior Agreements whereby grant funds were received by CONTRACTOR, or if CONTRACTOR reports inaccurately, or if an audit report makes disallowances, CONTRACTOR shall promptly remedy its acts or omissions and/or repay COUNTY all amounts due COUNTY as a result thereof. For any such failures or violations COUNTY shall also have the right, at its sole discretion, to: (1) immediately discontinue program until such time as CONTRACTOR fulfills its obligations or remedies all violations of this Agreement or prior Agreements; and/or (2) collect outstanding amounts, as determined by DIRECTOR to be due COUNTY from CONTRACTOR, by offsetting or debiting from current claims or invoices, if after thirty (30) days written notice CONTRACTOR has failed to repay same or a repayment schedule has not been made; and/or (3) terminate this Agreement as provided herein. DIRECTOR shall give CONTRACTOR written notice of any action pursuant to this paragraph, which notice shall be deemed given on the date of mailing.

(b) DIRECTOR may terminate this Agreement without penalty immediately with cause or after thirty (30) days written notice without cause, unless otherwise specified. Notice shall be deemed served on the date of mailing. Cause is defined as any breach of this Agreement, any misrepresentation or fraud on the part of the CONTRACTOR. Exercise by DIRECTOR of the right to terminate this Agreement shall relieve COUNTY of all further obligations under this Agreement.

(c) Upon termination, or notice thereof, CONTRACTOR agrees to cooperate with DIRECTOR in the orderly transfer of service responsibilities, active case records, pertinent documents and all equipment or materials purchased with grant funds.

43. DISPUTES

Except as otherwise provided in this Agreement, any dispute concerning any question arising after the commencement of this Agreement shall be decided by DIRECTOR. In such a case, DIRECTOR shall reduce its decision to writing and mail or otherwise furnish a copy thereof to CONTRACTOR. The

decision of DIRECTOR shall be final and conclusive unless within thirty (30) calendar days from the mailing or delivery of such copy, DIRECTOR receives from CONTRACTOR a written request to appeal said decision to the COUNTY Board of Supervisors. Pending final decision of the appeal, CONTRACTOR shall act in accordance with the written decision of DIRECTOR.

44. TOTAL AGREEMENT

This Agreement, together with Exhibits A through K attached hereto, the SMC Agreement included as Exhibit L, all incorporated herein expresses the total understanding of the parties. There are no oral understandings of the parties or terms and conditions other than as are stated herein. CONTRACTOR acknowledges that it has read and agrees to all terms and conditions included in this Agreement.

45. CHILD SUPPORT ENFORCEMENT

In order to comply with child support enforcement requirements of the County of Orange, CONTRACTOR shall execute and abide by the "Child Support Enforcement Provision" (for profit only providers) attached hereto as Exhibit "I" and incorporated herein by this reference within thirty (30) days of award of contract.

Failure of CONTRACTOR to timely submit the data and/or certifications required above or to comply with all federal and state reporting requirements for child support enforcement or to comply with all lawfully served Wage and Earnings Assignment Orders and Notices of Assignment shall constitute a material breach of this Agreement. Failure to cure such breach within sixty (60) days of notice from COUNTY shall constitute grounds for termination of this Agreement.

46. EDD INDEPENDENT CONTRACTOR REPORTING REQUIREMENTS

CONTRACTOR shall execute and abide by the "EDD Independent Contractor Reporting Requirements Certification" attached hereto as Exhibit "J" and incorporated herein by this reference.

47. NOTICES

All notices, reports and correspondence between the parties hereto respecting this Agreement shall be in writing and deposited in the United States Mail, postage prepaid, addressed as follows:

COUNTY: OC Community Resources
OC Community Services / Community Investment Division
1300 South Grand Avenue
Building "B"
Santa Ana, California 92705

CONTRACTOR: Coast Community College District
1370 Adams Ave.
Costa Mesa, CA 92626

48. GOVERNING LAW AND VENUE

This Agreement has been negotiated and executed in the state of California and shall be governed by and construed under the laws of the state of California. In the event of any legal action to enforce or interpret this Agreement, the sole and exclusive venue shall be a court of competent jurisdiction located in Orange County, California, and the parties hereto agree to and do hereby submit to the jurisdiction of such court, notwithstanding Code of Civil Procedure Section 394. Furthermore, the parties specifically agree to waive any and all rights to request that an action be transferred for trial to another County.

49. WAIVER

No delay or omission by either party hereto to exercise any right or power accruing upon any noncompliance or default by the other party with respect to any of the terms of this Agreement shall impair any such right or power or be construed to be a waiver thereof. A waiver by either of the parties hereto of any of the covenants, conditions, or agreements to be performed by the other shall not be construed to be a waiver of any succeeding breach thereof or of any other covenant, condition or agreement herein contained.

50. PUBLICITY

Information and solicitations, prepared and released by CONTRACTOR, concerning the services provided under this Agreement, shall state that the program, wholly or in part, is funded by the County of Orange and the Orange County Workforce Investment Board.

51. CALENDAR DAYS

Any reference to the word "day" or "days" herein shall mean calendar day or calendar days, respectively, unless otherwise expressly provided.

IN WITNESS WHEREOF, the parties hereto certify that they have read and understand all the terms and conditions contained herein and have duly authorized and caused this Agreement to be executed as of the date stated below written.

"COUNTY OF ORANGE a political
Subdivision of the State of California"

Dated: _____

By: _____
Steve Franks
Director, OC Community Resources

"CONTRACTOR"*

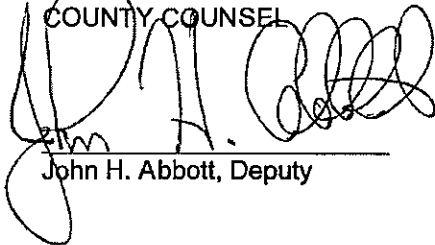
Dated: _____

By: _____

Title: _____

*[Authorized signatures for corporations. Requirement of two signatures as follows: (1) One signature by the Chairman of the Board, the President or any Vice President, and (2) one signature by the Secretary, any Assistant Secretary, the Chief Financial Officer or an Assistant Treasurer. For contractors that are not corporations, a person who has the authority to bind the contractor to a contract.]

APPROVED AS TO FORM
COUNTY COUNSEL



John H. Abbott, Deputy

GENERAL PROGRAM REQUIREMENTS

Contractor: Coast Community College District

1. Project Summary:

- A. These General Program Requirements have been designed to provide the framework wherein the One-Stop Center(s) will provide or will coordinate the provision of services for the Orange County One-Stop System.
- B. Contractor agrees to comply, remain informed, and deliver services consistent with the provisions of WIA, Orange County Workforce Investment Board (OCWIB) Policy, Orange County Workforce Investment Area's Strategic Five-Year Plan, the California Education Code, the Rehabilitation Act, negotiated Memoranda of Understanding, Title V of the Older Americans Act, federal and state governance documents and/or any other appropriate statutes or requirements, related to the services provided in this Agreement.
- C. Where local policy has not been set, Contractor agrees to adhere to state or federal policy, as appropriate.
- D. Governance References
 - 1. Workforce Investment Act
 - a. Workforce Investment Act of 1998
 - b. Department of Labor, Employment and Training Administration, 20 CFR Part 652 et al. – Workforce Investment Act; Final Rules The Regulations define the One-Stop Delivery System as:

A system under which entities responsible for administering separate workforce investment, educational and other human resource programs and funding streams (referred to as One-Stop partners) collaborate to create a seamless system of service delivery that will enhance access to the programs' services and improve long-term employment outcomes for individuals receiving assistance.

(20 CFR, PART 652, §662.100)
 - c. Information Bulletins, Directives and any other federal and state guidance documents pertaining to the WIA
 - d. Actions, directives, and policy and procedures issued by the Orange County Workforce Investment Board or staff relevant to this contract, specifically MIS Policies and Procedures, Monitoring Guide Policy and Procedure, Audit Requirements Policy and Procedure and Selective Service Policy and Procedure.

2. Orange County One-Stop System

Contractor agrees to partner and to provide access to services provided by the mandated WIA One Stop Partners as described in the Act as well as any additional partners identified by the OCWIB or the Orange County Board of Supervisors.

3. One-Stop Principles

Contractor agrees to integrate to the fullest extent possible, the following principles into the delivery of services:

- A. **Streamline services** through an integration of multiple programs, including Wagner-Peyser and WIA, at the service level through One-Stop service centers;
- B. **Empower individuals** with information and resources they need to manage their own careers;
- C. **Employer Services** that recognize business as a customer as well as a source for jobs leading to meaningful employment.
- D. **Universal access** for all job seekers to a core set of career decision-making and job search tools;
- E. **Increase accountability** of the delivery system to achieve improved results regarding skill gains, credentials earned, job placement rates, earnings and retention in employment;
- F. **State and local flexibility** to ensure that delivery systems are responsive to the needs of individual communities; and
- G. **Strong role for local boards** and the private sector to impact the design and operation of delivery systems.

**STATEMENT OF WORK:
ONE STOP CENTER SERVICES FOR
RECYCLING AND RESOURCE MANAGEMENT
COMMUNITY BASED JOBS TRAINING PROGRAM
(RRM-CBJT 2011-2013)**

I. COORDINATION

- A. CONTRACTOR shall provide One Stop Center services.** CONTRACTOR shall provide a comprehensive menu of programs and services as required by the Workforce Investment Act of 1998 (WIA) and the Community Based Jobs Training (CBJT) grant. These are not entitlement programs, and participation is a decision based upon an assessment of the participant's needs, interests, abilities, motivation, and prospect for successfully completing the program. In accordance with local policies and procedures, prioritization of services is also taken into consideration.
- B. CONTRACTOR shall deliver workforce development services** to One-Stop Center patrons. CONTRACTOR shall maintain and improve upon the current system of service delivery by clearly exhibiting positive outcomes and meeting or exceeding the performance requirements outlined in this Agreement. Performance Matrices for WIA and CBJT participants are consolidated within Exhibit C of this Agreement. All federal, state, and local rules and regulations apply to services. There shall be a seamless delivery system between CBJT and WIA programs. All clients shall be served equitably, in the most effective and efficient manner.
- C. CBJT funding incorporated** within Exhibit D of this Agreement is allocated separately from WIA funding and shall be used to significantly increase capacity, services and resources for Adults and Dislocated Workers. Enhanced supportive services and training opportunities will be funded through other mechanisms and made available to participants. Delivery Area
- D. CONTRACTOR shall ensure coverage** through its own facilities, through facilities of partners, and through staff deployments for special services at other off-site locations.
- E. One-Stop Operator Responsibilities**
 - 1. One-Stop Center Staff shall be customer-oriented professionals who are knowledgeable about providing workforce development services to hard to serve populations. Staff should be able to build one-on-one working relationships with participants to aid in eliminating challenges that are hindrances to obtaining and retaining employment. Services provided in small groups shall also be considered to maximize staffing efficiencies and available resources.
 - 2. Staff shall be fully trained and have current knowledge of WIA/ARRA regulations and requirements, CBJT grant fund requirements, OCWIB policies and procedures, local labor market information, industry clusters, career pathways and demand occupations, and local resources that are available to assist clients seeking training and/or vocational services.
 - 3. Staff shall be cross trained in WIA Adult and Dislocated Worker Programs in addition to Discretionary and Specialized Programs to best leverage available

funding and to maximize service provision. One Stop Staffs shall be expected to have effective communication and writing skills and possess a high degree of computer literacy. All One Stop Staffs shall be capable of, charged with and responsible for performing all of the following duties:

- a) Conduct outreach and recruitment services to a targeted population;
- b) Conduct objective job skills assessment for eligible clients to ensure appropriate evaluation;
- c) Formulate and coordinate comprehensive employment plans with specific and measurable vocational goals;
- d) Ensure that a resume has been developed for every enrolled participant;
- e) Provide intensive case management to all clients (including those in training) in all areas related to gaining/retaining employment and career advancement;
- f) Determine supportive services and training needs including making appropriate referrals, tracking progress and maintaining attendance records;
- g) Maintain documentation for regulatory and contractual compliance and maintain detailed case files and complete all required MIS, statistical and performance reports, as outlined elsewhere in this Exhibit;
- h) Work collaboratively with Job Developers and Business Services staff by providing resumes for all enrolled participants and to assist participants in job placement;
- i) Develop relationships with all training providers;
- j) Provide specific guidance in transferable skills for all clients transitioning between industry clusters;
- k) Disseminate specific information for upcoming events, job fairs, etc. that would benefit the customer.

F. Communication and Distributed Material

- 1. Outreach and recruitment materials shall be approved by the OCWIB staff prior to publication.
- 2. Logos shall be of sufficiently high resolution to be fully legible on all media deployed.
- 3. Language requirements for all printed material and other information at the One-Stop shall be provided in English, Spanish and Vietnamese. Whenever feasible, language barriers shall be removed so that all visitors to the One-Stop feel welcome and have a positive experience. All marketing material shall be submitted to the OCWIB Administrative office for approval, prior to use.
- 4. Notice and communication requirements where materials indicate that the CONTRACTOR may be reached by telephone, the telephone number of any TDD/TTY or relay service used by the CONTRACTOR shall be indicated. If the CONTRACTOR does not have a TDD/TTY, the California Relay Service (CRS) (1-800/735-2922) is an alternative. [29CFR Part 37; WSD 07-06]

5. Information and services accessed electronically shall be established by CONTRACTOR policy and procedure which assures that the notice requirements of Title 29 CFR Part 37 are met. [29 CFR Part 37; WSD 07-06]
6. Marketing materials for CBJT program and services must carry the following specific tagline:

This project was funded under a grant award under the President's Community Based Jobs Training Grants, as implemented by the U.S. Department of Labor's Employment and Training Administration, Grant Number CB-20565-10-60.

7. Distributed publications, broadcasts, and other communications, which promote WIA programs or activities, shall include the following specific taglines:

'This WIA Title I financially assisted program or activity is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities'. [29 CFR Part 37], WSD07-6, 08-OCWDA-16

CONTRACTOR shall include the following tagline on all flyers, notices and other communication promoting, advertising and /or informing the public of meetings, workshops, seminars, job fairs, etc. sponsored by or offered by the CONTRACTOR:

'If you need special assistance to participate in this _____ (meeting, workshop, etc.), call _____. Please call 48 hours in advance to allow the One Stop Center Satellite and Outstations to make reasonable arrangements to ensure accessibility to this _____(meeting, workshop etc.) [28 CFR 35.102-35.104 American Disabilities Act Title II]

G. File Maintenance and Documentation

A case file shall be maintained for every CBJT participant. At a minimum, the case file shall include information and documentation of the following:

1. Program eligibility/determination of need;
2. All source documents needed for validation (as referenced in State Directive WSDD-38, Information Notices WSIN 09-54 and WSIN 09-40, DOL TEN 8-09 and OCWIB Policy 09-OCWDA-38.
3. All MIS forms as outlined in Section V of this Exhibit;
4. Initial and/or Comprehensive Assessments, as applicable;
5. IEP, including all updates of services provided and completed;
6. Completed resume within three weeks of IEP;
7. Verification of training attended through the CBJT program;
8. Approved ITA voucher (if applicable);
9. Progress reports, time and attendance if receiving WIA funded training. For non-WIA funded training, CONTRACTOR shall require the participant to provide attendance verification from the school as a condition of receiving other WIA services;
10. Printed Case management notes showing provision of substantial services.

II. SERVICE DELIVERY

CONTRACTOR shall implement a workforce system structure and governance that reflects the various sectors of the economy. CONTRACTOR shall provide WIA and CBJT activities that increase the employment, retention, and earnings of participants, increase occupational skill attainment by participants, and, as a result, improve the quality of the workforce. CBJT participants who also qualify for WIA services may be co-enrolled in WIA, at no greater proportion than 30% co-enrollment rate.

A. Target Population

Outlined target population shall be served, tracked and monitored by the CONTRACTOR to ensure services are being provided in alignment with outreach and recruitment strategies, as appropriate, and within the funding/eligibility guidelines for each of the following groups:

1. Individuals who meet the requirements for WIA eligibility, including the priority of services categories, identified in OCWIB Policy 09-OCWDA-32; Other individuals in need of specialized services, such as: veterans, spouses of veterans, and individuals with multiple barriers, limited-English proficient, offenders, older worker population and people with disabilities;
2. Individuals who reflect the demographics of the region; for example, if it is ethnically diverse, CONTRACTOR shall strategize how to best deliver services to those eligible within that population group. CONTRACTOR shall provide services in English, Spanish and Vietnamese. Other languages may be necessary and made available if needed. CONTRACTOR shall serve all areas of the region and shall have the capacity to outreach and recruit for the entire region, as identified in Section I.B.

B. Participant Recruitment

1. CONTRACTOR shall recruit individuals meeting eligibility criteria in accordance with WIA regulations and in accordance with OCWIB Prioritization of Services Policy 10-OCWDA-01.
2. CONTRACTOR shall recruit and certify as eligible, sufficient numbers of WIA and discretionary grant participants, in numbers necessary to meet planned enrollment and expenditure levels and outlined in Exhibits C and D, respectively.
3. CONTRACTOR shall ensure that recruitment activities are conducted within the jurisdictional boundaries of the OCWIB and are coordinated with the mandated partners of the One-Stop Center.
4. CONTRACTOR shall recruit individuals, as necessary, to assist One-Stop partners co-located or affiliated with the One-Stop system in meeting their performance goals and in accordance with the Memoranda of Understanding negotiated between the OCWIB and the One-Stop partners.
5. CONTRACTOR may recruit participants via any of the following:
 - a) Customers coming into the One-Stops;
 - b) Notices to other community based organizations;
 - c) On-site visits by recruiters to strategic sites where target populations tend to reside;
 - d) Referrals from other agencies;
 - e) Intake and recruitment efforts associated with national labor exchange activities;
 - f) Strategically located displays of recruitment posters, pamphlets and flyers at locations throughout Orange County;
 - g) Presentations to promote WIA awareness to various groups in the community;
 - h) Out-stationing staff, as appropriate, at other locations in the County in accordance with requests from the OCWIB; and
 - i) Entry into non-financial agreements for mutual referrals between the CONTRACTOR and other partner agencies.

C. Universal Services

1. Registration shall be completed for eligible CBJT participants in the One-Stop System. CONTRACTOR shall be responsible for collecting and reporting all registration information. Data collected at time of registration shall include all required elements noted in these policies (such as participant's name, address, date of birth, age, gender, e-mail address, phone number, veteran status, employment status, citizen status, barriers to employment, services requested, and employment goals). Right to work documentation shall be verified for all customers.
2. Core Services shall include a standard menu of services and shall be offered to CBJT and WIA participants. Core Services shall include:
 - a) Determination of whether the individual is eligible to receive WIA services as well as referral for services offered by other One-Stop partner agencies;
 - b) Intake and orientation providing the entire range of services available;
 - c) Initial Needs/Skill Assessment;
 - d) Job search tools available in the Resource Room;
 - e) Information on community resources including supportive services;
 - f) Information on the eligibility requirements for all partner employment and training programs;
 - g) Local, regional and statewide labor market information;
 - h) Information on financial aid for education as well as scholarship opportunities;
 - i) Assistance in applying for unemployment compensation;
 - j) Information on certified education and training providers as well as local performance outcomes of service providers; and
 - k) Informational Workshops, as described below.
3. Orientations shall be conducted by CONTRACTOR for all CBJT customers. CONTRACTOR shall emphasize the core service components available to the general public as well as the assistance offered during intensive services. All CBJT should receive an orientation prior to or on the first day CBJT training programs, via electronic means, individual staff assistance, or group orientations.
 - a) CONTRACTOR shall ensure that participants are told that support services are made available in accordance with established policies and that not all participants will be awarded support services and that not all support services are available to all participants. Similarly, training services, while available, shall not be emphasized in a manner that overshadows other One-Stop services.
 - b) CONTRACTOR shall also describe services available to participants from co-located partners. CONTRACTOR shall provide for an opportunity for other providers, to instruct Contractor staff as appropriate, as to their services. CONTRACTOR shall present provider services to participants in such a manner so as to communicate the value added of taking part in those services.

- c) To the extent possible, customer shall be referred to a Workforce Specialist who can deliver the orientation in the customer's native language. CONTRACTOR shall ensure that orientations are also ADA compliant in the event an individual with a disability is unable to avail themselves of the orientation format.
4. Initial Assessments may be self-service or staff-assisted. The assessment may be Internet based using an assessment tool identified by the CONTRACTOR. CONTRACTOR shall provide a copy of the tool(s) to the OCWIB Administrative office. Assessment tools shall assist the individual in identifying the appropriate employment or training area which best suits their abilities and needs.
5. Informational Workshops shall be developed and facilitated by CONTRACTOR and shall be made available to all One-Stop customers. Workshops shall augment individualized service and provide the participant with the knowledge and skills necessary to identify potential job prospects, fill out an application, or construct a resume. Additional workshops shall help individuals gain marketable skills to ensure successful job retention. Participants shall not be required to attend workshops in any particular sequence. CONTRACTOR shall submit each workshop curriculum to the OCWIB Administrative Office by July 31, 2011.
 - a) Topics for Workshops may include, but are not limited to:
 - Get to Know Your One-Stop Center
 - How to Write a Cover Letter and Resume
 - Interview Techniques and Tips
 - Discover Your Transferable Skills
 - Overcoming Barriers to Employment
 - How to Use the Internet in Your Job Search
 - Accessing the Hidden Job Market
 - Networking
 - Labor Market Information
 - Job Offer Negotiation
 - Basic Computer Skills
 - Business Writing Skills
 - Effective Listening
 - Interpersonal Communication at Work
 - Navigating Technology at Work
 - Valuing Diversity at Work
 - Decision Making and Goal Setting
 - Stress Management
 - b) Master Workshop Schedule shall accommodate customers who may attend school or work during the day, leaving evenings or Saturdays as their only time available. Therefore, as demand dictates, workshops shall be offered to accommodate customers requiring non-traditional hours. CONTRACTOR shall assist with the coordination and promotion for partner staff conducting workshops at the One-Stop Center. Announcements of all workshops shall be included on a monthly One-

Stop calendar and listed on the website. CONTRACTOR shall submit a monthly workshop and events calendar to the OCWIB Administrative office by the last day of the preceding month.

- c) Back-up Facilitator shall always be provided by the CONTRACTOR in the event the assigned presenter is sick or otherwise unavailable (Applicable only to those Workshops provided by CONTRACTOR.). Workshops shall not be cancelled once the monthly schedule has been published.

- 6. CBJT Services Monthly Report shall include cumulative data on universal services provided at the One-Stop Center. Collected data shall include number of total visitors, total unique visitors and a breakdown of the number of participants attending workshops, listed by workshop title. CONTRACTOR shall submit Universal Services Monthly Report to the OCWIB administrative office by the tenth day of the month following the month being reported on.

D. Services for Enrolled Program Participants

- 1. Eligibility for services shall be conducted in a manner that will satisfy state and federal requirements under CBJT and WIA. CONTRACTOR shall examine originals and or copies of documents as appropriate to establish the eligibility of individuals and shall make copies of documents necessary to substantiate the eligibility of individuals seeking WIA intensive and/or training services which documents shall be placed in the participant's files.
 - a) CONTRACTOR shall ascertain the selective service registration of any male over the age of twenty six (26) seeking WIA services and shall not provide services to individuals who have not met selective service registration requirements
 - b) CONTRACTOR shall ascertain alien/immigrant customer's eligibility to work in accordance with Immunization and Naturalization Laws prior to referring an individual for intensive services.
 - c) CONTRACTOR shall serve the youth population not enrolled in a WIA youth program and/or shall refer them for other services, as appropriate.
 - d) CONTRACTOR shall modify services and service delivery to assist individuals with special needs.
- 2. Intensive Services shall be provided to eligible Adults and Dislocated Workers who are unemployed and unable to obtain employment through Core Services. Services may also be made available to Adults who are employed, but who are determined to be in need of intensive services that will lead to self-sufficiency.

E. Intensive Services shall include:

- 1. Comprehensive Assessment shall be staff assisted and shall be provided to all individuals referred for intensive services. Assessment of participants shall occur immediately upon referral from Core Services. Assessment shall consist of a basic math and reading test, an economic analysis so that career decisions can be self-sufficiency based, an employment and education history, an interest inventory, skills inventory, barriers to employment, supportive services and training needs, and other relevant information, which shall result in the development of an Individual Employment Plan (IEP). The depth of the

- assessment may vary depending on the needs and the nature of employment barriers of the customer. CONTRACTOR shall monitor and evaluate educational levels, interests, aptitudes, motivation, skills levels, employability, and other information necessary to determine job readiness.
2. Case Management shall be provided to all enrolled participants. CONTRACTOR shall assist the participant in identifying and overcoming any barriers to obtaining and retaining employment, act as an advocate on behalf of the participant and refer the participant to other programs and resources. Case Management shall also be provided to those participants who are enrolled in training. CONTRACTOR shall have contact with participants through the range of activities provided up to and following placement in unsubsidized employment.
 3. CONTRACTOR shall contact customers at least once per month and provide a substantial service. Documentation of all services provided shall be kept current in the participant's file. A substantial service does not include:
 - A standard mailing;
 - A basic question answered with little expenditure of staff time;
 - Access to or use of electronic self-services;
 - A determination of eligibility to participate in the program;
 - Self-described job search that does not result in a referral to a job;
 - Contact with participant or employer to only obtain employment status, educational progress or need for additional services.
 4. Refer to TEGl 17-05, Sections A and B for requirements and a complete discussion of this topic.
 5. CONTRACTOR shall meet with the other service providers as needed to review participant performance and to address any issues that may arise.
 6. Any changes of assignment to a Case Manager shall be transmitted to the participant in writing with a copy of the letter to be maintained in the participant's file.
 7. An Individual Employment Plan (IEP) shall be developed for each participant accessing intensive services. CONTRACTOR shall develop and implement an IEP, which shall serve as a road map outlining short term and long-term goals, as well as specific strategies for achieving the goals. The IEP shall identify the specific services needed to assist participants in securing a job, support services, as well as, ancillary services that may be required to overcome other issues impacting the ability to secure and maintain employment.
 8. In developing a strategy for participants, CONTRACTOR shall consider those services available through other service providers in the community and shall refer participants to such services as needed. Activities to which participants are referred shall reflect a consideration of the participant's assessment, economic analysis and educational levels. CONTRACTOR shall periodically, or at a minimum of once a month, reaffirm with the participant that the services and activities are appropriate as outlined in the Individual Employment Plan (IEP) and shall modify the services and activities as necessary to meet their needs. Guidelines for IEPs are contained in OCWIB Policy 08-OCWDA-25.

- a) Resumes shall be developed for all enrolled participants. CONTRACTOR, in collaboration with every enrolled participant, shall complete a resume within three weeks following the development of the IEP. Resumes shall be reviewed and updated so that they remain current. Revised resumes shall be inserted into the participant's file and maintained on the One-Stop Resume Database, in accordance with OCWIB Policy 10-OCWDA-12.
- b) Training Services under CBJT are to be offered by the training providers applicable to the area served, and CONTRACTOR shall develop referrals mechanisms with the providers:
- **Industry Certificate Training** by California Resource Recovery Association (CRRRA), to be funded via CRRRA scholarship;
 - **Credit Certificate** by Irvine Valley College and Golden West College, to be funded by the participant and/or college financial aid such as Pell Grants. Individual Training Accounts (ITA) may be established for the participant based on need and funding availability.
- c) Supportive Services shall be provided by a partnering agent designated by the OCWIB as the Supportive Services Provider. CONTRACTOR shall refer WIA participants needing supportive services to the Supportive Services Provider, as outlined in OCWIB Policy 09-OCWDA-33.
- d) Job Development and Placement shall be provided by the **CONTRACTOR to all CBJT enrolled participants**. CONTRACTOR shall continually research the labor market to identify firms that are hiring or who plan to hire in the near future for the purpose of providing one on one placement assistance to all enrolled participants. CONTRACTOR shall cooperate with other One Stop Operators as designated by the COUNTY to achieve placement goals.
- e) Retention and Follow-up Services shall be provided by the CONTRACTOR frequently enough to address on the job issues and/or job loss. Follow-up services shall be made available for a minimum of twelve months following placement in unsubsidized employment. Each contact shall be documented in the participant's file. Retention and follow up services are pivotal to their success and the attainment of performance standards as defined in Exhibit C.

CONTRACTOR shall refer each participant to the most appropriate activity as determined from the IEP. Participants may also be referred to the following employment development activities:

- f) Paid or Unpaid Internship activities, in conjunction with the training provider.
- g) On the Job Training (OJT) contracts may be developed under this Agreement with an employer in the public, private non-profit or private-for-profit sector. Through the OJT contract, occupational training will be provided to WIA participants in exchange for reimbursement of up to 50

percent of the wages to compensate for the employer's extraordinary costs. Contractor shall reimburse employer for services provided under the on-the-job training contract directly from their program budget. CONTRACTOR shall not enter into an agreement with an employer who has previously exhibited a pattern of failing to provide OJT participants with continued long-term employment with wages, benefits, and working conditions that are equal to those provided to regular employees who have worked a similar length of time and are doing the same type of work.

- F. **Customer Flow Charts** for initial engagement, self-directed services, staff-directed services and training and follow up services shall be updated to reflect any system changes. Flow Chart shall indicate the movement of participants from core services to assessment, work activities, intensive services, referrals to training and placement into unsubsidized employment. Customer flow charts should include approximate time frames to move individuals through the system. For customers enrolled longer than one year, justification shall be submitted to the OCWIB Administrative office. CONTRACTOR shall provide the customer flow charts to the OCWIB Administrative Offices by July 15, 2011. Customer flow charts and timelines are subject to OCWIB approval.

III. PERFORMANCE

- A. Performance Measures: CONTRACTOR shall meet or exceed required federal, state and local standards, measurements and outcomes of all funding streams included in this Agreement. CONTRACTOR shall work to ensure quality program delivery and implementation of best practices, as appropriate, and coordinate said efforts with the OCWIB. Performance data, including expenditures, will be reviewed monthly and beginning with second quarter data, will be used for making comparisons, assessing performance and reallocating funds.
- B. Reporting: **CONTRACTOR shall submit quarterly summary reports using the format(s) provided by the COUNTY.** CONTRACTOR shall adhere to MIS procedures for data entry, timelines and reporting requirements. Refer to OCWIB Policy 06-OCWDA-04, State Information Notices WSIN 09-22 and WSIN08-17 and subsequent updates for complete information and guidance.
1. CONTRACTOR shall submit timely MIS paperwork for all participant activities for input into the JTA system. Failure to submit timely information may result in penalties including de-obligation of funds or revocation of this Agreement;
 2. CONTRACTOR shall use the most current templates provided by the OCWIB. Incorrect and/or incomplete forms will be returned for re-submittal. All updates and corrections shall be clearly identified;
 3. CONTRACTOR shall only submit original forms. No faxed or e-mailed paperwork will be accepted;
 4. CONTRACTOR shall review and approve all paperwork submitted to the OCWIB;
 5. CONTRACTOR shall comply with the Common Measures as defined in TEGL 17-05. MIS forms claiming unsubsidized placements shall be processed within five (5) working days of learning about the customer's unsubsidized placement;

6. CONTRACTOR shall comply with Data Verification requirements listed in OCWIB Policy 10-OCWDA-04 and EDD state Directive WSD 09-18 and any subsequent updates.
- C. ITA Vouchers shall be submitted to the OCWIB along with the corresponding MIS enrollment form in accordance with OCWIB Policy 09-OCWDA-33.
- D. Follow-up Forms shall be required for Quarters 1, 2 and 3 following participant exit (and in the 4th quarter if it leads to a positive outcome).
1. Supplemental Income: If employment status of the customer is confirmed through supplemental information, follow-up forms reporting this supplemental information shall be completed and submitted for entry into the JTA system. CONTRACTOR shall submit supplemental information for exiters 'Not Found' in UI Base Wage Records within specified timeframes noted in 'Base Wage' letters for specific quarters. CONTRACTOR shall be responsible for analyzing wage records data.
- E. Gaps in Service Delivery: CONTRACTOR shall ensure that participant activities remain uninterrupted in accordance with TEGL 17-05 and the provisions set forth in this Exhibit.
- F. Corrective Action Plans: Performing at or below any individual performance measure for any quarter shall be subject to the following corrective action:
 1. Technical assistance and assessment of the causes of the low performance;
 2. Development and implementation of appropriate Corrective Action Plan(s) to ensure contractual compliance;
 3. Monitoring of subsequent performance to assess the impact of the corrective action plan(s); and
 4. Corrective Action Plans shall include a date for responding to observations, questions, concerns and findings.
- G. **CONTRACTOR's performance trends** and corrective action plans will be critical to decisions regarding Agreement renewal. Failure to achieve the goals set forth in the Corrective Action Plan may result in penalties such as de-obligation of funds or revocation of this Agreement.
- H. **INVOICES**
 1. All program invoices including two original sets with wet signatures are due to the Orange County Community Resources (OCCR) Accounting Office by the twentieth day following the month being reported.
 2. Invoice templates shall be provided by the OCCR Accounting Department.
 3. Invoices shall be paid in accordance with Exhibit K and L of this Agreement.

IV. DELIVERABLES

Limited funding and limited fund life requires that expenditures and programmatic information be reported in a timely and accurate manner. CONTRACTOR shall submit reports and data as detailed within this Exhibit.

**CCCD, One-Stop Center
WIA PERFORMANCE
Recycling and Resource Management CBJT Project
April 1, 2011–May 31, 2013**

Cumulative

I. WIA ENROLLMENTS	04/01/11- 06/30/11	07/01/11- 09/30/11	10/01/11- 12/31/11	01/01/12- 03/31/12	04/01/12- 06/30/12
A. New Enrollments	0	30	70	120	170
B. WIA Carryovers from Prior Program Year	0	0	0	0	0
C. Total Enrollments (A+B=C)	0	30	70	120	170

I. WIA ENROLLMENTS	07/01/12- 09/30/12	10/01/12- 12/31/12	01/01/13- 03/31/13	04/01/13- 05/31/13
A. New Enrollments	210	232	232	232
B. WIA Carryovers from Prior Program Year	0	0	0	0
C. Total Enrollments (A+B=C)	210	232	232	232

II. TOTAL WIA ENROLLMENTS IN PROGRAM SERVICE COMPONENTS	04/01/11- 06/30/11	07/01/11- 09/30/11	10/01/11- 12/31/11	01/01/12- 03/31/12	04/01/12- 06/30/12
A. WIA Registered Core Enrollments	0	30	70	120	170
B. WIA Intensive Enrollments	0	30	70	120	170
C. WIA Training Enrollments	0	30	70	120	170

II. TOTAL WIA ENROLLMENTS IN PROGRAM SERVICE COMPONENTS	07/01/12- 09/30/12	10/01/12- 12/31/12	01/01/13- 03/31/13	04/01/13- 05/31/13
A. WIA Registered Core Enrollments	210	232	232	232
B. WIA Intensive Enrollments	210	232	232	232
C. WIA Training Enrollments	210	232	232	232

III. QUARTERLY EXIT PERFORMANCE INDICATORS	04/01/11- 06/30/11	07/01/11- 09/30/11	10/01/11- 12/31/11	01/01/12- 03/31/12	04/01/12- 06/30/12
A. Total Exits	0	0	25	50	80
B. Entry into Unsubsidized Employment ¹ B=(A)*(.755) Q1 after exit	0	0	19	38	63
C. Retention in Unsubsidized Employment at six months ² C=B*(.815) Q2 and Q3 after exit	0	0	15	31	53
D. Average Earnings in six months ³ (\$14,600)	\$14,600				

III. QUARTERLY EXIT PERFORMANCE INDICATORS	07/01/12- 09/30/12	10/01/12- 12/31/12	01/01/13- 03/31/13	04/01/13- 05/31/13
A. Total Exits	120	160	200	232
B. Entry into Unsubsidized Employment ¹ B=(A)*(.755) Q1 after exit	91	121	151	175
C. Retention in Unsubsidized Employment at six months ² C=B*(.815) Q2 and Q3 after exit	74	98	123	143
D. Average Earnings in six months ³ (\$14,600)	\$14,600			

IV. PERFORMANCE MEASURES	
	Program Category
Entered Employment	75.5%
Retention	81.5%
Average Earnings	\$14,600

1 The Performance Standard for this measure is 75.5% of participants who exit must be placed in the 1st quarter after exit.

2 The Performance Standard for this measure is 81.5% of the participants who were placed and must still be employed in the 2nd and 3rd quarter after exit.

3 The Performance Standard of this measure is \$14,600 average earnings for participants employed Q1 after exit (Q2 & Q3 post exit earnings).

Description of Common Measures (TEGL 17-05)

Entered Employment

*Of those who are not employed
at date of participation:*

**# of participants who are employed
in the first quarter after the exit quarter**

DIVIDED BY

of participants who exit during the quarter

Employment Retention

*Of those who are employed in the
first quarter after the exit quarter:*

**# of participants who are employed in
both the second and the third quarters
after the exit quarter**

DIVIDED BY

of participants who exit during the quarter

Average Earnings

*Of those who are employed in the
first, second, and third quarters after the exit quarter:*

Total earnings in the second quarter after the exit quarter

PLUS

Total earnings in the third quarter after the exit quarter

DIVIDED BY

of participants who exit during the quarter

CBJT
Orange County One-Stop Center
FY 10/11/12

Exhibit D
16-SMC-11

YEAR 1

	ADDITIONAL FUNDING	<u>Budget</u> Recycling & Resource Mgmt Training
PROGRAM	Operations Activities:	
	Salaries	123,755
	Benefits	25,749
	Facility Lease	28,027
	Utilities	
	Staff Training	
	Printing	2,570
	Publications/Marketing Material	2,500
	Meeting / Conference	
	Telephone	1,250
	Equipment (over \$5,000):	
	Equipment (\$1-\$4,999)	-
	Equipment Lease	9,849
	Professional Memberships	
	Software	
	Postage	750
	Office Supplies	2,717
	Consultant/Subcontract	
	Travel / Mileage	750
	badge service (CI Solutions), on-line job board, job Other: posting services	6,500
	Operations Related Activities Subtotal	204,417
	Direct Client Related Activities:	
	Participant Wages and Benefits	
	Employer Reimbursement/OJT	
	Participant Training Cost / ITA	
	Participant Training Cost - WEX	
	Participant Training Cost - OJT	
	Participant Supportive Services	
	Other:	
	Other - Subtotal	-
	Direct Client Related Activities Subtotal	-
	Program Subtotal	204,417
ADMINISTRATION	Administration:	
	Salaries and Benefits	
	Operations	
	Indirect	6,322
	Travel/Mileage	
	Other:	
	Other Subtotal	-
	Administration Subtotal	6,322
	Grand Total	210,739

Exhibit D
16-SMC-11

YEAR 1
COST CATEGORIES

FIRST QUARTER			SECOND QUARTER			THIRD QUARTER			Fourth QUARTER			Total
Apr-11	May-11	Jun-11	Jul-11	Aug-11	Sep-11	Oct-11	Nov-11	Dec-11	Jan-12	Feb-12	Mar-12	
3,438	3,438	3,437	13,751	13,751	13,750	13,750	13,751	13,751	10,312	10,313	10,313	123,754
715	715	716	2,861	2,861	2,861	2,861	2,861	2,861	2,146	2,146	2,145	25,749
			3,114	3,114	3,114	3,114	3,114	3,114	3,114.00	3,115.00	3,114.00	28,027
			-			-			-			-
						-			-			-
			214	215	214	300	300	300	342	342	343	2,570
						292	291	292	541	542	542	2,500
						-						-
			139	139	139	139	139	139	139	138	139	1,250
			1,094	1,094	1,095	1,094	1,095	1,094	1,095	1,094	1,094	9,849
						-			-			-
						-			-			-
						-			-			-
			63	62	63	63	62	63	125	125	124	750
			227	226	226	226	226	227	453	453	453	2,717
												-
			62	63	63	88	87	88	100	99	100	750
			541	542	542	758	759	758	867	867	866	6,500
						-			-			-
						-			-			-
						-			-			-
						-			-			-
												-
												-
												-
												-
125	125	124	662	662	662	681	681	680	640	640	640	6,322
												-
												-
4,278	4,278	4,277	22,728	22,729	22,729	23,366	23,366	23,367	19,874	19,874	19,873	210,739

CBJT
Orange County One-Stop Center
FY 11/12/13

Exhibit D
16-SMC-11

YEAR 2

	ADDITIONAL FUNDING	<u>Budget</u> Recycling & Resource Mgmt Training
PROGRAM	Operations Activities:	
	Salaries	123,755
	Benefits	25,749
	Facility Lease	38,935
	Utilities	
	Staff Training	
	Printing	1,600
	Publications/Marketing Material	
	Meeting / Conference	
	Telephone	3,001
	Equipment (over \$5,000):	
	Equipment (\$1-\$4,999)	
	Equipment Lease	5,227
	Professional Memberships	
	Software	
	Postage	
	Office Supplies	3,200
	Consultant/Subcontract	
	Travel / Mileage	
	badge service (CI Solutions), on-line job board, job posting services	2,950
	Other:	
	Operations Related Activities Subtotal	204,417
	Direct Client Related Activities:	
	Participant Wages and Benefits	
	Employer Reimbursement/OJT	
	Participant Training Cost / ITA	
	Participant Training Cost - WEX	
	Participant Training Cost - OJT	
	Participant Supportive Services	
	Other:	
	Other - Subtotal	-
	Direct Client Related Activities Subtotal	-
	Program Subtotal	204,417
ADMINISTRATION	Administration:	
	Salaries and Benefits	
	Operations	
	Indirect	6,322
	Travel/Mileage	
	Other:	
	Other Subtotal	-
	Administration Subtotal	6,322
	Grand Total	210,739

Exhibit D
16-SMC-11

YEAR 2

COST CATEGORIES

- 1 Salaries
- 2 Benefits
- 3 Monthly Rent
- 4 Utilities
- 5 Staff Training
- 6 Printing
- 7 Publications/Marketing Material
- 8 Meeting / Conferences
- 9 Telephone
- 10 Equipment Lease
- 11 Equipment (under \$5,000)
- 12 Professional Memberships
- 13 Software
- 14 Postage
- 15 Office Supplies
- 16 Consultant/Subcontract (under \$10,000)
- 17 Travel/Mileage
- 18 Other:
- 19 Participant Wages & Benefits
- 20 Employer Reimbursement/OJT
- 21 Participant Training Cost /ITA
- 22 Participant Supportive Services
- 23 Other:

1 Salaries
2 Benefits
3 Operations
4 Indirect
5 Travel/Mileage
6 Other:

FIRST QUARTER			SECOND QUARTER			THIRD QUARTER			Fourth QUARTER			Total
Apr-12	May-12	Jun-12	Jul-12	Aug-12	Sep-12	Oct-12	Nov-12	Dec-12	Jan-13	Feb-13	Mar-13	
10,313	10,313	10,313	13,751	13,750	13,751	13,750	13,751	13,751	3,437	3,437	3,438	123,755
2,145	2,146	2,146	2,861	2,861	2,861	2,861	2,861	2,861	716	715	715	25,749
3,245	3,245	3,244	3,245	3,245	3,244	3,245	3,245	3,244	3,244	3,245	3,244	38,935
			-			-			-			
						-			-			
80	80	80	133	134	133	187	186	187	133	134	133	1,600
						-			-			
						-			-			
250	250	250	250	250	250	250	250	250	251	250	250	3,001
436	435	436	436	435	436	436	435	436	435	435	436	5,227
						-			-			
						-			-			
						-			-			
-			-			-			-			
213	213	214	267	267	266	267	267	266	320	320	320	3,200
						-			-			
-			-			-			-			
			246	246	246	344	345	344	393	393	393	2,950
						-			-			
						-			-			
						-			-			
500	501	500	635	636	636	640	640	641	331	331	331	6,322
17,182	17,183	17,183	21,824	21,824	21,823	21,980	21,980	21,980	9,260	9,260	9,260	210,739

Personnel Breakdown by Funding Stream
Coast Community College District / Coastline Community College/Orange County One-Stop Center

Exhibit D
16-SMC-11

Estimated Percent of Time Charged To:

<u>Name</u>	<u>Position Title*</u>	<u>Salary</u>	<u>Full Time Equivalent</u>	WIA Adult	WIA Dislocated Worker	RRMT	SCSEP	SCSEP- Appropriations	Vets4 VEAP 15%	New Start	DPN-WPA	Non-WIA Contract	<u>Total</u>
Rena Drake	Workforce Specialist	48,283	100%			60%							60%
Paul Salazar	Workforce Specialist	27,800	100%			50%			50%				100%
Vacant	Workforce Specialist	24,304	100%			100%							100%
Vacant	Workforce Specialist	24,304	100%			100%							100%
Vacant	Office Asst.	22,400	100%			100%							100%
Margaret Jones	Office Asst.	24,304	100%			100%							100%
Tracey Watson	Office Asst.	9,877	100%			100%							100%
			100%										0%
			100%										0%
			100%										0%
			100%										0%
			100%										0%
			100%										0%
			100%										0%
			100%										0%
			100%										0%
			100%										0%
			100%										0%
		181,272	1700%	0%	0%	610%	0%	0%	50%	0%	0%	0%	660%

*Job Descriptions for each Position Title must be attached.

660%

State of California
Drug Free Workplace Certification
STD 21 (NEW 11-90)

COMPANY /ORGANIZATION NAME: Arbor/ResCare Workforce Services.

The Contractor or grant recipient named above hereby certifies compliance with Government Code 8355 in matters relating to providing a drug-free workplace. The above named Contractor will:

1. Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations, as required by Government Code Section 8355(a).
2. Establish a Drug Free Awareness Program as required by Government Code Section 8355(b), to inform employees about all of the following:
 - (a) The danger of drug abuse in the workplace,
 - (b) The person's or organization's policy of maintaining a drug-free workplace,
 - (c) Any available counseling, rehabilitation and employee assistance programs, and
 - (d) Penalties that may be imposed upon employees for drug abuse violations
3. Provide as required by Government code Section 8355(c) that every employee who works on the proposed contract or grant
 - (a) Will receive a copy of the company's drug-free policy statement, and
 - (b) Will agree to abide by the terms of the company's statement as a condition of employment in the contract or grant.

CERTIFICATION

I, the official named below, hereby swear that I am duly authorized legally to bind the contractor or grant recipient to the above described certification. I am fully aware that this certification, executed on the date and in the county below, is made under penalty of perjury under the laws of the State of California.

OFFICIAL'S NAME:

DATE EXECUTED

EXECUTED IN THE COUNTY OF ORANGE

CONTRACTOR or GRANTEE RECIPIENT SIGNATURE

TITLE

FEDERAL ID NUMBER

**Certification Regarding
Debarment, Suspension, Ineligibility and Voluntary Exclusion
Lower Tier Covered Transactions**

This certification is required by the regulations implementing Executive Order 12549, Debarment and suspension, 29 CFR Part 98.510, Participants' responsibilities. The regulations were published as Part VII of the May 26, 1988 Federal Register (pages 19160-19211)

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS FOR CERTIFICATION)

- (1) The contractor or grant recipient of Federal assistance funds certifies, by submission of this exhibit document, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- (2) Where the contractor or grant recipient of Federal assistance funds is unable to certify to any of the statements in this certification, the contractor or grant recipient shall attach an explanation to this exhibit document.

Name and Title of Authorized Representative

Signature

Date

DEBARMENT AND SUSPENSION CERTIFICATION - Instructions for Certification

1. By signing and submitting this exhibit document, the contractor or grant recipient of Federal assistance funds is providing the certification as set out below.
2. The certification in the clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the contractor or grant recipient of Federal assistance funds knowingly rendered an erroneous certification in addition to other remedies available to the Federal Government, the Department of Labor (DOL) may pursue available remedies, including suspension and/or debarment.
3. The contractor recipient of Federal assistance funds shall provide immediate written notice to the County of Orange/Workforce Investment Board to which this certification document is submitted if at any time the contractor or grant recipient of Federal assistance funds learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The contractor or grant recipient of Federal assistance funds agrees by submitting this certification document that, should the covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the DOL.
5. The contractor or grant recipient of Federal assistance funds further agrees by submitting this certification document that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
6. The contractor or grant recipient in a covered transaction may rely upon a certification of a contractor or grant recipient in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. The contractor or grant recipient may decide the method and frequency by which it determines the eligibility of its principals.
7. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of the contractor or grant recipient is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
8. Except for transactions authorized under paragraph 5 of these instructions, if the contractor or grant recipient in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the DOL may pursue available remedies, including suspension and/or debarment.

CERTIFICATION REGARDING LOBBYING

CERTIFICATION FOR CONTRACTS, GRANTS, LOANS, AND COOPERATIVE AGREEMENTS

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all* subawards at all tiers (including subcontracts, subgrants and contracts under grants, loans, and cooperative agreements) and that all* subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Grantee/Contractor Organization

Program/Title

Name and Title of Authorized Signatory

Signature

Date

*Note: In these instances, "All," in the Final Rule is expected to be clarified to show that it applies to covered contract/grant transactions over \$100,000 (per OMB).

6744 Federal Register Volume 55, No. 38/ Monday, February 26, 1990/ Rules and Regulations

Instructions for Completion of SF-LLL Disclosure of Lobbying Activities

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Use the SF-LLL-A Continuation sheet for additional information if the space on the form is inadequate. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying is and has been secured to influence the outcome of a covered action.

2. Identify the status of the covered Federal action.

3. Identify the appropriate classification of this report. If this is a follow up report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.

4. Enter the full name, address, city, state and zip code of the reporting entity. Include congressional district, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be a prime or subaward recipient.

Identify the tier of the subawardee, e. g. the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.

5. If the organization filing the report, in item 4 checks "Subawardee", then enter the full name, address, city, state, and zip code of the prime Federal recipient. Include congressional district, if known.

6. Enter the name of the Federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.

7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans and loan commitments.

8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e. g. Request for Proposal (RFP) number; Invitation for Bid (IFB) number; grant announcement number the contract, grant, or loan award number; the application proposal control number assigned by the Federal agency). Include prefixes, e.g., "RFP-DE-90-09."

9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the primary entity identified in item 4 or 5.

10. (a) Enter the full name, address, city, state and zip code of the lobbying entity engaged by the reporting entity identified in item 4 to influence the covered Federal action.

(b) Enter the full names of the individual(s) performing services, and include full address if different from 10 (a). Enter Last Name, First Name, and Middle Initial (MI).

11. Enter the amount of compensation paid or reasonably expected to be paid by the reporting entity (item 4) to the lobbying entity (item 10). Indicate whether the payment has been made (actual) or will be made (planned). Check all boxes that apply. If this is a material change report enter the cumulative amount of payment made or planned to be made.

12. Check the appropriate box(es). Check all boxes that apply. If payment is made through an in-kind contribution, specify the nature and value of the in-kind payment.

13. Check the appropriate box(es). Check all boxes that apply. If other, specify nature.

14. Provide a specific and detailed description of the services that the lobbyist has performed, or will be expected to perform, and the date(s) of any services rendered. Include all preparatory and related activity, not just time spent in actual contact with Federal officials. Identify the Federal official(s) or employee(s) contacted and the officer(s), employee(s), or Member(s) of Congress that were contacted.

15. Check whether or not a SF-LLL-A Continuation Sheet(s) is attached.

16. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

Public reporting burden for this collection of information is estimated to average 30 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046) Washington D.C., 20503.

DISCLOSURE OF LOBBYING ACTIVITIES

Exhibit H
#A1-SMC-11
Page 2 of 3

Complete this form to disclose activities pursuant to 31 U.S.C 1352

1. Type of Federal Actions: a. contract b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance		2. Status of Federal Actions: a. bid/offer/application b. initial award c. post-award	3. Report Type: a. initial filing b. material change For Material Change Only: Year _____ Quarter _____ Date of last report _____
4. Name and Address of Reporting Entity: Prime _____ Subawardee _____ Tier _____ if known: Congressional District, if known: _____		5. If Reporting Entity in No. 4 is a Subawardee. Enter Name and Address of Prime: _____ Congressional District, if known: _____	
6. Federal Department / Agency: _____		7. Federal Program Name/Description: _____ CFDA Number, if known: _____	
8. Federal Action Number, if known: _____		9. Award Amount, if known: \$ _____	
10a. Name and Address of Lobbying Entity (if individual, last name, first name, MI): (attach Continuation Sheets SF-LLL-A, if necessary)		10b. Individual Performing Services (including address if different from No. 10a.) (last name, first name, MI):	
11. Amount of Payment (check all that apply): \$ _____ actual _____ planned _____		13. Type of Payment (check all that apply): a. retainer b. one-time free c. commission d. contingent fee e. deferred f. other specify: _____	
12. Form of Payment (check all that apply): a. cash b. in-kind: specify: nature: _____ value: _____			
14. Enter Description of Services performed or to be Performed and date(s) of Service, including officer(s), employee(s), or Member(s) contacted, for Payment indicated on item 11: 			
15. Continuation sheet(s) SF-LLL-A attached: <input type="checkbox"/> Yes <input type="checkbox"/> No			
16. Information requested through this form authorized by Title 31 U.S.C. Section 1352 This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C 1352. This information will be reported to the Congress semiannually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$ 10,000 and not more than \$ 100,000 for each such failure.		Signature: _____ Print Name: _____ Title: _____ Telephone No. _____ Date: _____	

DISCLOSURE OF LOBBYING ACTIVITIES
CONTINUATION SHEET

Approved by OMS
0348-0046

Reporting Entity: _____

Page _____ of _____

BILLING CODES 3410-01 -C; 6450-01-C; 6890-01 ;6025-01-C;
7510-01-C , 35 1 0-FE-C; 8120-01 -C; 4710-24-C, 6116-01 -C,
6051 -01 -C, 8230-01 -C~ 3210-01 -C; 4210-32-C, 4410-15-C~
4510-23-C~ 4810-25-C ' 3801 -01 -C;4000-01 -C ' 3820-01 -C,
6560-50-C; 6820-41 -C; 43 1 O-RF- -17 18-01 C ' 4150-04-C. 75
55-0 1 -C, 7537-01 -C~ 75360 1 -C. 6050-28-C, -19 1 U-42-C

**DISTRICT ATTORNEY CHILD SUPPORT ENFORCEMENT
CERTIFICATE REQUIREMENTS**

In order to comply with child support enforcement requirements of the County of Orange, the required contractor data and certifications must be submitted within 10 days of award notification.

Failure of the contractor to submit the data/or certifications required shall result in the contractor may be disqualified from being considered for contract award. Subsequent to issuance of the contract, failure to comply with all federal and state reporting requirements for child support enforcement or to comply with all lawfully served Wage and Earning Assignment shall constitute a material breach of the contract. Failure to cure breach within 60 calendar days of notice from the County shall constitute grounds for termination.

- A. In the case of an individual bidder/proposer, his/her name, date of birth, Social Security number, and residence address:

Name: _____

D.O.B: _____

Social Security No: _____

Residence Address: _____

- B. In the case of a bidder/proposer doing business other than as an individual, the name, date of birth, Social Security number, and residence address of each individual who owns an interest of 10 percent or more in the contracting entity (If no individual owns an interest of 10 percent or more, indicate not applicable.):

Name: _____

D.O.B: _____

Social Security No: _____

Residence Address: _____

Name: _____

D.O.B: _____

Social Security No: _____

Residence Address: _____

Name: _____

D.O.B: _____

Social Security No: _____

Residence Address: _____

- C. A certification that the contractor has fully complied with all applicable federal and state reporting requirements regarding its employees; and
- D. A certification that the contractor has fully complied with all lawfully served Wage and Earnings Assignment Orders and Notices of Assignment and will continue to so comply.

"I certify that Arbor ResCare Workforce Services is in full compliance with all applicable federal and state reporting requirements regarding its employees and with all lawfully served Wage and Earnings Assignment Orders and Notices of Assignments and will continue to be in compliance throughout the term of any contract issued pursuant to this Request for Proposal process with the County of Orange. I understand that failure to comply shall constitute a material breach of the contract and that failure to cure such breach within 60 calendar days of notice from the County shall constitute grounds for termination of the contract."

Authorized Signature

Name

Title

EDD Independent Contractor Reporting Requirements

Effective January 1, 2001, the County of Orange is required to file federal Form 1099-Misc for services received from a "service provider" to whom the County pays \$600 or more within a single calendar year. The purpose of this reporting requirement is to increase child support collection by helping to locate parents who are delinquent in their child support obligations.

The term "service provider" is defined in California Unemployment Insurance Code Section 1088.8, subparagraph B.2 as "an individual who is not an employee of the service recipient for California purposes and who received compensation or executes a Contract for services performed for that service recipient within or without the state." The term is further defined by the California Employment Development Department to refer specifically to independent contractors. An independent Contractor is defined as "an individual who is not an employee of the.....government entity for California purposes and who receives compensation or executes a Contract for services performed for that....government entity either in or outside of California."

The reporting requirement does not apply to corporations, general partnerships, limited liability partnerships, and limited liability companies.

Additional information on this reporting requirement can be found at the California Employment Development Department web site located at www.edd.ca.gov/txicr.htm.

To comply with the reporting requirements, County procedures for contracting with independent contractors mandate that the following information be completed and forwarded to the contracting agency/department immediately upon request:

First name, middle initial and last name
Social Security Number
Address
Start and expiration dates of Contract
Amount of Contract

First Name	Middle Initial	Last Name
SSN _____		
Contract Number _____		Dollar value of Contract _____
Start Date _____		Expiration Date _____



**Subject: OC Community Resources
Contract Reimbursement Policy**

Effective: July 1, 2010

PURPOSE:

This policy contains updated fiscal documentation requirements for contract reimbursement for OC Community Services. The procedures provide instructions for submitting reimbursement demand letter or invoice.

EFFECTIVE DATE:

July 1, 2010

REFERENCES:

Executed Board of Supervisors approved contract
Budget included in contract or presented as an exhibit
OMB Circular A-21 Cost Principles for Educational Institutions
OMB Circular A-87 Cost Principles for State, Local, and Indian Tribal Governments
OMB Circular A-122 Cost Principles for Non-Profit Organizations
24 CFR Parts 85, 570.502, 570.201, 576.21, 576.51 and 576.61

BACKGROUND:

The executed Board of Supervisors approved contract is the authorization for all aspects of payment, including the maximum amount to be paid, the payee, and the scope of services and work. Payments are made in strict accordance with the contract terms. Allowable costs are identified in referenced OMB Circulars.

POLICY AND PROCEDURES:

1. Cost incurred by contractor must be substantiated
2. Cost must be incurred during the contract period
3. Total of all reimbursements cannot exceed the amount of the contract
4. Cost must be allowable under applicable OMB Circular
5. All supporting documentation for reimbursement must be submitted with demand letter or invoice
6. Supporting documentation includes, but is not limited to:
 - a. General ledger/expense transaction report
 - b. Payroll register or labor distribution report
 - c. Payroll allocation plan
 - d. Benefit plan and calculation of benefit
 - e. Employer-employee contract for non-customary benefits
 - f. Purchase orders, invoices, and receipts
 - g. Cashed checks
 - h. Check register
 - i. Consultant/sub-contractor invoices (with description of services)
 - j. Travel expense documentation: mileage reimbursement, hotel bill, meal reimbursement
 - k. Pre-approval documentation for equipment purchases equal to or greater than \$5,000

7. The following is required with the first month's invoice:
 - a. Cost allocation plan for rent, utilities, etc.
 - b. Indirect rate approved by cognizant agency (if applicable)
8. If contract requires matching contribution, documentation substantiating contribution match must be submitted with demand letter or invoice
9. Demand letters must contain the following certification:
"I certify under the penalty of perjury that this claim is true and correct and that the requested payments have been made. I also certify that this claim agrees with our official payroll and financial records and that these amounts have not been, or will not be claimed from any other funding source"
10. Demand letter or invoice, along with supporting documentation shall be submitted to:
OC Community Resources Accounting
1300 S. Grand, Building B, 2nd Floor
Santa Ana, CA 92702

ACTION:

Distribute this policy to all appropriate staff

INQUIRIES:

Inquiries may be directed to the following:

- Win Swe: 714-567-7481 or win.swe@occr.ocgov.com
- OOA - Eric Takanishi: 714-567-7430 or eric.takanishi@occr.ocgov.com
- WIA – Yolanda Vazquez: 714-567-7484 or Yolanda.vazquez@occr.ocgov.com
- H&CD – Cathy Tran: 714-567-7482 or cathy.tran@occr.ocgov.com

STEVE FRANKS
DIRECTOR
OC COMMUNITY RESOURCES

RYAN DRABEK
DIRECTOR
OC ANIMAL CARE

KAREN ROPER
DIRECTOR
OC COMMUNITY SERVICES


MARK DENNY
DIRECTOR
OC PARKS


HELEN FRIED
COUNTY LIBRARIAN
OC PUBLIC LIBRARIES

MEMORANDUM

DATE: November 22, 2010

TO: Contractors of the Orange County
Workforce Investment Area

FROM: Andrew Munoz 
Community Investment Division Administrator/
OC Workforce Investment Board Executive Director

Win Swe 
OCCS Accounting Manager

SUBJECT: Orange County Workforce Investment Board Authorized Signature Form

The purpose of this memo is to request signatures for the revised Orange County Workforce Investment Board Authorized Signature Form. The form is utilized to authorize specific staff to sign contract documents and invoices needed for processing and remitting payments to your agency. The following two categories have been added: Amendments within the 10% Provision and Budget Line Item Modifications (without total funding increase/decrease).

In order to process documents and invoices in a timely manner please have the appropriate staff complete the form and return to:

Orange County Workforce Investment Board-Fiscal Department
1300 S. Grand Ave. Bldg B, 3rd Floor
Santa Ana, CA 92705
Attn: Win Swe

If you require any further information, please feel free to contact Win Swe at (714)567-7481 or Win.Swe@occr.ocgov.com

Attachment: Orange County Workforce Investment Board Signature Form

CC: Julie Elizondo, Deputy Director
FY: 2010-2011 Contract Files



Orange County
Workforce Investment Board
1300 S. Grand Avenue, Bldg. B, 3rd Floor, Santa Ana CA 92705
Phone (714) 567-7528 Fax (714) 834-7132
www.ocwib.org

**Orange County Workforce Investment Board****Authorized Signature Form****Contractor:** _____

The documents identified below required authorized signatures for execution, processing and payment. Complete this form, entering the names and signatures of persons authorized to sign the documents. Please note only one signature is required for document 2, 3, and 4. **Notification of any changes in authorized signatures is the responsibility of the Contractor.** Changes without prior notification by the vendor may cause delay in processing agreements or payments.

	Document	Print/Type Name	Signature
1.	Contracts and Amendments Over 10% (2 signatures are required if corporation)		
2.	Amendments (within the 10% Provision)		
3.	Budget Line Item Modifications (without total funding increase or decrease)		
4.	Invoices/Vouchers		

Note: Authorized signatures for corporations: Requirement of two signatures as follows: (1) One signature by the Chairman of the Board, the President or any Vice President, and (2) one signature by the Secretary, any Assistant Secretary, the Chief Financial Officer or an Assistant Treasurer.

For contractors that are not corporations, a person who has the authority to bind the contractor to a contract.

SANTA MONICA COMMUNITY COLLEGE DISTRICT/ SANTA MONICA COLLEGE	
SUBCONTRACT AGREEMENT COVER SHEET	
New Agreement: <u>Yes</u>	Modification Number: _____

1) Subcontractor: Orange County Workforce Investment Board (OC WIB)	2) District: Santa Monica Community College District/ Santa Monica College
3) Source of Funding: Federal	4) Funding Information:
a. Agency: U.S. Department of Labor/Employment and Training Administration	a. Performance Period: 03/15/2010 – 06/30/2013
b. Program: Community Based Job Training Grant	b. Total Authorized Funding: \$760,000.00 07/01/2010 – 6/30/2011: \$152,000.00 07/01/2011 – 6/30/2012: \$228,000.00 07/01/2012 – 6/30/2013: \$380,000.00
c. Award Number: CB-20565-10-60-A-6	
d. CFDA #: 17.269	
5) Title of Project: California Works Alliance: Jobs through Recycling and Resource Management	
6) Incorporation: The following documents are incorporated into this Subcontract Agreement as noted: Attachment 1: U.S. Department of Labor/Employment and Training Administration Grant/Agreement Notification of Award/Obligation, which includes: a. Federal Register Solicitation for Grant Applications b. Statement of Work (Technical Proposal) c. Budget Information d. Special Clauses and Conditions Attachment 2: Cost Principles, Related Regulations, and Other Requirements Attachment 3: Approved Subcontractor Budget	
In witness whereof, the parties have caused the Subcontract Agreement to be executed by their authorized representatives.	
For: SUBCONTRACTOR	For: DISTRICT
Signature:	Signature:
Name: Steve Franks	Name: Chui L. Tsang
Title: Director, OC Community Resources	Title: Superintendent/President
Date:	Date:
TIN/EIN:	TIN/EIN: 95-2767537

A SUBCONTRACT AGREEMENT BETWEEN

SANTA MONICA COLLEGE (SMC)

And

Resulting from a Grant Agreement to Implement a

Community Based Job Training Grant (CFDA 17.269)

Between

U.S. Department of Labor/Employment and Training Administration (DOLETA)

And

Santa Monica College (Award Number #: CB-20565-10-60-A-6)

The GRANT AWARD NOTIFICATION, Award Number CB-20565-10-60-A-6, between the U.S. Department of Labor and Santa Monica College is attached to this subcontract and is incorporated herein. The original grant proposal, and any revisions thereof, is included by reference. All provisions noted in the Grant Award Notification, including Administrative Costs (pursuant to 20 CFR 667.210(b), the Solicitation for Grant Applications announced in the Federal Register, Part I: Statement of Work/Technical Proposal, Part II: Budget Information, Part III: Assurances and Certifications, and Part IV: Special Clauses and Conditions, as well as relevant sections of the Uniform Administrative Requirements and the Cost Principles, that apply to this Subcontract Agreement, are included by reference, and are binding upon the parties.

I. SCOPE OF CONTRACT

A. District: Santa Monica College

B. Subcontractor: Orange County Workforce Investment Board (OCWIB)

C. Total Authorized Funding: Up to \$760,000.00 per year beginning July 1, 2010 thru June 30, 2013. This sum is subject to a yearly evaluation and renewal and a signed subcontract agreement will be submitted annually. This sum is also subject to reduction by the District should the District experience a reduction in funding from the Department of Labor. Any impact on services, activities, and planned outcomes as a result of a reduction will be discussed and revised by The Dean and/or The Project Manager. In addition, future modifications may increase the total amount awarded, as deemed necessary by the Dean and/or the Project Manager to meet grant outcomes.

D. Performance beginning Period: March 15, 2010

E. Expiration Date of Contract: June 30, 2013

II. TERMS AND CONDITIONS

- A. Purpose: The overall purpose of this project is to expand the educational and career ladder that supports the high growth recycling and resource management industry, thus increasing the number of qualified workers available to enter the workforce, targeting all level of the career ladder, while decreasing region-wide unemployment and improving the long-term well-being of the region. The California Works Alliance will achieve this by strengthening an existing industry-recognized certificate and developing two new credentials, including an academic certificate and an Associate of Arts degree in recycling and resource management. In addition to increasing training capacity, this project will support unemployed, dislocated, and incumbent workers as they pursue training and careers in recycling and resource management.

Both the Subcontractor and the District will work together to achieve the following Projected Training and Placement Outcomes, in conjunction with other members of the project team, as appropriate and outlined in the grant proposal:

Subcontractor Goals	3 Year Total	Year 1	Year 2	Year 3
⊛ Total number of participants served through outreach, training, supportive services, and/or job placement/job retention activities	600	200	200	200
⊛ 80% of participants must be WIA Eligible participants	480	160	160	160
⊛ Total number of participants beginning education/training activities	286	0	0	0
i. Participants Entering Industry Cert Training	i. 60	i. 12	i. 18	i. 30
ii. Participants Entering For-Credit Training	ii. 226	ii. 45	ii. 68	ii. 113
⊛ Total number of participants completing education/training activities				
i. Industry Certificate Completers.	i. 48	i. 10	i. 14	i. 24
ii. For-Credit Completers	ii. 184	ii. 37	ii. 55	ii. 92
⊛ Total number of participants who complete education/training activities who enter unsubsidized employment	190	38	57	95
⊛ Total number of participants who complete education/training activities who are placed in unsubsidized employment and who retain an employed status in the first and second quarters following initial placement:	136	27	41	68

B. Description of Work

1. Responsibilities of the Subcontractor

As a community college training partner (WIB), the Subcontractor is responsible for the recruitment and placement in the field of recycling and resource management for unemployed, dislocated, and incumbent workers at its training location. The following outlines in more detail these responsibilities:

- Provide job placement per this contractual agreement.
- Recruit participants to the program and raise awareness of career opportunities in RRM.
- Complete the initial eligibility assessment and enrollment into WIA, if applicable.
- Assess for Basic Skills when deemed necessary via institutional framework.
- Provide supportive services, including tuition reimbursement child care, transportation assistance, and other basic support.
- Provide job readiness services such as resume writing and interview skills, depending on participant eligibility these may be included in the leverages resources (WIA eligible.)
- Maintain case files for all participants.
- Provide services to help ensure a successful transition to workforce and track job recruitment completers.
- Build on partner resources to create, expand, and comprehensive list of industry partners and job opportunities.
- Provide on-site services on campus for enrollment and eligibility.

C. Deliverables:

The Subcontractor is responsible for achieving the following deliverables in support of the project purpose and the Projected Training and Placement Outcomes described above

- Outreach to 200 unemployed participants yearly. Enroll year1 57, year2 86 and year 3 143 unemployed, dislocated, and/or incumbent workers per year in the academic program beginning Fall 2011 for a total of 286 students during the award period of three years;
- Maintain an annual 80% job placement in non-related training.
- Maintain an annual 60% job placement in related training of completers of the program.
- Track retained status of in the first and second quarters following initial placement of participants.

These deliverables are expressly stated in the Statement of Work, which was submitted to the Department of Labor as part of the proposal, and which is included in this Subcontract Agreement in Attachment 1, Part B. Any changes to these deliverables must be approved in writing by the District's Project Manager,

or a designee, and the Department of Labor, and shall be implemented upon execution of an amendment to this Agreement.

D. DISTRICT RESPONSIBILITIES

- Serve as the administrative liaison with the U.S. Department of Labor;
- Oversee all aspects of this project, including the development and implementation of each phase of this project;
- Monitor fiscal activity and maintain compliance with local, state, and federal policies;
- Review, approve, and reimburse the Subcontractor for the costs of services and activities described in the Statement of Work, Attachment 1, Part B;
- Perform off-site financial and on-site programmatic monitoring of the Subcontractor for compliance with the terms of this Contract;
- Specify all reports and other deliverables of the Subcontractor;
- Convene meetings of the project advisory committee
- Lead evaluation efforts to assess project effectiveness.

III. PAYMENT

A. In consideration of the performance by the Subcontractor in delivering the proposed work product and achieving project objectives, the District shall make payments to the Subcontractor, not to exceed the total of \$760,000 over the three-year award period, as specified in the Approved Project Budget outlined in the original grant application and included in Attachment 3 of this Subcontract Agreement. These funds will be released monthly, upon the delivery of services, the submission of a monthly progress report, and a detailed invoice that includes adequate documentation of all expenses charged to the grant, including, but not limited to:

1. A monthly time and effort reports for all personnel costs charged to the grant.
2. A purchase requisitions and invoices for services rendered,
3. A travel reimbursement claim forms.

The monthly request for reimbursement and supporting documentation shall be sent to the Project Manager by the 10th of every month.

- B. District shall send payment within 45 days of receipt of all documentation to support the monthly invoice.
- C. District must receive the June invoice by the 10th of July, so that June can be included in the college's fiscal year-end accruals.

- D. Subcontractor will not be reimbursed for expenditures incurred under this Subcontract Agreement that do not comply with the Cost Principles and Related Regulations that are incorporated herein as Attachment 2.
- E. During the third and fourth quarters of each grant year (to be determined) both parties agree to re-evaluate the transfer of grant funds under this Subcontract Agreement to reflect actual and anticipated grant deliverables. A subcontract amendment may increase or decrease the total amount of consideration due under this Subcontract Agreement.
- F. Any unexpended funds held by the Subcontractor upon expiration or completion of the Subcontract Agreement will be returned to the District. Any distribution of unexpended funds will be decided by the Dean and Project Manager to be distributed to other projects.
- G. The District has the authority to withhold payment: 1) if the Subcontractor fails to make significant progress or achieve at least 50% of the placement numbers by the mid-term of the contract dates toward achieving project deliverables and outcomes as defined in this Subcontract Agreement or 2) if the quality of services provided fails to meet mutually agreed upon standards and expectations for any reason or 3) if the Subcontractor fails to submit required reports and/or documentation.

IV. GRANT AWARD LIMITATIONS

- A. Equipment: Equipment purchases are not allowed under this agreement.
- B. Alcohol: Alcohol is not an allowable activity and may not be charged to the grant. Meal reimbursement for project-related travel must be based on federal per diem rates OR receipts for actual costs that clearly exclude any alcohol purchased with meals.
- C. Consults: Consultant fees paid under this grant/agreement shall be limited to \$585 per day without pre-approval from the District and the Department of Labor (as noted in Attachment 1, Part 4.)
- D. Salary and Bonus Limitations: Under Public Law 109-234 and Public Law 111-8, Section 111, none of the funds appropriated in Public Law 111-5 or prior Acts under the heading "Employment and Training" that are available for expenditure on or after June 15, 2006, shall be used by a recipient or sub-recipient of such funds to pay the salary and bonuses of an individual, either as direct costs or indirect costs, at a rate in excess of Executive Level II (for 2010 the salary for Executive Level II is \$179,700). These limitations apply to this Subcontract Agreement. The salary and bonus limitation does not apply to vendors providing goods and services as defined in OMB Circular A-133. See Training and Employment Guidance Letter number 5-06 for further clarification: http://wdr.doleta.gov/directives/corr_doc.cfm?DOCN=2262. (Additional information regarding this limitation is provided in Attachment 1, Part 4.)

- E.* Subcontracting: Subcontractor shall not contract out any of the work contemplated under this Subcontract Agreement without prior written approval from the District. Any approved contracts shall be subject to all of the conditions of this Subcontract Agreement. The Subcontractor shall be responsible for the performance of any approved contracts. The District may not pay for work performed through unapproved contracts.
- F.* Administrative Costs: Administrative costs include both direct and indirect costs, which are limited as defined in the Grant Award Notification, which is included in Attachment 1. The use of grant funds to support administrative costs, either direct or indirect, must be pre-approved by the District's Project Manager.
- G.* Budget Revisions: Subcontractor may not transfer funds in the approved budget from Salaries, Benefits, and Indirect Costs without prior written approval from the District. In addition, Subcontractor may not increase or decrease any other single line item by more than 20% of the total award budget for that line item without prior written approval from the District and the Department of Labor.

The District reserves the right to deny payment of any invoices submitted for reimbursement without sufficient pre-authorization and supporting documentation.

V. RECORDS/AUDITS

- A.* Records: In accordance with applicable OMB circulars, to be in compliance with federal audit requirements, the Subcontractor must maintain records regarding the use of grant funds, progress made toward grant objectives and performance measures, and placement and use of equipment purchased with grant funds.

Records regarding use of grant funds:

- 1) The Subcontractor will maintain appropriate financial records in accordance with generally accepted accounting practices.
- 2) The Subcontractor will maintain backup financial documentation, such as invoices, time and effort reports, and receipts, on file at the Subcontractor's location and provide copies of such documentation upon request of District or allow District's authorized representatives or agents, auditors, and/or federal program staff to view such records. The Subcontractor will submit monthly time and effort reports for each staff/faculty member paid by the grant.

Records regarding progress toward grant objectives/performance:

- 1) Subcontractor will submit a Monthly Progress Report by the 5th working day of the next month that addresses progress made toward meeting grant outcomes and deliverables, and major purchases, barriers and challenges, evaluation and outcome assessment activities, and acquisition of leveraged resources for the benefit of this project.

2. Subcontractor agrees to cooperate with the Project Manager and supply information and records needed to monitor student enrollment and track progress toward training outcomes.

B. Audit

- 1) Subcontractor shall preserve and make available all records related to this agreement for examination by the District, the federal government, and/or their duly authorized representatives or agents:
 - a. Subcontractor shall retain these records for a minimum of three years after the completion of the grant.
 - b. If any audit or other actions involving the records has been started before the expiration of this agreement, the records must be retained until completion of the action and resolution of all issues which arise from it or until the end of the three-year period, whichever is later.
 - c. The retention period starts on the day that the District submits its last expenditure report for that period, but not before September 30, 2013.
 - d. Any costs authorized by the Subcontractor that, upon audit, are found to be unallowable, will be reduced from future claims for reimbursement, or shall be refunded by the Subcontractor, if the agreement has expired.
- 2) Subcontractor must adhere to the Single Audit Requirements of States, Local Governments, and Non-Profit Organizations, as outlined in 29 CFR Part 99 (formerly known as OMB Circular A-133), if it expends \$500,000 more in federal awards in a year.
 - a. Subcontractor must submit a copy of its annual audit to the District each year that it expends more than \$500,000 in federal awards as part of the subrecipient monitoring process.
 - b. Subcontractor shall permit auditors as defined in 29 CFR Part 99 to have access to the records and financial statements as necessary to comply with all relevant Cost Principles, Related Regulations and Other Requirements, which are included in Attachment 2.
 - c. Failure to comply with terms of this paragraph may lead to the termination of the Subcontract Agreement in accordance with Article XII.

VI. LIABILITIES AND LEGAL OBLIGATIONS

- A. Assignments: No assignment of the Subcontractor's obligations or the Subcontractor's right to receive payment hereunder shall be permitted. Any attempt or purported assignment of any right or obligation pursuant to this Subcontract Agreement shall be void and of no effect.
- B. Beneficiary: Except as herein specifically provided otherwise, this Subcontract Agreement shall inure to the benefit of and be binding upon the parties hereto and their respective successors and authorized assigns. It is expressly understood and agreed that

- C. Liabilities: Each party hereto agrees to be responsible for its own liabilities and that of its officers, employees, agents, or representatives arising out of this Subcontract Agreement, including fiscal responsibility for deviation from this Subcontract Agreement.
- D. Independent Contractor: Subcontractor is and shall be deemed to be an independent contractor in the performance of this Subcontract Agreement and as such shall be wholly responsible for the work to be performed and for the supervision of its employees. The Subcontractor represents that it has, or shall secure at its own expense, all personnel required in performing the services under this Subcontract Agreement. Such employees shall not be employees of, or have any individual contractual relationship with the District.
- E. Conflict of Interest: The Subcontractor expressly states that it presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of services required to be performed under this Subcontract Agreement. The Subcontractor shall not employ any person having such interest during the performance of this Subcontract Agreement. The Subcontractor further agrees to notify the District in writing of any instances that might have the appearance of a conflict of interest.
- F. Insurance: During the entire term of this Subcontract Agreement, Subcontractor shall, at its own expense, maintain, and shall require all subcontractors to maintain, insurance as set forth below and shall name the District as additional insured.
 - 1) Minimum Scope of Insurance: Coverage shall be:
 - a. Commercial General Liability - \$1,000,000 combined single limit per occurrence for bodily injury, personal injury, and property damage.
 - b. Automobile Liability – “Any Auto” with \$1,000,000 combined single limit per accident for bodily injury and property damage.
 - c. Workers’ Compensation – As required by the Labor Code of the State of California, or the state in which the Subcontractor is operating; and
Employers’ Liability Insurance – With limits as required by the Labor Code of the State of California.

At least fifteen (15) days prior to commencing work under this Subcontract Agreement, Subcontractor shall provide the District with a Certificate of Self-Insurance, evidencing compliance with this section.

VII. ASSURANCES

A. Certification

- 1) Acceptance of this Subcontract Agreement constitutes certification that the Subcontractor will comply with all laws, ordinances, codes, rules, regulations, and licensing requirements that are applicable to the conduct of its business, including those of federal, state, and local agencies having jurisdiction and/or authority, as outlined in Attachment 2.
- 2) Acceptance of this Subcontract Agreement constitutes certification that the Subcontractor is not presently debarred, suspended, proposed for disbarment, declared ineligible or voluntarily exclude from covered transactions by any federal department or agency.
- 3) Acceptance of this Subcontract Agreement constitutes certification that the Subcontractor is not delinquent on any federal debt.
- 4) Acceptance of this Subcontract Agreement constitutes certification that the Subcontractor is in compliance with sections 5151-5160 of the Drug-Free Workplace Act of 1988.
- 5) Acceptance of this Subcontract Agreement constitutes certification that the Subcontractor is in compliance with all federal and state laws relating to equal employment opportunity, including the series 3000 of the Staff Diversity/Affirmative Action policy (in Americans with Disabilities Act, 1990, ED, Code 87100, Title V, California Code of Regulations Policy Number 3010(x)).
- 6) Acceptance of this Subcontract Agreement constitutes certification that to the best of the Subcontractor's knowledge and belief:
 - a. No federal appropriated funds have been paid or will be paid, by or on behalf of the Subcontractor, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, any extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.
 - b. If funds other than federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or any employee of a Member of Congress, in connection with this federal grant, grant, loan, or Subcontract Agreement, the Subcontractor shall complete and submit standard form-LLL, "Disclosure form to report lobbying," in accordance with its instructions.

- c. The Subcontractor shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) that all subrecipients shall certify and disclose accordingly.
- d. Subcontractor agrees to notify the District immediately if there is any change of status in 1, 2, 3, 4, 5, or 6, above.

VIII. MATCHING CONTRIBUTIONS

This agreement does not require any matching contributions. However, the grant does require Leveraged Resources as outlined in Attachment 1, Statement of Work and Budget Information. Subcontractor is encouraged to identify and utilize other existing financial resources, either cash or in-kind, to provide personnel, supplies, travel and/or equipment for the benefit of this project. Subcontractor shall assist the District in the acquisition and documentation of these leveraged resources and will report this information on monthly progress reports, utilizing forms developed by the District with input from the Project Leadership Team.

IX. REPORTING SCHEDULE

- A. Subcontractor shall submit monthly progress reports to the District by the Friday of the first full week of the following month. The monthly progress reports may be submitted electronically.
- B. Subcontractor shall submit to the District monthly requests for financial reimbursement at its convenience, except for the June request, which is due the 10th of July.
- C. Subcontractor shall submit to the District Participant Tracking Information for all new students with the monthly progress report.
- D. Subcontractor may be required to submit to the District additional information for the Quarterly and Annual Reports to the Department of Labor.

X. PRIOR APPROVAL

- A. The following shall constitute deviations from the original intent of the Subcontract Agreement, the Grant Award Notification, including the Statement of Work, contained in Attachment 1, the Approved Project Budget, contained in Attachment 3, and any revisions submitted since by the District, on behalf of the partnership, and will require prior written approval from the Department of Labor.
 - 1) Changes in project scope or activities, including changes in project deliverables and outcomes;
 - 2) Costs not specified in the budget and/or costs for which the Department of Labor require prior written approval, such as Equipment, Budget Revisions, as outlined in Section IV of this Subcontract Agreement; and

- 3) Changes in key personnel, specifically the Contract Administrator identified in Section XI of this Subcontract Agreement.
- B. A subcontractor agrees to submit request for pre-Approval from the District, All requests must be submitted in advance of changes or activities. Non Approval from the District means subcontractor will not be paid.
- C. Both parties agree that authority and/or approval to make other changes or deviations from the original grant proposal submitted to Department of Labor shall be as specified and allowable in the contract between the Department of Labor and the District, including all relevant documents and circulars, and approved by the Project Leadership Team.

XI. DESIGNATION OF KEY PERSONNEL

- A. The District has identified Patricia Ramos as the Contract Administrator and Genevieve Bertone as the Project Manager for this Subcontract Agreement. All inquiries and reports regarding this Agreement should be directed to:

Dr. Patricia Ramos, Dean
Office of Workforce and Economic Development
Santa Monica College
1900 Pico Blvd.
Santa Monica, CA 90405
(310) 434-3911
Ramos_Patricia@smc.edu

Genevieve Bertone, Project Manager
Santa Monica College
1900 Pico Blvd.
Santa Monica, CA 90405
(310) 434-3911
Bertone_Genevieve@smc.edu

- B. Subcontractor has identified Connie McKenney as the Contract Administrator for this Subcontract Agreement. All inquiries and reports regarding this Agreement should be directed to him at:

Orange County Workforce Investment Board (OC WIB)
Connie McKenney
1300 S. Grand Ave
Building B, 3rd Fl
Santa Ana, CA 92705
714-567-7371
connie.mckenney@occr.ocgov.com

XII. SUSPENSIONS AND TERMINATION OF FUNDS

Pursuant to a mutual understanding that the terms of this Subcontract Agreement do not encumber the implementation of award number CB-20565-10-60-A-6, as granted by the U.S. Department of Labor for the explicit purposes of this project, either party may suspend or terminate this Subcontract Agreement upon thirty (30) days written notice, when at any time in either party's determination, the other party to this Subcontract Agreement violates or departs from the terms and conditions of this Subcontract Agreement; or if the program, and its deliverables and outcomes, would not be achieved by continuance of the existing contract; or if the Subcontractor fails to submit the reports required under this Subcontract Agreement according to the established schedule. In that event, all finished or unfinished deliverable items under this Subcontract Agreement prepared by the Subcontractor shall, at the option of the District, become the property of the District. However, termination of this Subcontract Agreement will not invalidate commitments or obligations properly incurred by the Subcontractor prior to the date of termination that cannot be cancelled.

Notwithstanding, the Subcontractor shall not be relieved of liability to the District for damages sustained by the District by virtue of any breach of this agreement, and the District may withhold any payment due the Subcontractor for the purpose of setoff until such time as the exact amount of damages due the District from such breach can be determined. In case of default by the Subcontractor, without limiting any other remedies for breach available to it, the District may procure the services from other sources and hold the Subcontractor responsible for any excess cost occasioned thereby.

The filing of a petition for bankruptcy by the Subcontractor shall be an act of default under this Subcontract Agreement.

Neither party shall be deemed to be in fault of its obligations hereunder if and so long as it is prevented from performing such obligations by any act of war, hostile foreign action, nuclear explosion, riot, strikes, civil insurrection, earthquake, hurricane, tornado, or other catastrophic natural event or act of God.

A. Suspension shall remain in effect until:

- 1) The Subcontractor has taken corrective action as approved by the District; or
- 2) The Subcontractor has given written assurances satisfactory to the District that corrective action will be taken; or
- 3) The Subcontractor is terminated by either party or by mutual consent of both parties.

B. Termination may occur in whole or in part at any time:

- 1) By either party, immediately for cause, upon written notice to the other party's Contract Administrator, as noted in Section XI, delivered by certified mail with return receipt requested, or in person; or

- 2) By either party, upon at least thirty (30) days notice in writing to the other party's Contract Administrator, as noted in Section XI, delivered by certified mail with return receipt requested, or in person; or
- 3) By mutual consent of both parties; or
- 4) By the District, on any date specified by the District, when funds are no longer available.

After receipt of a notice of termination and except as otherwise directed by the District, the Subcontractor shall cease work under the Subcontract Agreement on the date and to the extent specified in the notice of termination. In the event of termination in part, both parties shall continue the performance of this Subcontract Agreement to the extent not terminated. If the Subcontract Agreement is terminated as provided herein, except if terminated by the District as provided above in Section XII, Subsection A, paragraph 4, the Subcontractor will be paid for services actually delivered through the termination date. In the event that a termination for cause is determined to have been made wrongfully or without cause then the termination shall be treated as a termination under Section XII, Subsection A, paragraph 2, and the Subcontractor shall have no greater rights than it would have had if a termination had been effected under that provision.

- C. Waiver of Default: Waiver by the District of any default or breach in compliance with the terms of this Subcontract Agreement by the Subcontractor shall not be deemed a waiver of any subsequent default or breach and shall not be construed to be modification of the terms of this Subcontract Agreement unless stated to be such in writing, signed by an authorized representative of the District and the Subcontractor and attached to the Subcontract Agreement.
- D. Severability: In the event that a court of competent jurisdiction holds that a provision or requirement of this Subcontract Agreement violates any applicable law, each such provision or requirement shall be enforced only to the extent it is not in violation of law or is not otherwise unenforceable and all other provisions and requirements of the Subcontract Agreement shall remain in full force and effect.

XIII. INDEMNIFICATION

Each party agrees to be responsible and assume liability for its own wrongful or negligent acts or omissions, or those of its trustees, officers, agents, employees, volunteers, and representatives, and agrees to hold the other party, including its trustees, officers, agents, employees, volunteers, and representatives, harmless from any and all claims, demands, suits, causes of action, damages, penalties, infringement of patent rights, violations of employee occupational health and safety laws, costs, expenses, attorneys' fees, losses or liability, property damage, personal injuries to, including, but not limited to, bodily injury, emotional injury or distress, sickness, or diseases, or death of persons, in law or in equity, of every kind and nature whatsoever arising out of, alleged to have arisen out of, or relating in any way to negligence, recklessness, or intentional acts or omissions in the work to be performed under this Subcontract Agreement.

It is the intent of the parties that, where the fault of both parties to this agreement contributes to the obligation for which indemnity is owed, principals of comparative fault will be followed, and each party shall bear the proportionate cost provided for in this Section XIII attributable to that party's fault.

Both the District and the Subcontractor in this grant agreement are institutions of higher education of the State of California and assume liability only to the extent allowed by the State of California.

XIV. ANTI-KICKBACK

The Anti-Kickback Act of 1986 was passed to deter subcontractors from making payment for the purpose of improperly obtaining or rewarding favorable treatment in connection with a prime contract or a subcontract relating to a prime contract. By acceptance of this Subcontract Agreement, the Subcontractor agrees to comply with FAR 3.502 and FAR 52.203.7.

XV. ACKNOWLEDGEMENT OF FEDERAL SUPPORT

Section 506 of the "Consolidated Appropriations Act, 2005" of the U.S. Departments of Labor, Health and Human Services, and Education, and Related Agencies Appropriations Act, 2005 (Public Law 108-447), and included as Attachment 1, Part 4, in the Grant Award Notification, requires that when issuing statements, press releases, requests for proposals, bid solicitations and other documents describing projects or programs funded in whole or in part with federal money, the Subcontractor and any subrecipient shall clearly state:

- 1) The percentage of the total cost of the program or projects, which will be financed with federal money;
- 2) The dollar amount of federal funds for the project or program; and
- 3) The percentage and dollar amount of the total costs of the project or program that will be financed by non-governmental sources.

XVI. FEDERAL, STATE, AND LOCAL TAXES

Except as may be otherwise provided in this Subcontract Agreement, the Subcontractor price includes all applicable Federal, State, and local taxes and duties.

XVII. LAW

The validity of this Subcontract Agreement and any of its terms or provisions, as well as the rights and duties of the parties to this Subcontract Agreement, are governed by the laws of the state of California. The Subcontractor, by signing this Subcontract Agreement, agrees and submits, solely for matters concerning this Subcontract Agreement, to the exclusive jurisdiction of the courts of the State of California and agrees, solely for such purpose, that the only venue for any legal proceedings shall be Superior Court, County of Los Angeles. The place of this Subcontract Agreement, and all transactions, agreements

relating to it, and their situs and forum, shall be Los Angeles, California, where all matters, whether sounding in contract or tort, relating to its validity, construction, interpretation, and enforcement, shall be determined.

XVIII. ENTIRE AGREEMENT

This Subcontract Agreement and any documents incorporated specifically by reference constitute an integrated agreement and represent the entire agreement between the parties and supersede all prior oral and written statements or agreements.

All promises, requirements, terms, conditions, provisions, representations, guarantees, and warranties contained herein shall survive the contract expiration or termination date unless specifically provided otherwise herein, or unless superseded by applicable federal or state statutes of limitation.

This Subcontract Agreement may not be amended orally or by performance. Any amendment must be in written form and executed by duly authorized representatives of the District and the Subcontractor.

IN WITNESS WHEREOF, the parties hereto have executed this contract on the day and year last specified below:

County of Orange
Orange County Workforce Investment
Board

Santa Monica College

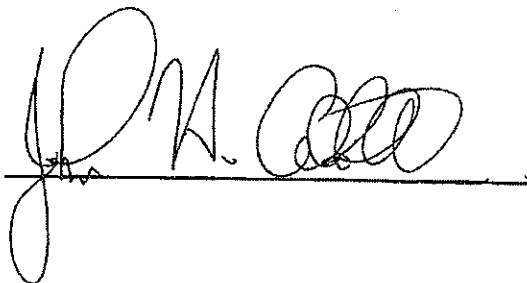
Steve Franks, Director
OC Community Resources

Chui L. Tsang
Superintendent/President

Date: _____

Date: _____

APPROVED AS TO FORM
COUNTY COUNSEL





MEMORANDUM OF UNDERSTANDING
BETWEEN
COAST COMMUNITY COLLEGE DISTRICT
(COASTLINE COMMUNITY COLLEGE)
AND
THE NEWPORT-MESA UNIFIED SCHOOL DISTRICT
(FOR THE OPERATION OF AN EARLY COLLEGE HIGH SCHOOL)

Coast Community College District (Coastline Community College, hereinafter "Coastline") and the Newport-Mesa Unified School District (hereinafter "NMUSD") agree to the following Memorandum of Understanding regarding the operation of an Early College High School (hereinafter "ECHS").

WHEREAS, the parties to this Memorandum of Understanding desire to operate an Early College High School serving grades 9-12, in accordance with the laws of the State of California, to provide unique opportunities for at risk students; including students of color, low-income students, students who are English language learners, first family members to attend college, and other high school students for whom a smooth transition into postsecondary education may be problematic:

This Early College High School (ECHS) will provide:

- High school courses required to award a high school diploma AND
- Community college courses required to award an A.A./A.S. degree AND/OR
- College courses required to transfer to a four-year university AND/OR
- Courses for a vocational certificate program that will lead to employment with a family sustaining wage.

In carrying out this agreement, Coastline and NMUSD shall not unlawfully discriminate against any student, employee, or applicant for attendance or employment because of race, color, religion, national origin, sex, age (as defined by law), sexual orientation, or disability.

WHEREAS, the ECHS is intended to be a small school with an enrollment of 400 or fewer students;

WHEREAS, the ECHS will prepare high school students for successful career and educational futures through an integration of high school and college experiences leading to improved academic performance and increased high school and college/university completion rates;

WHEREAS, the ECHS will be a separate entity with its own California Department of Education number, which provides for the development of a college culture on the Coastline college campus located at 2990 Mesa Verde Drive East, Costa Mesa, CA 92626;

WHEREAS, the ECHS is intended to be self-sustaining, both operationally and financially, with funding for support costs provided by both NMUSD and Coastline College, based upon allocation of such costs being directly related to NMUSD and Coastline's specific functions, including all individual high school related or college related activities and courses.

WHEREAS, NMUSD agrees to provide effective notice to students, parents, employees and the general public that all educational programs are available without regard to race, color, religion, national origin, sex, sexual preference or disability. Further, the ECHS shall provide non-discrimination notice in all newsletters, annual reports, administrative reports, program information, handbooks, application forms and all promotional materials disseminated.

NOW, THEREFORE, NMUSD and Coastline each agree to the following terms in this Memorandum of Understanding:

1. TERM OF AGREEMENT

The term of this agreement shall be from July 1, 2011 to June 30, 2012.

2. GOVERNANCE

Coastline agrees to provide a management-level liaison that will participate in all meetings of the ECHS Task Force and the community-based advisory committee, and that will serve on other appropriate sub-committees. This liaison will submit regular progress reports to the president of Coastline Community College and the Board of Trustees.

Coastline agrees to fund part-time ECHS faculty/administrative support, reporting directly to the ECHS principal, for up to \$20,000/year.

NMUSD agrees to provide a Principal and other appropriate administrative and support staff to participate in meetings of the ECHS Task Force and the community-based advisory committee; serve on sub-committees; and, in general, to fulfill the administrative tasks with support roles required to operate the high school. It is understood that the Principal will be the lead administrative officer of the school and will report to the NMUSD Assistant Superintendent for Secondary Education.

The selection of the Principal will be conducted through the standard NMUSD selection process with appropriate input from the Coastline liaison. The NMUSD Superintendent will make the final decision.

3. STUDENT SUPPORT SERVICES

A. Counseling:

Coastline agrees to provide a part-time counselor to work between 8-14 hours per week (contingent upon funding) with NMUSD supplied counseling staff in the development of an educational plan for ECHS students consistent with A.A./A. S. degree and transfer requirements for California State Institutions of Higher learning.

NMUSD agrees to provide a counselor(s) who will work with the Coastline counseling staff in the development of educational plans for students.

B. Enrollment Services:

Coastline agrees to provide appropriate information, procedures, and staff support to enable ECHS students to access assessment testing and to complete electronic registration forms for streamlined enrollment in college courses.

Coastline agrees to provide free transcripts of college courses completed by ECHS students.

NMUSD agrees to provide appropriate staff and materials to enable Early College High School students to enroll in high school classes.

NMUSD agrees to provide transcripts and credits for high school courses completed by ECHS students.

C. 5TH Year Transition Plan

Coastline and NMUSD agree to jointly develop a transition plan specifically tailored for 5th year students, focused on completion of an associate degree at Coastline Community College. This plan will include orientation and training for accessing available student services, including counseling, financial aid, scholarship applications, leadership, and other services offered by Coastline Community College.

D. Financial Aid and Special Programs

Coastline will provide training, information, guidance, and staff support for the filing and completion of financial aid applications to colleges and universities for ECHS students.

Coastline agrees to conduct an assessment with each ECHS 5th year student to determine their eligibility for financial aid opportunities, including loans, grants, and scholarships.

Coastline agrees to conduct an assessment with each ECHS 5th year student to determine their eligibility for Coastline's Extended Outreach Programs and Services (EOPS).

4. COURSE COMPLIANCE

Coastline agrees to provide qualified and sensitized faculty to ensure that expected college level student learning outcomes are understood and accomplished by the enrolled students.

NMUSD agrees to provide qualified, credentialed instructors to ensure that high school course goals and standards are understood and accomplished.

5. INSTRUCTORS

Coastline agrees to provide instructors who meet the college's academic standards for the appropriate Minimum Requirements for faculty as established by the State Chancellor's Office.

NMUSD agrees to provide the necessary number of credential instructors who meet NMUSD's required standards for educational training and experience.

NMUSD agrees to pay one full-time equivalent (1x FTE) for Physical Education classes for ECHS students held during the 2011-2012 school year.

6. FACILITIES

Coastline agrees to assist NMUSD in providing the required instructional and non-instructional facilities to properly accommodate and support an ECHS program. Coastline agrees to provide equipment and services necessary to provide college level instructional programs. A separate written agreement will be signed annually identifying the facilities required and the appropriate financial obligations of Coastline and NMUSD.

NMUSD agrees to provide all required instructional and non-instructional facilities and equipment to properly accommodate and support an ECHS program for grades 9-12 education.

7. TUITION AND COSTS

Coastline agrees to waive enrollment fees for college courses for all resident students attending the ECHS until the student graduates from the ECHS high school, and any other fees as allowed by state law. Non-resident students shall be required to pay any applicable non-resident tuition fees which may be required during the term(s) of their enrollment.

Coastline agrees to cover enrollment fees for resident fifth year students attending Coastline Community College only when all other resources available to the student have been exhausted, including financial aid, scholarships, and grants. Non-resident fifth year students shall be required to pay any applicable non-resident enrollment fees which may be required during the terms of their enrollment.

Coastline agrees to cover expenses related to field trips critical to college classes.

NMUSD agrees to raise external funds to cover other necessary instructional expenses for ECHS students.

NMUSD agrees to cover expenses related to field trips critical to high school classes.

8. BOOKS AND SUPPLEMENTAL MATERIALS

Coastline agrees to cover the costs of college rental textbooks to help NMUSD (ECHS) 9-12th grade students enrolled in Coastline Community College courses. Students who lose or otherwise do not return the rental textbooks shall be responsible to reimburse the college bookstore for the replacement cost of same. Coastline shall withhold student records until the student satisfies all rental textbook obligations.

Coastline agrees to cover the costs of rental textbooks for resident 5th year ECHS students attending Coastline Community College only after the student has exhausted all other available resources, including financial aid, EOPS, scholarships, or grants.

NMUSD agrees to provide free of charge required high school level textbooks and other high school instructional materials for the ECHS students.

9. INSTRUCTIONAL CALENDAR

Coastline agrees to work with NMUSD to provide an instructional calendar which accommodates the ECHS program and the needs of the ECHS students.

NMUSD agrees provide Coastline with an instructional calendar which properly accommodates the ECHS program and the needs of the students prior to Coastline's normal registration period, so as to allow ECHS students the opportunity to register for College classes online.

10. STUDENT CONDUCT

Coastline agrees to provide NMUSD (ECHS) students with links to the Coast Community College District's Student Codes of Conduct and other policies and regulations, and to work collaboratively with NMUSD (ECHS) administration and staff to uphold the Coast Community College District's Student Codes of Conduct and Disciplinary Procedures (BP 3902).

NMUSD agrees to provide ECHS students with NMUSD's regulations regarding facilities and equipment usage and codes of conduct.

Coastline agrees to provide a reasonably safe environment for ECHS students and staff and notify NMUSD of any accident involving ECHS students.

NMUSD agrees to provide a reasonably safe environment and notification to the ECHS students' parents of any accident or illness.

11. EVALUATION

Coastline agrees to participate in NMUSD (ECHS) evaluation activities, including the Early College High School Student Information System.

NMUSD agrees to participate in NMUSD (ECHS) evaluation activities, including the Early College High School Student Information System, with appropriate privacy protections and assurances to its students, their families and teachers as allowed by the State of California.

12. RELEASE AND HOLD HARMLESS

In consideration of the performance by each party under of the terms and conditions of this Memorandum of Understanding, each party does hereby agree to fully release and hold harmless each other's trustees, board members, officers, directors, administrators, agents, and employees from and against any and all claims, liabilities, debts, and any cause of action whatsoever which may arise from, or is related to, the services contemplated under this Memorandum of Understanding.

13. AMENDMENT, RENEWAL, TERMINATION OF AGREEMENT:

This Memorandum of Understanding may be amended by mutual written agreement of both parties, subject to the approval of their respective governing boards. Coastline and NMUSD each reserve the right to terminate this Memorandum of Understanding, subject to no less than 180 days prior written notice being served on the other party so as to lessen the impact on the students enrolled in the ECHS.

IN WITNESS THEREOF, the parties hereto have duly approved this Memorandum of Understanding, as evidenced by their respective authorized signatures set forth below.

COAST COMMUNITY COLLEGE DISTRICT NEWPORT-MESA UNIFIED SCHOOL DISTRICT

Jerry Patterson
President, Board of Trustees

Paul H. Reed
Deputy Superintendent

Date: _____

Date: _____

MOA Between JFTB and Coast Community College District (Coastline Community College – Orange County One Stop Center (1Dec10 – 30Jun12)

**MEMORANDUM OF AGREEMENT
BETWEEN
THE JOINT FORCES TRAINING BASE
AND
COAST COMMUNITY COLLEGE DISTRICT (COASTLINE COMMUNITY COLLEGE –
ORANGE COUNTY ONE STOP CENTER (CCCD-OSC)
(1 December 2010 – 30 June 2012)**

I. PREAMBLE

WHEREAS:

The Joint Forces Training Base (JFTB), Los Alamitos, CA, a federal installation has processed a Report of Availability and the supporting environmental documentation to license the Coast Community College District (Coastline Community College – Orange County One Stop Center (CCCD-OSC), hereafter referred to as CCCD-OSC, and that license is pending; and

There is a continued need to provide veterans' services to military veterans and their families in the greater Los Angeles and Orange Country area, and the Joint Forces Training Base (JFTB), located at 4530 Saratoga Avenue, Los Alamitos, California, 90720, is regionally situated in the center of high density area of military veterans, and;

The JFTB has designated Bldg 244 as a Veterans Service Center; and

The CCCD-OSC is federally funded by the Workforce Investment Act, and with the Coast Community College District has been selected as the operator of the Orange County One Stop Centers. CCCD-OSC has been provided a grant to provide services to "Recently Separated Veterans" and their spouses that will transition veterans to civilian life including training opportunities provide support services and provide job search services, and;

The JFTB has a continued need for CCCD-OSC services to be provided to veterans at the Veterans' Service Center.

NOW THEREFORE the JFTB and CCCD-OSC further agree as follows:

II. PURPOSE AND OBJECTIVES

This Memorandum of Agreement ("Agreement") by and between the JFTB and CCCD-OSC shall be effective as of 1 December 2010 for a period of nineteen (19) months terminating on 30 June 2012. CCCD-OSC operates a federally funded outreach program to recently separated veterans in job search, training, and supportive services and requires office space to provide these services; JFTB has approximately 336 sf of office space available for CCCD-OSC to provide these services. This Agreement is renewable by written agreement of both parties.

III RESPONSIBILITIES:

a. JFTB shall provide the following facilities, utilities and service at the JFTB:

(1) Provide approximately 336 square feet of office space to CCCD-OSC as indicated on the attached floor plan. (See Attachment I)

MOA Between JFTB and Coast Community College District (Coastline Community College – Orange County One Stop Center (1Dec10 – 30Jun12)

(2) Maintenance and facility operations, fire protection, facility maintenance and repair, refuse services, parking, and road maintenance within the identified area on a direct cost reimbursable basis.

(3) Ensure CCCD-OSC is in compliance with Army Regulation 210-22, Private Organizations on Department of the Army Installations.

(4) Allow all employees and persons participating in CCCD-OSC programs reasonable access to the premises.

b. CCCD-OSC agrees to:

(1) Provide personnel to work within the Veterans' Service Center on a full-time basis. These personnel will provide services to local veterans and their families. CCCD-OSC shall strive to schedule its personnel such that coverage includes those periods when veterans are available to seek assistance.

(2) JFTB is staffed with Security, Fire Department, Department of Public Works, Logistics, Resource Management, Environmental Staff, Operations and Command Staff. CCCD-OSC shall reimburse the JFTB for all costs incurred by its use of utilities, including but not limited to electricity, trash, water, and natural gas, Security, Environmental, and Fire & Emergency Services support provided for the Veterans' Service Center. The billing cycle will be on the State Fiscal Year (1 July – 30 Jun). State Military Department Comptroller's Office will invoice/bill CCCD-OSC quarterly for these costs. The formula for billing is based on square footage. **All Cost Categories are identified in the 19 Month Cost Summary as Attachment II.**

(3) The use of the JFTB's internet provider (IP) service will not be allowed due to security limitations. CCCD-OSC will obtain internet/cable services through the local area cable provider.

(4) Housekeeping is not provided to CCCD-OSC for the provided space. CCCD-OSC, in common with other tenants located in the building, will help to maintain the provided space and common areas such as the hallways in a clean, orderly, and attractive and professional manner, and take reasonable efforts to will ensure that no fire hazards exist. The common bathrooms are maintained under a Service Contract through the JFTB Department of Public Works (DPW).

(5) The Veterans' Service Center is not covered under an existing pest control contract. If emergency services are requested by CCCD-OSC, they will reimburse the JFTB at a cost of labor plus materials. If emergency services are requested for entire Bldg 244; CCCD-OSC will be charged its equitable share of the labor plus materials for the service call. Equitable share is equal to CCCD-OSC square footage (336 sf)% of Bldg 244 (8184 sf); CCCD-OSC will be charged the % sf = % of bill (.04%).

(6) Permit the Commander of the JFTB, the Building Manager, Fire Department, or the delegated representative of the Commander to inspect the provided space to ensure compliance with all Agreement-related, health and safety requirements.

(7) Not modify the licensed space without written authorization of the JFTB Commander or designated representative prior to initiation of work.

(8) Not sublet any aspect of the licensed space.

(9) Attend periodic tenant board meetings held for all tenants at the JFTB. CCCD-OSC will provide a point of contact to the JFTB Operations Officer to represent CCCD-OSC at tenant board meetings.

MOA Between JFTB and Coast Community College District (Coastline Community College – Orange County One Stop Center (1Dec10 – 30Jun12)

(10) Comply with all environmental compliance requirements at the JFTB. Immediately report any hazardous spills to the Environmental Office, the Fire Department, and the Security Office.

(11) Provide an Emergency Locator Roster of key employees and telephone numbers to the Operations Office.

(12) Ensure all personnel comply with the speed limits at the JFTB and other security regulations. All persons entering the JFTB shall render proof of identification upon request by Security personnel. All drivers must have a valid driver's license and proof of insurance.

(13) Upon request of the JFTB Commander or designated representative, remove from the JFTB any employee or member whose conduct interferes with proper service and discipline.

(14) Arrange for mail services through the Los Alamitos Post Office.

(15) On a monthly basis, not later than the 4th of the Month, provide JFTB Form 311, Strength Report Form, to the JFTB Operations Officer.

c. Building Manager

(1) The Family Readiness Coordinator is the Building Manager for Bldg 244 and will serve as the Key Custodian. This representative appointed by the JFTB Commander is accountable for keys issued to CCCD-OSC. Replacement keys will be charged at a cost of labor plus materials.

(2) Utilization of the large conference room in Bldg 244 for classes and or counseling groups directly provided to veterans and or their dependents will be scheduled through the Building Manager and will be at no cost to the CCCD-OSC; use of this conference room for purposes outside the prescribed services of this MOA will be scheduled through JFTB Operations via a Day license on a cost reimbursed basis. Utilization of other classrooms, training areas, etc., will also be scheduled through the JFTB Operations Officer via a day license on a cost reimbursable basis.

IV. INDEMNITY

The United States, State of California, California Military Department, Joint Forces Training Base, Los Alamitos and their respective personnel shall not be responsible for damages to property, injuries to persons, or financial responsibilities regardless of cause that may arise from and/or be incident to CCCD-OSC in the conduct of their activities, actions, or operations. CCCD-OSC shall hold harmless the United States, State of California, JFTB, and the California Military Department and their respective personnel from any and all claims arising and incident to CCCD-OSC that are not the fault or negligence of the United States, State of California, JFTB, the California National Guard and their respective personnel.

V. INSURANCE Unless Self Insured;

a. The CCCD-OSC covenants at its own expense to maintain and keep in force for the mutual benefit of JFTB and CCCD-OSC an insurance policy for claims against bodily injury, death, personal property damage, theft, fire, storm, flood, and damage or destruction through any other force of nature to relieve the JFTB from any liability arising from such theft, loss, damage, or destruction occurring in, on or about the premises and to insure the condition of the real property. The insurance shall afford protection to the limit of not less than \$1,000,000 combined single limit liability coverage.

MOA Between JFTB and Coast Community College District (Coastline Community College – Orange County One Stop Center (1Dec10 – 30Jun12)

b. CCCD-OSC shall furnish JFTB with certification showing such insurance to be in force at all times throughout the term of this Agreement. No policy shall be amended or canceled without thirty (30) days prior written notice to JFTB, and each policy shall so be provided. Except for JFTB's negligence and/or breach of express warranties, CCCD-OSC shall indemnify, protect, defend and hold harmless the premises, the JFTB, from and against any and all claims, loss of rents and/or damages, costs, liens, judgments, penalties, permits, attorney's and consultant's fees, expenses and/or liabilities arising out of, involving, or dealing with the occupancy of the premises by CCCD-OSC, the conduct of CCCD-OSC business, an act, or omission or neglect of CCCD-OSC, its agents, contractors, or employees.

c. The foregoing shall include but not limited to the defense or pursuit of any violation or any action or proceeding involved therein, whether or not in the case of claims made against the JFTB, litigated and or reduced judgment, whether well founded or not. If any such action or proceeding is brought against the JFTB by reason of any of the foregoing matters, CCCD-OSC, upon notice from JFTB, shall defend the same at CCCD-OSC expense, by counsel mutually agreeable to the parties. Nothing herein shall require JFTB to first pay any such claim in order to be indemnified by CCCD-OSC.

VI. SEVERABILITY

Neither party intends to obligate the other party to enter into any agreement or take any action that would constitute a violation of any law, regulation or contract applicable to the other party. If any provision of this Agreement is for any reason found to be ineffective, unenforceable or illegal by any court having jurisdiction, that condition shall not affect the validity or enforceability of any of the remaining portions of this Agreement; provided, further, that the parties shall negotiate in good faith to replace any ineffective, unenforceable or illegal provisions as soon as is practical. In the event of a conflict between any provisions of this Agreement both parties agree to resolve all conflicts at the lowest level possible.

VII. NOTICES

a. Unless otherwise specified herein, all notices required or permitted to be given under this Agreement shall be in writing and shall be valid and sufficient delivered by overnight courier, with proof of receipt, or via a facsimile transmission with proof of transmission, party may change its address by a notice given to the other party in the manner set forth addressed as follows:

(1) If to CCCD-OSC AND CCC: Ms Sallie Salinas, 5405 Garden Grove Blvd, Suite 100, Westminster, CA 92683. Email at: ssalinas@coastline.edu. Invoices are to be addressed to Khen Sayasy, Fiscal Analyst.

(2) If to JFTB: Commander, Joint Forces Training Base, Attn: Resource Manager, 4530 Saratoga Ave., Bldg 15, Los Alamitos, CA 90720. Email at: Geraldine.Bourgeois@us.army.mil

VIII. TERMINATION

a. Termination of this agreement shall occur on 30 June 2012. The California Military Department, JFTB or CCCD-OSC can cancel this MOA provided it provides the other party with sixty (60) days written notice and has good cause to do so. Good cause includes a material violation of any aspect of Section II.

b. This Memorandum of Agreement is automatically terminated if the JFTB is dissolved.

MOA Between JFTB and Coast Community College District (Coastline Community College – Orange County One Stop Center (1Dec10 – 30Jun12)

c. This memorandum of Agreement is terminated if the County of Orange terminates the CCCD-OSC contract, or if Workforce Investment Act changes and or causes the One-Stop Centers to be dissolved. CCCD-OSC agrees to provide JFTB at a minimum of 30 days advanced notice of such termination of agreement.

d. At termination of this Agreement CCCD-OSC will yield up the premises furnished in good order and condition as when CCCD-OSC began operation therein, with the exception of ordinary wear and tear. If CCCD-OSC abandons equipment or personal property at its licensed space, the JFTB may cause such property to be removed at CCCD-OSC's expense, or consider the property abandoned and dispose of it.

e. The JFTB can unilaterally terminate this Agreement in the event of emergency requiring immediate re-utilization of the Veteran's Service Center. The State of California Military Department reserves the right to reclaim and reoccupy premises upon ten (10) days written notice when necessitated by an actual National or State emergency and/or military mobilization. Military Department agrees to consult and cooperate with CCCD-OSC AND CCC to mitigate any adverse effects suffered by CCCD-OSC AND CCC and to arrange for re-delivery of the premises to CCCD-OSC AND CCC upon conclusion of the emergency and/or mobilization.

f. Extensions of this Agreement are authorized to the extent that a Report of Availability (ROA) and Environmental Condition of Property (ECOP) have been processed to request the USACE issue a new five year license. During the period that the parties are waiting on the issuance of license, the JFTB may extend the contract for one (1) year at a time.

IN WITNESS THEREOF each party hereto has caused this Agreement to be executed by an authorized official as set forth below.

ATTACHMENTS

- I Building layout
- II 1 Year Summary Cost Data Sheet

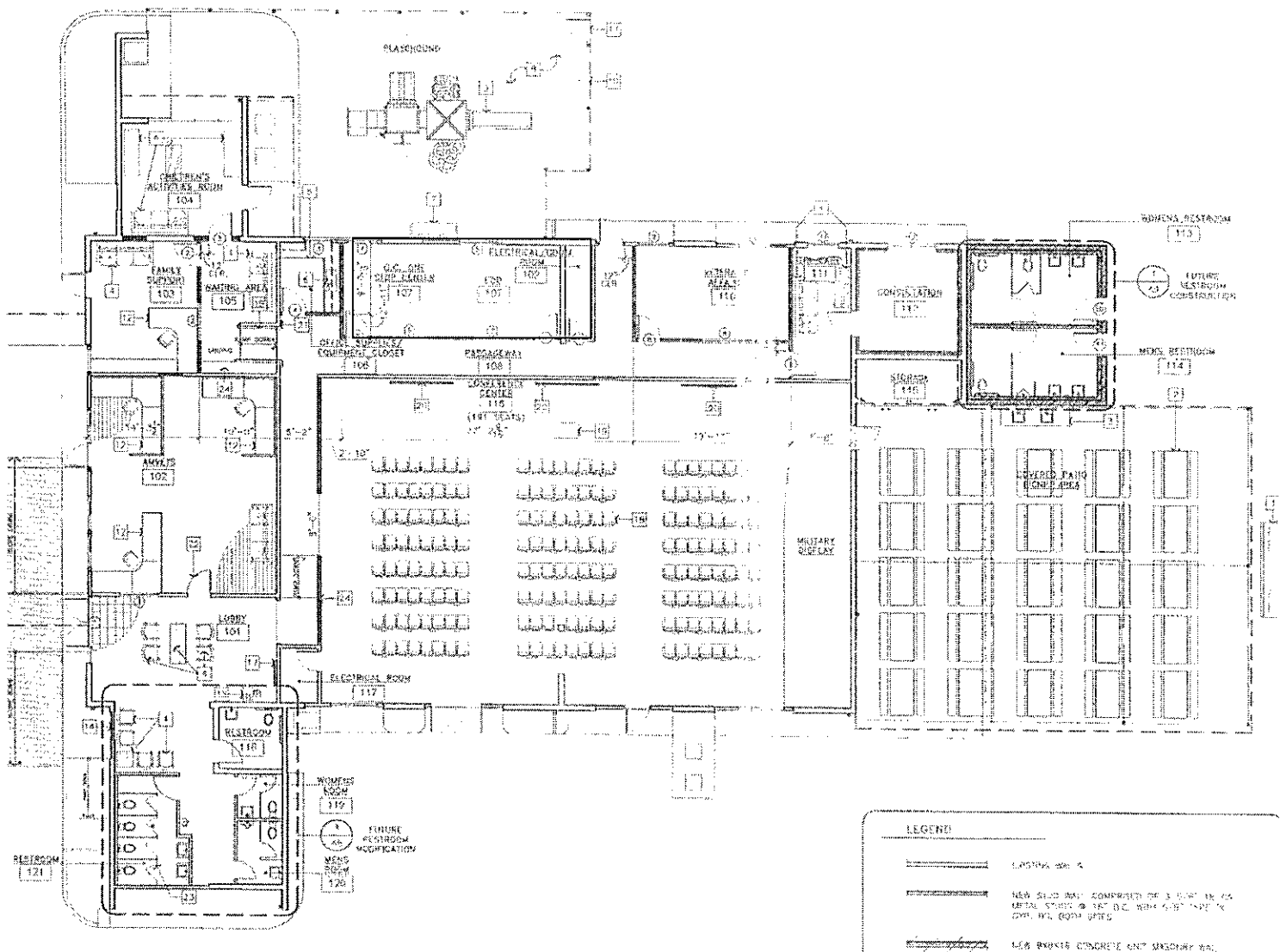
LORREN T. DEAKIN (Date)
MAJ, EN, CA ARNG
Deputy USPFO for Real Property

JERRY PATTERSON (Date)
Board President
Coast Community College District

SUSAN E. RUSSELL (Date)
Lieutenant Colonel
Commander JFTB

DWIGHT D. STIRLING (Date)
Captain
Staff Judge Advocate

Bldg 244 Layout
Enclosure 1 to MOA Between JFTB and CCCD-OSC (336 sf)



Attachment II to MOA between CCCD-OSC and JFTB (1 Dec 10 - 30 Jun 12)

19 Month Cost Summary CCCD-OSC 1 Dec 10 - 30 Jun 12		
	1Dec 10-30 JUN 11	1 JUL 11- 30 JUN 12
Category of Support	FY 10-11 (2.40% CPI)	FY 11-12 (2.70% CPI)
Command Element	Projected Costs	Projected Costs
Res Mgmt/Lease	\$ 92	\$ 157
Facility Operations	\$ 112	\$ 192
Environmental Compliance	\$ 78	\$ 134
Facility Maintenance & Repair	\$ 980	\$ 1,681
Security	\$ 103	\$ 176
Fire & Emergency Services	\$ 190	\$ 326
Sub Total (Comamnd Element)	\$ 1,555	\$ 2,666
Utility Services :		
Electric	\$ 85	\$ 146
ESPC	\$ -	\$ -
Gas	\$ -	\$ -
Water	\$ 47	\$ 80
Refuse	\$ 30	\$ 51
Sewage	\$ 13	\$ 22
Sub Total (Utilities)	\$ 175	\$ 299
Sub-Total Command Elements	\$ 1,730	\$ 2,965
Military Dept Admin Cost 17%	\$ 294	\$ 504
Command Element Est Costs	\$ 2,024	\$ 3,469
CPI based on UFC 3-701-01 (DOD Facilities pricing Guide for FY 2010)		



ADDENDUM NO. 3
AGREEMENT FOR ARCHITECTURAL SERVICES BETWEEN
LPA, INC.
AND
COAST COMMUNITY COLLEGE DISTRICT

Coastline Community College Newport Beach Learning Center

The Architectural Services Agreement, approved by the Coast Community College District Board of Trustees on September 30, 2009 between the Coast Community College District and LPA, Inc., is hereby amended as follows:

1. TERM OF THE AGREEMENT, shall be extended as follows: N/A
2. Services shall be amended as follows:

Additional Civil Engineering Services Performed By Huitt Zollars

3. Compensation shall be amended as follows:

Amount this Addendum: \$ 5,652

Previous Amount: \$2,133,569

New Total Amount: \$2,139,221

All other provisions of the Agreement for Architectural Services shall remain in full force and effect and shall not be changed by this addendum. This addendum shall be effective from the date of its approval by the Board of Trustees of the Coast Community College District.

COAST COMMUNITY COLLEGE DISTRICT
A Public Educational Agency

LPA, INC.

Jerry Patterson
President, Board of Trustees

Chris Torrey AIA, LEED
Principal

Dated: _____

Dated: _____

Amendment Board Date: 7/20/11

Attachment 16

PROFESSIONAL SERVICES AUTHORIZATION

Client Copy

Client: **COAST COMMUNITY COLLEGE**
11460 Warner Avenue
Fountain Valley, CA 92718

Attn: **David Cant, Director Maintenance and Operations**
 Phone: **(714) 241-6224** Fax: **(714) 241-6248**

Project No.: **29036.11** Date: **June 8, 2011**
 Project: **Coastline Community College Newport Beach Learning Center**
 Location: **Fountain Valley** PSA No.: **0**
 Office: **Irvine** Issued By: **Contract**
 Client Contract: LPA PIC: **Steve Flanagan**
 Client Job No.: License #: **C23695**
 LPA PM: **Steve Tiner**

Execution of this document will confirm your request for professional services. Please refer to the 'Terms and Conditions' on the back of this form for additional information. The 'Terms & Conditions' are a part of this Agreement. The Project is generally described as:

Coastline Community College Newport Beach Learning Center.

LPA will provide: ☒ New Services ☐ Additional Services ☐ Revised Scope of Services

Services shall include:

Additional civil engineering services to be performed by Huitt Zollars:

- **Cross-sections of Monrovia from 15th Street to 25 feet north of north property line. Sections will include back of walk, T.C., F.L., LIP/EP, crown line and EP on east side of road.**
- **Locations of utility facilities within right-of-way of Monrovia, including inverts for gravity systems and direction of wires for overhead dry utilities.**
- **Profile of approximate join around new property just added to north.**
- **Onsite utilities will be located and identified.**
- **Supplemental Field Survey - Aerial Mapping services.**

Services shall commence upon receipt of a signed copy of this document and a retainer in the amount of \$0.00 and shall be completed:

Pursuant to project schedule.

LPA shall be compensated for these services as indicated below. Unless otherwise noted below, neither Consultant Costs nor Project Expenses are included in the LPA fee and shall be reimbursed to LPA per the 'Terms and Conditions' of the Architectural Services Agreement dated March 1, 2009. The 'Terms and Conditions' are a part of this Agreement.

Fee:	Fixed Fee	\$5,652.00
Reimbursable Expenses:	None	\$0.00

The following consultants shall provide services for this scope of services:

Huitt-Zollars - Survey Work

Special Conditions:

None

Contract Status:	Services:	Expenses:	Contract Total:
Original Contract Amount:	\$0.00	\$0.00	\$0.00
Total of Previous Addenda:	\$0.00	\$0.00	\$0.00
Previous Totals:	\$0.00	\$0.00	\$0.00
This PSA Amount:	\$5,652.00	\$0.00	\$5,652.00
New Fee Totals:	\$5,652.00	\$0.00	\$5,652.00

Client Authorized Signature

Date

LPA Authorized Signature

Date

David Cant
6/17/11
For Christine Nguyen

Steven Flanagan
6/13/11
SAF

Please return one fully executed copy to LPA, Inc. at: 5161 California Avenue, Suite 100, Irvine, CA 92617

Tel: 949.261.1001 Fax: 949.260.1190

ADDENDUM NO. 4
AGREEMENT FOR ARCHITECTURAL SERVICES BETWEEN
STEINBERG ARCHITECTS
AND
COAST COMMUNITY COLLEGE DISTRICT

Golden West College Learning Resource Center

The Architectural Services Agreement, approved by the Coast Community College District Board of Trustees on April 6, 2005 between the Coast Community College District and Steinberg Architects, is hereby amended as follows:

1. TERM OF THE AGREEMENT, shall be extended as follows: N/A
2. Services shall be amended as follows:

Additional Services for Accessible Parking Plan Changes \$ 2,150

3. Compensation shall be amended as follows:

Amount this Addendum: \$ 2 ,150

Previous Amount: \$2,382,845

New Total Amount: \$2,384,995

All other provisions of the Agreement for Architectural Services shall remain in full force and effect and shall not be changed by this addendum. This addendum shall be effective from the date of its approval by the Board of Trustees of the Coast Community College District.

COAST COMMUNITY COLLEGE DISTRICT
A Public Educational Agency

STEINBERG ARCHITECTS

President, Governing Board of Trustees
Coast Community College District

David Hart, AIA

Dated: _____

Dated: _____

Amendment Board Date: 7/20/11

Attachment 17

February 10, 2011

Psomas Project No.: 2STE0101.00

Mr. John Almendras
Steinberg Architects
523 West 6th Street, Suite 245
Los Angeles, CA 90014

Via email (jalmendras@steinbergarchitects.com)

Subject: Additional Services Request for Accessible Parking Plans Site Plan Changes per
Comments from DSA (FCD 42)
Learning Resources Center (LRC) at Golden West College

Dear John:

Per your request, we are submitting this proposal to provide design revisions and coordination for the accessible parking at Golden West College as discussed in our February 10th, 2011 telephone discussion and email dated Feb. 2, 2011. These design revisions and coordination are not part of our original scope of work, and include changes requested by the Division of the State Architect (DSA).

It is our understanding per the attached marked plans provided by you on February 2nd, that the intent is to revise the site plan by:

1. Adding two (2) additional accessible parking stalls to the existing accessible parking row in the parking lot northwest of the LRC.
2. Adding the four (4) accessible parking stalls with two (2) van loadings located in the west campus parking field southwest of the LRC. (See attached exhibit for above locations)
3. Removing six (6) accessible parking stalls which were proposed from the existing accessible parking row in the parking lot south of the new Health Sciences Building in the south campus parking field.
4. Adding removable bollards and details to the plans

Psomas services shall include the following tasks:

Task A: Revising the Grading and Horizontal Control Plans

This task includes revising the grading and horizontal control plans. It is assumed no additional topography is needed and we will use the topography provided by CCCD. These plans will layout the

3 Hutton Centre Drive
Suite 200
Santa Ana, CA 92707

Tel 714.751.7373
Fax 714.545.8883
www.psomas.com

Mr. John Almendras
February 10, 2010
Page 2 of 2
Additional Service Request

horizontal control of the new parking stalls, loading areas and paths of travel (within the parking lot) provided by the architect, and callout details of new signage to direct cars to the nearest accessible stalls. The revised plans shall be provided to the architect for submittal and processing through DSA.

Task B: Project Management and Coordination

This task includes coordinating the design and assisting the architect and district through emails, telephone conversations and meetings.

We propose to perform the above tasks on a time and materials basis with a not to exceed budget estimate of **\$2,150** with prior approval from the architect or owner. This budget does not include any future revisions not depicted in the attached sketches received from your office.

Thank you for giving us the opportunity to continue working with you on this exciting project.

Upon your review and approval of the above scope and additional budget, please countersign below and email back to me at btalafus@psomas.com to authorize us to proceed with the above tasks. These additional tasks will be performed per the original contract agreement between Psomas and Steinberg.

Sincerely,
PSOMAS



Mr. Robert J. Talafus, P.E.
Vice President

SB

cc: Steve Baine

Approval of this Additional Service Request:
STEINBERG ARCHITECTS

Signature

Name/Title

Date



Coast Community College District

CHANGE ORDER

No. 08J

TITLE: 08: Richard & Richard

DATE: 7/7/2011

PROJECT: OCC Consumr Hlth & Lab Science Bldng

CCCD PROJ NO: 12020-964

TO: Attn: Scott Mortensen
Richard and Richard(Fram/Plast/Door)

CONTRACT NO: PO316528

DSA NO:

ARCH PROJ NO:

GC PROJ NO:

CHANGES TO CONTRACT

00001 Final Contract Closeout

\$109,000.00

COLLECTED CHANGE SOURCE

Type	Number	Title	Cost
COR	00003	Final Contract Closeout	\$109,000.00

Unit Cost: \$109,000.00

Unit Tax: \$0.00

Total: \$109,000.00

The Original Contract Sum was	\$2,668,000.00
et Change by Previously Authorized Requests and Changes	\$156,499.00
The Contract Sum Prior to This Change Order was	\$2,824,499.00
The Contract Sum Will be Increased	\$109,000.00
The New Contract Sum Including This Change Order	\$2,933,499.00
The Contract Time Will Not Be Changed	
The Date of Substantial Completion as of this Change Order Therefore is ...	

Contractor accepts the terms and conditions stated above as full and final settlement of any and all claims arising from this Change Order. Contractor agrees to perform the above-described work in accordance with the above terms and in compliance with applicable sections of the Contract Documents. This Change Order is hereby agreed to, accepted and approved, all in accordance with the General Conditions of the Contract Documents.

Richard and Richard(Fram/Plast/Doo: Coast Community College District LPA

By: _____
Scott Mortensen

By: _____
Pres. Governing Board

By: _____
Young Min

Date: _____

Date: _____

Date: _____

Construction Manager

Division of State Architect

By: _____

By: _____

Attachment 18

te: 7/12/11

Date: _____

C.W. Driver

2701 Fairview Road

Costa Mesa, CA 92626

REQUEST FOR PROPOSAL**No. 00003****Phone:** 714-540-4974**Fax:** 714-540-5721**TITLE:** Final Contract Closeout**DATE:** 7/7/2011**PROJECT:** OCC Consumr Hlth & Lab Science Bldng**JOB:** 12020**TO:** Attn: Scott Mortensen
Richard and Richard(Fram/Plast/Door)**CONTRACT NO:** 12020-964-17**RE:****To:****From:****Number:****DESCRIPTION OF PROPOSAL**

Please provide pricing to the Owner for additional labor and acceleration costs.

Contractor must respond in writing to scope change documents issued by Architect, Construction Manager, or District within (5) calendar days. As a minimum requirement, written responses must include a complete itemized breakdown and backup verification of all labor hours and rates, material quantities and unit costs, equipment hours and rates, subcontractor costs and overhead and profit percentage markups and any material delivery lead times and special time constraints.

APPROVAL:**By:** _____

Scott Mortensen

Date: _____**By:** _____

Randy Rankin

Date: 7/12/11

C.W. Driver

2701 Fairview Road

Costa Mesa, CA 92626

Phone: 714-540-4974

Fax: 714-540-5721

CHANGE ORDER REQUEST**No. 00003****TITLE:** Final Contract Closeout**DATE:** 7/7/2011**PROJECT:** OCC Consumr Hlth & Lab Science Bldng**JOB:** 12020

TO: Attn: Jerry Marchbank
Coast Community College District
1370 Adams Ave.
Costa Mesa, CA 92626
Phone: 714 438 4731 Fax: 714 438 4895

CONTRACT NO: 12020-964-17**RE:** PCO**To:****From:****Number:** 00003**DESCRIPTION OF PROPOSAL**

Pricing has been provided to the Owner for additional labor and acceleration costs. This final change order constitutes final contract settlement.

Item	Description	Stock#	Quantity	Units	Unit Price	Tax Rate	Tax Amount	Net Amount
00001	Final Contract Closeout		1.000		\$109,000.00	0.00%	\$0.00	\$109,000.00

Unit Cost: \$109,000.00**Unit Tax:** \$0.00**Total:** \$109,000.00**APPROVAL:****By:**

Jerry Marchbank

Date:

7/12/11

By:

Randy Rankin


Date:

7/12/11

Richard and Richard(Fram/Plast/Door)**PROPOSED CHANGE ORDER
No. 00003****TITLE:** Final Contract Closeout**DATE:** 7/7/2011**PROJECT:** OCC Consumr Hlth & Lab Science Bldng**JOB:** 12020**TO:** Attn: Randy Rankin.
C.W. Driver
2701 Fairview Road
Costa Mesa, CA 92626
Phone: 714-540-4974 Fax: 714-540-5721**CONTRACT NO:** 12020-964-17**RE:** RFP**To:****From:****Number:** 00003**DESCRIPTION OF PROPOSAL**

Pricing has been provided to the Owner for additional labor and acceleration costs. This final change order constitutes final contract settlement.

Item	Description	Stock#	Quantity	Units	Unit Price	Tax Rate	Tax Amount	Net Amount
00001	Final Contract Closeout		1.000		\$109,000.00	0.00%	\$0.00	\$109,000.00

Unit Cost: \$109,000.00**Unit Tax:** \$0.00**Total:** \$109,000.00**APPROVAL:****By:** 
Randy Rankin**Date:** 7/12/11**By:** 
Scott Mortensen**Date:**

Coast Community College District

1370 Adams Ave

Costa Mesa, CA 92626

CHANGE ORDER

No. 00001

TITLE: Fire Sprinkler Changes per CCDs

DATE: 7/11/2011

PROJECT: LRC Construction

CCCD PROJ NO: 13110-971

TO: Attn: Thomas Mau
So Cal Fire Protection Inc
14102 Holt Ave
North Tustin, CA 92705
Phone: 714-368-0230

CONTRACT NO: PO314167

DSA NO:

ARCH PROJ NO:

GC PROJ NO:

CHANGES TO CONTRACT

00001	Changes to Lobby Ceiling due to CCD 80	\$683.00
00002	Reroute existing main piping & sprinklers @ 1st Floor Lobby per CCD 56	\$2,723.00
00003	Reroute existing main piping @ 1st Floor Stair per CCD 61	\$1,346.00
00004	Reroute existing fire sprinklers @ 1st floor Mechanical Room per CCD 42R1	\$1,323.00
00005	Credit for Allowance	(\$10,000.00)
Unit Cost:		(\$3,925.00)
Unit Tax:		\$0.00
Total:		(\$3,925.00)

The Original Contract Sum was	\$269,000.00
Net Change by Previously Authorized Requests and Changes	\$0.00
The Contract Sum Prior to This Change Order was	\$269,000.00
The Contract Sum Will be Decreased	(\$3,925.00)
The New Contract Sum Including This Change Order	\$265,075.00
The Contract Time Will Not Be Changed	
The Date of Substantial Completion as of this Change Order Therefore is	...

Contractor accepts the terms and conditions stated above as full and final settlement of any and all claims arising from this Change Order. Contractor agrees to perform the above-described work in accordance with the above terms and in compliance with applicable sections of the Contract Documents. This Change Order is hereby agreed to, accepted and approved, all in accordance with the General Conditions of the Contract Documents.

So Cal Fire Protection Inc

Coast Community College District

Steinberg Architects

By: _____
Thomas Mau

By: _____
Jerry Patterson

By: _____
John Almendras

Date: 7/20/2011

Date: 7/20/2011

Date: 7/20/2011

Construction Manager

Division of State Architect

By: _____

By: _____

Date: _____

Date: _____

Attachment 19

Coast Community College District

1370 Adams Ave

Costa Mesa, CA 92626

CHANGE ORDER

No. 00001

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PROJECT: LRC Construction

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00004	Reroute existing fire sprinklers @ 1st floor Mechanical Room per CCD 42R1	\$1,323.00
00005	Credit for Allowance	(\$10,000.00)

Unit Cost: (\$3,925.00)

Unit Tax: \$0.00

Total: (\$3,925.00)

The Original Contract Sum was \$269,000.00

Net Change by Previously Authorized Requests and Changes \$0.00

The Contract Sum Prior to This Change Order was \$269,000.00

The Contract Sum Will be Decreased (\$3,925.00)

The New Contract Sum Including This Change Order \$265,075.00

The Contract Time Will Not Be Changed

The Date of Substantial Completion as of this Change Order Therefore is ...

Contractor accepts the terms and conditions stated above as full and final settlement of any and all claims arising from this Change Order. Contractor agrees to perform the above-described work in accordance with the above terms and in compliance with applicable sections of the Contract Documents. This Change Order is hereby agreed to, accepted and approved, all in accordance with the General Conditions of the Contract Documents.

So Cal Fire Protection Inc

Coast Community College District

Steinberg Architects

By: _____

By: _____

By: _____

Thomas Mau

Jerry Patterson

John Almendras

Date: 7/20/2011

Date: 7/20/2011

Date: 7/20/2011

Construction Manager

Division of State Architect

By: _____

By: _____

Date: _____

Date: _____

SoCal Fire

Protection Inc.

14102 Holt Ave Santa Ana, CA 92705

Change Order 001

2001

02032

January 12, 2011

Attached please find our invoice for material and labor breakdown for the modification of the fire sprinkler system to accommodate changes in construction.

Thank you again for your assistance.

Sincerely,

Thomas Mau
714-880-2228
RMO

TEM; irm

SoCal Fire Protection Inc

Goldenwest College Learning Resource Center

Remove and modify existing fire sprinklers exterior

Remove two existing fire sprinklers and relocate to new locations to avoid new lighting.
South tower low rise east and west entrance.

1. Labor	8 hrs at 69.83 = 558.64
2. Material (elbows and piping)	35.00
3. 15% mark up	- 89.05
Total	\$ 682.69

SoCal Fire

Protection Inc.

14102 Holt Ave Santa Ana, CA 92705

Change Order 002

PCO 2

02032

January 12, 2011

Attached please find our invoice for material and labor breakdown for the modification of the fire sprinkler system to accommodate changes in construction.
Thank you again for your assistance.

Sincerely,

Thomas Mau
714-880-2228
RMO

TEM; irm

SoCal Fire Protection Inc Goldenwest College Learning Resource Center

Reroute existing main piping and sprinklers in 1st fl Lobby

Remove and reroute existing main piping for framing and roll up door assembly in first floor lobby area. Relocate existing fire sprinklers in same area.

1. Labor	32 hrs at 68.93 = 2205.76
2. Material (elbows and piping)	162.00
3. 15% mark up	<u>355.16</u>
Total	\$2722.92

SoCal Fire

Protection Inc.

14102 Holt Ave Santa Ana, CA 92705

Change Order 003

PCO 3

02032

January 12, 2011

Attached please find our invoice for material and labor breakdown for the modification of the fire sprinkler system to accommodate changes in construction.

Thank you again for your assistance.

Sincerely,

Thomas Mau
714-880-2228
RMO

TEM; irm

SoCal Fire Protection Inc Goldenwest College Learning Resource Center

Reroute existing main piping and sprinklers in 1st fl Stair

Remove and reroute existing main piping for stairway clearance in 1st floor lobby stair to second floor.

1. Labor	16 hrs at 68.93 = 1102.88
2. Material (elbows and piping)	67.50
3. 15% mark up	<u>175.56</u>
Total	\$1345.94

SoCal Fire

Protection Inc.

14102 Holt Ave Santa Ana, CA 92705

Change Order 004

PCO 4
02032

January 12, 2011

Attached please find our invoice for material and labor breakdown for the modification of the fire sprinkler system to accommodate changes in construction.
Thank you again for your assistance.

Sincerely,

Thomas Mau
714-880-2228
RMO

TEM; irm

SoCal Fire Protection Inc Goldenwest College Learning Resource Center

Reroute existing fire sprinklers in 1st fl Mechanical room

Remove and reroute existing branch line piping in 1st floor mechanical rooms.

1. Labor	16 hrs at 68.93 = 1102.88
2. Material (elbows and piping)	47.50
3. 15% mark up	<u>172.56</u>
Total	\$1322.94

**Coastline Community College
Associated Student Government
2011-2012 Budget and Historical Data
(Approved/Adopted by CCC ASG on June 27, 2011)**

<u>Income</u>	Adopted Budget for FY 2009-2010	Adopted Budget for FY 2010-2011	Adopted Budget for FY 2011-2012	2011-2012 Budget Reductions
College Service Revenue	160,250.00	127,000.00	121,662.00	-5338.00
Fundraising Revenue	0.00	0.00	0.00	0.00
Interest Revenue	0.00	0.00	0.00	0.00
Misc Income	0.00	26,450.00	0.00	-26450.00
Total Other Income	160,250.00	153,450.00	121,662.00	
<u>Program Expenses</u>				
Accounting Services Expense	3,000.00	3,000.00	3,000.00	0.00
Advisor's Salary Expense	4,300.00	0.00	0.00	0.00
Advocacy Expense	19,000.00	6,000.00	1,262.00	-4738.00
Awards/Thank You Expense	750.00	750.00	750.00	0.00
Banquet Expense	2,000.00	2,000.00	550.00	-1450.00
Club Funding and Events	3,500.00	4,000.00	5,000.00	1000.00
College Event Participation	3,500.00	3,500.00	5,000.00	1500.00
College Service Charge/A & R Processing	6,600.00	6,000.00	6,000.00	0.00
Conference Expense	30,000.00	30,000.00	15,000.00	-15000.00
Discretionary Advisor's Expense	3,000.00	4,000.00	3,000.00	-1000.00
Discretionary Instruction (Vice President)	4,000.00	4,000.00	3,000.00	-1000.00
Discretionary President's (College)	5,000.00	5,000.00	5,000.00	0.00
Discretionary Student Services (V.P.)	4,000.00	4,000.00	4,000.00	0.00
District Student Council Rep Expense	0.00	100.00	0.00	-100.00
Endowment Expense	10,000.00	0.00	0.00	0.00
EOPS Expense	2,000.00	3,000.00	1,500.00	-1500.00
Equipment Expense	0.00	0.00	0.00	0.00
Events - ASG Sponsored	3,000.00	6,500.00	6,500.00	0.00
Fundraising Expense	2,000.00	2,500.00	1,000.00	-1500.00
Graduation Event Expense	1,000.00	1,000.00	1,500.00	500.00
Graduation Honorarium Expense	0.00	0.00	0.00	0.00

Program Expenses	Adopted Budget for FY 2009-2010	Adopted Budget for FY 2010-2011	Adopted Budget for FY 2011-2012	Budget Reductions
Grant Program Expense	0.00	10,000.00	0.00	-10000.00
Hospitality Expense	3,000.00	4,000.00	2,000.00	-2000.00
Hourly Clerical Support Expense	0.00	0.00	0.00	0.00
International Student Discretionary	5,000.00	0.00	0.00	0.00
Leadership Class Expense	300.00	0.00	0.00	0.00
Leadership Awards	0.00	1,000.00	1,000.00	0.00
Memberships	500.00	500.00	500.00	0.00
Misc Expense	0.00	0.00	0.00	0.00
Newspaper Expense	500.00	0.00	0.00	0.00
Office Supply Expense	3,118.14	3,000.00	2,500.00	-500.00
Officer Stipends	10,000.00	20,000.00	15,000.00	-5000.00
Postage Expense	300.00	100.00	100.00	0.00
Printing Expense	750.00	1,000.00	4,000.00	3000.00
Promotional Expense	2,000.00	2,500.00	2,000.00	-500.00
Scholarship Award Expense	25,000.00	24,000.00	30,000.00	6000.00
Scholarship Event Expense	500.00	500.00	500.00	0.00
Software Expense	0.00	1,000.00	1,000.00	0.00
University Transfer Event Expense	800.00	500.00	1,000.00	500.00
Total Program Expenses	158,418.14	153,450.00	121,662.00	-31788.00

C:\Documents and Settings\lkerwin\Desktop\ASG Issues\2011-2012 ASG Budget with Historical Comparison.xlsx]Sheet1

**21% Reduction
from 2010-2011**

RESOLUTION # 11-26

A Resolution of the Coast Community College Board of Trustees

Establishing the Appropriation Limit, Gann Initiative for 2011-2012

WHEREAS, Sections 7900 et seq. of the California Government Code require the governing board of each local jurisdiction, by Resolution to establish maximum appropriation limitations, commonly called "Gann Limits" for the following year, and

WHEREAS, the District must establish a Gann Limit for the 2011-2012 fiscal year in accordance with the provisions of the Gann Amendment and applicable statutory law;

NOW, THEREFORE, the Board of Trustees of the Coast Community College District hereby resolves and declares as follows:

The appropriations limit for 2011-2012 shall be \$245,443,616. The appropriations in the 2011-2012 Budget do not exceed the limitations imposed by the Gann Amendment.

BE IT FURTHER RESOLVED, that the documentations used in determining the appropriations limit shall be available to the public at the Coast Community College District Business Office, 1370 Adams Avenue, Costa Mesa, CA 92626.

I, Christian Teeter, Secretary of the Board of Trustees of Coast Community College District hereby certify that on July 20, 2011 this Resolution was adopted by the Board by a vote of ____.

Christian Teeter, Ed.D.,
Board Secretary, Board of Trustees



RESOLUTION # 11-27

A Resolution of the Board of Trustees of the Coast Community College District Authorizing Payment to Trustee Absent from Board Meeting

WHEREAS, California Education Code Section 72024(d) provides that "a member (of the Board of Trustees) may be paid for any meeting when absent if the Board by Resolution duly adopted and included in its minutes finds that at the time of the meeting he or she was performing services outside the meeting for the community college district, he or she was ill or on jury duty, or the absence was due to a hardship deemed acceptable by the Board"; and

WHEREAS, on July 1, 2011 the Board of Trustees of the Coast Community College District held a Special Board meeting; and

WHEREAS, Student Trustee Joe Venegas III was not present at the Board meeting; and

WHEREAS, the Board has determined that Student Trustee Venegas' absence was due to hardship;

NOW, THEREFORE, BE IT RESOLVED, that Student Trustee Joe Venegas III shall be paid at the regular rate of compensation for the Special Board meeting on July 1, 2011.

I, Christian Teeter, Secretary of the Board of Trustees of Coast Community College District hereby certify that on July 20, 2011 this Resolution was adopted by the Board by a vote of ____.

Aye:

No:

Abstain:

Christian Teeter, Ed.D., Board Secretary, Board of Trustees



RESOLUTION # 11-28

A Resolution of the Board of Trustees of the Coast Community College District Authorization of Signatures

RESOLVED, that Andrew C. Jones, Ed.D., Chancellor replace Ding-Jo Currie, Ph.D., former Chancellor of Coast Community College District and the above stated be authorized to sign (or use facsimile signatures) payroll notices of employment/changes of status (NOE/CS), time sheets, warrant registers, and other documents as authorized by the Board of Trustees.

RESOLVED FURTHER, that with the exception of the above replacement, all previously authorized signatures remain intact, i.e.: W. Andrew Dunn, Vice Chancellor of Finance and Administrative Services; Deborah Hirsh, Vice Chancellor of Human Resources and Kimberly R. Allen, Administrative Director of Fiscal Affairs.

I, Christian Teeter, Secretary of the Board of Trustees of Coast Community College District hereby certify that on July 20, 2011 this Resolution was adopted by the Board by a vote of ____.

Aye:

No:

Abstain:

Christian Teeter, Ed.D., Board Secretary, Board of Trustees





Educational Master Plan

Cambridge West Partnership, LLC

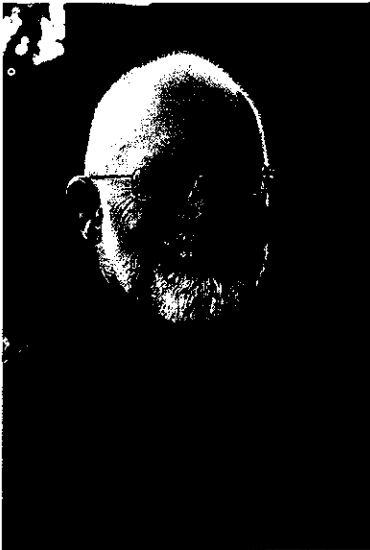
Spring 2011

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I. Message from the President

There has never been a greater time or greater need for a comprehensive educational plan and set of institutional priorities for Golden West College (GWC), hereafter referred to as the College. Integrated planning is a key to the success of the College. We have recently revisited our mission and used that experience to help craft new goals for the College to address in the 2010-2016 planning cycle. This Educational Master Plan builds on those five new goal topics that were developed through a full year of campus discussions involving wide campus input and review. The dialogue helped

shape the development and adoption of both specific goals and performance measures that are incorporated into this Plan and will be used as a future agenda for our College over the 2010-2016 planning cycle. Pathways II, is a summary document of this Plan. A companion Facilities Master Plan sets the direction for the College out to 2025. Both will serve the campus as tools to guide a variety of planning activities and capital construction efforts.

Our planning continues to exercise the processes and structures we strengthened as a result of our 2007 accreditation site visit. I believe this planning document provides the College with a clear direction and methodology to address both the Accrediting Commission's recommendations as well the challenges identified in our own subsequent analysis. Implementation of our long-range plans will ensure that the College's programs and services will fulfill our mission, meet the needs of our diverse student population and influence the budget allocation process to ensure that the College continues to move toward its goals. The process by which the new goals and this Plan were developed also ensures that all of the constituencies of the College have the opportunity to participate in the planning and governance of the College.

These are extraordinary challenging times for all institutions of higher education in this California and nation. However, educators bring with them the requisite skills, the moral determination as well as their commitment to serve student interests well, which make them well suited for these challenges. This College, now with 45 years of history and tradition, has a committed staff, excellent faculty, capable administrators, and an informed local Board of Trustees. We are well prepared to meet these challenges. These documents explain strategies we might consider to achieve our goals and address our challenges.

Together we can make this happen.

A handwritten signature in black ink that reads "Wes Bryan".

Wes Bryan, President



II. Context for the Educational Master Plan

The last *Golden West College Master Plan* was created in 2004-05 in association with the passage of Measure “C”, a general obligation bond to support capital construction at all three colleges in the Coast Community College District. A *Technology Plan* and *Facilities Master Plan* were also created at this time. These plans required extensive planning and evaluation of existing conditions, which was done in 2004. Faculty, administration, staff and students were also consulted to ensure that the new plan would meet the needs of the College.

Pathways: Our Guide for College Planning was adopted by the campus Planning and Budget Committee on September 14, 2004. It was the result of a year of lively discussions about the future of GWC. All of the campus constituencies worked to shape this plan for the coming years. The core values of open access and quality education provided the framework used to guide discussions and decision-making from 2004 to 2011. These goals can be found in the *Pathways* document.

The *Educational Master Plan* (EMP) is complemented with a number of other planning documents such as the *Student Equity Plan* was developed in 2005 and has been updated in 2008 and 2010; the *Basic Skills Initiative Plan* and the *Golden West College 2020 Resources and Facilities Master Plan* were created in 2008; the *Matriculation Plan* was updated in 2009; and an *Emergency Response Plan* authored in 2010.

The Educational Master Plan (EMP) is the latest installment in the college’s efforts to plan for the future. The EMP is a planning document that projects the needs for future growth, space and supporting services in light of the primary educational purpose of the College. The document includes an analysis of the college and the surrounding community, a list of goals for the years 2010-2016, and provides highlights of the college programs and services. It also discusses assumptions about the future regarding planning, future growth, campus needs through the year 2025 and potential opportunities the College may pursue as strategies to achieve the institution’s goals. The EMP was written in association with the District Vision 2020 Plan. It attempts to encourage improvement and change while providing a plan that is realistic enough to be implemented by the College over time. The EMP is complemented by a series of targeted functional plans as noted above and is not intended to detail the physical design of the campus, identify facility projects or outline a plan for implementing and funding capital construction.

Starting in 2009-10 the campus community began to identify goals for the plan. Faculty, administrators, staff and students attended open forum and committee meetings to determine what their goals will be and how to accomplish them. The information about these meetings is listed in the appendix to this Plan. The ideas that were presented during these meetings are incorporated into the EMP. For several years the college has reviewed instructional programs and support units on a two-year cycle. Highlights from these reviews are included in the EMP. Opportunities for the future are also discussed in the EMP, which considers national and state priorities, as well as the needs in the effective service area. The EMP outlines future space needs so that the College can properly address them.

III. The College

Golden West College (GWC) opened in 1966 with the goal of being a modern and forward-thinking community college. R. Dudley Boyce, the first college president, set this tone with the saying, "Let change be the tradition." Though the campus itself was unfinished when the College first opened, 2,000 day-students and 3,000 night-students registered for the first term. The College is preparing to celebrate its forty-fifth anniversary, so this is an appropriate time to look back at the early years of Golden West College.

In the sixties, GWC worked to establish an identity, separate from Orange Coast College, which was the first and largest institution in the Coast Community College District. In the seventies the College focused on moving into the future. This was accomplished by inviting speakers, such as Ray Bradbury and Arthur C. Clarke, to make appearances on campus. In the eighties the college dealt with major budgetary problems. For the first time, GWC charged students fees to register for classes and to park on campus. The nineties were a time of stabilization and renewal. Enrollment increased, but budgetary restrictions prevented GWC from hiring new faculty until the end of the decade. As GWC entered the new millennium, the College met a new set of challenges, but has also found cause for optimism. The community has shown a strong sense of commitment to the campus by voting for the "Measure C" Bond to improve campus facilities. This bond money has allowed the college to plan new buildings as well as renovate and upgrade existing campus infrastructure and buildings. Online instruction is growing and the campus is working to integrate new technology into the curriculum. Quality education and academic rigor remain the standard by which new technology and innovation are evaluated. In 2004-05 the college developed its first master plan along with related plans to guide the institution through 2010. Many of the goals identified in the Pathways document were accomplished during this time and were validated in both the Accreditation Self-study, and by the visiting teams. The Pathways document provided a framework, which enabled the College to revise its mission, vision and values. This document also included a newly framed educational philosophy for the College.

GWC Educational Philosophy

The educational philosophy of the College is founded on ethical conduct and teamwork. To ensure institutional excellence, the College continually challenges, tests, reevaluates and raises standards for students. The College has high expectations and believes that its success depends on combined capability and contribution of faculty, staff, students and members of the surrounding community.

Today, GWC has over 13,700 students, of which 64% of them are under the age of 24. The vast majority of students come from the surrounding cities of Costa Mesa, Fountain Valley, Garden Grove, Huntington Beach, Newport Beach, Seal Beach, and Westminster. In Fall 2009 GWC's ethnic/racial composition was 1% American Indian, 2% African American, 2% Filipino, 2% Two or More races, 21% Hispanic, 29% Asian, and 39% White race (4% was not reported). GWC is the second largest and the second oldest of the three community colleges in the Coast Community College District.

During the academic year 2009-10 the institution re-engaged the long-range planning process to set a direction for institutional advancement to 2016. Similar in ways to the planning approach taken in the development of the previous six-year plan, the College began its new planning efforts by reviewing and revising the College's mission, goals and values to address the changing student needs.

IV. The College Mission, Vision, Values and Goals

To guide the College into the future the campus revisited several foundation statements about their purposes and values. These revised foundational items are reported below, as they are part of the framework for this Plan.

College Mission Statement

Golden West College's mission is to create an intellectually and culturally stimulating learning environment for students and the community. Students of the College improve their basic skills, develop career skills, and/or prepare for transfer to a four-year institution, as they become productive citizens and lifelong learners.

College Vision Statement

Golden West College is committed to excellence and endeavors to provide an optimal teaching and learning environment. This will be demonstrated by technological innovation and embracing demographic changes.

College Values

The values of the College act as a guide to contribute to student learning and to the vitality of the community. The College uses the following ten ideals (in alphabetical order) as a foundation for development its mission, guiding daily decisions, and inspiring students, faculty, staff and administrators to accomplish the College's goals.

- **Access and Equity**
We strive to ensure open access to our college and equitable opportunities for all the residents of our community.
- **Campus Environment**
We value and support "Spirit of Place" through which the people, buildings, and grounds all serve to convey to our students that they are welcome and that our College is a special place of learning.
- **Collaborative Climate**
We support active participation based on trust, openness, consistency, and respect in the college's decision-making process. We encourage students, faculty, and staff to work together to solve problems by listening to one another, by speaking honestly, and by demonstrating ethical behavior and responsibility for the good of the College.
- **Excellence and Innovation**
We work to provide a quality educational environment for students by embracing a culture of assessment and continual improvement. We are inspired by our founding president's dictum to "Let Change Be the Tradition," to encourage innovation, creative problem solving, and to welcome changes that will enhance the College's ability to fulfill its mission.
- **Inclusiveness and Diversity**
We value diversity and recognize the contributions of all individuals. We support the free and open exchange of thoughts and ideas in an environment that embraces mutual respect and civility.
- **Leadership**
We promote active leadership for students, faculty, and staff at all levels of the institution and through partnerships with the community at large. We embrace our responsibility to clearly communicate, inspire, and proactively respond to the changing needs of our students and community.
- **Learning**
We aspire to high academic standards and support the personal growth of all our students. We are committed to student learning that culminates in identified student outcomes.

- **Stewardship and Sustainability**

We are responsible for using and developing our human, environmental, and fiscal resources efficiently and effectively and in a manner consistent with the principles of health and sustainability.

- **Teaching**

We value the primary role that faculty play in providing students with a dynamic and challenging environment that maximizes learning. We also acknowledge the important roles that classified staff and managers perform in support of students and their learning.

- **Technology**

We value the role that technology plays in reducing barriers to learning, increasing access to educational opportunities, creating new ways of addressing students' learning needs, and enhancing the administrative aspects of serving students and faculty.

College Goals

Building upon the framework of the revised College Mission, Vision and Values new goals for the college were developed throughout the academic year 2009-2010 in a series of two open forum workshops conducted in the fall term and over three dozen meetings of task groups, planning teams and constituency groups at the college. The details of these meetings are found in the appendix of this Plan. As the groups met to review progress on past goals and to consider directions for the future, they applied the following set of nine criteria to shape the next set of goals:

1. Consistent with our mission and vision (facilitate student learning, develop leaders, productive citizens)
2. Consistent with our planning assumptions
3. Facilitates institutional and program planning
4. Facilitates accreditation processes
5. Measurable
6. Realistic
7. Achievable within 3 to 6 years
8. Within our sphere of influence
9. Congruent with District Plan

The College goals developed for 2010-2016 are summarized as follows:

1. Institutional Mission and Effectiveness

Golden West College will demonstrate a strong commitment to student learning. The College will ensure program excellence through the assessment of student learning, student achievement and service outcomes.

2. Student Learning Programs and Services

A. Instructional Programs

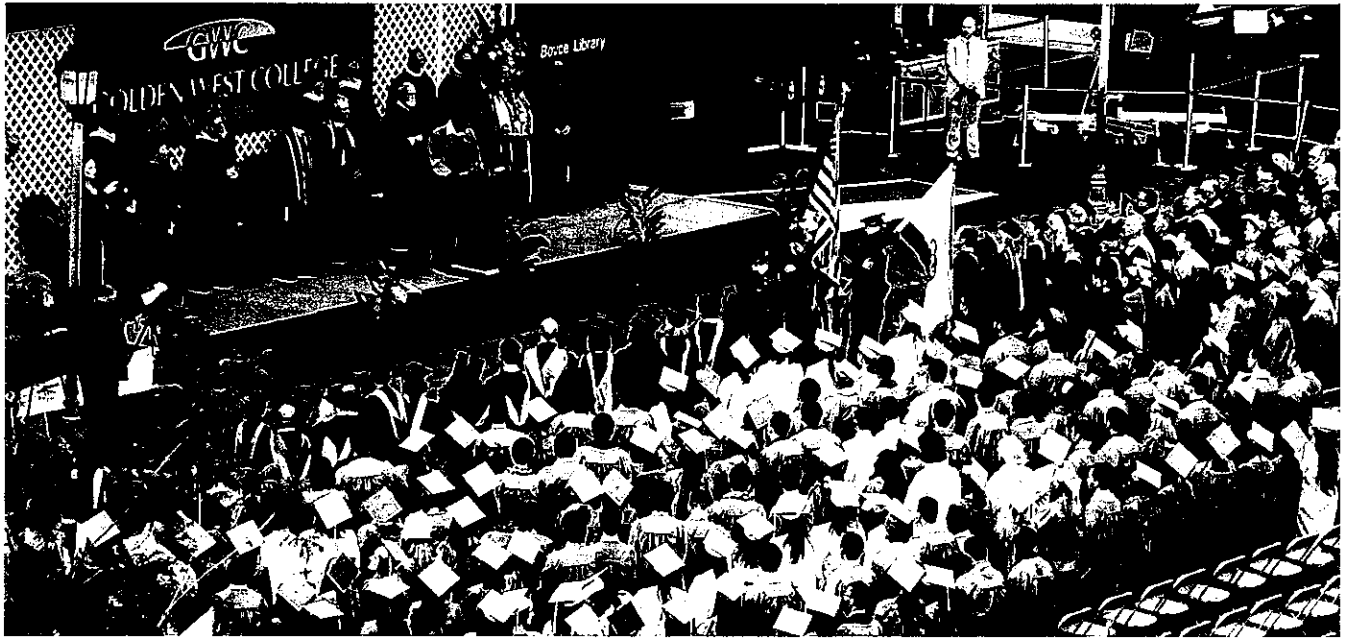
Golden West College will maintain, assess and refine a carefully crafted portfolio of strong and relevant programs that promote student transfers to four-year universities and/or attainment of career certificates in high-demand industries.

B. Student Support Services

Golden West College will provide services that enable students to enroll, persist, complete, and become self-directed while minimizing institutional barriers.

C. Library and Learning Support Services

Golden West College will maintain, assess, and strengthen services and resources in the library, tutoring center, learning centers and computer laboratories.



3. Resources

A. Human Resources

As we regain our staffing, Golden West College will maximize the benefits of diversity, strengthen staff development activities, and increase the effectiveness of evaluations.

B. Facilities and Campus Environment

Golden West College will create and maintain a safe campus environment conducive to student learning by using resources in ways that are sustainable.

C. Technology

Golden West College will leverage technology resources to facilitate student learning, campus communication, and institutional effectiveness.

D. Fiscal Resources

Golden West College will effectively manage financial resources to sufficiently support, maintain and enhance student learning programs and services.

4. Participatory Governance and Leadership

A. Planning Processes & Decision-Making

GWC will utilize participatory governance and effective, ethical leadership to continuously assess and improve the institution.

B. District Collaboration

GWC will proactively engage in participatory governance activities with sister colleges and district offices to better serve our students and community while maintaining college autonomy.

5. Community Engagement

A. Community Relations

GWC will actively seek additional opportunities to serve as the educational center for its local community.

B. Business, Industry and Governmental Partnerships

GWC will use systematic processes for building partnerships with local businesses, industries and governmental agencies to promote contract education, student internships, faculty externships, and fundraising.

These goals are related to the six themes found in the District Vision 2020 Educational Master Plan that was developed in the Fall 2010. The District Plan calls for the Coast Colleges to use excellent teaching and service to focus on these areas: (1) student success; (2) basic skills; (3) science, technology, engineering and mathematics (STEM); (4) career and technical education (CTE); (5) global/international education; and (6) diversity. The table below illustrates the points at which the six District themes intersect with the five goal topics crafted by the College.

Coast Community College District Themes and Golden West College Goals

GWC Goal Topic 2010-16	Coast District Vision 2020 Master Plan Themes					
	Student Success	Basic Skills	STEM	CTE	Global Ed	Diversity
1. Institutional Mission & Effectiveness	X	X	X	X	X	
2. Student Learning Programs & Services	X	X	X			
A. Instructional Programs Mix	X	X	X	X	X	X
B. Student Services Initiatives	X	X		X	X	X
C. Library & Learning Support Services	X	X	X	X	X	
3. Resources						
A. Human Resources						X
B. Facilities & Campus Environment						
C. Technology						
D. Fiscal Resources						
4. Participatory Governance & Leadership						
A. Planning Processes & Decision Making	X	X	X	X		
B. District Collaboration						
5. Community Engagement				X		
A. Community Relations				X		
B. Business, Industry & Governmental Partnerships			X	X		



V. Environmental Scan

A. Scan of Conditions External to Golden West College

Higher Education Policy & Economic Resources

The college is part of the national and State higher education community so it has to respond to national goals, policies and resources. Speaking at Macomb Community College (Michigan) in July 2009, President Obama articulated the American Graduation Initiative (AGI), which has a goal of increasing the percentage of U.S. residents who earn high quality degrees and credentials from the present rate of 39 percent to a rate of 60 percent by the year 2025. The Lumina Foundation and the Bill and Melinda Gates Foundation have developed similar goals for increasing the educated population. Both philanthropic organizations are preparing to provide incentives, which are intended to stimulate students to successfully complete degree programs. While it has been announced that some new federal resources will be allocated for use by community colleges, the national government is currently also struggling to restrain spending and to reduce debt levels. This may have an impact on the amount of money that the community colleges receive to implement the necessary changes to meet the goals of AGI.

The federal government has provided new avenues to increase funding for community colleges through the Community College and Career Training grant program (\$2 billion over four years). However, this program has met some resistance at the federal level. The opponents argue that the national government should be working to curtail expenses. An intense public debate has emerged over the role of the federal government and the extent that it should be involved in domestic spending. It is anticipated that this debate will reduce public support for all allocation measures sponsored by several federal departments. Since the United States economy is still recovering from the deepest recession since the Great Depression and is carrying a national debt, which the Congressional Budget Office estimates is approaching the \$14.3 trillion, the debate over Federal spending may result in fewer federal dollars to support community colleges.

The economic condition of the United States and California will have a direct effect on the health and well being of Golden West College in the future. The key elements that determine economic health, described below, will impact the lives of students and families within the College's service area. An evaluation of the current conditions at both the national and state levels reveals the following:

- The U.S. economy is presently recovering from the worst economic downturn since the Great Depression.
- The current recession began in 2007 and was followed by a severe financial crisis in 2008 and 2009.
- Over the past two years, 8.4 million jobs have disappeared and the unemployment rate has been as high as 10%.
- Signs of an economic recovery, however, are beginning to emerge.
- A few sectors in the economy remain weak and state and local government spending continues to be constrained by reduced tax revenues.
- Commercial real estate and nonresidential building activity still remains far below pre-recession levels.
- In 2011, the U.S. economy is projected to grow by +2.9%.
- Inflation is not expected to dramatically increase in the near future but this may change as a result of higher energy prices.

The key elements that will impact and shape the economy in 2011 are summarized below:

- There are two great engines that drive the national economy: Consumer spending and Government spending.
- During the past 2-½ years, consumer spending has been at historically low levels.
- Starting in 2010, household incomes have been on the rise and consumer confidence has gained some momentum.
- For 2011, consumer spending is projected to grow by 3.1% after falling to -0.6% in 2009.
- The current economic forecasts project continued growth in federal purchases of goods and services for 2011.
- Federal purchases of goods and services are expected to increase by +2.0 in 2011 after rising by +5.2% in 2009 and +2.6% in 2010.
- The conditions at the state and local levels will be markedly different.
- Revenue growth constraints will place state and local government spending in a zero growth dynamic.
- Since state and local revenue levels are currently stagnant, spending is unlikely to increase in the near future.
- State and local consumer purchases declined in 2010 by -1.6%. Consumer purchases for 2011 are projected to increase only minimally by +0.4%.
- Adjusted total pre-tax corporate profits during the first quarter of 2010 were up by 34% compared to the first quarter of 2009.
- Domestic industry profits were up by +46% over the 2010 year, with the financial industries recording an increase of +79% and the non-financial industries recording an increase of +31%. The projected business spending by business for 2011 is mixed.
- The U.S. government has had to rely heavily on fiscal policy to keep the economy from deteriorating further.
- Even with stimulus packages, bailouts and incentives for businesses, the economy remains fragile.
- With revenue still low, the 2011 deficit is projected to be \$1.5 trillion.
- Although federal tax rates were continued at a lower level tax revenues are projected to increase in 2011 as businesses make more profits, employment rates increase, and incomes go up. With this, the federal budget deficit is projected to decrease.

Within California, the Public Policy Institute has estimated that one million additional bachelor's degree holders will be needed by 2025 to meet workforce needs in California.¹ The Community College League of California (CCLC) recently launched a futures project, 2020 Vision for Student Success to respond to the national graduation goal by identifying policy and practice changes that could be implemented and measurably increase student achievement. To reach its share of the national graduation goal, California needs to produce a total of 1,065,000 degrees or certificates per year or produce an additional 23,000 degrees and certificates per year, a 5.2% annual increase.²

¹ Hans Johnson and Ria Sengupta *Closing the Gap: Meeting California's Need for College Graduates* (San Francisco, CA: Public Policy Institute of California, April 2009)

² *2020 Vision: A Report of the Commission on the Future*, (Sacramento, CA: Community College League of California, 2010).

These aspirations are closely coupled with the need to assure the quality of the awards conferred. As noted in a recent national report:

Quality in higher education must be defined in terms of student outcomes, particularly learning outcomes...The value of degrees and credentials- both for the individual and society as a whole- ultimately rests on the skills and knowledge they represent...Ultimately, learning is what students' need, what degrees and credentials should represent and what higher education should provide to everyone who seeks it. (p.1)³

Additionally, the following State initiatives are intended to increase student success rates:

- The Board of Governor's basic skills initiative seeks to enable more students to overcome their academic deficiencies.
- The Student Success Task Force is now being formed under the provisions of SB1143 to prepare a plan to further bolster measures to promote student success and degree completion.
- Additional legislation, SB1440 Student Transfer Achievement Reform or STAR Act, seeks to simplify the transfer process to the California State University (CSU) system by authorizing transfer degrees and guaranteeing a pathway for students to be admitted with junior status at a local CSU campus.
- Enacted in Fall 2010, AB2302 directs the community college system and the CSU to find ways to publicize the transfer pathways and guarantees. It also requests the University of California to collaborate with community colleges to design transfer programs and to implement marketing actions to increase transfers from community colleges.

However, these initiatives come in the wake of perhaps the most severe shortfall of resources for the State's public institutions that Californians have ever experienced.

The initial California state budget proposal for 2011-12 sought a \$400 million dollar (6.8%) reduction in support to community colleges, which was estimated to reduce access to classes for approximately 400,000 students throughout California. Legislation has now been signed to increase enrollment fees to \$36 per unit effective next academic year. That increase is estimated to raise \$110 million for the system but may translate to upwards of 350,000 students being unable to participate due to the higher costs. These reductions were a "best case" scenario and were contingent upon the Governor's initiatives to address the California's economic problems as discussed below. The Governor was unable to garner support for his ideas, so the projected revenue for the community college system could be reduced by as much as \$900 million. The Legislative Analysts Office (LAO) has proposed policy changes that would restrict repeated enrollments in certain curriculum areas such as physical education and the arts, a cap on apportionment provided to students who have completed more than 100 semester units of credit, and changes to registration priority policies.⁴ In the academic year 2009-10 the community college system absorbed \$520 million in budget cuts, 8% of the overall budget, and approximately 140,000 students were turned away due to course reductions and another 200,000 were educated without State re-imbursement. Student funding in 2009-10 (adjusted for inflation) was lower than it was in 1995-96.⁵

³ *A Stronger Nation Through Higher Education: How and Why Americans Must Achieve a "Big Goal" for College Attainment. A Special Report*, (Indianapolis, IN: Lumina Foundation for Education, 2009)

⁴ State of California, Legislative Analyst's Office, *The 2011-12 Budget: Prioritizing Course Enrollment at the Community Colleges* (Sacramento, CA: Office of the Legislative Analyst, January 20, 2011).

⁵ State of California, California Community College Chancellor's Office. *Media Statement Regarding Proposed Budget* (Sacramento, CA: Community College Chancellor's Office January 10, 2011).

The State of California is facing a projected \$25.4 billion dollar shortfall between revenues and expenditures for fiscal year 2012. The major reasons for this budget problem have been described by the Legislative Analyst as the inability of the State to achieve previous budget solutions in several programs, the expiration of various one-time and temporary budget solutions approved in recent years, and the failure of California to obtain sufficient federal funding for key programs.⁶

Economic recovery continues slowly, therefore elected leaders cannot rely on the economy to solve the budget problem. The budget cuts described above for the community college system were signed into law in March 2011 but are only part of a larger \$12.5 billion effort to curtail spending, proposed by the newly elected Governor Brown. The Governor had also proposed returning some functions and services to the control of local governments and extending tax increases for an additional five years to raise \$12 billion in temporary revenues. If this proposition was added as a ballot measure and was approved fewer expenditure reductions would be needed in order to balance the budget. However the Legislature could not secure a sufficient number of supporters to achieve the required two-thirds vote to place the proposal on a June ballot and therefore the measure will not go before the voters and the temporary taxes will expire on July 1st. At this time even larger budget cuts are going to be required to achieve a balanced California budget.

Like the nation, the California economy is beginning to slowly recover from the current recession. While the unemployment rate is still extremely high, it is relatively stable. Employment is projected to increase by 1.3% in 2011 and the jobless rate is expected to decline to 11.8%. Though only a few industries will be growing, there are three reasons for optimism. First, employment is on the rise from temporary-hire employment agencies. Traditionally, this has been the precursor to real and lasting changes in the employment rate. Many firms are still uncertain about the future, therefore, hiring through temp agencies is a low-risk option. As confidence in the economy grows, the jobs that are presently temporary are expected to evolve into full-time employment. Second, entertainment and tourism, the two sectors that led the state out of its last major recession, are gaining strength and supporting the recovery efforts in California. The health-care industry is also in a growth mode. The state's ever-increasing population is driving demand in this industry, particularly by those over 60 years of age. Third, retail sales, which hit a low point in 2009 (declining by -14.4%), are finally starting to increase slowly. This improvement is being fueled by a rise in consumer confidence.

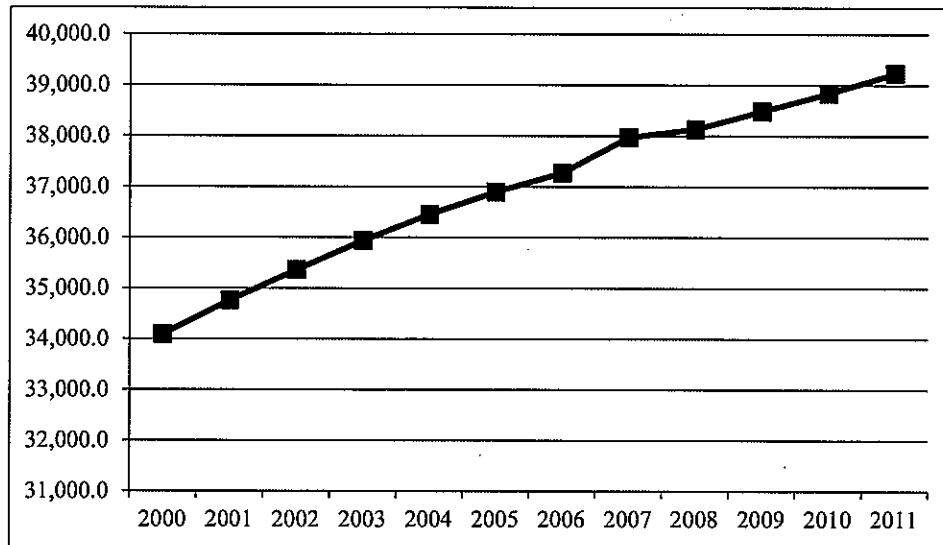
California has many unique challenges that other states do not have to address, at least not to the same degree. An unbalanced state budget, a lack of water, a volatile housing market and an excessive amount of government regulations will make economic recovery more difficult. The condition of the State budget is currently the chief problem and it is the greatest obstacle to economic recovery. Water is another concern for California. Finding and capturing water for the growing population, for agricultural use and for environmental restoration will be one of the State's greatest challenges. The uncertainty of the availability of water will also dampen the recovery process. Another force that is slowing the recovery is the high level of uncertainty in the housing market. New home construction remains depressed, though the market for existing homes has stabilized. Additionally, government regulations continue to shake the confidence levels of supply-side providers. AB 32, the greenhouse gas legislation, is the latest regulatory mandate. The "greening" of California, which is an attempt to reduce energy consumption and pollution, may be a costly proposition for businesses.

The greatest economic asset that California has is its growing population. The State's population was recorded at 38,650,000 as of January 2010. By mid-2011, it is projected to reach 39,200,000. Even though population growth has slowed considerably since 2000, the sheer volume of people within the state provides a great opportunity for businesses. Population growth ensures a continuous demand for goods and services. It also supports the health-care and education sectors.

⁶ State of California, Legislative Analyst's Office, *The 2011-12 Budget: Overview of the Governor's Budget*, (Sacramento, CA: Office of the Legislative Analyst, January 12, 2011).

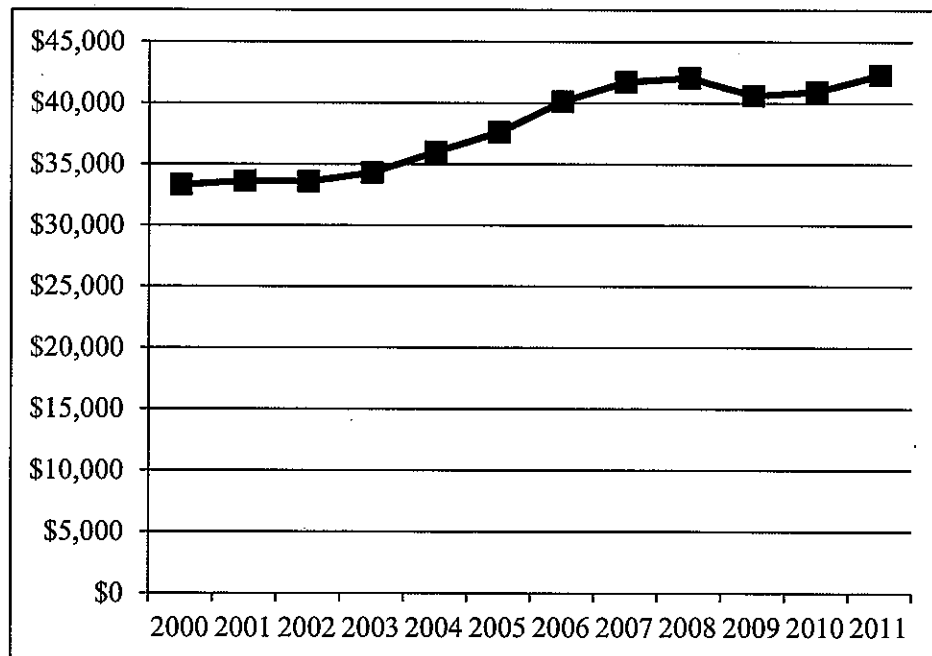
The short-term outlook for the California economy is better but still not anywhere close to where it needs to be. The fallout from the current recession will influence California for some time to come. Some economists project that the State will not see full recovery until the year 2016. In the meantime, there will be some sacrifices to make and some hardships to endure. There will also be some things to cheer about. Growth in per capital personal income, retail sales, and permits for housing and nonresidential building are all positive signs. The recovery, however, is slow.

California Population on July 1st (000s)



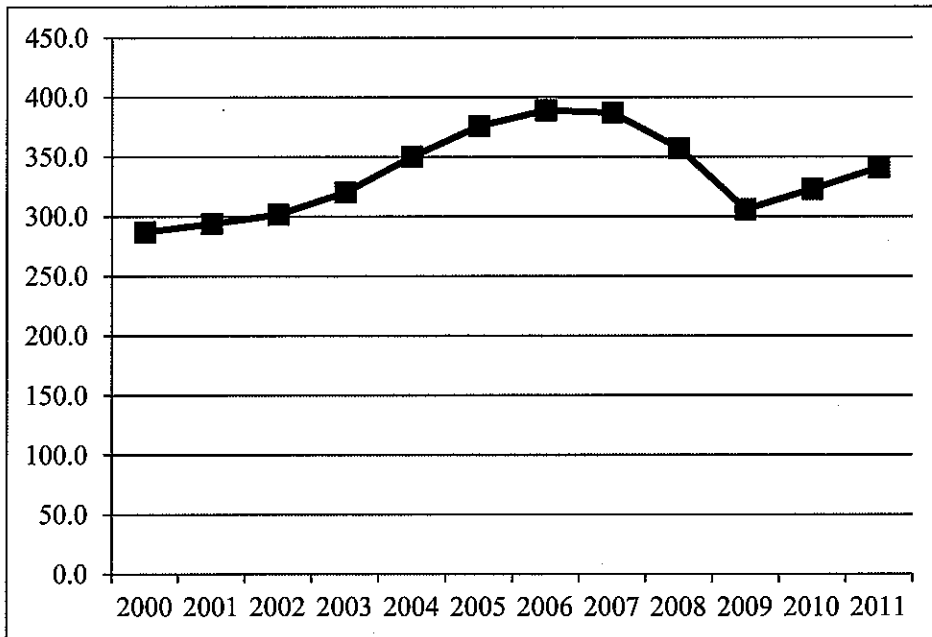
Sources: State of California: Dept. of Finance, Economic Development Department, Board of Equalization; U.S. Dept. of Commerce Construction Industry Research Board; estimates and forecasts by the Los Angeles Economic Development Corporation, Kyser Center for Economic Research.

California Per Capita Personal Income



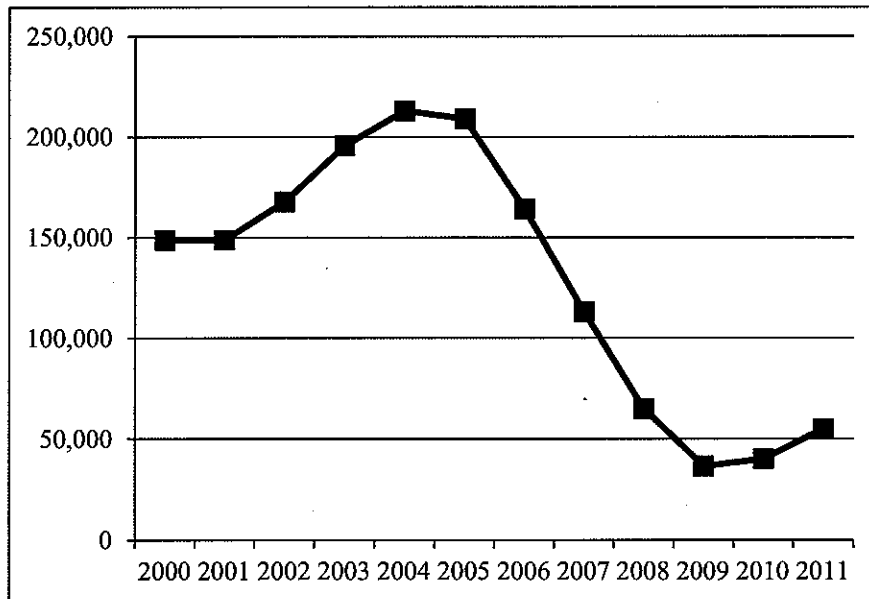
Sources: State of California: Dept. of Finance, Economic Development Department, Board of Equalization; U.S. Dept. of Commerce Construction Industry Research Board; estimates and forecasts by the Los Angeles Economic Development Corporation, Kyser Center for Economic Research

California Taxable Retail Sales (\$ billions)



Sources: State of California: Dept. of Finance, Economic Development Department, Board of Equalization;
U.S. Dept. of Commerce Construction Industry Research Board; estimates and forecasts by the Los Angeles
Economic Development Corporation, Kyser Center for Economic Research

California Housing Unit Permits Issued



Sources: State of California: Dept. of Finance, Economic Development Department, Board of Equalization;
U.S. Dept. of Commerce Construction Industry Research Board; estimates and forecasts by the
Los Angeles Economic Development Corporation, Kyser Center for Economic Research

California Economic Indicators

	Population on July 1 of (000s)	Nonfarm Employment (avg., 000s)	Unemp. Rate (avg., %)	Total Personal Income (\$ billions)	Per Capita Personal Income (\$)	Taxable Retail Sales (\$ billions)	Value of Two-way Trade (\$ billions)	Housing Unit Permits Issued	Nonresidential Building Permits (\$ millions)
2000	34,095.2	14,488.2	4.9	1,135.3	33,299	287.1	392.0	148,540	18,625
2001	34,766.7	14,602.0	5.4	1,168.7	33,616	294.0	340.7	148,757	16,753
2002	35,361.2	14,457.8	6.7	1,187.4	33,578	301.6	328.1	167,761	14,529
2003	35,944.2	14,392.8	6.8	1,233.0	34,303	320.2	348.0	195,682	13,915
2004	36,454.5	14,532.6	6.2	1,312.2	35,997	350.2	394.8	212,960	15,689
2005	36,899.4	14,801.3	5.4	1,387.7	37,607	375.8	433.8	208,972	18,266
2006	37,274.6	15,060.3	4.9	1,495.6	40,123	389.1	488.0	164,280	21,109
2007	37,674.4	15,173.5	5.2	1,572.3	41,733	387.0	513.4	113,034	22,542
2008	38,134.5	14,981.4	7.2	1,604.1	42,065	357.3	523.3	64,962	19,212
2009	38,487.9	14,079.3	11.4	1,563.4	40,620	306.0	413.5	36,421	10,866
2010f	38,841.3	13,893.5	12.4	1,590.0	40,936	323.0	425.7	40,000	10,300
2011f	39,229.7	14,079.2	11.8	1,660.0	42,315	341.0	444.4	55,000	10,850

% Change

'01/'00	2.0%	0.8%		2.9%	1.0%	2.4%	-13.1%	0.1%	-10.1%
'02/'01	1.7%	-1.0%		1.6%	-0.1%	2.6%	-3.7%	12.8%	-13.3%
'03/'02	1.6%	-0.4%		3.8%	2.2%	6.2%	6.1%	16.6%	-4.2%
'04/'03	1.4%	1.0%		6.4%	4.9%	9.4%	13.4%	8.8%	12.7%
'05/'04	1.2%	1.8%		5.7%	4.5%	7.3%	9.9%	-1.9%	16.4%
'06/'05	1.0%	1.7%		7.8%	6.7%	3.5%	12.5%	-21.4%	15.6%
'07/'06	1.1%	0.8%		5.1%	4.0%	-0.5%	5.2%	-31.2%	6.8%
'08/'07	1.2%	-1.3%		2.0%	0.8%	-7.7%	1.9%	-42.5%	-14.8%
'09/'08	0.9%	-6.0%		-2.5%	-3.4%	-14.4%	-21.0%	-43.9%	-43.4%
'10/'09	0.9%	-1.3%		1.7%	0.8%	5.6%	3.0%	9.8%	-5.2%
11/'10	1.0%	1.3%		4.4%	3.4%	5.6%	4.4%	37.5%	5.3%

Sources: State of California: Dept. of Finance, Employment Development Department, Board of Equalization; U.S. Dept. of Commerce Construction Industry Research Board; estimates and forecasts by the LAEDC



Population Served

The population in Orange County as a whole is becoming more diverse and more aged. Soon there will be a wave of Baby Boomers reaching the typical age for retirement. By the year 2025 individuals over age 65 will make up 17% of the population and by 2050 they will make up an estimated 21% of the Orange County population. In contrast, only 10% of the population was over age 65 in the year 2000. Today the 25 to 34 age group represents 16% of the Orange County population while the 35 to 44 age group represents 17% of the County residents. The younger than 14 age group comprises 23% of the population. By 2025, both the 25-34 and 35-44 age groups will have shrunk to 13% of the population and the younger than 14 age groups will be only 19%. Many of the older County residents may elect to delay retirement as their experience and technical skills will be in demand and their pension and/or social security resources may not be sufficient to support their preferred lifestyle.⁷

Today, Hispanics make up 33% of the Orange County population, but by 2025 Hispanics will be the largest ethnic group at 43% of the population and by 2050 this group is anticipated to represent 53% of the population. By contrast, the White population is currently 48% of the Orange County population, and the Asian population is 16%. By the year 2025 the White population is anticipated to be at only 34% while the Asian population will increase modestly to 18%. As the Hispanic population has been traditionally underrepresented in higher education institutions, Orange County faces a challenge to encourage and prepare young people from this group to pursue postsecondary education.⁸

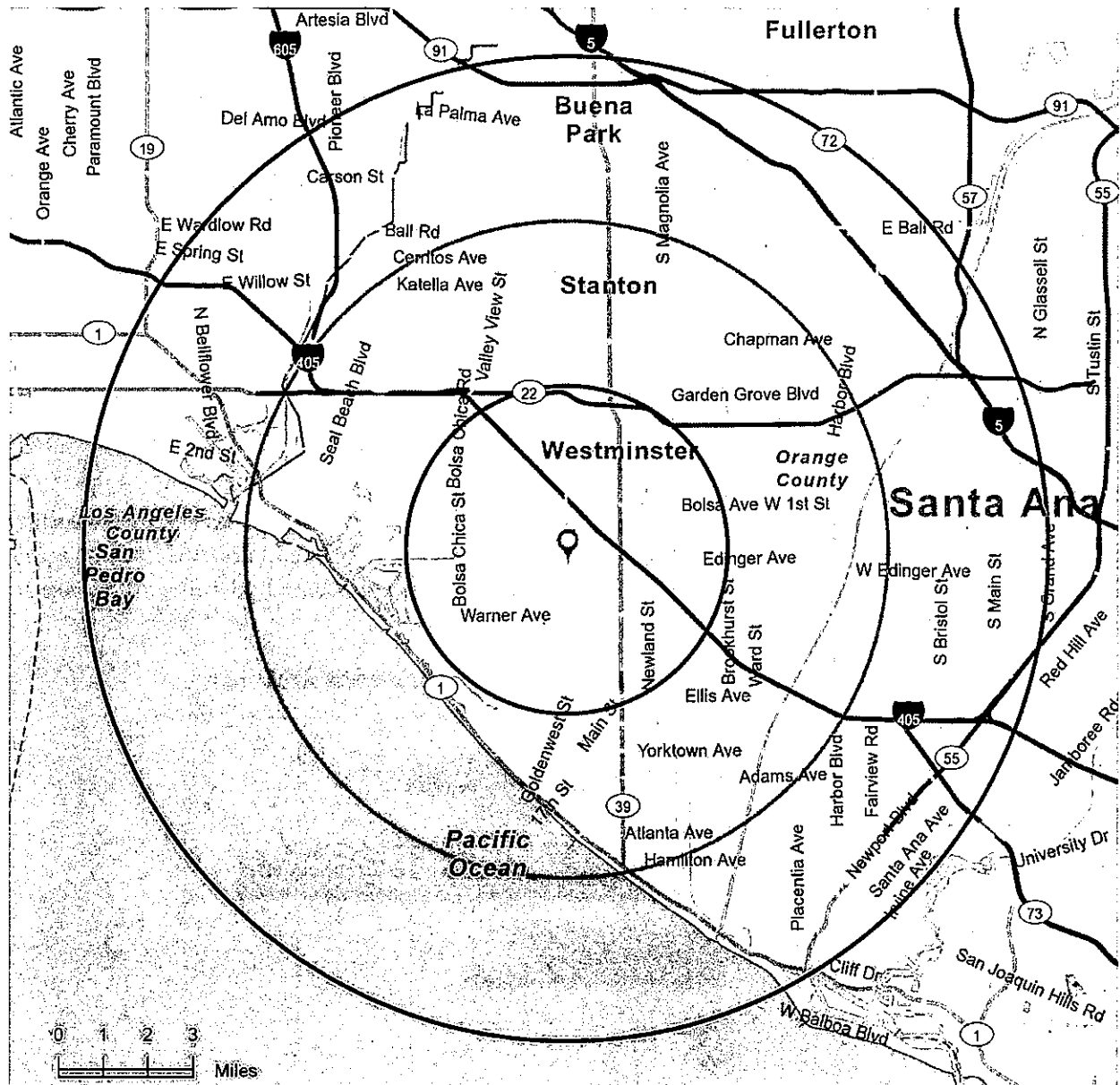
Since 2001 net domestic migration has been negative, as more people have moved out of the Orange County than have moved in. Population growth has occurred slowly through natural increases as opposed to massive in-migration in excess of normal out-migration.

⁷ *Orange County Workforce Indicators 2010-11* (Irvine, CA: Orange County Business Council, 2010).

⁸ State of California, Department of Finance, *Population Projections for California and Its Counties 2000-2050, by Age, Gender and Race/Ethnicity* (Sacramento, CA: Department of Finance, July 2007).

Based upon an analysis of residential zip codes reported by enrolled students (see discussion below) an area of Orange and adjacent Los Angeles County that encompasses a 9-mile radius comprises the territory effectively served by Golden West College. This area is illustrated in the graph below.

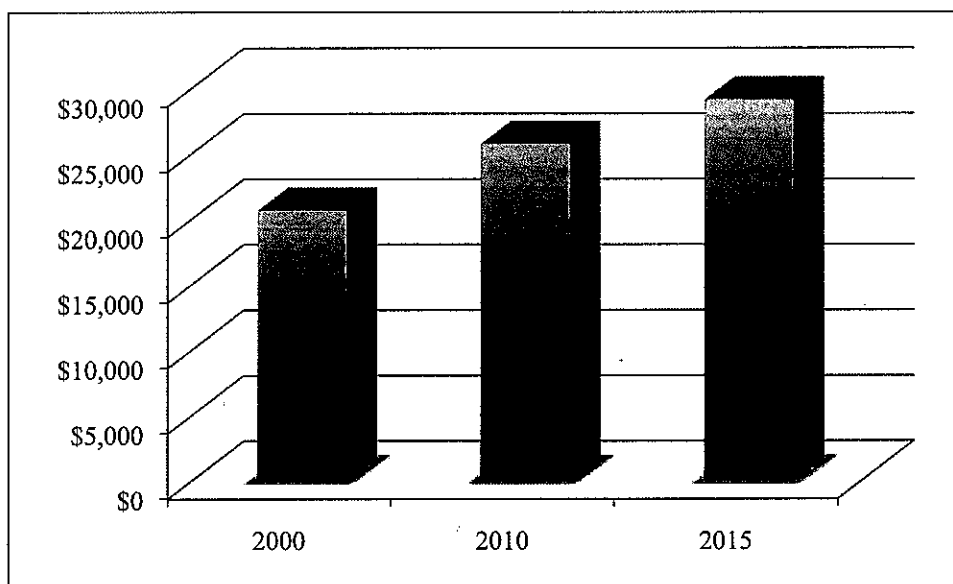
9-mile Effective Service Area, Golden West College



Source: ESRI

The population in this effective service area was 1,509,368 in 2000 and is projected to be at 1,592,900 by 2015. The area is expected to slowly grow at an annual rate of .15% as compared to the state annual growth rate of .70%. The median age of the population in this 9-mile service area was 32.2 in 2000 and likely will be 33.5 by 2015. Per capita income for the effective service area had been \$20,706 but is expected to be \$29,200 in 2015. The median household income, projected at \$79,051 by 2015, is expected to grow between 2010 and 2015 at an annual rate of 2.93% as compared to the state rate of 2.59% and the national rate of 2.36%.

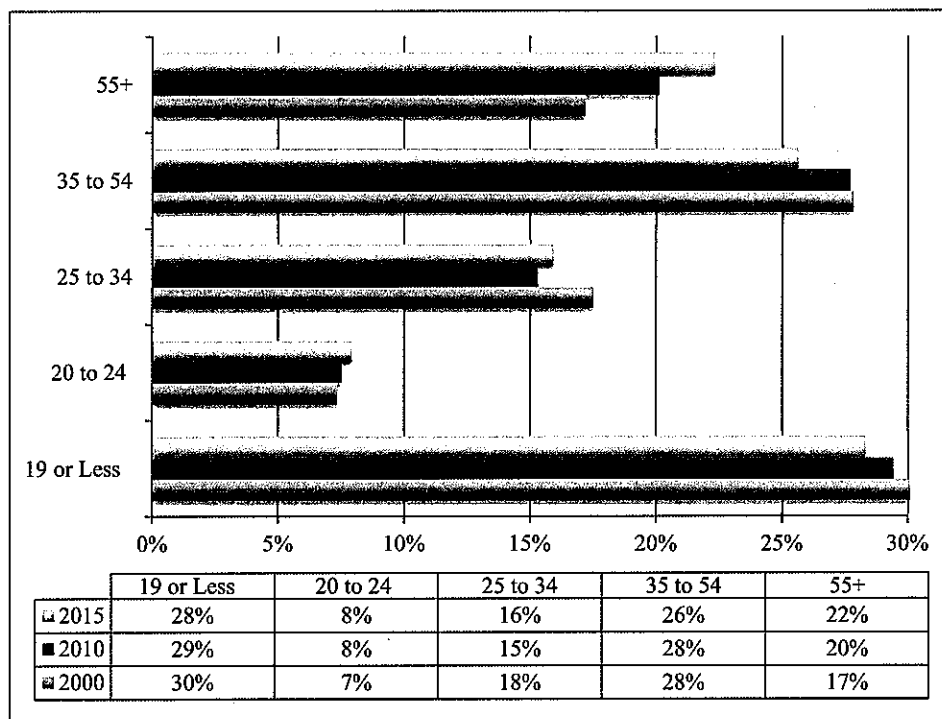
Changes in Per Capita Income, 9-mile Effective Service Area



Source: ESRI data, analysis by Cambridge West Partnership, LLC

As is the case with Orange County as a whole, the age distribution in the 9-mile effective service area will shift as the number of older residents, age 55 and above, grows between 2000 and 2015. In addition, the 25 to 54 age group, which spans the prime working years, will shrink from 45% to 42% of the population in the effective service area.

Changes in Age Groups, 9-mile Effective Service Area

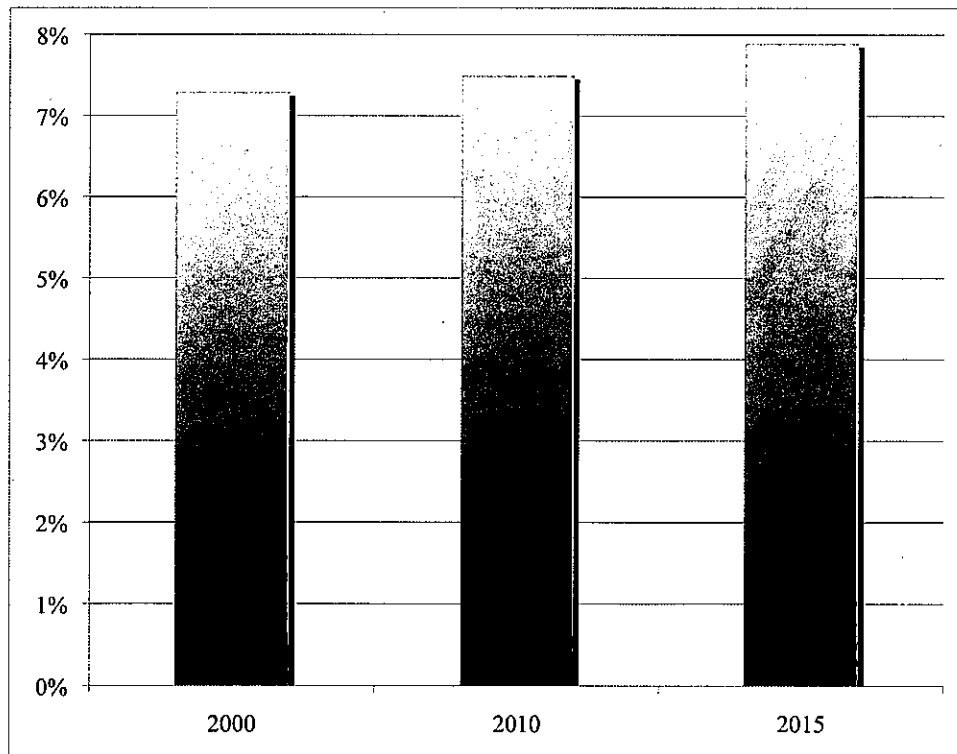


Source: ESRI data, analysis by Cambridge West Partnership, LLC



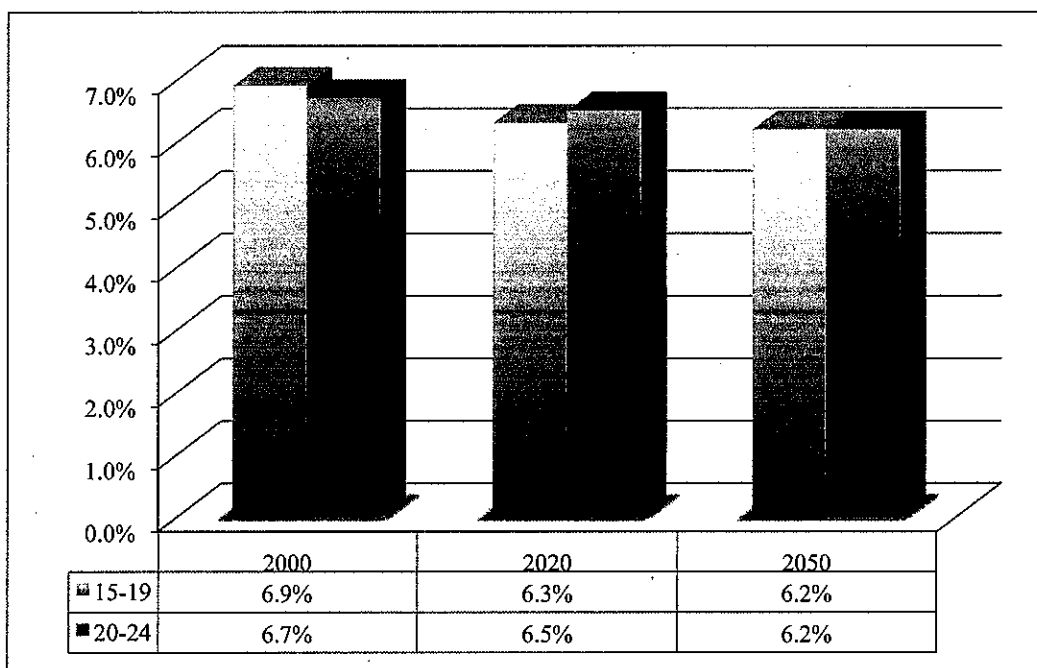
From now until 2015, the traditional college age population (age 20 to 24) in the 9-mile effective service area will continue to grow slowly by .6%. In the longer term the California Department of Finance expects the number of young adults in Orange County to shrink by 3% at 2020 and by 7.5% by 2050, compared to their percentages of the population in 2000. In part, this shift is due to the high cost of living and raising a family in Orange County. For Golden West College this young adults group is significant as 64% of the student enrollment in the recent four years has been composed of students in the traditional college age group or slightly younger.

College-Age Population (20-24), 9-mile Effective Service Areas



Source: ESRI, analysis by Cambridge West Partnership, LLC

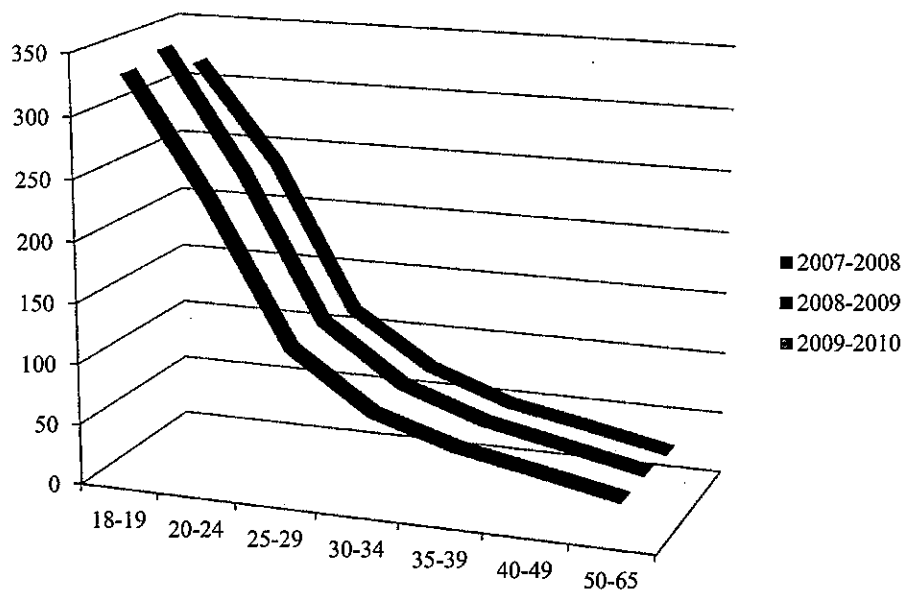
Orange County Shifts in Selected Age Groups



Source: State of California, Department of Finance, Population Projections for California and Its Counties 2000-2050 by Age, Gender and Race/Ethnicity; analysis by Cambridge West Partnership, LLC

Participation in the community college system across the state is influenced by age. The highest rates per 1,000 people are found in the 18-19 and 20-24 age groups.

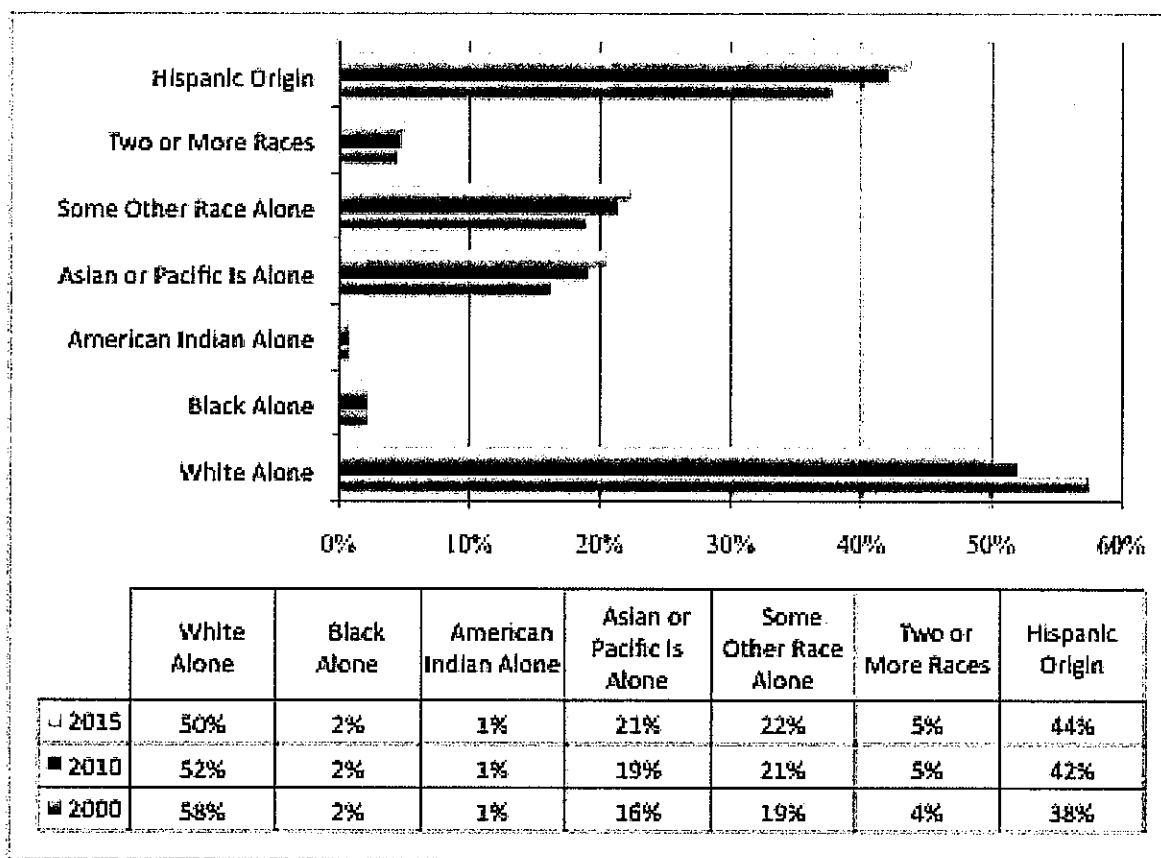
Statewide Community College Participation Rates by Age Group Per 1,000 Populations



Source: Community College Chancellor's Office, Accountability Reporting for Community Colleges 2011

Within the 9-mile effective service area, shifts in the ethnic composition of the population will not be as dramatic as they will be in the county as a whole, but there still will be parallels. The White population will decrease from 58% in 2000 to 50% in 2015 while the population identifying itself as Hispanic will grow from 38% to 44% of the population in just that 9-mile radius area. The Asian population in this 9-mile effective service area will also slowly grow from 16% to 21%.

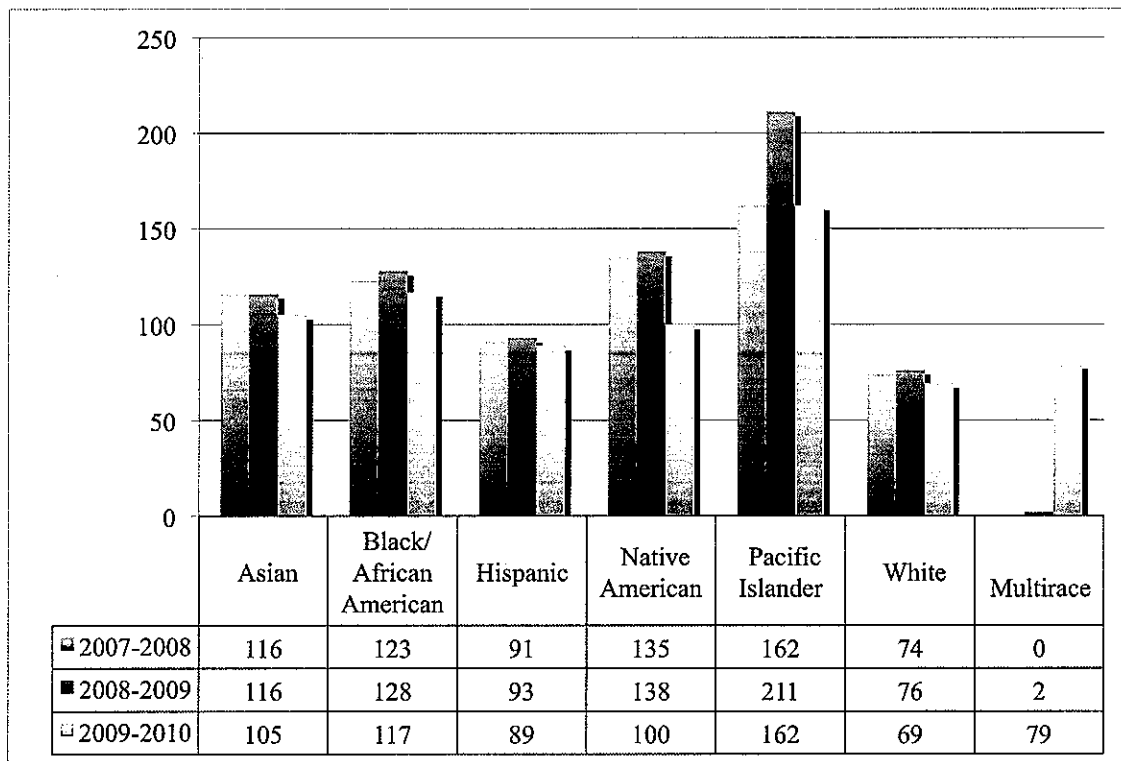
Changes in Ethnic Groups, 9-mile Effective Service Area



Source: ESRI data, analysis by Cambridge West Partnership, LLC

Given the traditional habits of participation in higher education, these shifts in age and race within the effective service area have implications for the educational services offered by the College. The college participation rate differences among various ethnic groups are described in the graph below. As the Hispanic population increases, outreach efforts will need to continue to encourage college attendance. For example, in 2010-11 the College conducted at least nine outreach activities to local high schools with high Hispanic student enrollments. Just these efforts alone reached over 1,100 students and parents. The College has conducted a stellar outreach effort, through the privately funded El Viento project, to encourage Hispanic students from low-income families to attend post-secondary education.

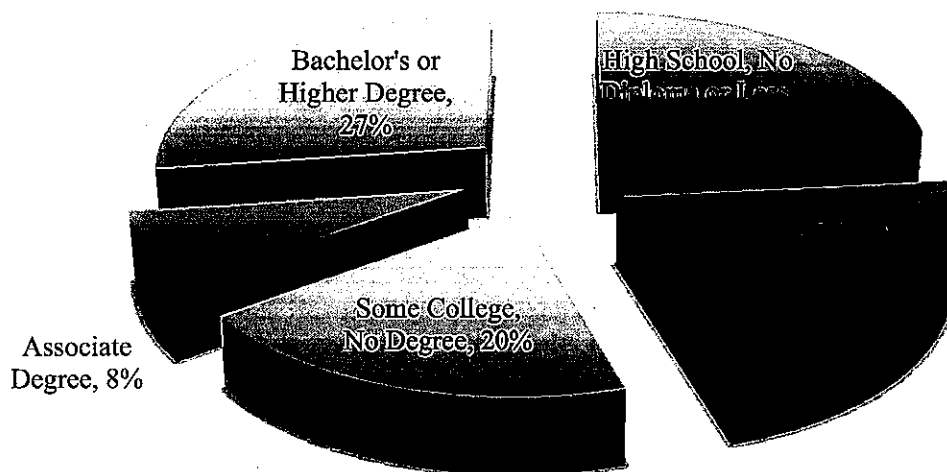
Statewide Community College Participation Rates by Ethnic Group per 1,000 Populations



Source: Community College Chancellor's Office, Accountability Reporting for Community Colleges 2011

For the year 2010, the highest educational attainment among the population age 25 and older within the effective service area is described below. Over 45% of the adult population has not taken any college courses. When those with some college education but no degree are added the portion of the population that is in need of a community college educational rises to 65%.

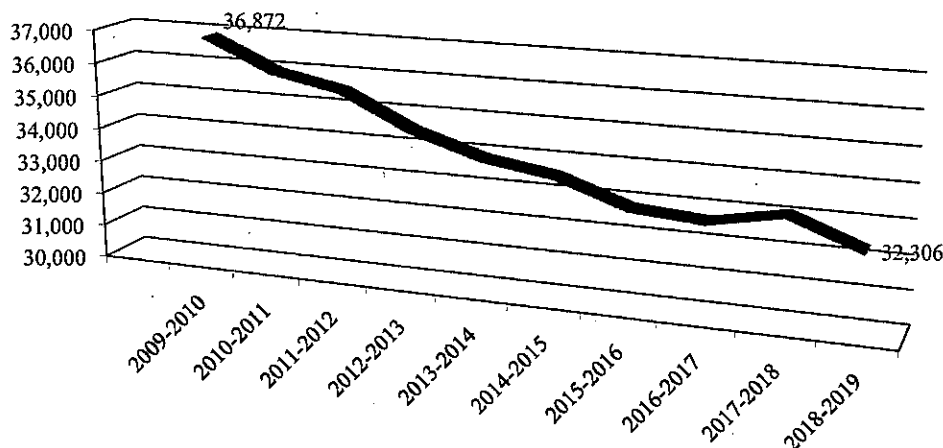
2010 Educational Attainment, Age 25+, 9-mile Effective Service Area



Source: ESRI, analysis by Cambridge West Partnership, LLC

Because so many students who attend the College do so immediately after completing high school, it is useful to take note of the long-term projections for high school graduates in Orange County. Over the ten-year period from 2009-10 to 2018-2019 the County is expected to see a -12.4% decline in the number of graduates.

Orange County Projected Count of High School Graduates



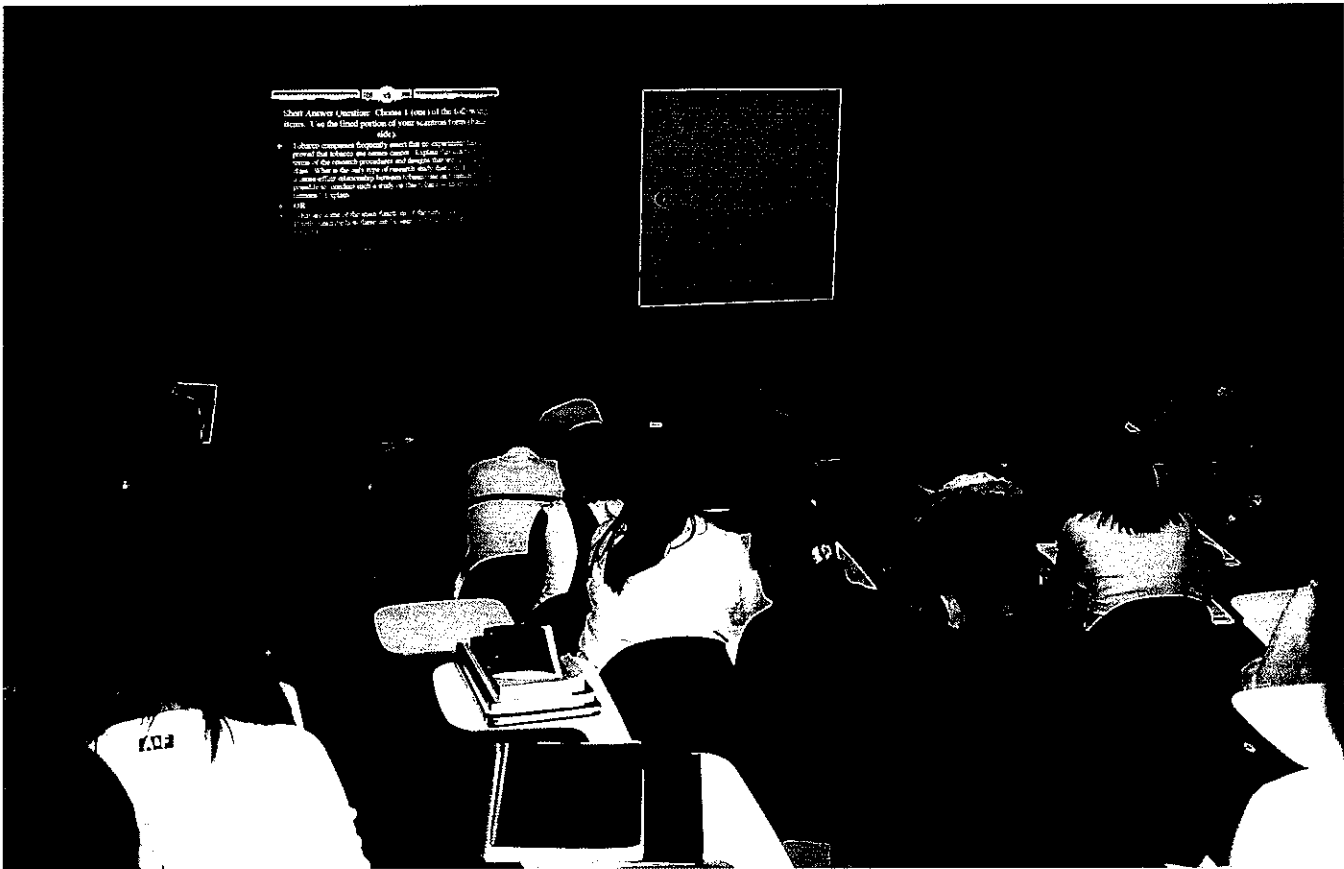
Source: State of California, Department of Finance K-12 Enrollment Series Report, October 2009

There are primarily two school districts that send high school graduates to the College. The largest school district is Huntington Beach Union High School District, which has nine high schools and approximately 16,000 students in grades 9 to 12. The most recent Academic Performance Index (API) score for this school district is 826, well above the Orange County and state average. For the most recent data year (2009) the District graduated 3,387 students and 2,285 or 67% went on to higher education.⁹ This District annually sends an average of 600 students to the College: 250 to UC Irvine, 290 to CSU Fullerton or Long Beach, and most of the balance to community colleges. The 2009-10 senior class is 43% White, 23% Asian and 22% Hispanic. The entire high school in that academic year self-reported its ethnicity as 44% White, and 23% each Asian or Hispanic.

Garden Grove Unified is the second large school district that provides students for the College as it has seven high schools and approximately 15,000 students in grades 9 to 12. The most recent API score for this district is 802, which is close to the Orange County average for 2009 but above the state average. For the most recent data year (2009) the District graduated 3,309 students and 1,847 or 56% went on to higher education.¹⁰ On average, this District annually sends 300 students to the College, 190 to UC Irvine, 250 to either CSU Fullerton or Long Beach, and most of the balance to community colleges. The 2009-10 senior class is 44% Hispanic, 36% Asian and 17% White. The entire high school in that academic year self-reported its ethnicity as 50% Hispanic, 32% Asian, and 15% White.

⁹ State of California, Department of Education, "District Enrollment by Grade," *Data Quest*, Extracted on January 25, 2011 from <http://dq.cde.ca.gov/dataquest/Enrollment/GradeEnr>

¹⁰ Ibid.



Student opinion surveys conducted in the context of program review from 2001 to 2006 indicate that the students prefer attending classes two days per week in the morning hours from 8 am to noon, over a 16-week term. When asked which type of class formats they prefer, two-thirds of the respondents indicated a traditional classroom lecture and/or lab as opposed to online, hybrid or self-paced instruction. These preferences are very traditional. For a contrasting perspective it may be instructive to consider the attitudes, values and needs of students gleaned from a review of research and data on trends in higher education and from interviews with experts as expressed in reports from Chronicle Research Services¹¹ Current and future college students will increasingly demand convenient and low-cost alternatives to the traditional college. More students are expected to attend online classes, study part-time, take courses offered by multiple institutions, and jump in and out of colleges. Hybrid class schedules with night and weekend meeting times, as well as online courses and support services, plus multiple start dates throughout the year, are likely to gain popularity. These vehicles of instruction will be used along with traditionally scheduled face-to-face classroom instruction. Based on the increasing use of technology future students will be better prepared to use the Internet to supplement their education. By 2020 half of the admissions officers who responded to the Chronicle's survey expected their student body to be primarily traditional-age, full-time students. Almost one-third of those admission officers believed students would be taking 60% of their courses entirely online. Future students will increasingly be expected to go back to college again and again to acquire additional education so they can improve their current skills or change careers. For-profit institutions are now responding to the changing attitudes, values and needs of typical college students. Some experts believe the percentage of college students who are educated by for-profit institutions will grow from the current rate of 7% to 15% by the year 2020.

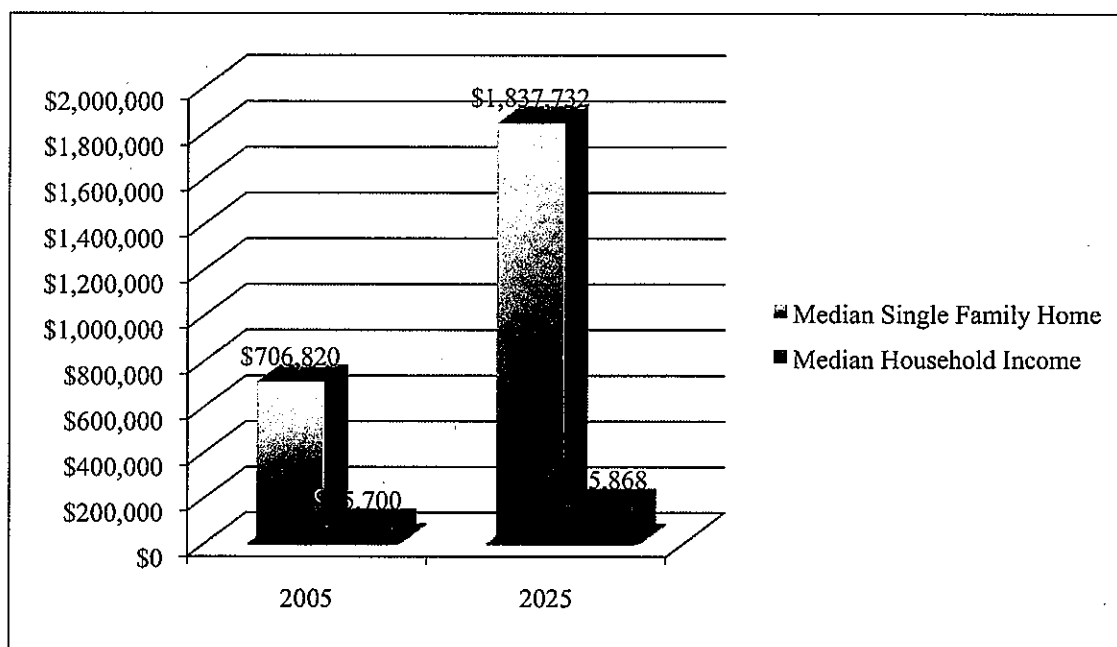
11 Grant Sabatier and Martin Van Der Werf, *The College of 2020: Students* (New York, NY: Chronicle Research Services, 2009).

Housing

The Orange County Business Council has observed that the County desperately needs to produce more affordable housing units.¹² High home prices and rental costs mean that low and moderate-income workers cannot afford to live in the County. This makes it difficult for employees to obtain and retain jobs that will support their lifestyles. The high cost of housing also makes it difficult for people to attend college since they have to work additional hours to cover their personal expenses. Attracting higher wage occupations to Orange County is one economic development strategy that seeks to address housing affordability. This has implications for the educational programs offered at the College.

Even with the recent real estate price collapse, Orange County home prices and average rents are among the highest in the nation. Families earning the median household income for the County in 2005 (\$75,700) cannot afford the median price of a single family home (\$706,820). This gap is expected to widen as we approach the year 2025. Throughout the 9-mile effective service area median household income in 2010 (\$68,436) was below the Orange County median. Within the smaller 9-mile area, the 2010 median price of homes drops to \$398,465. For the limited 9-mile effective service area owner occupancy stands at 52% while renter-occupied units account for 44% with a 4% vacancy rate.

Orange County Median Household Income Compared to Media Single Family Home Price

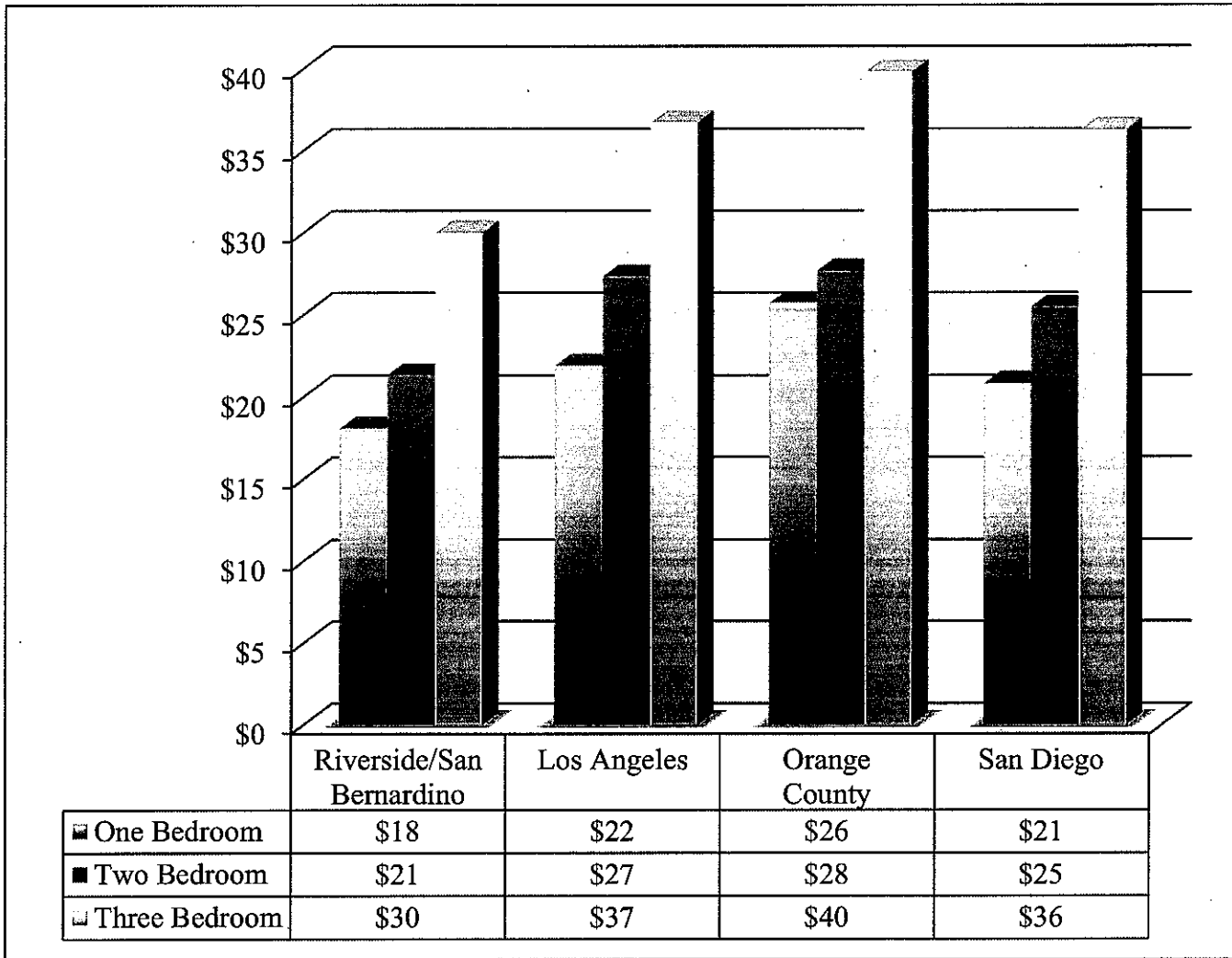


Source: Orange County Business Council. Workforce 2025

The hourly wage needed to afford a rental unit in Orange County is high enough to make it difficult for many families to rent. In 2009, the wage needed to afford rental costs in Orange County exceeded the income required to rent comparable units in adjacent counties. An average Orange County resident needed an annual income of \$53,435 in order to rent a one-bedroom apartment. This meant an hourly wage rate of \$25.69.

¹² *Orange County Workforce Indicators 2010-11* (Irvine, CA: Orange County Business Council, 2010).

Hourly Wage Needed to Afford Fair Market (Median) Rent, 2009



Source: National Low Income Housing Council



Economy and Employment

The national, state and local economies are all suffering from a “job less” recovery during the current recession. National unemployment in December 2010 stood at 9.4%; while during the same month California’s unemployment rate remained the second highest in the nation at 12.5%. Orange County’s unemployment rate was lower than the State average at 8.9%, third from the bottom, with San Mateo and Marin Counties having a lower unemployment rate for December 2010. The Orange County Business Council and Workforce Investment Board have observed that the current recession likely indicates that a new economy will develop for the County. While the business services, health services, and leisure and tourism sectors are large enough to be the core of the Orange County economy, many of the jobs in those industries do not pay enough to cover typical living expenses. The current recession continues to accentuate the decline of financial activity, construction and durable goods manufacturing jobs. The Orange County Business Council and the Workforce Investment Board have identified a need to create high-paying jobs to combat the unprecedented high unemployment rate.¹³

One way to analyze the local economy is by grouping industries into clusters. These are geographic concentrations of interconnected companies, service providers and suppliers in a field of economic activity. Clusters are thought to emerge when companies in similar industries see that they can enhance their productivity by locating their offices and manufacturing plants near one another. Businesses in clusters tend to be higher growth and higher wage enterprises. Orange County has more high-tech clusters than most metropolitan areas in the nation with employment concentrations above the national average.¹⁴ Orange County employment that grew in the local services and business services sector during much of the past 20 years was punctuated by the precipitous drop off during the recession. The infrastructure sector had a similar growth, followed by the housing bust that created a sharp decline. Manufacturing in general boomed in the 1990s, but has declined since 2000, except for R&D intensive manufacturing that has consistently declined. **Much of the Orange County job growth has been and will continue to be in the service sector clusters. Wages in these clusters are relatively low and growth is weak compared to the technology clusters that have higher wages and more rapid wage growth. In general, the Orange County Business Council finds that many of the higher paying clusters report difficulty in finding skilled workers.**¹⁵ These findings need greater attention as drivers for CTE instructional program planning.

The leading industry clusters in Orange County include the following:

- (1) **Business and professional services** with a sub-cluster in management and administration make up one cluster. This cluster includes companies that provide specialized services in support of business such as law, accounting, architecture, computer programming, consulting market research and advertising. This sub-cluster includes companies that establish and staff businesses. Business and professional services companies provide services such as company management, general administrative support, employment and temporary staffing, document preparation, telemarketing, credit bureaus services, janitorial services, security services, and convention and trade show organizations. The roughly four-dozen occupations in this cluster frequently require skills from the Science, Technology, Engineering and Math (STEM) disciplines.
- (2) **Energy, Environment and “Green” Technologies** is an emerging cluster. It includes occupations that use the latest high technology in transportation, building construction, economic development in reaction to climate change, and responses to emerging legislative mandates affecting the economy. Characteristically these businesses and occupations recycle materials and organize resources in new ways. Undoubtedly, in the future there will be occupations included in this cluster that do not exist today. However, the almost two-dozen occupations linked to this cluster that do exist today often require skills drawn from the STEM disciplines.

¹³ *Orange County Workforce Indicators 2010-11* (Irvine, CA: Orange County Business Council, 2010).

¹⁴ *Orange County Workforce 2008-09: Industry Clusters* (Irvine, CA: Orange County Business Council, 2009).

¹⁵ *Orange County Workforce 2008-09: Industry Clusters* (Irvine, CA: Orange County Business Council, 2009).

- (3) **Construction** as an industry cluster includes occupations and firms that design, construction and develop buildings and existing structures. Firms involved in the construction of housing units, industrial buildings, utility systems, roads and highways make up this cluster. Also some Auto-CAD operators and geospatial architectural researchers are included here. Many of the four-dozen occupations associated with this cluster draw on the STEM disciplines but most do not require a college education.
- (4) **Finance, insurance and real estate (FIRE)** as an industry cluster is composed of companies and occupations involved in the financial operation of the economy through banking, credit unions, insurance, mortgage loan origination, rental centers and real estate operations. Many of the almost three-dozen occupations associated with this cluster frequently require the skills from the STEM disciplines and most require a bachelor's degree.
- (5) **Healthcare** as a cluster includes companies and occupations that provide healthcare services. These businesses include hospitals, outpatient care centers, home healthcare service providers, family planning centers, ambulance companies, nursing homes and residential care facilities, and social assistance agencies. There are over 70 occupations commonly found in this cluster. Most require postsecondary education and almost all draw upon the STEM disciplines.
- (6) **Information technology** includes occupations and firms that are routinely involved the creation of items and services used in advanced technology economics such as computer software, telecommunications services, motion pictures, Internet service provision, and publishing. Of the three-dozen occupations in this industry cluster, most require a college degree and many are included in the STEM disciplines.
- (7) **Logistics and transportation** includes business that manage the flow of goods, information and other resources, including people and energy, between the point of origin and the point of consumption. The goal of these companies is to meet the requirements of consumers. Logistics depends upon the integration of transportation, information, inventory, warehousing, material handling and packaging of goods. This cluster includes businesses involved with wholesalers, trucking, railroads, taxis, air cargo and charter bus firms. Some four-dozen occupations have been associated with this cluster and most do not require STEM expertise.
- (8) **Manufacturing** includes businesses that produce finished goods from raw materials such as wood and food products. Companies that make apparel, paper, plastics, printing, biotechnology goods, glass aluminum, semiconductors, and transportation vehicles and furniture are included in the cluster. Almost 200 occupations are associated with this cluster and most do not require a college education. However, some do draw upon the STEM disciplines. Most of the occupations requiring STEM expertise are found in the advanced manufacturing sub-cluster that specializes in emerging aspects of high-technology manufacturing such as biotechnology, pharmaceuticals, medical devices and aerospace.
- (9) **Biotechnology and nanotechnology** is an emerging cluster with potential for future employment. Companies and occupations in this cluster make discoveries in biology and technology. By mixing the two fields, new products and services are developed to enhance healthcare and biological care. Two components of this cluster, pharmaceuticals and medical device manufacturing, are well established. Discoveries from the human genome project, and advancements made in nanotechnology and biology suggest that many new occupations will emerge from this cluster in the near future. Approximately two-dozen occupations that exist today are associated with this cluster, and most of those require some college education or a college degree. All occupations draw on the STEM disciplines.
- (10) **Hospitality and tourism** includes companies that are involved with the promotion and provision of services for visitors at particular locations such as hotels, museums, amusement parks, restaurants, and casinos. Roughly 75 occupations are related to this cluster, and many do not require a college education nor do they draw upon the STEM disciplines.

The distribution of employment in Orange County, across the standard industries tracked by the Employment Development Department (EDD), is illustrated below. Out to 2018 the industries with the greatest growth, aside from domestic employment, are Education and Health Services.

Orange County Employment Projections by Industry

Industry	2008	%	2018	%	% Change
Self Employed	124,300	7.7%	127,800	7.3%	2.8%
Unpaid Family & Private Household Workers	10,100	0.6%	14,300	0.8%	41.6%
Farm	4,600	0.3%	4,600	0.3%	0.0%
Natural Resources & Mining	600	0.0%	600	0.0%	0.0%
Construction	91,200	5.6%	99,500	5.7%	9.1%
Manufacturing	174,100	10.7%	168,000	9.6%	-3.5%
Trade, Transportation & Utilities	271,600	16.8%	292,800	16.7%	7.8%
Information	30,100	1.9%	29,800	1.7%	-1.0%
Financial Activities	113,100	7.0%	118,100	6.7%	4.4%
Business & Professional Services	266,600	16.4%	300,100	17.1%	12.6%
Education & Health Services	150,700	9.3%	183,900	10.5%	22.0%
Leisure & Hospitality	176,400	10.9%	195,900	11.2%	11.1%
Other Services	46,500	2.9%	49,600	2.8%	6.7%
Government	160,800	9.9%	171,100	9.7%	6.4%
Total	1,620,700		1,756,100		8.4%

Source: California Economic Development Department, 2008-2018 Industry Employment (Orange County)

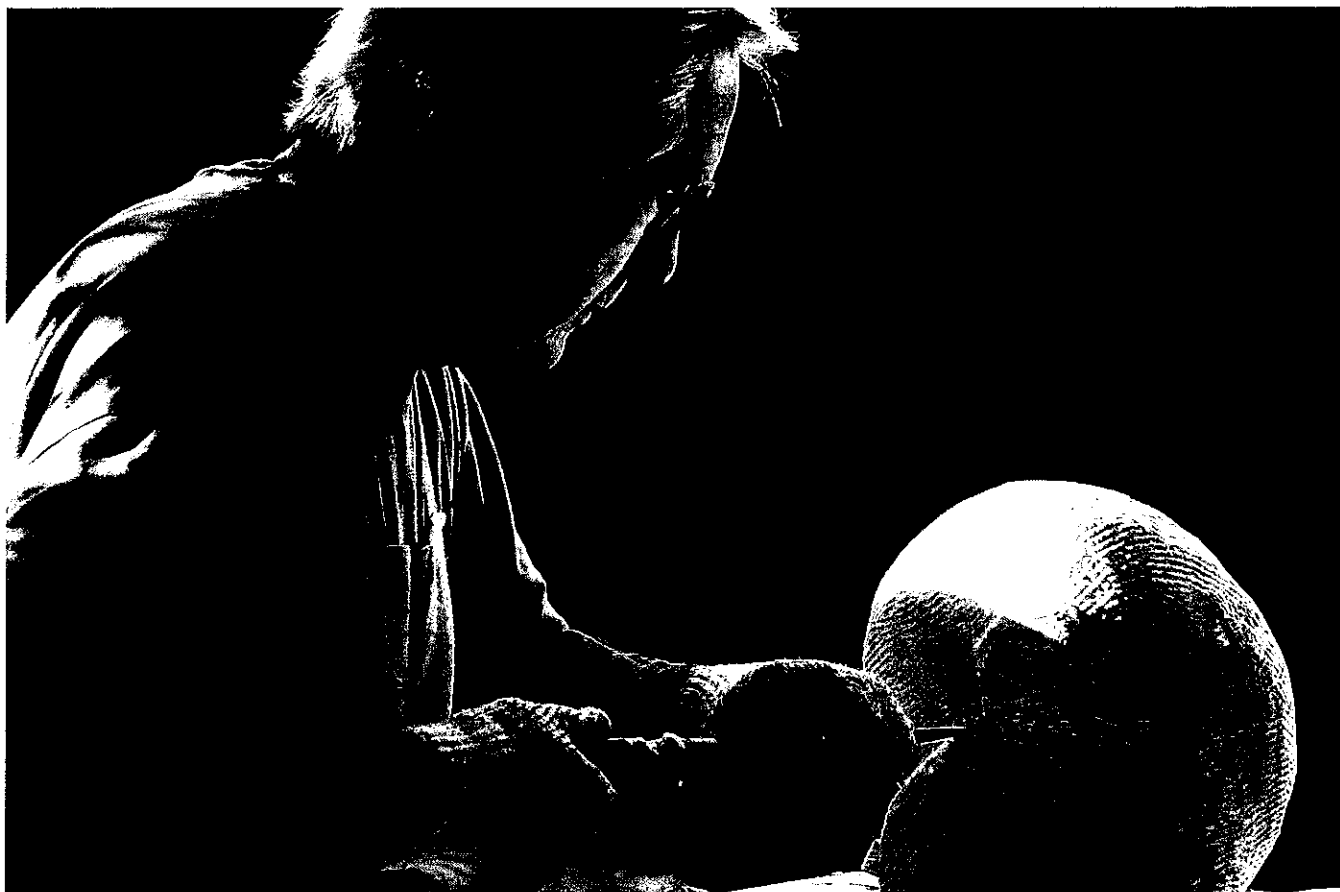
Because the College is located adjacent to Los Angeles County, it may be useful to take note of the distribution of employment in Los Angeles County, across the standard industries tracked by the EDD.

Los Angeles Employment Projections by Industry

Industry	2008	%	2018	%	% Change
Self Employed	360,600	7.9%	372,700	7.5%	3.4%
Unpaid Family & Private Household Workers	129,000	2.8%	181,800	3.6%	40.9%
Farm	6,900	0.2%	6,700	0.1%	-2.9%
Natural Resources & Mining	4,400	0.1%	4,500	0.1%	2.3%
Construction	145,200	3.2%	158,200	3.2%	9.0%
Manufacturing	434,500	9.5%	400,800	8.0%	-7.8%
Trade, Transportation & Utilities	803,300	17.6%	873,200	17.5%	8.7%
Information	210,300	4.6%	224,300	4.5%	6.7%
Financial Activities	235,700	5.2%	235,500	4.7%	-0.1%
Business & Professional Services	582,600	12.8%	654,100	13.1%	12.3%
Education & Health Services	503,400	11.0%	634,100	12.7%	26.0%
Leisure & Hospitality	401,600	8.8%	433,000	8.7%	7.8%
Other Services	146,100	3.2%	149,900	3.0%	2.6%
Government	603,700	13.2%	659,700	13.2%	9.3%
Total	4,567,300		4,988,500		9.2%

Source: California Economic Development Department, 2008-2018 Industry Employment (Los Angeles County)

As is the case in Orange County, much of the Los Angeles County job growth has been and will continue to be in the personal service sector where wages are relatively low and have weak growth. The details of employment by occupational group in 2008 and projections for 2018 for both Orange and Los Angeles Counties are found in the appendices. Future employment opportunities are addressed later in this Plan; however, in both Orange and Los Angeles Counties it is more likely that new employees will be hired to replace retired workers rather than to fill newly created positions.



The current recession is prompting older workers in Orange County to remain in the workforce rather to retire because either their retirement assets have dwindled and/or because there are not enough sufficiently educated new workers to replace them. The likely “holdovers” in replacement jobs are concentrated in the lower wage entry level jobs in the office and administrative support occupations where the median annual wage is around \$33,000, sales positions with a median annual wage around \$30,000 and food preparation where the median annual wage is approximately \$18,000. What would be “starter jobs” for younger workers may become “survival jobs” for the aging population. With historically high unemployment, younger workers are often postponing entry into the workforce by continuing their education and living with their parents because they are underemployed¹⁶

¹⁶ *Orange County Workforce Indicators 2010-11* (Irvine, CA: Orange County Business Council, 2010).

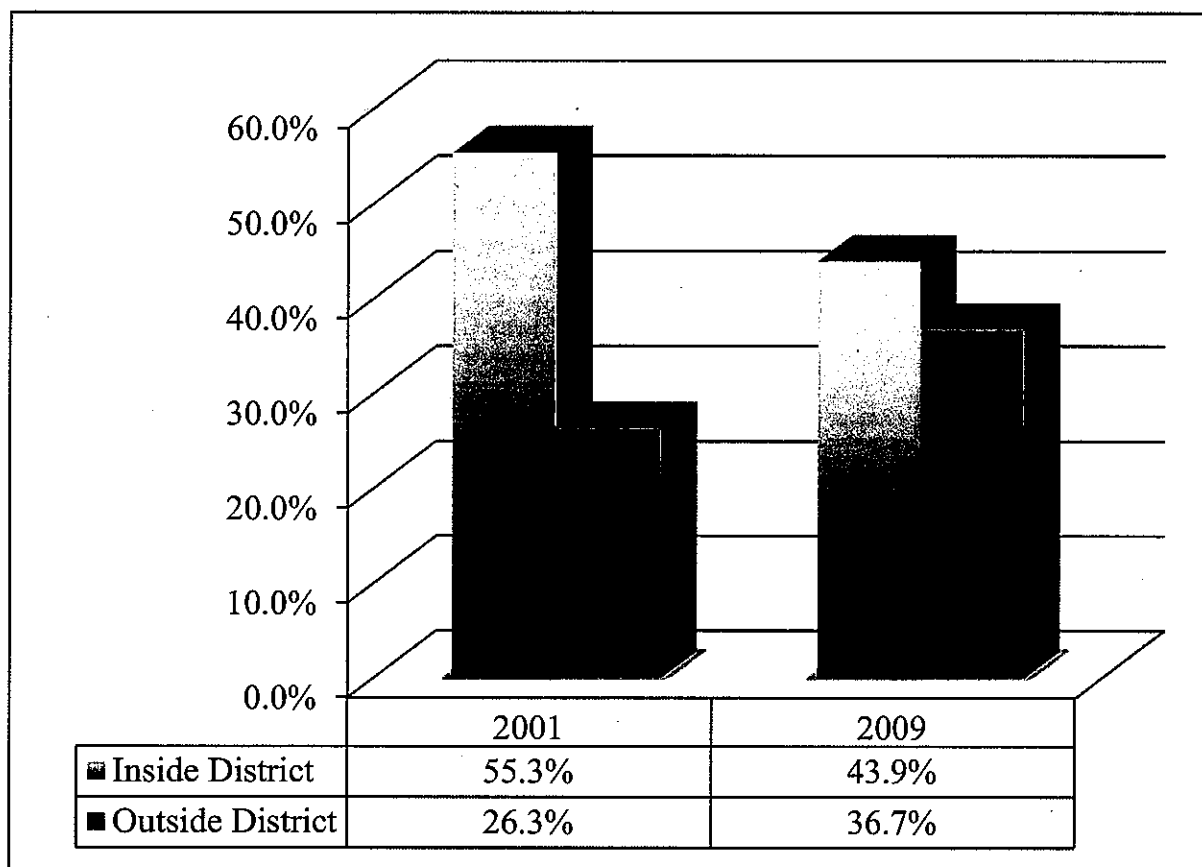
Scan of Conditions Internal to Golden West College

Student Cities of Residence

Perhaps one of the most interesting aspects of any college population is the origins of the students – where they come from and who they are. This characteristic of the institution is an important link between the external environment and internal conditions of the College.

A total of 11 cities within the District boundaries provided 43.9% of all students attending the College in Fall 2009, down from 55.3% in 2001. Ten cities located outside of the District provided 36.7% of the total Fall 2009 student body, up from 26.3% in Fall 2001. An additional 6,550 fall-term students reported living in a zip code that was outside the District but not among those zips associated with the 10 primary out-of-District cities. In the last two years out-of-District students have made up the majority of students enrolled at the college.

Fall Term Change in Student Origins



Source: Golden West College Office of Institutional Research; analysis by Cambridge West Partnership

On average, from Fall 2001 through Fall 2009, Huntington Beach generated the highest percentage of students, accounting for 20.9%. Westminster followed, providing an average of 13.5% of the fall student body over this period of time. **Together these two cities account for 34% of the District students attending the College. However, between the two cities, the change in enrollment volume from 2001 to 2009 represents a 42% decline in enrollments.** The collection of “all other zip codes” that are out-of-District contributed an average of 25% of all students in the fall terms from 2001 through 2009. The change in enrollments from these locations between 2001 and 2009 translates to a 40% gain. Of the leading ten specific out-of-District cities, Long Beach provided the highest fall term percentage of all enrollments with an average of 4.1%. Santa Ana and Anaheim followed at 3.8% and 3.0% respectively. However, the change in enrollments from these three leading out-of-District cities between 2001 and 2009 actually translates to a -13% loss in the share of all students. Conversely, the change in the share of fall term enrollments between these two points in time for the city of Irvine (116%) and Laguna Beach (60%), indicate that the traditional patterns of external student origins may be shifting. The details described above are illustrated on the table below.

The “open enrollment” concept fostered by the State in 1985 has essentially leveled the playing field for all community colleges in California, but has had its greatest impact on colleges that were in close proximity to other community colleges. For those institutions that have offered distance education through online courses, the “open enrollment” practice facilitates enrollment for students who live a considerable geographic distance away from the campus. Golden West, being one of three colleges in the Coast District, shares students with Orange Coast and Coastline Colleges. The Coast District is bordered by the following community college districts and shares students with all of them: Long Beach, Cerritos, North Orange, Rancho Santiago, and South Orange. By analyzing the zip codes reported by enrolled students, an effective service area for the college can be identified. For Golden West College that area extends to a 9-mile radius from the college location and includes the following communities.

Huntington Beach	Midway City
Surfside	Stanton
Sunset Beach	Westminster
Seal Beach	Garden Grove
Long Beach (portions of the south and east side)	Fountain Valley
Rossmoor	La Palma
Los Alamitos	Buena Park (south side)
Hawaiian Gardens	Anaheim (west side)
Cerritos (south side)	Santa Ana
Cypress (south side)	Costa Mesa
	Newport Beach (small portion of the east side)

The following table provides a more detailed analysis of the 21 cities with the greatest representation in the student body and the “all other zip codes” that support student enrollment at Golden West College. The most recent four fall terms of data have been highlighted for emphasis in this table, but to conserve space the percentage of distribution and change calculations are not shown.

Key Cities for Enrollment

IN-DISTRICT CITIES	FA 2001	FA 2002	FA 2003	FA 2004	FA 2005	FA 2006	FA 2007	FA 2008	FA 2009	09 % of All	01 % of All	% Change	Average	Av % of All
Corona Del Mar	20	14	16	20	12	14	14	18	14	0.1%	0.1%	-41.5%	16	0.1%
Costa Mesa	339	340	361	342	328	353	464	401	416	2.3%	2.3%	2.6%	372	2.1%
Fountain Valley	823	800	727	724	775	858	848	817	834	4.7%	5.5%	-15.3%	801	4.5%
Garden Grove	23	28	18	22	19	15	13	2	1	0.0%	0.2%	-96.4%	16	0.1%
Huntington Beach	4,065	4,117	3,653	3,647	3,469	3,707	3,747	3,645	3,561	20.0%	27.2%	-26.8%	3,735	20.9%
Midway City	222	263	254	265	253	247	248	251	248	1.4%	1.5%	-6.6%	250	1.4%
Newport Beach	139	138	113	114	95	108	119	146	152	0.9%	0.9%	-8.6%	125	0.7%
Seal Beach	194	187	182	163	179	181	189	172	148	0.8%	1.3%	-36.2%	177	1.0%
Sunset Beach	23	23	22	15	14	13	18	15	13	0.1%	0.2%	-52.7%	17	0.1%
Surfside	7	11	3	3	3	2	6	7	8	0.0%	0.0%	-4.4%	6	0.0%
Westminster	2,394	2,439	2,241	2,291	2,292	2,526	2,567	2,423	2,435	13.6%	16.0%	-15.0%	2,401	13.5%
TOTAL IN-DISTRICT	8,249	8,360	7,590	7,606	7,439	8,024	8,233	7,897	7,830				7,914	
% SHARE OF ENROLLMENT	55.3%	54.1%	54.2%	52.6%	53.0%	53.5%	52.7%	46.0%	43.9%	43.9%	55.3%	-20.6%		
OUT-OF-DISTRICT CITIES														
Anaheim	518	518	506	519	493	545	573	571	579	3.2%	3.5%	-6.5%	536	3.0%
Buena Park	99	132	129	127	111	130	157	141	165	0.9%	0.7%	39.4%	132	0.7%
Cypress	147	184	186	190	176	204	197	178	212	1.2%	1.0%	20.6%	186	1.0%
Irvine	83	105	93	85	95	171	201	214	214	1.2%	0.6%	115.6%	140	0.8%
Laguna Beach	66	57	69	61	63	125	122	117	126	0.7%	0.4%	59.6%	90	0.5%
Lakewood	83	106	104	119	108	125	122	117	126	0.7%	0.6%	26.9%	112	0.6%
Long Beach	770	743	744	705	677	657	755	698	776	4.3%	5.2%	-15.7%	725	4.1%
Los Alamitos	136	146	150	173	176	196	194	176	189	1.1%	0.9%	16.2%	171	1.0%
Santa Ana	627	652	620	618	619	659	690	726	819	4.6%	4.2%	9.2%	670	3.8%
Stanton	221	267	237	255	215	238	247	255	263	1.5%	1.5%	-0.5%	244	1.4%
All Other Zip Codes	3,925	4,180	3,565	4,004	3,865	3,935	4,134	6,063	6,550	36.7%	26.3%	39.5%	4,469	25.0%
TOTAL OUT-OF-DISTRICT	6,675	7,090	6,403	6,856	6,598	6,985	7,392	9,256	10,019				7,475	
% SHARE OF ENROLLMENT	44.7%	45.9%	45.8%	47.4%	47.0%	46.5%	47.3%	54.0%	56.1%	56.1%	44.7%	25.5%		
TOTAL ALL ENROLLMENTS	14,924	15,450	13,993	14,462	14,037	15,009	15,625	17,153	17,849				15,389	

-41.7%
-13.1%

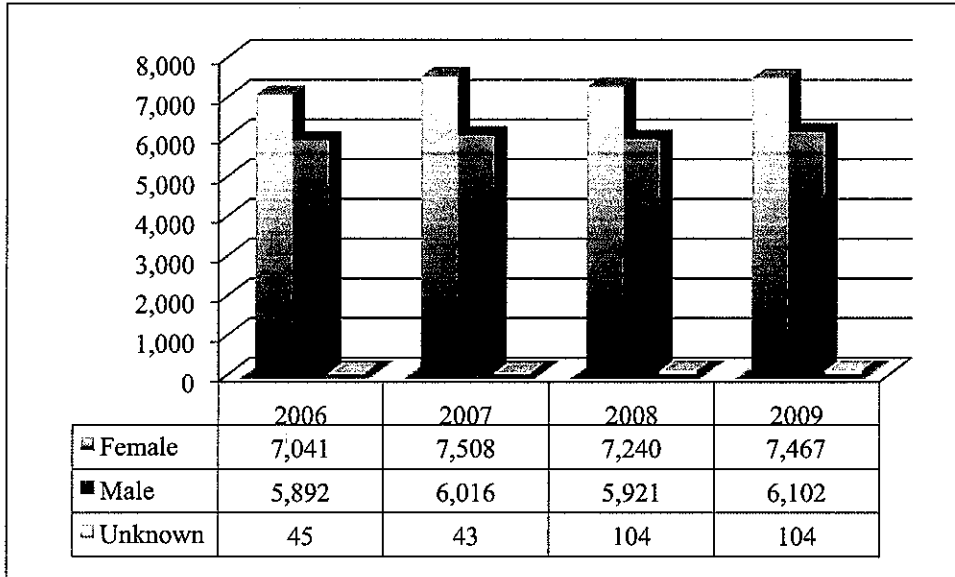
Source: Office of Institutional Research, Golden West College; analysis by Cambridge West Partnership, LLC



Students Who Attend the College

Over the past four fall terms, more women have attended the College than men. The average distribution has been 55% female, 45% male.

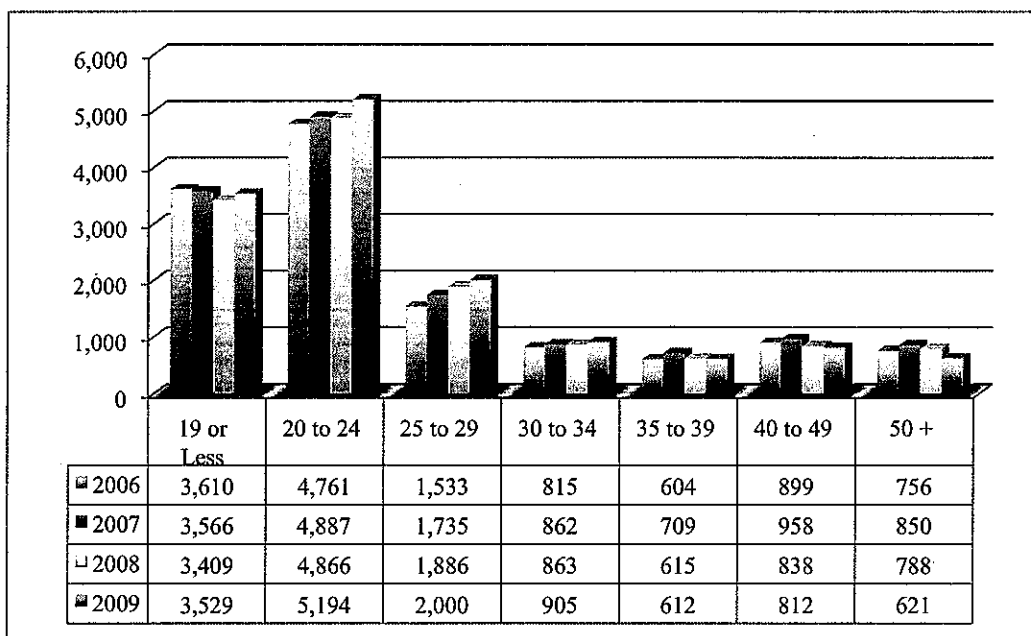
Fall Term Distribution by Gender



Source: Golden West College Office of Institutional Research; analysis by Cambridge West Partnership, LLC

Viewed over several years the College is a surprisingly “young” institution, compared to other community colleges in the State, with 63% of its students age 24 or younger.

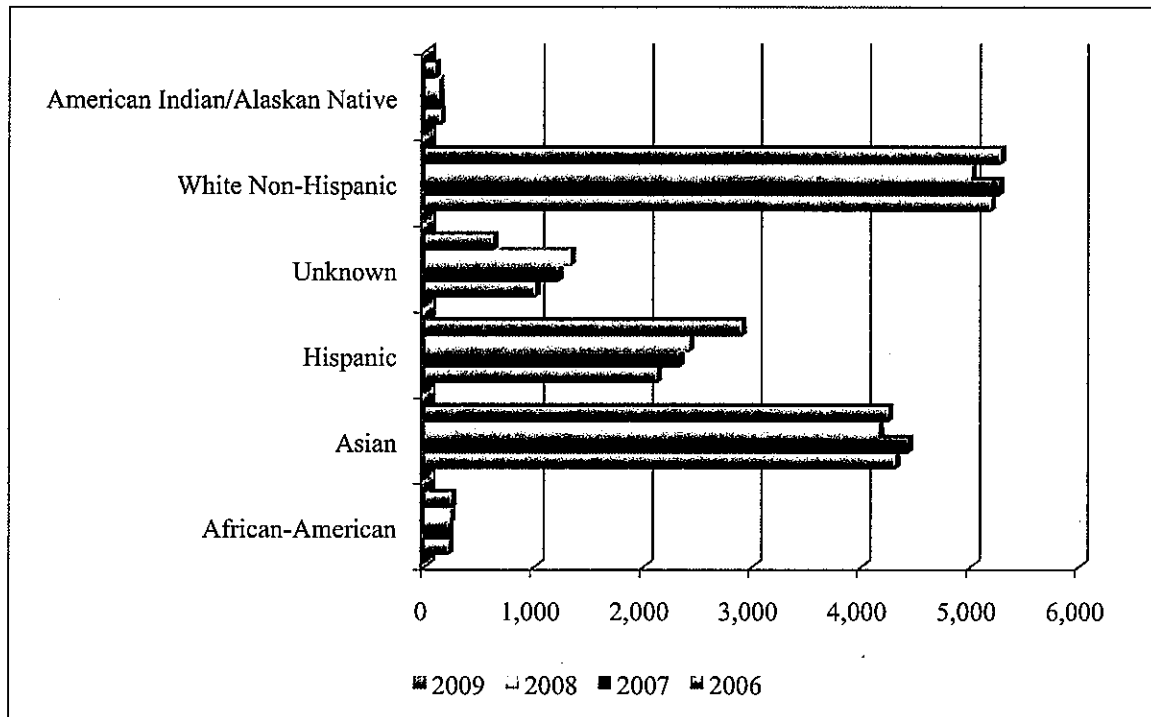
Fall Term Distribution by Age Ranges



Source: Golden West College Office of Institutional Research; analysis by Cambridge West Partnership, LLC

Over the last four fall terms, the largest ethnic groups attending the College have been on average White Non-Hispanic (39%), Asian including Filipino and Pacific Islander (33%), and Hispanic (19%). As illustrated below the trend shows a slight increase in the number of Hispanic students from 2006 to 2009.

Fall Term Student Ethnicity

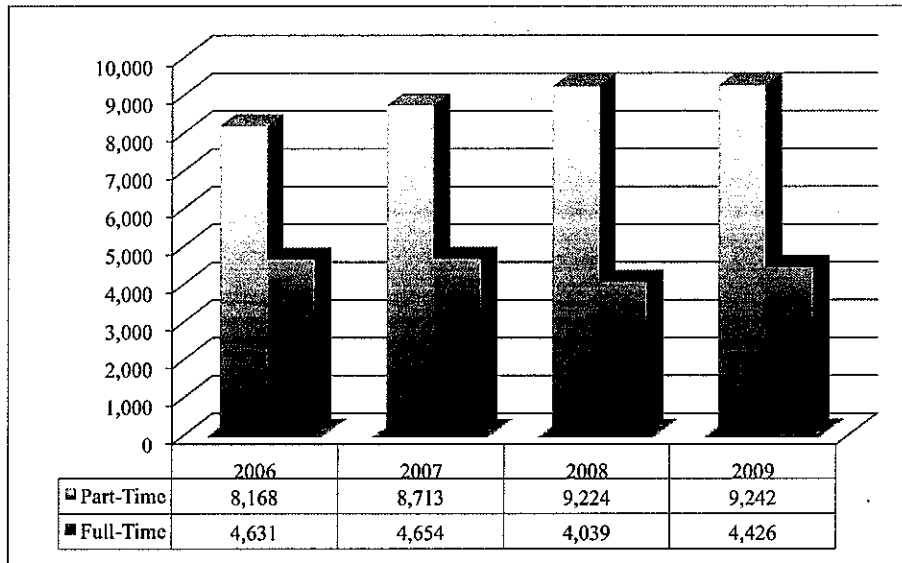


Source: Golden West College Office of Institutional Research; analysis by Cambridge West Partnership, LLC

From an access equity perspective the student population attending the College generally matches the population in the Coast Community College District with respect to gender and ethnicity. A much higher percentage of Asian students are enrolled at the College than are found in the official service areas as a whole.

As is commonly the case at public community colleges, most GWC students attend college part-time, taking less than 12 credit hours per term. On average in the last four fall terms, two-thirds of the students completed a unit load of less than 12 units while one-third completed 12 units or more as full-time students. Within the broad categories of full-time vs. part-time, there are three notable concentrations of student unit loads. Among all students, 25% are completing 12 to 14.9 semester units or four to five courses. Another 26% are completing a 3 to 5.9-unit load or commonly one course per term. Approximately 22% of the students are completing a heavier part-time load of 6.0 to 11.9 units or two to four courses.

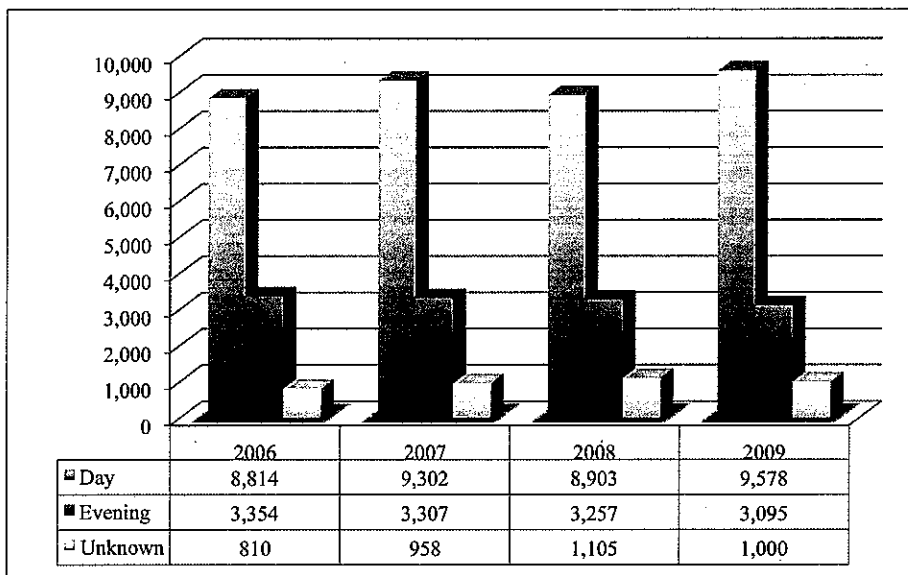
Fall Term Full-time vs. Part-time Student Status



Source: Golden West College Office of Institutional Research; analysis by Cambridge West Partnership, LLC

A very large portion (68%) of the students attends the College during the day, whereas 24% attend only in the evening. A small group representing 7% had an unknown attendance pattern, which generally means they were enrolled in a class where the meeting times were to be arranged such as an online distance education course.

Fall Term Time of Day Attending

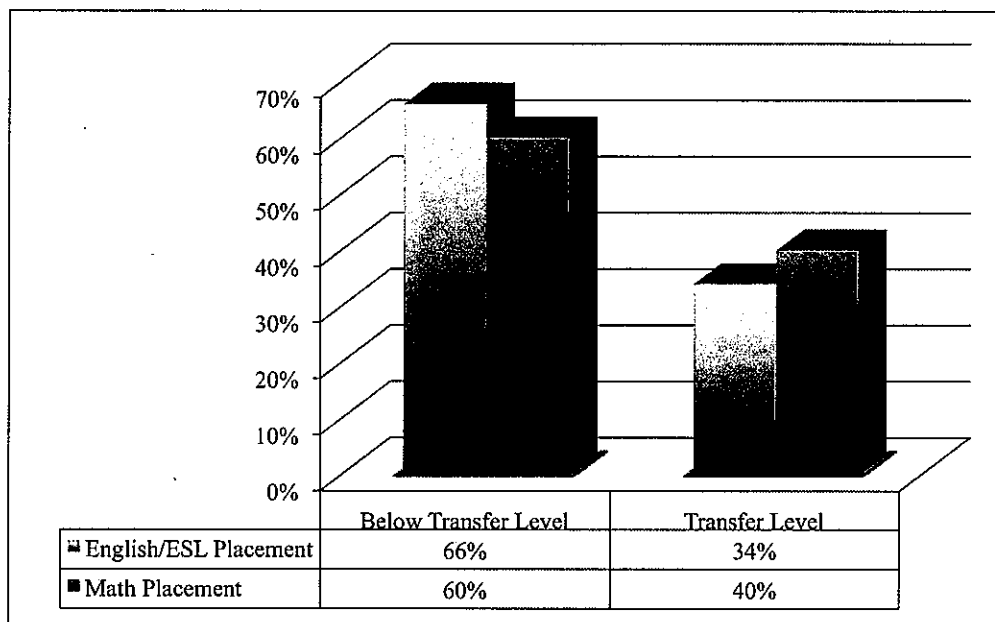


Source: Golden West College Office of Institutional Research; analysis by Cambridge West Partnership, LLC

In considering the academic preparation of the first-time students, it should be noted that two-thirds of the students place into English and English as a Second Language classes that are below the transfer level composition course. In Fall 2010, the percentage of students placing into English G100 was slightly lower for the high school students taking the exam through the SOAR program (33%) vs. the regular College student population (36%).

In the discipline of mathematics 60% of the students place into courses below the transfer level. In Fall 2010, the percentage of students from the College placing into various transfer level math courses (41%) was about the same as for the high school students taking the exam through the SOAR program.

Fall 2010 Placement Recommendations



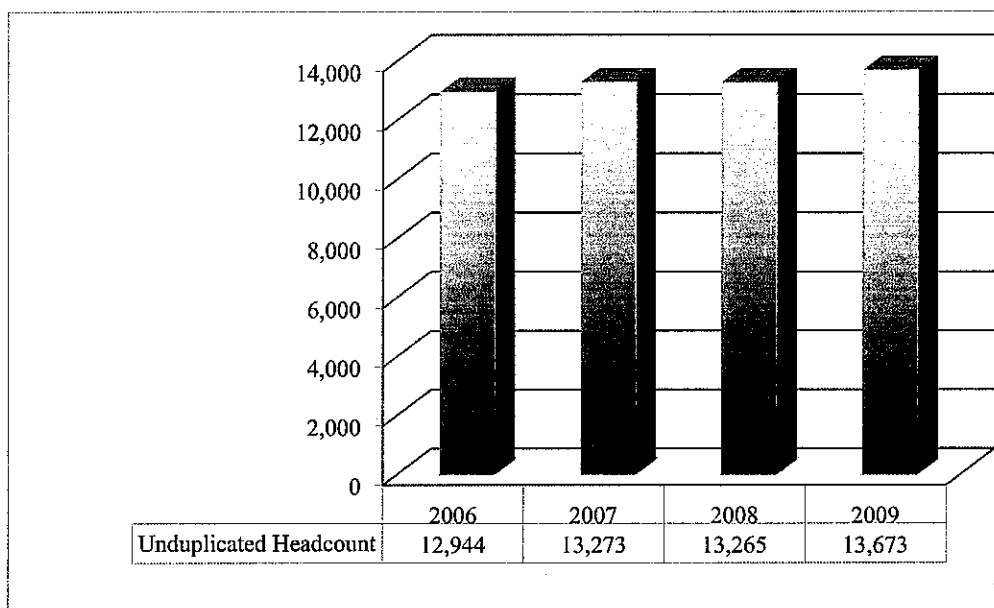
Source: Golden West College Office of Institutional Research; analysis by Cambridge West Partnership



The Institution from Within

From Fall 2006 to Fall 2009, the College has increased the unduplicated student headcount by 6%. Within the overall headcount, the balance between those students attending full-time vs. those attending part-time has changed. Between Fall 2006 and 2009 there was a 13% growth in part-time students and a corresponding decline of -4% in full-time students.

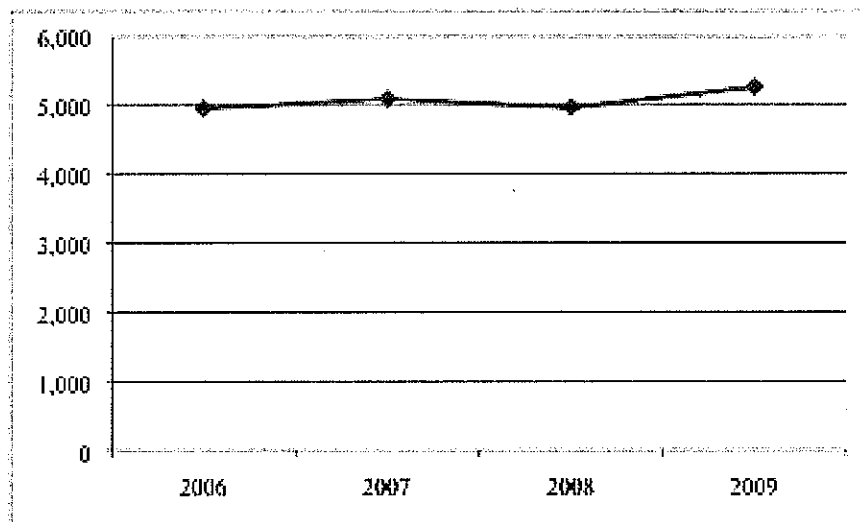
Fall Term Unduplicated Student Headcount



Source: Golden West College Office of Institutional Research; analysis by Cambridge West Partnership, LLC

Over the same period, the Weekly Student Contact Hours (WSCH) increased by roughly 10,000 or 6% and the Full-time Equivalent Student (FTES) volume also increased by 6% or 300 units of FTES.

Fall Term FTES Trends



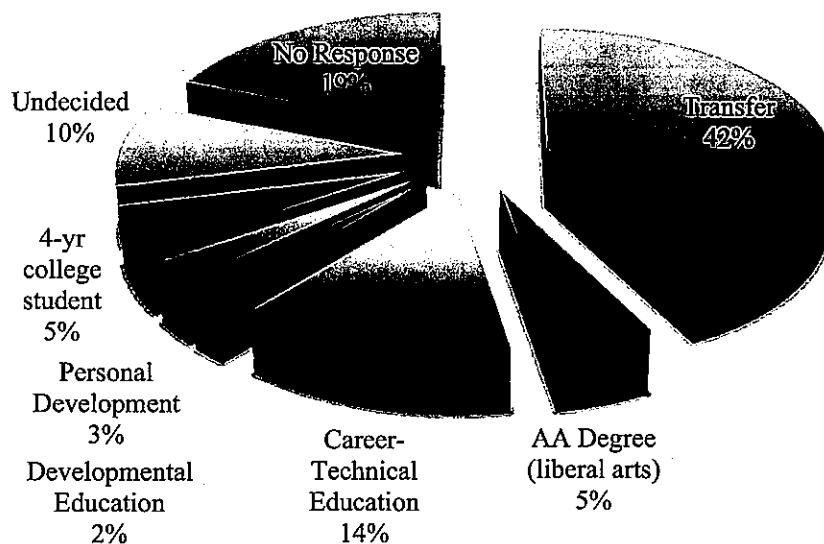
Source: Golden West College Office of Institutional Research; analysis by Cambridge West Partnership, LLC

However, it should be noted that during non-stabilization years, the College has hit its fiscal year apportionment targets by utilizing FTES generated during the winter intercession summer terms. Unfortunately, the availability of funding for offering classes during these non-primary terms for the purpose of meeting the enrollment target has been and will continue to be unreliable. In addition, the cost per FTES for offering non-primary term classes is much higher than offering classes during the primary (fall and spring terms).

Within the FTES generated by the College, the portion created by distance education offerings has increased nearly 50% from 2005-06 to 2008-09. Golden West College has a higher percentage of enrollments in distance education than the state as a whole and the Orange County schools on average. In 2008-09 FTES from distance education was 14% of all FTES generated at the College. Within Orange County, only Coastline College and Saddleback College have a higher percentage of enrollments in distance education than does Golden West.

In the process of seeking admission to the College new students are asked to select from a list of 16 goals to indicate their primary purpose in attending the institution. Among the first-time students in the Fall 2010 term, the majority (42%) intended to transfer to a four-year institution. Although 19% of these students did not respond to the goals question, the next largest group (14%) indicated some form of career and technical education goal that did not involve transfer. As the College is an open admission institution it is not entirely surprising to find that 10% of these students reported that they were undecided as to their goal or purpose for attending.

Fall 2010 First-time Student Goals Declared on the Application for Admission



Source: Golden West College Office of Institutional Research; analysis by Cambridge West Partnership, LLC

Current Program of Instruction

The current program of instruction provides a starting point for assessing the current needs for space. These needs are determined by the capacity to produce weekly student contract hours (WSCH). It will also be used as the baseline from which future needs for space will be determined. An analysis conducted relative to the current program of instruction is extremely important. For this reason, it was particularly detailed. It involved a section-by-section review at the discipline/program level. A comprehensive breakdown of this review can be found in the Appendix section of this Plan.

As of academic year 2010-11, the College has been authorized by the Chancellor's Office to offer 102 awards (66 degrees and 36 certificates). Within that array, there are 25 degrees and two certificates that are from traditional liberal arts disciplines. There are 75 career and technical education disciplines represented in the authorizations. Within the career and technical awards there are 41 degrees and 34 certificates, but many of these disciplines are authorized to offer both a degree and a certificate.

The Fall 2009 program of instruction consisted of 1,019 sections, which generated 172,834 WSCH. Enrollments (seats) per section averaged 43.7 and a WSCH per section of 169.6. In terms of instructional modality, lecture hours outpaced laboratory hours by a ratio of 1.6 to 1. Key elements that characterize the program of instruction are captured in the following table.

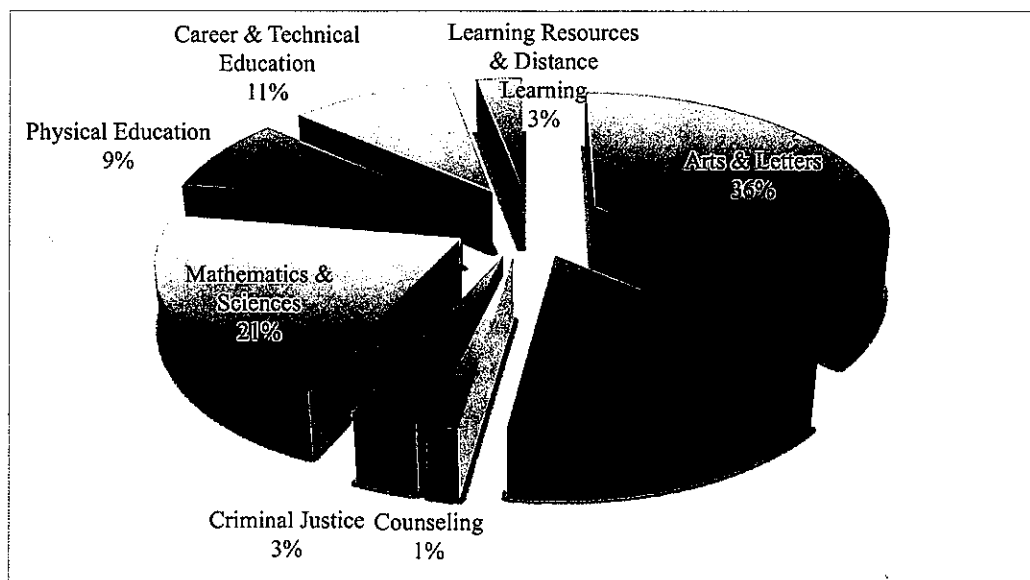
Fall 2009 Key Measures for the Program of Instruction

Programs of Instruction	Net Sections	Seats	Seats/ Sec	WSCH	WSCH/ Sec	FTES	Lec Hrs %	Lab Hrs %
Arts & Letters	369	12,412	33.64	48,752.3	132.12	1,485.79	41.8%	21.6%
Business & Social Sciences	164	11,123	67.82	38,931.8	237.39	1,186.40	21.2%	0.4%
Counseling	14	511	36.50	1,437.2	102.66	43.80	1.4%	0.0%
Criminal Justice	30	1,068	35.60	5,834.0	194.47	117.80	6.5%	1.1%
Mathematics & Sciences	214	11,466	53.58	47,396.4	221.48	1,444.46	14.4%	31.3%
Physical Education	90	3,006	33.40	10,755.9	119.51	327.80	2.0%	15.5%
Career & Technical Education	108	2,635	24.40	16,875.5	156.25	514.30	10.2%	24.6%
Learning Resources & Distance Learning	30	2,262	75.40	2,851.2	95.04	86.92	2.5%	5.5%
<i>Grand Total</i>	<i>1,019</i>	<i>44,483</i>	<i>43.65</i>	<i>172,834.3</i>	<i>169.61</i>	<i>5,207.27</i>	<i>100.0%</i>	<i>100.0%</i>

Source: Golden West College Office of Institutional Research; analysis Cambridge West Partnership, LLC

The divisions of the college were used to determine percentage shares of the sections offered. In this analysis the Arts and Letters division had the greatest share of the curriculum offerings at 36.2%. The next largest division was Mathematics and Sciences at 21% followed by the Business and Social Sciences at 16%. Collectively these three divisions account for 73% of all sections offered.

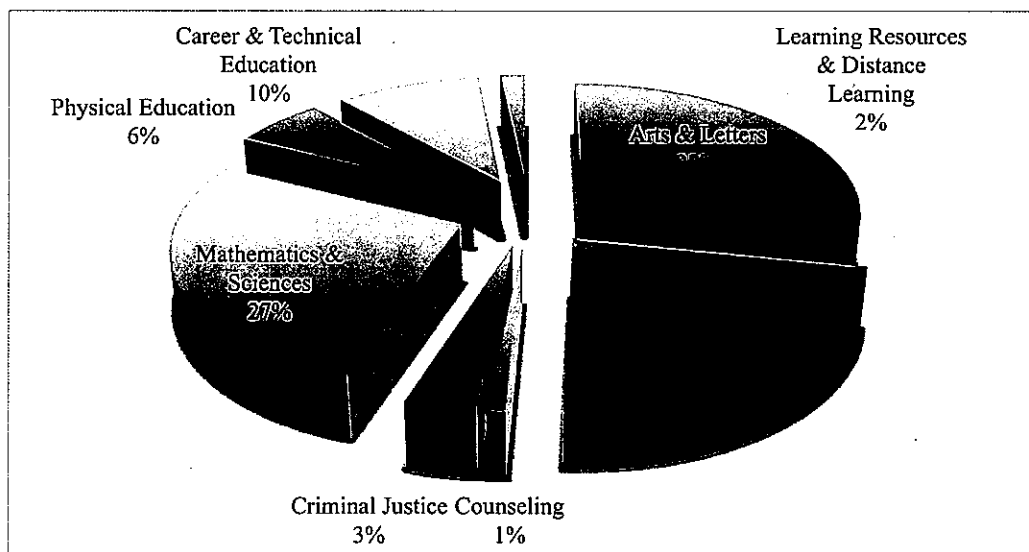
Fall 2009 Distribution of the Curriculum Offerings



Source: Golden West College Office of Institutional Research; analysis Cambridge West Partnership, LLC

Using the same divisions from the previous analysis, the distribution of WSCH was analyzed. The Arts and Letters (28.2%) and the Mathematics and Sciences (27.4%) divisions generated the greatest amount of WSCH. Following them was the Business and Social Science division (22.5%). Collectively these three divisions accounted for 78% of the College WSCH.

Fall 2009 Distribution of WSCH



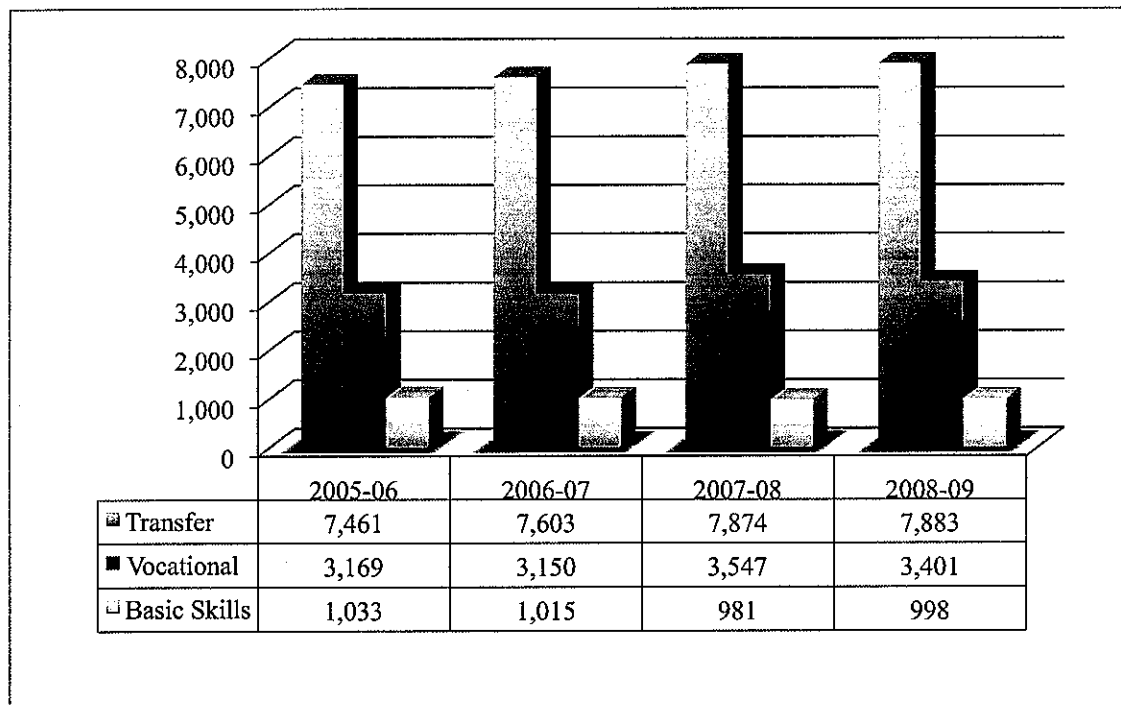
Source: Golden West College Office of Institutional Research; analysis Cambridge West Partnership, LLC



The distribution of curriculum and WSCH graphics both reflect the dominant position of the general education courses at the College. As is the case at institutions where a large number of students are intending to transfer to a four-year school, the courses in greatest demand are those from the disciplines represented in the required general education patterns. Those courses commonly come from the Arts and Letters, Social Science, and Mathematics and Sciences areas of the institution.

The relative portion of total FTES among the transfer, vocational and basic skills curriculum offerings has remained stable during the last four academic years. On average the transfer offerings represent 64%, vocational about 28% and basic skills roughly 8% of the total FTES.

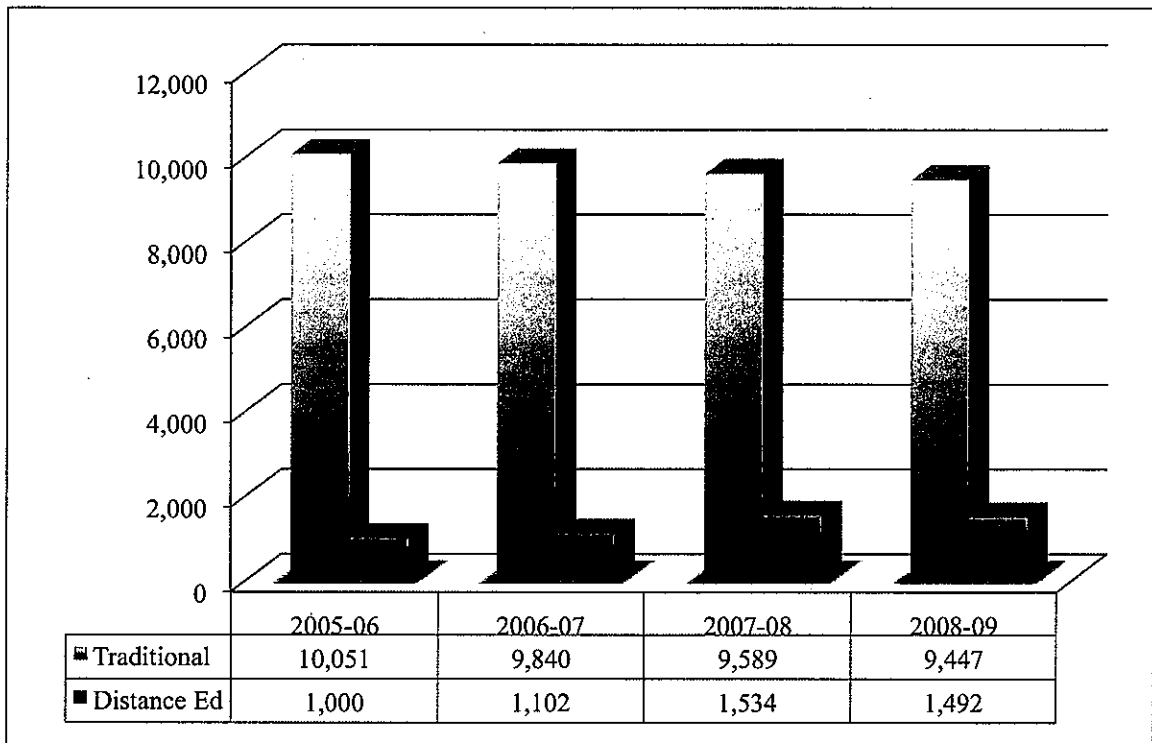
Annual FTES by Curriculum Type



Source: Golden West College Office of Institutional Research; analysis by Cambridge West Partnership, LLC

Most FTES produced by the College comes from traditional offerings (88%) as compared to distance education FTES (12%). However, the FTES generated by distance education offerings has been growing (49% increase). Over the past four academic years, 6% of the FTES has shifted from traditional instruction to distance education.

FTES by Mode of Instruction



Source: Golden West College Office of Institutional Research



Non-Instructional College Resources to Support the Educational Mission

SUPPORT SERVICE OFFICES

The College provides a diverse set of programs to support student learning which do not necessarily generate FTES. These programs make an important contribution to the college experience. They focus support on students who are at greatest risk of failure in higher education including students who are the first generation in the family to attend college, have of minority racial backgrounds, low-income families and physical, mental, or emotional disabilities.

In the *administrative* services area, these support services include:

- Bookstore
- Maintenance and Operations (classroom preparation and maintenance)
- Public Safety (fostering a safe environment for students and staff)
- Technology Support Services (campus network and computer equipment maintenance)
- Child Care Center
- College Support Services (Copy Center, mailroom, Facilities Keys Administration)
- Community Services (Not-for-Credit Instructional Programs)
- Facilities Construction

In the *executive* area, these support services include:

- College Promotions and Outreach (college preparation and opportunity information)
- Staff Development
- Foundation and Community Relations
- Institutional Research

In the *instructional support* area, these support services include:

- Athletics
- Course offerings in English as a Second Language
- Library (books, AV materials, electronic databases, reference resources)
- Math Computer Lab
- Puente Program
- Reading and Writing Center
- Student Computer Center
- Tutorial and Learning Center

In the *student services* area, these support services include:

- Admissions and Records
- Assessment Center (placement testing and orientation)
- CalWORKs/Re-entry
- Career and Employment Services Center
- Counseling and Guidance
- Disabled Students, Accessibility Center for Education (ACE) and High Tech Center
- Extended Opportunity Programs and Services (EOP&S)/CARE
- Financial Aid
- International Students Center and Program
- Student Health Center
- Student Activities/ Intercultural Center
- Transfer Center
- Veteran's Resource Center

Services in all of these areas have been reduced by the current shortfall of revenue. The areas are being supported by a combination of categorical funding, general funds and funds from the Associated Student Body and other ancillary funds.



It is important to the College that students succeed, persistently enroll in one term after the next, and achieve their educational goals. These kinds of services represent a commitment to support student efforts, but recent budgetary challenges threaten the capacity to continue the services at the same level and to meet larger future demands for assistance. **The College will need to be creative in finding ways to sustain or more efficiently provide some of these services, or GWC may need to make some difficult choices regarding the extent of support to selected ones, if policymakers at the state level do not pre-empt the campus leadership in that regard. The College program review process may provide some assistance in this decision making process.**

LIBRARY AND LEARNING RESOURCES

A new Library/Learning Resources Center is now scheduled to open during Summer 2011. The three-story facility will be located at the main western entrance to the campus. The new building will provide less space, 37,900 assignable square feet (ASF), than the current building at 46,233 ASF, for library space alone. However, the new building will be a modern, technologically-enhanced structure that takes advantage of changes in the information environment to support student learning. The new building will allow the library staff to develop strategies that adapt to twenty-first century student demands and needs. Academic support functions such as the tutoring services, writing assistance, the Student Computer Center and the High Tech Lab for the physically-challenged will be collocated in the new building.

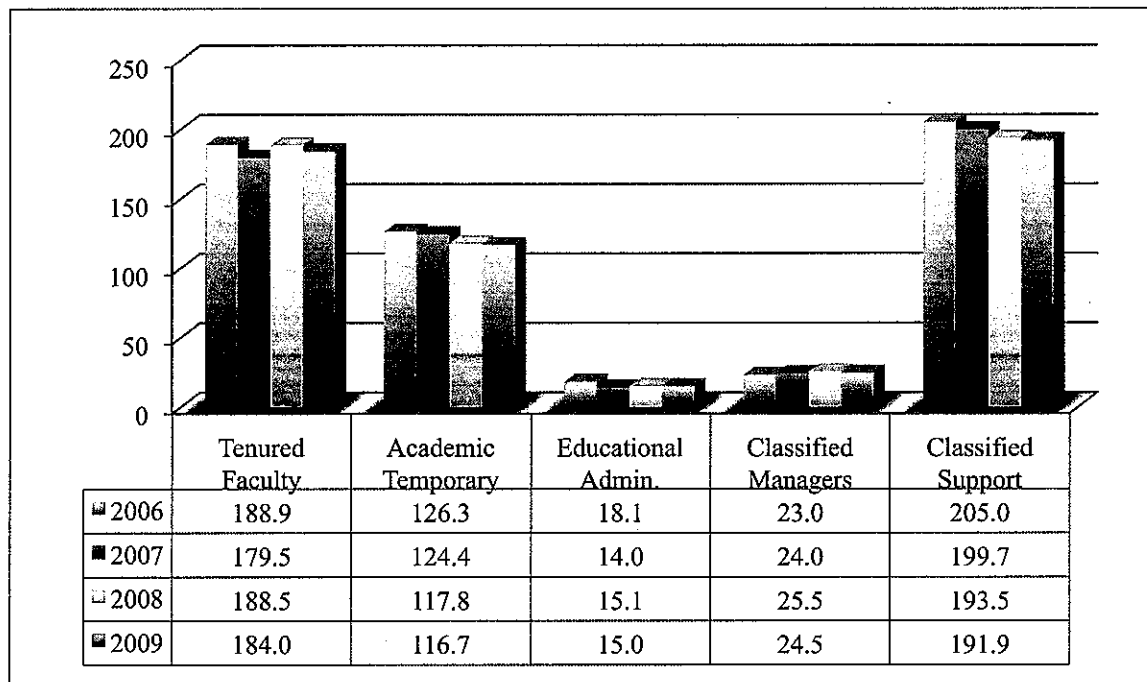
The library faculty collaborates with classroom faculty. The library is a vital resource for students who need to complete the information literacy graduation requirement. Faculty can help students meet this requirement by increasing the number of assignments that require library and information systems use. However, some of the state resource reductions pose a significant challenge to the library staff to maintain their electronic equipment and resources. The library staff has set goals to improve both faculty and student satisfaction with library services, and to improve the student ratings regarding the adequacy of the library equipment, materials and facilities.

The Learning Resources/Student Support staff anticipates using the new spaces to promote better interaction and collaboration with other support programs. The staff also expects to increase the use of online tutoring and incentives to enhance the access to and availability of the computing center for all students.

COLLEGE-WIDE STAFFING PATTERNS

Since 2006, the overall workforce at the College has declined by 4.6%. The number of educational administrators declined the most (-17.1%) over this period of four years. In addition to these changes, a number of positions have remained vacant as part of a strategy to conserve resources.

Employee Groups by Full-time Equivalency



Source: Golden West College Office of Institutional Research

A second view of the employees, grouped by age ranges, reveals that 33% of the educational administrators have reached the typical retirement age. Approximately 29% of the tenured faculty are also at that point in their lives, and an additional 12% are working beyond the typical retirement age of 65. Over the next six years, an additional 13% of the administration and 34% of the full-time faculty (tenure track and tenured) will reach the typical retirement age. There is no requirement that an employee retire at a particular age but this information is based on present averages.

Employee Groups by Age Ranges

Employee Group Classification	Total in Classification	% of Each Classification Row							Row Totals
		40 or Less	41 - 44	45 - 49	50 - 54	55 - 59	60 - 65	66+	
Administration	15	0%	13%	7%	33%	13%	33%	0%	100%
Faculty Tenure Track	28	64%	4%	11%	7%	14%	0%	0%	100%
Faculty Tenured	128	13%	2%	12%	13%	20%	29%	12%	100%
Faculty, Adjunct	283	28%	9%	14%	13%	12%	16%	7%	100%
Classified	222	32%	9%	16%	18%	13%	9%	4%	100%
<i>Total of All Employees</i>	<i>676</i>								

Source: Chancellor's Office Management Information System Annual Employee Basic Referential File for 2009; analysis by Cambridge West Partnership, LLC

Given that a significant percentage of employees in key classifications are of retirement age, this is the time to consider priorities to guide the decisions about replacement personnel. In the current and near-term environment the financial resources available to the College are insufficient to sustain all areas of the institution at optimal staffing levels.



BUDGET

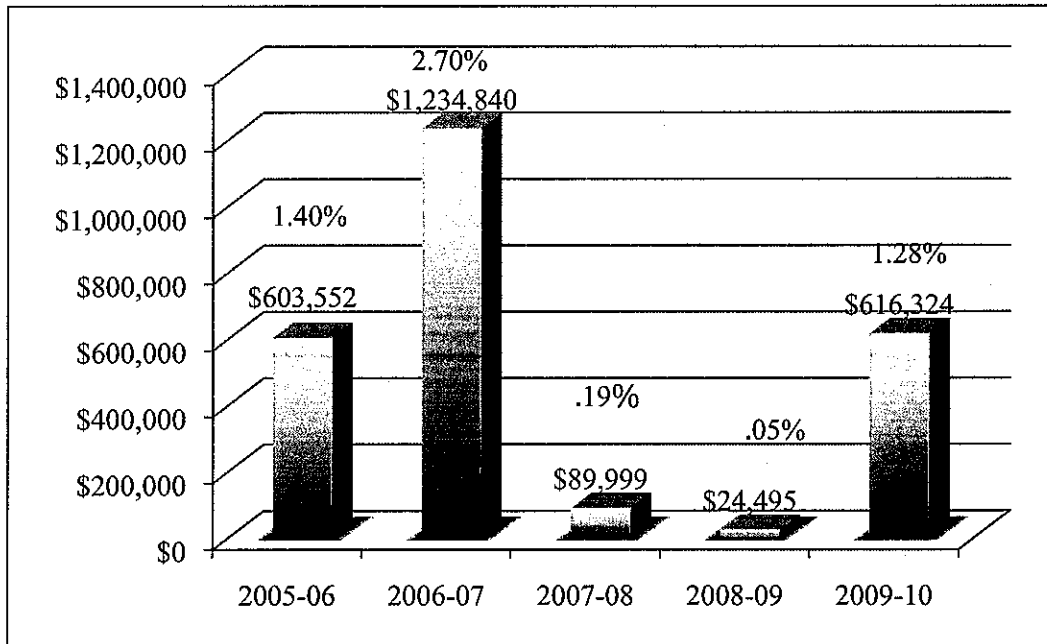
The development process at Golden West College historically has been completed as a “rollover” process. The managers of departments were provided with budget development sheets that displayed their discretionary accounts, and they were allowed to move their budget from one category to another to better serve their needs. In 2010-11, with the State budget information we received, Golden West decided that it needed to create some contingency plans in case there were midyear reductions. Every discretionary account on campus was reduced by 50%. That 50% was placed in holding accounts and remained unspent through the first half of the year. As departments faced difficulties with their operations, requests were made to senior administration for permission to spend up to an additional 25% of their budgets for emergencies. The college departments have operated extremely efficiently for the 2010-11 fiscal year, which will hopefully allow the campus to have a healthy ending balance.

Budget development for 2011-12 will be extremely difficult. With so many unknowns at the State level, Golden West and the Coast Community College District have created various scenarios taking into consideration the different options being considered. For 2011-12, 50% of all discretionary accounts will actually be reduced from campus operations and taken as permanent reductions to the campus budget. In addition, vacancies created through attrition and early retirement incentives are being reviewed on a case-by-case basis with many of the positions being eliminated to help the campus meet its revenue reduction targets.

The Planning and Budgeting Committee plays a vital role in the budgeting process. On an annual basis, the committee is presented with a summary of expenditures from the previous year and a breakdown of those expenditures by major category (salaries, utilities, supplies, etc.). In that same report, a breakdown of the current fiscal year budget is broken down in the same way. This allows the constituents that serve on the committee to understand where the expenditures were made in the previous year, as well as where the expenditures are anticipated to be in the coming year. With the budget challenges that the College is facing, the committee gets regular updates as new information is made available from the District and the State to ensure that everybody has an overall understanding of the financial state of the College.

Golden West College will be facing some very serious budget challenges in the next 2-3 years, possibly longer, given the state of the State. The College is doing its very best to prepare for these future unknowns, but it will be extremely challenging given the reductions that have already been taken, both in financial resources and human resources.

Five-Year Ending Balance History

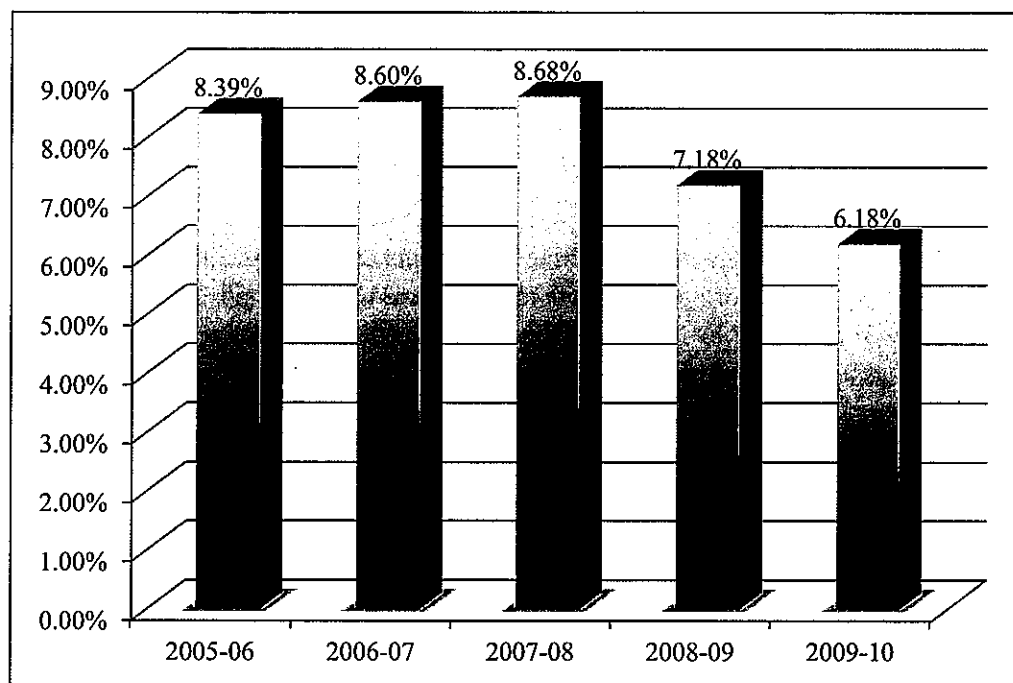


Source: Golden West College, Administrative Services

The College strives to maintain an annual 1% reserve for contingencies in the general fund ending balance as an adequate indicator of the College's overall fiscal health. However, the College has been able to achieve that goal in only three of the past five years. Fixed costs of salary and benefits continue to claim the majority of the revenues. The College experienced two years where the ending balance was extremely small in comparison to its adopted budget. In 2009-2010, the College had a healthy ending balance and is projecting one for the 2010-2011 fiscal year as well. In addition to the College general fund ending balance, Golden West maintains a fund as well for capital expenditures and emergencies.



Percentage of Discretionary Budget Five-Year History of Expenditures



Source: Golden West College Administrative Services

With the majority of the College budget being spent on salaries and benefits, there are very few discretionary funds available. Over the course of the last several years, the College has been working towards a goal of increasing the discretionary budgets to 15% to ensure that operational budgets are adequate. However, as budgets become challenging this has become very difficult. The college has made strides toward this goal by not replacing personnel who have left their positions; however, with the College facing significant reductions in discretionary budgets, that goal becomes more and more difficult to reach.

Most revenues come to the college through the apportionment process, which is tied to enrollments and instructional contact hours. The college has achieved its FTES cap by offering courses in the winter intersession and summer school. Unfortunately, resources to continue those non-primary terms are dwindling. Pending increases in student enrollment fees, combined with changes in the demographics of the population served may make it hard to sustain the desired enrollments through the primary terms alone. Effective strategies for enrollment management, outreach, scheduling and facilities utilization will be needed.

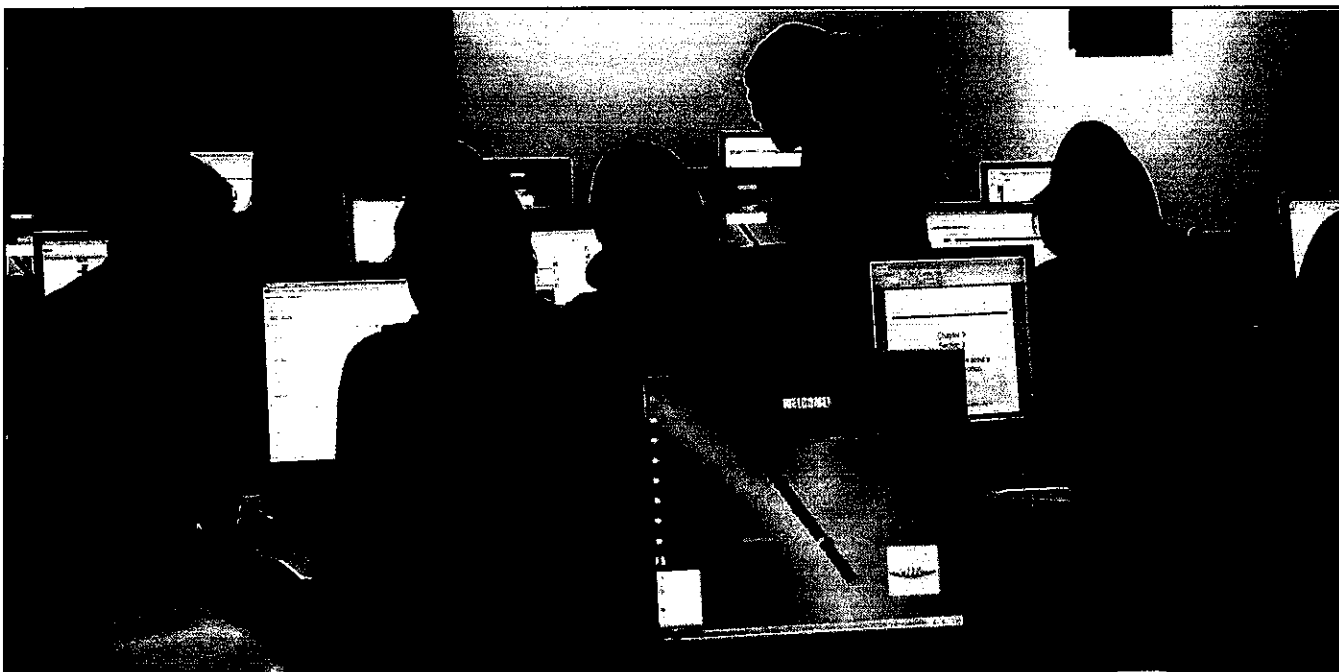
In the past year, the College has introduced a number of new instructional budget models and scheduling tools to improve the quality and accuracy of the College's course scheduling practices. As such, the College has been able to project enrollment to within .01% of the actual census enrollment. Additionally, to respond to the significant budget cuts imposed by the state, the College has been able to introduce scheduling models that reduce the instructional budget by 10% while reducing the impact on enrollment to 7%. The College plans to further improve and augment these models by introducing and evaluating course scheduling priorities and integrated scheduling models across all instructional divisions. These efforts will ensure that students are offered the most efficient scheduling patterns that decrease the time required to complete certificates, graduate and transfer.

TECHNOLOGY

The 2004 Technology Plan articulates a vision for implementing the use of sophisticated technology. These resources would be accessible to students and staff alike. The plan calls for preparations to build the infrastructure, applications and services to achieve the vision. Goals were divided into three different timelines. One timeline would be for goals that would be achieved in two years, one for those to be accomplished over two to five years, and finally, one timeline for goals that required resources that were not currently available. The Technology Plan anticipates that technology will be used to improve College operations, provide new methods for delivering instruction, and create new opportunities for fields of study.

A number of new administrative technology initiatives have been launched since the 2004/05 College Master Plan was written. A new District integrated information system (Banner) was implemented. The new integrated information system attempts to “work smarter” by implementing advancements in technology. On the campus, a new College “green” data center has been opened since the College Master Plan of 2004/05 was authored.

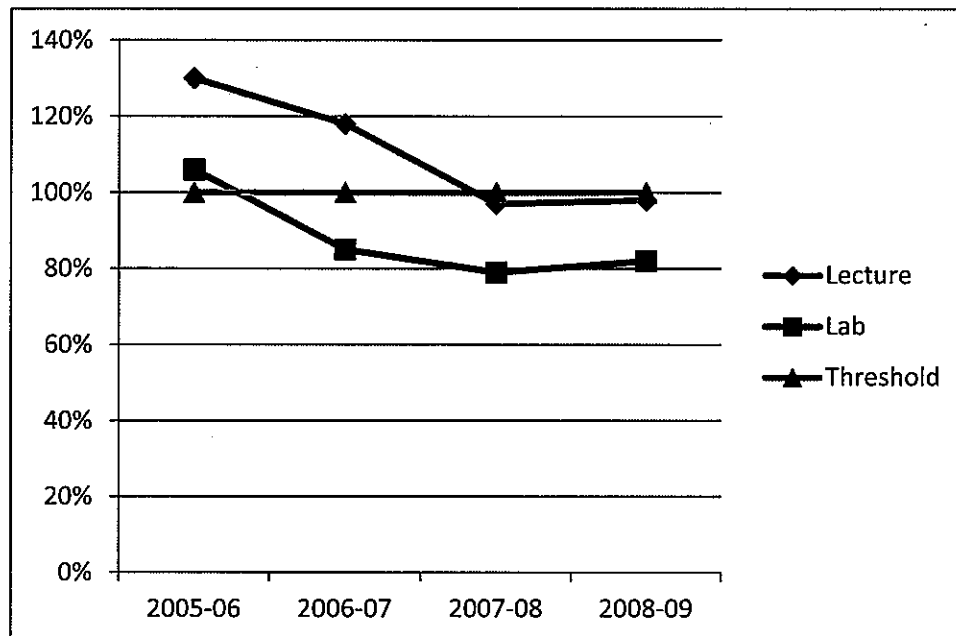
A number of instructional technologies have been introduced in recent years. On the campus many classrooms have become multimedia-teaching environments with white boards, a computer, a projector and a built-in screen. The online “course shell” that has been created in the Blackboard learning management system for every class at the College allows instructors to post an electronic grade book, encourage class blogs and student chats, post assignments, host online quizzes, use class specific student e-mail, and link to other resources. A new nursing and health science building has been opened with a nursing and health computer center, and at least two programs operate with sophisticated instructional simulators (Nursing and Criminal Justice). The nursing program, with 13 general-purpose patient simulators and one birthing mother simulator, now making it one of the most technologically advanced programs in the nation. A new state-of-the-art Learning Resources Center is scheduled to open in Summer 2011, which will add more computers and printers on the campus network. Additionally, distance education offerings have expanded over the past six years. In recent years the College has increased the number of online and hybrid courses that rely on instructional technology. **Measure C resources have partially funded these technological acquisitions but a new revenue source will be required to provide ongoing support to hire technical personnel, to replace worn equipment, and to provide training to the general staff in the use of the equipment and software.**





SPACE

Space Utilization, Capacity to Load Ratios



Source: Coast Community College District 2003-2008 Report 17 ASF/OGSR Summary and Capacities Summary; analysis by Cambridge West Partnership, LLC

Since 2005-06, the College has worked diligently to use facilities more efficiently. This goal is illustrated in the graphic of capacity to load ratio. There are four key academic buildings that are in the queue for state funding: (1) Science/Math; (2) Criminal Justice; (3) Language Arts; and (4) Student Services. This long-term planning anticipates that the college will continue to demonstrate full use of its facilities on a 56-hour-a-week basis and continue to show productivity with a high average number of students per section, WSCH per section, and WSCH per full-time equivalent faculty (FTEF) ratios. Because there is a limited amount of state funding available, this money will be awarded to those colleges in need of facilities but with the greatest productivity or efficiency values.

One of the College's goals is to provide facilities for non-state funded programs. The top priorities include providing new space for the Cosmetology program and consolidating Administrative Services into a single building. Additional projects that the College would like to complete include the reuse of the KOCE studio in the Music building when the lease expires, possibly for use by Digital Arts and Digital Media programs, redistributing the CTE program space, redefining the current Admissions and Records space, constructing faculty or student housing; and identifying alternative uses for College land.

VI. INSTITUTIONAL EFFECTIVENESS

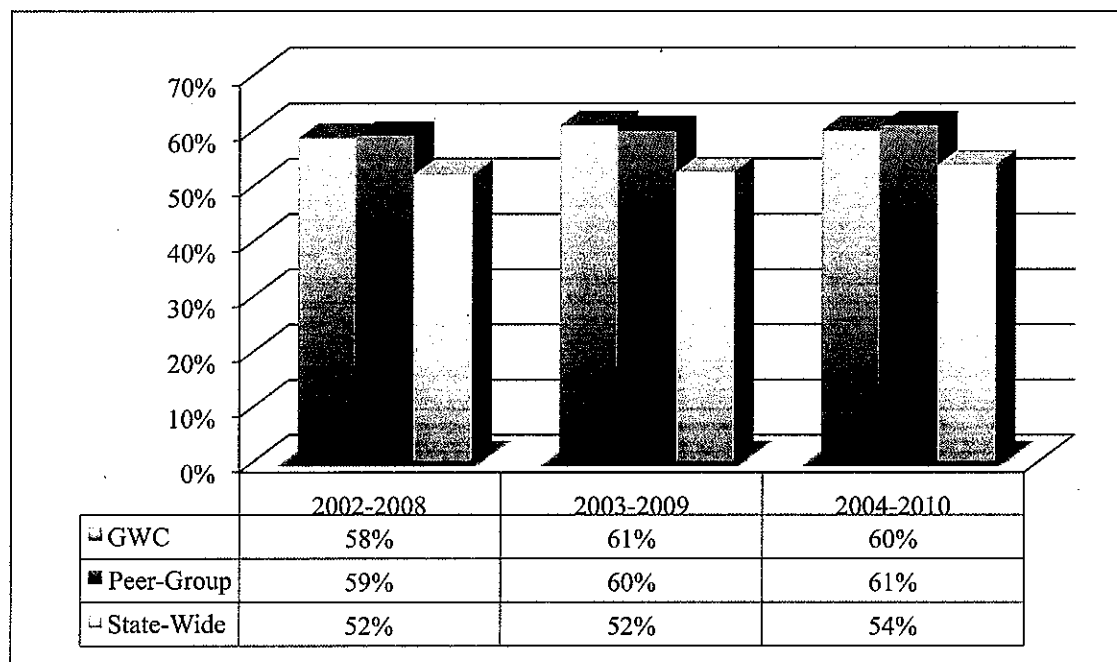
A. Assessment of Institutional Performance Against Goals

Institutional Mission and Effectiveness Goal

The College has evaluated data about its own performance with respect to the goals it has established. Key performance indicators are used to determine the extent to which the College has reached those goals. These activities illustrate the culture of evidence at the College.

The Accountability Reporting for Community Colleges (ARCC) reports¹⁷ show that in recent years Golden West College had a significantly higher rate of Student Progress and Achievement (SPAR outcome) (over 5% greater) than the statewide rate and is on par with the performance rate reported for a peer-group of California community colleges. These results are based on the SPAR outcome indicator.

Student Progress and Achievement Rate



Source: Golden West College Office of Institutional Research

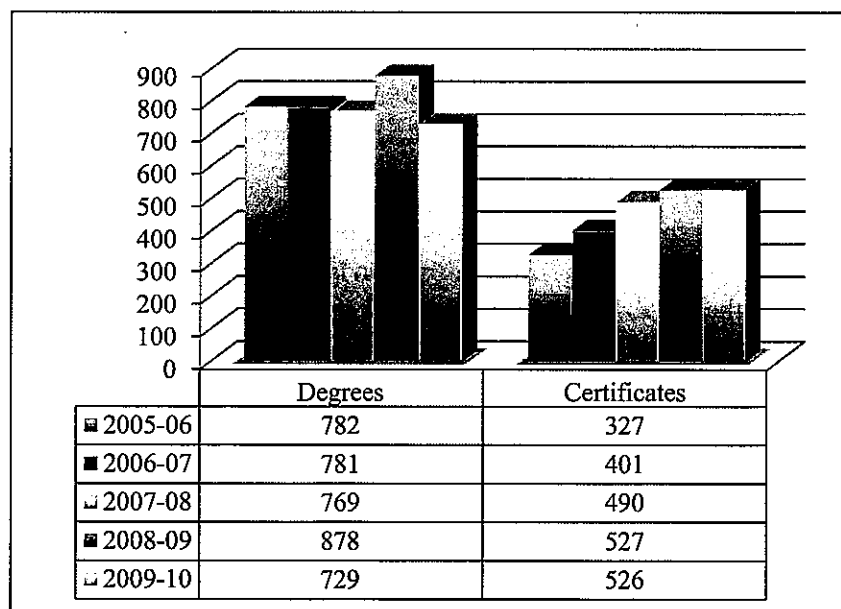
In this analysis the denominator of the ratio consists of first-time students in the California community college system in 2002-03, 2003-04, and 2004-05. They were followed respectively to 2007-08, 2008-09 and 2009-10 and placed into the denominator count if they earned 12 units and attempted a transfer math or English course and a high-level vocational course. These students are also included in the numerator of the ratio if they were awarded a degree or certificate, or if they became transfer directed or prepared, or actually transferred.

¹⁷ A copy of the current and past reports, which contain a detailed methodology section, can be extracted from <http://www.cccco.edu/ChancellorsOffice/Divisions/TechResearchInfo/ResearchandPlanning/ARCC>



The number of degrees and certificates of achievement can be identified on an annual basis. These are key performance indicators that are monitored by the College. The numbers of awards increased in both categories from 2005-06 to 2008-09. For some reason there was a decrease in the number of degrees awarded in 2009-10 compared to 2008-09, although the number of certificates awarded in that year remained the same. Over this five-year period, (2005-2010) the College has awarded an average of 788 degrees and 454 certificates annually.

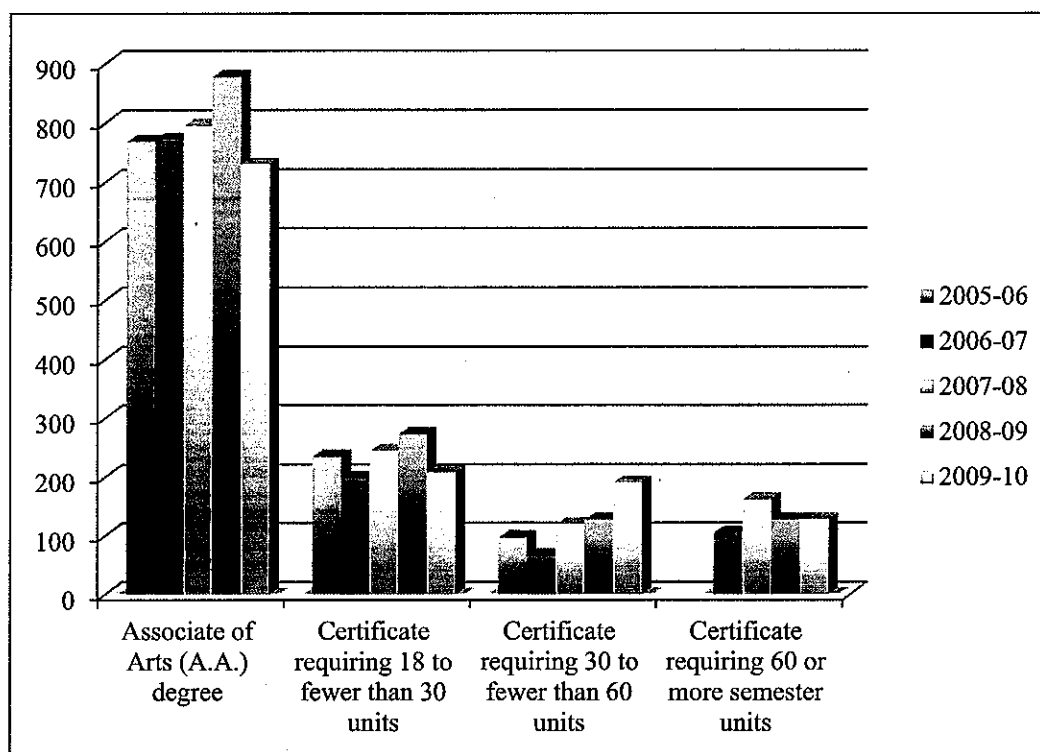
Degrees and Certificates of Achievement Awarded



Source: Golden West College Office of Institutional Research

The College has set a goal to increase the number of degrees awarded by 22 over the next three years and to increase these awards by 72 over the next six years. Likewise, the College aspires to increase the number of certificates of achievement it awards to 580 (10% increase) over the next three years and to increase to 632 (20% increase) over the next six years. A more detailed view of the past awards is provided below.

Details of Degrees and Certificates Awarded



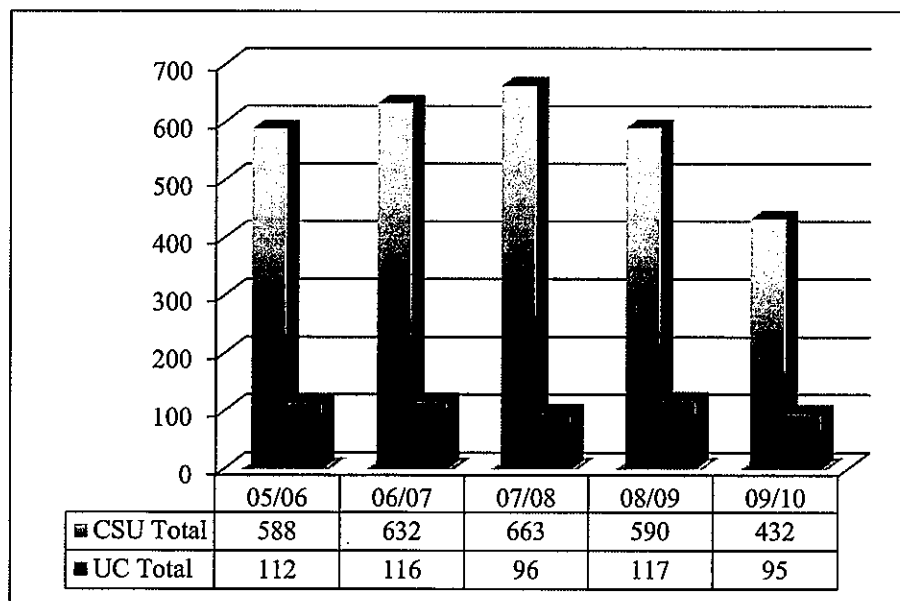
Source: Golden West College Office of Institutional Research; analysis by Cambridge West Partnership, LLC

After 2005-06, the College began to award Associate Degrees in specific discipline areas; therefore, a comparison from that year through 2009-10 is a little misleading. Nevertheless, the two discipline areas with the most degrees awarded are Interdisciplinary Studies (84.6%) and Health (8.0%). Until 2009-10, the term Interdisciplinary Studies was used to denote the transfer preparation Associate Degree program offered by the college. From 2009-10 forward, Associate Degrees were available under more curriculum-specific areas. Among the certificate awards, the three most popular areas of all certificates granted are Public and Protective Services (24.8%), Health (24.3%) and Commercial Services (23.5%).

It is useful to consider the transfer experience of students who attended the College and are now enrolled at one of the two public university systems in California. This information is incorporated into the SPAR outcome measure in the ARCC framework. Over the last six years, the College has averaged an annual transfer count of 580 students to CSU and 107 to UC. A lack of revenue being provided to the public universities has required them to restrict the number of community college transfer students they can accept. CSU Long Beach, in particular, is a very impacted institution but is the primary campus to which Golden West College students transfer. CSULB sharply curtailed the numbers of accepted transfer students in recent years and this is shown in the graph below. As an alternative, transfer-bound students from the College have been seeking entrance to in-state private institutions and out-of-state schools. The College's success in sending students to the two in-State public university systems is illustrated in the graphic below. The overall count of students who transferred in the most recent year for which data is available (2008-09) was 1,072. Transfer preparation is a major function of the community college system but acceptance of those students within the public university systems depends on the resources available to those systems.



Annual, Full-Year Transfers to CSU and UC

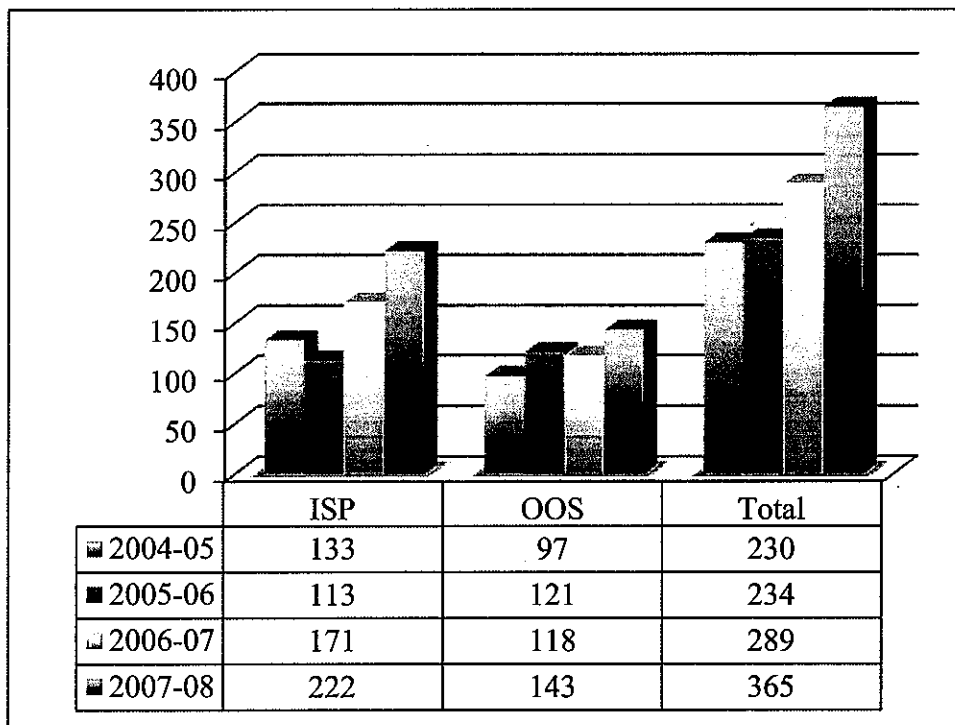


Source: California Postsecondary Education Commission; analysis by Cambridge West Partnership, LLC



The number of students from the College who have successfully transferred to in-state private or out-of-state institutions has been steadily climbing over the academic years for which data is available (2007-08 is the most recent year). On average, the College has sent 160 students to private institutions in the state and 120 students to out-of-state schools. From 2004-05 to 2007-08, there has been a 67% change in the numbers of students accepted at in-state private schools and a 47% change in the numbers accepted at out-of-state institutions. Over this period of time, the leading out-of-state institutions are University of Nevada at Las Vegas and Ashford University (large provider of distance education, although based in Iowa). Among the in-state private schools, the most popular are: (1) University of Phoenix (annual average of 73 students); (2) Chapman University (annual average of 17 students); (3) Vanguard University (annual average of 15 students); (4) University of Southern California (annual average of 13 students); and (5) National University (annual average of 12 students).

Full-Year Transfers to Out-of-State (OOS) and In-State Private (ISP) Schools

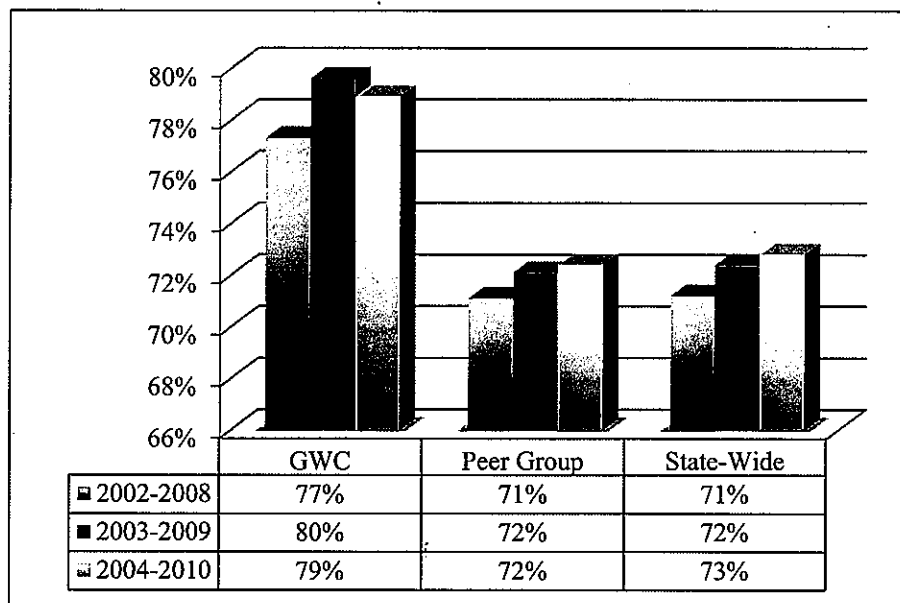


Source: California Community College Chancellor's Office, Research, Analysis and Accountability Unit Reports; analysis by Cambridge West Partnership, LLC

The College has set a new goal to increase the annual, full-year overall number of students who successfully transfer to a total of 1,092 within the next three years (an increase of 20 students) and to 1,122 (or 50 additional students) within the next six years.

The College is also substantially above the statewide performance level on the ARCC indicator of the “Percent of Students Earning 30 units”. For career and technical education students who neither transfer to a four-year institution nor receive an award from the community college, the completion of 30 units translates to substantial gains in wages upon leaving college.¹⁸ Two years after leaving the community college, these students have been shown to earn about as much as the vocational student who completes an occupational degree or certificate. For those students intending to transfer, completing 30 credit hours is an important momentum milestone because it indicates that they are halfway to the transfer point.

Percent of Students Who Earned at Least 30 Units



Source: Golden West College Office of Institutional Research; analysis by Cambridge West Partnership, LLC

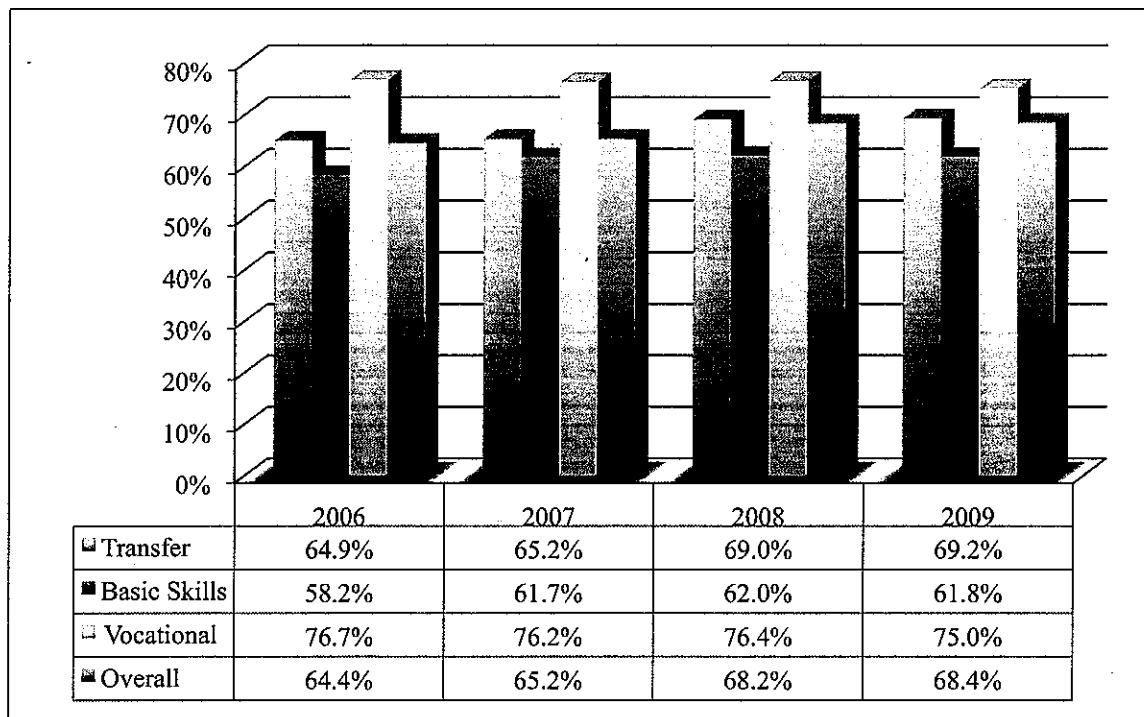
In this analysis, the denominator of the ratio is the same as the student progress and achievement indicator. The students who successfully complete 30 credit hours are in the denominator and are also included in the numerator.

¹⁸ Brian Bosworth *Certificates Count: An Analysis of Sub-baccalaureate Certificates*. (Washington, DC: Complete College America, 2010); Louis Jacobsen and Christine Mokher *Pathways to Boosting the Earnings of Low-income Students by Increasing their Educational Attainment* (Washington, DC: Hudson Institute Center for Employment Policy and CNA Analysis and Solutions, 2009); Tom Bailey et. al. *The Return to a Sub-baccalaureate Education: The Effects of Schooling, Credentials and Program of Study on Economic Outcomes* (Washington, DC: U.S. Department of Education, 2004); Dana Furchtgott-Roth et. al. *Strengthening Community Colleges' Influence on Economic Mobility* (Washington, DC: The Pew Charitable Trusts, 2009); and Davis Jenkins *A Short Guide to "Tipping Point" Analyses of Community College Student Labor Market Outcomes* (New York, NY: Columbia University, Teachers College, Community College Research Center Research Brief #3, April 2008)



A common measure of organizational performance is the success rate of students enrolled in the credit instructional program. The rate is calculated by comparing the number of students who earned a grade of C or better to the number of all students who were still enrolled after the normal add and drop period ended. Students attending the college have had steady increases in the amount of success they have experienced in their courses with a minor exception of vocational curriculum in Fall 2009.

Fall Term Student Success Rates Overall and by Type of Course

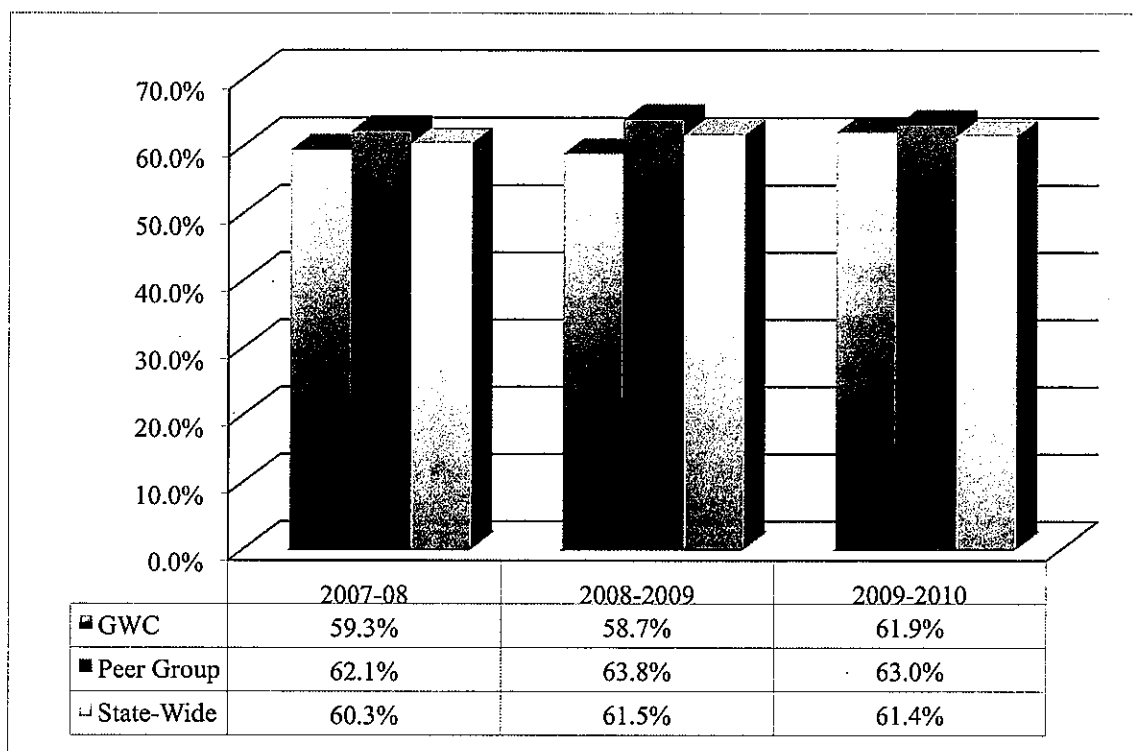


Source: Golden West College Office of Institutional Research; analysis by Cambridge West Partnership, LLC

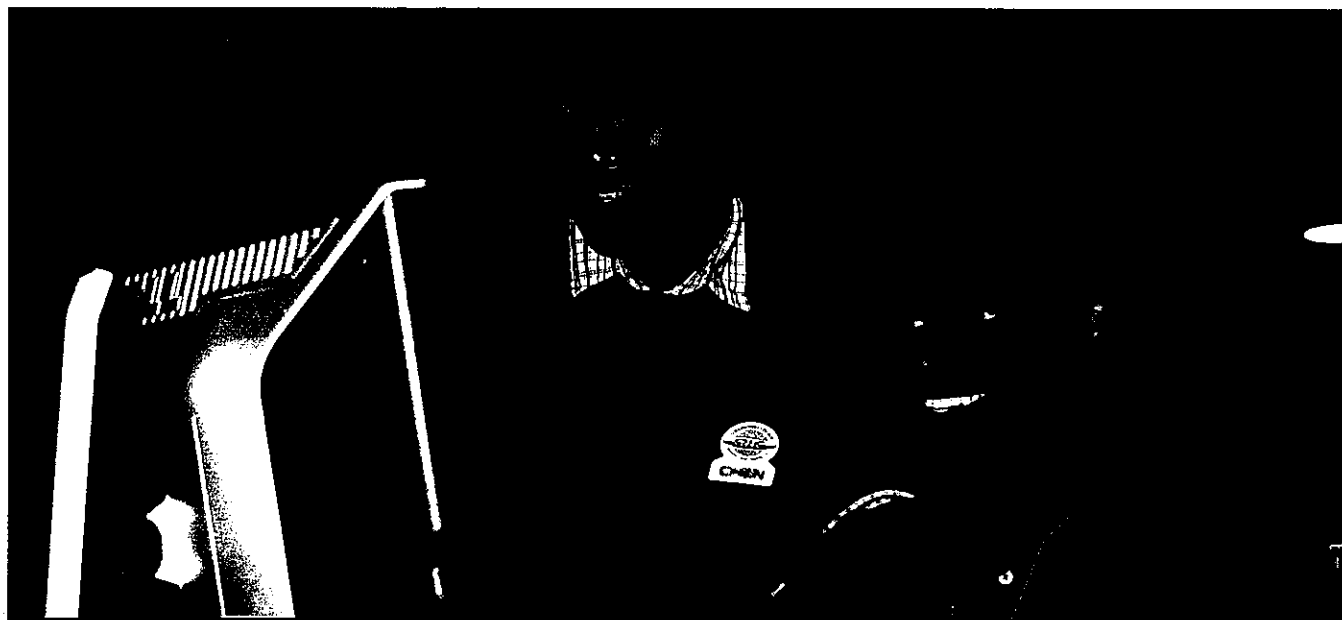
When student academic performance is analyzed, it becomes apparent that certain student groups perform much better than others in both English and math. To address this disproportionate success rate, the College has set a goal of not having any student group achieve course success rates in math and English below 80% of the reference group performance (male in the case of gender success and White in the case of racial success) in a disproportionate impact analysis. Over a five-year period, all groups averaged at or above the disproportionate impact threshold. However, the success rate for Black students was the lowest of all groups and was exactly at the cutting point of the disproportionate impact threshold.

As expressed in the ARCC framework, in recent years Golden West College was slightly behind its peer group but roughly on par with statewide performance on the “Basic Skills Credit Course Success Rate” indicator. In this analysis the denominator of the ratio consists of students enrolled in one or more credit non-degree applicable basic skills courses during 2007-08, 2008-09, or 2009-10. Successful students, defined as those who earned a final course grade of A, B, C or pass, are also placed into the numerator count. This performance indicator is important because two-thirds of the incoming students are placed into basic skills level English and/or math courses.

Annual Credit Basic Skills Successful Course Completion Rate

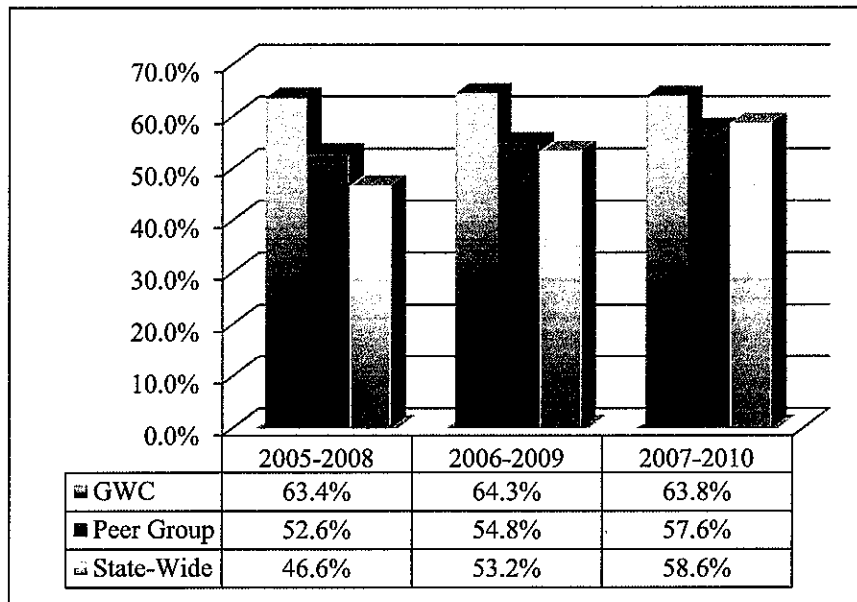


Source: Golden West College Office of Institutional Research; analysis by Cambridge West Partnership, LLC



The College has not yet set a key performance indicator goal for basic skills successful course completion rate. As expressed in the ARCC framework, in recent years Golden West College had significantly higher than state-wide performance levels on the “Basic Skills Improvement Rate” (61.9%) indicator. In this analysis the denominator of the ratio consists of students enrolled in one or more credit basic skills math, English composition, or reading courses below the transfer level during 2005-06 to 2007-08, 2006-07 to 2008-09, and 2007-08 to 2009-10. Successful students were defined as those who earned a final course grade of A, B, C or pass. They were followed respectively for three academic years, including the term of qualifying enrollment, and placed into the numerator count if they successfully completed a higher-level course in the same discipline.

Basic Skills Credit Course Improvement Rate



Source: Golden West College Office of Institutional Research; analysis by Cambridge West Partnership, LLC

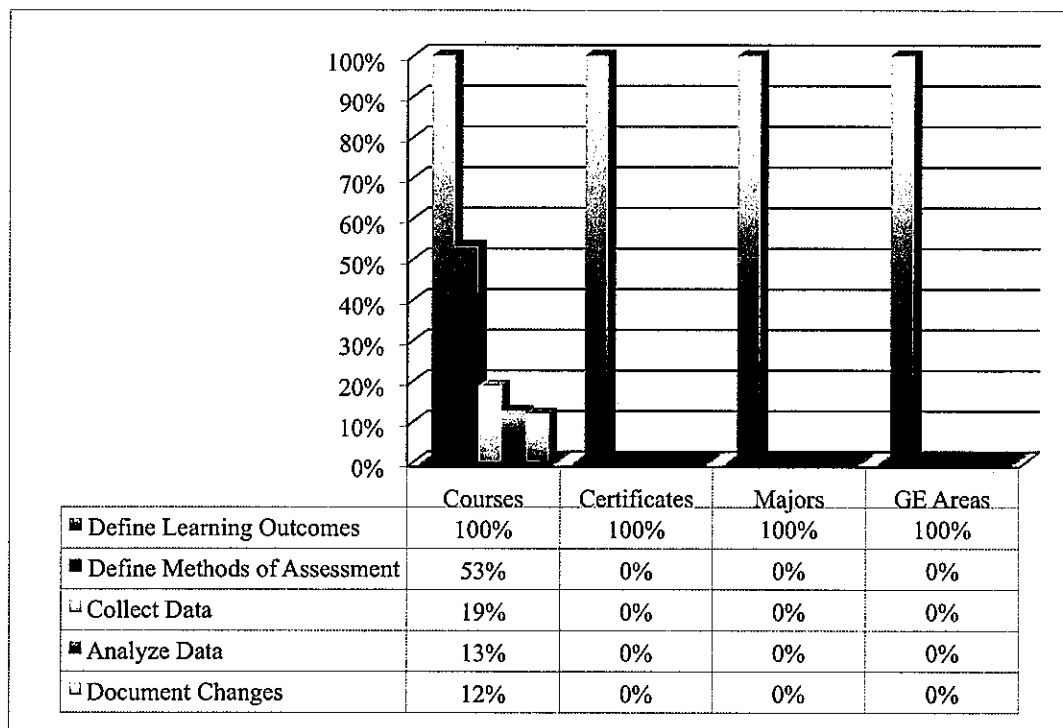
The College has not set a key performance indicator goal in the area of basic skills success or credit course improvement.

Asian students are disproportionately impacted with respect to entering transfer-level English composition courses, while Hispanic, American Indian and disabled students are adversely impacted with respect to accessing transfer-level math instruction. Within the basic skills course offerings, 40% of all students do not complete the English series successfully while less than 52% of all enrolled students successfully complete math developmental courses. When transfer-ready cohorts were inspected, the College found that American Indian, African-American and disabled students were consistently not represented at the same rate as other students after six years of enrollment.

Student Learning Programs and Services Goal

The College presently views its learning outcomes and the assessment of learning activities as being in the developmental stage of a rubric prepared by the Accrediting Commission for Community and Junior Colleges (ACCJC). One of the College's value statements declares, "We aspire to high academic standards and support the personal growth of all our students. We are committed to student learning that culminates in identified student outcomes." At the conclusion of academic year 2008-09 the progress self-appraisal (Student Learning Outcomes Assessments) was developed. It is illustrated in the graphic below.

Percent of SLO Assessments in Evidence

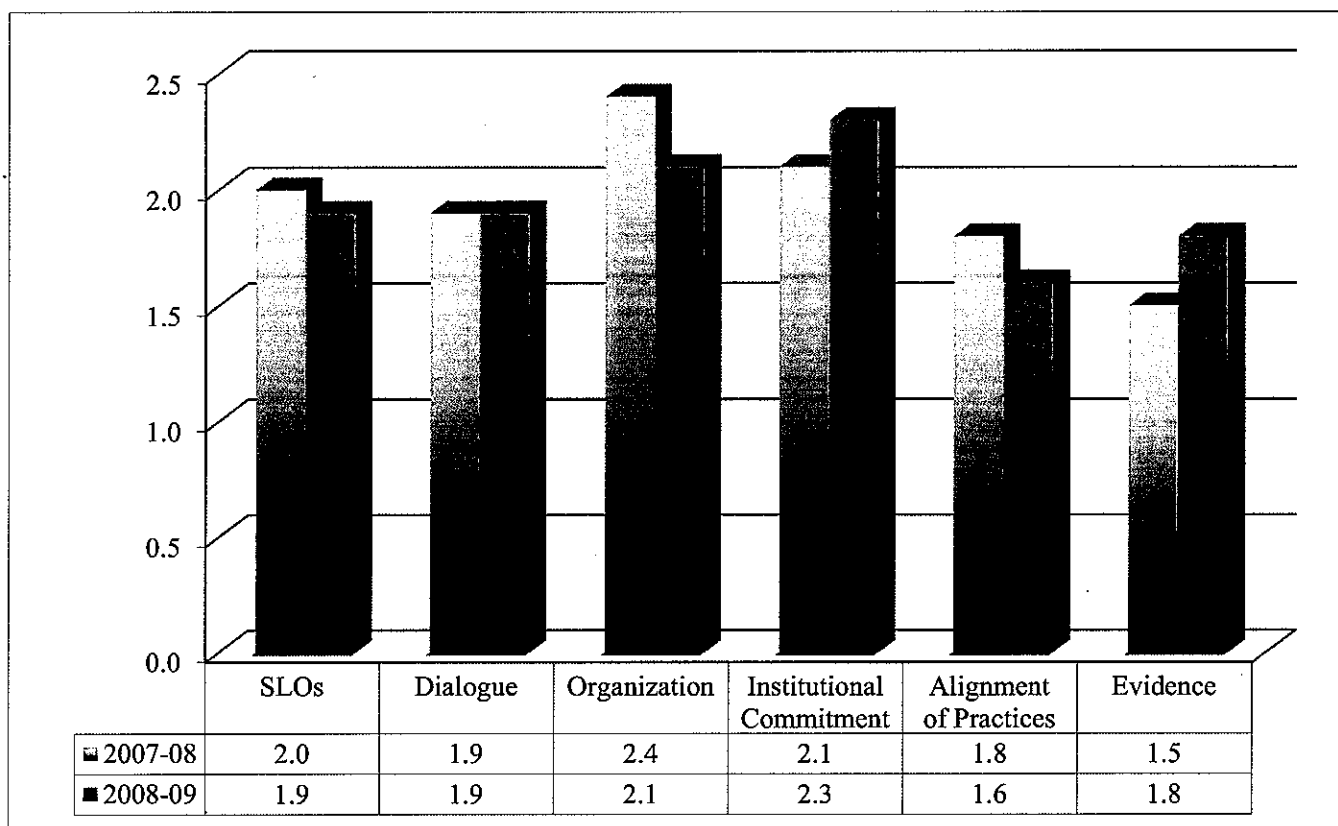


Source: Golden West College Office of Institutional Research; analysis by Cambridge West Partnership, LLC

Members of College Instructional Planning and the Institutional Effectiveness committees completed the California Assessment Initiative (CAI) Rubric on Student Learning Outcomes during Fall 2007 and Spring 2009. The scale ranges from Stage 1 – Awareness to Stage 4 – Sustainable Continuous Quality Improvement. Results of the self-assessment indicate the College is between 1.5 and 2.4 on all components of student learning outcomes (SLO) and assessment implementation, which is Stage 2 - Development. The ACCJC expects the College to be at Stage 3 (greater than 3.5) by the end of the 2011-12 academic year.

The College has set a goal to be at the proficiency (stage 3) in all six categories within that level of the rubric and to be at the sustainable continuous quality improvement (stage 4) level in six years. Campus leaders have acknowledged that to achieve this goal all of the instructional courses, programs and the general education area offerings will have learning outcomes, assessments and documented improvements within three years. The student support service programs will have completed the third and fourth cycles of their assessment work within three years. The details of what it means to be at the sustainable continuous quality improvement level will be determined based on the outcomes of the assessment work.

The Extent of SLO Framework Implementation



Source: Golden West College Office of Institutional Research; analysis by Cambridge West Partnership, LLC

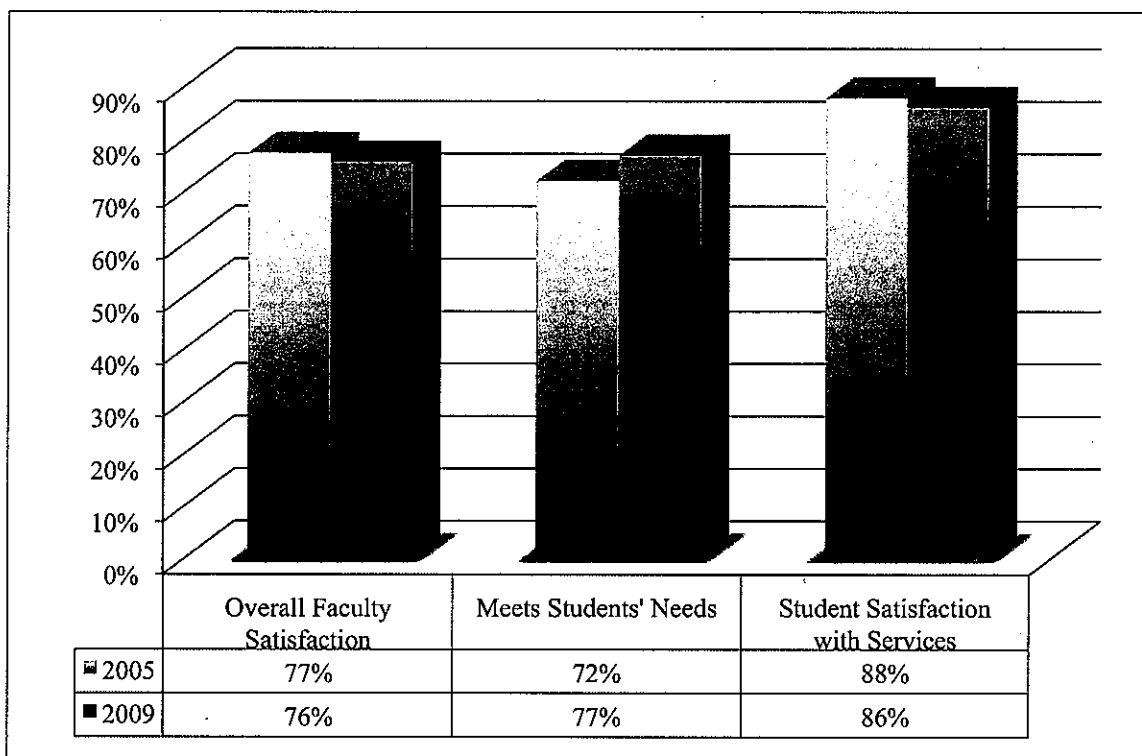
The assessment of student learning outcomes provides an opportunity for the College to assure the competence of those who graduate with a degree, certificate, or transfer to a four-year institution. Findings from recently published studies support the efforts of regional accreditors to require member institutions to take steps to assess learning and assure that the students are accomplishing the competencies envisioned by the faculty.^{19 20}

19 Charles Blaich and Kathleen Wise. *From Gathering to Using Assessment Results: Lessons from the Wabash National Study*. (University of Illinois at Urbana-Champaign: IL, National Institute for Learning Outcomes Assessment (NILOA) January 2011)

20 Richard Arum and Josipa Roksa. *Academically Adrift: Limited Learning on College Campuses*. (Chicago, IL: University of Chicago Press, 2010)

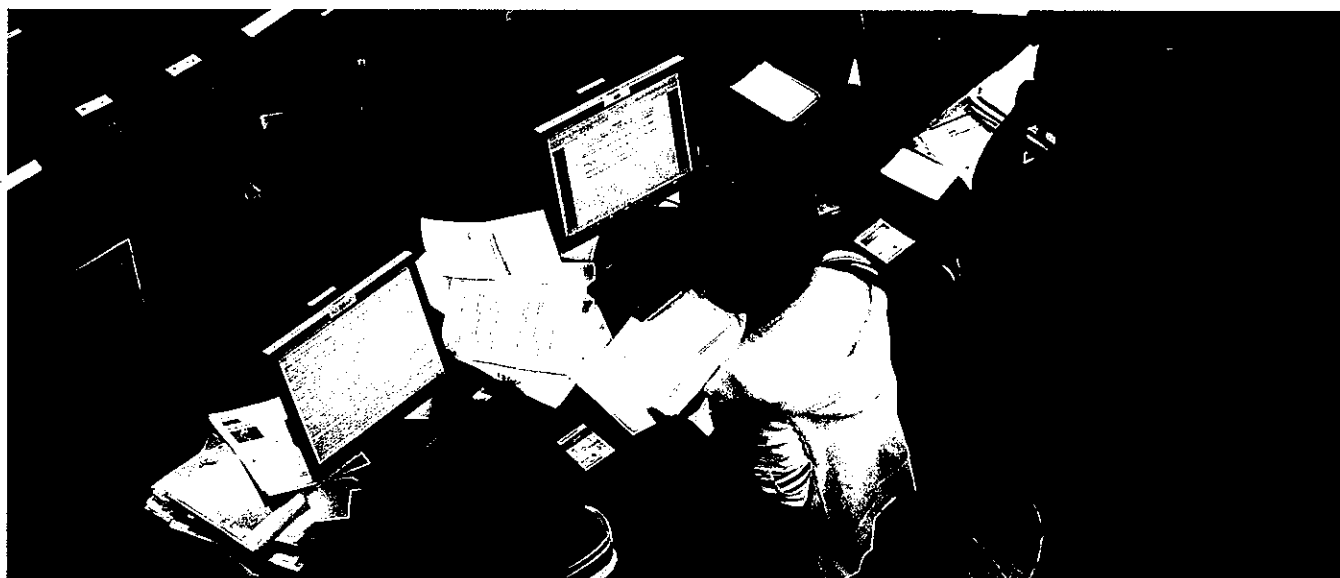
The College also evaluates its performance in some areas by the level of satisfaction colleagues and students express about the services provided. The Library and Learning Support Services in particular have earned high satisfaction marks, but are striving to become even better.

Faculty and Student Satisfaction with Library and Learning Support Services



Source: Golden West College Office of Institutional Research; analysis by Cambridge West Partnership, LLC

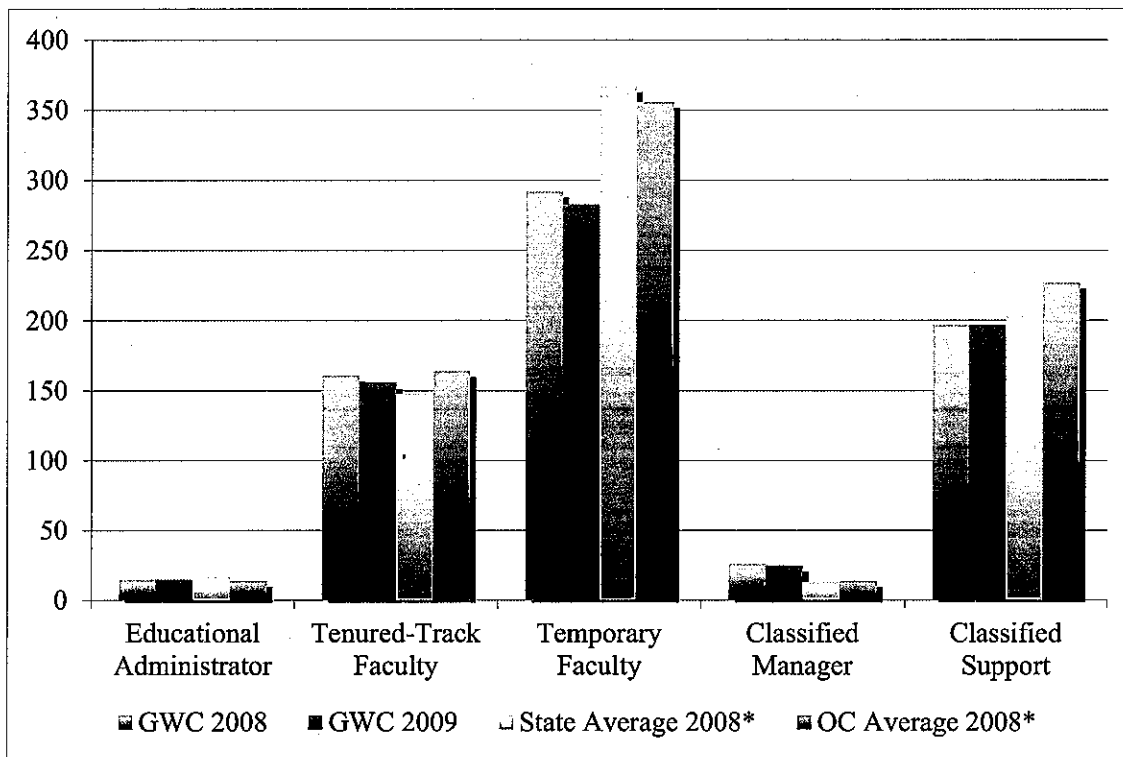
While these peer reviews are very positive, the professionals in the Library and Learning Support Services have set a goal to increase the level of satisfaction over the next six years. Their move to a new facility may likely assist them in achieving that goal.



Resources Goal

Until the year 2009, the staffing levels for most employment categories at the College compare favorably to the numbers of personnel found throughout the State and Orange County for similarly sized community colleges. The one exception is the category of classified managers. The College has more of this type of personnel than is commonly the case.

Golden West College Staffing Numbers Compared to State and Orange County College Averages



*adjusted for school size

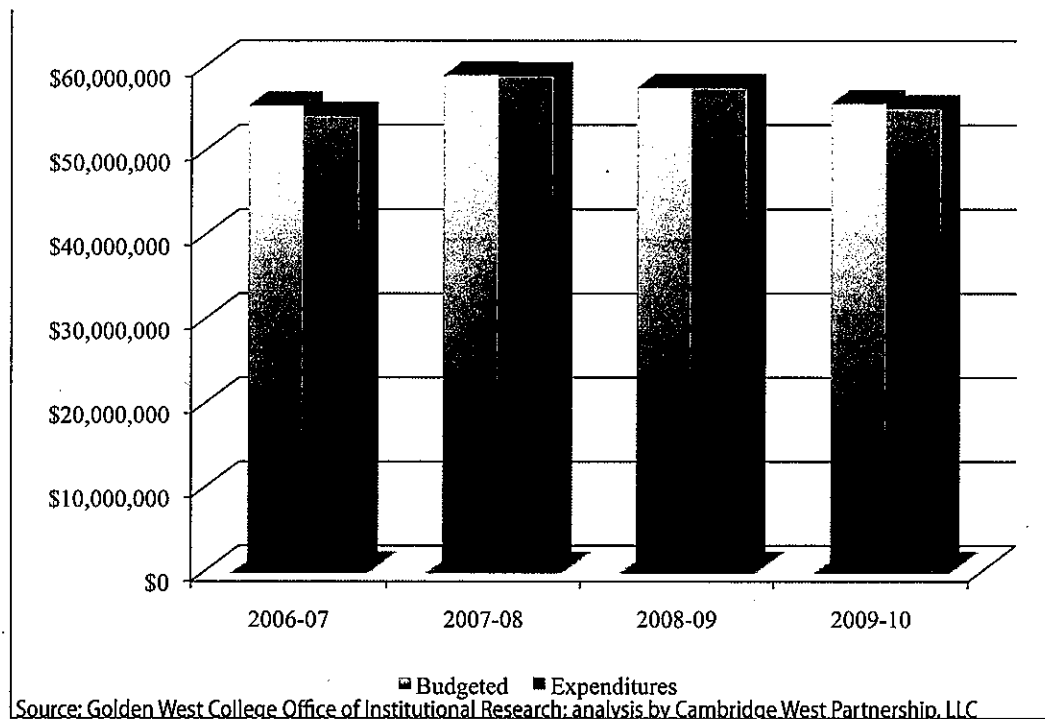
Source: Golden West College Office of Institutional Research; analysis by Cambridge West Partnership, LLC

The total general fund budget for the operation of the College has declined since 2006-2007.





Golden West College Budget vs. Expenditures



A central indicator of College health is the ability to maintain and provide adequate facilities, which projects a “spirit of place” that welcomes students and employees. The resources available for facilities management have declined since 2006-07 as the College endeavored to preserve existing structures and complete several capital construction projects funded with Measure C bond money. An overall utilities upgrade along with new Health Science and Learning Resource Center (LRC) buildings have claimed the largest portions of these funds. With the completion of the LRC in 2011 Measure C resources will be depleted.

Based on a Spring 2006 survey of employees, technology infrastructure and training in the use of technology are meeting people’s needs. However, the technology support unit has set a goal to improve over the next six years.

Participatory Governance and Leadership Goal

The College seeks to embrace a culture of assessment and continual improvement by supporting active participation in planning and decision-making processes based on trust, openness, consistency and respect. In both 2007-08 and 2008-09, the College committees used the ACCJC institutional effectiveness rubrics to rate their progress on planning and program review processes. On a four-point scale, the program review process was judged to be nearly proficient, stage three of four while the planning processes were thought to be closer to stage two (development) of four.

Community Engagement Goal

Since 2007 the College has developed some noteworthy new partnerships.

- The Boys and Girls Club of Huntington Valley helped improve the Child Development Center by building the first Boys and Girls Club Childcare Center on a college campus.
- The Huntington Beach Chamber of Commerce held its annual planning conference with business, industry and City leaders at the College in 2010.
- The College has increased grant efforts and acquired new scholarships for students.
- The first partnership with the Orange County Workforce Investment Board (WIB) has been completed.
- The first successful land development project, which will bring an annual income of \$250,000, was completed when the CVS store opened in January 2010 on the northwest corner of college property.

These partnerships yield opportunities and revenue for the College.





B. Program Review High Points

Program review is the primary mechanism by which Golden West College identifies the objectives and resources needed to fulfill its educational mission. All programs (instructional and non-instructional) are now expected to complete a review on the same two-year cycle using the template of prompt questions. These questions were revised in Fall 2008. Programs that do not complete their report are not eligible to receive additional funding for one-time requests, classified positions, faculty positions, or facilities requests.

The program review report follows a basic Strengths, Weaknesses, Opportunities, and Threats (SWOT) analysis format. However, it also contains sections for departments to report:

- budget expenditures and revenues,
- curriculum and course student learning outcomes activity,
- program student learning outcomes
- progress on prior cycle objectives
- new objectives for the next cycle
- requests for resources

The program review process has been a particular strength of the College and was recognized for a commendation by the campus visiting team in the comprehensive reaccreditation team report. Based on Title 5 Regulations, the State of California Chancellor's Office calculates all projected facility needs based on Weekly Student Contact Hours (WSCH). The following inserted tables identify by discipline/department the actual WSCH for the Fall 2009 semester plus projected WSCH for those years 2015, 2020 and 2025. This WSCH is then distributed into the proportion of lecture and laboratory hours and this percentage becomes the calculation for lecture and laboratory space needs (referred to as ASF, assignable square feet). The projected space needs for the program shown in the table is colored green for easy identification.

The column on the right (shown in yellow) represents the current space (ASF) on campus and/or it represents the planned space in those projects already in the facilities planning cycle, specifically the new Criminal Justice Training Center, the new Science/Math Building and the proposed Languages Arts project. Actual space projections for future projects such as the conversion of the old library to student services, or remodel of the Technology building have not been integrated into these tables.

The details of each unit's data set, completed program review report and resource request can be found on the College intranet through links provided by the Office of Institutional Research. From those reports, a short overview of each area and a brief description of their planning intentions for the next two years has been extracted and summarized below. The discussion below is organized by wing of the College, starting with the instructional wing.

INSTRUCTIONAL WING

Criminal Justice Training Center

Overview

The Criminal Justice Training Center's (CJTC) priority is to provide educational, vocational, and technical training that lead to transfer to a university, specialized employment, or career enhancement in the Criminal Justice profession. The Center trains police officers and support personnel in the underlying philosophy of Community Oriented Policing, emphasizing principles of leadership, ethics, professional values, partnership development, problem-solving skills, tactical proficiency, and communication. Currently, the Training Center offers Certificates of Achievement and four Criminal Justice Associate in Arts (AA) degrees: the Police Academy, Administration of Justice semester courses, Forensics, Evidence and Investigation, and Corrections.

Due to the current economic situation, the program is experiencing a decline in sponsored police recruits entering the police academy. In addition, there has been a decline in employment offers upon completion of training. However, in 2009/10 the program represented 3.4% of all WSCH produced, ranking this program in the top 10 of all the disciplines in that period.

Planning

In cooperation with POST, CJTC plans to develop statewide online and video training resources for law enforcement officers as part of a "blended learning" project. Both faculty and students undergo specialized training. The faculty is involved with Instructor Development Training and the recruits have a program that includes a pre-academy Physical Fitness Course and an Academy Orientation course. These two courses are supplemented with individual mentoring and coaching. Both programs have a high graduation rate. The Criminal Justice Training Center will be relocated to a newly constructed facility, which is planned to open in Fall 2015 or Spring 2016, if funding becomes available.

Growth Forecast/Space Analysis

CRIMINAL JUSTICE		Projected	Projected	Projected	Current Proj
	Fall 2009	2015	2020	2025	Facilities
FTES	177.8	197	213.7	231	
WSCH Lecture	5,309.00	5,881.40	6,381.30	6,896.40	
WSCH Laboratory	525	581.7	631.1	682.1	
WSCH Total	5,834.00	6,463.10	7,012.40	7,578.50	
ASF Lecture	3,029	3,356	3,641	3,935	1,600
ASF Laboratory	1,124	1,245	1,351	1,460	15,350
ASF Other					3,850
ASF Total	4,153	4,601	4,992	5,395	20,800
Number of Sections	30	33	36	38	
Average Seats per Section	36	35	35	36	

Mathematics, Sciences, and Health Professions

Mathematics

Overview

Mathematics offers basic skills courses in arithmetic, pre-algebra, elementary and intermediate algebra, and higher courses required for transfer. These courses are required for students who intended to major in business, social sciences, education, physical and life sciences and other STEM related disciplines. The impact of large numbers of remedial students has placed pressure on the department to provide additional basic skills courses, tutoring and support services. In response to this demand, the program is now enhanced through the addition of a Mathematics Computer Lab. The Mathematics Computer Lab supports students enrolled in developmental/basic skills, 100 level math courses, and online courses.

Planning

Demand for all level of Mathematics enrollment is expected to remain high and may grow at a faster rate than the other disciplines offered by the College. With the heavy demand for developmental and 100 level courses, the department will continue its online course management system, MyMath Lab which allows students access to resources that facilitate learning and promote mastering course content. In addition, the Mathematics Department will continue its grant-funded pilot project with the Automotive Technology program to assist students with contextualized education of mathematics in automotive applications. Due to an aging faculty, recent retirements and increased demand for mathematics courses, the Mathematics Department will continue to need administrative support to aid the department's efforts to hire additional full-time faculty.

A new facility planned for Science and Mathematics programs has been approved for funding by the State of California Chancellor's Office. Occupation of this facility is slated to begin in January 2015. This academic year, the Council on Curriculum and Instruction approved a new set of requirements for a transfer degree in this field based on the SB1440 transfer model curriculum.

Growth Forecast/Space Analysis

MATHEMATICS & SCIENCES		Projected	Projected	Projected	Current
Mathematics	Fall 2009	2015	2020	2025	Proj Facilities
FTES	482.9	535	580.5	627.3	
WSCH Lecture	13,214.00	14,638.60	15,883.50	17,165.10	
WSCH Laboratory	2,631.00	2,914.70	3,162.50	3,417.70	
WSCH Total	15,845.00	17,553.30	19,046.00	20,582.80	
ASF Lecture	7,539	8,353	9,062	9,794	8,199
ASF Laboratory	3,947	4,372	4,744	5,126	4,958
ASF Other					2,542
ASF Total	11,486	12,725	13,806	14,920	15,699
Number of Sections	72	87	100	108	
Average Seats per Section	67	61	57	58	

Nursing

Overview

The Associate Degree Nursing Program provides: 1) a four semester collegiate-level core program, 2) a bridge course for Licensed Vocational Nurses to enter into the program at a level commensurate with their knowledge and experience and 3) elective Nursing courses that augment the core Nursing Program. The average graduate success rate on the Licensing Exam for Registered Nursing (NCLEX-RN), since the 2008 Program Review Report, has been 93.25%. This high success rate has been partially made possible through supplemental grant dollars and other support. This funding allowed the program to acquire a state-of-the-art Simulation Center, increased technology directed at learning, and a faculty position to support student success. There is college-wide support for the Nursing program from administration, faculty and staff. Two full-time counselors are assigned to the School of Nursing. Nursing has become more demanding, challenged with changes in Health Care, advances in technology, and a lack of available jobs. There also has been a decrease in outside temporary funding and a reduction of available clinical sites, which have created challenges for the program.

Planning

The curriculum committee recently revised the graduation options to permit a major in Nursing, which will lead to an Associate Degree. This provides students with the option of a Certificate in Nursing and/or a degree in Nursing. The department is exploring opportunities for on-line/hybrid courses, job placement of graduates through the Preceptor rotation process, and curriculum adjustments to assist graduates to BSN programs.

The School of Nursing occupied a new Nursing/Health Services building in 2008.

Growth Forecast/Space Analysis

MATHEMATICS & SCIENCES		Projected	Projected	Projected	Current
Nursing	Fall 2009	2015	2020	2025	Proj Facilities
FTES	200.6	222.2	241.1	260.6	
WSCH Lecture	1,711.40	1,895.80	2,057.10	2,223.10	
WSCH Laboratory	4,870.80	5,395.90	5,854.70	6,327.20	
WSCH Total	6,582.20	7,291.70	7,911.80	8,550.30	
ASF Lecture	976	1,082	1,174	1,268	2,859
ASF Laboratory	10,424	11,547	12,529	13,540	3,178
ASF Other					3,900
ASF Total	11,400	12,629	13,703	14,808	9,937
Number of Sections	8	9	10	11	
Average Seats per Section	53	47	45	50	

Physical Sciences

Overview

Physical Science covers the disciplines of Astronomy, Chemistry, Geology, Physical Sciences and Physics. All courses within these disciplines transfer to four-year institutions and satisfy requirements for an Associate of Arts degree. Supporting these science programs are laboratory stockrooms and an audio-tutorial computer laboratory facility. Recently the department revised its scheduling patterns, resulting in increased enrollments.

The Chemistry 110 audio-tutorial laboratory facility contains 44 computer workstations that provide for self-paced computer instruction with on-site instructor support. This lab implements newer science education through methods such as Process Oriented Guided Inquiry Learning (POGIL-an NSF funded project). The department also sponsors the Regional Science Olympiad, a yearly science competition between Orange County middle and high schools, and participates in the ACS National Chemistry Week at the Santa Ana Zoo.

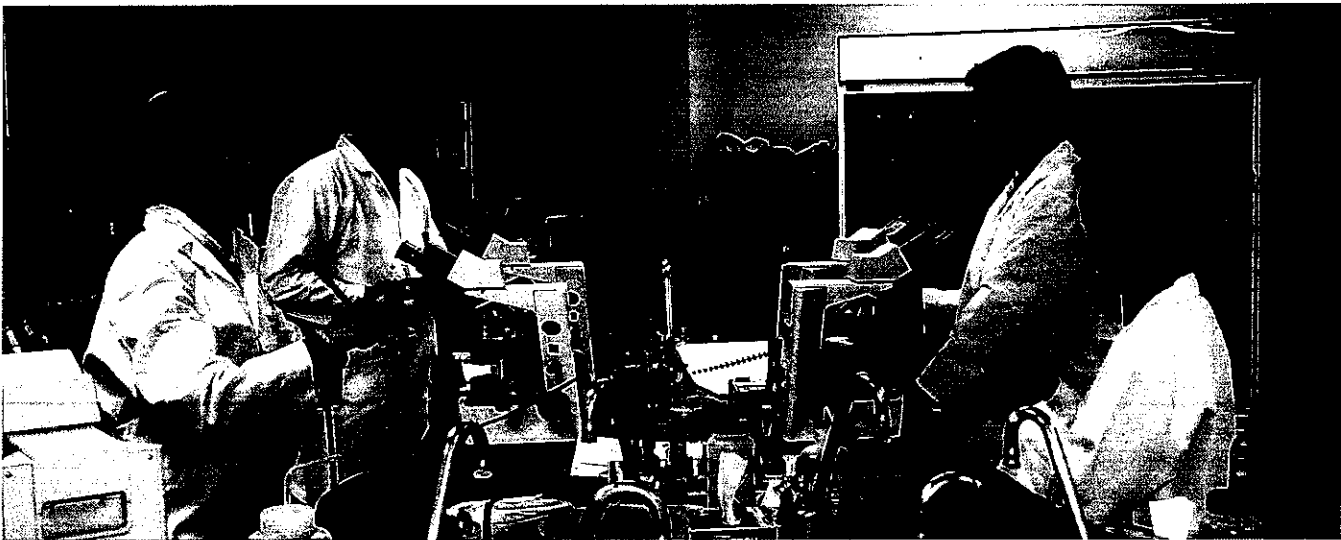
Planning

The department has a shortage of full-time faculty for both Geology and Chemistry. The current offerings are limited by load factors that affect the availability of part-time faculty to provide instruction in the department. Currently, the number of lab sections is constrained by the amount of available laboratory space. The department plans to expand on-line course support. In addition, the department needs to add a general-education course for non-science majors.

The Physical Sciences are planned to relocate to a new building opening in Spring 2015.

Growth Forecast/Space Analysis

MATHEMATICS & SCIENCES		Projected	Projected	Projected	Current
Physical Sciences	Fall 2009	2015	2020	2025	Proj Facilities
FTES	47.5	316.4	343.3	371	
WSCH Lecture	3,057.50	3,387.10	3,675.20	3,971.50	
WSCH Laboratory	6,314.00	6,994.60	7,589.30	8,201.70	
WSCH Total	9,371.50	10,381.70	11,264.50	12,173.20	
ASF Lecture	1,745	1,933	2,097	2,266	2,218
ASF Laboratory	16,227	17,976	19,505	21,078	16,225
ASF Other					5,219
ASF Total	17,972	19,909	21,602	23,344	23,662
Number of Sections	60	75	84	91	
Average Seats per Section	37	33	31	31	



Life Sciences

Overview

The Life Sciences program offers a complete transfer curriculum in Biology, Anatomy and Physiology, Botany, Ecology, Marine Life, Microbiology, and Zoology. The program provides opportunities for both majors and non-majors to complete certificates and/or transfer to the CSU or UC systems. While largely lecture-laboratory format, a significant number of courses are lecture only and some are available for students as on-line/hybrid courses. The Life Science programs highlight transfer options and meet general education requirements. A number of courses support the occupational programs - specifically pre-nursing curricula. Program and enrollment demand remain high with sections filled at 100% or higher.

Planning

The department plans to increase options for biology-majors transferring to four-year institutions. In addition, the department produced a Life Science Department Policies and Practices document as an orientation for both current and new faculty. This document is currently being revised. The Life Science Department is currently in need of at least two full-time Biology faculty members.

Growth Forecast/Space Analysis

MATHEMATICS & SCIENCES		Projected	Projected	Projected	Current
Life Sciences	Fall 2009	2015	2020	2025	Proj Facilities
FTES	475.4	526.6	571.4	617.5	
WSCH Lecture	4,159.90	4,608.20	5,000.40	5,403.80	
WSCH Laboratory	11,438.20	12,670.70	13,748.60	14,858.20	
WSCH Total	15,598.10	17,278.90	18,749.00	20,262.00	
ASF Lecture	2,373	2,629	2,853	3,084	5,439
ASF Laboratory	26,880	29,776	32,309	34,917	23,534
ASF Other					
ASF Total	29,253	32,405	35,162	38,001	28,973
Number of Sections	74	88	102	113	
Average Seats per Section	54	50	45	45	

Health, Physical Education, and Athletics

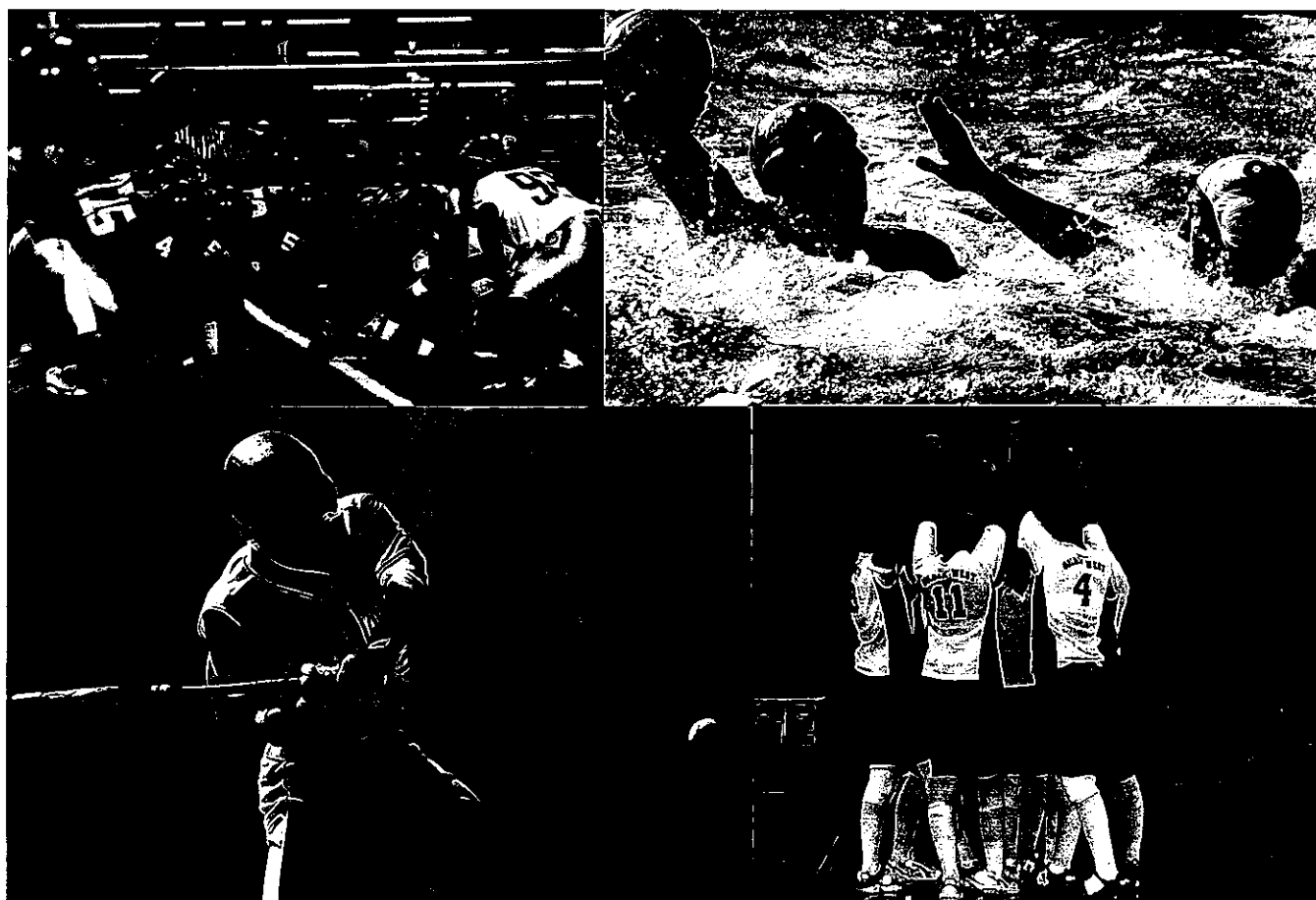
Athletics

Overview

The athletic department currently offers 15 intercollegiate athletic teams serving over 350 full-time student-athletes. To qualify for athletic competition, each student-athlete is required to take a minimum of 12 units per semester with at least 9 of the units being transferable, vocational, or remedial. The primary goal of each of the student-athletes involved with the program is to transfer to a four-year institution within two to three years.

Planning

During the 2006 program review cycle four programs were eliminated or suspended in order to increase efficiency. As a result of the 2006 program vitality process, the athletic program has now developed a method for program effectiveness and efficiency through the use of key performance indicators. The program vitality process proved to be a valuable instrument for evaluation, and has provided impetus for modernization and revitalization of the department. The current offerings match the number of sports offered when the college opened in 1966. This is down from a high of 23 teams in the 1990's. The reduction of athletic offerings has had a minimal negative impact on the number of students served. The remaining programs now have more adequate resources required to be competitive in community college intercollegiate athletics.





Physical Education

Overview

This department encompasses all of the courses in the division not associated with intercollegiate athletics. These courses include health education courses, several professional physical education theory courses, and a variety of physical education activity courses. The largest course in the area (based on sections and enrollments) is Health Education 100. This course has been traditionally taught in the large lecture format. Recently this course has been approved and taught online which has served a larger segment of the student population.

The department offers an array of courses covering traditional physical education activities including volleyball, basketball, swimming, tennis, and others. There are activities designed to improve strength, flexibility, and cardiovascular conditioning. Each course is transferable and fulfills the Associate of Arts degree requirements.

Planning

On the direction of the State Legislative Affairs Office and State Chancellor, the number of sections of physical education activity courses that have been deemed "recreational" has been reduced by 60% over the past two years. The minimum number of sections needed for major and transfer students is being offered. The program plans to change its title to Kinesiology.

Growth Forecast /Space Analysis

PHYSICAL EDUCATION DIVISION	Fall 2009	Projected 2015	Projected 2020	Projected 2025	Current Proj Facilities
FTES	327.8	363.1	394.1	425.4	
WSCH Lecture	2,383.60	2,600.30	2,865.00	3,096.10	
WSCH Laboratory	8,372.60	9,275.20	10,063.60	10,875.40	
WSCH Total	10,756.20	11,875.50	12,928.60	13,971.50	
ASF Lecture	1360	1507	1687	1767	790
ASF Laboratory	0	0	0	0	48925
ASF Other					
ASF Total	1360	1507	1687	1767	49715
Number of Sections	90	102	107	115	
Average Seats per Section	34	37	32	35	

Note: PE space not counted as laboratory

Arts & Letters

Visual Arts

Overview

Visual Arts covers the disciplines of Art, Design, and Photography. All disciplines meet transfer and Associate of Arts degree requirements. The scope of the Art discipline includes courses in Art History/Humanities and the studio arts of drawing, painting, ceramics, sculpture, printmaking and graphic design. The department maintains a museum/gallery, showcasing the work of students, faculty, community members and international artists.

Photography focuses on improving visual skills as well as aesthetic and technical means to improve camera use and application.

Planning

Support facilities for both Art and Photography are in need of repairs and upgrades (i.e. kiln room and Photography dark room).

Growth Forecast/Space Analysis

ARTS & LETTERS - Art		Projected	Projected	Projected	Current
	Fall 2009	2015	2020	2025	Proj Facilities
FTES	141.3	156.5	169.8	183.6	
WSCH Lecture	2,040.10	2,260.00	2,452.00	2,650.00	
WSCH Laboratory	2,596.40	2,876.30	3,120.80	3,372.80	
WSCH Total	4,636.50	5,136.30	5,572.80	6,022.80	
ASF Lecture	1,164	1,289	1,399	1,512	1,527
ASF Laboratory	6,673	7,392	8,020	8,668	10,094
ASF Other					
ASF Total	7,837	8,681	9,419	10,180	11,621
Number of Sections	22	28	34	38	
Average Seats per Section	43	37	32	32	

ARTS & LETTERS - Photography		Projected	Projected	Projected	Current
	Fall 2009	2015	2020	2025	Proj Facilities
FTES	44.2	49	53.1	57.4	
WSCH Lecture	478.6	530.2	575.3	621.7	
WSCH Laboratory	971.7	1,076.40	1,168.00	1,262.20	
WSCH Total	1,450.30	1,606.60	1,743.30	1,883.90	
ASF Lecture	273	303	328	355	914
ASF Laboratory	2,497	2,767	3,002	3,244	800
ASF Other					
ASF Total	2,770	3,070	3,330	3,599	1,714
Number of Sections	8	9	9	10	
Average Seats per Section	27	27	28	28	



Dance

Overview

The Dance program offers general education courses for the AA degree with a major in Dance and transfer to upper division programs at four-year colleges and universities. In addition to 25 classes, the department offers public performances, master classes and workshops, fundraising opportunities, concert tours, adjudication, and outreach to new students.

Planning

Due to the reduced operational funds for the Dance program, many pieces of equipment need to be refurbished or replaced and the facility is in need of repair. The department also needs an additional full time faculty member.

Growth Forecast/Space Analysis

ARTS & LETTERS - Dance	Fall 2009	Projected			Current
		2015	2020	2025	Proj Facilities
FTES	37.8	41.9	45.4	49.1	
WSCH Lecture	508.5	563.2	611.1	660.4	
WSCH Laboratory	731.7	810.5	879.4	950.4	
WSCH Total	1,240.20	1,373.70	1,490.50	1,610.80	
ASF Lecture	290	321	349	377	
ASF Laboratory	1,881	2,083	2,260	2,443	
ASF Other					3,371
ASF Total	2,171	2,404	2,609	2,820	3,371
Number of Sections	16	17	18	20	
Average Seats per Section	29	30	30	30	



Music

Overview

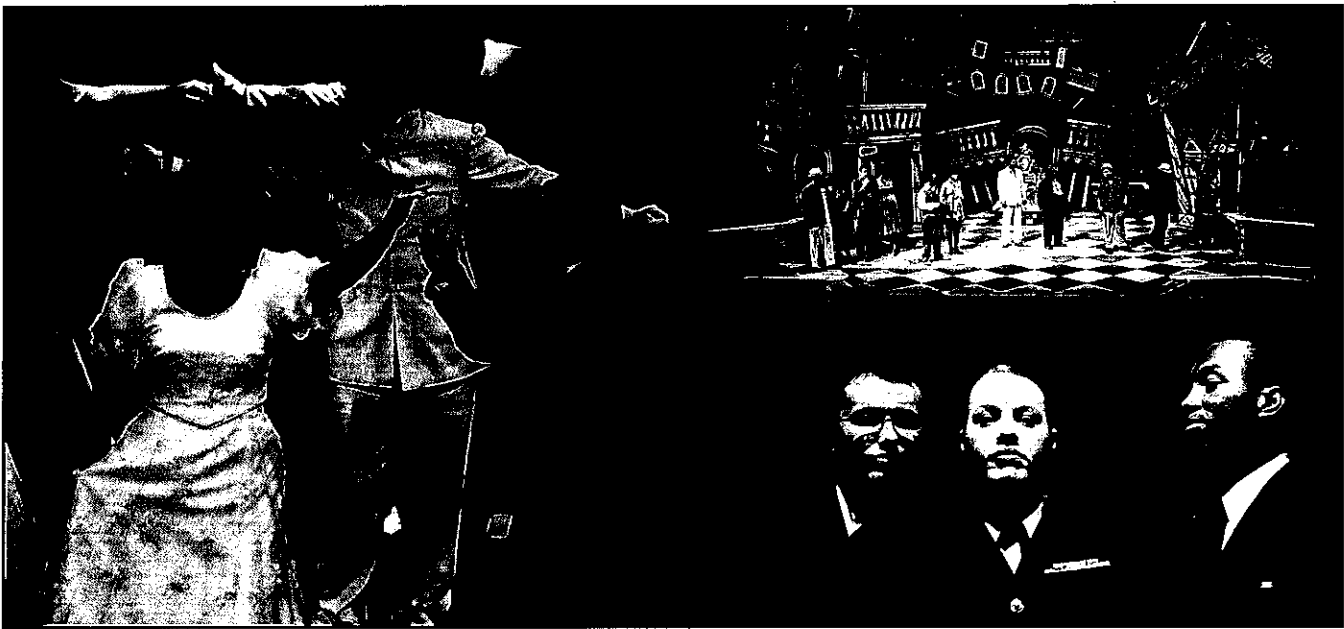
The Music Department offers a variety of courses for general education, transfer, and the Music Major. A primary component of the Music curriculum is musical performance, which provides opportunities for individual skill development in applied ensemble and live performance settings. Four core components are available to complete a lower division Music major: Applied Music, Music Theory, Large Performance Ensembles, and Class Piano. The department provides the primary source of musical performances on campus.

Planning

The department will focus on compacting its curriculum for efficiency. The department is attempting to do this by reducing the number of units required for the Major in Music. Also, the department is attempting to establish a Guaranteed Transfer Agreement with the Music programs at both CSULB and CSUE. This will enable students to transfer the maximum number of units for discipline-specific entrance assessments.

Growth Forecast/Space Analysis

ARTS & LETTERS - Music	Fall 2009	Projected			Current
		2015	2020	2025	Proj Facilities
FTES	131.5	145.7	158.1	170.8	
WSCH Lecture	3,063.70	3,393.70	3,682.40	3,979.70	
WSCH Laboratory	1,251.40	1,386.20	1,504.10	1,625.50	
WSCH Total	4,315.10	4,779.90	5,186.50	5,605.20	
ASF Lecture	1,748	1,936	2,101	2,271	
ASF Laboratory	3,216	3,562	3,866	4,178	7,550
ASF Other					
ASF Total	4,964	5,498	5,967	6,449	7,550
Number of Sections	42	48	57	63	
Average Seats per Section	35	33	30	30	



Theater Arts

Overview

The department provides training and performance opportunities for all levels of students. The courses offered by this department teach students acting, stage management, and backstage technical and design skills. The Theater Arts Department produces at least four productions per academic year on the Mainstage Theater as well as several student productions in the Stage West Theater. In addition to productions, the Theater Department presents recitals, concerts and public lectures. A primary concern for this department is the renovation and upgrade of the Mainstage Theater and its seats.

Planning

The department is continually refining and broadening its production process to improve the programs it presents. Performance selections are chosen based on the abilities and resources of staff and students. The department strives to present material that will challenge the students, yet be meaningful and interesting to the audience.

Growth Forecast/Space Analysis

ARTS & LETTERS - Theater	Fall 2009	Projected	Projected	Projected	Current
		2015	2020	2025	Proj Facilities
FTES	59.4	65.8	71.4	77.2	
WSCH Lecture	1,189.00	1,317.10	1,429.20	1,544.50	
WSCH Laboratory	760.1	842.1	913.7	987.5	
WSCH Total	1,949.10	2,159.20	2,342.90	2,532.00	
ASF Lecture	678	751	815	881	
ASF Laboratory	1,954	2,164	2,348	2,538	1,530
ASF Other					1,285
ASF Total	2,632	2,915	3,163	3,419	2,815
Number of Sections	15	16	18	19	
Average Seats per Section	33	34	32	33	

Communications Studies

Overview

Communication Studies serves the general education, elective, and transfer needs of students for communication and critical thinking. The course offerings focus on critical thinking, listening, and speaking skills. The department also offers Journalism. Journalism provides instruction in the writing, editing, design and photography for news media including newspapers, magazines, broadcast, WEB and public relations. Programs and courses in this department include Interpersonal Communication, Public Speaking and Small Group Dynamics. These courses support a number of vocational curricula and occupational programs. In addition, the department has a Basic Skills course sequence that serves the academic needs of non-native English speaking students. Courses in Pronunciation, speaking and listening supplement this curriculum.

Planning

Recently, there has been an increased interest in intercultural communication courses. This academic year, the Council on Curriculum and Instruction approved a new set of requirements for transfer degree in this field based on the SB1440 transfer model curriculum.

Growth Forecast /Space Analysis

					Current
ARTS & LETTERS -		Projected	Projected	Projected	Proj
Communicative Studies	Fall 2009	2015	2020	2025	Facilities
FTES	136.3	151	163.8	177	
WSCH Lecture	4,472.30	4,954.40	5,375.50	5,809.40	
WSCH Laboratory	0	0	0	0	
WSCH Total	4,472.30	4,954.40	5,375.50	5,809.40	
ASF Lecture	2,552	2,827	3,067	3,315	4,512
ASF Laboratory	0	0	0	0	400
ASF Other					
ASF Total	2,552	2,827	3,067	3,315	4,912
Number of Sections	40	45	52	57	
Average Seats per Section	33	32	30	30	

ARTS & LETTERS - Journalism					Current
	Fall 2009	Projected 2015	Projected 2020	Projected 2025	Proj Facilities
FTES	15	16.6	18	19.5	
WSCH Lecture	344.5	381.7	414.1	447.6	
WSCH Laboratory	147.7	163.6	177.5	191.8	
WSCH Total	492.2	545.3	591.6	639.4	
ASF Lecture	197	218	236	255	806
ASF Laboratory	316	350	380	411	1,032
ASF Other					
ASF Total	513	568	616	666	1,838
Number of Sections	6	6	7	7	
Average Seats per Section	24	26	24	26	

English

Overview

The English Department offers college-level composition courses to meet transfer and Associate Degree requirements. It provides courses in creative writing, literature and humanities. Basic skills preparation and innovative learning opportunities have become the central focus of the department. Courses for non-native speakers and advanced second-level composition provide opportunities to improve learning and assist students to succeed in college. All courses emphasize improving both reading and writing skills. The department offers basic skills instruction, innovative learning opportunities at several remedial levels, self-paced mini-courses for individual instruction, and on-line services in the Writing Center. The department maintains high academic standards to ensure transferability of its courses. Overall, the department is in compliance with regulations governing placement, establishing prerequisites, and administering Mastery Tests.

Planning

The English department has experienced significant enrollment growth and demand for courses, particularly since 2003. At the same time, the full-time faculty count in the department is 11, down from 16 in 2001. There must be an effort to add new full-time faculty to the English Department. The English Department will be housed in the new Languages Arts Complex, which is planned to open in 2016.

Growth Forecast/Space Analysis

ARTS & LETTERS - English	Fall 2009	Projected			Current
		2015	2020	2025	Proj Facilities
FTES	379.2	420.1	455.8	492.6	
WSCH Lecture	12,442.30	13,783.90	14,956.00	16,162.50	
WSCH Laboratory	0	0	0	0	
WSCH Total	12,442.30	13,783.90	14,956.00	16,162.50	
ASF Lecture	7,100	7,864	8,533	9,222	9,162
ASF Laboratory	0	0	0	0	1,804
ASF Other					
ASF Total	7,100	7,864	8,533	9,222	10,966
Number of Sections	92	108	117	127	
Average Seats per Section	32	30	29	30	





Writing and Reading Center

Overview

Programs offered in the Writing and Reading Center offer a wide range of opportunities for students to enhance their writing, reading and English language skills. Courses are accessible and have individualized open-entry/open-exit formats. English 20 is the most popular course and students receive one-on-one writing instruction with an English or ESL faculty member or from a graduate student-tutor. In addition, the Center provides over twenty mini-courses that provide students with opportunities to improve language skills, composition, grammar, and reading skills.

Planning

Maintaining proximity to the English/ESL instructional departments appears to be the model for programs of this type. To that end, the Writing and Reading Center will occupy the new Language Arts building, planned to open in 2016. The Writing and Reading Center continues to fortify the services it provides and to meet the needs of all students.

Growth Forecast/Space Analysis

ARTS & LETTERS		Projected	Projected	Projected	Current
Writing & Reading Ctr.	Fall 2009	2015	2020	2025	Proj Facilities
FTES	31.7	35.1	38	41.1	
WSCH Lecture	0	0	0	0	
WSCH Laboratory	1,038.50	1,150.60	1,248.30	1,349.00	
WSCH Total	1,038.50	1,150.60	1,248.30	1,349.00	
ASF Lecture	0	0	0	0	
ASF Laboratory	1,558	1,726	1,872	2,024	
ASF Other					4,100
ASF Total	1,558	1,726	1,872	2,024	4,100
Number of Sections	22	25	29	33	
Average Seats per Section	40	38	35	35	

English as a Second Language

Overview

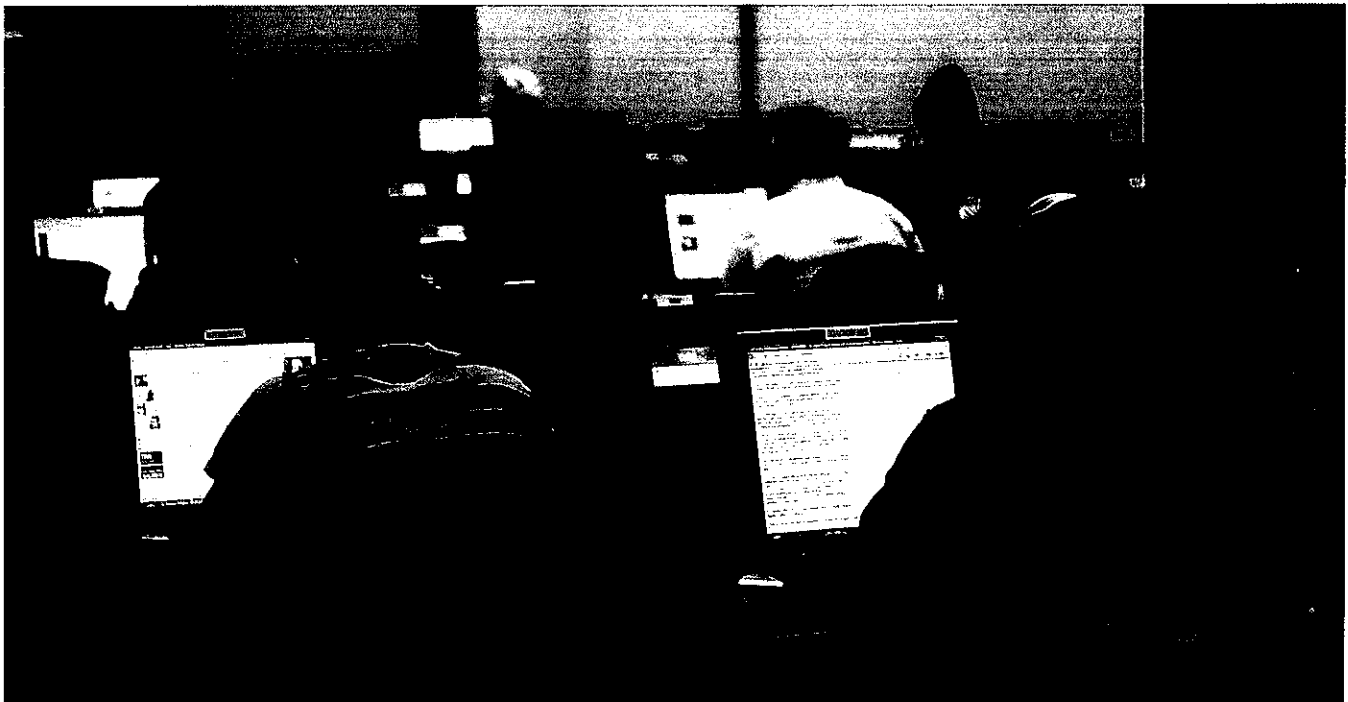
The program currently offers seven levels of ESL. This includes four self-study classes, which are currently available in the Student Learning Center; and two self-study courses, which will be available in the future. The program has computerized placement tests in three distinct language sets. The department practices comprehensive norming of all ESL faculty teaching core classes to ensure program consistency.

Planning

Plato reading courses are now available to ESL students in the Student Learning Center.

Growth Forecast/Space Analysis

ARTS & LETTERS - ESL	Fall 2009	Projected			Current
		2015	2020	2025	Proj Facilities
FTES	139.1	154.1	167.2	180.7	
WSCH Lecture	3,970.80	4,399.00	4,773.00	5,158.00	
WSCH Laboratory	593.3	657.3	713.2	770.7	
WSCH Total	4,564.10	5,056.30	5,486.20	5,928.70	
ASF Lecture	2,266	2,510	2,723	2,943	4,608
ASF Laboratory	1,525	1,689	1,833	1,981	888
ASF Other					
ASF Total	3,791	4,199	4,556	4,924	5,496
Number of Sections	31	38	41	45	
Average Seats per Section	34	30	30	30	





World Language

Overview

The World Language Department offers Spanish, Chinese, French, Vietnamese, and Sign Language/Interpreting. With over 3,000 students enrolled, the department continues to have high demand for its curriculum. Spanish courses are now offered in an on-line format, expanding opportunities for students to receive services and instruction. The department has developed a World Languages immersion Program with opportunities for students to take Spanish courses in Mexico and Spain, and receive credit for these efforts at Golden West College.

Planning

According to statistics, 30% of the College's service area population is Asian with Vietnamese being the largest group. The result is an increased demand for Vietnamese courses.

Growth Forecast/Space Analysis

ARTS & LETTERS - World Language	Fall 2009	Projected 2015	Projected 2020	Projected 2025	Current Proj Facilities
FTES	155.5	172.3	186.9	201.9	
WSCH Lecture	4,341.50	4,809.60	5,218.60	5,639.70	
WSCH Laboratory	760.9	842.8	914.5	988.1	
WSCH Total	5,102.40	4,514.70	4,898.60	5,293.70	
ASF Lecture	2,476	2,744	2,978	3,218	3,884
ASF Laboratory	1,141	1,264	1,373	1,482	1,600
ASF Other					1,595
ASF Total	3,617	4,008	4,351	4,700	7,079
Number of Sections	24	26	29	32	
Average Seats per Section	35	35	34	34	

Sign Language

Overview

Sign Language is both an academic and a vocational program. The program offers a certificate of achievement designed to provide students with Sign and Interpreting skills sufficient for entry-level employment. All interpreting classes are now 100 level and transferable.

Planning

The department has established partnerships and relationships with other educational institutions, government organizations, the sign language industry and the deaf community. The Sign/Interpreting program is exploring the idea of developing an interpreting certificate for court personnel.

Growth Forecast/Space Analysis

ARTS & LETTERS - Interpreting	Fall 2009	Projected 2015	Projected 2020	Projected 2025	Current Proj Facilities
FTES	14.9	16.5	17.9	19.4	
WSCH Lecture	488.9	541.6	587.7	635.1	
WSCH Laboratory	0	0	0	0	
WSCH Total	488.9	541.6	587.7	635.1	
ASF Lecture	279	309	335	362	
ASF Laboratory	0	0	0	0	
ASF Other					
ASF Total	279	309	335	362	
Number of Sections	4	5	6	7	
Average Seats per Section	36	32	28	27	

ARTS & LETTERS - Sign Language	Fall 2009	Projected 2015	Projected 2020	Projected 2025	Current Proj Facilities
FTES	64.8	71.8	77.9	84.2	
WSCH Lecture	2,105.60	2,331.90	2,530.20	2,734.50	
WSCH Laboratory	21.3	23.6	25.6	27.6	
Total Other	2,126.90	2,355.50	2,555.80	2,762.10	
ASF Lecture	1,201	1,331	1,444	1,560	786
ASF Laboratory	68	76	82	89	1,595
ASF Other					
ASF Total	1,269	1,407	1,526	1,649	2,381
Number of Sections	12	15	17	18	
Average Seats per Section	41	36	34	35	

*space is shared with Sign Language

Business and Social Science

Business

Overview

The Business program offers a variety of majors and certificates that lead to an Associate of Arts degree and/or transfer to a four-year college or university. The department currently has eight majors, seven Certificates of Achievement, and four Certificates of Specialization. These represent five disciplines: Accounting, Business, Management, Marketing and Real Estate.

Planning

The Accounting department is currently developing two sequential intermediate accounting courses. The department has also incorporated an online homework system that supports the financial and managerial accounting classes. This online computerized system allows real-time grading for students, additional practice problems with solution guides, and auxiliary learning tools such as flashcards and video podcasts. The Business Division should improve the current entrepreneurship certificate and expand it with new course offerings to serve the small business community in Huntington Beach and surrounding neighborhoods. Due to the prolific global outsourcing that has occurred in the past decade (primarily to China and India), the Business Division should develop a course on this topic.

Growth Forecast/Space Analysis

BUSINESS & SOCIAL SCIENCES - Business	Fall 2009	Projected	Projected	Projected	Current
		2015	2020	2025	Proj Facilities
FTES	270	299	324	350.6	
WSCH Lecture	8,575	9,500	10,308	11,139.70	
WSCH Laboratory	281	311	337	364.4	
WSCH Total	8,856	9,811	10,645	11,504.1	
ASF Lecture	4,892	5,420	5,881	6,357	8,673
ASF Laboratory	359	398	432	467	
ASF Other	0	0	0	0	
ASF Total	5,251	5,818	6,313	6,824	8,673
Number of Sections	54	61	66	73	
Average Seats per Section	41	40	39	39	

Social Science

Overview

The revamped Social Sciences Department now covers the disciplines of Economics, Political Science, Psychology, Social Sciences and Sociology. All courses and disciplines meet the Associate of Arts degree requirements and transfer to the four-year colleges and universities. The department offers a mixture of traditional, Large Lecture Format, online and hybrid sections allowing for diverse instructional delivery methods. Due to the significant numbers of large class format (LCF) sections, this department is among the most efficient on campus.

Planning

The department has set a goal to assess all courses by the Fall 2012. This academic year the Council on Curriculum and Instruction approved a new set of requirements for transfer degrees in Psychology and Sociology based on the SB1440 transfer model curriculum.



Liberal Arts & Culture

Overview

A new department, established in 2010, covers the disciplines of Anthropology, Geography, History and Philosophy. All courses meet Associate of Arts degree requirements, and will transfer to four-year colleges and universities

Growth Forecast/Space Analysis

BUSINESS & SOCIAL SCIENCES - Social Sciences & Liberal Arts	Fall 2009	Projected	Projected	Projected	Current
		2015	2020	2025	Proj Facilities
FTES	916	1,015	1,102	1190.6	
WSCH Lecture	30,076	33,318	36,151	39,069	
WSCH Laboratory	0	0	0	0	
WSCH Total	30,076	33,318	36,151	39,069	
ASF Lecture	17,160	19,012	20,627	22,291	9,544
ASF Laboratory	0	0	0	0	
ASF Other	0	0	0	0	
ASF Total	17,160	19,012	20,627	22,291	9,544
Number of Sections	110	140	156	170	
Average Seats per Section	81	71	70	68	

Career and Technical Education

The Career & Technical Education (CTE) Division at Golden West College has undertaken a significant restructuring and revitalization effort during the past four years. A few programs have been retired (Auto Collision and Diesel Technology). A few programs were moved into this Division four years ago (Computer Science and Computer Business Applications). Programs were combined and added to the division two years ago (Digital Arts, Broadcast Video Production, and Recording Arts). They now form the new Digital Media program. Two programs (Environmental Studies and Engineering Technology) underwent a program vitality review process and were merged together to form the new Energy Efficiency & Renewable Energy (EERE) program. Additionally, a new program in Recycling and Resource Management has been developed with the use of a Department of Labor grant, and will be offered starting Fall 2011.

Nearly every CTE program has been reviewed and revitalized in terms of its certificates, curriculum, equipment, and alignment with industry certifications. For example: Automotive Technology is now certified by NATEF in order to prepare student for the ASE certification exams. The Digital Media program is now an Apple Authorized Training Center. The Computer Science program is an Apple Authorized iPhone Development site and is also aligned with the Microsoft software development certification track. The Floral Design program is a chapter of the American Institute of Floral Designers and plans to align its curriculum with this national organization in the Fall 2011. The Computer Business Applications program is working to align with the Microsoft Office Certification program.

Due to shortage of counselors at the College, GWCPathways.com has been created to provide CTE students with educational plan scenarios. These plans outline the most efficient way the students can receive specific CTE certificates, complete GE transfer patterns, complete requirements for AA degrees, transfer to public or selected private universities, or do any combination of these pathways.

The CTE division has also formed numerous partnerships with the local high schools and ROPs and has increased its articulated courses with these institutions from zero to nearly sixty. Additionally, through these partnerships, the CTE division has established regional advisory days to improve the quality of the input received from the industry for the College programs.

Going forward, CTE plans to increase its efforts in identifying its student population, providing early alerts for students who are getting close to graduation, increasing its certificate award rate, and increasing internships opportunities for its students.





Digital Arts and Media

Overview

Digital Arts offers one Certificate of Achievement and four Certificates of Specialization, all of which are in Graphic Design. Digital Media is a new department that was created by combining curriculum from a number of other highly related disciplines. Broadcast Video Production (BVP) and Recording Arts were merged with Digital Media and the old BVP and Recordings Arts programs were suspended.

Digital Media satisfies two media realms; prepress/printing and web design (Digital Arts), and motion video and sound systems.

Planning

The commercial demands for advertising via Digital Arts and Digital Media are increasing. Plans are underway to create a certificate for Digital Media in Digital Video and Digital Sound.

Growth Forecast/Space Analysis

ARTS & LETTERS - Digital Arts	Fall 2009	Projected			Current
		2015	2020	2025	Proj Facilities
FTES	78.4	86.9	94.2	101.8	
WSCH Lecture	1,312.00	1,453.50	1,577.00	1,704.30	
WSCH Laboratory	1,260.50	1,396.50	1,515.20	1,637.50	
WSCH Total	2,572.50	2,850.00	3,092.20	3,341.80	
Students Enrolled	588	651	695	763	
ASF Lecture	749	829	900	972	1,902
ASF Laboratory	2,698	2,988	3,243	3,504	2,330
ASF Other					
ASF Total	3,447	3,817	4,143	4,476	4,232
Number of Sections	21	23	25	27	
Average Seats per Section	28	28	27	28	

Drafting

Overview

Drafting is geared for both academic and vocational majors. Students who complete the certificate in Drafting can transfer to Cal State Long Beach. The Computer Aided Design (CAD) program serves not only the traditional drafting students, but also students in the former Architecture and Engineering programs. The Architecture program has been moved to Orange Coast College.

Planning

On the recommendation of the advisory committee the program has introduced SolidWORKS and Inventor software. The department hopes to teach Computer Aided Manufacturing (CAM) in the future.

Growth Forecast/Space Analysis

CAREER & TECHNICAL EDUCATION		Projected	Projected	Projected	Current
Drafting Technology	Fall 2009	2015	2020	2025	Proj Facilities
FTES	21.8	24.2	26.2	28.3	
WSCH Lecture	304.2	337	365.7	395.2	
WSCH Laboratory	411.1	455.5	494.2	534.1	
WSCH Total	715.3	792.5	859.9	929.3	
ASF Lecture	174	192	209	225	
ASF Laboratory	1,320	1,462	1,586	1,714	4,477
ASF Other	0	0	0	0	
ASF Total	1,494	1,654	1,795	1,939	4,477
Number of Sections	5	4	5	5	
Average Seats per Section	29	31	29	30	



Design

Overview

The Design course of study involves the application of principles in fundamental art, and digital and technical skills. Included are applications in 2D and 3D visualization, model making, CAD, rapid visualization and rapid prototyping.

Planning

The program intends to redesign the curriculum to facilitate transferring for students to at least three CSU locations

Growth Forecast/Space Analysis

CAREER & TECHNICAL EDUCATION		Projected	Projected	Projected	Current
Design	Fall 2009	2015	2020	2025	Proj Facilities
FTES	21.4	23.7	25.7	27.8	
WSCH Lecture	301.9	334.5	362.9	392.2	
WSCH Laboratory	400.3	443.4	481.1	519.9	
WSCH Total	702.2	777.9	844	912.1	
ASF Lecture	172	191	207	224	845
ASF Laboratory	1,285	1,423	1,544	1,669	2,055
ASF Other					
ASF Total	1,457	1,614	1,751	1,893	2,900
Number of Sections	5	5	5	6	
Average Seats per Section	26	29	30	28	





Energy Efficiency and Renewable Energy

Overview

The Engineering Technology program was merged with Environmental Studies to become the new Energy Efficiency & Renewable Energy (EERE) program. The new program is a comprehensive one that includes Environmental Science, Photovoltaic Systems, Solar Thermal Systems, Energy Efficiency and Renewable Energy systems.

Planning

In these tough economic times, all disciplines expressed concern over a lack of funding for equipment and supplies. There is hope that the Energy Efficiency & Renewable Energy program will experience significant future growth.

Growth Forecast/Space Analysis

CAREER & TECHNICAL EDUCATION		Projected	Projected	Projected	Current
Energy Efficiency & Renewable Energy	Fall 2009	2015	2020	2025	Proj Facilities
FTES	19.5	21.6	23.5	25.3	
WSCH Lecture	528.3	585.3	635	686.2	
WSCH Laboratory	111.6	123.6	134.1	144.9	
WSCH Total	639.9	708.9	769.1	686.2	
ASF Lecture	302	333	362	392	
ASF Laboratory	358	397	430	465	2,753
ASF Other	0	0	0	0	
ASF Total	660	730	792	857	2,753
Number of Sections	6	6	6	7	
Average Seats per Section	24	23	24.5	27	

Floral Design

Overview

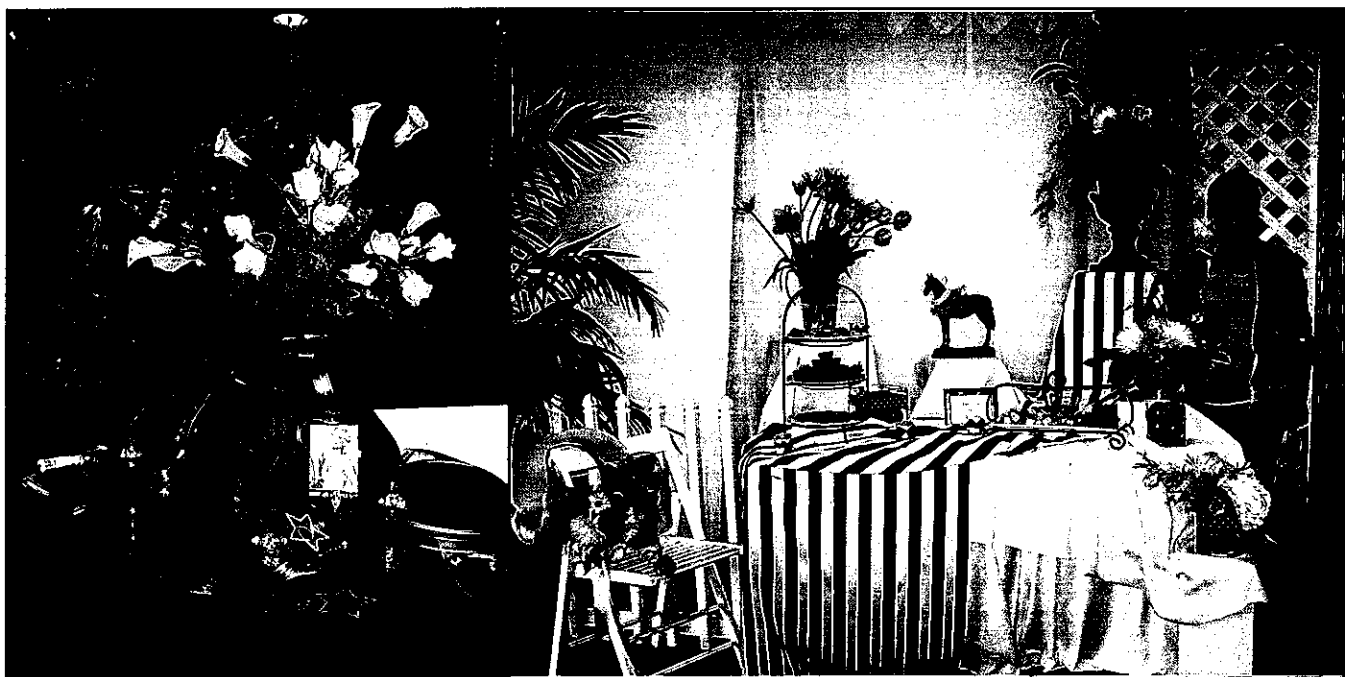
The Floral Design and Shop Maintenance program trains students to develop industry skills, and prepares them to work in the industry. The American Institute of Floral Designers (AIFD) promotes floral design as a professional career. The curriculum is aligned with the California Certified Florist's certification (CCF). Completion of this program prepares students for the state examination.

Planning

The Floral Design program will continue to develop internship opportunities for students.

Growth Forecast/Space Analysis

CAREER & TECHNICAL EDUCATION		Projected	Projected	Projected	Proj Est
Floral Design	Fall 2009	2015	2020	2025	Facilities
FTES	22.2	24.6	26.7	28.8	
WSCH Lecture	335.1	371.2	402.8	435.3	
WSCH Laboratory	393.3	435.8	472.8	511	
WSCH Total	728.4	807	875.6	946.3	
ASF Lecture	191	212	230	248	
ASF Laboratory	1,935	2,144	2,326	2,514	990
ASF Other	0	0	0	0	
ASF Total	2,126	2,356	2,556	2,762	990
Number of Sections	7	7	7	8	
Average Seats per Section	25.1	27	29	28	





Automotive Technology

Overview

The Automotive Technology program prepares students for careers in the automotive industry. Certified by the National Automotive Technicians Education Foundation (NATEF), the courses align with NATEF requirements and standards. Advanced coursework is also available to employed technicians to meet state licensing requirements or to pursue promotional opportunities. The college has a contract with Honda that supplies the program with new cars and the latest diagnostic equipment. NATEF certification addresses the interests of the advisory committee. The Orange County Workforce Investment Board and Golden West College have partnered to develop a one-year automotive training program to help displaced workers gain new skills. All fees and books are available at no cost to the students in this full-time program. However, that generosity was made possible through a grant program that concludes this year.

Planning

With dealerships outsourcing their mechanics training, this becomes an opportunity to forge new partnerships with companies such as BMW, Porsche, Chrysler, Toyota, General Motors, and Honda. The department is committed to maintaining NATEF certification. The program will also explore new curriculum in hybrid/electric vehicles.

Growth Forecast/Space Analysis

CAREER & TECHNICAL EDUCATION		Projected	Projected	Projected	Current
Automotive Technology	Fall 2009	2015	2020	2025	Proj Facilities
FTES	89	98.6	107	115.6	
WSCH Lecture	1,752.20	1,941.10	2,106.10	2,276.00	
WSCH Laboratory	1,168.10	1,294.00	1,404.10	1,517.40	
WSCH Total	2,920.30	3,235.10	3,510.20	3,793.40	
ASF Lecture	1,000	1,107	1,202	1,299	
ASF Laboratory	9,999	11,077	12,019	12,989	25,812
ASF Other	0	0	0	0	
ASF Total	10,999	12,184	13,221	14,288	25,812
Number of Sections	18	17	18	20	
Average Seats per Section	24.4	28	28	28	



Cosmetology

Overview

Cosmetology is a one-year program that trains students for state certification/licensure in Cosmetology. In addition the students may specialize in the Esthetician component.

Planning

Currently the program is only offered during the day. The department would like to expand the program to offer classes in the evening. The department would like to offer a State Board review session. An expansion of the Esthetician program to more advanced skin (Spa) care has been proposed.

Growth Projection/Space Analysis

CAREER & TECHNICAL EDUCATION		Projected	Projected	Projected	Current
Cosmetology	Fall 2009	2015	2020	2025	Proj Facilities
FTES	200.7	222.3	241.2	260.7	
WSCH Lecture	1,646.30	1,823.90	1,979.00	2,138.70	
WSCH Laboratory	4,939.00	5,471.60	5,936.90	6,416.00	
WSCH Total	6,585.30	7,295.50	7,915.90	8,554.70	
ASF Lecture	939	1,041	1,129	1,220	1,596
ASF Laboratory	10,570	11,709	12,705	13,730	8,721
ASF Other	0	0	0	0	
ASF Total	11,509	12,750	13,834	14,950	10,317
Number of Sections	21	20	22	23	
Average Seats per Section	24.3	28	27	28	

Computer Business Applications

Overview

The Computer Business Application courses are designed to provide the technology proficiencies and skills necessary to succeed in the 21st Century. The department has three state approved majors that students can declare in obtaining the Associate of Arts degree (Administrative Assistant, Computer Business Applications, and Legal Secretary/Assistant). Emphasis is placed on learning state-of-the-art computer business applications. Business applications include Microsoft Windows operating systems: Microsoft Access, Excel, Outlook, PowerPoint, and Word; and financial applications such as QuickBooks Pro, Computer keyboarding, proofreading, business procedures, filing and records management. Issues have been raised about a lack of up-to-date equipment in the Mac computer lab.

Planning

The major challenge for the department is keeping up with current trends in business, software, and computer equipment. The department is currently aligning the MS Office suite with MOS certified-approved courseware/textbooks. Four exam-prep courses are taught to help students achieve international certification. A new entry-level Microsoft Technology Associate (MTA) certification is being unveiled. There is a need to offer computer based application courses using the Apple Mac computers to attract the Mac-only audience.

Growth Projection/Space Analysis

CAREER & TECHNICAL EDUCATION					Current
Computer Business Applications	Fall 2009	Projected 2015	Projected 2020	Projected 2025	Proj Facilities
FTES	52.4	58.1	63.0	68.1	
WSCH Lecture	601.7	667.0	723.4	781.7	
WSCH Laboratory	1,117.5	1,238.6	1,343.4	1,451.8	
WSCH Total	1,719.2	1,905.6	2,066.8	2,233.5	
ASF Lecture	343	380	412	445	
ASF Laboratory	1,430	1,588	1,720	1,858	
ASF Other	0	0	0	0	
ASF Total	1,773	1,968	2,132	2,303	*
Number of Sections	25	24	26	28	
Average Seats per Section	24	28	28	28	

*Relocation to Technology building still in planning phase.





Computer Science

Overview

The faculty expressed concern that a decreasing number of students are completing certification. It is apparent that the primary reason for this is that the students are finding job opportunities prior to completing the program. The department has gone from six full-time faculty members to one in the past 9 years. The attrition in full-time faculty (mostly due to retirements) has put pressure on the remaining faculty to provide the program courses. Due to this lack of full-time faculty, the department has been unable to offer adequate levels of instruction in non-Microsoft development environments (Linux, Java, Oracle, my SQL, PHP, etc.).

Planning

The department needs to replace its 32-bit machines with 64-bit machines in order to utilize the state-of-the-art software that is available. An initiative has been developed linking Golden West College's instructional program to those offered by the neighboring universities. The program has partnered with Apple for iPhone programming curriculum and with Microsoft for software development certification preparation. It is anticipated that this action will increase program completion rates.

Growth Forecast/Space Analysis

CAREER & TECHNICAL EDUCATION		Projected			Current
		2015	2020	2025	Proj Facilities
Computer Science	Fall 2009				
FTES	82.9	91.8	99.7	107.7	
WSCH Lecture	1,360.10	1,506.70	1,634.90	1,766.70	
WSCH Laboratory	1,360.10	1,506.70	1,634.90	1,766.70	
WSCH Total	2,720.20	3,013.40	3,269.80	3,533.40	
ASF Lecture	583	859	932	1008	
ASF Laboratory	2,326	2,577	2,796	3,021	
ASF Other	0	0	0	0	
ASF Total	2,909	3,436	3,728	4,029	
Number of Sections	15	17	18	19	
Average Seats per Section					

*Relocation to Technology building still in planning phase.

Learning Resources

College Success

Overview

The College Success Department provides classes to assist students in achieving their educational goals. The department does this by helping students improve their study skills, and develop behavioral objectives that promote college success. This department communicates the availability of its college support services to students.

Planning

Nationally, student success courses have proved to improve student retention, grades, and increase the number of units taken and completed. The department is interested in doing similar research at Golden West College to assess where it needs improvement. The program will continue to recruit faculty to teach College Success Courses.

Growth Forecasts/Space Analysis

LEARNING RESOURCES & DISTANCE EDU.		Projected	Projected	Projected	Current
College Success	Fall 2009	2015	2020	2025	Proj Facilities
FTES	59.2	65.8	71.2	76.9	
WSCH Lecture	1,942.60	2,151.90	2,334.80	2,523.40	
WSCH Laboratory	0	0	0	0	
WSCH Total	1,942.60	2,151.90	2,334.80	2,523.40	
ASF Lecture	1,108	1,228	1,332	1,440	
ASF Laboratory	0	0	0	0	
ASF Other					
ASF Total	1,108	1,228	1,332	1,440	
Number of Sections	16	18	20	21	
Average Seats per Section	36	35	34	35	

*Facilities typically not coded lecture or laboratory



Library

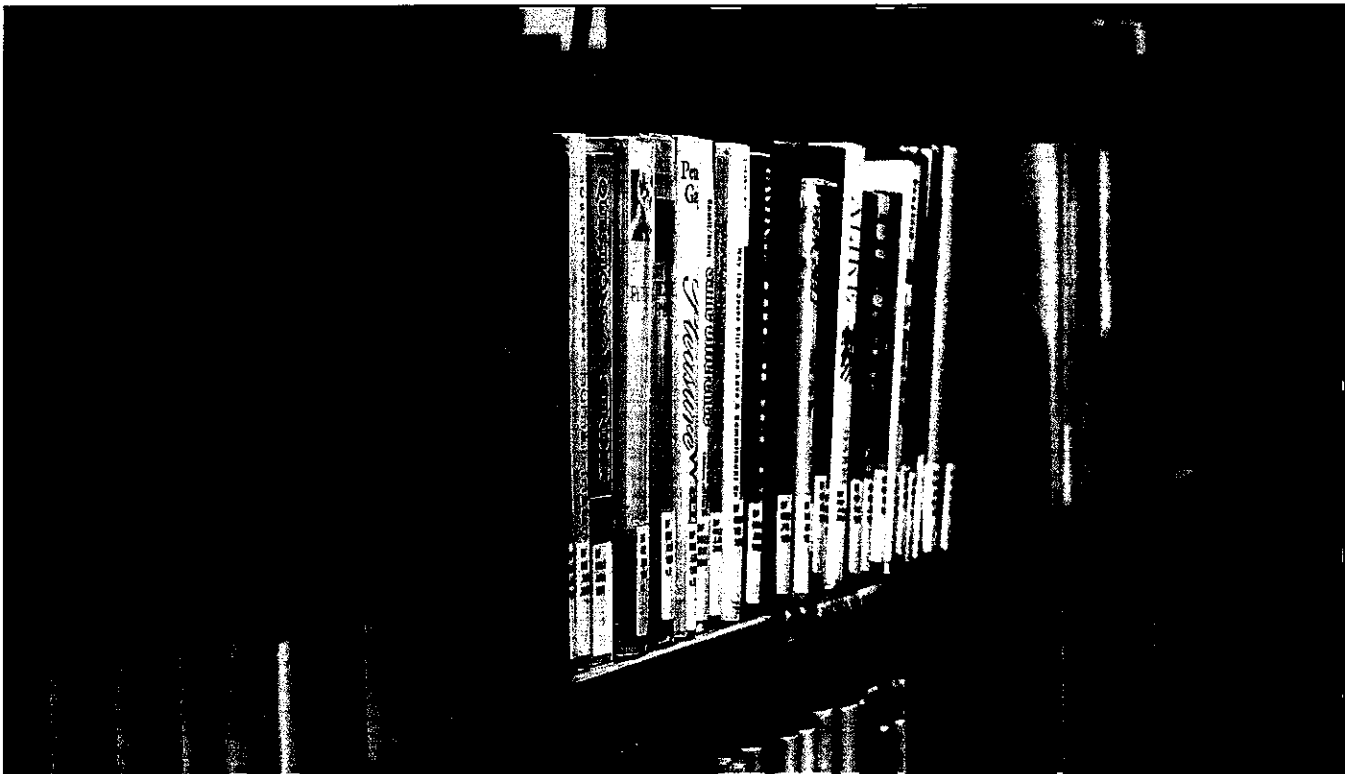
Overview

Library information system provides students with the skills to locate, evaluate and use information for educational and/or research purposes. The Library instructional program is integrated into every academic department. During academic year, July 1, 2010 to April 30, 2011, some 225,600 students and faculty came to the Library. While there, they conducted over 302,000 electronic database inquiries, checked out 13,000 items on reserve, borrowed 4,600 books or media items, and asked over 22,300 questions of the reference librarians. Over 4,100 students attended the Library lectures.

Growth Forecasts/Space Analysis

LEARNING RESOURCES & DISTANCE EDU.	Library	Fall 2009	Projected	Projected	Projected	Current
			2015	2020	2025	Proj Facilities
FTES		10.9	12.1	13.1	14.2	
WSCH Lecture		0	0	0	0	
WSCH Laboratory		358.5	397.1	430.9	465.7	
WSCH Total		358.5	397.1	430.9	465.7	
ASF Lecture		0	0	0	0	
ASF Laboratory		921	1,021	1,108	1,197	
ASF Other						
ASF Total		921	1,021	1,108	1,197	
Number of Sections		7	8	9	9	

*Facilities typically not coded lecture or laboratory





Tutoring/Learning Centers

Overview

The Tutorial & Learning Center is the college's primary instructional support service. It is responsible for assisting students to develop skills, strategies, and behaviors to perform as confident, independent, and active learners. The Center provides peer assistance for all courses taught at Golden West College. During the academic year 2009-10, the Tutoring and Learning Center responded to just under 2,300 requests for tutoring and the Student Computing Center provided services to 1,100 students.

Growth Forecasts/Space Analysis

LEARNING RESOURCES & DISTANCE EDU.	Learning	Fall 2009	Projected	Projected	Projected	Current
			2015	2020	2025	Proj Facilities
FTES		7	7.8	8.4	9.1	
WSCH Lecture		229.7	254.5	276.1	298.4	
WSCH Laboratory		0	0	0	0	
WSCH Total		229.7	254.5	276.1	298.4	
ASF Lecture		131	145	157	170	
ASF Laboratory		0	0	0	0	
ASF Other						
ASF Total		131	145	157	170	
Number of Sections		3	3	3	3	
Average Seats per Section		33	36	39	42	

*Facilities typically not coded lecture or laboratory



Growth Forecasts/Space Analysis

LEARNING RESOURCES & DISTANCE EDU.		Projected			Current
		Projected	Projected	Projected	Proj
Tutoring Skills	Fall 2009	2015	2020	2025	Facilities
FTES	7.9	8.7	9.5	10.2	
WSCH Lecture	258.2	286.1	310.4	335.4	
WSCH Laboratory	0	0	0	0	
WSCH Total	258.2	286.1	310.4	335.4	
ASF Lecture	147	163	177	191	
ASF Laboratory	0	0	0	0	
ASF Other					
ASF Total	147	163	177	191	
Number of Sections	2	2	3	3	
Average Seats per Section	39	42	30	33	

*Facilities typically not coded lecture or laboratory

Growth Forecasts/Space Analysis

LEARNING RESOURCES & DISTANCE EDU.		Projected			Current
		Projected	Projected	Projected	Proj
Special Topics	Fall 2009	2015	2020	2025	Facilities
FTES	1.9	2.1	2.3	2.5	
WSCH Lecture	62.3	69	74.9	80.9	
WSCH Laboratory	0	0	0	0	
WSCH Total	62.3	69	74.9	80.9	
ASF Lecture	36	39	43	46	
ASF Laboratory	0	0	0	0	
ASF Other					
ASF Total	36	39	43	46	
Number of Sections	2	2	2	3	
Average Seats per Section	27	29	31	23	

*Facilities typically not coded lecture or laboratory

Counseling Classes

Overview

The Counseling Division offers personal development courses, which assist students with academic planning, career development, and personal enrichment. These courses are designed to help with the personal challenges and tasks facing college students. Some of the relevant student-centered topics are college study skills, self and career discovery, life planning, and decision making, which focus particularly on selecting a college major and a career in order to make the transition from college to their chosen career fields. Courses help students identify their values, assess their personality, and make progress with their personal goals for life. Research shows that students become more positive, focused, and committed to their educational goals with career and academic planning.

Planning

The department intends to collaborate with other instructional divisions/departments for basic skills and transfer based learning communities. The department would also like to develop an online orientation program.

Growth Forecast/Space Analysis

COUNSELING	Fall 2009	Projected		Projected		Current
		2015	2020	2025	Proj	Facilities
FTES	43.8	48.5	52.6	56.9		
WSCH Lecture	1,437.20	1,592.20	1,727.50	1,866.90		
WSCH Laboratory	0	0	0	0		
WSCH Total	1,437.20	1,592.20	1,727.50	1,866.90		
ASF Lecture	0	0	0	0		
ASF Laboratory	0	0	0	0		
ASF Other Instr. Supp.		0	0	0		
ASF Total	0	0	0	0		
Number of Sections	14	16	17	19		
Average Seats per Section	37	34	32	31		



STUDENT SERVICES WING

Admissions and Records

Overview

The Office of Admissions, Records, and Enrollment Services provides assistance to persons seeking information about the college. Assistance begins with the student's initial contact with the college, and continues throughout his/her attendance, completion of education programs, and finally transfer and/or graduation from Golden West College.

Planning

Over the next two years, the Admissions and Records Department will collaborate with its counterparts at OCC and CCC and the District Information Technology Department to make the Banner software more efficient and friendly for staff, faculty and students to use.

Accessibility Center for Education (ACE)

Overview

ACE is the Disabilities Services and Programs (DSPS) unit for students with Disabilities mandated by State and federal legislation. ACE supports the College mission by eliminating any barriers that exist for students with a disabilities that might limit their opportunities for success at Golden West College.

Planning

The ACE Department will develop cross training with student support services to provide a one-stop center to answer many common questions. The Department will also teach students to recognize the current resource limits and find ways to creatively use those assets.

CalWORKs and Re-Entry

Overview

The Department engages in intensive community outreach to attract special population students to the College. CalWORKs and Re-Entry personnel provide a variety of services to these students such as individual career, academic and personal counseling; advocacy program planning and special topic workshops; child care; job development and placement; clothing allowances and school supplies; and transportation assistance.

Planning

The Department will streamline its intake process and facilitate more group program planning sessions. The CalWORKs and Re-Entry staffs intend to work with the Chancellor's Office to transfer child-care funding to provide more services to students.

EOPS

Overview

Historically in California certain socio-economic groups have not had equal opportunities to pursue a college degree or certificate, or to fulfill transfer requirements for a four-year university. The EOPS & CARE Programs along with the emancipated foster youth Services are supported by the State, the District and private donations to assist these targeted student populations to succeed in higher education. Our office mission statement is "Support, Educate & Promote".

Planning

The department will engage in an effort to measure the quality of the learning it is stimulating and to develop measurement tools to ensure students can recognize their options for achieving academic success. In view of the current fiscal situation EOPS & CARE intends to adjust services it provides and collaborate with other units on campus to maximize efficiency.

Student Health Services

Overview

The mission of the Student Health Services (SHS) is to protect, support and promote student health in the belief that healthy students learn better and stay in school. Our team of doctors, nurses, counselors and support staff use a holistic approach that covers student's physical, mental, social, health education and health referral/networking needs. Student Health Services provides episodic medical care and limited short-term mental and social health services to GWC students who are currently registered and attending classes.

Planning

The Department intends to increase access by implementing a patient appointment system and cross training with other student support staff to increase awareness and referral to the Center's services. Over the next two years the SHS will balance its budget and create a reserve of 5% or more to reinvest in one-time health initiatives and project needs.

International Services

Overview

The International Student Program (ISP) at Golden West College is a full-service center, which supports new and continuing international students from 40 countries. Specialized support services include admissions and registration processing, orientation programming, dedicated academic counseling, regulatory advisement, home stay placement services, cultural adjustment programming, community and cultural events, and tailored student success workshops to help international students assimilate to the campus and community environment.

Planning

The ISP will streamline and increase the number and frequency of contacts with local English as a Second Language feeder schools and overseas advising centers to maximize affordable marketing opportunities. The Department also intends to enhance and measure the impact of its programs and identify mutually beneficial academic and cultural opportunities with other units of the college in order to support both international and domestic student success.

Transfer Center

Overview

The Transfer Center is the hub of transfer activity on and off campus. It is located in an area heavily trafficked by students, with high visibility to the administration building. It is also near other student services such as Counseling, EOPS, Career Center, Employment Center and Admissions & Records. Due to the advances of technology, the transfer center's services have been greatly expanded through the World Wide Web and consequently have a much larger reach. There are strong partnerships with Internet services, which help students transfer, such as ASSIST (UC funded). Students can access this database for the latest transfer information, including major prep and transfer criteria. Other important websites include the CSU Mentor and UC application.

Planning

The Transfer Center will provide counseling in languages other than English, e.g., Spanish, and increase the number of College students eligible for admission to a four-year university.

ADMINISTRATIVE SERVICES WING

Community Services

Overview

Community Services strives to identify and meet the needs of the community, which are not met by the college credit programs. These services, which are self-supporting and fee-based, include educational, holistic health, recreational, professional, personal enrichment, vocational and certificate programs. Community Services programs are available with a variety of options to meet various learning styles including lectures, hands-on workshops, and online programs. To meet the needs of participants with busy schedules and limited time, programs are offered during evening hours, on the weekends, during weekdays, and online. An extensive variety of programs are available for people of all ages from children to seniors. Several programs are offered in two or three levels of instruction to accommodate more advanced learners as well as beginners.

Among the accomplishments of community services is the success of the Golden West College Swap Meet, which began in spring 1979, with 100 vendors. Steady growth has led to the present weekly Saturday and Sunday Swap Meets featuring as many as 685 vendor spaces per day. It provides community members the opportunity to shop and sell in a safe family environment. The swap meet is held approximately 100 days per year and currently grosses over \$2.7 million per year.

Planning

The Community Services Department will increase the numbers of participants completing the popular holistic massage instruction program and it will strengthen that program by pursuing endorsements from one of two prominent professional organizations such as California Massage Therapy Council (CAMTC) or the National Certification Board for Therapeutic Massage and Bodywork (NCBTMB).

Fiscal Services

Overview

The role and responsibility of the Fiscal Services office is to ensure that the fiscal operations of the campus are planned, controlled, and accurately accounted for in the financial records. This applies to all funds, including appropriated, generated, awarded, donated, or otherwise received or spent by the Campus from any source or for any purpose. The Fiscal Services operation is responsible for the fiscal accountability of grants, the campus district budget, and auxiliary funds.

Planning

The Fiscal Affairs Department will implement a one-card system using the latest card transaction and access technology for a vast number of daily campus operations. The Department will work with the Office of Institutional Research to revise the current Banner budget structure and organizational codes with the intention of providing easier access to fiscal information and achieving further accountability as a result. Training will be provided to representatives from all campus departments to enable them to monitor their budget expenditures and stay within the amounts allocated.

Grounds

Overview

The Grounds Department is located in the Maintenance and Operations Yard on the northwest corner of campus. It maintains all campus landscaping, irrigation systems, parking lots, landscape (and roof) drainage systems, and provides pest control for most campus situations. It has also been responsible for the design and installation of all campus landscaping and anything else horticultural that has been installed in the past 40 years. The Grounds Department ensures that all athletic fields are properly maintained for the appropriate sport and at the proper time of year. The department is also responsible for refurbishing old landscape and turf areas, and it maintains its own equipment as well as that of the swap meet and various other departments. The department seeks to serve all facets of the campus population; students, faculty, and staff, as well as the surrounding community members, by providing and maintaining a campus landscape that is functional, safe, interesting, and beautiful.

Planning

The Grounds Department will ensure that current resources are used to make the maintenance of areas that have the greatest impact on students a priority, while implementing a plan to allow other departments the opportunity to “adopt” an area of campus, which they can help maintain. The Department intends to also develop partnerships with off campus entities that will contribute to campus fundraising.

Maintenance and Operations

Overview

Maintenance provides the campus with onsite personnel to maintain furniture fixtures & equipment, buildings and building systems such as plumbing, HVAC, and electrical. Maintenance also performs all set ups for events and functions held on the campus as well as handling all shipping/receiving.

Planning

In an effort to offset silo thinking the Maintenance and Operations Department intends to ensure they are included in major decisions about facilities that affect them, and to work with departments that have access to grants or private funding sources to make those resources cover as many projects as possible.

Public Safety

Overview

Golden West College Public Safety Department provides the campus community with public safety services performed by onsite personnel 24 hours a day seven days a week. Golden West College employs public safety officers with training specific to public safety, emergency preparedness, and parking enforcement.

The department serves Golden West students, faculty, and staff by providing escorts, patrolling the campus, responding to medical incidents, investigating crimes, and documenting all incidents. The department is also tasked with preparing the campus for man-made and natural disasters through careful planning, ongoing training and exercises.

Planning

The Public Safety Department will promote an atmosphere of “community involvement” to improve awareness and safety on campus by enhancing customer service, accessibility of information, and communication with the campus. The Department intends to prepare the campus community for manmade and natural disasters over the next two years.

Technical Support Services (TSS)

Overview

Technology Support Services provides innovative and accessible technology to students, faculty and staff. The unit provides the computing and media infrastructure, which is necessary to deliver a variety of educational programs. The department prides itself in providing first-class customer service and is driven by its commitment to students, faculty and staff. Over the past few years and into the foreseeable future, technology will continue to permeate every area of the campus.

Planning

Over the next two years the Technical Support Services Department will complete the set up for audio visual and security networks in the new Learning Resources Center and “virtualize” 30% of all administrative computers and 50% of all instructional laboratories.

College Support Services

Overview

The College Support Services Department provides a variety of campus supports to all units of the College. These include the mailroom, copy center, PBX/switchboard and key distribution activities.

Planning

The Department will coordinate the relocation of the mailroom to provide better service to the campus and to free up space for another use. The College Support Services Department will collaborate with their counterparts at OCC and CCC to complete more jobs within the District rather than sending the work off campus.

EXECUTIVE WING

College Promotions and Outreach

Overview

The College Promotions and Outreach Department produces and delivers promotional materials and electronic media in an effort to recruit students and communicate college information to the community. Outreach continues to build and expand relationships with middle and high schools.

College Promotions maintains the college's visual identity/branding by producing professional quality publications in print and electronic media. The department is responsible for establishing a unified college image by providing graphic design services to the campus community for all external publications including the college catalog, class schedules, brochures, advertisements, forms, and event collateral. The department has already created an attractive set of new web pages that project a set of informative and welcoming messages for prospective students.

Planning

The College Promotions and Outreach department will lead a district-wide effort to create a strong three-college presence at college nights and career fairs. It will also support all colleagues engaged in outreach by creating advanced presentations that can be customized for various audiences, while continuing to produce promotional materials for all outreach events. By expanding the campus bulletin page to include news and idea sharing, the College Promotions and Outreach unit intends to improve campus communications.

Foundation and Community Relations

Overview

The Foundation promotes and assists Golden West College by generating support for scholarships, capital needs, and special projects to ensure quality education for the community via life-long learning, and earning opportunities for the people and businesses in our service area. The function of Community Relations is to enhance the visibility of Golden West College in the community and to build partnerships with individuals and businesses.

Planning

The Foundation and Community Relations department will launch a Learning Resource Center naming campaign to raise revenue, and it will explore possible, appropriate paid advertisements on the "Ed" marquees and college home page. The department will also create a student-friendly and efficient scholarship program, including an easily accessible scholarship office.

Research and Planning

Overview

The mission of the Office of Institutional Research and Planning is to support student learning by providing services that help campus leaders make more informed college-related decisions. The office conducts institutional research, supports enrollment management, and coordinates institutional planning.

Planning

The Research and Planning Office intends to facilitate the development and adoption of new college goals, then it will coordinate a review and update the College's assessment plan. To further the implementation of the Banner software, the Research and Planning Office will facilitate the restructuring of the Banner organization codes.

VII. Key Planning Assumptions and Strategic Priorities for the Future

During academic year 2009-10 the College crafted a set of planning assumptions. This work was completed after several committees reviewed a number of articles about trends influencing higher education (see appendices for the reading list). The committees considered the past performance of the college and goals that had been achieved, and took into account the mission, educational philosophy and values of the institution. For the purposes of this Plan, some editing of the initial planning assumptions has been done to prepare the list below.

Key Planning Assumptions

1. National and state goals and policy for postsecondary education will increasingly emphasize degree and certificate completion, transfer to four-year universities, and reduction of achievement gaps among various subgroups of students.
2. State initiatives for the community college system will also continue to emphasize basic skills and general student success to improve the performance of the system while pursuing accountability and transparency.
3. The current planning environment is very fluid (e.g., resources, mission definition, and legislative mandates).
4. The base financial resources from public revenues will decrease while student demand for educational services is likely to increase. The college must prioritize and make strategic choices about what it can and cannot do then develop a strategy for allocating these resources.
5. Changing demographics are the future of Orange County, and within the effective service area this will affect college enrollment rates. More of the older residents will be White, while an increasing number of young residents will be Asian and Hispanic. There are implications for college participation in these shifts.
6. The long-term trend in the numbers of college students entering the college directly from high school is on the decline. This is particularly important to the college as the 24 years and younger age segment has averaged 63.2% of the student body over the past four years.
7. Employers and transfer institutions want colleges to place more emphasis on essential learning outcomes such as:
 - Demonstrated knowledge of science, technology, broad-based civics, culture, and global events
 - Demonstrated skills in written and oral communication, problem solving, customer service, critical thinking, and interaction with diverse groups.
 - Demonstrated ability ethically to shape the world around them.
 - Demonstrated ability to apply acquired knowledge in a real-world context.
8. Two thirds of the incoming students who are assessed are recommended to take English and math basic skills courses.
9. Needs for funding capital projects are greater than the available state and local funds. Therefore, the college must more effectively and efficiently use existing facilities.
10. The College has become a primary center for retraining the work force.

The College discussions in the 2009-10 academic year resulted in two groups of strategic priorities. One group consisted of the priorities to be addressed and discussed within the program review work done in the 2010 cycle (items 2, 3, 5, and 7 below). The second group consisted of the priorities to be addressed outside of program review work in all the other venues and processes of the College (items 1, 4, and 6 below). The timeframe of 2010-2012 provides an opportunity for the college to recast the priorities for the balance of the life of this strategic planning cycle, out to 2016, and beyond to 2025 for facilities considerations or to introduce new priorities after 2012.

Strategic Priorities

1. We will support active participation based on trust, openness, consistency, and respect in the college's decision-making process. (college-wide priority for 2010-12)
2. We will embrace the role of being a facilitator of student learning by making a conscious effort to produce and support learning, measure that learning, assess how well learning is progressing, and make changes to improve student learning. (priority for discussions in program review cycle 2010-12)
3. We will realign our programs and processes to meet student educational needs in sustainable ways that use available resources. (priority for discussions in program review cycle 2010-12)
4. We will develop and implement a balanced, timely, and effective budget that allows for accountability. (college-wide priority for 2010-12)
5. We will work together to minimize silo-based thinking and structures in order to promote collaborations that better facilitate the learning process for students. (priority for discussions in program review cycle 2010-12)
6. We will leverage technology to facilitate instruction and student learning, improve communication, and enhance the quality of our programs and services. (college-wide priority for 2010-12)
7. We will explore and develop new alternative revenue sources that are in support of and consistent with our educational mission. (priority for discussions in program review cycle 2010-12)



VIII. Opportunities for the Future- College Planning Agenda

Future Labor Markets

The U.S. Chamber of Commerce has estimated that 90% of future jobs will require some form of postsecondary education. By way of extension the Orange County Business Council believes that through the year 2025, an average of 18,000 new jobs per year will be created in the County that will require a postsecondary education. If 43% of the current 12th graders in the County continue to earn college degrees, there will be roughly 15,000 new graduates each year to claim these positions. That leaves a potential annual shortage of 3,000 skilled workers. The U.S. Department of Labor has estimated that one-third of future jobs will demand skills in the science, technology, engineering and mathematics (STEM) disciplines. Currently, about 20% of undergraduate and graduate degrees given by Orange County universities are in these disciplines²¹ These estimates portend an opportunity for the College to contribute to the economic vitality of the County, and to secure future employment for its graduates.

Through the year 2018, the California EDD expects the fastest growing industry sectors in Orange County to be education services, health care and social assistance with an annual growth rate of about 2.2%. Several other sectors will exceed the average annual growth rate of .8%. These include professional and business services (1.3% annual growth), leisure and hospitality (1.1% annual growth), transportation/warehousing/utilities (1% annual growth) and construction (.9% annual growth). While employment in Orange County is expected to increase into the future, it is projected to be at a slower rate than in the prior projection of 2004-2014. Between 2008 and 2018, approximately 150,700 new jobs are expected from industry growth while 371,300 job openings are anticipated from net replacements.²²

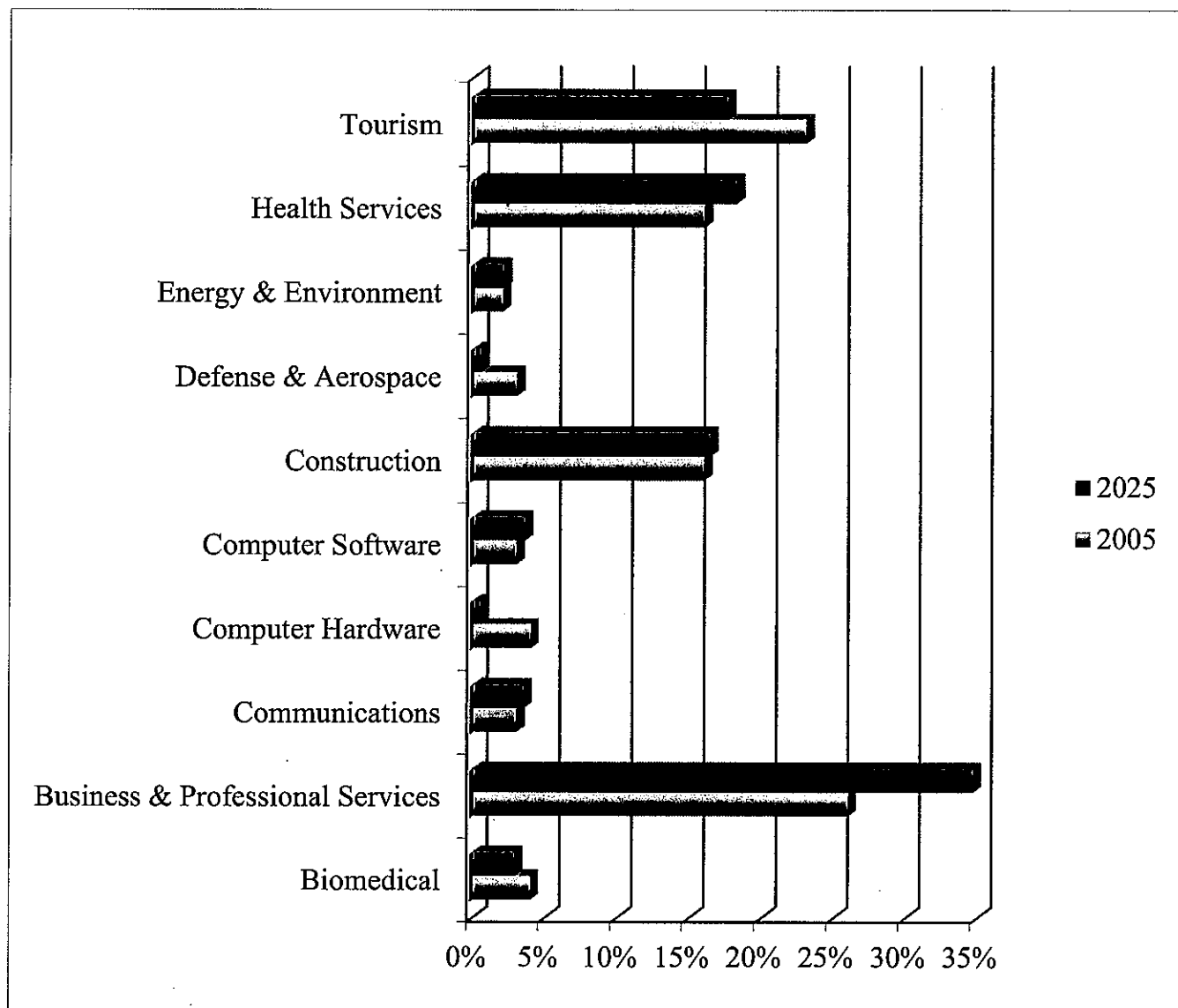
As noted in the following chart, the business and professional services employment cluster will continue to add jobs, and is expected to double by 2025 as it takes advantage of the centralized location of Orange County. Health services is positioned to be the second largest cluster, supported by both the aging population remaining in the County and the biomedical cluster, which needs a proactive economic development effort. Robust projected growth through the year 2025 for the high-tech clusters of computer software, communications technology, and energy/environmental activities will help create new jobs and increased wages in Orange County. Jobs related to the tourism and construction clusters are expected to continue to increase well in the future, based on the County's location and significant number of tourist attractions along with the natural growth of density in Orange County.²³

21 *Orange County Workforce Indicators 2009-2010* (Irvine, CA: Orange County Business Council, 2010).

22 State of California, Employment Development Department "2008-2018 Orange County Projection Highlights," *Labor Market Information* Retrieved March 11, 2011 from <http://www.labormarketinfo.edu.ca.gov>

23 *Workforce 2025* (Irvine, CA: Orange County Business Council, 2010).

Percent of the Orange County Economy Represented by Each Cluster



Source: Orange County Business Council. Workforce 2025

The extent of projected wage growth varies among the economic clusters as illustrated below.

Economic Cluster	2005 Av Ann Wage	2025 Av Ann Wage	% Change
Biomedical	\$61,300	\$108,850	78%
Business & Professional Services	\$44,533	\$72,233	62%
Communications	\$61,800	\$126,442	105%
Computer Hardware*	\$63,873	\$121,742	91%
Computer Software	\$78,887	\$177,968	126%
Construction	\$47,425	\$84,986	79%
Defense & Aerospace*	\$81,781	\$187,443	129%
Energy & Environment	\$50,742	\$83,115	64%
Health Services	\$43,740	\$71,646	64%
Tourism	\$18,377	\$32,931	79%

*cluster employment projected to be significantly reduced in OC

Source: Orange County Business Council. Workforce 2025

Over the next ten years, the EDD expects the fastest growing industry sectors in Los Angeles County to be the same as those in Orange County (educational services, health care and social assistance) but Orange County industries would have a significantly larger annual growth rate of about 2.6% whereas the overall annual growth rate for all industries in Los Angeles County is projected to be .9%. Two other industries will have significant growth rates above the average. These are professional and business services (1.2% annual growth) and wholesale trade (1.2% annual growth).²⁴

In Orange County, the 50 occupations with the most job openings are expected to make up 52% of all job openings. The occupations with the highest growth numbers are predicted to be retail salespersons, restaurant servers, cashiers and customer service representatives. None of these are particularly high paying occupations and all usually require only short-term on-the-job training. Occupations requiring little to moderate amounts of on-the-job training (up to 12 months) make up 34 of the 50 occupations with the most openings. Therefore, there are opportunities for the College to contribute to the economic development of the County by providing education and skill development experiences that will lead to higher-wage jobs. Occupations with growth expectations and which require an associate degree or higher include registered nurses, general and operations managers, elementary and secondary school teachers and accountants and auditors.²⁵ A detailed list of the 50 Orange County occupations with the most anticipated openings is located in the appendices.

Of the 50 fastest-growing occupations in Orange County that anticipate an annual growth rate of 2% or more, half are health related. Occupations with the highest percentage of expected growth are biomedical engineers (52%), home health aides (47%), and medical scientists (46%). The top ten fastest-growing occupations in Orange County are listed below while the complete list of the top 50 occupations is found in the appendices.²⁶ A detailed list of the Orange County 50 fastest-growing occupations is also located in the appendices.

²⁴ State of California, Employment Development Department "2008-2018 Los Angeles County Projection Highlights," *Labor Market Information* Retrieved March 11, 2011 from <http://www.labormarketinfo.edu.ca.gov>

²⁵ State of California, Employment Development Department "Occupational Projections for Orange County 2008-2018" *Labor Market Information* Retrieved March 11, 2011 from <http://www.labormarketinfo.edu.ca.gov>

²⁶ Ibid.

Orange County Top 10 Fastest Growing Occupations by Absolute Growth, 2008-2018

Occupational Title	Change
Biomedical Engineers	52%
Home Health Aides	48%
Medical Scientists*	46%
Personal and Home Care Aides	43%
Network Syst. Data Analysts	41%
Veterinary Technicians	37%
Veterinarians	35%
Physical Therapist Aides	34%
Physical Therapist Assistants	33%
Physician Assistants	33%

*Except Epidemiologists

Source: Employment Development Department, Labor Market Information

Selected medical occupation jobs (shaded below) are anticipated to grow the most in Orange County through the year 2025, but not all of them pay a salary that is above the average County wage.

Occupation	Growth Through 2025	Pays Above OC Av Wage
Registered Nurses	14,694	Yes
Waiters and Waitresses	12,923	
Certified Nursing Aides	10,025	
Combined Food Prep & Service	9,652	
Guards and Watch Guards	9,514	
Dental Assistants	7,809	
Financial Managers	7,548	Yes
Gen. Managers, Top Executives	6,747	Yes
Physicians and Surgeons	5,896	Yes
Medial Assistants	5,705	

Medical occupations are highlighted

Source: Orange County Business Council. Workforce 2025

The EDD has projected that just over 51,000 job openings will be available in Orange County each year between 2008 and 2018. Only 8% of these jobs are normally available to those candidates who have completed an Associate Degree or some form of postsecondary vocational education. Preparation at the Bachelor's Degree level, which could begin at the community college, is the most common entry path for another 19% of these occupations.²⁷

²⁷ State of California Employment Development Department, "Occupational Projections for Orange County 2008-2018" *Labor Market Information* Retrieved March 11, 2011 from <http://www.labormarketinfo.edu.ca.gov>

Orange County Occupational Projections 2008-2018

2008-2018

Training Levels	Annual Average	
Bureau of Labor Statistics	Total Job Openings	%
BA + work experience	2,516	5%
Bachelor's Degree	7,224	14%
Associate Degree	2,257	4%
Postsecondary Voc. Education	2,163	4%
Total	14,160	
Graduate education	1,864	4%
On-the-Job-Training	35,289	69%
	37,153	
Grand Total	51,313	100%

Source: California Employment Development Department, Labor Market Information; analysis by Cambridge West Partnership, LLC

Several occupational groups are growing, in terms of a percentage of growth. This growth is faster than other occupational groups when projections are made through the year 2025. The fastest growing Orange County occupational groups are listed below with the medical occupations highlighted.²⁸

Orange County, Fastest Growing Occupational Groups

Occupation	% Growth Through 2025
Food Service & Lodging Managers	457.2%
Plasters & Stucco Masons	334.5%
Physicians & Surgeons	284.2%
First-line Sup/Mgrs Service Workers	278.8%
Health Care Profs, Paraprofessionals	270.1%
Painters, Paperhangers- Construction	263.7%
Medicine, Health Services Mgrs	262.0%
Dental Hygienists	258.9%
Cooks- Restaurant	252.7%
Heating, AC, Refrigerator Mechanics	249.8%

Medical occupations are highlighted

Source: Orange County Business Council, Workforce 2025

²⁸ State of California Employment Development Department, "Occupational Projections for Orange County 2008-2018" *Labor Market Information* Retrieved March 11, 2011 from <http://www.labormarketinfo.edu.ca.gov>

Turning to individual occupations in Los Angeles County, the 50 occupations with the most job openings are expected to make up 53% of all job openings. The occupations with the highest growth numbers are predicted to be personal and home care aides, cashiers and retail salespersons. None of these are particularly high paying occupations and all usually require only short-term on-the-job training (approximately one month). Therefore, there are opportunities for the College to contribute to the economic development of Los Angeles County by providing education and skill development that will lead to movement up the career ladder to higher-wage jobs. Occupations with growth expectations that require an associate degree or higher include lawyers, registered nurses, general and operations managers, elementary and secondary school teachers and accountants and auditors.²⁹ A detailed list of the 50 Los Angeles County occupations with the most anticipated openings is located in the appendices.

Of the 50 fastest-growing occupations in Los Angeles County that anticipate an annual growth rate of 2.3% or more, half are in the health or community and social service related fields. Occupations with the highest percentage of growth into the future are medical scientists (46%), biochemists and biophysicists (48%) and network systems data analysts (47%). The top ten fastest-growing occupations in Los Angeles County are listed below while the complete, detailed list of the top 50 occupations is found in the appendices.³⁰

Los Angeles County Top 10 Fastest Growing Occupations by Absolute Growth, 2008-2018

Occupational Title	% change
Medical Scientists*	48%
Biochemists & Biophysicists	48%
Network Systems & Analysts	47%
Physical Therapist Aides	45%
Home Health Aides	44%
Personal & Home Care Aides	41%
Medical Equipment Repairers	41%
Farmers and Ranchers	39%
Physician Assistants	38%
Occupational Therapist Assist.	38%

*Except Epidemiologists

Source: Employment Development Department, Labor Market Information

²⁹ State of California Employment Development Department, "Occupational Projections for Los Angeles County 2008-2018" *Labor Market Information* Retrieved March 11, 2011 from <http://www.labormarketinfo.edu.ca.gov>

³⁰ Ibid.

Although it may not be apparent from a review of the occupational titles in these appendices listings, one out of six jobs in Southern California is directly or indirectly in the creative industries that include digital design, product/industrial design, entertainment and communication arts. The creative economy is the second largest in Los Angeles County. The sales and receipts alone represent roughly \$113 billion in Los Angeles and \$14 billion in Orange County.³¹

Similar leading occupations emerge if the entire state economy is considered with a focus on the high demand/high wage STEM occupations. The occupational family with the greatest projected demand that commonly requires an associate degree for entry is healthcare. The healthcare support job family is the second largest group, followed by computer and math science, and engineers and technicians. Students educated in these fields have the most opportunities for relocating to other locations throughout the state.

Where the California Jobs Will be in 2018 (in thousands of jobs)

Occupation Group	Occupation	Some College	%	Assoc. Degree	%	Bachelor's Degree	%	Total
STEM	Computer & Math Science	89	16%	45	8%	242	44%	545
STEM	Architects & technicians	13	20%	9	14%	25	38%	65
STEM	Engineers & technicians	34	11%	28	9%	141	44%	317
STEM	Life & Physical Scientists	9	6%	6	4%	45	32%	140
STEM	Social Scientists	5	6%	3	4%	27	33%	82
Healthcare	Healthcare Practitioners	109	13%	160	19%	239	29%	836
Healthcare	Healthcare Support	148	33%	51	11%	49	11%	448

Source: Carnival, Anthony; Smith, Nicole; and Strohl, Jeff (2010). *Help Wanted: Projections of Jobs and Educational Requirements Through 2018*. Center on Education and the Workforce, Georgetown University.

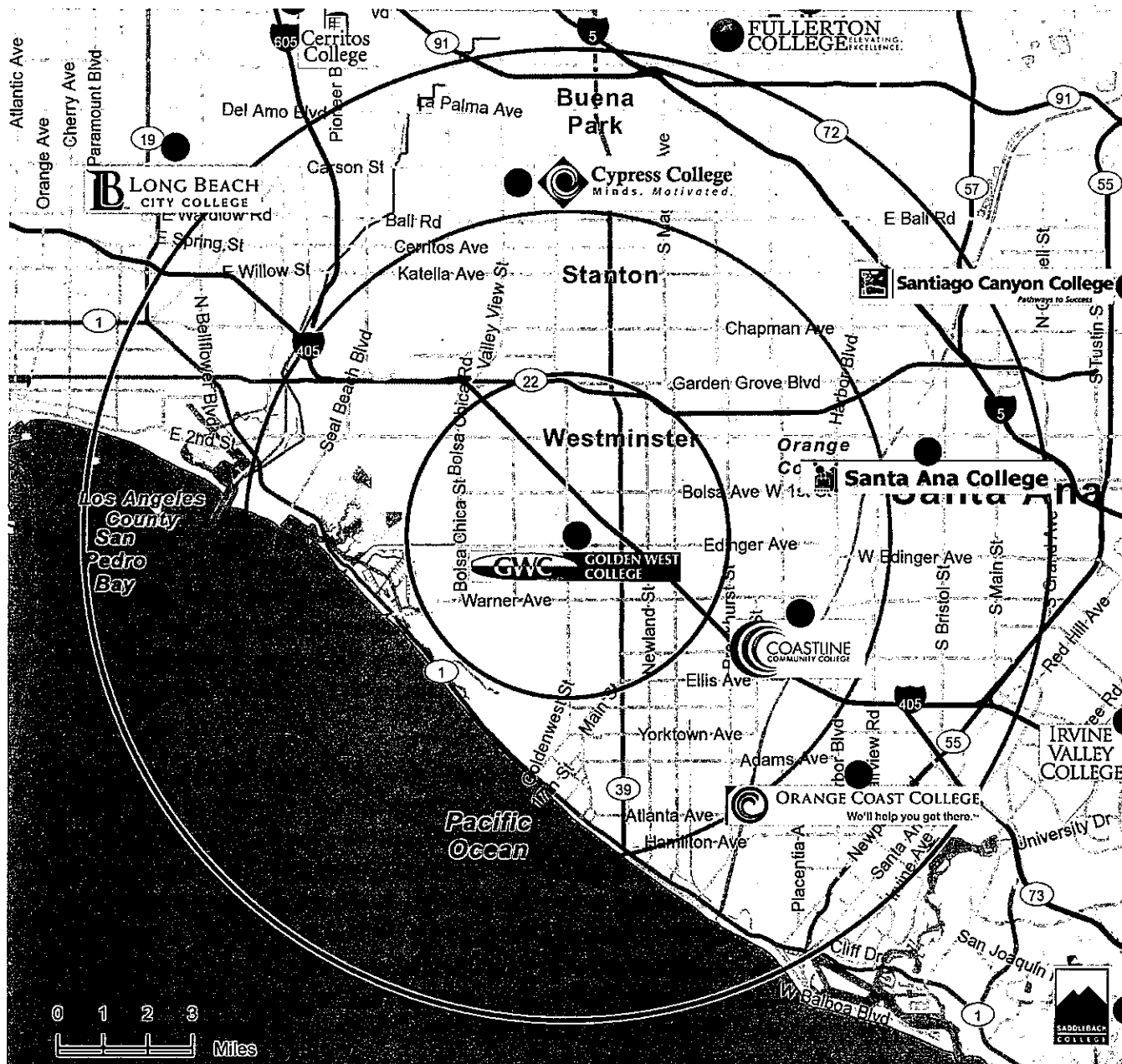
Planning Considerations for Potential New Programs

There are approximately two-dozen public and private providers of post-secondary education in the 9-mile radius used as a framework for this Plan. The bulk of enrollment at these schools is found in the eleven public community colleges located within Orange County and the southeast portion of Los Angeles County. Collectively, the eleven community colleges, including Golden West College, offer degrees and/or certificates in 245 fields of study described by the California Community College Chancellor's Office Taxonomy of Programs manual.³² Before new instructional programs are implemented, care should be taken to analyze the existing programs offered by those institutions. For example there are 30 certificates and another 30 degrees offered by the eleven colleges in the field of Office Technology/Office Computer Applications.

31 Nancy Sidhu, et. al. 2010 *Otis Report the Creative Economy of the Los Angeles Region* (Los Angeles, CA: Los Angeles County Economic Development Corporation, November 2010)

32 California Community College Chancellor's Office, *Program Inventory* Retrieved February 12, 2011 from <http://www.cccco.edu/ChancellorsOffice/Divisions/AcademicAffairs/inventoryofprograms>

Public Community Colleges Within the 9-mile Effective Service Area



The enactment of the Student Transfer Achievement Reform (STAR) Act aka SB 1440 provided the College with an opportunity to “retool” some of its current transfer-oriented programs and to introduce new ones. The legislation requires a community college district to grant an associate degree for transfer to a student in his/her field of study once the student has met degree and transfer requirements for a particular major. Upon completion of the transfer associate degree, the student is eligible to transfer with junior standing into a local California State University (CSU) campus. Students will be given priority when applying to a particular program that is similar to his/her community college field of study. The bill prohibits a community college district or campus from adding local course requirements in addition to requirements of the STAR Act, and prohibits the CSU from requiring a transferring student to repeat courses similar to those taken at the community college that counted toward their associate degree for transfer.

The statewide strategy to implement the STAR Act is to develop transfer model curriculums (TMC) through inter-segmental faculty dialogue using the structure of the course identification numbering system (C-ID) as much as possible so that common course descriptions will be used as building blocks. The initial focus of the project is on the top 20 transfer majors within the CSU. The goal is to reach agreements on a model curriculum that all community colleges could adopt for each particular major. Four TMCs have been completed in the 2010-11 academic year: (1) Psychology; (2) Sociology; (4) Math; and (3) Communications Studies. The College Council on Curriculum and Instruction (CCI) has recommended changes for three existing degrees, Psychology, Mathematics and Communications Studies, so that they conform to the approved TMCs. A fourth TMC, Sociology, was used to introduce a new transfer major at the College as of Spring 2011 (pending Board and Chancellor's Office approval). Another group of model curriculums is almost finalized to include Criminal Justice/Administration of Justice, Early Childhood Education, Geology, History, Physics, and Theater. An additional model curriculum for Kinesiology/PE will be being revised in the Spring 2011. Still other disciplines for which TMC discussions have begun include business, Liberal Studies for teacher preparation, Accountancy, Art History, Biology, and Chemistry. The College has the authority to offer 12 programs of study that align with the initial TMCs under discussion. The College also offers five additional programs that potentially align with one of the established CSU Lower Division Transfer Preparation (LDTP) patterns, but are not yet aligned to a prospective TMC.³³ A complete analysis of the extent to which current College programs of instruction align with the initial 18 TMCs and the 42 major fields of study included in the LDTP program can be found in the appendices.

The College has already made a number of changes in recent years with respect to career and technical education programs that would lead to immediate entry-level employment. The efforts have been guided by an interest in placing programs into related knowledge groups, ensuring programs are sustainable, e.g. economically viable and responsive to employers needs, anchored by industry-endorsed standards and third-party certification of learning outcome accomplishments, and are well articulated with both public school instruction and four-year institutions where appropriate.

In an effort to identify new program areas that would meet labor market needs in Orange County, an analysis was completed of the occupations expected to have 50 or more job openings annually through the year 2018. The list was filtered using the Bureau of Labor Statistics training level definitions with a focus on those occupations requiring a Bachelor's or Associate Degree, some post-secondary vocational education, or long-term on-the-job-training of more than twelve months (either of which might culminate in a certificate). Those occupations that qualified were mapped through the Standard Occupational Classification (SOC) codes to Associate Degree and Certificate of Achievement instructional programs offered by the 11 public community colleges in Orange County and the Los Angeles County area adjacent to Golden West College. Because the occupations map to one or more Taxonomy of Programs (TOP) code used by the community college system, there can be multiple programs, even within the same community college, offered for each occupation. For that reason some of the values in the "Total CC Programs" column show a count in excess of the 11 colleges in the study area.

The first table below identifies twenty-three Orange County occupations commonly requiring a Bachelor's degree that project 50 or more annual job openings through the year 2018. An initial course of study for these occupations might begin in a community college, and therefore, the transfer degree initiative may be a starting place for instructional programs that lead to these occupations.

³³ Academic Senate for the California Community Colleges, *SB1440 Update* Retrieved March 30, 2011 from <http://www.asccc.org> and California State University System Office, *Lower Division Transfer Preparation* Retrieved March 30, 2011 from <http://www.calstate.edu/acadaff/ldtp/agreements>

**Orange County Occupations Commonly Requiring a Bachelor's Degree and the
Extent of Neighboring Community College Programs Related to Those Occupations**

Educational Preparation	Standard Occupational Classification Title	Annual Average Total Jobs	Hourly Average Wage	Annual Average Wage	Total CC Programs
Bachelor's	Accountants and Auditors	506	\$31.11	\$64,712	12
Bachelor's	Business Operations Specialists, All Other	433	\$30.35	\$63,125	1
Bachelor's	Computer Programmers	67	\$38.28	\$79,620	15
Bachelor's	Computer Software Engineers, Applications Computer Software Engineers, Systems Software	181	\$46.18	\$96,064	11
Bachelor's	Computer Systems Analysts	195	\$48.31	\$100,484	11
Bachelor's	Construction Managers	150	\$37.66	\$78,339	8
Bachelor's	Cost Estimators	169	\$49.49	\$102,937	25
Bachelor's	Elementary School Teachers, Except Special Education	125	\$31.77	\$66,081	25
Bachelor's	Engineers, All Other	451	N/A	\$67,897	7
Bachelor's	Environmental Scientists and Specialists, Including Health	96	\$47.33	\$98,451	7
Bachelor's	Graphic Designers	53	\$32.34	\$67,251	3
Bachelor's	Industrial Production Managers	181	\$25.26	\$52,556	17
Bachelor's	Middle School Teachers, Except Special and Vocational Education	87	\$40.06	\$83,321	25
Bachelor's	Network and Computer Systems Administrators	186	N/A	\$71,350	2
Bachelor's	Network Systems and Data Communications Analysts	106	\$34.73	\$72,230	9
Bachelor's	Property, Real Estate, and Community Association Managers	187	\$36.65	\$76,245	12
Bachelor's	Public Relations Specialists	132	\$26.74	\$55,617	8
Bachelor's	Purchasing Agents, Except Wholesale, Retail, and Farm Products	109	\$27.55	\$57,306	1
Bachelor's	Recreation Workers	166	\$28.36	\$58,982	8
Bachelor's	Sales Engineers	87	\$10.99	\$22,860	3
Bachelor's	Secondary School Teachers, Except Special and Vocational Education	88	\$38.82	\$80,746	3
Bachelor's	Teachers and Instructors, All Other	308	N/A	\$76,447	2
Bachelor's		245	N/A	\$42,861	1

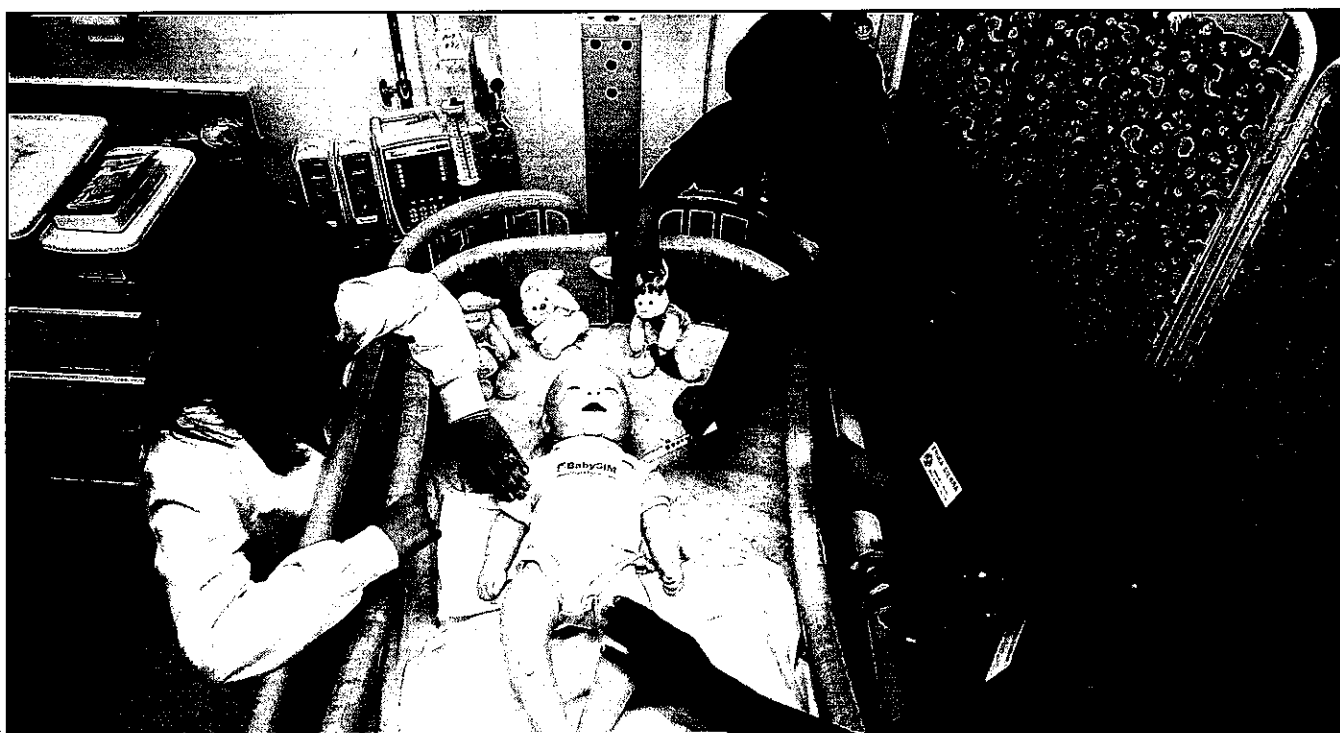
Source: California Employment Development Department, Labor Market Information; California Community College Chancellor's Office; analysis by Cambridge West Partnership, LLC

The table below identifies nine Orange County occupations with 50 or more annual openings through 2018 and that commonly require an associate degree. The occupations with the fewest number of established competitor programs (Computer Support Specialists, Dental Hygienists, Insurance Sales Agents, Medical Records and Health Information Technicians and Respiratory Therapists) are the most useful to consider for new instructional programs. Programs included in the count below reflect only the Associate degree level award. Several community colleges also offer certificates in fields of study that might facilitate entry into these occupations but those certificate programs were not counted.

Orange County Occupations Commonly Requiring an Associate Degree and the Extent of Neighboring Community College Programs Related to Those Occupations

Educational Preparation	Standard Occupational Classification Title	Annual Avg. Total Jobs	Hourly Avg. Wage	Annual Avg. Wage	Total CC Programs
Associate	Computer Specialists, All Other	86	\$35.17	\$73,155	7
Associate	Computer Support Specialists	253	\$23.97	\$49,864	1
Associate	Dental Hygienists	69	\$43.73	\$90,945	2
Associate	Insurance Sales Agents	159	\$27.83	\$57,890	1
Associate	Med. Records & Health Info. Techs.	55	\$16.38	\$34,057	1
Associate	Paralegals and Legal Assistants	132	\$27.87	\$57,966	4
Associate	Radiologic Technologists & Techs.	52	\$28.40	\$59,071	4
Associate	Registered Nurses	865	\$37.12	\$77,209	6
Associate	Respiratory Therapists	56	\$30.52	\$63,476	1

Source: California Employment Development Department, Labor Market Information; California Community College Chancellor's Office; analysis by Cambridge West Partnership, LLC



The table below identifies eleven Orange County occupations with 50 or more annual openings through 2018 that commonly require some post-secondary vocational education. The occupations with the fewest number of established competitor programs (Licensed Vocational Nurse, Medical Secretary) are the most useful to consider for new instructional programs. Programs included in the count below reflect only the certificate level award. Several community colleges also offer an Associate Degree in a field of study leading to entry into these occupations but those degree programs were not counted.

Orange County Occupations Commonly Requiring Some Post-secondary Vocational Education and the Extent of Neighboring Community College Programs Related to Those Occupations

Educational Preparation	Standard Occupational Classification Title	Annual Average Total Jobs	Hourly Average Wage	Annual Average Wage	Total CC Programs
Post Sec Voc Ed	Architectural and Civil Drafters	51	\$26.99	\$56,128	15
Post Sec Voc Ed	Automotive Service Technicians and Mechanics	168	\$17.73	\$36,888	9
Post Sec Voc Ed	Bus and Truck Mechanics and Diesel Engine Specialists	58	\$25.15	\$52,298	3
Post Sec Voc Ed	Fitness Trainers and Aerobics Instructors	116	\$18.27	\$37,988	7
Post Sec Voc Ed	Hairdressers, Hairstylists, and Cosmetologists	124	\$10.17	\$21,140	5
Post Sec Voc Ed	Legal Secretaries	111	\$20.04	\$41,681	4
Post Sec Voc Ed	Licensed Practical and Licensed Vocational Nurses	293	\$24.55	\$51,053	1
Post Sec Voc Ed	Manicurists and Pedicurists	87	\$9.17	\$19,075	5
Post Sec Voc Ed	Medical Secretaries	338	\$14.74	\$30,661	1
Post Sec Voc Ed	Real Estate Sales Agents	80	\$20.57	\$42,786	9
Post Sec Voc Ed	Welders, Cutters, Solderers, and Brazers	92	\$15.87	\$33,003	5

Source: California Employment Development Department, Labor Market Information; California Community College Chancellor's Office; analysis by Cambridge West Partnership, LLC

The table below identifies ten Orange County occupations, which expect to have 50 or more annual openings through 2018 that commonly require some post-secondary vocational education. The occupations with the fewest number of established competitor programs are the most useful to consider for new instructional programs. Many of these occupations are also entered through formal apprenticeship programs offered by various trade unions. Employment preference may go to the graduates of those programs. While information from the federal Bureau of Labor Statistics may show that police and sheriff's patrol officers enter the occupation through extensive on-the-job training, the tradition in California is to hire graduates from a formal Peace Office Standards and Training (POST)-certified academy program. A similar preference is found for California fire fighters.

Orange County Occupations Commonly Requiring Long-Term On-the-Job Training and Formal Education and Existing Programs

Educational Preparation	Standard Occupational Classification Title	Annual Average Total Jobs	Hourly Average Wage	Annual Average Wage	Total CC Programs
>12 mos OJT & Formal Trgn	Carpenters	251	\$24.60	\$51,180	2
>12 mos OJT & Formal Trgn	Claims Adjusters, Examiners, and Investigators	160	\$30.44	\$63,323	1
>12 mos OJT & Formal Trgn	Coaches and Scouts	110	N/A	\$30,355	7
>12 mos OJT & Formal Trgn	Cooks, Restaurant	398	\$12.03	\$25,023	6
>12 mos OJT & Formal Trgn	Electricians	215	\$24.02	\$49,959	1
>12 mos OJT & Formal Trgn	Fire Fighters	99	\$30.49	\$63,422	2
>12 mos OJT & Formal Trgn	Heating, Air Conditioning, and Refrigeration Mechanics and Installers	77	\$24.62	\$51,211	3
>12 mos OJT & Formal Trgn	Machinists	83	\$16.99	\$35,345	5
>12 mos OJT & Formal Trgn	Police and Sheriff's Patrol Officers Telecommunications Equipment	149	\$41.27	\$85,839	1
>12 mos OJT & Formal Trgn	Installers and Repairers, Except Line Installers	59	\$28.86	\$60,024	2

Source: California Employment Development Department, Labor Market Information; California Community College Chancellor's Office; analysis by Cambridge West Partnership, LLC



When weighing new instructional programs, the public community colleges are not the only providers to consider. There is one private post-secondary institution awarding certificates or Associate Degrees in Orange County that is accredited by the Accrediting Commission for Community and Junior Colleges (ACCJC), the same body that accredits Golden West College. The Fashion Institute for Design and Merchandising (FIDM) offers a focused range of programs at their site in Irvine, but a complete range of programs is offered at the main campus located in downtown Los Angeles.

Programs of Study at Orange County, Regionally Accredited Private Post-secondary Schools

<u>Program</u>	<u>FIDM (Irvine)</u>
Apparel Industry Management	X
Beauty Industry Merch. & Marketing	X
Fashion Design	X
Graphic Design	X
Interior Design	X
Merchandise Marketing	X
Merchandise Product Development	X
Visual Communications	X

Source: Fashion Institute of Design and Merchandising 2010-11 Catalog, p. 20

The Council for Higher Education Accreditation (CHEA) lists 54 post-secondary institutions in Orange County that have been accredited by some body which the CHEA organization recognizes.³⁴ That accreditation may be either regionally based for the entire institution or industry-based from a specialized national accrediting body.

There are at least six prominent private vocational institutions offering certificates and associate degrees in the immediate service area. A list of their program offerings is found in the table below.

Programs of Study at Orange County Private Post-secondary Schools

Program	American Career College	CNI Vocational College	Concorde Career College	DeVry University (AA programs)	Stanbridge College	WYO Tech	Total
Automotive Technology (Applied Service Mgt)						X	1
Dental Assistant	X		X				2
Electrical Technology						X	1
Electrician						X	1
Electronics & Computer Technology				X			1
Health Claims Examiner/Medical Biller	X	X					2
Health Information Technology	X						1
HVAC						X	1
Industrial Electrical Technology						X	1
Information Technology					X		1
Insurance Coding & Billing Specialist			X				1
Massage Therapy	X	X					2
Medical Assistant	X	X	X			X	4
MRI Technology		X					1
Network Systems Administration				X			1
Occupational Therapy Assistant					X		1
Optical Dispensing	X						1
Personal Fitness		X					1
Pharmacy Technician	X	X					2
Physical Therapist Assistant			X				1
Plumbing Technology						X	1
Respiratory Therapy	X		X				2
Surgical Technology	X						1
Surgical Technology		X					1
Vocational Nursing	X	X	X		X		4
Web Graphic Design				X			1

Source: Web pages of named schools

The California Bureau of Private Post-secondary Education lists 178 approved institutions in Orange County. Most of these are narrowly focused on a limited number of occupations where some training is desired before entry into the workforce.³⁵

The discussion of competing institutions above was limited to those with a physical presence near the College. However, the California Virtual Campus (CVC) lists 169 post-secondary institutions that are providing one or more online courses throughout the state. One source, Associate Degrees Online, identifies 78 different associate degrees that are available to California residents from the various institutions they represent throughout the country.³⁶ The College has grown through its use of distance education to the point where 14% of the WSCH generated in the Fall 2009 term came from online instruction. However, the College does not offer any associate degree programs online. In contrast, the CVC list contains eleven California community colleges that collectively offer an associate degree in 24 different fields of study.³⁷ A chart of those programs can be found in the appendices.

³⁴ Council for Higher Education Accreditation *List of Accredited Institutions* Retrieved March 17, 2011 from <http://www.chea.org>

³⁵ State of California, Department of Consumer Affairs, Bureau of Private Post-secondary Education *Directory of BPPE Approved Schools in Orange County* Retrieved March 17, 2011 from <http://www.bppe.ca.gov>

³⁶ Associate Degrees Online *List of Participating Schools* Retrieved March 17, 2011 from <http://www.associatedegreeonline.com>

³⁷ California Virtual Campus *Programs Offered by College* Retrieved March 17, 2011 from <http://www.cvc.org>

Curricular Opportunities for Improvement and Expansion

With these labor market considerations as a backdrop, the College has been discussing and considering the possibility of some new instructional programs. In that regard, the general philosophy of the College is to focus on a *limited number* of instructional programs and services that school can do well. In the long run, there will be a commitment to continue growing the College in ways that can be sustained. On the transfer side of instruction, as noted above, the emphasis is on continued work on articulation agreements so that students can successfully transfer with a minimal loss of units. With respect to the basic skills courses, there is interest in consolidating the curriculum where possible, and facilitating the students' rapid completion of those foundational courses.

On the CTE side of instruction, the focus is on continuing to offer programs that meet community needs to help people find and retain employment or start a business and have it function successfully. Several initiatives are under way including:

- **CTE is now launching a recycling and resource management program.** This program is grant funded and intends to use the campus as a demonstration laboratory. There is a vision to grow the effort into a regional center for green efforts and recycling.
- **CTE is now offering a hybrid electric vehicle course through noncredit community services.** If the course goes well, it might be moved to the regular credit instruction as part of the auto technology offerings.
- **CTE has merged and refocused three programs (Digital Arts, Broadcast Video and Audio Entertainment) into a Digital Media program.** However, the facilities are not adequate and the College currently lacks funds to help the faculty move the new program forward. Should KOCE complete their relocation plans some of the vacated studio space may become available to this program.
- **CTE has also revived the auto technology program and has dealership wanting to partner with the college.** However, there is only one full-time faculty member in the program.
- **The CTE Division had a new program idea: a computer support specialist, approved by the advisory committees.** As this is one of the occupations that is in high demand it should be a very viable offering if aligned with a Microsoft certification.

The new program ideas being discussed and considered include those listed below. The list is an unranked set of conversation notes gathered from multiple sources. In sales talks, these would be listed as leads or potential prospects for development. The College will need a great deal more exploration and dialog before pursuing any of these ideas. However, that is part of what a futures plan does, it represents stated dream ideas or stepping off points in an adventure. It is a value added discussion that takes for granted that much of what you already do is worthwhile and important, while asking what's next or what could be added, what flavor should be tried next, what's just over the next horizon?

- **The criminal justice leadership and ethics institute.** This idea has some private donation funds to support the development work over the next three years. Perhaps it could be funded in a traditional way after the three-year start-up period, as there will be some courses, workshops, a resource center and other services in the institute. The institute might be a revenue generator for the college as it has the potential to provide consulting services to not only law enforcement agencies but also local government entities. A steering committee has been formed and has met. There is interest from civic and law enforcement leaders.
- **Physical therapist assistant and an athletic trainer programs.** These two new instructional areas are being considered in the Athletics/PE/Health Division.

- **The Math/Science and Business/Social Sciences Divisions would like to see a geographic information system (GIS) course added.** GIS cuts across a number of discipline areas.
- **The Business/Social Science Division is pursuing a small business entrepreneurship program.** The economic base of Orange County is small to medium size companies. However, many people launch a business with limited business knowledge. The program is envisioned to collaborate with the floral design, cosmetology, and automotive programs already on campus. There is a possibility that the customer service course that would be part of the new program could also be offered as a fee-based contract education course. This program could align with existing CTE programs, for small shop management, in automotive, cosmetology, floral design, security services and Digital Media.
- **The Business/Social Science Division is thinking about a global studies certificate program.** The program would draw on curriculum from multiple disciplines such as business, political science, peace studies and sociology.
- **The Arts and Letters Division is thinking about a technical theater certificate program.** Most of the employment opportunities in the entertainment field are in technical support areas.

Although there are many good ideas emerging from these discussions, the College as a whole is not always able to move forward with new ideas or the development of current initiatives. Currently there is a critical shortfall of funds, full-time faculty and support personnel. The College, however, can ill afford to ignore future growth opportunities. It must continue to value the College mantra, “oceans of opportunity” and look forward with a “can do” attitude that will position the College for a brighter future which grows programs to prepare future workers for a vibrant California economy and Orange County with a technically competent workforce. It is within this framework that the College should continue to engage in these conversations.

Programs That Need Strengthening

In 2007 the College retained the services of a consulting firm to conduct a thorough review of the career and technical education programs offered at the college. The Ekstone Communications firm produced the *Golden West College Career and Technical Education Master Plan Study: Program Assessment and Recommendations* in April 2008. In reaching conclusions about programs, the report authors considered a number of performance measures such as:

- (1) The number of degrees and certificates awarded over a three-year period;
- (2) The number of enrollments over a three-year period;
- (3) FTES/FTEF efficiency;
- (4) State, national and industry certification;
- (5) Current job market strength;
- (6) Future employment projections;
- (7) Adequacy of facilities and equipment;
- (8) Industry connections;
- (9) Course alignment with current and future needs of industry;
- (10) The level of competition from existing programs at neighboring schools;
- (11) Current and planned redundancy within the Coast District; and
- (12) The frequency of need for resource and equipment refurbishment.

For purposes of the external review by Ekstone (2007-08), none of the traditional liberal arts instructional areas were considered. Almost all of the reviewed programs were directed in support of the Associate of Arts degree program in Interdisciplinary Studies, a common practice throughout the California community college system up to that point in history.

Program review data and the Ekstone Report identified three very strong career and technical programs offered by the College: (1) Nursing (Registered); (2) Criminal Justice; and (3) Cosmetology. Those three career and technical programs continue to stand out among all of the occupational programs offered by the college due to their enrollment volume and numbers of program awards conferred.

As a result of program review data, extended program vitality analysis and the findings in the Ekstone Report, the College characterized nine career and technical programs as having the potential to be stronger. The nine programs that could be stronger with some additional effort were: (1) Accounting; (2) Architectural Technology; (3) Interpreting; (4) Automotive Technology; (5) Business/Computer Business Applications; (6) Computer Science; (7) Management/Marketing; and (8) Drafting. The ninth program, Digital Arts, was addressed through consolidation, as it became a part of the new Digital Media Program. The Automotive Technology Program has become NATEF certified, secured a federal grant, and has arranged partnerships with several local auto dealerships. The result has been a substantial increase in enrollments and vitality for the program. The Architectural Technology program will be consolidated with the program at OCC. There is some effort on the part of the dean and faculty to create a business academy with a grant from the Department of Labor. The emphasis would be on small business and entrepreneurship. The effort would tie into the Goldman Sachs 10,000 small businesses initiative. The idea has drawn support from the Orange County Business Council/Workforce Investment Board, CSU and the local high schools. There are plans to bring the Accounting, Management and Marketing and Business Administration curriculums together in this mix. There may be room to also draw in some of the Computer Business Applications curriculum, as there has been extensive work to revitalize this curriculum so that it is effectively aligned with industry certifications. While graduates of the Interpreting program are able to secure good-paying positions, the college has continued to encourage the program to forge closer alliances with upper-division programs at local universities. Computer Science has worked toward aligning its curriculum with upper level Microsoft certification requirements and securing course-to-course articulations with UC Irvine. They have added popular courses in the iPhone and iPad technology. All of the programs have been encouraged to review their curriculum for relevance to the job market expectations, introduce new offerings that will attract students and consider alignments with industry-recognized, third-party competency certification processes.

This group of programs appears to be performing within expectations, based on the evidence considered in developing this Plan. They are solid but are not yet excelling. It is unreasonable to expect every instructional program to be “stellar” but the steps for improvement taken by the programs are an encouraging affirmation of the commitment by the College community to continually make improvements. However, the college must continue to practice its efforts to set program performance expectations, systematically collect evidence, reflect upon that evidence to reach conclusions regarding program improvement initiatives, and to make those changes supported by resource allocations where appropriate.

Programs That Might Be Reconsidered

Over a period of several program review cycles, the College has developed a process to evaluate the vitality of instructional and student services programs. The purpose of the program vitality review process is to determine the vitality and continued viability of a program in response to concerns identified during program review regarding significant changes in enrollment, labor market demand, faculty availability, or facility and equipment costs and availability. The vitality review provides an opportunity to gather more data and information in response to these concerns. The evaluation may lead to program improvement, possible suspension, or elimination of the program. In recent years, one program each from administrative services and student services has entered program vitality review. The student services program was merged with another program and the bookstore operations were contracted out to Follett. Three athletics teams were retired as a result of the program vitality process. The program vitality process was used with most of the nine career and technical programs that were identified as being "borderline" by the consulting firm and the College. These included: (1) Auto Collision; (2) Engineering Technology; (3) Environmental Studies; (4) Design; (5) Broadcast/Video; (6) Diesel Technology; (7) Floral Design; (8) Real Estate; and (9) Audio Entertainment.

To address program weaknesses, the College completed a number of steps before the start of the 2009-10 academic year. The College merged three programs (Audio Entertainment Technology or AET, Broadcast Video Production or BVP, and Digital Arts or DA) into one new program called Digital Media under the supervision of the CTE Dean. The combined program can now compete for career and technical support grants and the new program can also develop competitive proposals for the reuse of space now occupied by the KOCE studios when the lease for KOCE expires. While a merger of the Design and Art programs was seriously considered, it was not possible to achieve that merger. However, the College temporarily provided facilities for the Design program by reassigning space formerly used by the Automotive Collision Repair Program. The Design program also received existing equipment from other departments as part of the College's effort to increase enrollment in Design courses. A new certificate curriculum proposal for the Design program is pending approval at the Chancellor's Office. The Automotive Collision Repair and Diesel Technology Programs were suspended. Finally, the Engineering Technology program was suspended but parts of the curriculum were merged with the Environmental Studies Program offerings, and a new core certificate of achievement with two smaller certificates were established. The College expects that the reconfigured program will hit the enrollment target, which is necessary for it to be viable. The Floral Design Program developed some additional enrollments and has partnered with businesses to introduce a floral shop management emphasis in addition to the artistic design curriculum. The program has also concluded some course-level articulation agreements with four-year schools. The real estate offerings were never an official program and will be suspended at the conclusion of the Spring 2011 term.

From the evidence considered in the development of this Plan, these steps appear to be reasonable responses to long-standing underperformance issues. However, the College must continue to practice its efforts to set program performance expectations, systematically collect evidence, and reflect upon this evidence to reach conclusions regarding program improvement or program discontinuation initiatives.

Program Changes and Adjustments

Official Inventory of Instructional Programs

A comparison between the instructional programs listed in the 2010-2011 College catalog and the official inventory of instructional programs authorized to the College by the Chancellor's Office revealed a potential discrepancy. An accounting of degrees and certificates awarded by the College from 2005-06 to 2009-10 supported the same conclusion. The College catalog lists ten certificates of specialization requiring between 11.5 and 17.5 units of credit each. The College has the prerogative to approve locally such programs, but cannot memorialize a student's accomplishment of the curriculum requirements on a transcript. However, the College may report those program awards to the state and receive a certain amount of "credit" for those awards. Although the programs requiring between 12 and 17.5 units could be presented for approval, as a certificate of achievement, from the Chancellor's Office, none of them had been. Furthermore, no certificate awards to students had been reported to the State for any of these programs. Because certificate awards to students in these programs have not been reported to the State, the College is not getting "credit" in the CTE accountability model required by the Carl Perkins Act. Unless the required units are brought up to at least 18 semester credits, the awarded certificates, even if reported to the State, would not be credited to the College in the ARCC framework. The certificates in question include the following:

International Trade Marketing & Management	17.5 units required
Managerial & Organization Leadership	17.0 units required
Global Logistics & Supply Chain Management	17.5 units required
Microsoft Office	13.0 units required
Technical Drafting Option (another .5 units would need to be added to meet the minimum)	11.5 units required
Design (presently at the Chancellor's Office for approval)	17.0 units required
Graphic Design Advanced Production	17.0 units required
Graphic Design Foundation	17.0 units required
Graphic Web Site Design	17.0 units required

It may be advantageous for the college to discuss the desirability of preparing proposals to remedy these certificates in a manner that would enable students to receive the full-credit for their endeavors with a certificate of achievement. Additionally, the College would earn appropriate credit under both the provisions of the Carl Perkins Act and with the State Chancellor's Office for the number of certificates awarded. As part of the GWCPATHWAYS.com project, an effort is underway to identify students who have completed the requirements for certificates but have not applied or received them. This effort hopes to improve certificate awards going forward.

Planning Opportunities Related to College Goals and District Themes

Recommendations for New Initiatives

1. Institutional Mission & Effectiveness (College Goal Topic)

The College goal is to demonstrate a strong commitment to student learning by ensuring that program excellence will be promoted. This will be done by assessing student learning, achievement and service outcomes. The College intends to move its implementation of learning outcomes assessment to the proficiency stage within three years and to attain sustainable continuous quality improvement status within six years. To accomplish this goal the college plans to complete assessments of student learning for all courses and programs, including general education within the next three years. With respect to student achievement the College intends to increase the numbers of students who transfer to 1,092 (up from the present 1,072 level) within three years and then to increase the count to 1,122 within six years. The College also plans to increase the number of degrees awarded to 900 within three years (up from the present 878) and then increase these awards to 950 within six years. The College expects to award 580 certificates within three years (up from the present 527 certificates) and then to further increase these awards to 632 within six years.

A. Transfer Mission Strategies (District Student Success Theme)

Most students intending to transfer from the College to a four-year institution plan to attend a CSU. The transfer major initiative (SB1440) discussed earlier in this Plan holds the potential to smooth the transfer process to a CSU campus for many students at the College who are able to select a field of study and meet the academic requirements. The faculty will continue actively to engage in the intersegmental discipline peer review process being used to develop the TMCs. CCI will also continue to be vigilant in fast tracking those approved TMCs that fit with the established campus instructional programs. An analysis of that fit is found in the appendices. Presently, the college does not offer an Associate of Science degree. Four TMCs were approved by the College this academic year.

However, in 2008 the Academic Senate adopted a resolution expressing a preference that associate degrees in the STEM fields and those in CTE programs use the Associate of Science designation. Because the STEM occupations have such a prominent role in the Orange County economy, the College will also consider developing an Associate of Science degree for those programs.

The STAR Act also has the potential to reduce the workload for the articulation officer at the College. As noted earlier in this Plan, an increasing number of students from the College transfer to in-state private universities. Given the economic circumstances for all segments of public higher education in the State, the College will focus some efforts on creating additional program-level articulation agreements with the in-state private institutions to which students from the College most commonly transfer. A smaller number of students from the College transfer to the UC campus locations. Although the UC campuses cannot be directed by the Legislature to participate in the process created under the STAR Act, they have been encouraged to facilitate transfer. Therefore, the College will explore ways to use the adopted TMCs that were also approved by the College to engage the faculty at nearby UC locations (UCLA and UCI) in discussions about program-level articulation agreements.

B. Global Awareness/International Education Strategies (District Global Awareness/International Education Theme)

Presently the College offers 52 courses, as well as additional courses in four world languages, that touch on global awareness and/or international education. The College also promotes these topics through the international student organization, the study abroad program, and intercultural center activities. For example, the College hosts a diversity week, an international education week and a peace conference. Themed scholarship opportunities are offered to foster cross-cultural engagement and diversity training, which is co-produced by the Criminal Justice Training Academy. The College also participates in the international student dual admission district-wide program.

C. Career and Technical Education Mission Strategies (District CTE Theme)

A recently released report from the Institute for Higher Education Leadership and Policy, *The Road Less Traveled: Realizing the Potential of Career and Technical Education in the California Community Colleges*, provides a number of observations about the place of this type of education in the State.³⁸ The College has already begun to address several of the recommendations in the report. As noted earlier in this Plan, the College has suspended and consolidated several programs, updated curriculum in others, and began to align its programs more closely to labor market needs with an emphasis on industry valued certifications.

The Road Less Traveled report argues for the development of policy that would require students to declare a field of study when they enter the institution. To enable students to make that declaration, the College has developed a set of generic educational plans for career and technical occupation programs.³⁹ These generic plans provide a link between the high schools, the College and the local CSUs. GWCpathways.com offers the students an interactive web resource to select a CTE program. This allows students to determine which courses are required for each program, which related general education courses are recommended, and which high school courses are articulated with each college program, as well as which University courses would be required to complete a bachelor degree in the program. The software identifies salary information for the occupational pathway by a link to OCCareers.com where the traditional 16 pathways developed by the federal government have occupations that are translated into local data. Programs offered by other colleges in the Coast District are also displayed at the OCCareers site. For registered students, the GWCpathways.com site also provides a schedule planner to assist students to make class choices consistent with program specifications. Currently, efforts are being made to link in the Orange Coast and Coastline College CTE programs in a similar way that the Golden West programs are now incorporated with links to the high schools and Universities. This software may help students declare a course of study earlier in their college careers than they might have otherwise. Most features of the product are open to the public (prospective students). This “home grown” product may have features and functionality that are not available in the Banner Curriculum Advising and Program Planning (CAPP) module (formerly known as Degree Works) that the District is considering implementing. The College will consider the value added by the GWCPathways software package and whether or not it can be sustained into the future.

The Road Less Traveled report criticizes the state’s basic skills program for not including any explicit focus on the CTE programs and also criticizes the CTE certificate programs for failing to require English or math (critical thinking/problem solving) instruction as part of the certificate curriculum requirements. The absence of those requirements triggers questions about whether graduates possess the skills necessary for success in the workplace. A review of the current certificates offered by the College confirms that some make these requirements, but not most of them fit the pattern described in *The Road Less Traveled* report. The College will explore additional ways to integrate basic skills with the CTE instruction. The College offers a Math 009 course, Med Calculations for Nurses, which appears to be an example of a contextualized instructional strategy. The current work by the math faculty to present the math behind auto technology for those CTE students is another example. A growing body of research literature suggests that teaching basic skills in the context of the disciplinary topic areas is an effective way to teach students how to apply the foundational skills.⁴⁰ Distinct from teaching the basic skills curriculum in separate courses, contextualization or integration emphasizes teaching basic skills with direct reference to real world events and practices, which

38 Nancy Shulock et. al. *The Road Less Traveled: Realizing the Potential of Career Technical Education in the California Community Colleges* (Sacramento, CA: Institute for Higher Education Leadership and Policy, 2011)

39 GWCPathways Retrieved March 10, 2011 from www.gwcpathways.com

40 Carol Lee and Anika Spratley *Reading in the Disciplines: The Challenges of Adolescent Literacy* (New York, NY: Carnegie Corporation of New York’s Council on Advancing Adolescent Literacy, 2010)

commonly occur in the discipline or occupational area.⁴¹ One author has characterized this approach as having these components: (1) interdisciplinary learning; (2) use of students' informal, out-of-school knowledge; (3) active learning and student collaboration; (4) authentic assessment.⁴² While CTE faculty may routinely assign reading, writing or math tasks, an integrated basic skills approach is different because the teacher also provides procedural knowledge by telling the students how to perform the tasks and modes the techniques for them. Developing confidence in the use of these instructional skills will require some professional development effort by the faculty.

The Community College Research Center has completed a literature review of twenty-seven studies about the contextualization/integration concept.⁴³ Most of the studies compared contextualization with a "business-as-usual" group and found better outcomes for the students who had been offered contextualized instruction. In a series of studies about the Washington state Integrated Basic Education and Skills Training (I-BEST) program Jenkins and his colleagues found that participants were substantially more likely to complete an occupational certificate program than their counterparts who had not participated.⁴⁴ In addition, these researchers noted that the Gates and Casey Foundations have both expressed interest in replicating the model. A California study by Wisely found that minority students with contextualized basic skills courses moved more rapidly into college level courses and were able to perform and complete those courses.⁴⁵

Based upon the Degree Qualification Profile from the Lumina Foundation, the Institutional Effectiveness (IE) Committee has drafted a proposed set of Institutional Learning Outcomes for Degrees.⁴⁶ The IE Committee is contemplating similar work for certificates. Based solely on the titles and descriptions of required courses, it is not entirely clear the extent to which those foundational talents are developed in the CTE curriculum itself. Nor it is evident how the "soft skills," which are desired by employers, are fostered.⁴⁷ Therefore, the College will develop cross-discipline institutional learning outcomes and consider a curriculum-mapping project for the CTE certificate programs to determine the extent to which communications, critical thinking/problem solving and "soft skills" desired by employers are being taught and assessed. A list of the skills desired by employers is found in the appendices.

D. Distance Education Strategies (District Student Success Theme)

The College has acknowledged the growth of online education and the possibility that students might be able to earn certain certificates and/or degrees by completing more than half of their required courses online. Therefore, a substantive change proposal is being developed for submittal to ACCJC. In light of the importance of distance education, changed federal expectations, and recent Commission action, the College will complete its plans to communicate the intent to submit a substantive change proposal to the ACCJC staff. It is important to determine how the staff is interpreting the expectations of the new policy that a proposal may not be submitted later than six months before a comprehensive visit is scheduled. The College will develop an overarching strategic plan for distance learning. This plan will guide the College in the choice of which

41 *Contextualized Teaching and Learning: A Faculty Primer: A Review of Literature and Faculty Practices With Implications for California Community College Practitioners*. (Sacramento, CA: The Research and Planning Group, Spring 2009)

42 Doroles Perin *Facilitating Student Learning Through Contextualization* (New York, NY: Columbia University, Teachers College, Community College Research Center Working Paper #29, February 2011)

43 Ibid.

44 Davis Jenkins et. al. *Washington State's Integrated Basic Education and Skills Training Program (I-BEST): New Evidence of Effectiveness* (New York, NY: Columbia University, Teachers College, Community College Research Center Working Paper #20, 2010) and John Wachen et. al. *How I-BEST Works: Findings From A Field Study of Washington State's Integrated Basic Education and Skills Training Program* (New York, NY: Columbia University, Teachers College, Community College Research Center, September 2010)

45 Charles Wisely *Effectiveness of Contextual Approaches to Developmental Math in California Community Colleges* (Unpublished doctoral dissertation. University of the Pacific, Stockton, CA, 2009)

46 *Degree Qualification Profile* (Lumina Foundation) Retrieved January 25, 2011 from <http://www.luminafoundation.org>

47 Association for Career and Technical Education. *What Is Career Ready?* Retrieved March 24, 2011 from [http://www.acteonline.org](http://www.acteonline.org;); *Workforce Readiness Initiative* (New York, NY: The Conference Board, June 2007)

courses to authorize for the distance education modality. The College leadership should also take note of the changed expectations regarding the management of an online instructional program as represented in the Commission's adoption of the Western Consortium on Educational Technology (WCET) policy and the creation of a separate manual entitled *Guide to Evaluating Distance Education and Correspondence Education* (October 2010).⁴⁸

Three studies were recently completed by the Community College Research Center on the topic of on-line and hybrid courses. These studies highlight the challenges associated with distance learning for both students and institutions. Two of the studies were completed using system-wide data from Virginia and Washington State community colleges while the third was a literature review of the impact of online learning on low-income and underprepared students. The two state-specific studies followed a cohort of students from 2004 over a period of nearly five years with similar academic outcomes. Although students enrolling in hybrid courses were similar to those enrolled exclusively in face-to-face courses, the students receiving online instruction were employed more hours and had demographic characteristics, associated with stronger academic preparation. After controlling for student characteristics the results indicated that students were more likely to fail or withdraw from online than from face-to-face courses. The College has experienced an online course success rate of 64% and 61% for hybrid course offerings. The overall success rate for campus face-to-face courses at the College is 72%. These two state-specific studies found that those students who enrolled in online instruction early in their college careers were slightly less likely to re-enroll for subsequent terms. Those who took a larger portion of their credits online were less likely to finish a certificate or degree program or to transfer to a four-year institution. These outcomes did not apply to those students enrolled in hybrid courses where results were similar to the face-to-face modality course offerings.⁴⁹

Online instruction is an important strategy for increasing access to classes and providing flexible class times for students, particularly students who work. The literature review study detailed some of the challenges faced by low-income and underprepared students who commonly attend the community colleges online, and some of the issues the sponsoring institutions need to address. These include: (1) technical difficulties; (2) a sense of social distance and isolation; (3) a lack of the learner control that may be needed in the unstructured online world; and (4) limited support services. The College has addressed technical difficulties by providing support services to students through an online instructional support department that thrives on customer service.

The study authors argue that supports should be integrated into the everyday lives of online students. For example students should be required to complete an assessment prior to enrolling, preferably an assessment that provides more tailored direction and advice to the individual student based on his/her needs to learn technology skills and study habits, and one that provides score information to the instructor so that the information could be used in a proactive approach to help the student succeed. Prospective online students should also be required to complete a tutorial with practice exercises on how to use the course management system deployed to support the instruction. Online support such as access to a reference librarian is an essential service, but to familiarize the students with the service, some activity requiring consultation with the librarian should be introduced early in the course of study. The hours during which technical support and tutoring are offered need to be expanded and instructors need to encourage students to use those services. There may be opportunities for District collaboration to offer technical and library support services for students at all three colleges.

The literature review study found that instructors teaching online courses were usually given a short "crash" course on how to use the institution's course management system. The College provides course management

⁴⁸ See the Recent Commission Actions section for January 2011 adopted new policies at <http://www.accjc.org/actions-on-policy>

⁴⁹ Di Xu and Shanna Smith Jaggars *Online and Hybrid Course Enrollment and Performance in Washington State Community and Technical Colleges* (New York, NY: Columbia University, Teachers College, Community College Research Center Working Paper #31, 2011)

pedagogy instruction through the staff development offerings and the distance education office arranges one-on-one meetings with faculty to help them master the course management system. The study authors concluded that instructors also need instruction on issues of online quality and pedagogy. Time and attention needs to be given to course design to implement “scaffolding” activities, discussion moderation, and encouragement for struggling students. Merely adding embedded video or online quizzes to the instructional strategy used in a face-to-face environment will not likely result in a successful online learning outcome.⁵⁰ The Online Education Committee endeavored to implement a policy of providing faculty with instruction regarding online teaching procedures, best practices, and techniques for meaningful and regular contact with students. The college will consider using the findings and suggestions from these studies and materials from ACCJC to guide its review of local distance education policy and practice.

E. Basic Skills Mission Strategies (District Basic Skills Theme)

As two-thirds of the students completing the college placement exams are recommended to basic skills instruction their plight in the College is a prominent agenda item. The College has responded by creating a process by which individuals can prepare a proposal for funding and have it reviewed. All proposals must relate to the College basic skills planning matrix and have an evaluation plan. With few resources, a limited number of projects have been funded.

With support from the basic skills initiative, the College hired a coordinator for the initiatives and has implemented several strategies in recent years that appear to have had a positive effect. A learning community called Community for Success was created for basic skills students by pairing English 10 (Preparation for College Writing and Reading) with College 100 (Becoming a Successful Student) for the fall, and English 100 (Freshman Composition) and Communications 110 (Public Speaking) for the spring. Only 45% of the Fall 2009 learning community students enrolled in the spring learning community and the sponsoring faculty have discussed ways to overcome the obstacles to persistence. The learning community project is being continued in academic year 2010-11. Discussions have been undertaken to link a counseling course to a math offering in 2011-12, contingent upon funding. Although not targeted to basic skills students, the College has had a successful long-standing Puente program that is another yearlong learning community featuring an accelerated writing course sequence, intensive counseling and mentoring.

A one unit instructional package was introduced into the COUNS 199 curriculum (Special Topics) to address college transition issues with basic skills students. The intention is to establish the package as a separate course offering that would be scheduled in an eight-week session. A temporary basic skills counselor was hired and has made numerous outreach presentations to make students more aware of resources to assist them. This individual has met with basic skills students to help them with academic, career and personal issues as well as to connect the students to appropriate resources. In addition, the counselor has assisted students who were placed on probation. The counselor has been part of the core basic skills planning team that has sponsored activities on campus.

Several faculty inquiry groups (FIGs) were launched to stimulate inquiry into the learning experiences of basic skills students. Projects in ESL and Nursing were completed. The lead faculty team through the Student Success Committee also developed and hosted a series of three spring term workshops to distribute a collection of Great Ideas for Teaching Students (GIFTS) volunteered by workshop participants. Additional faculty professional development activities were conducted in the 2010-11 year as part of the effort to train faculty in teaching strategies that have been documented to increase success of the basic skills students. These activities have been informed by the insights developed from learning outcomes assessments. The faculty lead team has also started to study contextualized teaching and learning as a means to enhance student motivation and improve student achievement.

⁵⁰ Shanna Smith Jaggars *Online Learning: Does It Help Low-Income and Underprepared Students?* (New York, NY: Columbia University, Teachers College, Community College Research Center Working Paper #26, 2011)

Efforts have been made to expand the basic skills course related assistance (tutoring, writing center, supplemental instruction, student success center). The writing center staff offers a workshop series to students, whether enrolled in the writing center or not, and it is also funded by basic skills resources. These writing center workshops provide supplemental education to the entire student body. The Math Department has implemented the MyMathLab course management software system to provide students with access to resources that will assist them in learning the developmental math course content.

The college continues to explore options for implementing an early alert referral system to help promote student success and retention. One option is the SARS ALRT Early Alert Referral System software program. The SARS system allows the College to set up an automated notification process that is triggered by instructor input when students in their classes are having difficulties. Unfortunately, a lack of resources at the present time prevents the College from purchasing and implementing the software. The College will continue efforts to identify and secure on-going funds and resources to implement such a system. Such systems are believed to be useful as a tactic to provide assistance to underperforming students.⁵¹ However, recent research has suggested there may be an early alert possibility in the grade mark awarded to students in the developmental curriculum sequences, if the connection were explained to students.⁵²

A summer bridge model has been proposed to the Student Success Committee from the math department and basic skills group. The students who score a few points below the cut off mark for placement into Intermediate Algebra are the target audience. A group of 40 students is desired for this one-unit course. The intended project intention is two fold. The experience will provide the students with a refresher in Algebra with a goal of increasing their placement scores on a different version of the College placement exam. The experience will also introduce the students to the pace of college curriculum and coach them on the College's approach to problem solving with a goal of improving their chances of success in any math course in which they are placed. The Assessment and Learning in Knowledge Spaces (ALEKS) software will be made available to participating students. These strategies are consistent with contemporary literature reviewed on pedagogy used in math instruction.⁵³ The bridge model will be expanded to include English and a counseling component. Very preliminary findings of a Texas community college summer bridge program using experimental research design offers some positive results regarding increased college credits and fewer developmental credits attempted.⁵⁴

The college will consider the strategy of compressed learning in connection with basic skills offerings. This learning strategy responds to two observations about basic skills students in community colleges: (1) large number of students referred to basic skills curriculum never enroll in them, and (2) for those referred to the lowest levels, many fail to enroll in the next course in the sequence while others drop out of the sequence before completing the series.⁵⁵ The compressed learning strategy involves rethinking course scheduling, or redesigning instruction to expedite the completion of academic requirements. A literature review of twelve

51 Carrie Bourdon and Rozana Carducci *What Works in the Community Colleges: A Synthesis of the Literature on Best Practice* (Los Angeles, CA: Graduate School of Education, University of California at Los Angeles, December 2002)

52 Robert Johnstone *Relationship of Grades and Performance in Subsequent Sequenced Courses* Presentation at the Research and Planning Group Conference, April 2011

53 Michelle Hodara *Reforming Mathematics Classroom Pedagogy: Evidence-Based Findings and Recommendations for the Developmental Math Classroom* (New York, NY: Columbia University, Teachers College, Community College Research Center Working Paper #27, 2011)

54 Joshua Pretlow and Claire Mitchell *Developmental Summer Bridge Programs: Implementation and Early Evidence From A Random Assignment Study* National Center for Postsecondary Research presentation at the Association for the Study of Higher Education Conference 2010

55 Tom Bailey, et. al. *Referral, Enrollment and Completion in Developmental Education Sequences in Community Colleges* (New York, NY: Columbia University, Teachers College, Community College Research Center Working Paper #15, 2009) and Bridget Long *Remediation: The Challenges of Helping Underprepared Students* (Harvard, MA: Harvard Graduate School of Education, Paper presented at the American Enterprise Institute for Public Policy Research Conference, Degrees of Difficulty, February 2011)

empirical studies of the compressed strategy, that included student outcome data, has been published by the Community College Research Center.⁵⁶ One approach to compression is to offer the basic skills course over a shorter period of time. There are a limited number of English composition courses offered by the college over an eight-week session within the 16-week term. Examples of research on this compression approach can be found at Cerritos College in Norwalk, California, the Community College of Denver, Colorado (FastStart program)⁵⁷, and Ivy Tech (a 23-college statewide system) in Indiana.

Some colleges have successfully redesigned multi-course sequences to create a shorter pathway to college coursework such as a one-term integrated developmental reading and writing course that would otherwise take two semesters or a one-term intensive basic skills math course for students who place into Elementary Algebra.⁵⁸ An example of this approach in composition can be found at Chabot College in Hayward, California. The goal of the math strategy is to prepare students for Elementary Statistics by teaching selective concepts in Algebra that are needed to learn statistics but have the students skip the full Intermediate Algebra course that is commonly listed as a prerequisite. An initiative called Statway is being led by the Carnegie Foundation and involves 19 community colleges, five of which are in California.⁵⁹ Examples of the Statway approach can be found at Mt. San Antonio, Pierce, San Diego City, American River, Foothill and Los Medanos College in California. A third approach to compressing is to “mainstream” the basic skills students into freshman composition while providing basic skills instruction in the same term. The Community College of Baltimore County in Maryland has taken students whose placement scores were just below the freshman composition cut-off point and placed a limited number of them into a freshman composition class that is scheduled immediately before a companion developmental course taught by the same instructor. A rigorous evaluation of this project shows extraordinary results, which can be attributed to the curriculum and scheduling design.⁶⁰ Beyond the structural changes deployed in these approaches, there may be increases in student success associated with changes in pedagogy as preliminary investigation of the accelerated classrooms suggests faculty frequently use diversified instructional approaches that include student-centered activities.⁶¹

F. Assessment of Learning Outcomes Strategies (District Student Success, CTE, Basic Skills, STEM, and Global Awareness Themes)

As noted previously, the College has made major strides in the articulation of intended learning outcomes at the course, program, general education, and now institutional levels. The campus is well aware of external expectations for progress. This will be demonstrated by the next steps, which will be taken to assess the extent of learning, to engage in a campus reflective dialogue about the findings, and to chart specific ways to improve the learning experience for students. Campus leadership is focused on this activity and has embraced a strategy of designating four faculty members with 1.5 LHE reassigned time to help colleagues advance this work. The instructional wing of the College will redouble its efforts to complete the balance of the assessment cycle. The College will identify ways to solidify support and institutionalize its assessment efforts.

56 Nikki Edgecombe. *Accelerating the Achievement of Developmental Education Students*. (New York, NY: Columbia University, Teachers College, Community College Research Center Working Paper #30, 2011)

57 Debra Bragg, et. al. *2010 Follow-up of Community College of Denver FastStart Program*. (Champaign, IL: University of Illinois, Office of Community College Research and Leadership, December 2010)

58 Katie Hern with Myra Snell *Exponential Attrition and the Promise of Acceleration in Developmental English and Math*. (unpublished document Hayward, CA: Chabot College, 2010).

59 Jenna Cullinane and Philip Uri Treisman *Improving Developmental Mathematics Education in Community Colleges: A Prospectus and Early Progress Report on the Statway Initiative* (National Center for Postsecondary Research, 2010)

60 Davis Jenkins et. al. *A Model for Accelerating Academic Success of Community College Remedial English Students: Is the Accelerated Learning Program (ALP) Effective and Affordable?* (New York, NY: Columbia University, Teachers College, Community College Research Center Working Paper #21, 2010).

61 Nikki Edgecombe *Accelerating the Academic Achievement of Students Referred to Developmental Education*. (New York, NY: Columbia University, Teachers College, Community College Research Center Working Paper #30, 2011).

In that regard there may be opportunities to collaborate across the District with Orange Coast and Coastline College faculties in the use of a technology tool such as Seaport, a course management software package authored at Coastline College that now has a module to support learning outcomes assessment, and to help manage that assessment information.

2. Student Learning Programs and Services (College Goal Topic)

A. Instructional Program Mix (College Sub Goal Topic)

Offering Relevant Instructional Programs Strategies (District Student Success, STEM, CTE Themes)

The College goal is to maintain and refine a portfolio of strong programs that support the instructional mission. The goal is to achieve the best mix or balance of transfer liberal arts, CTE and basic skills instructional programs to address the educational needs of the immediate communities it serves and Orange County as a whole. The current mix of instructional programs and recent changes to that mix has been previously discussed in this Plan. However, it is important to note that with the sharp reduction of state support, fiscal difficulties will continue over the next five to six years. The College may have to consider program consolidations in collaboration with Orange Coast and Coastline Colleges to achieve cost savings.

B. Student Support Services (College Sub Goal Topic)

Student Equity Strategies (District Student Success and Diversity Themes)

The College goal is to strengthen student support pathways by delivering effective services that minimize barriers and promote student enrollment, and course completion. The College is concerned about the equity of access to math and English courses. The institution has set a three and six-year goal to ensure that no group has a completion rate in transfer math or English below the 80% level of the reference group. The College intends to mitigate the effects of any disproportionately low transfer-ready rate. The institution has set a goal of ensuring that no group completion rates in transfer math and English are below 80% of the reference group.

For many years, the College has monitored the experiences of students by disaggregating the student achievement data by self-identified race/ethnicity, age, gender and disability. This approach has recently been endorsed by a landmark study of the California community college student experience⁶². In a 2008-09 review of this data, the Student Equity Committee noted a disproportionately low placement rate into transfer-level English and math was awarded to under-represented student groups. In addition, those groups were achieving a disproportionately low transfer-ready rate after several years of college study. The 2009-11 Student Equity Plan calls for improving strategies for tutoring services adding mini-courses in the writing center, establishing learning communities between English and other disciplines, and hosting other courses in the writing center to foster collaborative learning and basic skills. Interventions for math include improving tutoring services in the math lab and tutoring center plus structuring remedial program with a required math lab. To increase the number of students who are transfer ready, the interventions include increasing student knowledge of transfer requirements, informing students about barriers to success, and increasing access to College services to help eliminate those barriers, and nurturing an increased sense of personal responsibility to achieve the transfer goal. To evaluate the success of these strategies, student completion rates in transfer-level English and math courses will be reviewed and compared to a performance target. Most of these strategies have been in place for several years and have generated some degree of success.

⁶² Colleen Moore and Nancy Shulock *Divided We Fail: Improving Completion and Closing Racial Gaps in California's Community Colleges* (Sacramento, CA: Institute for Higher Education Leadership and Policy, CSU Sacramento, October 2010)

The College will review its success initiatives in light of some recent research on the dynamics of non-academic supports meant to improve student outcomes across all subgroups of students. A review of one hundred twenty-eight books, journal articles and reports identified four mechanisms that appear to encourage student success: (1) creating social relationships; (2) clarifying aspirations and enhancing commitment; (3) developing college know-how; and (4) making college life feasible.⁶³ Many of the efforts, which the College has launched under the basic skills initiative may incorporate these mechanisms. The author of this research emphasizes that efforts to improve student persistence should focus on process not programs. Recommended process practices that shift the delivery of information and the location of relationship-building within the college include: (1) redesigning advising and counseling so that it is streamlined and personalized; (2) making non-academic supports intrusive so that students are forced to encounter them; and (3) creating more structure within the college.⁶⁴

The College will review the critical transition points that students experience in college, which will focus on college policies and practices that promote rapid entry into and completion of instructional programs of study. Recent research calls attention to the importance of coherent programs that prepare students for success in further education and/or employment, as well as the importance of getting new students into a program and quickly monitoring their progress to ensure completion.⁶⁵

The College has engaged in a more proactive strategy aimed at helping prospective students eliminate the need for remediation by the use of Early Assessment Program (EAP) that provides placement testing in 11th grade year. The goal is to assist students with the process of choosing courses while they are still in high school to avoid college remediation. The CSU Early Assessment Program (EAP) allows high school students to acquire information about their readiness for college work. This program was made accessible to the community colleges through legislation in 2008. For the College the program allows for the waiver of the normally administered placement exams and for the students, it allows access directly to the College curriculum if they are evaluated to be college-ready from the EAP exams.

In the 2010 examination cycle, among the junior class at Huntington Beach Union, 80% participated in the EAP, while 90% of the juniors at Garden Grove Unified participated in the EAP. The results reveal that 35% of the students in the Huntington Beach Union District were assessed to be ready for college English compared to 21% of the students in the Garden Grove Unified District. Slightly fewer students from Huntington Beach Union were considered ready for college math (29%) without any conditions and another 43% were assessed to be ready for college-level math at the time they took the EAP, but are expected to enroll in a senior year math class in order to develop their math proficiency.⁶⁶ If they do so, they are excused from the CSU math placement exam process. The College has not used the conditional qualification for math placement. Approximately 13% of the students from the Garden Grove Unified District were considered ready for college math and another 44% were judged ready at the time of the EAP, but were expected to complete a senior year math class in order to develop their math proficiency.⁶⁷ It remains to be seen how many students who were assessed to be not ready for college English and/or math through the EAP process subsequently will enroll in the prescribed senior level courses.

63 Melinda Karp *Toward a New Understanding of Non-Academic Student Support: Four Mechanisms Encouraging Positive Student Outcomes in the Community College* (New York, NY: Columbia University, Teachers College, Community College Research Center Working Paper #28, 2011)

64 Judith Scott-Clayton *The Shapeless River: Does Lack of Structure Inhibit Students' Progress at Community Colleges?* (New York, NY: Columbia University, Teachers College, Community College Research Center Working Paper #25, 2011)

65 Davis Jenkins *Get With the Program: Accelerating Community College Student's Entry Into and Completion of Programs of Study* (New York, NY: Columbia University, Teachers College, Community College Research Center Working Paper #32, 2011) and Davis Jenkins *Redesigning Community Colleges for Completion: Lessons from Research on High-Performance Organizations* (New York, NY: Columbia University, Teachers College, Community College Research Center Working Paper #24, 2011)

66 *EAP 2010 Test Results* Retrieved March 21, 2011 from <http://eap2010.ets.org/ViewReport.asp>

67 Ibid

An evaluation of the CSU program indicates that the EAP reduces the probability of the average student being directed to remedial curriculum by 6.1% in English and 4.1% in math. The evaluation further concluded that the EAP did not discourage underprepared students from applying to the CSU⁶⁸. Perhaps Golden West College could similarly benefit from aggressive participation in the EAP effort. To make the most of this opportunity, the College will seek local funding to implement an EAP program on campus and thereby gain access to the individual student high school EAP data to support outreach efforts. The goal of this initiative is to persuade the high school students who are assessed to be “not ready” for college English and/or math to seek out developmental curriculum while still in high school during their senior year, before they complete the College placement exams.

C. Library and Learning Support Services (College Sub Goal Theme)

Seeking additional resources strategies (District Student Success, Basic Skills, STEM, CTE and Global Awareness Themes)

The College goal is to maintain, assess, and strengthen both services and resources in the Library, Tutoring Center, learning centers and computer laboratories. The College intends to increase student satisfaction with library services and facilities.

Based on surveys of students and faculty, the library staff learned that both groups wanted equipment that is available, functional and up-to-date. As they move into the new building, the staff has arranged to replace obsolete copy machines and add additional printer stations. In addition, patrons wanted current and relevant materials. As a result the staff drastically sifted out underused materials from the collection and created an open media collection so that patrons could browse that collection and check out materials. If funding is available the library staff plans to add additional electronic databases and eBooks. The library staff also intends to increase its outreach to faculty by improving and expanding the library blog, promoting an embedded librarian service and promoting individual research consultations.

3. Resources (College Goal Topic)

A. Human Resources (College Sub Goal Topic)

As the College realigns its staffing, the goal is to maximize the benefits of diversity, strengthen staff development activities, and increase the effectiveness of evaluations. Several College faculty and staff members have retired in recent years have not been replaced due to the decrease in revenue for the institution. As noted earlier in this Plan, a number of faculty members are approaching the typical age for retirement. Therefore, there are a number of potential opportunities in the near future to enhance the diversity of the employee groups at the College (Diversity District Theme).

The College and the District operate under a number of federal and state laws and regulations that pertain to human resources. Prominent among them is the provision that a minimum of fifty (50) percent of the District's educational expenses are spent for salaries and benefits of classroom instructors and classroom/laboratory support personnel during each fiscal year. A second major constraint is found in the regulatory requirement which ensures, when the community college system is adequately funded, that 75% of the instructional workforce (calculated by full-time equivalent units) be full-time faculty. Over the past three years adequate funding has not been provided and the District has been held harmless with a “frozen” faculty obligation number (FON) of 412.4 since Fall 2008. Actual faculty numbers for the District are reported at 428.8. Were the FON “unfrozen” it is estimated to rise toward 443.

⁶⁸ Jessica Howell et. al. “Postsecondary Preparation and Remedial Education; An Evaluation of the Early Assessment Program at California State University,” *Journal of Policy Analysis and Management* vol. 29 No. 4 p. 726-748, 2010.

The current severity of the budget crisis challenges the District and the individual colleges to seek efficient organizational arrangements and consolidations of services. The District has initiated a systematic process to review attrition and identify and prioritize critical positions to be replaced. The college will collaborate in that process.

B. Facilities (College Sub Goal Topic)

The College goal is to create, maintain and enhance a safe campus environment conducive to student learning by using resources in sustainable ways.

Strategies for facilities development are located in the final chapter of this Plan with a discussion of projected future enrollment, WSCH and space utilization.

C. Technology (College Sub Goal Topic)

Using Administrative Technology Strategies (District Student Success Theme)

The College goal is to leverage technology resources to facilitate student learning, campus communication, and institutional effectiveness.

The College will continue to implement the SunGard Banner integrated information system in collaboration with the District Office and the other colleges through an effort called Voyager. There are other modules in the SunGard suite of software for higher education that have been prioritized through campus and District Continuous Improvement Teams (CIT) and planning is ongoing for implementation strategies. An integrated software package such as the Banner product has the potential for several self-service functions that would be appealing to both employees and students and would improve efficiency. Looking to the future of administrative computing the College and District plan to implement a single sign in protocol for the students regardless of the college they primarily attend. The change will allow students to access all of the resources of the District as well as their primary college. Plans are also being made to implement mobile computing services for the students, which will allow them to use smart phones to access the College administrative computing resources. The College will look for opportunities to collaborate with the two other colleges and the District Office to eliminate duplication of services to the students with the intention of achieving cost savings.

Instructional Technology Strategies (District Student Success Theme)

The College plans to expand the desktop virtualization project that was started with the math laboratory. This will allow the institution to use a computer-equipped laboratory for a variety of instructional purposes. The instructional software is housed in a suite of centralized servers that have also been optimized through virtualization. However, graphics-intensive applications are an exception to the interchangeable use of the computer laboratory space afforded by the desktop virtualization. In addition to giving the College greater flexibility in the use of computer laboratories, the desktop virtualization project will allow students to log onto the college network from any place through the Internet using either a Macintosh or a PC computer. Students will also be able to access the instructional software they need for their courses. It is understandable that some departments may feel that they “own” a computer laboratory facility. However, the College will continue to implement the virtualization concept not only to provide better service to the students but also to use of existing facilities more efficiently. This will enable the College to become more competitive for state construction resources and potentially save on costs.

The College has been using the Web CT software product as a course learning management software package. The Web CT firm was purchased by Blackboard, which is no longer going to provide technical support to the Web CT software. Instead, the Blackboard firm has released a new version of their classic software. Rather than migrating to the newest Blackboard product, Golden West College, along with Orange Coast College, is considering collaborating with Coastline College to evaluate the Seaport learning management software, originally created at Coastline College. At this time, both colleges are in the process of earnest evaluation of the enhanced version of the Seaport to determine (1) the comparability of course management features and ease of use by faculty and students; (2) the possibility for significant cost savings and, and (3) the opportunity to draw upon technical support personnel resident at Coastline College.

D. Fiscal Resources (College Sub Goal Topic)

The College goal is to effectively manage its financial resources to sufficiently support, maintain and enhance student learning programs and services. Then, the College has set a goal to establish a general fund reserve of 1% within the next three years and 2% within the next six years. The College also intends to increase the percentage of expenditures that do not go toward salaries and benefits from the current level of 9.9% to 12% within three years and 15% within six years.

These performance marks may be very difficult to achieve in the current funding environment as state support to the community colleges has been shrinking in response to massive and unprecedented revenue shortfalls for the State government. However, the College is fortunate to have components of the institution such as an active Foundation, SWAP meet, community service program, and an international student program that are able to generate additional revenue beyond the public apportionment allocations. The College will consider ways to pursue grant resources from federal, state, and private foundation sources. Several revenue enhancement ideas are detailed below under partnership strategies.

4. Participatory Governance and Leadership (College Goal Topic)

A. Planning Processes & Decision Making (College Sub Goal Topic)

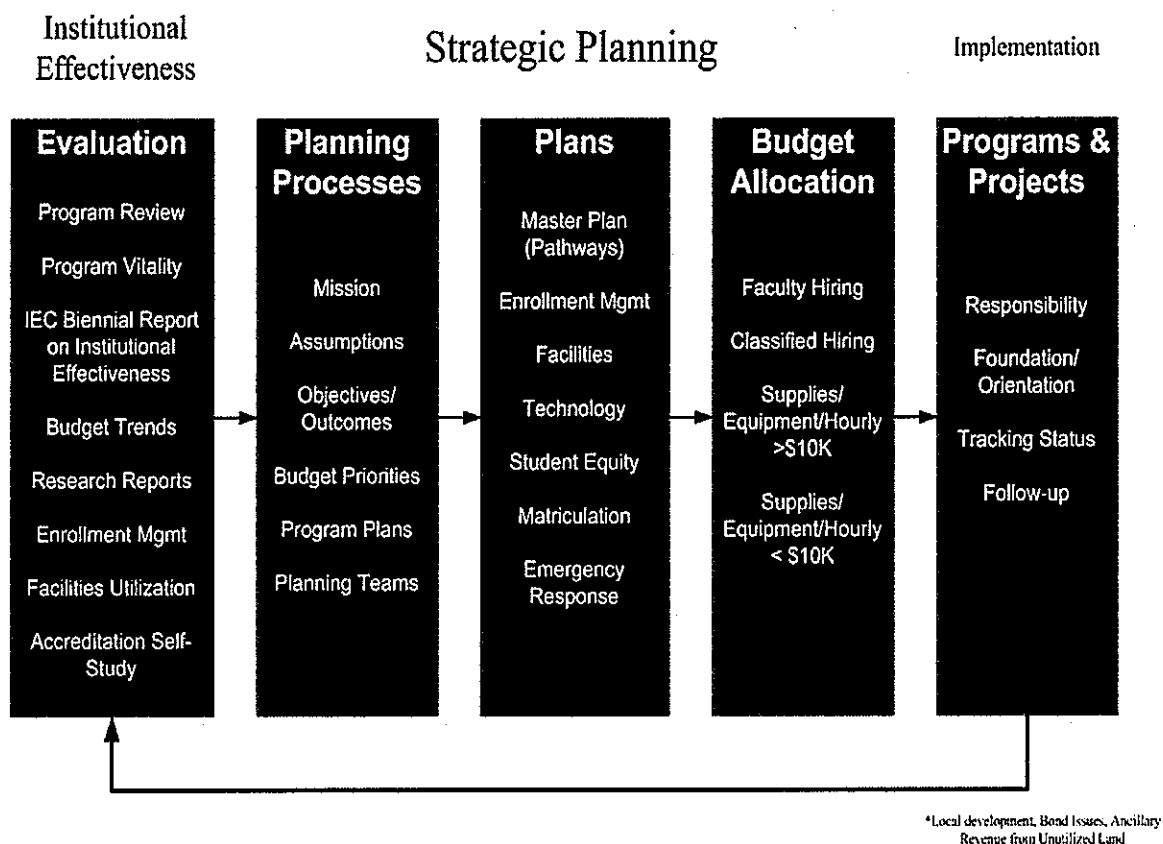
The College goal is to use participatory governance and effective, ethical leadership to continuously assess and improve the institution. The desire is to move the planning processes from a current high stage two (developmental) to a stage three (proficiency) in three years and then to a state four (sustainable continuous quality improvement) within six years. The intent is to move the effectiveness of program review from the current low stage three (proficiency) to a high stage three in three years then to move on to sustainable continuous quality improvement within six years.

The College conducts its planning processes through a series of activities and committees shown in the graphics below. The core planning structure, created in Fall 2008, depended upon eight functional planning teams with membership by individuals from the three primary constituent groups in the college (faculty, management, and classified). Three of these teams were organized around the three Vice Presidential areas of responsibility. As the college moves to an administrative structure of two Vice Presidents, a proposal has been offered to replace the three area planning committees with two planning committees. The proposal is such that each Vice President can continue monthly meetings within their reporting structure and to maintain lines of communication and rapport while also creating working teams that are shared between the two planning teams to address the shared responsibilities of enrollment management and student success. The new planning structure is depicted in the third graphic below. The new model features five functional planning committees, which includes the two new ones.



Overall Planning Process Model

Approved P&B
Spring 2008



B. District Collaboration (College Sub Goal Topic)

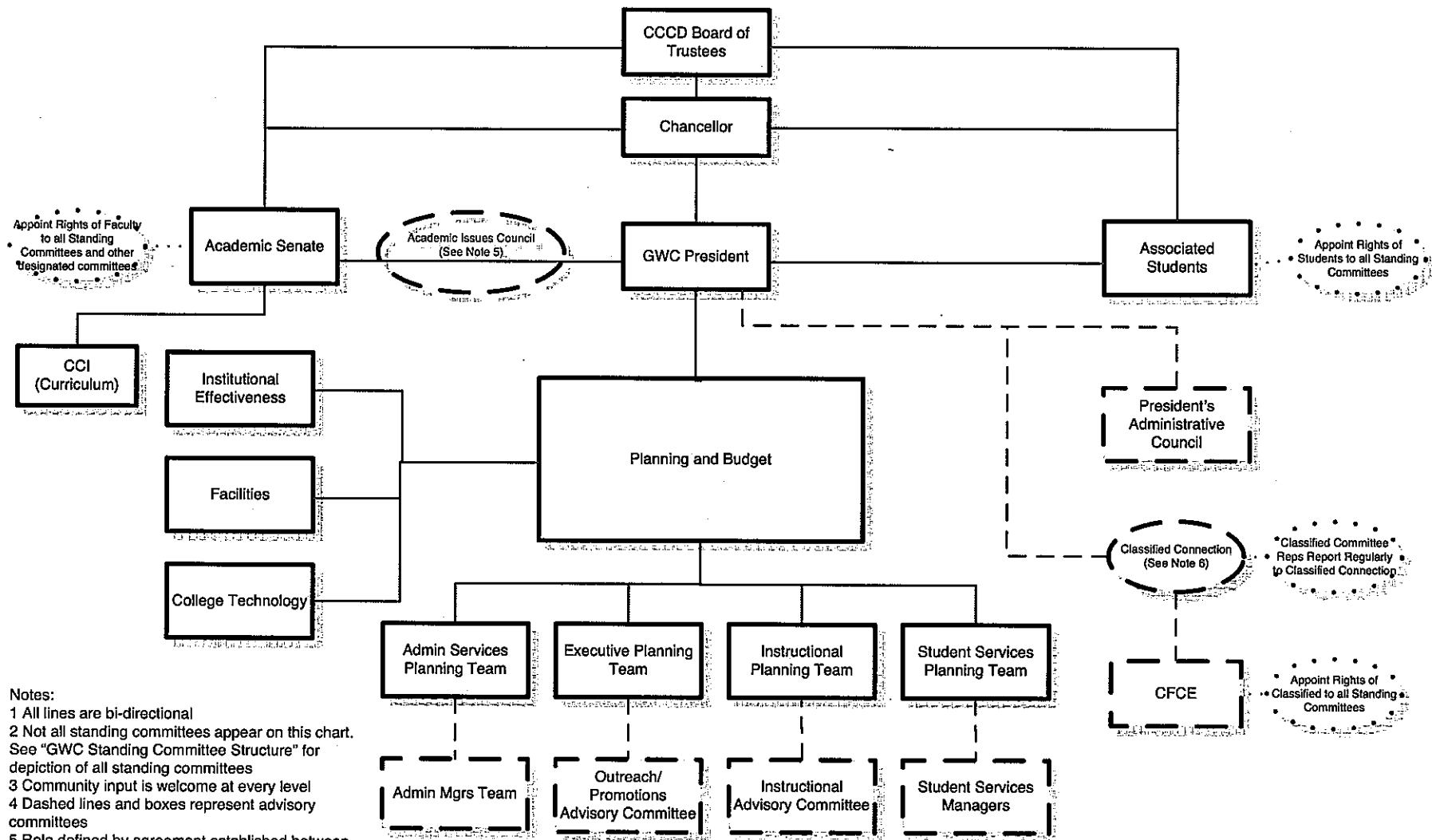
The College goal is to proactively engage in participatory governance activities with sister colleges and the district office to serve its students and the surrounding community while maintaining college autonomy.

In response to a recommendation from the last visiting accreditation team the District Board of Trustees delegated District operational responsibility to the Chancellor and allowed the Chancellor to further delegate authority and responsibility for specific functions to each college president. In Board Policy 010-2-6.1, adopted in November 2008, the Chancellor delegated certain powers and duties to the college Presidents. In turn, each President provides leadership and advocacy for his/her college at both the local and district levels. The president is responsible to both the Chancellor and to the governing board to ensure that District policies are appropriately implemented.

Golden West College Core Planning Structure

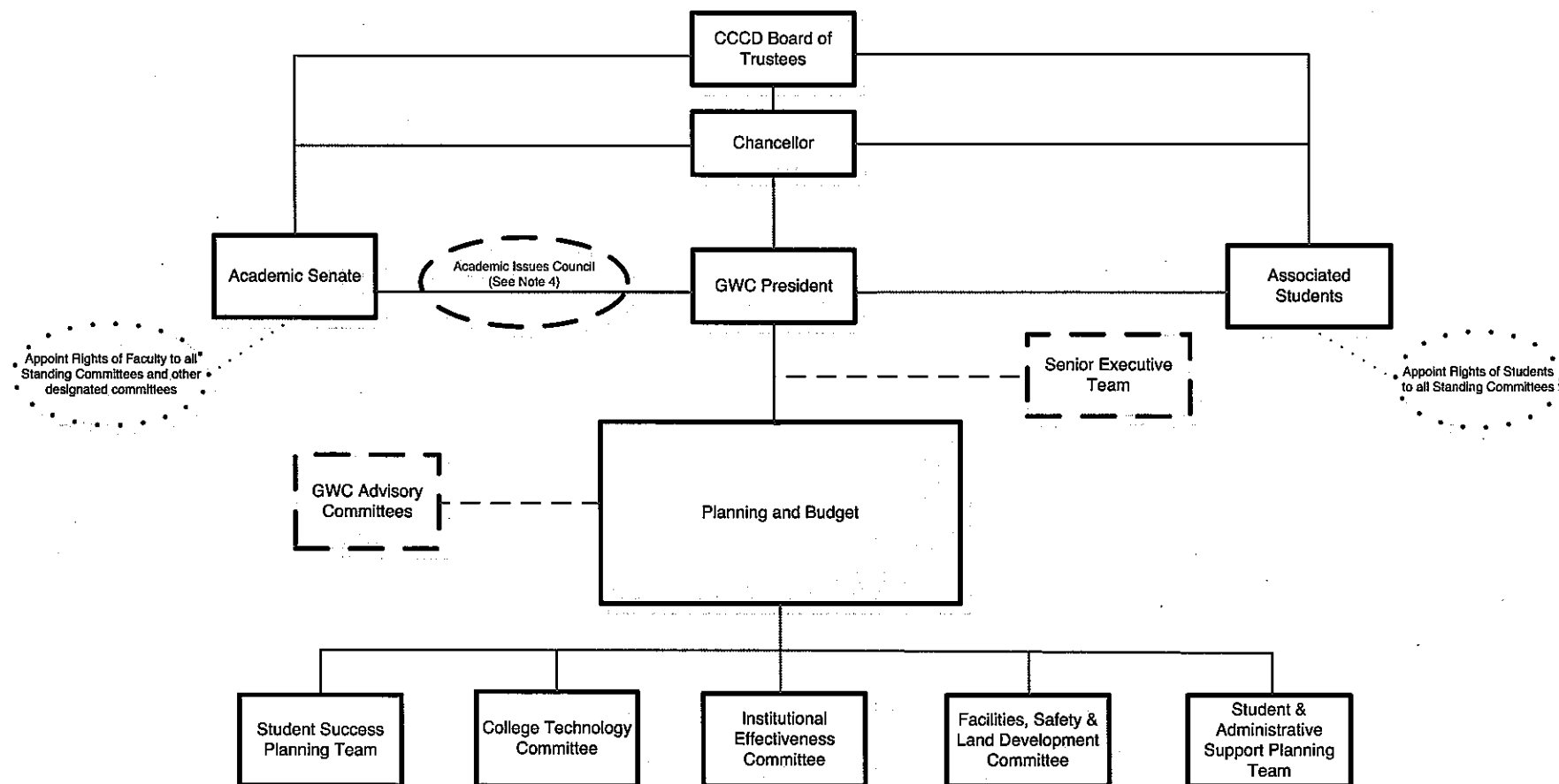
October 22, 2008

Revision-
Adopted



Golden West College Core Planning Structure

Revision-
Proposed
4/19/2011



Notes:

- 1 All lines are bi-directional
- 2 Not all standing committees appear on this chart. See "GWC Committee Structure" for listing of all standing committees
- 3 Community input is welcome at every level
- 4 Dashed lines and boxes represent advisory committees
- 5 Role defined by agreement established between Academic Senate and GWC President

The District and three colleges have, over a significant period of time, maintained a relatively collegial atmosphere with all its constituent groups operating in a decentralized model. A formal organizational delineation of responsibility and process for decision-making document as well as a district office/college functioning map document were created with the adoption of the board policy in 2008. However, those arrangements were created when the College was staffed with three Vice Presidents (Instruction, Student Services, and Administration). Given the current fiscal stress and revenue shortfalls, the College is moving to a model of only two Vice Presidents (Administration and a combined Instruction/Student Services). The College will review the delineation of function documents and consider submitting changes to the document based on the new two Vice Presidents configuration for the College.

5. Community Engagement (College Goal Topic)

A. Community Relations (College Sub Goal Topic)

The college goal is to actively seek additional opportunities to serve as the educational center for the local community.

The President serves on the Huntington Beach Chamber Board of Directors, and often represents the college before the city agencies. These efforts have advanced the college connectedness with city leaders, and local business and industry executives. Last year (2010) the college hosted the chamber for its annual planning conference, which brought more than 100 local leaders to the campus for a day. The college also supports The Robert Mayer Huntington Beach Leadership Academy-- Education Day. More than 100 community leaders have attended this program over the last six years. Several new Foundation Board members were introduced to the college through these efforts, while other groups have joined in support of our annual fundraising GALA. The Director of College Foundation and Community Relations serves on a number of community boards, including the City Tourism and Visitors Bureau.

Additionally, the college has been involved in conversations regarding several new developments surrounding the college including the Murdy Commons Development, Village at Bella Terra, and Ripcurl. These three projects would bring more than 1,800 units and 250,000 square feet of retail in the East side of the campus. Engaging these developers early in the development stages has been important for the college to ensure the kind of collaboration that can influence and inform the College's planning process as well as those of the neighboring developers.

Another major way in which the College builds community relations is through the Foundation Board of Directors. That Board is comprised of corporate leaders from the community, as well as representatives from the student council, faculty and staff. Its mission is to support the college by building partnerships in the community and generating support for student scholarships and campus needs. With the severe State budget cuts and increased academic expectations, the Foundation and its supporters will play an integral part in the future of the College. With business partnerships such as Elmore Toyota, whose financial support to the campus reaches over \$250,000 annually, and Southern California Edison, who recently provided grants totaling \$300,000, the business community is clearly demonstrating its confidence in the College.

A signature event hosted by the Foundation Board of Directors is the annual Golden West College GALA. For the past 14 years, this black-tie fundraiser has provided the financial wherewithal for the Board to meet its mission. GALA is not just an evening of dancing, it is a means for the community to gather and rally their support for the college. This vital event has, in total, earned over \$1.5 million for the campus.

Eighty members strong, the Golden West College Patrons are a unique group of community volunteers who act as ambassadors for the college to the community. Their mission is to bring resources to the campus, and to involve the campus in the community.

The Director of the Foundation and Community Relations is the voice of the college and its liaison to the community. As such, the Director is engaged at various levels of community government, philanthropy and education, currently serving on the Huntington Beach Marketing and Visitor's Bureau, North Huntington Beach Business Association and the Huntington Beach Chamber of Commerce. As a member of the El Viento and Project Self-Sufficiency Foundation Boards, the Director provides the campus outreach opportunities to the Hispanic community, as well as a connection between the College and struggling single parents who are trying to improve their lives and those of their children through education. The Director also provides professional support to the business community. She represents the College on advisory boards for the Huntington Beach Assistance League, Council on Aging, and Orange Coast Memorial Hospital. All of these positions are part of a strategy to bring Golden West College into the community.

Community engagement is critical to the college. Foundation Board members, program advisory members, and business partnerships are connected through these community boards. Our largest gift to date of \$1 million, given in support of the School of Nursing, was a direct result of community outreach.

A very impressive, privately funded, outreach effort by the College is found in the El Viento project. It is a long-term effort to provide Hispanic children and young adults with encouragement to attend college. Students and their parents are approached as early as the fourth grade in the Oak View Elementary School, Ocean View School District, and later grades in the Huntington Beach Unified High School District. The first class of fourth graders in this outreach program entered the College in 2006 and graduated in 2006. The program serves 200 students and their families and its success is a testament to the effectiveness of community partnership and leadership from the College.

The College will continue to develop a series of strategies to engage with the community more and is creating a rubric to evaluate its progress in those efforts.

Campus leaders understand that the philosophy of clearly articulating community engagement goals will influence which groups will participate and the extent to which the effort will become part of the campus fabric. If community engagement is to be institutionalized it is essential that faculty be involved in the implementation and advancement of the effort. College leaders understand and acknowledge that concept. Of course, if students are aware of and involved in the community outreach efforts they will have greater success; therefore, strategies to involve students in leadership roles are being considered. The efforts by the College will be targeted to community groups and must be supported at all levels of the institution. However, the responses from the community groups that might play a role in the formation of partnerships will be one of the acid tests of success for these efforts.

B. Business, Industry and Governmental Partnerships (College Sub Goal Topic)
Partnership Strategies (District STEM and Diversity Themes)
Seeking Additional Resources Strategies (District STEM and Diversity Themes)

The College goal is to use systematic processes for building partnerships with local businesses, industries and governmental agencies to promote contract education, student internships, faculty externships and fundraising.

The College has pursued some grants, particularly ones to support career and technical education; however, the College will also pursue appropriate private foundation, state and federal government grant opportunities. For example, the suite of federal TRIO grants may offer opportunities to complete for additional resources from these grant programs: (1) Educational Opportunity Centers; (2) Talent Search; (3) Student Support Services; (4) Upward Bound; (5) Upward Bound Math-Science; and (6) Veterans Upward Bound. Another federal example is the Gaining Early Awareness and Readiness for Undergraduate Programs (GEAR UP) grant program. A third example is found in the Title III Strengthening Institutions grant program which provides funds for institutions to improve academic quality and institutional management to serve low-income students. The College is presently just below the minimum level of Hispanic student participation, at least 25%, to qualify as a Hispanic Serving Institution. There are federal grants awarded from this program to qualifying institutions for the purpose of expanding and enhancing academic offerings, program quality and institutional stability.

Because STEM occupations are judged to be critical to the success of the economy of Orange County it is recommended that the College consider a grant application to the National Science Foundation (NSF) for a small project grant. The NSF sponsors an Advanced Technological Education (ATE) grant program, which was launched in 1992 to provide seed money to innovative community college educators to focus on specific ways to improve the education of technicians in high-technology fields that drive our nation's economy. ATE also facilitates partnerships between academic institutions and employers to promote improvement in the education of science and engineering technicians at the undergraduate and secondary school levels. Among the functions of the ATE program are supporting curriculum development; professional development of college faculty and secondary school teachers; providing career pathways to two-year colleges from secondary schools and from two-year colleges to four-year institutions; and other activities. Another goal is to articulate between two-year and four-year programs for K-12 prospective teachers that focus on technological education. The grants, such as the one given in Fall 2010 to the Foundation for California Community Colleges, support the development of educational materials, courses and curricula; professional development for high school and college educators; and lab experiences, field experiences, and internships for students. The Foundation research grant will support a project called "From Pipeline to Pathways" to explore ways to transform community college science, technology, engineering and math (STEM) education.

None of the colleges in the Coast District is participating in the state Mathematics, Engineering, Science Achievement (MESA) program. Thirty-three other California community colleges are participating MESA programs that provide a student center for quiet time, group study, tutorial services, formation of clusters or cohorts of students with an interest in STEM, academic counseling and student support services, etc. These grant opportunities might be an excellent way for the District's colleges to collaborate in an application.

IX. Projections for Future Growth and Space Needs

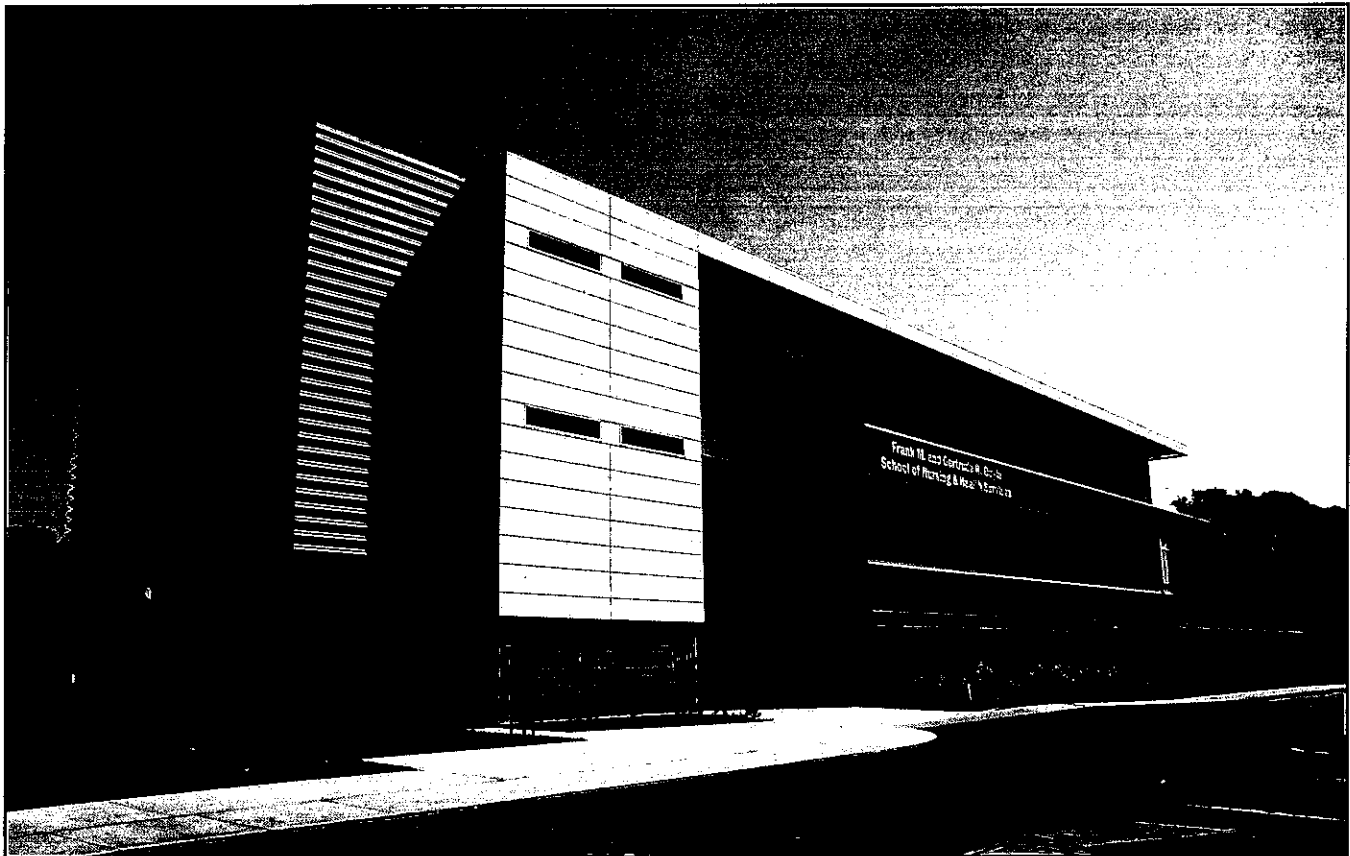
The Dynamics of Future Capacities

Linking the Educational Master Plan's internal and external analysis to space quantification completes the process. It balances the current and future curriculum, instructional delivery modes, learning environment, and necessary support structures with providing a comprehensive program of campus development.

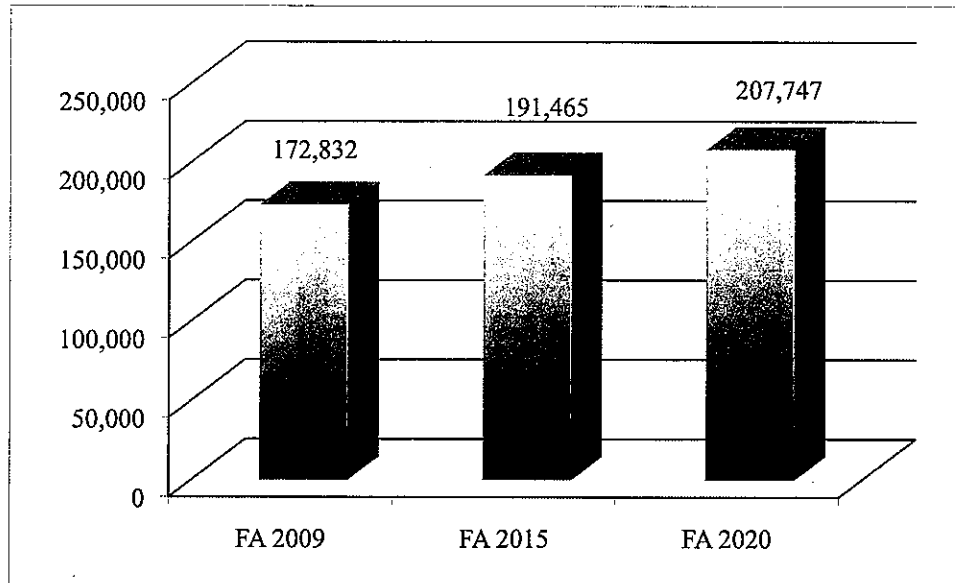
While the current and immediate future economic indicators are somewhat unreliable and the college will need to address declining financial support, it is anticipated that the college will return to positive growth in the foreseeable future. By the year 2015 new student enrollments should begin to increase and the College will return to its previous pattern of growth. Therefore, planning must involve developing a long-term vision as well as meeting short-term goals.

As a dynamic process, Educational Master Planning involves a mixture of methods and a variety of assessments. Looking to the future, a master plan must provide for sufficient facilities to accommodate higher enrollment numbers, to improve the teaching/learning environment, to address new program development, to integrate the latest technological innovations, and to provide adequate space configuration permitting flexible teaching methods.

Considering the economic and fiscal factors, the growth projection for Weekly Student Contact Hours (WSCH) was established at an annual 1.84% for benchmark years 2015, 2020 and 2025. While modest, this growth does represent a reasonable forecast for this College at this time. In any planning cycle, the proposed facilities are time specific and address future needs for increased capacity that may or may not materialize. The strategic goal is to plan for sufficient facilities that are flexible enough to accommodate additional enrollments.



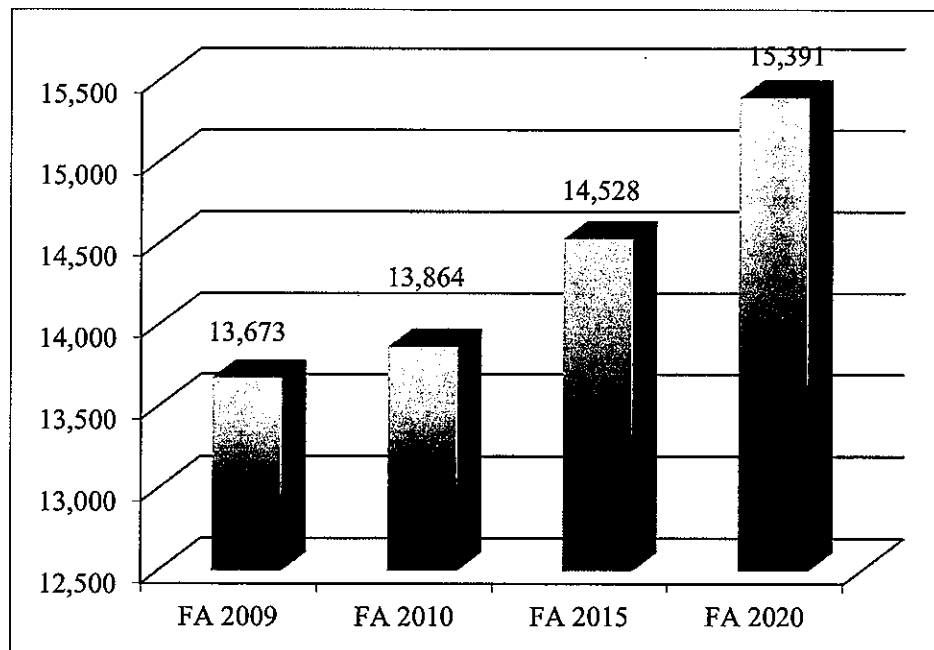
Weekly Student Contact Hours (WSCH) Forecast



Source: Cambridge West Partnership, LLC Projections

Consideration was given to tangible trends such as changes in student origins, population growth rate and changes in demographics for establishing the growth projection for future enrollments. The rate of growth in enrollment was established at an annual 1.14% for benchmark years 2015, 2020 and 2025. While modest, this growth does represent a reasonable forecast for this College at this time. In any planning cycle, the proposed facilities are time specific and address future needs or capacities that may or may not materialize. The strategic goal is to plan for sufficient facilities that are flexible enough to accommodate additional enrollments.

Enrollment Forecast



Source: Cambridge West Partnership, LLC Projections

WSCH Projections and the Future Program of Instruction

The following table projects future WSCH and FTES in benchmark years of 2015, 2020, and 2025. The forecast is in summary form by instructional divisions of the College. The actual forecasting process, however, was conducted at the discipline/program level. A comprehensive analysis by discipline/program can be found in the Appendix of the Facilities Master Plan.

Capacity To Generate WSCH Vis-À-Vis The Program Of Instruction

Year 2009					Year 2015					Year 2020					Year 2025				
Division/School	Sec	WSCH	FTES		Sec	Lec WSCH	Lab WSCH	Total WSCH	FTES	Sec	Lec WSCH	Lab WSCH	Total WSCH	FTES	Sec	Lec WSCH	Lab WSCH	Total WSCH	FTES
Arts & Letters	338	44,715	1,363		391	39,604	9,931	49,536	1,510	439	42,972	10775.7	53747.4	1,638	481	46,440	11,645	58,085	1,770
Business & Social Sci	164	38,932	1,186		201	42,818	311	43,129	1,314	222	46,459	337	46796	1,426	243	50,208	364	50,572	1,541
Counseling	14	1,437	44		16	1,592	0	1,592	49	17	1,728	0	1728	53	19	1,867	0	1,867	57
Criminal Justice	30	5,834	178		33	5,881	582	6,463	197	36	6,381	631	7012	214	39	6,896	682	7,578	231
Math & Sciences	214	47,396	1,444		260	24,530	27,976	52,506	1,600	296	26,616	30355	56971	1,736	322	28,764	32,805	61,569	1,876
Physical Education	90	10,756	328		102	2,640	9,275	11,915	363	107	2,865	10064	12928	394	115	3,096	10,875	13,971	426
Career & Technical Edu	139	20,913	637		137	9,886	13,282	23,168	706	148	10,727	14411.1	25137.6	766	160	11,592	15,574	27,166	828
Learn Res/ Dist Edu	30	2,851	87		33	2,761	397	3,158	96	36	2,996	431	3427.1	104	38	3,238	466	3,704	113
TOTAL	1,019	172,834	5,267		1,173	129,712	61,754	191,467	5,835	1,301	140,743	67,005	207,747	6,331	1,417	152,101	72,411	224,512	6,842

Source: Cambridge West Partnership, LLC Projections

Space Projections

An assessment of the current facilities includes the capacity of the instructional program to meet programmatic needs, it reviews the condition of the facilities, and it addresses their adequacy to provide for an effective learning environment. The projections are not intended to dictate curricular content but rather to provide a perspective of what the current curriculum would look like if extended forward. The most important outcome of the forecasting process is to ensure that when a certain level of WSCH is achieved, the College will have in place designated and/or newly constructed facilities to meet demands in both academic and support services.

Space Projections and the Future Program of Instruction

The following table projects future space needs (ASF) in benchmark years 2015, 2020, and 2025. The forecast is in summary form by instructional divisions of the College. The actual forecasting process, however, was conducted at the discipline/program level. A comprehensive analysis by discipline/program can be found in the Appendix of the Facilities Master Plan.

Space Allocation Vis-À-Vis The Program Of Instruction

Current & Planned					Year 2015				Year 2020				Year 2025			
Division/School	Lec ASF	Lab ASF	Other ASF	Total ASF	Sec	Lec* ASF	Lab ASF	Total ASF	Sec	Lec* ASF	Lab ASF	Total ASF	Sec	Lec* ASF	Lab ASF	Total ASF
Arts & Letters	27,217	30,451	11,769	69,437	391	22,596	23,401	45,997	439	24,517	25,390	49,907	481	26,497	27,440	53,937
Business & Social Sci	16,448	1,769	0	18,217	201	24,432	398	24,830	222	26,508	432	26,940	243	28,648	467	29,115
Counseling				0	16	908	0	908	17	986	0	986	19	1,065	0	1,065
Criminal Justice	1,600	15,350	3,850	20,800	33	3,356	1,245	4,601	36	3,641	1,351	4,992	39	3,935	1,460	5,395
Math & Sciences	18,715	51,899	7,657	78,271	260	13,997	63,671	77,668	296	15,186	69,087	84,273	322	16,412	74,662	91,074
Physical Education	4200		48,925	4200	102	1,507	0	1,507	107	1,634	0	1,634	115	1,767	0	1,767
Career & Technical Edu	7,704	57,578	2,302	67,584	137	5,331	37,719	43,050	148	5,786	40,925	46,711	160	6,253	44,226	50,479
Learn Res/ Dist Edu	868	0	690	1,558	33	1,575	1,021	2,596	36	1,709	1,108	2,817	38	1,847	1,197	3,044
TOTAL	72,552	157,047	26,268	255,867	1,173	73,702	127,455	201,157	1,301	79,967	138,293	218,260	1,417	86,424	149,452	235,876

* Lecture ASF recalculated by 1.33% (from 15 to 20 ASF per Student)

Source: Cambridge West Partnership, LLC Projections

The column on the left, headed by the phrase "Current and Planned" reflects the Assignable Square Feet for the lecture/laboratory/other spaces that appear in the Space Inventory, Report 17 document plus, for those disciplines with building projects in the state queue, the number has been adjusted to represent the space that will become available for those programs upon the completion of construction. In this circumstance, there are three projects that affect the numbers in this column: Criminal Justice Training Center, Language Arts Complex, and the Science/Math Project. All remaining numbers are from the Space Inventory Report 17.

The Baseline

The current (Fall 2009) program of instruction provided a snapshot in time as well as providing a historical perspective when compared to 2007. To address the capacities for the future, a planning model was created. This planning model, or baseline, provided the foundation from which a future program of instruction could be projected. When viewed with the previous planning effort, there has not been a great deal of change in curricular content. There has been, however, a consolidation of programs into more focused and efficient disciplines.

Baseline, Fall 2009

Division/School	Sections	Enr Seats	Seats Per Sec	WSCH	FTES	Lec Hours	Lab Hours
Arts & Letters	338	11,499	34.02	44,715	1,362.8	958	268
Business & Social Science	164	11,123	67.82	38,932	1,186.4	517	6
Counseling	14	511	36.50	1,437	43.8	34	0
Criminal Justice	30	1,068	35.60	5,834	177.8	159	16
Math & Sciences	214	11,466	53.58	47,396	1,444.5	352	474
Physical Education	90	3,006	33.40	10,756	327.8	49	235
Career & Tech Edu	139	3,548	25.53	20,913	637.3	312	431
Learn Resources/Dist Learning	30	2,262	75.40	2,851	86.9	62	84
Total	1,019	44,483	43.65	172,834	5,267.3	2,443	1,514

Source: Cambridge West Partnership, LLC

Space Requirements: Academic Programs

WSCH Projections

State standards for construction and renovation of facilities basically focus on capacity. Capacity, as outlined in the Facilities Planning Manual is correlated with the production of WSCH. WSCH represents the average number of hours of student instruction in a week per class (i.e. 30 students enrolled in a class that meets 3 hours per week is 90 WSCH). Estimating growth in enrollments produces a factor of increased WSCH. This WSCH is then transformed into instructional space or assignable square feet (ASF). Each space type, in this case lecture and/or laboratory, WSCH generates an "appropriate" instructional facility addressed as ASF. While these calculations are established through state standards, other factors must be considered in planning facilities. An additional factor in all planning is adequacy. Adequacy in this context assumes sufficient and/or suitable capacity to provide for an effective learning environment.

Summary of WSCH/FTES, ASF and Space Projections

The Golden West College 2020 *Resource and Facilities Master Plan* (October 2008) established a building/facilities program that is currently in progress and has been submitted to the state Chancellor's Office for fiscal support. As part of the Coast Community College District *Vision 2020 Facilities Master Plan*, these proposed new construction/remodeling projects have again been identified and reconfirmed as College/District priorities. Some disciplines have realized greater gains since Fall 2006. The following inserts include an overview of the WSCH, FTES, space capacities, sections and average section size for each Division. The current space array (ASF) of lecture, laboratory and support facilities have been integrated and merged with the proposed construction projects. Since the construction process began, Building 15, Health Sciences has opened and the new Library/Learning Resources building is almost ready for occupancy. Remaining in the state planning process are the Science/Mathematics building, the Criminal Justice Training Center, the Language Arts Complex, and the remodel of the old Library structure as a Student Services Center.

Arts & Letters Division

The *Arts and Letters Division* has the following Disciplines: *The Arts* include Art, Broadcasting & Video Production, Dance, Design, Digital Arts, Music, Photography, and Theatre. *Letters* includes Communication Studies, Education, English, English Writing Center, English as a Second Language, Journalism, Special Education, World Languages, Sign Language, and Interpreting. Design, Digital Arts, Music and Theatre have experienced gains since the previous analysis. Enrollments in English have grown while enrollments in ESL have declined. *Letters* disciplines are projected to be housed in the new Language Arts Complex. The ASF in that new facility is represented below.

ARTS & LETTERS DIVISION	Fall 2009	Projected 2015	Projected 2020	Projected 2025	Current Proj Facilities
FTES	1,362.7	1,509.7	1,638.0	1,770.2	
WSCH Lecture	35,750.0	39,604.0	42,971.7	46,440.2	
WSCH Laboratory	8,965.0	9,931.0	10,775.7	11,645.2	
WSCH Total	44,715.0	49,535.0	53,747.4	58,085.4	
ASF Lecture	20,398	22,596	24,517	26,497	27,217
ASF Laboratory	21,124	23,401	25,390	27,440	30,451
ASF Other Instructional Support	0	0	0	0	11,769
ASF Total	41,522	45,997	49,907	53,937	69,437
Number of Sections	338	391	439	481	
Average Seats per Section	34	34	33	33	
Average Seats per Section	34	32	31	31	

Business & Social Sciences Division

The *Business and Social Sciences Division* offers in *Business*: Accounting, Business, Management, Marketing, and Real Estate. *Social Sciences* includes Anthropology, Economics, Geography, History, Philosophy, Political Science, Psychology, Social Science, and Sociology. Enrollments in Business have declined, however many Social Sciences are experiencing growth, particularly in Geography, History, Philosophy, Political Sciences, Psychology and Sociology. As indicated by the difference between actual ASF and the projected space need, the *Business and Social Sciences Division* will require additional attention in the planning process (see *Vision 2020 Facilities Master Plan*).

BUSINESS & SOCIAL SCIENCES - DIVISION	2009	Projected 2015	Projected 2020	Projected 2025	Current Projected Facilities
FTES	1,186	1,314	1,426	1,541	
WSCH Lecture	38,651	42,817	46,459	50,208	
WSCH Laboratory	281	311	337	364	
WSCH Total	38,931	43,128	46,796	50,573	
ASF Lecture*	22,052	24,432	26,508	28,648	16,448
ASF Laboratory	359	398	432	467	1,769
ASF Other	0	0	0	0	
ASF Total	22,411	24,830	26,940	29,115	18,217
Number of Sections	164	201	222	243	
Average Seats per Section	68	61	59	59	

Criminal Justice Training Center Division

A new facility complex has been planned to house the *Criminal Justice Training Center* that meets the program's projected needs. The new facility will be located at the North end of campus. Enrollments in the program are fairly flat with a slight decline. As well as lecture/lab facilities, the complex will include a fitness studio, demonstration rooms and simulation labs.

CRIMINAL JUSTICE	2009	Projected 2015	Projected 2020	Projected 2025	Current Projected Facilities
FTES	177.8	197	213.7	231	
WSCH Lecture	5,309.00	5,881.40	6,381.30	6,896.40	
WSCH Laboratory	525	581.7	631.1	682.1	
WSCH Total	5,834.00	6,463.10	7,012.40	7,578.50	
ASF Lecture*	3,029	3,356	3,641	3,935	1,600
ASF Laboratory	1,124	1,245	1,351	1,460	15,350
ASF Other					3,850
ASF Total	4,153	4,601	4,992	5,395	20,800
Number of Sections	30	33	36	38	
Average Seats per Section	36	35	35	36	

Counseling

While the diagram shows no assignable space, *Counseling* will be provided with a classroom in the remodel of the old Library to house Student Services Center functions.

COUNSELING	2009	Projected 2015	Projected 2020	Projected 2025	Current Projected Facilities
FTES	43.8	48.5	52.6	56.9	
WSCH Lecture	1,437.20	1,592.20	1,727.50	1,866.90	
WSCH Laboratory	0	0	0	0	
WSCH Total	1,437.20	1,592.20	1,727.50	1,866.90	
ASF Lecture*	820	908	986	1065	
ASF Laboratory	0	0	0	0	
ASF Other					
ASF Total	820	908	986	1065	
Number of Sections	14	16	17	19	
Average Seats per Section	37	35	35	34	

Mathematics, Science and Health Professions

The *Mathematics, Sciences and Health Professions Division* includes the areas/disciplines of the *Life Sciences*, *Physical Sciences*, *Mathematics* and *Nursing*. *Biology* and transfer level *Mathematics* courses have experienced the greatest growth since Fall 2007. The *Mathematics* and the *Sciences* disciplines are planning to open a new building in 2015. The *Physical* and *Life Sciences* will receive a total of 52,635 ASF and *Mathematics* 15,699 ASF. The newly constructed *Health Science* building houses the *Nursing* program with 9,937 ASF of lecture/laboratory facilities and demonstration facilities.

MATHEMATICS, SCIENCES & HEALTH PROFESSIONS DIVISION	2009	Projected 2015	Projected 2020	Projected 2025	Current Projected Facilities
FTES	1444.5	1600.2	1736.3	1876.4	
WSCH Lecture	22,142.80	24,529.70	26,616.20	28,763.50	
WSCH Laboratory	25,254.00	27,975.90	30,355.10	32,804.80	
WSCH Total	47,396.80	52,505.60	56,971.30	61,568.30	
ASF Lecture*	12,633	13,997	15,186	16,412	18,715
ASF Laboratory	57,478	63,671	69,087	74,661	51,899
ASF Other	0	0	0	0	7,657
ASF Total	70,111	77,668	84,273	91,073	78,271
Number of Sections	214	259	296	323	
Average Seats per Section	54	49	46	46	

Career and Technical Education

Career and Technical Education includes the *Occupational Programs* (Automotive Technology, Drafting Technology, Energy Efficiency and Renewable Energy, Digital Media and Floral Design. Also in this Division is the *Cosmetology* program and *Computer Science/Computer Business Applications*. The Automotive program has experienced a significant increase in enrollments.

CAREER & TECHNICAL DIVISION	Fall 2009	Projected 2015	Projected 2020	Projected 2025	Current Proj Facilities
FTEs	637.0	706.0	766.0	828.0	
WSCH Lecture	8,924.0	9,886.0	10,727.0	11,592.0	
WSCH Laboratory	11,989.0	13,282.0	14,411.0	15,574.0	
WSCH Total	20,913.0	23,168.0	25,138.0	27,166.0	
ASF Lecture	4,900	5,331	5,788	6,253	7,704
ASF Laboratory	34,047	37,719	40,925	44,226	57,578
ASF Other Instructional Support	0	0	0	0	2,302
ASF Total	38,947	43,050	46,713	50,479	67,584
Number of Sections	139	137	148	160	
Average Seats per Section	26	27	28	28	

Learning Resources and Distance Education Division

Learning Resources and Distance Learning covers the following programs: *College Success*, *Learning Skills*, *Library* and *Special Topics*. Enrollments have been increasing in these service areas. These services are planned to be housed in the new Student Service Center.

LEARNING RESOURCE DIVISION	2009	Projected 2015	Projected 2020	Projected 2025	Current Projected Facilities
FTEs	86.9	96.5	104.5	112.9	
WSCH Lecture	2,492.80	2,761.50	2,996.20	3,238.10	
WSCH Laboratory	358.5	397.1	430.9	465.7	
WSCH Total	2,851.30	3,158.60	3,427.10	3,703.80	
ASF Lecture*	1,422	1,575	1,709	1,847	868
ASF Laboratory	921	1,021	1,108	1,197	
ASF Other					690
ASF Total	2,343	2,596	2,817	3,044	1,558
Number of Sections	30	33	37	39	
Average Seats per Section	75	75	74	77	

Physical Education

The *Physical Education Division* has three discipline areas: *Health Education*, *Physical Education* (Activity program) and *Professional PE*. The laboratory facilities for Physical Education are coded 520 space and do not register in the typical laboratory coding.

PHYSICAL EDUCATION - DIVISION	2009	Projected 2015	Projected 2020	Projected 2025	Current Projected Facilities
FTES	327.8	363.1	394.1	425.4	
WSCH Lecture	2,383.60	2,600.30	2,865.00	3,096.10	
WSCH Laboratory	8,372.60	9,275.20	10,063.60	10,875.40	
WSCH Total	10,756.20	11,875.50	12,928.60	13,971.50	
ASF Lecture*	1,360	1,507	1,687	1,767	790
ASF Laboratory	0	0	0	0	48,925
ASF Other					
ASF Total	1,360	1,507	1,687	1,767	49,715
Number of Sections	90	102	107	115	
Average Seats per Section	34	37	32	35	

Student Services

Student Services functions are planned to be relocated into a remodeled "Old Library" facility. All functions listed below will be housed in this new structure.

Program	Current ASF	Projected ASF
Admissions & Records	7,222	9,390
Counseling	2,977	4,950
Extended Opportunity Center (EOPS & CARE)	1,514	2,410
Assessment Center for Education	1,720	3,000
International Students	1,260	1,264
Financial Aid	2,167	3,250
Assessment Center for Education	1,394	2,200
Career & Employment Services Center	0	2,320
Transfer Center	0	1,200
Outreach	304	700
Re Entry/CalWorks	1,034	1,550
Student Success Center	5,470	5,609
Student Activities	3,360	4,068
TOTAL ASF	28,422	41,911

The purpose of the WSCH and Space ASF assessment was to create a long-term vision for meeting academic growth and future student services support needs and to address aging facilities. These growth projections become the basis for future planning and identify project priorities, scope, cost, and timelines for new construction and renovation. The data was then converted into a comprehensive facilities site plan. This process has been underway for a number of years, a new Nursing and Health Services building opened in 2006 and a new Library/LRC structure's opening is eminent.

Aside from infrastructure projects, a central plant and the renovation of a number of buildings on campus, four projects are currently in the queue for state funding support: the **Science/Math Project** that expands the footprint and replaces the current Math Science Building, the **Criminal Justice Training Center**, a new complex that supports this program's growth and unique facility needs, the **Language Arts Complex** that addresses significant growth in enrollment and relocates these disciplines into a centralized structure, and the **Student Service/Student Activities Complex** that renovates the old Library to serve new functions. In addition, other academic projects include a new Cosmetology Building, renovation of the Technology building, and a new Business/Social Sciences facility. While the recommended course of action is to fully implement the proposed Vision 2020 Facilities Master Plan, it must be remembered that the current planning updates, unites and integrates the previous planning efforts with a new perspective.

Appendices

Appendix A

Study Materials Consulted by Campus Work Groups

Advisory Committee on Student Financial Assistance. *Transition Matters Community College to Bachelor's Degree*. May 2008.

Association of American Colleges and Universities (AAC&U). *The Quality Imperative: Match Ambitious Goals for College Attainment with Ambitious Vision for Learning*. AAC&U. 2010.

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Flynn, William J. and Vredevoogd, Jeff. "The Future of Learning: 12 Views on Emerging Trends in Higher Education." *Planning for Higher Education*. 38(2): 5-10. 2010.

Gonzales, Jennifer. "Quick Credentials Are Keys to Putting People Back to Work," *The Chronicle of Higher Education*. June 18, 2010.

Moore, Colleen and Shulock, Nancy. *Divided We Fail: Improving Completing and Closing Racial Gaps in California's Community Colleges*. Institute for Higher Education Leadership & Policy. October 2010.

Moore, Colleen; Offenstein, Jeremy and Shulock, Nancy. *The Road Less Traveled: Realizing the Potential of Career Technical Education in the California's Community Colleges*. Institute for Higher Education Leadership & Policy. February 2011.

Sabatier, Grant and Van Der Werf, Martin. *The College of 2020: Students*. Chronicle Research Services. June 2009.

Valencia Community College. *LifeMap*. Retrieved from http://www.valenciaccc.edu/lifemap/more_lifemap.asp, April 26, 2010.

Smith, Chandra Taylor and Miller, Abby with Bermeo, C. Adolfo. *Bridging the Gaps to Success, Promising Practices for Promoting Transfer Among Low-Income and First-Generation Students: An In-Depth Study of Six Exemplary Community Colleges in Texas*. Pell Institute, September 2009.

Appendix B

College Goals Workshops 2009-2010 Summary

College-Wide Workshops – open to all

1. Workshop #1: 10/23/2009 Reviewed 2004-2011 Goals. Sunset completed goals and identify ones to pull forward. Reviewed and discussed Strengths, Weaknesses, Opportunities, Threats (SWOT) identified in Fall 2008 program reviews. Brainstormed current institutional SWOTs.
2. Workshop #2: 11/20/2009 Reviewed strengths and weakness of old Goal areas. Developed new Goal areas for 2010-2017.

Joint (P&B/IEC/AS) Workgroup – Jaima Bennett, Diane Restelli, Janelle Leighton, Brent Theobald, Doug Larson, Omid Pourzanjani, Jeff Courchaine, Al Gasparian

3. 3/12/2010 Review planning process, planning Assumptions, KPIs, goals criteria and develop specific College Goals for 2.a. Instructional Programs related to SLOs and Enrollment, 3.a. Planning Processes & Decision-Making.
4. 3/16/2010 Continue to review KPIs and develop specific College Goals for 1. Institutional Effectiveness related to ARCC measures, Degrees and Certificates Awarded, and Transfers to UC and CSU, 2.d. Resource Management-Fiscal in the areas of reserves and discretionary expenditures. Agreed to invite the GWC Director of Personnel for the discussion of the Staffing Goal Area.
5. 3/23/2010 Focused on Human Resources. Lively discussion of the difficulties of developing measures in the absence of staffing and educational master plans. Wide opinions on the general areas encompassing the HR component. Discussed broad HR areas but little agreement. General agreement was obtained on the campus needing to realign programs and services to fit the current resources available and on the need for staffing and educational master plans.
6. 3/24/2010 Began the discussion of Business and Industry Partnerships. Agreed to develop a rubric to assess the types of BIP and the level of engagement. However, first we are to develop an survey to inventory the faculty, staff, and managers to list all partnerships the College currently has.
7. 3/25/2010 Built the foundation of a campus survey to collect information on the nature and depth of engagement of community, business and industry partnerships. Brainstormed text to differentiate between Community Relations and Business and Industry Partnership Goal sub-areas. No final agreement, though. Agreed to invite additional members for the discussion on Technology and meet after Spring Break.
8. 4/29/2010 Introduced and agreed in concept to splitting the old Planning Assumptions doc into two documents with items split into Planning Assumptions and Strategic Priorities. Wordsmithed the language to be parallel and read more positively. Finalized Broad Goal Structure with new Institutional Mission and Institutional Effectiveness Broad Goal Area. Began drafting broad goal statements for each goal area.
9. 5/13/2010 Completed drafting broad goal statements for each of the goal areas. Wordsmithed language on the Planning Assumptions and Strategic Priorities documents.
10. 5/18/2010 Wordsmithed new broad goal statements. Discussed possibly splitting the one generic ARCC measures goal into several specific goals.
11. 5/20/2010 Finalized broad goals statements. Agreed to split ARCC measures into individual measures. Ready to vet broad goal statements to Senate and College planning teams in Fall. Work to develop the balance of measures will continue with the Institutional Effectiveness Committee. Area experts will be brought into specific discussions.

Library Workgroup – Doug Larson, Sue Berman, Treisa Cassens, Julie Davis, Gonzalo Garcia, Roxie Ross,

12. Library Workgroup: 3/1/2010 Review planning process, planning Assumptions, KPIs, and develop specific College Goals for 2.c. Library and Learning Support Services related to SLOs.
13. Library Workgroup: 3/8/2010 Develop specific College Goals for 2.c. Library and Learning Support Services related to Faculty Satisfaction and Student Satisfaction.
14. Library Workgroup: 3/22/2010 Adopted final KPIs and final draft specific College Goals for 2.c. Library and Learning Support Services related to process outcomes. Discussed potential process outcomes for library holding, collections, courses, and gate counts. Decided not to set College goals in these areas, but to keep them at the department level.

Community Engagement Workgroup – Wes Bryan, Margie Bunten, Debbie Bales, Sally Coffey, Dwayne Thompson

15. 4/6/2010 Develop specific KPIs and specific College goals for 5. Community Engagement.
16. 3/9/2010 Reviewed College Goals planning process and brainstormed possible approaches to assessing community engagement. Proposed developing an inventory to develop a picture of current community engagement and a rubric that describes the types and levels of engagement to be used for benchmarking.
17. 4/16/2010 Reviewed a model of Community Engagement/Business and Industry Partnerships. Fine tuned a faculty, staff, and manager inventory to be tested in the Summer of 2010 and administered in the Fall of 2010.

Senior Executives Workgroup – Wes Bryan, Janet Houlihan, Lois Miller, Dwayne Thompson

18. 3/16/2010 Revised planning assumptions and reviewed progress of workgroups. Discussed possible capital replacement and deferred maintenance KPIs.
19. 3/25/2010 Reviewed suggested changes and updated the Planning Assumptions. Reviewed progress of workgroups. Discussed 'parked items'. Settled on strategies to deal with goal areas such as Technology and Community Engagement. Agreed to revisit and develop additional KPIs for fiscal and facilities.

Student Services Workgroup – David Baird, Janelle Leighton, Valerie Venegas, Rob Bachman

20. 3/19/2010 Discussed student pathways and possible measures of key points such as applicants, matriculants, enrollments, progress, follow-up, success, and completions (degrees, certificates, transfers, transfer-ready, and employed).
21. 3/25/2010 Continued discussion student pathways and possible measures of key points such as applicants, matriculants, enrollments, progress, follow-up, success, and completions (degrees, certificates, transfers, transfer-ready, and employed). Laid out model of various student pathways.
22. 3/30/2010 Continued discussion on student pathways. Developed draft KPIs based on pathways. Discussed measures for extracurricular programs, student government, service learning, student mentoring, and student engagement.
23. 5/13/2010 Drafted goal language that addresses critical milestones and measures identified from our GWC student pathways illustration and in the report entitled "Transition Matters".

Planning Team and Senate Discussions

Planning and Budget

5/26/2010-First Reading and Discussion, and adopted in concept

9/22/2010-Further Discussion. Identified Strategic Priorities for current program review cycle.

10/13/2010

Academic Senate

9/28/2010-First Reading and Discussion

10/12/2010-Further Discussion

10/26/2010-Further Discussion and approved in spirit, allowing room for future wordsmithing.

Administrative Services Planning Team

9/28/2010-First Reading, discussion, and adopted in concept

Instructional Planning Team

9/20/2010-First Reading and Discussion

10/4/2010-Further Discussion and adopted in concept

Institutional Effectiveness

5/6/2010

5/20/2010-First Reading and Discussion

9/2/2010-Update on activity

9/16/2010-Further Discussion and adopted in concept

Student Services Planning Team

9/16/2010-First Reading and Discussion

9/30/2010-Discussion and final wording via email

President's Administrative Team

10/7/2010

Senior Executive Managers

3/16/2010

3/25/2010

Appendix C

2008-2018 Occupations with the Most Job Openings (Orange County)				
Occupation Title	Total Job Openings (1)	2010 - 1st Quarter Wages		Education and Training Levels (4)
		Median Hourly (2)	Median Annual (3)	
Waiters and Waitresses	19,300	\$9.19	\$19,122	Up to 1 mo. OJT
Retail Salespersons	19,100	\$10.17	\$21,154	Up to 1 mo. OJT
Cashiers	16,700	\$9.52	\$19,811	Up to 1 mo. OJT
Customer Service Representatives	13,200	\$17.18	\$35,734	1-12 mos. OJT & informal training
Combined Food Preparation and Serving Workers, Including Fast Food	9,600	\$9.17	\$19,076	Up to 1 mo. OJT
Laborers and Freight, Stock, and Material Movers, Hand	8,800	\$11.49	\$23,916	Up to 1 mo. OJT
Registered Nurses	8,700	\$37.12	\$77,209	Associate Degree
General and Operations Managers	7,700	\$55.32	\$115,064	BA + and work experience
Office Clerks, General	7,300	\$14.10	\$29,326	Up to 1 mo. OJT
Personal and Home Care Aides	6,900	\$10.37	\$21,570	Up to 1 mo. OJT
Counter Attendants, Cafeteria, Food Concession, and Coffee Shop	6,500	\$9.43	\$19,617	Up to 1 mo. OJT
Stock Clerks and Order Fillers	6,400	\$10.90	\$22,665	Up to 1 mo. OJT
First-Line Supervisors/Managers of Office and Administrative Support Workers	6,100	\$26.28	\$54,660	Work experience in a related occupation
Sales Representatives, Wholesale and Manufacturing, Except Technical and Scientific Products	5,600	\$29.41	\$61,163	1-12 mos. OJT & informal training
Landscaping and Groundskeeping Workers	5,600	\$11.08	\$23,046	Up to 1 mo. OJT
Hosts and Hostesses, Restaurant, Lounge, and Coffee Shop	5,400	\$9.26	\$19,259	Up to 1 mo. OJT
Janitors and Cleaners, Except Maids and Housekeeping Cleaners	5,200	\$10.81	\$22,487	Up to 1 mo. OJT
Accountants and Auditors	5,000	\$31.11	\$64,712	BA degree
Executive Secretaries and Administrative Assistants	4,700	\$22.79	\$47,411	1-12 mos. OJT & informal training
First-Line Supervisors/Managers of Retail Sales Workers	4,700	\$18.31	\$38,087	Work experience in a related occupation
Receptionists and Information Clerks	4,600	\$13.69	\$28,482	Up to 1 mo. OJT
Elementary School Teachers, Except Special Education	4,500	[3]	\$67,897	BA degree
Security Guards	4,300	\$11.67	\$24,255	Up to 1 mo. OJT
Food Preparation Workers	4,200	\$9.46	\$19,679	Up to 1 mo. OJT
Cooks, Fast Food	4,200	\$9.06	\$18,852	Up to 1 mo. OJT

2008-2018 Occupations with the Most Job Openings (Orange County)

Occupation Title	Total Job Openings (1)	2010 - 1st Quarter Wages		Education and Training Levels (4)
		Median Hourly (2)	Median Annual (3)	
Bookkeeping, Accounting, and Auditing Clerks	4,100	\$18.89	\$39,289	1-12 mos. OJT & informal training
Amusement and Recreation Attendants	4,100	\$9.26	\$19,247	Up to 1 mo. OJT
Cooks, Restaurant	4,000	\$12.03	\$25,023	>12 mos. OJT & formal training
Dishwashers	3,600	\$9.17	\$19,080	Up to 1 mo. OJT
Dining Room and Cafeteria Attendants and Bartender Helpers	3,600	\$9.07	\$18,874	Up to 1 mo. OJT
Teacher Assistants	3,400	N/A	\$34,307	Up to 1 mo. OJT
Construction Laborers	3,400	\$15.99	\$33,263	1-12 mos. OJT & informal training
Medical Secretaries	3,400	\$14.74	\$30,661	Post-secondary vocational education
Team Assemblers	3,300	\$12.08	\$25,128	1-12 mos. OJT & informal training
Shipping, Receiving, and Traffic Clerks	3,200	\$14.11	\$29,345	Up to 1 mo. OJT
Secondary School Teachers, Except Special and Vocational Education	3,100	[3]	\$76,447	BA degree
Nursing Aides, Orderlies, and Attendants	3,100	\$12.68	\$26,371	Up to 1 mo. OJT
Maintenance and Repair Workers, General	3,000	\$18.51	\$38,512	>12 mos. OJT & formal training
Home Health Aides	3,000	\$11.35	\$23,605	Up to 1 mo. OJT
Maids and Housekeeping Cleaners	3,000	\$9.80	\$20,388	Up to 1 mo. OJT
Sales Representatives, Wholesale and Manufacturing, Technical and Scientific Products	2,900	\$37.41	\$77,811	1-12 mos. OJT & informal training
Licensed Practical and Licensed Vocational Nurses	2,900	\$24.55	\$51,053	Post-secondary vocational education
Sales Managers	2,800	\$54.64	\$113,641	BA + and work experience
Child Care Workers	2,800	\$11.17	\$23,234	Up to 1 mo. OJT
Lawyers	2,600	\$69.63	\$144,825	First professional degree
Management Analysts	2,600	\$35.18	\$73,185	BA + and work experience
Medical Assistants	2,600	\$15.18	\$31,572	1-12 mos. OJT & informal training
Carpenters	2,500	\$24.60	\$51,180	>12 mos. OJT & formal training
Computer Support Specialists	2,500	\$23.97	\$49,864	Associate Degree
Tellers	2,400	\$12.93	\$26,883	Up to 1 mo. OJT

(1) Total job openings are the sum of new jobs and replacement needs. Some occupations may have no growth (new jobs), however they have a substantial number of job openings due to the need for replacements. Replacement needs estimate of the number of job openings created when workers retire or permanently leave an occupation and need to be replaced.

(2) Median Hourly and Annual Wages are the estimated 50th percentile of the distribution of wages; 50 percent of workers in an occupation earn wages below, and 50 percent earn wages above the median wage. The wages are from the 2010-1st quarter and do not include self-employed or unpaid family workers.

(4) Occupational training and education classifications were developed by the Bureau of Labor Statistics (BLS).

Source: California Employment Development Department, Labor Market Information

2008-2018 Fastest Growing Occupations (Orange County)						
Occupation Title	Annual Average Employment		% Change	2010- 1st Quarter Wages		Education
	2008	2018		Median Hourly Wage	Median Annual Wage	
Biomedical Engineers	460	700	52%	\$42.43	\$88,254	BA Degree
Home Health Aides	5,180	7,640	47%	\$11.35	\$23,605	Up to 1 mo. OJT
Medical Scientists, Except Epidemiologists	1,730	2,520	46%	\$38.64	\$80,384	Doctoral Degree
Personal and Home Care Aides	12,410	17,720	43%	\$10.37	\$21,570	Up to 1 mo. OJT
Network Systems and Data Communications Analysts	3,160	4,460	41%	\$36.65	\$76,245	BA Degree
Veterinary Technologists and Technicians	1,470	2,010	37%	\$14.95	\$31,102	Associate Degree
Veterinarians	630	850	35%	\$48.39	\$100,649	First Professional Degree
Physical Therapist Aides	620	830	34%	\$12.84	\$26,712	Up to 1 mo. OJT
Physical Therapist Assistants	630	840	33%	\$28.41	\$59,104	Associate Degree
Physician Assistants	610	810	33%	\$46.12	\$95,928	BA Degree
Surgical Technologists	770	1,000	30%	\$21.87	\$45,505	Postsecondary vocational education
Pharmacy Technicians	2,560	3,310	29%	\$17.03	\$35,432	1-12 mos. OJT & informal training
Fitness Trainers and Aerobics Instructors	2,490	3,210	29%	\$18.27	\$37,988	Postsecondary vocational education
Skin Care Specialists	540	690	28%	\$14.79	\$30,776	Postsecondary vocational education
Nursing Aides, Orderlies, and Attendants	8,360	10,680	28%	\$12.68	\$26,371	Up to 1 mo. OJT
Physical Therapists	1,690	2,150	27%	\$40.08	\$83,359	MA Degree
Paralegals and Legal Assistants	3,430	4,360	27%	\$27.87	\$57,966	Associate Degree
Respiratory Therapists	1,240	1,570	27%	\$30.52	\$63,476	Associate Degree
Mixing and Blending Machine Setters, Operators, and Tenders	1,740	2,190	26%	\$13.25	\$27,574	1-12 mos. OJT & informal training
Substance Abuse and Behavioral Disorder Counselors	430	540	26%	\$15.31	\$31,838	MA Degree
Civil Engineers	4,860	6,080	25%	\$44.73	\$93,025	BA Degree
Medical and Public Health Social Workers	1,380	1,720	25%	\$28.89	\$60,075	BA Degree
Occupational Therapists	1,140	1,420	25%	\$39.19	\$81,512	MA Degree
Compliance Officers, Except Agriculture, Construction, Health and Safety, and Transportation	2,610	3,250	25%	\$28.44	\$59,168	>12 mos. OJT & formal training
Nuclear Engineers	490	610	24%	\$47.64	\$99,096	BA Degree
Medical Assistants	7,530	9,370	24%	\$15.18	\$31,572	1-12 mos. OJT & informal training
Law Clerks	540	670	24%	\$18.41	\$38,304	BA Degree
Registered Nurses	20,880	25,880	24%	\$37.12	\$77,209	Associate Degree

2008-2018 Fastest Growing Occupations (Orange County)						
Occupation Title	Annual Average Employment		% Change	2010- 1st Quarter Wages		Education
	2008	2018		Median Hourly Wage	Median Annual Wage	
Hotel, Motel, and Resort Desk Clerks	2,410	2,970	23%	\$11.14	\$23,165	Up to 1 mo. OJT
Urban and Regional Planners	560	690	23%	\$33.72	\$70,131	MA Degree
Licensed Practical and Licensed Vocational Nurses	5,430	6,670	23%	\$24.55	\$51,053	Postsecondary vocational education
Dental Assistants	4,910	6,030	23%	\$15.65	\$32,566	1-12 mos. OJT & informal training
Environmental Engineers	660	810	23%	\$32.73	\$68,076	BA Degree
Dental Hygienists	1,600	1,960	23%	\$43.73	\$90,945	Associate Degree
Meat, Poultry, and Fish Cutters and Trimmers	720	880	22%	\$10.56	\$21,950	Up to 1 mo. OJT
Veterinary Assistants and Laboratory Animal Caretakers	590	720	22%	\$11.14	\$23,172	Up to 1 mo. OJT
Loan Counselors	410	500	22%	\$22.16	\$46,075	BA Degree
Computer Software Engineers, Applications	6,050	7,360	22%	\$46.18	\$96,064	BA Degree
Radiologic Technologists and Technicians	1,450	1,760	21%	\$28.40	\$59,071	Associate Degree
Legal Secretaries	3,190	3,870	21%	\$20.04	\$41,681	Postsecondary vocational education
Personal Financial Advisors	2,820	3,420	21%	\$28.89	\$60,078	BA Degree
Diagnostic Medical Sonographers	470	570	21%	\$35.96	\$74,798	Associate Degree
Market Research Analysts	4,800	5,820	21%	\$28.11	\$58,457	MA Degree
Security and Fire Alarm Systems Installers	1,280	1,550	21%	\$22.28	\$46,346	Postsecondary vocational education
Medical Records and Health Information Technicians	1,310	1,580	21%	\$16.38	\$34,057	Associate Degree
Control and Valve Installers and Repairers, Except Mechanical Door	490	590	20%	\$26.76	\$55,658	1-12 mos. OJT & informal training
Construction and Building Inspectors	1,230	1,480	20%	\$31.85	\$66,241	Work experience in a related occupation
Medical Secretaries	9,990	12,020	20%	\$14.74	\$30,661	Postsecondary vocational education
Medical Equipment Repairers	550	660	20%	\$26.04	\$54,168	1-12 mos. OJT & informal training
Medical and Clinical Laboratory Medic & Clinical Laboratory Medic & Clinical Lab Technologists	1,730	2,070	20%	\$33.97	\$70,663	BA Degree

Source: California Employment Development Department, Labor Market Information

**2008-2018 Occupations with the Most Job Openings
(Los Angeles County)**

Occupation Title	Total Job Openings (1)	2010 - 1st Quarter Wages		Education and Training Levels (4)
		Median Hourly (2)	Median Annual (3)	
Personal and Home Care Aides	76,900	\$10.04	\$20,890	Up to 1 mo. OJT
Cashiers	48,830	\$9.32	\$19,396	Up to 1 mo. OJT
Retail Salespersons	46,180	\$10.11	\$21,029	Up to 1 mo. OJT
Waiters and Waitresses	38,650	\$9.17	\$19,085	Up to 1 mo. OJT
Registered Nurses	28,990	\$38.88	\$80,890	Associate Degree
Customer Service Representatives	27,650	\$16.57	\$34,467	1-12 mos. OJT & informal training
Office Clerks, General	26,520	\$13.14	\$27,325	Up to 1 mo. OJT
Laborers and Freight, Stock, and Material Movers, Hand	25,610	\$10.94	\$22,763	Up to 1 mo. OJT
Combined Food Preparation and Serving Workers, Including Fast Food	24,000	\$9.10	\$18,928	Up to 1 mo. OJT
Elementary School Teachers, Except Special Education	21,930	[3]	\$58,186	BA degree
General and Operations Managers	20,460	\$53.06	\$110,347	BA + and work experience
Stock Clerks and Order Fillers	19,860	\$10.45	\$21,739	Up to 1 mo. OJT
Teacher Assistants	17,240	N/A	\$29,793	Up to 1 mo. OJT
Counter Attendants, Cafeteria, Food Concession, and Coffee Shop	16,870	\$9.27	\$19,267	Up to 1 mo. OJT
First-Line Supervisors/Managers of Office and Administrative Support Workers	15,720	\$25.59	\$53,236	Work experience in a related occupation
Sales Representatives, Wholesale and Manufacturing, Except Technical and Scientific Products	15,080	\$25.47	\$52,984	1-12 mos. OJT & informal training
Secondary School Teachers, Except Special and Vocational Education	14,790	[3]	\$63,861	BA degree
Executive Secretaries and Administrative Assistants	14,590	\$21.92	\$45,608	1-12 mos. OJT & informal training
Security Guards	14,110	\$11.40	\$23,706	Up to 1 mo. OJT
Accountants and Auditors	13,810	\$31.13	\$64,749	BA degree
Licensed Practical and Licensed Vocational Nurses	12,080	\$23.08	\$48,007	Post-secondary vocational education
Child Care Workers	12,000	\$10.51	\$21,866	Up to 1 mo. OJT
Nursing Aides, Orderlies, and Attendants	11,980	\$11.68	\$24,275	Up to 1 mo. OJT
Bookkeeping, Accounting, and Auditing Clerks	11,960	\$17.88	\$37,170	1-12 mos. OJT & informal training
First-Line Supervisors/Managers of Retail Sales Workers	11,840	\$18.43	\$38,341	Work experience in a related occupation
Food Preparation Workers	11,510	\$9.29	\$19,315	Up to 1 mo. OJT
Cooks, Fast Food	11,140	\$9.02	\$18,774	Up to 1 mo. OJT



**2008-2018 Occupations with the Most Job Openings
(Las Angeles County)**

Occupation Title	Total Job Openings (1)	2010 - 1st Quarter Wages		Education and Training Levels (4)
		Median Hourly (2)	Median Annual (3)	
Receptionists and Information Clerks	10,900	\$12.86	\$26,749	Up to 1 mo. OJT
Janitors and Cleaners, Except Maids and Housekeeping Cleaners	10,840	\$11.09	\$23,071	Up to 1 mo. OJT
Dishwashers	9,650	\$9.05	\$18,822	Up to 1 mo. OJT
Construction Laborers	9,250	\$17.71	\$36,831	1-12 mos. OJT & informal training
Truck Drivers, Heavy and Tractor-Trailer	8,880	\$19.57	\$40,695	1-12 mos. OJT & informal training
Cooks, Restaurant	8,850	\$11.51	\$23,954	>12 mos. OJT & formal instruction
Medical Assistants	8,760	\$13.91	\$28,940	1-12 mos. OJT & informal training
Producers and Directors	8,320	\$55.78	\$116,041	BA + and work experience
Truck Drivers, Light or Delivery Services	8,110	\$14.23	\$29,597	Up to 1 mo. OJT
Shipping, Receiving, and Traffic Clerks	7,920	\$13.02	\$27,083	Up to 1 mo. OJT
Maintenance and Repair Workers, General	7,920	\$18.60	\$38,681	>12 mos. OJT & formal instruction
Medical Secretaries	7,830	\$14.45	\$30,054	Post-secondary vocational education
Lawyers	7,820	\$69.96	\$145,520	First professional degree
Police and Sheriff's Patrol Officers	7,630	\$40.68	\$84,606	>12 mos. OJT & formal instruction
Dining Room and Cafeteria Attendants and Bartender Helpers	7,630	\$9.04	\$18,814	Up to 1 mo. OJT
Tellers	7,570	\$12.16	\$25,281	Up to 1 mo. OJT
Hosts and Hostesses, Restaurant, Lounge, and Coffee Shop	7,480	\$9.31	\$19,360	Up to 1 mo. OJT
Industrial Truck and Tractor Operators	7,150	\$15.59	\$32,432	Up to 1 mo. OJT
Home Health Aides	6,850	\$10.16	\$21,130	Up to 1 mo. OJT
Management Analysts	6,430	\$37.46	\$77,908	BA + and work experience
Maids and Housekeeping Cleaners	6,290	\$10.27	\$21,351	Up to 1 mo. OJT
Preschool Teachers, Except Special Education	6,200	\$14.00	\$29,129	Post-secondary vocational education
Cleaners of Vehicles and Equipment	6,040	\$9.31	\$19,372	Up to 1 mo. OJT

(1) Total job openings are the sum of new jobs and replacement needs. Some occupations may have no growth (new jobs), however they have a substantial number of job openings due to the need for replacements. Replacement needs estimate of the number of job openings created when workers retire or permanently leave an occupation and need to be replaced.

(2) Median Hourly and Annual Wages are the estimated 50th percentile of the distribution of wages; 50 percent of workers in an occupation earn wages below, and 50 percent earn wages above the median wage. The wages are from the 2010-1st quarter and do not include self-employed or unpaid family workers.

(3) In occupations where workers do not work full-time all year-round, it is not possible to calculate an hourly wage.

(4) Occupational training and education classifications were developed by the Bureau of Labor Statistics (BLS).

Source: California Employment Development Department, Labor Market Information - <http://www.labormarketinfo.edu.ca.gov>



**2008-2018 Fastest Growing Occupations
(Los Angeles County)**

Occupation Title	Annual Average Employment		% Change	2010- 1st Quarter Wages		Education
	2008	2018		Median Hourly Wage	Median Annual Wage	
Medical Scientists, Except Epidemiologists	5,480	8,130	48.4%	\$32.54	\$67,671	First Professional Degree
Biochemists and Biophysicists	400	590	47.5%	\$35.36	\$73,561	First Professional Degree
Network Systems and Data Communications Analysts	7,640	11,210	46.7%	\$36.65	\$76,245	BA Degree
Physical Therapist Aides	1,630	2,370	45.4%	\$13.22	\$27,513	Up to 1 mo. OJT
Home Health Aides	12,590	18,180	44.4%	\$10.16	\$21,130	Up to 1 mo. OJT
Personal and Home Care Aides	143,190	202,230	41.2%	\$10.04	\$20,890	Up to 1 mo. OJT
Medical Equipment Repairers	690	970	40.6%	\$22.78	\$47,375	1-12 mos. OJT & informal training
Farmers and Ranchers	1,960	2,730	39.3%	N/A	N/A	>12 mos. OJT & formal training
Physician Assistants	1,890	2,600	37.6%	\$42.42	\$88,223	BA Degree
Occupational Therapist Assistants	480	660	37.5%	\$28.82	\$59,938	Associate Degree
Physical Therapists	4,270	5,790	35.6%	\$38.09	\$79,223	MA Degree
Separating, Filtering, Clarifying, Precipitating, and Still Machine Setters, Operators, and Tenders	850	1,150	35.3%	\$22.56	\$46,908	1-12 mos. OJT & informal training
Occupational Therapists	1,960	2,630	34.2%	\$40.96	\$85,206	MA Degree
Financial Examiners	1,280	1,700	32.8%	\$32.62	\$67,831	BA Degree
Employment, Recruitment, and Placement Specialists	5,410	7,160	32.3%	\$25.93	\$53,944	BA Degree
Physical Therapist Assistants	810	1,070	32.1%	\$27.36	\$56,912	Associate Degree
Sailors and Marine Oilers	500	660	32.0%	\$17.54	\$36,471	Up to 1 mo. OJT
Emergency Medical Technicians and Paramedics	2,580	3,400	31.8%	\$13.33	\$27,724	Postsecondary vocational education
Cardiovascular Technologists and Technicians	1,010	1,330	31.7%	\$30.14	\$62,678	Associate Degree
Respiratory Therapists	3,600	4,740	31.7%	\$31.33	\$65,163	Associate Degree
Radiation Therapists	580	760	31.0%	\$44.68	\$92,931	Associate Degree
Registered Nurses	61,760	79,960	29.5%	\$38.88	\$80,890	Associate Degree
Captains, Mates, and Pilots of Water Vessels	510	660	29.4%	\$29.12	\$60,569	work experience in a related occupation
Medical Assistants	21,710	28,050	29.2%	\$13.91	\$28,940	1-12 mos. OJT & informal training
Licensed Practical and Licensed Vocational Nurses	20,060	25,860	28.9%	\$23.08	\$48,007	Postsecondary vocational education
Museum Technicians and Conservators	420	540	28.6%	\$20.64	\$42,931	BA Degree
Pharmacy Technicians	6,360	8,170	28.5%	\$17.07	\$35,499	1-12 mos. OJT & informal training
Medical and Public Health Social Workers	2,920	3,750	28.4%	\$26.02	\$54,125	BA Degree
Surgical Technologists	2,620	3,340	27.5%	\$21.29	\$44,276	Postsecondary vocational education



**2008-2018 Fastest Growing Occupations
(Los Angeles County)**

Occupation Title	Annual Average Employment		% Change	2010- 1st Quarter Wages		Education
	2008	2018		Median Hourly Wage	Median Annual Wage	
Nursing Aides, Orderlies, and Attendants	32,260	41,030	27.2%	\$11.68	\$24,275	Up to 1 mo. OJT
Ambulance Drivers and Attendants, Except Emergency Medical Technicians	640	810	26.6%	\$13.18	\$27,412	1-12 mos. OJT & informal training
Animal Trainers	800	1,010	26.3%	\$19.25	\$40,032	1-12 mos. OJT & informal training
Funeral Attendants	690	870	26.1%	\$13.30	\$27,658	Up to 1 mo. OJT
Computer Software Engineers, Applications	13,260	16,700	25.9%	\$43.61	\$90,709	BA Degree
Biological Technicians	1,820	2,290	25.8%	\$20.21	\$42,036	Associate Degree
Computer Software Engineers, Systems Software	13,120	16,480	25.6%	\$47.67	\$99,168	BA Degree
Health Educators	2,430	3,050	25.5%	\$18.70	\$38,892	MA Degree
Obstetricians and Gynecologists	630	790	25.4%	N/A	N/A	First Professional Degree
Social and Human Service Assistants	8,760	10,950	25.0%	\$16.72	\$34,776	1-12 mos. OJT & informal training
Mixing and Blending Machine Setters, Operators, and Tenders	4,410	5,510	24.9%	\$14.72	\$30,621	1-12 mos. OJT & informal training
Police, Fire, and Ambulance Dispatchers	870	1,080	24.1%	\$24.72	\$51,415	1-12 mos. OJT & informal training
Medical Records and Health Information Technicians	4,380	5,420	23.7%	\$16.48	\$34,279	Associate Degree
Medical and Clinical Laboratory Technicians	4,940	6,110	23.7%	\$18.51	\$38,512	Associate Degree
Dental Assistants	11,180	13,810	23.5%	\$14.20	\$29,523	1-12 mos. OJT & informal training
Dental Hygienists	3,360	4,150	23.5%	\$40.64	\$84,537	Associate Degree
Medical Secretaries	21,360	26,310	23.2%	\$14.45	\$30,054	Postsecondary vocational education
Mental Health Counselors	2,260	2,780	23.0%	\$18.25	\$37,959	MA Degree
Industrial Engineering Technicians	1,440	1,770	22.9%	\$20.03	\$41,654	Associate Degree
Diagnostic Medical Sonographers	1,580	1,940	22.8%	\$33.83	\$70,374	Associate Degree
Rehabilitation Counselors	1,450	1,780	22.8%	\$15.64	\$32,531	MA Degree

Source: California Employment Development Department, Labor Market Information

Appendix D

Instructional Program Alignment Analysis, Golden West College, Transfer Model Curriculums (SB 1440) Under Discussion, and CSU LDTP Patterns

#	Established CSU Lower-division Transfer Preparation (LDTP) Patterns^	Transfer Model Curriculums (SB1440)	GWC State-Approved Instructional Programs
1	African American Studies		
2	Anthropology		Anthropology
3	Art, Art History & Graphic Design	Art History	
4	Asian American Studies		
5	Biology & Microbiology	Biology	Biology
6	Business		Business Administration
7	Chemistry & Biochemistry	Chemistry	Chemistry
8	Chicana & Chicano Studies		
9	Child & Adolescent Development		
10	Chinese		
11	Civil Engineering		
12	Communication Studies	Communication Studies*	Speech Communication#
13	Computer Engineering		
14	Computer Science		
15	Economics	Economics	
16	Electrical Engineering, Electrical & Electronic Engineering		
17	English		English
18	Family & Consumer Sciences		
19	French		
20	Geography		
21	Geology	Geology	
22	German		
23	History	History	
24	Information Systems		
25	Japanese		

26	Journalism		
27	Kinesiology/Physical Education	Kinesiology	Physical Education
28	Liberal Studies (Teacher Preparation Track)	Liberal Studies (teaching preparation)	Liberal Studies (teaching preparation)
29	Mathematics	Mathematics	Mathematics#
30	Mechanical Engineering		
31	Music		
32	Native American Studies		
33	Nursing		Registered Nursing
34	Philosophy		
35	Political Science	Political Science	Political Science
#	Established CSU Lower-division Transfer Preparation (LDTP) Patterns^	Transfer Model Curriculums (SB1440)	GWC State-Approved Instructional Programs
36	Psychology	Psychology*	Psychology#
37	Public Administration		
38	Radio-Television-Film		
39	Social Science (Teacher Preparation Track)		
40	Social Work		
41	Sociology	Sociology*	Sociology#
42	Spanish		Spanish
		Criminal Justice	Administration of Justice
		Early Childhood Education	
		Physics	Physics
		Theater	Dramatic Arts
		Accounting	Accounting
^ as of April 19, 2011			
* completed transfer model curriculum, others are under discussion			
# adopted by the GWC Council on Curriculum & Instruction			

Sources: CSU and CCC System Office and ASCCC web pages extracted March 17, 2011; analysis by Cambridge West Partnership, LLC

Appendix E

Online Education Options Via California Virtual Campus

#	Associate Degree Program Name	INSTITUTION											TOTAL
		Allen Hancock	College of San Mateo	SD Mesa	Cerro Coso	West Valley	West Hills	Hartnell	Fresno City	Santa Barbara	Monterey Peninsula	Norco	
1	Business Administration	X	X	X	X								4
2	Accounting		X	X									2
3	Administration of Justice				X	X	X	X					4
4	Anthropology					X							1
5	Architecture (Landscape/Historic Preservation)					X							1
6	Business- Marketing	X											1
7	Computer Business Information Systems	X											1
8	Computer Business Office Technology- Word Processing	X											1
9	Business- General				X								1
10	Business- Management				X								1
11	Computer Information Systems				X		X						2
12	Computer Science Applications & Development		X										1
13	Economics				X								1
14	English							X					1
15	Health Information Technology								X	X			2
16	Humanities				X								1
17	Liberal Arts- Arts & Humanities						X						1
18	Liberal Arts- Math & Science						X						1
19	Liberal Arts- Social & Behavioral Science				X		X						2
20	Liberal Arts- General Studies				X								1
21	Linguistics										X		1
22	Logistics Management											X	1
23	Psychology						X						1
24	Women's Studies										X		1
	Totals	4	3	2	9	3	6	2	1	1	2	1	

Appendix F

Workforce Readiness Initiative: Meeting Summary Report (New York: NY, The Conference Board Inc., June 2007)

Definitions-

The report uses the term “soft” or “applied” skills interchangeably, as did participants at the meeting associated with the report. When this report refers to “soft” or “applied” skills it means, but is not limited to, those skills that were included in the report *Are They Really Ready to Work?*, published by the Conference Board, Corporate Voices for Working Families, the Partnership for 21st Century Skills, and the Society for Human Resource Management.

Applied Skills*

Oral communications- Articulate thoughts, ideas clearly and effectively; have public speaking skills.

Written communications- Write memos, letters, and complex technical reports clearly and effectively.

Teamwork/collaboration- Build collaborative relationships with colleagues and customers; be able to work with diverse teams, negotiate and manage conflicts.

Diversity—Learn from and work collaboratively with individuals representing diverse cultures, races, ages, gender, religions, lifestyles, and viewpoints.

Information technology application—Select and use appropriate technology to accomplish a given task, apply computing skills to problem solving.

Leadership—Leverage the strengths of others to achieve common goals; use interpersonal skills to coach and develop others.

Critical thinking/problem solving—Exercise sound reasoning and analytical thinking; use knowledge, facts, and data to solve workplace problems; apply math and science concepts to problem solving

Creativity/innovation—Demonstrate originality and inventiveness in work; communicate new ideas to others; integrate knowledge across different disciplines.

Lifelong learning/self direction—Be able to continuously acquire new knowledge and skills; monitor one's own learning needs; be able to learn from one's mistakes.

Professionalism/work ethic—Demonstrate personal accountability, effective work habits, e.g., punctuality, working productively with others, and time and workload management.

Ethics/social responsibility—Demonstrate integrity and ethical behavior; act responsibly with the interests of the larger community in mind.

Basic Knowledge/Skills**

- English language (spoken)
- Reading comprehension (in English)
- Writing in English (grammar, spelling, etc.)
- Government/economics
- Humanities/arts
- Foreign languages
- History/geography
- Science
- Mathematics

*The list of applied skills was derived primarily from the Partnership for 21st Century Skills. In addition, several members of The Conference Board's Business and Education Council were consulted.

**For the most part, this list of basic knowledge and skill areas includes the core academic subjects as identified by the No Child Left Behind Act of 2001.

Are They Really Ready to Work?

Employers' Perspectives on the Basic Knowledge and Applied Skills of New Entrants to the 21st Century U.S. Workforce

Summary

The Conference Board, Corporate Voices for Working Families, The Partnership for 21st Century Skills, and the Society for Human Resource Management jointly surveyed more than 400 employers across the United States. These employers articulated the skill sets that new entrants- recently hired graduates from high school, two-year colleges or technical schools, and four-year colleges- need to succeed in the workplace. Among the most important skills cited by employers:

- Professionalism/work ethic
- Communications
- Teamwork/collaboration
- Critical thinking/problem solving

When asked to assess new workforce entrants, employers report that many of the new entrants lack skills essential to job success. Employers expect young people to arrive in the workplace with a set of basic and applied skills, and the Workforce Readiness Report Card makes clear that the reality is not matching expectations.

Only for the four-year college-educated entrants to the workforce is the Excellence List longer than the Deficiency List on the Report Card.

The Workforce Readiness Report Card for new entrants with a high school diploma does not have a single item in the Excellence List. All 10 skills that a majority of employer respondents rate as “very important” to workforce success are on the Deficiency List.

For two-year college-educated entrants, one “very important” applied skill—information technology application—appears on the Excellence List, while seven skills appear on the Deficiency List.

A combination of basic knowledge and applied skills are perceived to be critical for new entrants’ success in the 21st century U.S. workforce, but when basic knowledge and applied skills rankings are combined for each educational level, the top four “most important” are almost always applied.

Professionalism/work ethic, teamwork/collaboration and oral communications are rated as the three “most important” applied skills needed by entrants into today’s workforce.

Knowledge of foreign languages will “increase in importance” in the next five years, more than any other basic skill, according to more than 60 percent of the employer respondents.

Making appropriate choices concerning health and wellness is the number one emerging content area for future graduates entering the U.S. workforce as reported by three-quarters of the employer respondents.

Creativity/innovation is projected to “increase in importance” for future workforce entrants, according to more than 70 percent of employer respondents. Currently, however, more than half of employer respondents report new workforce entrants with a high school diploma to be “deficient” in this skill set, and relatively few consider two-year and four-year-college-educated entrants to be “excellent.”

Workforce Readiness Report Card for New Entrants to Workforce

Assessment of new workforce entrant readiness on “very important” skills (basic knowledge and applied skills rated as “very important” by a majority of employer respondents) by employers is scored below. “Very Important” skills are placed on the Deficiency/Excellence Lists if at least 1 in 5 respondents report entrant readiness as “deficient”/“excellent.”

High School Graduates			
Deficiency		Excellence	
Written Communications	80.9%	No skills are on the excellence	
Professionalism/Work Ethic	70.3%	list for new entrants with	
Critical Thinking/Problem Solving	69.6%	a high school diploma.	
Oral Communications	52.7%		
Ethics/Social Responsibility	44.1%		
Reading Comprehension	38.4%		
Teamwork/Collaboration	34.6%		
Diversity	27.9%		
Information Technology Application	21.5%		
English Language	21.0%		
Two-Year College/Technical School Graduates			
Deficiency		Excellence	
Written Communications	47.3%	Information Technology Application	25.1%
Writing in English	46.4%		
Lifelong Learning/Self Direction	27.9%		
Creativity/Innovation	27.6%		
Critical Thinking/Problem Solving	22.8%		
Oral Communications	21.3%		
Ethics/Social Responsibility	21.0%		
Four-Year College Graduates			
Deficiency		Excellence	
Written Communications	27.8%	Information Technology Application	46.3%
Writing in English	26.2%	Diversity	28.3%
Leadership	23.8%	Critical Thinking/Problem Solving	27.6%
		English Language	26.2%
		Lifelong Learning/Self Direction	25.9%
		Reading Comprehension	25.9%
		Oral Communications	24.8%
		Teamwork/Collaboration	24.6%
		Creativity/Innovation	21.5%

“Very Important” Skills Considered for:

High School Graduates Report Card (% very important):

Professionalism/Work Ethic (80.3%); Teamwork/Collaboration (74.7%); Oral Communications (70.3%); Ethics/Social Responsibility (63.4%); Reading Comprehension (62.5%); English Language (61.8%); Critical Thinking/Problem Solving (57.5%); Information Technology (53.0%); Written Communications (52.7%); Diversity (52.1%)

Two-Year College/Technical School Graduates Report Card (% very important):

Professionalism/Work Ethic (83.4%); Teamwork/Collaboration (82.7%); Oral Communications (82.0%); Critical thinking/Problem Solving (72.7%); Reading Comprehension (71.6%); Written Communications (71.5%); English Language (70.6%); Ethics/Social Responsibility (70.6%); Information Technology (68.6%); Writing in English (64.9%); Lifelong Learning/Self Direction (58.3%); Diversity (56.9%); Creativity/Innovation (54.2%)

Four-Year College Graduates Report Card (% very important):

Oral Communications (95.4%); Teamwork/Collaboration (94.4%); Professionalism/Work Ethic (93.8%); Written Communications (93.1%); Critical Thinking/Problem Solving (92.1%); Writing in English (89.7%); English Language (88.0%); Reading Comprehension (87.0%); Ethics/Social Responsibility (85.6%); Leadership (81.8%); Information Technology (81.0%); Creativity/Innovation (81.0%); Lifelong Learning/Self Direction (78.3%); Diversity (71.8%); Mathematics (64.2%)

Percentages calculated from among the number of respondents to each question. Number of respondents varied for each question, ranging from 347 to 357 for high school graduates; 351 to 360 for two-year college/ technical school graduates; 400 to 413 for four-year college/university graduates.

Appendix G

Planning Agendas

1. Institutional Mission and Effectiveness

Golden West College will demonstrate a strong commitment to student learning. The College will ensure program excellence through the assessment of student learning, student achievement and service outcomes.

Potential Planning Agendas

The College intends to move its implementation of learning outcomes assessment to the proficiency stage within three years and to attain sustainable continuous quality improvement status within six years. To accomplish this goal the college plans to complete assessments of student learning for all courses and programs, including general education within the next three years.

The faculty will continue actively to engage in the intersegmental discipline peer review process being used to develop the Transfer Model Curriculums (TMC). The Council on Curriculum and Instruction (CCI) will also continue to be vigilant in fast tracking those approved TMCs that fit with the established campus instructional programs.

Because the Science, Technology, Engineering and Mathematics (STEM) occupations have such a prominent role in the Orange County economy, the College will also consider developing an Associate of Science degree for those programs.

As noted in the Plan, an increasing number of students from the College transfer to in-state private universities. Given the economic circumstances for all segments of public higher education in the State, the College will focus some efforts on creating additional program-level articulation agreements with the in-state private institutions to which students from the College most commonly transfer.

The College will explore ways to use the adopted TMCs that were also approved by the College to engage the faculty at nearby UC locations (UCLA and UCI) in discussions about program-level articulation agreements.

The College will consider the value added by the GWCPathways software package and whether or not it can be sustained into the future.

The College will explore additional ways to integrate basic skills with the CTE instruction.

The College will develop cross-discipline institutional learning outcomes and consider a curriculum-mapping project for the CTE certificate programs to determine the extent to which communications, critical thinking/ problem solving and "soft skills" desired by employers are being taught and assessed.

In light of the importance of distance education, changed federal expectations, and recent Commission action, the College will complete its plans to communicate the intent to submit a substantive change proposal to the Accrediting Commission for Community and Junior Colleges (ACCJC) staff.

The College will develop an overarching strategic plan for distance learning. This plan will guide the College in the choice of which courses to authorize for the distance education modality. The College leadership should also take note of the changed expectations regarding the management of an online instructional program as represented in the Commission's adoption of the Western Consortium on Educational Technology (WCET) policy and the creation of a separate manual entitled Guide to Evaluating Distance Education and Correspondence Education (October 2010).

The college will consider using the findings and suggestions from these studies [on distance education] and materials from ACCJC to guide its review of local distance education policy and practice.

The College will continue efforts to identify and secure on-going funds and resources to implement such a [early alert] system.

The [summer] bridge model will be expanded [from math alone] to include English and a counseling component.

The college will consider the strategy of compressed learning in connection with basic skills offerings.

The College will identify ways to solidify support and institutionalize its assessment efforts.

2. Student Learning Programs and Services

A. Instructional Programs

Golden West College will maintain, assess and refine a carefully crafted portfolio of strong and relevant programs that promote student transfers to four-year universities and/or attainment of career certificates in high-demand industries.

Potential Planning Agenda

It may be advantageous for the college to discuss the desirability of preparing proposals to remedy these [low unit, locally approved only] certificates [of specialization] in a manner that would enable students to receive the full-credit for their endeavors with a certificate of achievement.

B. Student Support Services

Golden West College will provide services that enable students to enroll, persist, complete, and become self-directed while minimizing institutional barriers.

Potential Planning Agendas

The College will need to be creative in finding ways to sustain or more efficiently provide some of these services, or GWC may need to make some difficult choices regarding the extent of support to selected ones, if policy-makers at the state level do not pre-empt the campus leadership in that regard. The College program review process may provide some assistance in this decision making process.

The College will review its success initiatives in light of some recent research on the dynamics of non-academic supports meant to improve student outcomes across all subgroups of students.

The College will review the critical transition points that students experience in college, which will focus on college policies and practices that promote rapid entry into and completion of instructional programs of study.

To make the most of this [EAP] opportunity, the College will seek local funding to implement an EAP program on campus and thereby gain access to the individual student high school EAP data to support outreach efforts.

C. Library and Learning Support Services

Golden West College will maintain, assess, and strengthen both services and resources in the library, tutoring center, learning centers and computer laboratories.

Potential Planning Agenda

If funding is available the library staff plans to add additional electronic databases and eBooks. The library staff also intends to increase its outreach to faculty by improving and expanding the library blog, promoting an embedded librarian service and promoting individual research consultations.

3. Resources

A. Human Resources

As we regain our staffing, Golden West College will maximize the benefits of diversity, strengthen staff development activities, and increase the effectiveness of evaluations.

Potential Planning Agenda

The current severity of the budget crisis challenges the District and the individual colleges to seek efficient organizational arrangements and consolidations of services. The District has initiated a systematic process to review attrition and identify and prioritize critical positions to be replaced. The college will collaborate in that process.

B. Facilities and Campus Environment

Golden West College will create and maintain a safe campus environment conducive to student learning by using resources in ways that are sustainable.

Potential Planning Agenda

While the recommended course of action is to fully implement the proposed Vision 2020 Facilities Master Plan, it must be remembered that the current planning updates, unites and integrates the previous planning efforts with a new perspective.

C. Technology

Golden West College will leverage technology resources to facilitate student learning, campus communication, and institutional effectiveness.

Potential Planning Agendas

Measure C resources have partially funded many technological acquisitions but a new revenue source will be required to provide ongoing support to hire technical personnel, to replace worn equipment, and to provide training to the general staff in the use of the equipment and software.

The College will look for opportunities to collaborate with the two other colleges and the District Office to eliminate duplication of services to the students with the intention of achieving cost savings.

However, the College will continue to implement the virtualization concept not only to provide better service to the students but also to use of existing facilities more efficiently.

D. Fiscal Resources

Golden West College will effectively manage financial resources to sufficiently support, maintain and enhance student learning programs and services.

Potential Planning Agenda

The College will consider ways to pursue grant resources from federal, state, and private foundation sources. Several revenue enhancement ideas are detailed below under partnership strategies.

4. Participatory Governance and Leadership

A. Planning Processes & Decision-Making

GWC will use participatory governance and effective, ethical leadership to continuously assess and improve the institution.

Potential Planning Agenda

As the College moves to an administrative structure of two Vice Presidents, a proposal has been offered to replace the three area planning committees with two planning committees.

B. District Collaboration

GWC will proactively engage in participatory governance activities with sister colleges and district offices to better serve our students and community while maintaining college autonomy.

Potential Planning Agenda

The College will review the delineation of function documents and consider submitting changes to the document based on the new two Vice Presidents configuration for the College.

5. Community Engagement

A. Community Relations

GWC will actively seek additional opportunities to serve as the educational center for its local community.

Potential Planning Agenda

The College will continue to develop a series of strategies to engage with the community more and is creating a rubric to evaluate its progress in those efforts.

B. Business, Industry and Governmental Partnerships

GWC will use systematic processes for building partnerships with local businesses, industries and governmental agencies to promote contract education, student internships, faculty externships, and fundraising.

Potential Planning Agendas

The College has pursued some grants, particularly ones to support career and technical education; however, the College will also pursue appropriate private foundation, state and federal government grant opportunities.





RESOLUTION # 11-29

A Resolution of the Board of Trustees of the Coast Community College District

DESIGNATION OF APPLICANT'S AGENT RESOLUTION Hazard Mitigation Grant Program and Pre-Disaster Mitigation Program

WHEREAS the Coast Community College District applied for and was awarded, as a sub-grantee of the State of California, \$75,000 from the Federal Emergency Management Agency (FEMA) for the assessment of potential disaster risks and preparation of a District-wide Hazard Mitigation Plan.

WHEREAS the notification of application approval, HMGP #1810-1-12, was received on September 15, 2010 and de-obligation of federal funds will occur on January 26, 2013 for work not completed.

THEREFORE BE IT RESOLVED by the Board of Trustees that Linda Morin is hereby authorized to execute for and on behalf of the Coast Community College District, a public entity established under the law of the State of California, an application and to file it with the California Emergency Management Agency (CalEMA) for the purpose of obtaining certain federal financial assistance under P.L. 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, and/or state financial assistance under the California Disaster Assistance Act.

BE IT FURTHER RESOLVED THAT the Coast Community College District, a public entity established under the laws of California, hereby authorizes its agent(s) to provide to the California Emergency Management Agency for all matters pertaining to such state disaster assistance the assurance and agreements required.

I, Christian Teeter, Secretary of the Board of Trustees of Coast Community College District hereby certify that on July 20, 2011 this Resolution was adopted by the Board by a vote of _____.

Aye:

No:

Abstain:

Christian Teeter, Ed.D., Board Secretary, Board of Trustees



RESOLUTION # 11-30

A Resolution of the Board of Trustees of the Coast Community College District Authorizing Signatures - Orange County Department of Education

WHEREAS, due to a reorganization in the Board of Trustees' Office it is necessary for the District to update signature authorizations for the Orange County Department of Education. Therefore, it is recommended by the Board Clerk that the following Resolution be adopted and made effective July 21, 2011; and

THEREFORE, BE IT RESOLVED, that the following persons be authorized to certify as true and correct copies and excerpts of Board Minutes, Resolutions, Contracts and other official documents:

Christian Teeter, Secretary of the Board

Jane Burton, Secretary Pro Tem

Fiscal Impact: None

I, Jerry Patterson, President of the Board of Trustees at Coast Community College District hereby certify that on July 20, 2011 this Resolution was adopted by the Board by a vote of

_____.

Aye:

No:

Abstain:

Jerry Patterson, Board President

